

Minutes of Meeting
Community Development Update
February 24, 2014
1:00 p.m.

The Kootenai County Board of Commissioners, Chairman Tondee and Commissioner Nelson met to discuss the following agenda items. Also present were Community Development Director, David Callahan and Deputy Clerk Stephanie Clark. Commissioner Green was absent.

A. Call to Order: Chairman Tondee called the meeting to order at 1:02 p.m.

B. Changes to the Agenda: There were none.

C. Old Business: There was none.

D. New Business:

Following the posted agenda, Director David Callahan addressed the following items with the Board:

1. Development Review-Fee waiver for political subdivision of State:

Mr. Callahan began a discussion with regard to processing of a telecommunication tower to service Rathdrum and Post Falls. He asked if it was possible to waive the fees for this project as well as adopt a blanket waiver for all municipalities on political subdivisions of State. The Board agreed with Mr. Callahan that the fees should be waived, but asked that he talk to the various agencies, beginning with the City of Coeur d'Alene and see what they would be willing to waive and report back with their thoughts on the subject.

2. Quick/simple code amendments for good planning practice:

Mr. Callahan would like to amend the code to remove the mandatory landscaping and asphalt parking under the conditional use permit. The wording could come back around so that if needed we could ask that it be done. The Board agreed with his suggestion.

Mr. Callahan brought forward another code he would like to amend, lot consolidation. He would like it to be an administrator review and pass it along to the surveyor. The Board agreed with his suggestion but asked that there be some kind of wording to avoid the re-dividing of the property.

Mr. Callahan suggested some changes to the non-conforming code. He would like to eliminate the market value analysis on the structure. The Board had some other suggestions but agreed that it was a good idea.

Mr. Callahan also asked for the Board's thoughts on removing the required six (6) feet of separation between the accessory buildings and the main structures required by zoning code. He would like to use the building code primarily, as it includes fire agents and walls which solves any issues from the past when the separation clause was originally put into the code.

Mr. Callahan informed the Board that since they were agreeable with the changes he has suggested on these specific issues he will discuss them with his staff and get things ready for the public hearing process. There were no objections from the Board.

3. Hauser Area of City Impact (ACI) – Contract with Jerry Mason:
Mr. Callahan informed the Board of a possible problem with contracting Mr. Jerry Mason. Mr. Mason is looking into the legalities and will get back to us as soon as possible.
4. Community outreach:
Mr. Callahan updated the Board with regard to several meetings he has had with outside entities. He met with The Concerned Businesses in Greater Hayden, Coeur d’Alene Tribe staff and Kootenai Metropolitan Planning Organization (KMPO). All meetings went very well and Mr. Callahan feels that he received a good sense of how his department and the outside entities can work together. He will be meeting with the Coeur d’Alene Chamber this Wednesday, this meeting is more of a meet and greet.
5. Dieter Gedeik (lakeshore sloughing) outcome:
Mr. Callahan shared the results of the Gedeik situation. Mr. Gedeik has agreed to the proper permitting and is following proper procedures.
6. Staffing:
Mr. Callahan wanted to update the Board on his departments staffing issues. The Planner II, Staci Armes has completed her two week notice. The department is planning on advertizing for a Planner I position rather than the Planner II.

The Planner III, Supervisor, Justin Seier has some health problems and Mr. Callahan will be speaking to the Human Resources Director, Skye Reynolds regarding Mr. Seier and his needed time off to deal with these health issues. Commissioner Nelson suggested that he speak with Ms. Reynolds about Family and Medical Leave Act (FMLA).

The department has only received one (1) response for the Planning Manager position. Mr. Callahan suggested he change some things on the job description and would also like the Board to consider a change in the pay status for this position as well as the combined position that the department is trying to fill. Chairman Tondee suggested that we wait and see what we hire in at and then maybe adjust it at that time.

The combined position, Building Inspector/Planning Checker has only had three (3) responses with none of them having the proper credentials. Mr. Callahan has asked Ms. Reynolds for some help on recruiting strategies.

Mr. Callahan stated that due to the staffing issues and the lack of responses to the open positions he may need to outsource some things for a short while. The Board did not disagree.

7. Cedar Tree Point LLC, IDL Dock Application:
Mr. Callahan began a short discussion with the Board regarding some issues the department is having on a dock application. During the course of this discussion Mr. Callahan also suggested that the parts of the conditional use permit should change in particular with resort properties. The Board agreed with Mr. Callahan’s suggestion on the issues at hand and Mr. Callahan will report back with an update.

There being no further discussion of agenda items at this time, Chairman Tondee adjourned the meeting at 1:32 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

W. TODD TONDEE, CHAIRMAN

By: _____
Deputy Clerk
