

Minutes of Meeting
Community Development Update
March 7, 2016 - 1:30 p.m.

The Kootenai County Board of Commissioners met to discuss Community Development updates. Commissioner Stewart and Commissioner Eberlein were present. Chairman Green was excused. In attendance were Community Development Director David Callahan, Civil Deputy Prosecuting Attorney Pat Braden, Planner III Mike Ulrich, Code Compliance Officer II Roxy Webb, Code Compliance Officer Sandy Forstrom, Deputy Building Official Bob Ankersmit, and Deputy Clerk Sandi Gilbertson.

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

B. Changes to the Agenda: None

C. New Business

1. Authorization to phase the hiring rate to exceed 95% of midpoint pay range for the open Plans Examiner/Building Inspector position

Mr. Callahan stated that an offer of employment will be made to fill the position of plans examiner/building inspector. The offer will be a beginning salary of 95% of market. Mr. Callahan asked the Board for permission to raise the pay rate to full market after this employee satisfactorily completes the six month probationary period. Both Commissioners agreed to the full market of \$19.62 with that stipulation.

2. Code enforcement issues

Mr. Callahan presented examples of code enforcement issues. Ms. Webb explained code issues on Windy Bay on Lake Coeur d'Alene. She showed the parcels using assessor and Google maps. She explained that there is a code violation nearby where a site was excavated and sand was placed. When research was being done on that parcel, it was discovered this parcel also had sand placed. Chairman pro tem Eberlein said the new land use and development code should help mitigate these issues. Both Commissioners agreed these were code violations that could proceed in the process but also to notify property owners of the new code that will allow certain remedies in the 25 foot buffer. Ms. Webb said she would proceed with the warning notice and ask that the property owners contact Code Enforcement to get information. Commissioner Stewart asked that the code violation not be pursued beyond the warning letter and then bring back to the Board of Commissioners.

Ms. Forstrom presented another code enforcement issue. The assessors' records show a 5th wheel that has a large structure that has been built around it with no building permits. This was discovered during research for a neighboring property. Normal procedure is to contact the property owner and asked them to come to the office and rectify the issue. If they chose not, the code violation would be pursued. Chairman pro tem Eberlein said that is what should be done according to the current code because it is clearly a code violation.

Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing. There were no public comments.

There being no further discussion of agenda items or public comment, Chairman pro tem Eberlein adjourned the meeting at 2:00 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

By: _____
Deputy Clerk

Marc Eberlein, Chairman pro tem