

City of Kootenai
Special MEETING MINUTES
DATE: July 19, 2017
TIME: 6:00 p.m.

2018 Budget Workshop

Members Present: Mayor Lewis; Councilman Sundquist, Councilwoman Closson, and Councilman Schock, Councilman Macha had informed the Clerk that he would not be able to attend.

Staff Present: City Clerk, Ronda L. Whittaker, City Planner, Clare Marley and City Engineer, Jay Hassell

Others Present from the Sign-In Sheet: None

A. Budget Workshop

Council and Staff went over the City's Proposed Budget Worksheet.

- Clare presented Council with the attached summary of proposed projects to be addressed in the upcoming year.
- Jay stated that he was moving forward with the City's Capital Improvement Plan. There was discussion on how the City would be able to save enough funds to improve Main, McGhee, Main and Kootenai Meadow North and Second Avenue. Jay indicated that the improvements would be costly and that the City needed to begin thinking about a savings plan to be used for the proposed improvements as the City is, at this time not eligible for federal and state grants.
- Ronda advised Council that the City would need to reopen the 2017 budget as it had received an excess of building permit revenue and had received funds for the Park Playground Equipment that had not been appropriated for the year.

No action was taken or decisions were made during the workshop.

Meeting adjourned at 7:30 p.m.

Submitted by:
Ronda L. Whittaker
City Clerk/Treasurer



BUDGET DISCUSSION POTENTIAL LAND USE PROJECTS FY 2018

KOOTENAI CITY COUNCIL ● PUBLIC WORKSHOP ● JULY 19, 2017

ITEM	DISCUSSION
Building and Energy Code Updates	State to adopt new fees, residential codes, etc., effective 1/1/2018
Comp plan update	City to consider updates to 2011 plan
Zoning map update	To reflect updated GIS layers, improve readability and reflect any zone changes
Comp plan map update	To reflect any council changes and improve readability (modernize)
Zoning code	<ul style="list-style-type: none"> ▪ Parking standards ▪ Sign code (to reflect neutral content Supreme Court decision) ▪ Non-conforming structures (missing from current code) ▪ Variance procedures (missing from current code) ▪ Day care standards to match state requirements (identified during codification as an issue needing to be addressed) ▪ Addition of comp plan amendment to code, establish who is authorized to submit amendments to zone/comp plan map & text (missing) ▪ Addition of standards for approval for zoning/comp plan amendments ▪ Definitions missing "flanking street," "junk or junkyard" and "structures" ▪ Reconsideration of "single principle use" limitation in several zones (this is inconsistent with own code and seemingly not being enforced) ▪ Fencing variances and exceptions for post caps, finials, etc. ▪ Uses of variances vs. special use permits and new state law ▪ Development of zoning use matrix to replace extensive listing in current code. (Often must review numerous code sections to determine where certain uses are permitted and what standards are required) ▪ Site plan review – consider exceptions or reworking requirements to be less cumbersome for staff and applicants ▪ Size and use of accessory residential structures. Limited to 1,500 square feet, but unclear if this is roof or floor area, and whether this is a single building or multiple buildings. Ignores lot size. ▪ Zoning permit/zoning review procedures for uses not requiring public hearing. Missing administrative procedures ▪ Accessory dwelling unit revisit ▪ Others?
Items to consider and rank as to importance/urgency	
Fee schedule	Need to review current wording and fees to determine whether charges reflect costs
ACI renegotiation	Comprehensive plan goal. May be worthy of consideration with new housing developments at edge of city limits.
Community Review or grant projects	Follow up to project with possible grant assistance to consider parklands or other community issues.
On-going projects in 2017 (to date)	<ul style="list-style-type: none"> ▪ 20 building permits since January 1st (16 last year total) ▪ 3 site plan reviews (2 completed) ▪ 2 final plats ▪ 1 short plat ▪ 1 zoning review ▪ 1 special use permit

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CITY OF KOOTENAI
Kootenai City Hall
204 Spokane, Kootenai, Idaho
Wednesday, July 19, 2017
6:00 P.M.

WORKSHOP MEETING

6:01

AGENDA ITEMS:

- A. Budget Workshop – Review and consideration for 2018 City Budget**
- B. Comprehensive Plan – Review and consideration for update**

No action will be taken or decisions made during this workshop.

McGhee
Man
2nd Avenue

Man + Kootenai Meadows N

Agenda

NOTE: *The right of the press and public to attend a meeting does not include the right to speak or to be heard at a meeting. There is an opportunity for the public to be heard during the "PUBLIC COMMENT" portion of the meeting. The council may impose a reasonable time restriction. Exception to this would be when there is a PUBLIC HEARING. Those wanting to speak would sign in for the hearing specified.*

Please note: City Hall is OPEN Monday – Wednesday 9:00am to 3:00pm