

**Minutes of Meeting**  
**Community Development Update**  
**January 26, 2015**  
**1:00 p.m.**

The Kootenai County Board of Commissioners, Chairman Stewart, Commissioner Green and Commissioner Eberlein met to discuss the following agenda items. Also present were Community Development Director, David Callahan, Administrative Manager, Sandi Gilbertson, Planner III, Justin Seier, Planner I, Mike Ulrich and Deputy Clerk, Stephanie Clark.

- A. Call to Order:** Chairman Stewart called the meeting to order at 1:02 p.m.
- B. Changes to the Agenda:** There were no changes to the agenda.
- C. Old Business:** There was no old business discussed.
- D. New Business:**

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

**1. Development Code Update: Timing and Process**

Mr. Callahan began the meeting with an update of Phase 1, the Technical fix of the code re-write. He explained to the Commissioners that phase 1 is only a re-write, a consolidation of the codes that are in place now. He also is approximately a month away from a press release, which will give the information to the public. He asked the Board for their approval of the release. The Board agreed that the information should go out to the public but asked that he bring the re-write and the draft of the press release back to them prior to the actual release.

**2. Community Development Process and Public Hearings:**

- a) Legislative and Quasi-Judicial matters**
- b) Deliberation and Public Hearing procedures**
  - i. Pre-and-Post-meeting protocol**
  - ii. Due Process**
  - iii. Ex parte Communications**
  - iv. Impartiality**
  - v. Site Visit procedures**

Mr. Callahan and the Board had a discussion on each item and the Board acknowledged they had a full understanding of the protocols and procedures.

**3. Hauser Area of City Impact (ACI):**

- a) Why an Amendment is Necessary**
- b) Why a Consultant is Needed**
- c) Possible Process, Timing and Costs**

Mr. Callahan and Mr. Seier explained the differences between the current Hauser ACI and the proposed ACI. There was a brief discussion regarding the differences. The Board agreed there needs to be changes in the current ACI. Mr. Callahan also mentioned the contract for David Evans and Associates that he believes they need to be kept on board during the Hauser ACI reconfiguration. The Board agreed and asked that he try to scale back the scope of work if possible as well as the payment for the work preformed. Mr. Callahan will try to accomplish their request and will get back to the Board next week with some information.

**E. Public Comment:** This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

There being no further discussion of agenda items or public comment, Chairman Stewart adjourned the meeting at 2:05 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

By: \_\_\_\_\_  
Deputy Clerk

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David Stewart, Chairman