

**MINUTES OF THE PLANNING AND ZONING COMMISSION
CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO**

Date: May 18, 2020

**Regular Meeting: 5:00 PM
Council Chambers**

Hayden City Hall, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER

Chair Peterson called the meeting to order at 5:02 p.m.

ROLL CALL OF COMMISSION MEMBERS

Brian Petersen, Chair	Present
Michael Cramer, Vice-Chair	Present
Corey Andersen	Present
Alan Davis	Present
Benjamin Prickett	Present
Shawn Taylor	Present
Brandon Bemis	Not-Present

STAFF PRESENT

Melissa Cleveland, Community Development Director
Caitlin Kling, Legal Counsel
Donna Phillips, Senior Planner
Elizabeth Allen, Planner
Abbi Sanchez, City Clerk

Also present was Rachel Granrath, SJC Alliance.

CALL FOR CONFLICTS OF INTEREST

No conflicts reported.

CONSENT CALENDAR

The consent calendar included the approval of the meeting minutes for February 18, 2020. The motion was made by Commissioner Shawn Taylor, and seconded by Vice-Chair Michael Cramer to approve the consent calendar. All were in favor, none were opposed.

NEW BUSINESS

Comprehensive Plan – workshop

Melissa Cleveland and Rachel Granrath led the Commission members through the goals, policies, and actions proposed for the comprehensive plan update. Ms. Granrath explained that the Goals and Policies are the nuts and bolts of the Comprehensive Plan; they interact and form actions. It is designed to be a living document to be reviewed and updated each year as needed.

After providing an overview of different sections of the Comprehensive Plan, Ms. Granrath stated that the Goals and Policies listed can address multiple sections and elements (land use, transportation, parks and recreation, etc.) of the Plan. She has listed these in a table for easy reference to identify the elements that each goal and policy applies to. She then reviewed the Goals,

explained what each one means and noted that the comprehensive plan is meant to be a living document.

Ms. Cleveland clarified that the term living document means that the document is meant to change and adjust to needs over time.

The Huetter Bypass was discussed and desired land use around that area. Ms. Cleveland stated that all of the Area of City Impact had been included in the planning of future land use.

After a numbering error was identified in the goals, Goal #19 (20) was discussed with the desire of pedestrian connectivity across the US-95 Corridor, business development on west side of US-95 and for uniform application of development codes for properties west of US-95.

In reference to Goal #18 (19) Commissioner Cramer stated that he does not think there is anything to preserve in downtown Hayden. There is no downtown historic core. He questioned if Hayden is considered a small town? Ms. Granrath offered to change it to more of a goal where families grow and graduate etc. Discussion followed about what it means to different people to maintain a small town feel and how to adjust and offer different amenities to include and appeal to a broader variety of residents.

Ms. Granrath continued on to review the proposed policies.

Policy #9 Ms. Cleveland explained that there is a formula in Idaho Code that spells out how to calculate impact fees. The City has a committee that meets annually to review these fees and recommend changes as needed.

Policy #14 Chair Peterson stated that since everyone shall comply with City Code this policy should be removed. The commission members agreed

Policy #17 – Remove

Policy #18 – Discussion occurred about encouraging retail and residential mixed use multistoried buildings in the Central Business District.

The final piece to the Comprehensive Plan is Action Implementation. There are short term, medium term, long term, and ongoing actions. These should be reviewed annually by the PZC and since it is in an Appendix, the update can be done more administratively.

The Commission discussed adding more actionable language to the economic development element tasks. For instance, Commissioner Cramer would like to explore the possibility for fundraising activities that the City could sponsor or participate in to promote community development. To come up with innovative ways to spur the economy. Possibly with sponsorship opportunities for individuals, groups, businesses.

Commissioner Davis would like to see a task to create interconnectivity between businesses in the CBD.

Infrastructure and Public Facilities Element

Ms. Cleveland stated that the City desires to find partnership and funding mechanisms to get infrastructure in place in areas that need those systems.

Discussed previous wayfinding signage work that was completed. Commission Members would like staff to find and review this information, then bring forward to PZC.

Senior Planner Donna Phillips would like to see an action to encourage annexations that do not create holes of non-annexed areas in Hayden surrounded by city limits.

REVIEW OF UP COMING MEETING CALENDAR, AND REPORT ON COUNCIL ACTION
Director's Review

Planning and Zoning Commission

June 1, 2020

- Consent Calendar
- Case No. PZE 20-0111, a request for a Special Use Permit by owners 162 E. Hayden Avenue, LLC.

Add Future Land Use Map review to the June 1, 2020 agenda.

A joint workshop with the City Council to review the four plan updates in *Imagine Hayden*. The date will be determined and communicated in the next week.

City Council Actions

February 25, 2020

- Request for Reconsideration (PZE-19-0313) – McCarthy SUP (PZE-19- 0242)
- Request for Reconsideration (PZE-20-0025) – Daugharty Zone Map Amendment (PZE-19-0055)

March 11, 2020

- Approval of McCarthy SUP Reconsideration PZE-19-0313 Written Decision

ADJOURNMENT

The meeting adjourned at 6:56 p.m.


Abbi Sanchez, City Clerk