

## **Welcome to tonight's City Council meeting!**

The elected officials of the City of Bonners Ferry appreciate an involved constituency. Testimony from the public is encouraged for items listed under the Public Hearing portion of the agenda. Any individual may address the council on any issue, whether on the agenda or not, during the Public Comments period. Individuals addressing the Mayor and Council during Public Comment should refrain from using that time to address the performance of or to make complaints about a specific employee. Public participation during the business portion of the meeting will generally not be allowed, with the discretion left to the Mayor and Council. Special accommodation to see, hear, or participate in the public meeting should be made at City Hall within two days of the public meeting.

### **Vision Statement**

Bonners Ferry, "The Friendliest City", strives to achieve balanced growth, builds on community strengths, respects natural resources, promotes excellence in Government, and values quality of life. We are a city that welcomes all people.

### **AGENDA**

#### **Special Meeting**

**City Council and Planning and Zoning Commission**

**Bonners Ferry City Hall**

**7232 Main St**

**267-3105**

**February 18, 2025**

**5:15 pm**

**Join video Zoom meeting:** <https://us02web.zoom.us/j/176727634>

**Meeting ID: 176727634**

**Join by phone: 253-215-8782**

### **PLEDGE OF ALLEGIANCE**

### **NEW BUSINESS**

1. **PLANNING AND ZONING-** (Advisory Direction to Staff)- Review of draft zoning code update and draft zoning map; b. Review area of interest mapping boundaries

### **ADJOURNMENT**

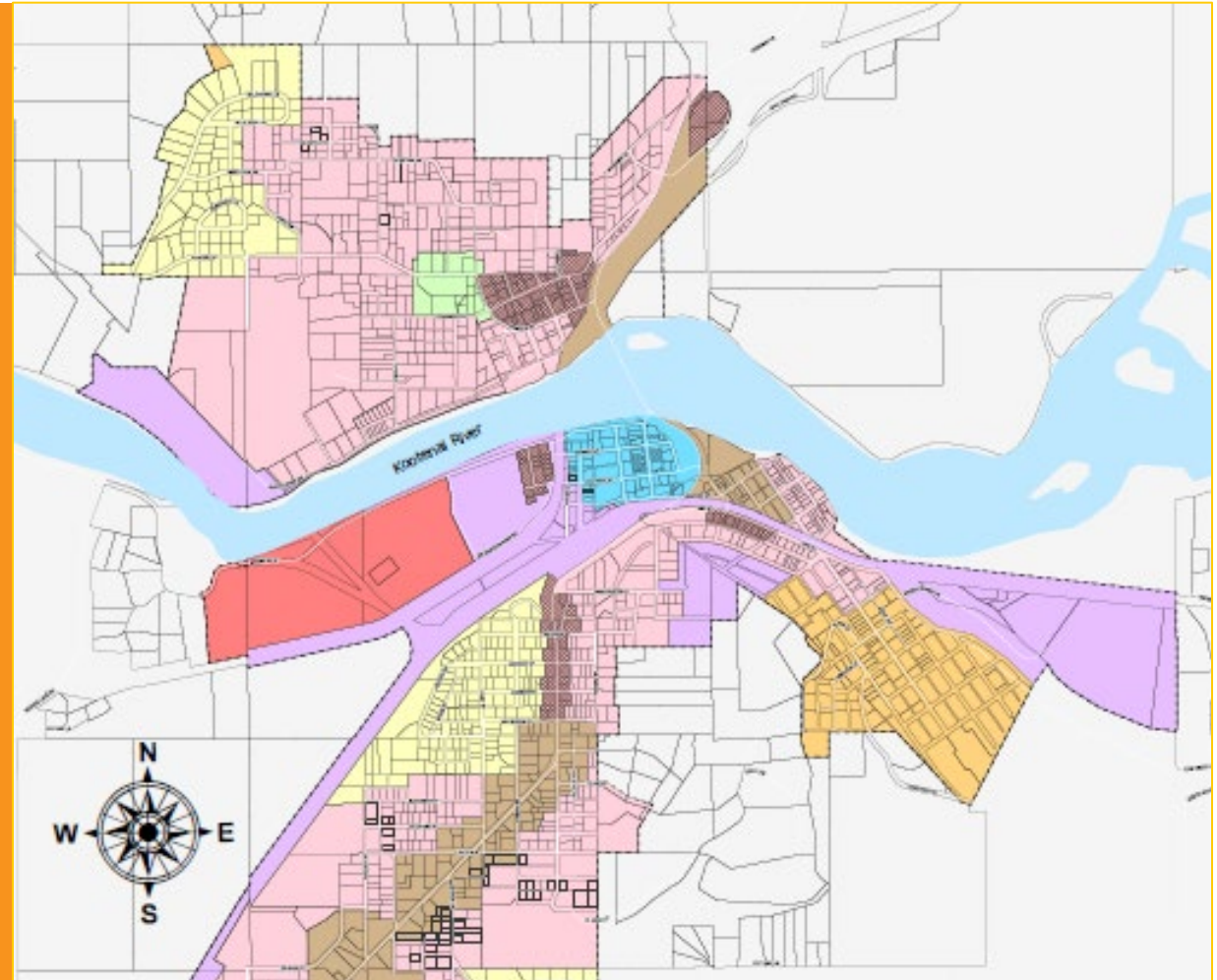
# BONNERS FERRY CITY COUNCIL & PLANNING & ZONING COMMISSION SPECIAL MEETING

FEBRUARY 18, 2025



# ZONING CODE PROJECT 2024/2025

- TONIGHT IS WORKSHOP-STYLE
- PUBLIC HEARINGS TO COME
- YEAR-LONG PROCESS w/ P&Z
- BASED ON COMPREHENSIVE PLAN 2023
- SERIES OF WORKSHOPS WITH P&Z
- DRAFT CODES AND REVISIONS HANDOUT
- LEGISLATIVE PROCESS
- NOT QUASI-JUDICIAL – DECISION MAKERS MAY DISCUSS OUTSIDE HEARING PROCESS





# CODE UPDATE OVERVIEW

NEW ZONING  
MAP BASED ON  
COMP PLAN

NEW MIXED -USE  
ZONE

REFOCUS TO  
LIGHT INDUSTRIAL

MORE HOUSING  
OPTIONS

HOUSING  
DENSITIES BASED  
ON COMP PLAN

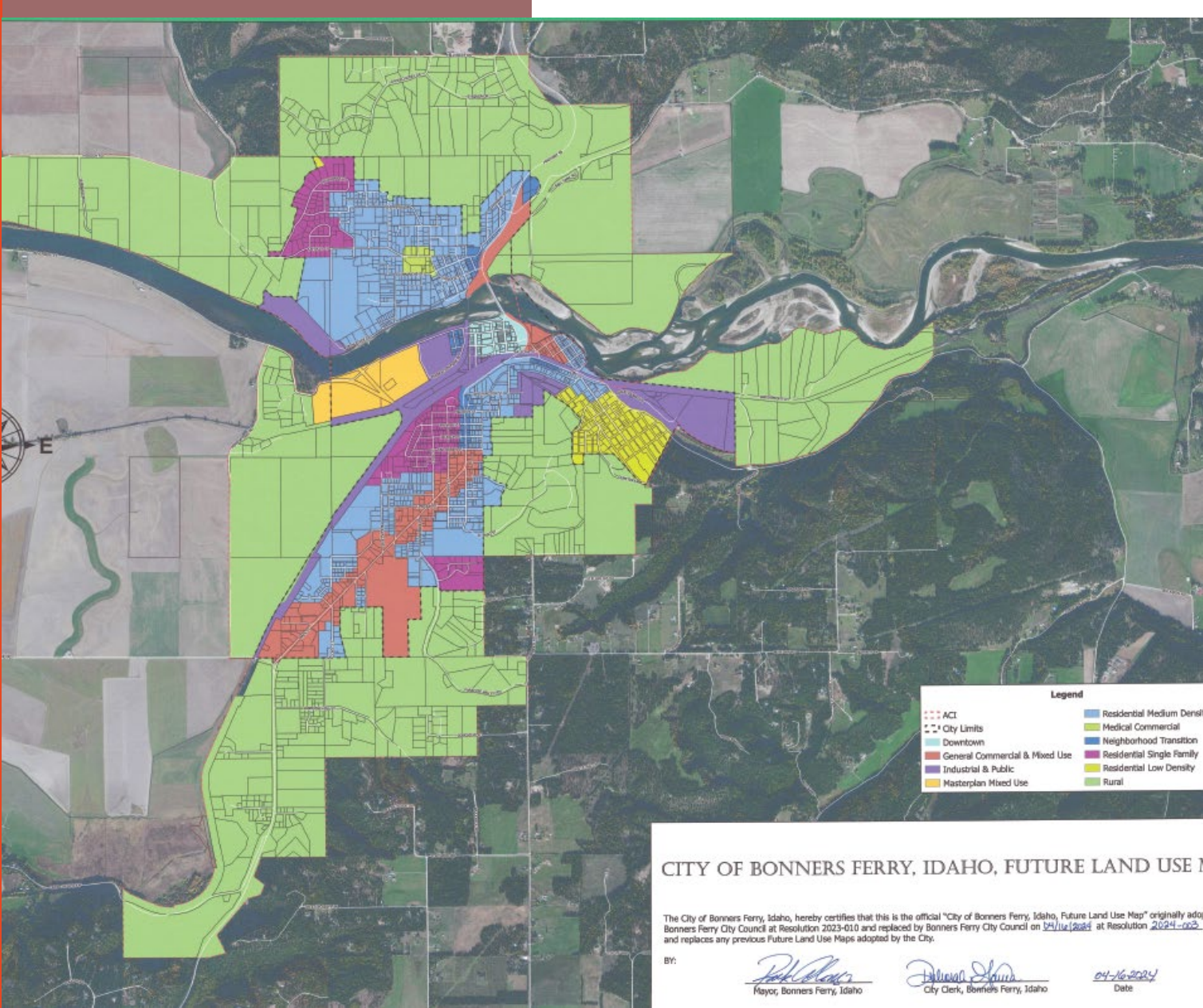
NEW  
COMMERCIAL  
OPTIONS

SIGN CODE  
UPDATE

REORGANIZATION

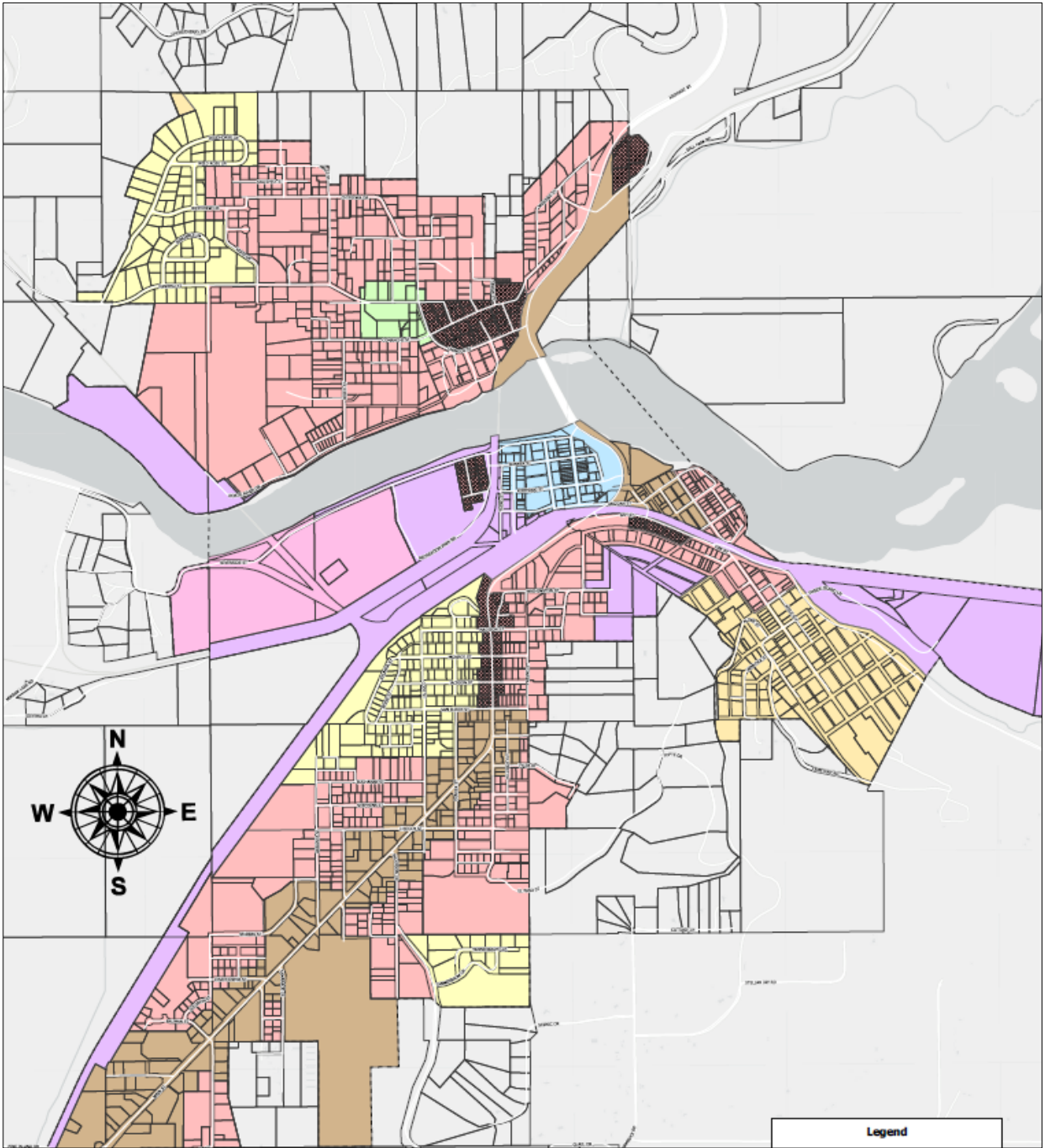
# BASIS OF UPDATE

2023 ADOPTED COMPREHENSIVE PLAN AND FUTURE LAND USE MAP



DRAFT 2024 ZONING MAP

“ROSE” COLOR =  
RESIDENTIAL AB (MEDIUM  
DENSITY)



# SUMMARY OF ZONING & DENSITY

- P&Z favors dropping the 5,000 SQ FT building minimum – protects non-conforming lots of record; allows more innovative building
- Proposed density/lot sizes apply to newly developed subdivisions and land divisions - - not to existing lots/parcels
- Draft includes option to build across lot lines – not specifically permitted in current code
- Draft clarifies how many residential units can be on a single lot or parcel
- Draft clarifies multiple structures can be located on commercial properties
- Proposes elimination of allowance for domestic livestock (is only allowed in B zone currently)



# Suggested densities by zone, summary

FUTURE ZONE	MINIMUM SITE AREA
<u>Residential A</u> , (single-family only) MARX SUBDIVISIONS; WILDHORSE; TANNENBAUM LANE' PRESIDENTIAL STREETS WEST OF MAIN TO THE RR TRACKS. EXISTING ±0.3 ACRE TO ±1.5 ACRES	12,000 sq ft for new lots (~1/3 acre)
<u>Residential B</u> (single-family, duplex)	8,000 sq ft for new lots; 12,000 sq ft for duplex development
<u>Residential AB</u> (single, duplex, small-scale multi) PINK ON DRAFT MAP-LARGEST ZONE DISTRICT	8,000 single-family; 11,000 duplex; 14,000 tri-plex; 17,000 four-plex
<u>Mixed Use</u> NEW ZONE WEST OF FAIRGROUNDS	8,000 for single-family, 11,000 duplex, <u>unless master planned or cottage housing</u>
<u>Medical</u>	No minimum suggested. To support housing for health care workers. Sufficient to meet setbacks, parking, etc.
<u>Commercial and Light Industrial</u>	No minimum suggested. Sufficient to meet setbacks, parking, etc.
<u>Downtown</u>	No minimum suggested. Sufficient to meet setbacks, parking, etc.



# DRAFT ZONING DESCRIPTIONS



RES A – SINGLE FAMILY;  
HOME OCCUPATIONS;  
CHURCHES/SCHOOLS;  
UTILITIES; PARKS

RES B – SINGLE & 2-  
FAMILY; HOME  
OCCUPATIONS;  
SCHOOLS/CHURCHES;  
PARKS. NO LONGER  
LIVESTOCK



RES AB- 1 & 2 FAMILY;  
TOWNHOMES; SMALL-  
SCALE MULTI-FAMILY  
COTTAGE HOUSING;  
ASSISTED LIVING;  
SCHOOLS/CHURCHES;  
PARKS

MIXED USE – VARIETY  
OF HOUSING;  
ENTERTAINMENT;  
DINING; PARKS &  
GATHERING PLACES



# DRAFT ZONING DESCRIPTIONS



## LT INDUSTRIAL

LIGHT & MEDIUM  
INDUSTRIAL USES;  
WAREHOUSES,  
FAIRGROUNDS; FOOD  
PROCESSING



## COMMERCIAL

SMALL & LARGE SCALE  
RETAIL; OFFICES;  
HOUSING; DINING &  
ENTERTAINMENT



## DOWNTOWN

SMALL-SCALE RETAIL;  
OFFICES; DINING;  
SERVICES; RESIDENTIAL



## MEDICAL

VARIETY OF HEALTH  
CARE SERVICES;  
HOUSING; PARKS;  
CHURCHES; PUBLIC  
SERVICES





# MIXED USE ZONE

D. Mixed Use (MX) Purpose: This zone provides for a variety of housing options, small-scale, low-impact retail, dining, and entertainment uses, public recreational and gathering amenities, parks, public utilities, and churches. This zone is designed to encourage the development of mixed use and public and recreational amenities through the planned unit development concept. Incentives for clustered, more intense development and a wider array of uses are offered through the mixed use planned unit development approach. In return, the city requires walkable and bikeable public streets, corridors to recreational opportunities, public gathering places, and other amenities to be created as part of the planned unit development. This zoning district is generally appropriate for lands designated as Masterplan Mixed Use on the city's comprehensive plan future land use map.

# DRAFT MIXED-USE DISCUSSION

- As an incentive, allow an administrative site plan review for mixed PUD (no hearing) IF:
  - A plan to develop walkable and bikeable public connections within the development and leading to other public places and recreational opportunities;
  - A mixture of housing options, optional mixed-use buildings containing at least one floor developed for non-residential uses, and appropriately scaled commercial development as identified in the Appendix A use table of this title and not to exceed 4,000 square feet;
  - Public open space accompanied by a specific plan for the use and operation of the area, that may include public art and seating area, bandstand, small water feature or fountain and bench areas, or other such amenities;
  - A design to provide for clustered, cohesive development, allowing for a more compact arrangement of buildings and fewer extensions of accesses and infrastructure.



# NEW HOUSING OPTIONS

COTTAGE HOUSING

TOWNHOMES

MIXED-USE HOUSING



# COTTAGE HOUSING OPTION

- Cottage housing is a type of housing that consists of small, single-family units that are usually built in clusters around a shared open space. Proposes 1,500 maximum square footage. Suggests density of 1.5 X the underlying zoning density. Cottage housing developments can be an affordable alternative to larger single-family homes. Can be PUD, subdivision, trust ownership or rented.



# TOWNHOMES OPTION

- ALLOWING FOR DEVELOPMENT OF ATTACHED SINGLE-FAMILY DWELLINGS OF THREE OR MORE UNITS (DEPENDING ON ZONE). COMMON BEARING WALLS
- INDIVIDUAL OWNERSHIP OF LAND UNDERNEATH HOME AND FRONT AND/OR REAR YARDS
- REQUIRES SUBDIVISION PROCESS





<b>SFD Like AA</b>	<b>LOW-RES Like B</b>	<b>MEDIUM RES Like AB</b>	<b>TRANSITION</b>	<b>MIXED New</b>	<b>COMMER. Similar</b>	<b>DOWNTWN Similar</b>	<b>MEDICAL Similar</b>	<b>INDUST. Light Ind.</b>
Residential: SFD, ADUs Cabins, etc.	Residential: SFD, ADUs, Cottage, MH, duplex, townhome, duplex	Residential: SFD, ADUs, Cottage, Condo, duplex, townhome	Residential: SFD, ADUs, tiny homes, MH, duplex, Cottage, apartments	Residential: SFD, duplex, multi-; ADUs, Cottage, Condos	Residential: MH park; tiny home; Condos, apartments	Residential: Apartments Dwellings over businesses	Residential: duplex, cabins, townhomes Cottage	Residential: None
Commercial AirBnB, home occup.	Commercial AirBnB, home occup	Commercial AirBnB, home occup.	Commercial Mom & Pop, small medical, home occup, restaurant, grocery	Commercial Small shops, small malls, AirBnB, gas station, restaurant, grocery	Commercial Retail, restaurant, grocery, RV park, local shops	Commercial AirBnB, restaurants, shopping, Mom & Pop, bars, grocery	Commercial All medical related	Commercial Or public Fairgrounds Public utilities Light industries
Other: Schools, churches	Other: Schools, churches, domestic livestock	Other: Schools, churches	Other: Small medical	Other: Parks, churches	Other: Schools	Other: Parks	Other: Parks, churches	Other:



# Right-sizing for retail categories

Large Retail, 25,194 sq ft  
(BF Super 1)



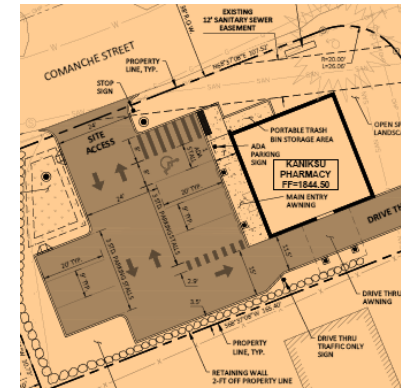
Establishments carry assortment of merchandise & may include...department store, discount store, farm store, auction house, etc. exceeding 10,000

Medium Retail, 10,600 sq ft  
BF Dollar Store



Sale of goods for household use; excludes animal sales/service; building supplies. Typical sales include food, drug store, convenience store; 4,000-to 10,000

Small, 1,296 Kaniksu Pharmacy



Sale of household & personal goods, food, drug stores, convenience store, Mom & Pop. Less than 4,000 sq ft

Specialty, small  
BF Good Donut



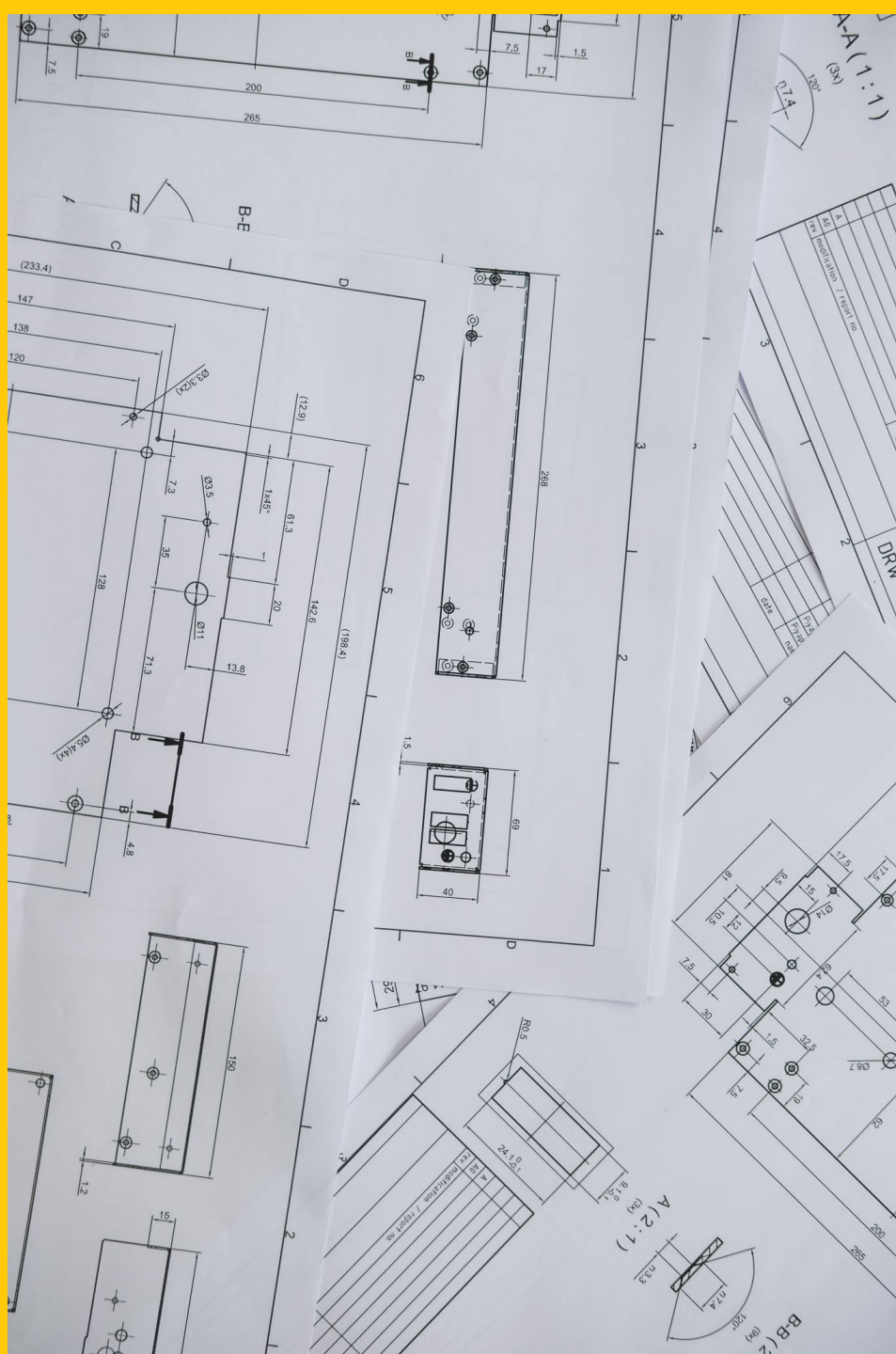
Specialty retail sales include apparel, jewelry, books, shoes, stationary, antiques, bakery shop, donut shop, ice cream shop, deli. Less than 4,000 sq ft.

# DEFINITIONS

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- APPROACH TO UPDATE:
  - REVIEW REQUESTED ADDITIONS FROM P&Z WORKSHOPS
  - REVIEW/EDIT EXISTING DEFINITIONS FOR CONTINUED USAGE & APPROPRIATENESS TO NEW CODE
  - ADD WORDS FOUND IN NEW USES TABLE
  - REMOVE WORDS NO LONGER USED (e.g., FEEDLOT)
  - KEEP ONES RELEVANT, BUT PROHIBITED (e.g., JUNKYARD OR WRECKING YARD)
  - CHECK BACK FOR FINAL EDITS





# ADMINISTRATIVE SITE PLAN REVIEW

**PURPOSE:** The site plan review process allows the city to administratively review proposed development in a timely manner without requiring a public hearing. The administrative review ensures that future development meets the applicable standards and requirements of city code and addresses potential development impacts by setting conditions to mitigate those impacts.





# STANDARDS & DESIGN

Parking, height, setbacks, common walls, street trees, lot width, etc.



# DRAFT STANDARDS

PARKING MOSTLY  
UNCHANGED

LANDSCAPING  
NEW FOR LARGER  
DEVELOPMENTS

SETBACKS MOSTLY  
THE SAME

HEIGHTS &  
SETBACKS  
CLARIFIED

SIGN CODE  
UPDATED TO NEW  
ELECTRONIC  
FEATURES

ADDED SHORT-  
TERM RENTAL  
SECTION

HOME-BUSINESS &  
HOME  
OCCUPATION RE-  
DEFINED

UPDATED NON-  
CONFORMING  
LOTS/STRUCTURES

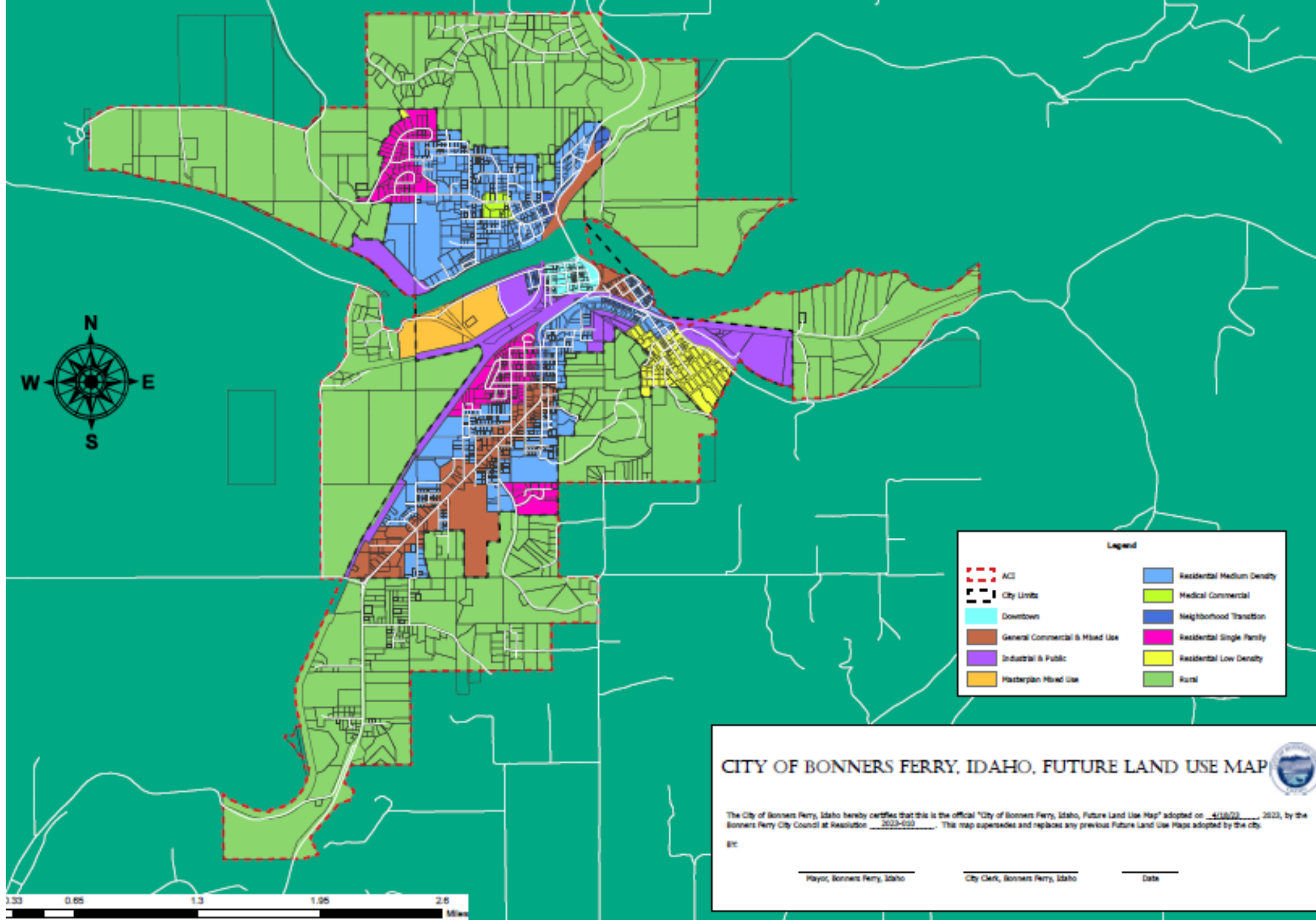
# PUBLIC OUTREACH IDEAS

- POST DRAFT ON WEB SITE
- NEWS ARTICLES
- SCHEDULE AN OPEN HOUSE PRIOR TO HEARING
- MEET W/ COMP PLAN COMMITTEE FOR REVIEW
- OTHER PUBLIC VENUES
- REACH OUT TO CHAMBER, DOWNTOWN BUSINESSES, REAL ESTATE COMMUNITY, PUBLIC AGENCIES, INDUSTRIAL LANDOWNERS, OTHERS?
- OTHER OPTIONS?

# CITY OF BONNERS FERRY

## AREA OF CITY IMPACT

As shown in adopted comp plan map of 2023 (Newly annexed areas not shown)



# Area of Impact state code – new law

- No longer involves city or county planning and zoning commissions
- No longer allows any city-to-county negotiations
- No longer includes ability to receive and comment on county land use files
- No longer would allow city standards to be adopted in county unincorporated lands with ACIs
  - This was rarely used and required county to adopt by ordinance city standards
- Specific criteria of trade and area of influence deleted
- Area of City Impact name change
- Maximum 2-mile limit to Area of Impact boundaries
- To reflect areas likely to be annexed within 5 years



# Area of Impact procedures

- Boundary County to provide notice to landowners within proposed Area of Impact prior to public hearing (this is a new procedure)
- Cities must pay for public notices
- Boundary County must conduct at least one public hearing
- The county may accept, reject, or modify the city's requested AI boundaries
- If county does not act within 90 days of the request, the city may petition the court to determine the boundaries
- Decisions by county to set boundaries are not subject to judicial review

# Purpose of Area of Impact

- State law says cities “should” have ability to receive notice and comment on land use matters within the Area of Impact
- But cities do not govern or control lands within Area of Impact
- Annexation of lands within the Area of Impact can occur with or without landowner consent, as long as they otherwise meet state annexation law
- Lands not within an Area of Impact can only be annexed if landowner consents and the land is within the city’s comprehensive plan map

# Next steps

- Review proposed boundaries with city staff
- City council to formally submit proposed Area of Impact boundary proposal to Boundary County Board of Commissioners
- County would prepare legal notices per Idaho Code
- Conduct hearings
- Adopt boundaries
- Create maps (a county function, likely)

