

**Minutes of Meeting
Community Development Update
August 22, 2016 1:30 p.m.**

The Kootenai County Board of Commissioners met to discuss Community Development updates. Chairman Green, Commissioner Eberlein and Commissioner Stewart were present. In attendance were Community Development Director David Callahan, Code Compliance Officer II Roxy Webb, Planner III Michael Ulrich and Deputy Clerk Sandi Gilbertson. Civil Deputy Prosecuting Attorney Pat Braden entered the meeting at 1:33 p.m.

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

B. Changes to the Agenda: None.

C. New Business:

1. Continued discussion on a \$1,140 CUP application waiver for CJ Davis and Frank Reim

Mr. Callahan explained he was bringing this back from last week's update meeting for continued discussion. He said he had received an e-mail from CJ Davis and Frank Reim saying they believed they were misled with the information they received from Community Development and did not know they would need a conditional use permit. Mr. Callahan said he is asking the Board for a fee waiver for the conditional use application. He added that Ms. Davis and Mr. Reim were told that even if they go through the process, there is no guarantee of an approval. Mr. Callahan said he contacted the City of Post Falls who said they would not be in favor of a conditional use permit because they would want to annex this property eventually; Panhandle Health also would not be in favor because of water and septic concerns for a commercial use over the aquifer. Chairman Green and Commissioner Stewart agreed that they would be willing to waive half of the application fees. Commissioner Stewart said he would like to have it put in writing that an approval of the conditional use permit is not guaranteed.

2. Discussion of CV16-0131 (Brewer), construction within an easement

Mr. Callahan showed the properties involved using a PowerPoint presentation saying that this is a trespass issue since the Brewers had a fire pit and rock retaining wall built within the platted easement which provides ingress-egress to Lot 16. (Mr. and Mrs. Sheldon own Lot 16 and Lot 10.) Staff didn't know about the fire pit and rock retaining wall until the final inspection since it was not on the site plan or the site disturbance plan. Mr. Ulrich said this has been an issue for a couple of years and time was given for the property owners to arrive at a negotiated settlement but that has not happened. Mr. Callahan said now both parties have legal representation. The Board agreed this was a trespass and gave direction to record the notice of violation.

3. Discussion reclassification of Permit Expediter position

Mr. Callahan said the changing circumstances of the new land use code requires shifting of duties for a few positions. Mr. Ulrich explained the re-classification of job duties were revamped because of the way building permits are now being processed. The position of a permit expediter would be to oversee the day to day activities of a building issuance. Mr. Ulrich continued asking for additional compensation for this position. Chairman Green explained the process for additional compensation and the point totals determined by Human Resource to move the position to a different grade. The Board agreed with the new position but said that the Community Development Director would have to explain in a memo the justification for a pay raise for this reclassification.

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.

Ashley Buttars spoke of the letter that she and Paul Buttars wrote to Mr. Callahan and which was delivered on Friday, August 19. She explained the steps that they have taken and the reasons why the steps were taken in the order that they were done. Ms Buttars said she wanted the Board to be aware of the work that had been done by the tree arborist as well as their architect's and engineer's work. Mr. Callahan invited the Buttars to come into Community Development to discuss this further.

There being no further discussion of agenda items or public comment, Chairman Green adjourned the meeting at 2:15 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

By: _____
Deputy Clerk

Dan Green, Chairman