

**MINUTES**  
**CITY PLANNING AND ZONING COMMISSION**  
**7232 Main St., Bonners Ferry, ID**  
**208-267-3105**  
**April 20, 2023**  
**5:15 P.M.**

Commissioner Chairman Andy Howe called the meeting for April 20, 2023 to order at 5:17 pm. Planning and Zoning Commissioners present were: Sue Larson, Darci Price, Andy Howe, Dave Gray. Also present were: Contract Planner Clare Marley and Planning & Zoning Clerk Julie Fairchild and also City Administrator Lisa Ailport

Members of the public include Dottie Gray, Travis & Jessica Stolley, Kailey Gardin, Louis Maggi, Bruce Merrifield, Elsie Hollenbeck, Cruz Ortiz and Emily Bosant.

**1. Consent Agenda:** Approval of March 1, 2023, Minutes ACTION ITEM

<b>Result:</b>	Approve
<b>Moved by:</b>	Darci Price
<b>Seconded by</b>	Sue Larson
<b>Voted Yes</b>	Sue Larson, Darci Price, Dave Gray, Andy Howe
<b>Voted No</b>	
<b>Absent</b>	

**2. New Business: PUBLIC HEARING: ACTION ITEM, RECOMMENDATION TO CITY COUNCIL: FILE #AN05-23 THE CITY OF BONNERS FERRY**

The City of Bonners Ferry is sponsoring the annexation of three parcels in the City of Bonners Ferry that are located on Main Street, south of Grocery Outlet and east of U.S. Highway 95. The properties are owned by the State of Idaho(Department of Lands), community Fellowship Church(Grace Bible Church), and Two Brews Coffee Company LLC(Stolley/Gardin). The properties total about 7.25 acres and are located in Section 4, Township 61 North, Range 1 Ease. The City proposes these lands be designated General Commercial and Mixed Use on the Comprehensive Plan Future Land Use Map and be zoned Commercial. The Commercial District allows a mixture of housing, retail, service, and office uses. As part of the annexation process, the Planning and Zoning Commission will recommend to Council appropriate Comp Plan mapping and zoning for the property. The City Council will make the final decision on the mapping and annexation.

Chairman Andy Howe opened the public hearing to consider the annexation. Chairman Howe called for any conflicts of interest or the need for special accommodations. Andy turned the public hearing over to Clare Marley.

Clare Marley explained the three separate parcels and the requirements of state and local law require to recommend zoning and comp plan designations for this land. Clare said the three that are being considered today are: State of Idaho, Community Fellowship Church, and Two Brews. Clare said the two private ones are voluntary annexations sponsored by the City of Bonners Ferry and these 2 properties are willing to dedicate an additional 25 feet each to create an access road through the properties. Clare said the State of Idaho properties do not require voluntary consent; the city can annex regardless and doesn't require the county's permission. Clare said this is a 2 part annexation and today we'll be

doing the East side and working on the west side a little later. She said once it zoned and annexed, then it has the commercial uses that are allowed in the table of uses. Clare said what state and local code requires to be able to show that the proposal meets the Comprehensive Plan.

Local agencies didn't have any comments on this annexation and the State of Idaho had no comments either, she said.

City Administrator Lisa Ailport said there is potential for a future corridor street to connect to McCall Street for future easy access internally instead of highway access. Lisa said they are working with ITD to redesign the sewer main. Commissioner Sue Larson asked if they would have City electricity. Lisa replied yes they would.

Dave Gray said he sees nothing wrong with this business going in and it makes our City a little stronger and is a great idea.

Commissioner Sue Larson said she doesn't know why we wouldn't want to annex.

Commissioner Darci Price said she believes it meets all the requirements.

Chair Andy Howe said everybody has done a really good job at looking ahead and he has no issues with it either.

Commissioner Darci Price moved to recommend to Bonners Ferry City Council approval File #AN05-23, designating the subject lands as "General Commercial & Mixed Use," and the zoning of lands as Commercial, upon approval of the Annexation by City Council, finding that it is in accord with the goals and policies of the adopted City of Bonners Ferry Comprehensive Plan, based upon the findings as listed in the staff report.

<b>Result:</b>	Approve
<b>Moved by:</b>	Darci Price
<b>Seconded by</b>	Sue Larson
<b>Voted Yes</b>	Sue Larson, Darci Price, Dave Gray, Andy Howe
<b>Voted No</b>	
<b>Absent</b>	
<b>Abstaining</b>	

### 3. Commission, Council, and Staff updates: ADVISORY/DIRECTION TO STAFF

#### a. Council action on Comprehensive Plan

Clare said the Comprehensive Plan was adopted by the City Council. She said the Council accepted the recommendation to remove the reference to livestock in the residential designations and address that later in zoning codes. The Council also agreed to change the Tannebaum area to single family. Clare said there was a minor amendment in the Comp Plan map made by the City Council for Boundary Tractor to change it to Mixed Use.

Commissioner Sue Larson asked if this was done with Blue Cross funding.

City Administrator Lisa Ailport replied yes they were there.

Lisa said that by completing the health champions course from Blue Cross Foundation they gave us some money to be used in a way to further community health, which allowed the City to budget Blue Cross funds to activate our Comprehensive Plan Code Reform.

- b. May agenda items: Voluntary annexations  
Clare said we have one voluntary annexation in May.
- c. 2023 projects, schedules, and implementation plans  
Clare said she will work with Lisa to start working on some tasks on the implementation plan particularly with zoning.

### **Announcement/Adjournment**

Commissioner Sue Larson made a motion to adjourn the meeting. Commissioner Dave Gray seconded the motion. The motion passed all in favor. The meeting adjourned at 6:13 pm.