



**BOUNDARY COUNTY PLANNING AND ZONING**

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**PLANNING & ZONING COMMISSION  
MINUTES of February 23, 2023 Public Meeting**

*Boundary County Annex (former Armory Building) at 6566 Main St., Bonners Ferry, ID 83805*

**P&Z Members in attendance:**

- |  |   |   |   |
|--|---|---|---|
| <input checked="" type="checkbox"/> Caleb Davis, Chair | <input checked="" type="checkbox"/> Wade Purdom, Co-Chair | <input type="checkbox"/> David Hollabaugh       | <input checked="" type="checkbox"/> John Cranor |
| <input checked="" type="checkbox"/> Rob Woywod         | <input checked="" type="checkbox"/> Scott Fuller          | <input checked="" type="checkbox"/> Bill Benage |   |
| <input checked="" type="checkbox"/> Adam Isaac         | <input checked="" type="checkbox"/> Ron Self              |   |   |

Chair Davis called the meeting to order at 5:30 p.m. Roll call: Commission members present are noted with a checked box above. Also in attendance: Acting Zoning Administrator Clare Marley, Assistant Contract Planner Tessa Vogel, Boundary County Commissioner Ben Robertson, and members of the public.

**Consent Agenda:** Commissioner Purdom moved, and Commissioner Fuller seconded the motion, to approve the January 26, 2023, minutes. The Chair declared the motion approved on a voice vote, with Commissioners Self and Woywod abstaining due to being absent from the January 26, 2023, public meeting.

**New Business:** The Chair amended the agenda to move the subdivision discussion to the beginning of the code update reviews.

Acting Zoning Administrator Clare Marley and Assistant Contract Planner Tessa Vogel presented discussions on ordinance updates regarding the subdivision process, lot design, accessory dwelling units, duplexes, and dwellings. The Commission reviewed the code update topics, and requested staff provide additional information on:

- Methods to address lot designs;
- Code language for short plats to ensure that multiple short plats are not created from a single parcel;
- Panhandle Health District requirements for sanitary restriction certificates;
- Private road designs and minimum county standards and whether those are adaptable to private roads;
- Assessor information on how submerged lands are treated for acreage calculations;
- Effects of duplexes and ADUs to water districts;
- Minimum square footage for homes;
- A draft definition of dwelling.

**Announcements:** Ms. Marley provided a brief overview of recent discussions with the Boundary County Commissioners, including a future ordinance update discussion, violations and enforcement, and junk yard complaints and enforcement. Ms. Marley briefly discussed a meeting planning staff had with County Civil Counsel regarding violations in the County. Ms. Marley provided an update on decisions made at the February 07, 2023, BOCC, public hearing and potential files to be heard at the March 23, 2023, P&Z public hearing.

**Adjournment:** The Chair declared the hearing adjourned at 7:29 p.m.

  
Caleb Davis (Mar 27, 2023 10:04 PDT)

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Caleb Davis, Chair  
Boundary County Planning & Zoning Commission

Mar 27, 2023

Date:

# 02 FEB 23 Minutes

Final Audit Report

2023-03-27

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