



City of Kootenai
MEETING MINUTES
DATE: August 1, 2017
TIME: 6:30 p.m.

Mayor Lewis brought the meeting to order at 6:30 p.m.

Roll Call: Councilwoman Closson – AYE, Councilman Sundquist – AYE, Councilman Schock, AYE and Councilman Macha – AYE.

Amendments to the Agenda: There were no amendments suggested

Staff Present: City Clerk, Ronda L. Whittaker

Others Present: Grace Bauer, city resident

Public Comment: There were no comments.

Announcements: There were no announcements

1. Consent Agenda:

Mayor Lewis asked Council if they had received and read the items on the consent agenda and asked if there were any corrections needed within the Consent Agenda. **Councilman Sundquist made a motion to approve the consent agenda, 2nd by Councilwoman Closson; roll call vote:**

Councilman Sundquist – AYE
Councilwoman Closson – AYE

Councilman Macha – AYE
Councilman Schock – AYE

2. Reports:

A. Mayor: Mayor advised that she would be attending the Idaho Transportation Board Meeting on the 16th of this month. She stated that the Board would be giving a tour of projects approved this year.

B. City Engineer: Written Report Summary – Attached. There was no further discussion

C. City Planner: Written Report Summary - Attached. There was no further discussion

D. Selkirks-Pend Oreille Transit (SPOT) – Councilwoman Closson reported that SPOT would be offering transportation to and from the Festival Event; leaving from the Sandpoint High School. She also advised that the Ponderay Bay Trail Committee had purchased 6 acres of property located behind the Hoot Owl Restaurant and would be holding an event to celebrate the trail head connecting Ponderay to Kootenai at the Hoot Owl on September 23rd. She advised that SPOT would be conducting additional pick-ups throughout the community as parking was limited at the Hoot Owl site.

E. Clerk:

- **Playground Equipment Grant(s) update** – Ronda advised that she was still working with the Ponderay/Sandpoint and District Rotary to collect the funds that had been approved for the project. She advised that she had not received a delivery date yet. Councilman Sundquist inquired about bids for the old equipment. It was advised that Ronda publish that the old equipment be up for bids, but that it would not be available for dismantling and pick up until the new equipment had been delivered.

- **Right-of-Way Clean up and code violation update** – Ronda advised Council that the Independent Highway District(IHD) had come to her with a concern about the overgrowth on Kootenai Street. She stated that she was advised that the overgrowth was obstructing safe pass way through the street for normal street maintenance. She reported that she had sent out an advisement letter to the Hall property as she was told that that was where the major concern was. She also expressed her concern that since the City had not addressed that area for some time in regard to weed and overgrowth keep, that it may become over burdensome for the elderly property owners. There was a discussion about how much needed to be trimmed. There would not be a need to cut anything down, just a trimming. Council advised that Ronda send out an advisory notice that IHD would be trimming back branches and scrubs to clear a safe pass way for summer and winter road maintenance. That way if they wanted to do it themselves they could if not, then the City would take care of it as it was a road maintenance issue and not really a stormwater issue.

4. Discussion/Action Items

A. Fiber Optic Internet – Discussion about future services – Ronda stated that she had reached out to Fat Beam and was told that they do not service to residents. Their suggestion was that the City reach out to an internet provider such as Wired or Wireless (WOW) and that they could work with that service to put up a tower that the city residents could ping off of. Councilman Sundquist asked Ronda to continue to seek out more information in regard to fiber optic services. She asked Councilman Schock could have the gentleman who brought the subject to Council previously get hold of her as he seemed to have a lot of knowledge related to the subject.

B. Future Workshops related to City’s Comp Plan and Planning and Zoning issues – After a brief discussion, Council agreed to schedule an August workshop at the same time as the City’s public hearings for appropriations to begin on August 23rd at 6:00 p.m.

C. Kootenai-Ponderay Sewer District Grant of Access – Ronda reported that she had asked for a locate as the landscaping services had proposed some removal and replacement of some of the scrubs at City Hall. She stated that she was advised by the Kootenai-Ponderay Sewer District that a clean- out could not be located. She said that she and a representative from the District had looked for a pass way underneath the building but could not find one. Therefore the District was requesting that a clean-out be put in. She said that she thought that the pass way may be hidden underneath some carpeting within the City Hall and that she would like to see if that was true. After a brief discussion, Council agreed that the area should be looked into before a new clean-out be put in. If there was none, then one should be put in. **Councilman Macha made a motion to authorize the Mayor to sign the Grant of Access, the motion was 2nd by Councilman Schock; roll call vote:**

**Councilman Sundquist – AYE
Councilwoman Closson – AYE**

**Councilman Macha – AYE
Councilman Schock – AYE**

D. Bonner County Planning Department Request for comment – Council reviewed the Planners advisements as attached. After a brief discussion, Council agreed that the advisements were in order. **Councilwoman Closson made a motion to authorize the Mayor to sign the opinion letter to the County, the motion was 2nd by Councilman Schock; roll call vote:**

**Councilman Sundquist – AYE
Councilwoman Closson – AYE**

**Councilman Macha – AYE
Councilman Schock – AYE**

Mayor Lewis adjourned the Council Meeting at 7:10 p.m.

Submitted by:
Ronda L. Whittaker
City Clerk

City of Kootenai
Treasurer Report July 2017

LGIP - Current thru 6/30/2017	\$	71,697.39
Mountain West Checking	\$	121,773.18
Mountain West MM	\$	223,786.54
Mountain West - Park Fund	\$	8,000.25
Total Cash Assets	\$	425,257.36

INCOME

Name	Account	Amount	Sub-Totals
01 · GF REV			
Contributions	Park	450.00	
Total Contributions			450.00
Franchise Fees			
	Avista Corportation	3,257.97	
	Northland Cable Television	523.41	
	Waste Management, Inc	737.86	
Total Franchise Fees			4,519.24
Interest			
	Interest, Mountain West MM	44.87	
	Interest, LGIP	31.76	
	Interest Mountain Checking	5.37	
	Interest, Mountain West Park	0.22	
Total Interest			82.22
License & Permits	Business Licenses	50.00	
Total License & Permits			50.00
Planning & Zoning Fees & Permit			
	Building Permits	20,983.28	
Total Planning & Zoning Fees & Permit			20,983.28
Property Tax			
	Penalty & Interest	111.68	
	Property Tax Current	15,503.25	
	Recovered Homeowners Exemptior	630.92	
	Arrears Property Tax	324.16	
	Circuit Breaker	323.24	
Total Property Tax			16,893.25
Rents			
	City Hall Rental	200.00	
	Post Office Rent	250.00	
Total Rents			450.00
State of Idaho Funds			
	State Liquor Fund		
	State Revenue Sharing	9,871.56	
Total State of Idaho Funds			9,871.56
Total 01 · GF REV		53,299.55	53,299.55

INCOME Cont.

Name	Account	Amount	Sub-Totals
02 · SF REV			
Idaho Transportation Dept			
	State Highway Users Fund	6,648.56	
	HB312	2,156.21	
Total Idaho Transportation Dept			8,804.77
Road & Bridge			
	Road & Bridge Current	11,225.84	
	Circuit Breaker M&O	233.99	
	Road & Bridge P & I	146.29	
	Road & Bridge Arrears	436.76	
Total Road & Bridge			12,042.88
Total Streets			
	Total 02 · SF REV	20,847.65	20,847.65
	Total Income	74,147.20	74,147.20

EXPENSES

Name	Account	Amount	Sub-Totals
10 · GF EXP			
Bank Fees	Charges, Checks, Supplies	-	-
Building Maintenance	Janitorial Service	85.00	85.00
Total Building Maintenance			
Dues & Membership	Arbor Day	(300.00)	
Total Dues & Memberships			(300.00)
Legal			
	Attorney	690.00	
	Civil Actions	780.00	
Total Legal			1,470.00
Office Expenses			
	Computer Maintenance	100.58	
	Internet Service		
	Office Supplies	44.47	
	Postage	-	
Total Office Expenses			145.05
Park			
	Maintenance	480.00	
Total Park, Arbor Day & Earth Day			480.00
Planning & Zoning			
	Planner	1,598.00	
	Building Permits	9,628.38	
	Subdivision Fees	-	
	Engineer	-	
Total Planning & Zoning			11,226.38
Training Workshops			
	Training Expenses	-	
	Mileage	-	
Total Training Workshops			-
Utilities			
	Electric & Gas	72.66	
	Garbage	0	
	Water	25.76	
	Telephone	90.52	
Total Utilities			188.94
Wages & Benefits			
	Clerk/Treasurer	3,180.00	
	Council	400	
	Mayor	400	
	Payroll Taxes	304.47	
	Retirement Fund - PERSI	450.54	
6560 · Payroll Expenses	Blue Cross	258.78	
Total Wages & Benefits			4,993.79
Total 10 · GF EXP		18,289.16	18,589.16

20 · SF EXP

Ditches

Ditch Maintenance

45.00

Total Ditches

45.00

Street Maintenance

Chip Seal

-

Materials

-

Street Engineer

Utility Encroachment Permit

Signs

-

Total Streets

Utilities, Streets

Street Engineer

Signal Lights

37.94

Street Lights

Total Utilities, Streets

37.94

Transportation

SPOT

Total Transportation

Total 20 · SF EXP**82.94****82.94****Total Expense****18,372.10****18,672.10****Total Income****74,147.20****Net Income****55,475.10**



J-U-B ENGINEERS, INC.

J-U-B COMPANIES



THE LANGDON GROUP



GATEWAY MAPPING INC.

MEMORANDUM

DATE: July 27, 2017

TO: Mayor Lewis and Council Members

FROM: A. Jay Hassell, P.E., Contract City Engineer

SUBJECT: August 2017 Council Report from Engineering

2016 Chip Seal Project Issues

Repair is scheduled and concurrent with the 2017 chip seal project completion.

2017 Chip Seal Project Update

As a reminder, the following roads are included in this year's project:

Roadway	Description of Work	Limits
1st Avenue	Chip Seal – Base Bid	Spokane Street to SH-200
Kootenai Street	Chip Seal – Base Bid	1st Avenue to 2nd Avenue
Helena Street	Chip Seal – Base Bid	1st Avenue to 2nd Avenue
Main Street	Chip Seal – Alt Bid A	2 nd Avenue to north 300-ft

By the time of this month's council meeting Interstate's subcontractor Road Products Inc., (RPI) should have placed this year chip.

As planned for on shoulder prep an application of soil sterilant on the edges of asphalt during was completed so that the weedkill had an opportunity to work prior to the seal coat process. The purpose is to kill vegetation on the edge of the road and not allow the vegetation to grow and damage the existing roadside edge and new chip seal.

The City received one complaint from a resident on 7/24/17 stating "I was on my morning run and passed the applicator truck on Central--Northern States Pest. The driver stopped spraying as I ran past. The "stuff" was laid down on East and West Central, Kootenai, Helena--(and I think I remember it on West First also) that I saw and smelled. It smelled really vile (chemical smell) and left a yellowish residue on the streets."

Interstate provide the following information specific to the City 2017 Chip Seal project "The area that this was applied to was approx. a 1 ft strip on both sides of the roadway edge, which was approx. 3-4 inches of the shoulder once the vegetation was cut out with a grader and picked up, and approx. 8 – 9 inches of the asphalt on the roadway edge to treat the area for vegetation removal prior to applying the oil and chips."



J-U-B ENGINEERS, INC.

J-U-B COMPANIES



**THE
LANGDON
GROUP**



**GATEWAY
MAPPING
INC.**

The City responded to the resident on the same day letting them know why the edges of the road were sprayed. The resident also requested the Material Safety Data Sheet which was provide and is attached to this report. At the time of this report the resident was not satisfied with the information and response provided. Here is the final statement by the resident “I don't personally use herbicides because I know that exposure is detrimental to humans, animals/birds/insects and the environment. I am very upset by [t]his incident.”

The work is done for this year. If the council chooses, we can discuss this again prior to next year's chip seal project.

Street Pavement Markings

Since it has been two years since the last painting, the Independent Highway District will be repainting the City Stop Bars and Crosswalks after this year's chip seal project is complete (start date TBD). The work will be completed prior to the start of the school year.

2017 Stormwater Maintenance work

The Independent Highway District will be conducting stormwater ditching maintenance and reshaping this summer (date TBD). We are planning on working on West side of Main Street from Rebecca to Kootenai Meadows and then eastbound on south side of Kootenai Meadows to Keegan.

McGhee Subdivision – Citizen Complaint

I received a citizen compliant forwarded by Councilman Schock on 7/20/17 for stormwater concerns due to new home construction in the McGhee subdivision. I responded to the requested information via email. Since this was primarily a building permit issue, the City Planner issued a Stormwater/erosion control measures violation and correction notice for Building Permits BP7001-001-17 and BP7001-007-17.

Future Capital Improvement Projects

In an effort to prepare more accurate project budgets, I will be conducting limited data collection over the next 2-4 weeks on McGhee and Main Street for construction estimating purposes. The two roads will be measured and specific pavement and edge conditions inventoried. I will also be taking pavement and soil core samples for testing at a lab. This lab work will help me determine what kind of repair is feasible and what materials will be needed. The goal is to find the most economical solution give the existing conditions.

The pre-work for preparing accurate budgets for repairing these projects and will be completed within the existing Street budget line items for Misc. Street projects and Future Street expenses.



MATERIAL SAFETY DATA SHEET

Universal Crop Protection Alliance LLC
1300 Corporate Center Curve
Eagan, MN 55121

In Case of Emergency, Call:
24 Hour Emergency Number
CHEMTREC: 800-424-9300

Medical Emergency Contact:
1-800-308-1241

1. CHEMICAL IDENTIFICATION

Product Name: **Trifluralin 4EC Herbicide** Product No.: 000150
EPA Signal Word: CAUTION
EPA Reg. Number: 1386-609-72693 CAS No.: 001582-09-8
Active Ingredient (%): 2,6-dinitro-N, N-dipropyl-4-(tri-fluoromethyl)-benzamine 43%
Chemical Name (synonym): Trifluralin Chemical Class: Herbicide

2. COMPOSITION/INFORMATION ON INGREDIENTS

Material	OSHA PEL	ACGIH TLV	Other	NTP/IARC/OSHA Carcinogen
Trifluralin	NE	NE	100 ppm*	
Aromatic 200	NE	NE		
Naphthalene	10 ppm	10 ppm	STEL 15 ppm Skin**	No

* Supplier recommended guideline for total product.

** Skin notification means potential for absorption through skin, eyes, and other mucous membranes. It is intended to alert the reader that inhalation may not be the only route of exposure. Limit skin exposure.

3. HAZARDS IDENTIFICATION

EMERGENCY OVERVIEW: Hazardous chemical. Clear orange liquid. Aromatic odor. Flash point = 210°F. May cause eye irritation. Harmful if swallowed, inhaled or absorbed through the skin. May cause skin sensitization in certain individuals. Closed containers may explode due to pressure build-up when subjected to excessive heat or fire. Toxic fumes are released in fire situations. Product is toxic to fish, wildlife, and avian.

Potential Health Effects: This section includes possible adverse effects, which could occur if this material is not handled in the recommended manner.

Eye: May cause moderate eye irritation. Corneal injury is unlikely.

Skin: Short single exposure may cause skin irritation. May cause drying or flaking of skin. A single prolonged exposure is not likely to result in the material being absorbed through the skin in harmful amounts. Has caused allergic skin reactions when tested in guinea pigs.

Ingestion: Single dose oral toxicity is considered to be low. Small amounts that might be swallowed incidental to normal operations are not likely to cause injury; swallowing larger amounts may cause injury. Aspiration into lungs may occur during vomiting or ingestion causing lung damage or even death due to chemical pneumonia.

Inhalation: Single exposure to vapors is not likely to be hazardous.

Systemic (other Target Organs) Effects: Trifluralin, in animals, has been shown to cause kidney, blood, and slight liver effects. The solvents have been shown to effect lungs, stomach, thyroid gland, and urinary tract. Cataracts and other eye effects have been reported in humans repeatedly exposed to naphthalene vapor or dust.

Physical Properties

Appearance: Clear deep orange liquid

Odor: Aromatic

4. FIRST AID MEASURES

If poisoning is suspected, immediately contact a physician, the nearest hospital, or the nearest Poison Control Center. Tell the person contacted the complete product name, and the type and amount of exposure. Describe any symptoms and follow the advice given.

Ingestion: If swallowed, seek medical attention. Do not induce vomiting unless directed to do so by medical personnel.

Eye Contact: Irrigate with flowing water immediately and continually for 15 minutes. Consult Medical Personnel.

Skin Contact: Wash off with flowing water or shower.

Inhalation: Remove to fresh air if effects occur. If effects occur, consult a physician.

Notes to Physician: No specific antidote. Supportive care. Treatment based on judgment of the physician in response to reactions of the patient. The decision to induce vomiting or not should be made by a physician. Danger from lung aspiration should be weighed against toxicity when considering emptying the stomach.

Medical Condition Likely to be Aggravated by Exposure: None Established

5. FIRE FIGHTING MEASURES

Fire and Explosion

Flash Point (Test Method): 210°F (99°C) Penski Martin Closed Cup Method.

Flammable Limits (% in Air): (data based on solvent, 77°F, 25°C).

LFL: 1.8% Approximately.

UFL: 11.8% Approximately.

Hazardous Decomposition Products: Hazardous combustion products may include but are not limited to: nitrogen oxides, carbon monoxide, carbon dioxide, and fluorinated hydrocarbons.

Extinguishing Media: Use water, CO₂, or dry chemicals.

Fire-Fighting Instructions: Dense smoke emitted when burned without sufficient oxygen. Keep people away. Isolate fire area and deny unnecessary entry. Closed containers may explode due to pressure build-up when subjected to excessive heat or intense fire. Containers exposed to intense heat from fires should be kept cool with water to prevent container weakening or rupture. Move containers from fire area if this is possible without hazard. Contain water run-off from fire if possible. Water run-off from fire, if not contained, may cause environmental damage.

Protective Equipment for Fire Fighters: Wear positive-pressure self-contained breathing apparatus (SCBA) and protective fire fighting clothing (includes fire fighting helmet, coat, pants, boots and gloves).

6. ACCIDENTAL RELEASE MEASURES

In Case of Spill or Leak: Wear protective clothing to prevent contact with the skin and eyes when cleaning up spills. For small spills, use non-reactive absorbent material to contain and clean up small spills. Prohibit the use of hot or sparking equipment in the immediate area. Prevent runoff. Collect wastes and put into suitable container for disposal. Report large spills to CHEMTREC and consult Universal Cooperatives, Inc. for assistance.

7. HANDLING AND STORAGE

Precautions to be taken in handling and storage:

Handling: Wash thoroughly with soap and water before eating drinking, chewing gum, using tobacco, or using the toilet. Practice good housekeeping procedures, for safe handling of the product.

Storage: No smoking, open flames or sources of ignition in handling and storage area. Do not contaminate water, food, or feed by storage or disposal. Store in original container above 40°F. If product is frozen, poor weed control may result. Do not store near heat or open flame.

8. EXPOSURE CONTROLS/PERSONAL PROTECTION

These precautions are suggested for conditions with a high potential for exposure. If handling procedures are such that there is only a low potential for exposure, less protection may be needed. Emergency conditions may require additional precautions.

Engineering Controls: Provide general and/or local exhaust ventilation to control airborne levels below exposure guidelines.

Eye Contact: Use chemical goggles.

Skin Contact: Use gloves resistant to this material.

Inhalation: Atmospheric levels should be maintained below the guidelines. When respiratory protection is required for certain operations, use a NIOSH approved air-purifying respirator. Applicators and all other handlers refer to the product label for personal protective clothing and equipment.

9. PHYSICAL AND CHEMICAL PROPERTIES

Appearance:	Clear deep orange liquid.
Odor:	Aromatic.
Boiling Point:	450° to 527°F (232° to 275°C).
Specific Gravity/Density:	1.12 approximately.
pH:	(aqueous 50/50) 5.0 to 8.0.
Solubility in H₂O:	Emulsifies in water.
Vapor Pressure (solvent):	< 1 mm Hg @68°F, 20°C.
Vapor Density (solvent):	4.7 (relative to air).

10. STABILITY AND REACTIVITY

Reactivity

Stability: Stable under recommended storage conditions.

Hazardous Polymerization: Not known to occur.

Conditions to Avoid: Avoid freezing. Avoid contact with strong oxidizers.

Hazardous Decomposition Products: Hazardous decomposition products may include but are not limited to carbon dioxide, carbon monoxide, nitrogen oxides, and fluorinated hydrocarbons.

11. TOXICOLOGICAL INFORMATION

Acute Toxicity/Irritation Studies

Ingestion: The oral LD50 in rats is 3738 mg/kg.

Dermal: The LD50 > 5000 mg/kg for rabbits.

Eye: May cause moderate eye irritation. Corneal injury is unlikely.

Inhalation: LC50 = 5.59mg/L for male rats and 6.05mg/l for female rats for 4 hours.

Mutagenicity: For Trifluralin; in-vitro mutagenicity studies were negative. Animal mutagenicity studies were predominantly negative.

Aquatic Life: Toxic to aquatic organisms.

Reproductive Hazard Potential: Trifluralin did not interfere with reproduction in animal studies.

Teratology (Birth Defects): Trifluralin did not cause birth defects in animals; other fetal effects occurred only at doses toxic to the mother.

Carcinogenic Potential: Contains naphthalene; which has caused cancer in some laboratory animals. A low incidence of urinary tract tumors was seen in only 1 of 5 chronic studies in rats with Trifluralin. Trifluralin is not anticipated to be a carcinogenic risk to man.

12. ECOLOGICAL INFORMATION

There is no information available for this product. The following information is based on the active ingredient, Trifluralin, unless otherwise identified.

Movement and Partitioning:

Based largely on information for Trifluralin: Bio-concentration potential is moderate (BCF between 100 and 3000 or log POW between 3 and 5).

Based largely on information for Aromatic 200: The Bio-concentration Factor (BCF): BCF > 3000 or Log POW between 5 and 7)

Ecotoxicology:

Based largely on information for Trifluralin: Material is very highly toxic to aquatic organisms on an acute basis (LC50 or EC50 is between 0.1 and 1.0 mg/L in most sensitive species).

Based largely on information for Aromatic 200: Material is practically non-toxic to birds on a dietary basis (LC50 > 5000 ppm). Material is practically non-toxic to birds on an acute basis (LD50 > 2000 mg/kg).

Degradation and Persistence: Based on the stringent OECD test guidelines, this material cannot be considered as readily biodegradable; however, these results do not necessarily mean that the material is not biodegradable under environmental conditions.

13. DISPOSAL CONSIDERATION

Disposal Method: Do not contaminate food, feed, or water by storage or disposal. Wastes are toxic. Improper disposal or excess waste, spray mixture, or rinsate is a violation of federal law. If wastes resulting from the use of this product cannot be disposed of according to label instructions, dispose of these wastes at an approved facility. Contact your state pesticide or environmental control agency, or the hazardous waste representative at the nearest EPA regional office for guidance.

14. TRANSPORT INFORMATION

DOT Classification Non-Bulk < 23 lbs: Not regulated by all modes of transportation.

DOT Classification Non-Bulk > 23 lbs: Environmentally Hazardous Substance, Liquid, N.O.S., (Trifluralin), 9, UN3082, PGIII, RQ (Trifluralin)

DOT Classification Bulk Shipments: Environmentally Hazardous Substance, Liquid, N.O.S., (Trifluralin, Naphthalene), 9, UN3082, PGIII, RQ (Trifluralin, Naphthalene)

B/L Freight Classification: Compound Tree or Weed Killing

15. REGULATORY INFORMATION

NOTICE: the information herein is presented in good faith and believed to be accurate as of the issue or revision date shown below. However, no warranty, express or implied, is given. Regulatory requirements are subject to change and may differ from one location to another, it is users responsibility to ensure that its activities comply with federal, state, and local laws. The following specific information is given for the purpose of complying with numerous federal, state, and local laws and regulations.

SARA Title III Classification

Section 311/312: This product has been reviewed according to the EPA "Hazard Categories" and is considered, under applicable conditions, to meet the following categories:

An immediate health hazard
A delayed health hazard

Section 313 Chemical(s):

<u>Chemical Name</u>	<u>CAS Number</u>	<u>RQ</u>	<u>% in Product</u>
Trifluralin (Benzenamine, 2,6-Dinitro-N)	001582-09-8	10	43%
Naphthalene	91-20-3		7%

RCRA Classification: Not Applicable

TSCA Status: All ingredients are either listed or they are exempt from listing on the TSCA inventory.

OSHA Hazard Communications Standard: This product is a "Hazardous Chemical" as defined by the OSHA Hazard Communication Standard, 29 CFR 1910.1200

16. OTHER INFORMATION

NFPA Hazard Ratings

Health: 2
Flammability: 1
Reactivity: 1

0	Least
1	Slight
2	Moderate
3	High
4	Severe

Issued Date: January, 2006

Supercedes: July 16, 1999

The information herein is presented in good faith and believed to be accurate as of the issue or revised date shown above. However, since the actual use of the product is beyond manufacturers control, no warranty, expressed or implied, is given and no responsibility assumed. Regulatory requirements governing this product are subject to change and may differ from one location to another. It is the buyer's responsibility to ensure that the buyer's activities comply with federal, state and local laws.



RUEN-YEAGER & ASSOCIATES, INC.
ENGINEERS ♦ PLANNERS ♦ SURVEYORS

MEMO

To: Kootenai City Council, Mayor and Clerk
From: Clare Marley, AICP
Date: July 27, 2017
Re: **Planning summary for August 1, 2017 City Council meeting**

Building Permit Activity

The City of Kootenai received two single-family dwelling building permit applications since the last report, bringing the total number of building permit applications received to 20 for the year. The two homes are to be constructed in the Seven Sisters subdivision.

Minor Subdivision Preliminary Plat

The preliminary plat for the two-lot subdivision Shoong Plaza (SUB006-17) was approved by the mayor July 25, 2017. The property is located on McGhee Road. No new roads, sewer, or water connections were proposed. The site has two existing businesses (Head Start and a publication firm). All paving, landscaping, and stormwater features have already been installed. The project will be required to install 4 street trees. The final subdivision will come before the City Council for review and approval when all conditions of approval are met.



RUEN-YEAGER & ASSOCIATES, INC.
ENGINEERS ♦ PLANNERS ♦ SURVEYORS

MEMO

To: Kootenai City Council, Mayor and Clerk
From: Clare Marley, AICP
Date: July 27, 2017
Re: **Request for comment on land division within Area of City Impact**

Minor Land Division – Area of City Impact (ACI)

Bonner County Planning Department has requested comment from the City of Kootenai for a proposed subdivision of 38.84 acres into two residential lots of 5 acres and 33.84 acres (County File #MLD 1904-17).

The site is located at 485 North Kootenai Road, north of the city limits and within the approved Area of City Impact (ACI). The preliminary plat is named “Jack and Irene’s Addition,” and is owned by the Estate of Jack L. Stevens.

Kootenai City Code Section 8-3D-6 requires all land use proposals within the ACI be submitted to City Council for review and comment. The Council has 40 days from the date of the July 21, 2017 county announcement to provide a reply. The ACI is governed by the county subdivision and zoning laws.

Based upon the city’s comprehensive plan, zoning codes, and subdivision law, I would recommend the City Council advise the county that it has no objections to the proposed minor land division for the following reasons:

1. The City of Kootenai’s comprehensive plan designation for this area is “Rural/Suburban Transition.” This map designation “serves as a transition between rural and more urbanized residential densities, with large lot residential uses permitted on minimum lot sizes of 1 acre.”
2. The proposed lots are 5 and 33.84 acres, which are larger than the size recommended by the Kootenai Comprehensive Plan.
3. Each proposed lot has an existing home, according to the application, resulting in no new impacts to the street system.
4. The applicant proposes to dedicate an additional 5 feet along the subdivision frontage with North Kootenai Road to bring the right-of-way to a standard 30-foot width from centerline.
5. North Kootenai Road is paved at this location.
6. No municipal utility services are required for the subdivision. The sites are served by individual septic/drainfield systems and Oden Water Association.
7. The application discloses wetlands are present on site, but the county GIS layer shows the wetlands to be on the larger lot, outside the developed area.
8. Kootenai subdivision laws would require a land division such as the proposed “Jack and Irene’s Addition” to be platted. The proposed subdivision will be platted. City code requires the extent of mapped wetlands be shown, and the city recommends the mapped wetlands be shown.
9. The existing structures and proposed subdivision lot lines appear to meet the city’s setback standards for the Rural-Suburban Transition Zone. Future lots exceed the 1-acre minimums for this zoning district.

A letter reflecting the City Council’s comments should be provided to the county within the 40-day comment period. Should the City Council move to advise the county it has no objections to the subdivision, I would recommend the reasons listed above and any other Council comments be included in a written response to the county.



City of Kootenai

PO Box 566
204 Spokane St.
Kootenai, ID 83840

208-265-2431
208-265-0932 (fax)

August 2, 2017

Milton Ollerton
Bonner County Planning Department
1500 Hwy 200, Suite 208
Sandpoint, ID 83864

RE: Area of City Impact comment, File #MLD1904-17

Dear Mr. Ollerton:

The City of Kootenai has received your agency review letter for the above-named project, located within the Area of City Impact for Kootenai.

Please be advised that the Kootenai City Council reviewed the application for the Minor Land Division for "Jack and Irene's Addition" at its August 1, 2017 regular meeting, pursuant to Kootenai City Code Section 8-3D-6. The City Council provides the following comments:

Based upon the city's comprehensive plan, zoning codes, and subdivision law, **the Kootenai City Council advises that it has no objections** to the proposed minor land division for the following reasons:

1. The City of Kootenai's comprehensive plan designation for this area is "Rural/Suburban Transition." This map designation "serves as a transition between rural and more urbanized residential densities, with large lot residential uses permitted on minimum lot sizes of 1 acre."
2. The proposed lots are 5 and 33.84 acres, which are larger than the size recommended by the Kootenai Comprehensive Plan.
3. Each proposed lot has an existing home, according to the application, resulting in no new impacts to the street system.
4. The applicant proposes to dedicate an additional 5 feet along the subdivision frontage with North Kootenai Road to bring the right-of-way to a standard 30-foot width from centerline.
5. North Kootenai Road is paved at this location.
6. No municipal utility services are required for the subdivision. The sites are served by individual septic/drainfield systems and Oden Water Association.
7. The application discloses wetlands are present on site, but the county GIS layer shows the wetlands to be on the larger lot, outside the developed area.
8. Kootenai subdivision laws would require a land division such as the proposed "Jack and Irene's Addition" to be platted. The proposed subdivision will be platted. City code requires the extent of mapped wetlands be shown, and the city recommends the mapped wetlands be shown.

9. The existing structures and proposed subdivision lot lines appear to meet the city's setback standards for the Rural-Suburban Transition Zone. Future lots exceed the 1-acre minimums for this zoning district.

If you need any additional information, please contact me at the Kootenai City Hall.

Sincerely,


Nancy Lewis, Mayor