

**Minutes of Meeting
Community Development Update
December 21, 2015
1:30 p.m.**

The Kootenai County Board of Commissioners met to discuss Community Development updates. Chairman Green, Commissioner Stewart, and Commissioner Eberlein were present. Also in attendance were Community Development Director David Callahan, Planner III Mike Ulrich, Planner II Ben Tarbutton and Deputy Clerk Sandi Gilbertson.

A. Call to Order: Chairman Green called the meeting to order at 1:30 p.m.

B. Changes to the Agenda: None.

C. Old Business: There was no old business.

D. New Business:

1. Compliance with FEMA National Flood Insurance requirements.

Mr. Callahan presented the County's compliance with FEMA's National Flood Insurance requirements. He said that every five years by Federal law, the County is required to do a review of all records to ensure everything is being done properly both on the local and federal levels. Mr. Callahan explained that it is called the Community Rating System which is a nationwide system. One of the major components is the elevation certificate that Community Development staff reviews every time someone is building near the floodplain. Mr. Callahan said that through the Community Rating System audit, staff found three problematic issues. One is a variance that was approved that may be resolved with a letter of warning from FEMA; the other two are along Fernan Creek. Mr. Ulrich explained that the issue with Fernan Creek is it is in an un-numbered A zone which means there is no established base flood elevation established by FEMA for this area. Mr. Ulrich said there are three options to remedy these two issues. One option is to apply for a letter of map amendment which would just remove the structures from the special flood hazard area. Another option if the first is denied is to install flood venting or a possibility that the top of the bottom floor would have to be elevated to at least the base flood elevation. A third option would involve funding a flood study for that area. Mr. Callahan said he would keep the Commissioners informed as the process proceeds. Mr. Ulrich outlined the phase approach that will be followed in the future to ensure compliance.

E. Public Comment: None

There being no further discussion of agenda items or public comment, Chairman Green adjourned the meeting at 2:14 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

By: _____
Deputy Clerk

Dan Green, Chairman