

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

August 5, 2019

Regular Meeting: 5:00 PM

Council Chambers

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

CALL TO ORDER

Chair Petersen Called the meeting to order at 5:00 p.m.

ROLL CALL OF COMMISSION MEMBERS

Brian Petersen, Chair	Present
Michael Cramer, Vice-Chair	Present
Corey Andersen	Present
Alan Davis	Present
Gavin Mabraten	Present
Benjamin Prickett	Present arrived at 5:05p.m.
Shawn Taylor	Not-Present

STAFF PRESENT

Melissa Cleveland, Community Development Director
John Cafferty, Legal Counsel
Donna Phillips, Senior Planner
Elizabeth Allen, Planner
Heather McNulty, Commission Clerk

FLAG SALUTE

Commissioner Anderson led the meeting in the Pledge of Allegiance.

CALL FOR CONFLICTS OF INTEREST

No conflicts were reported.

CONSENT CALENDAR

The consent calendar included the approval of the meeting minutes for July 15, 2019 and the written decision in Case No. PZE-19-0017, Ray Accessory Shop. The motion was made by Vice-Chair Cramer, and seconded by Commissioner Davis to approve the consent calendar. All were in favor, none were opposed.

CONTINUED BUSINESS

Workshop

Fall 2019 Miscellaneous Code Amendments

Melissa Cleveland, Community Development Director, started with the discussion of frontage improvements as this is now triggered by a dollar amount of \$40,000 of improvements within three years. This seems unfair to a home owner looking to make improvements to their home without generating any more vehicle traffic. Members and staff discussed the practice of ending the "road to know where" which requires the landowner to dedicate easements as well as road widening, curb, gutter, drainage facilities, and pedestrian facilities. Ms. Cleveland stated that they are looking to ways to add improvements to an area of the City, possibly using the sewer lift station grid associated with the improvement, as a way to collect the infrastructure money and see it with in the grid where most needed, per the City Engineer and City Development Director. The Commission agreed that this is a better use of development dollars and

more efficient than piecing the City together. The Commission also stated that they believe impact fees need to be addressed if that is the only source of development income and to restructure the list of needed improvements throughout the City. The Commission also found that the cost of frontage improvements would outweigh these smaller improvements causing the property owner to never improve the property due to the extra cost. This process could lead to City blight and the Commission does not want the appearance of the City to look failing.

Donna Phillips, Senior Planner then presented the review of the proposed code enforcement portion of code amendments, 11-1-5: Administration and Enforcement, where she reviewed the steps that the City takes for each code enforcement case. At the end of this process the Commission discussed how the City needs to have a way to implement the City Code and not pass unaddressed violations on to new property owners. Although, the violator today may not wish to come into compliance; there needs to be a process for staff to resolve these issues and today there are very limited possibilities. 11-1-5: Appeals: was then discussed in detail so that the Commission was able to see the steps the City staff and City Council would need to take to resolve a violation should it be appealed. 11-1-6: Reconsiderations of City Council Decisions: Staff noted what the applicant had for a timeline and the reasons of reconsideration in order to be reviewed by the City Council. Ms. Phillips continued with 2-1-13: Appeals of the Planning and Zoning Commission Decisions: The changes in this code section were made to be more in line with other sections of City code already in place or to be implemented to improve efficiency. 11-17-1 Administrative Review: This section again was changed to go along with other applications and procedures in the City Code for review of any appeal process.

Elizabeth Allen, Planner discussed the proposed amendments to the portion of City Code 11-11-10 Storage: This was adjusted to help paving requirements for Commercial and or Light Industrial areas. The code section will be brought back with more discussion, as the Commission would like to know the definitions for storage versus display materials. It was discussed that many properties along our Commercial Highway are using the undefined section of code to their cost advantage which may not be in the best interest for the City landscape. This in turn leads to the City Staff not having a way to have property owners comply with the storage code. Circulation isles, display and storage surfaces need to be addressed with Rob Wright, City Engineer before changes are made to this City standard. Another Workshop will be held to further discuss the storage matter.

REVIEW OF UP COMING MEETING CALENDAR, AND REPORT ON COUNCIL ACTION

Director's Review

Ms. Cleveland reviewed the various long range plan updates and the consultants all met and organized their next steps. Goals and policies will be brought forward for review. The public will still be invited to an open house sometime this fall to weigh in on Hayden's future direction.

Planning and Zoning Commission

Tuesday, August 13, 2019

- Commission Report to City Council- Brian Petersen

August 26, 2019

- Consent Calendar

City Council Actions

July 23, 2019

- Hayden Canyon Written Decision for Annexation, Planned Unit Development, and Master Development Agreement Amendments- Consent Calendar

ADJOURNMENT

The meeting adjourned at 6:43 p.m.


Heather McNulty, Commission Clerk