

# *City of Kootenai*

## Special MEETING MINUTES

DATE: June 25, 2019

TIME: 6:00 p.m.

### **Ordinance and Comprehensive Plan Review Workshop**

**Members Present:** Mayor Lewis, Councilwoman Bauer, Councilman Schock, Councilman Sundquist and Councilman Macha.

**Staff Present:** City Clerk/Treasurer, Ronda L. Whittaker.

**Others Present from the Sign-In Sheet:** Fred Omoist of the Shingle Mill area.

**Ordinance/Zoning Code Review** – Mayor, Council and Staff discussed previously visited proposed amendments to the City’s Zoning Codes. Topics of special interest and discussion:

- **Table of Uses** – Council proposed to adopt an ordinance that would allow an appendix of uses to be included within the City’s Zoning Code Title. This process would keep the body of the code text in place, but would give ease of establishing whether a use would be allowed within zoning areas within the City and then the text could be visited. This option would also provide the need for future amendments to both the appendix and text, but Council agreed it would be more friendly and easy to understand.
- **Single Use Language**– Clare advised that the current code did not allow more than once principal and proposed to strike out the one principal use wording and just list permitted uses. Council agreed that her proposal was in good order.
- **Grandfathered Lot Rights** – Council proposed to add wording that required nonconforming lots of record be subject to the standards of section 8-16-2 of the title and any special use permit applications demonstrate compliance with zoning district, parking and design along with other applicable standards of the title and to strike out conflicting wording.
- **Missing Procedures** – Clare brought to Council’s attention that there were administrative procedures missing within the Titles Administrative, Special Use Variance and Enforcement standards. Council proposed adding administrative procedures as there were no current advisories.
- **Duplex/Triples Uses in Commercial/Light Commercial Zoning** – Clare advised that had requested a revisit of the Code as the multi-family residential use in upper floors and/or in the rear of the principal commercial structure were permitted through the Special Use Permit process but duplexes and tri-plexes were not specifically addressed but were addressed within the Multi-family residential use for upper floors. Council proposed to allow 2 and 3 units with special use permit.
- **Manufactured Home Standard** – There was discussion that that the code that a manufactured home shall have a pitched roof, with a slope not more than three (3’) which would not allow a greater pitch. Council agreed that this was an error in wording and suggested that the wording should be amended to read “of not less than three feet (3’) in height.”
- **Miscellaneous** – Clare advised that there was not a definition for “Structure” within the City’s code. Council agreed that the code should be amended to provide a definition which would also include a cross-reference to fencing standards. Council also agreed that owner signature requirements for zoning applications be included within administration procedures.

**Comprehensive Plan Review** – Council advised that the City should hold on further review of its Comprehensive Plan as the surrounding communities were in the process of updating Urban Area Transportation and Bonner County was in the process of working with its Area of City Impact with surrounding cities.

Meeting adjourned at 7:30 p.m.

Submitted by:

Ronda L. Whittaker/City Clerk