



Agenda - **AMENDED**

Bonner County Board of Commissioners Planning Department Update Meeting

Bonner County Board of Commissioners Meeting with Planning Department & Prosecutor's Office

August 14, 2025, 10:00 a.m.
County Administration Building
Third Floor, Board Meeting Room

Open Session:

1. Public Comments
2. Announcements
3. Updates on Planning Department Activities
 - a. Monthly Planning Related Meetings
 - b. Monthly Application Reports
 1. Title 11
 2. Title 12
 3. Public Record Request
 - c. Department Updates
 1. Software – Energov, Munis, Deckard, etc.
 2. Staffing – Staffing or Org Chart Changes
 3. Financial – Revenue and Expenses YTD
 - d. Compliance and Enforcement
 1. Title 11 Compliance
 2. Title 12 Compliance
 3. Action Item: Discussion/Decision - Lifting of Notice to Title
 - e. Pending/Proposed Ordinance Changes
 1. Title 12 – Land Use Regulations
 2. Title 16 – Agriculture Protection Area
 - f. Comprehensive Plan Update
4. Review and feedback on land use staff reports for previously heard files.
5. Action Item, Discussion/Decision: Title 12 Review and Audit
6. Action Item, Discussion/Decision: Title 11, Subchapter 110 change

Executive Session, Pending Litigation:

Action Item: Discussion/Decision - Placing Notice to Title



Bonner County Planning Department

"Protecting property rights and enhancing property value"

1500 Highway 2, Suite 208, Sandpoint, Idaho 83864

Phone (208) 265-1458 - Fax (866) 537-4935

Email: planning@bonnercountyid.gov - Web site: www.bonnercountyid.gov

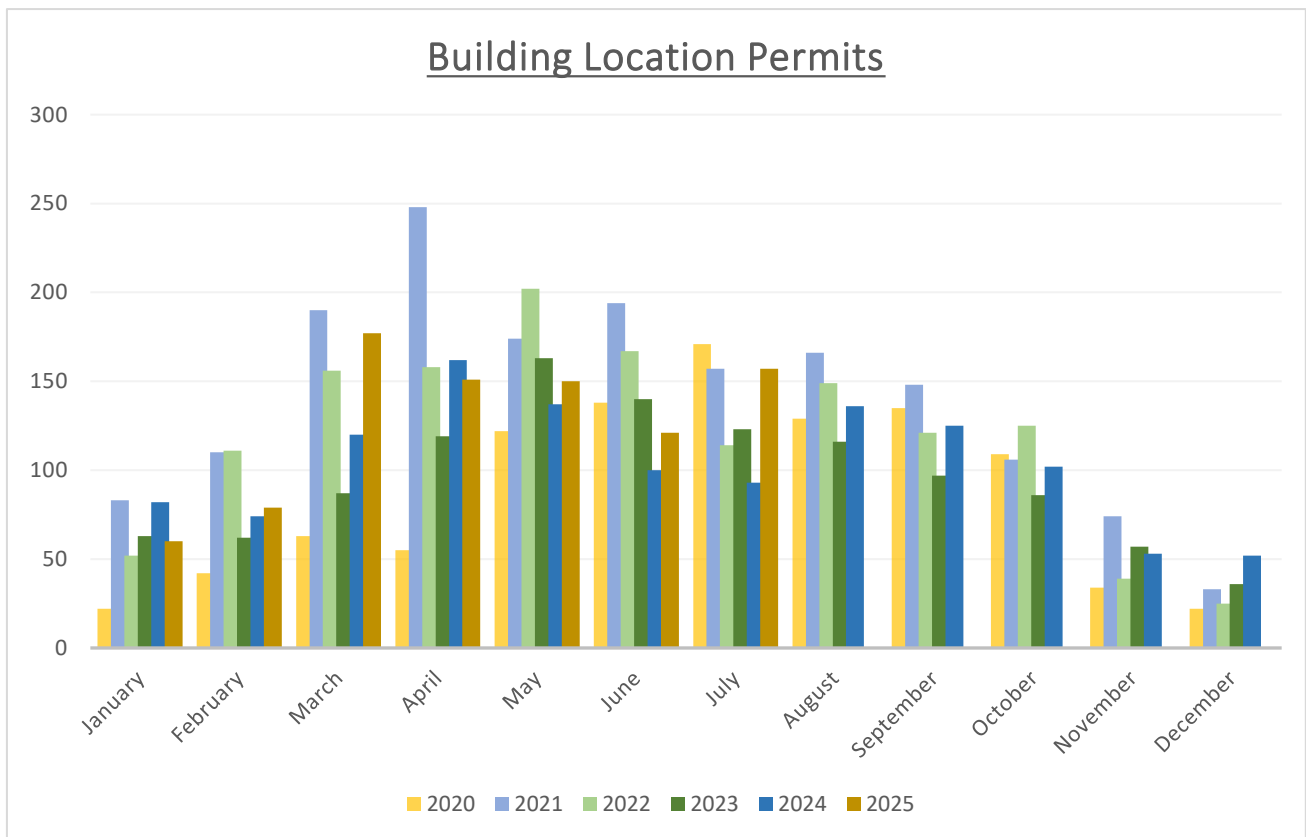
List of Planning Related Meetings – August 2025

August 5	Planning Commission @4:30 pm
August 6	BOCC/Planning Commission Workshop @9:00 am
August 6	Hearing Examiner @1:30 pm
August 11	BOCC/Planning Commission Workshop @9:00 am
August 12	BPCC Land Use Hearing (Comp Plan) @1:30
August 13	BOCC Land Use Hearing @1:30 pm
August 14	BOCC/Planning Department Update Meeting @10:00
August 14	BOCC Land Use Hearing @1:30 pm
August 19	Planning Commission @4:30 pm
August 20	Hearing Examiner @1:30 pm
August 21	Zoning Commission @5:30 pm
August 27	BOCC Land Use Hearing @1:30 pm
August 27	Planning Commission Hearing @4:30 pm

This list is accurate as of the Board Update Meeting date. Dates and times listed here may vary or be modified throughout the month. Please refer to the agendas and public notices for official notifications of public meetings.

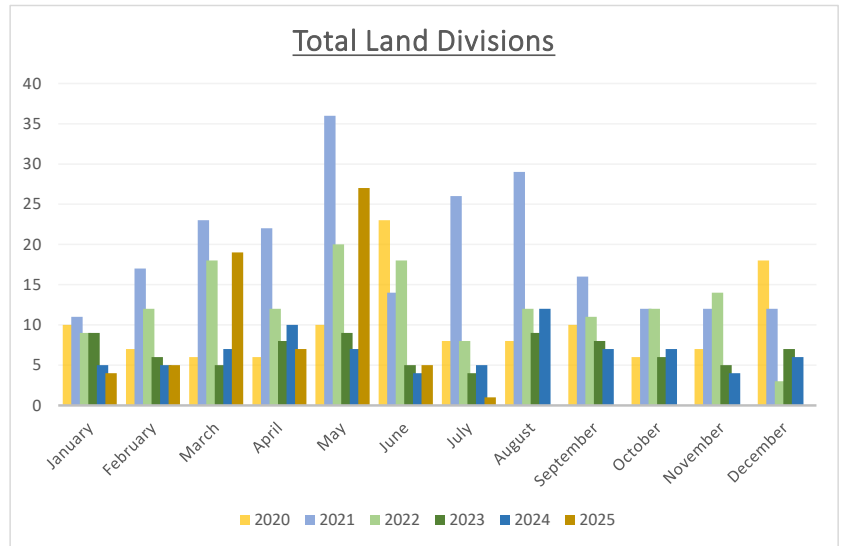
Building Location Permit Application Report by Month

	2020	2021	2022	2023	2024	2025
January	22	83	52	63	82	60
February	42	110	111	62	74	79
March	63	190	156	87	120	177
April	55	248	158	119	162	151
May	122	174	202	163	137	150
June	138	194	167	140	100	121
July	171	157	114	123	93	157
August	129	166	149	116	136	
September	135	148	121	97	125	
October	109	106	125	86	102	
November	34	74	39	57	53	
December	22	33	25	36	52	
Total	1042	1683	1419	1149	1236	895

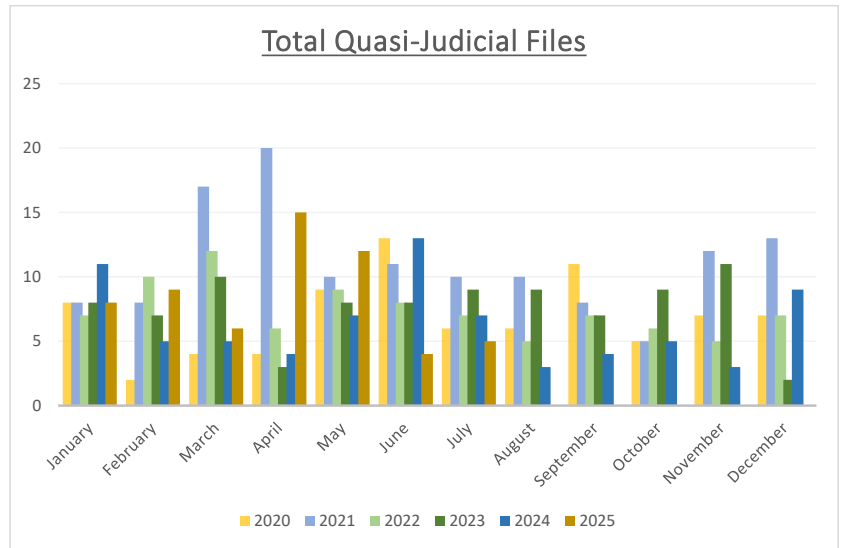


Planning Applications Report by Month

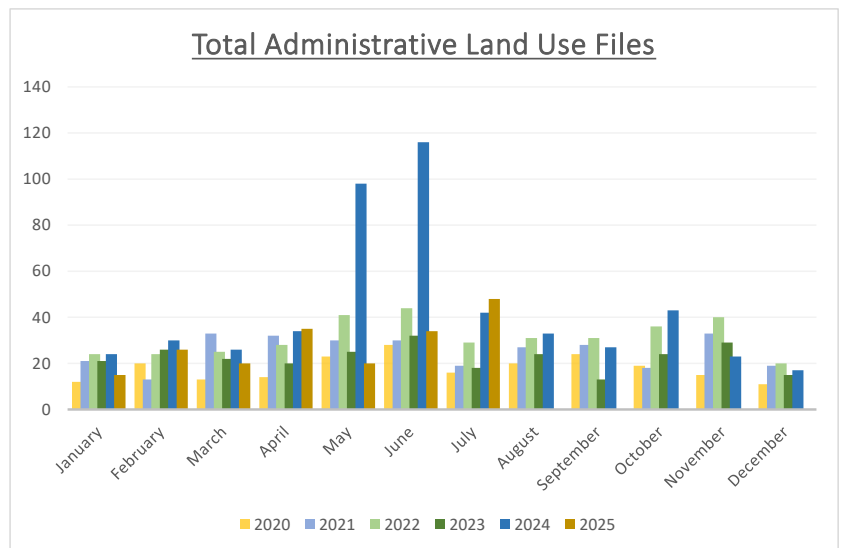
	Total Land Divisions					
	2020	2021	2022	2023	2024	2025
January	10	11	9	9	5	4
February	7	17	12	6	5	5
March	6	23	18	5	7	19
April	6	22	12	8	10	7
May	10	36	20	9	7	27
June	23	14	18	5	4	5
July	8	26	8	4	5	1
August	8	29	12	9	12	0
September	10	16	11	8	7	0
October	6	12	12	6	7	0
November	7	12	14	5	4	0
December	18	12	3	7	6	0
Total	119	230	149	81	79	68



	Total Quasi-Judicial Files					
	2020	2021	2022	2023	2024	2025
January	8	8	7	8	11	8
February	2	8	10	7	5	9
March	4	17	12	10	5	6
April	4	20	6	3	4	15
May	9	10	9	8	7	12
June	13	11	8	8	13	4
July	6	10	7	9	7	5
August	6	10	5	9	3	0
September	11	8	7	7	4	0
October	5	5	6	9	5	0
November	7	12	5	11	3	0
December	7	13	7	2	9	0
Total	82	132	89	91	76	59



	Total Administrative Land Use Files					
	2020	2021	2022	2023	2024	2025
January	12	21	24	21	24	15
February	20	13	24	26	30	26
March	13	33	25	22	26	20
April	14	32	28	20	34	35
May	23	30	41	25	98	20
June	28	30	44	32	116	34
July	16	19	29	18	42	48
August	20	27	31	24	33	0
September	24	28	31	13	27	0
October	19	18	36	24	43	0
November	15	33	40	29	23	0
December	11	19	20	15	17	0
Total	215	303	373	269	513	198



Planning Applications Report by File Type and by Month

Land Divisions

Subdivision (11+ Lots)						Short Plat (5-10 Lots)						Minor Land Division (2-4 Lots)						Family Exemptions (2-4 Parcels)					
	2021	2022	2023	2024	2025		2021	2022	2023	2024	2025		2021	2022	2023	2024	2025		2021	2022	2023	2024	2025
January	0	0	0	0	0	January	1	0	2	1	0	January	10	9	6	3	3	January	0	0	1	1	1
February	2	0	0	1	1	February	1	2	0	0	0	February	12	9	5	4	4	February	2	1	1	0	0
March	0	2	0	1	0	March	0	0	0	0	1	March	18	13	5	6	14	March	5	3	0	0	4
April	0	1	0	0	0	April	0	1	0	0	0	April	20	9	6	9	6	April	2	1	2	1	1
May	0	1	2	2	1	May	0	1	0	0	1	May	35	17	7	5	24	May	1	1	0	0	1
June	0	1	0	0	1	June	2	0	0	0	3	June	11	12	4	4	0	June	1	5	1	0	1
July	1	0	0	1	0	July	1	0	0	0	0	July	24	7	2	4	0	July	0	1	2	0	1
August	0	0	0	0		August	1	0	0	0		August	28	11	6	12		August	0	1	3	0	
September	0	1	0	0		September	0	2	0	0		September	15	5	6	7		September	1	3	2	0	
October	0	0	0	0		October	0	0	0	1		October	11	11	6	6		October	1	1	0	0	
November	1	0	0	0		November	1	3	0	1		November	9	10	5	2		November	1	1	0	0	1
December	1	0	1	0		December	1	0	0	1		December	10	3	6	5		December	0	0	0	0	0
Total	5	6	3	5	3	Total	8	9	2	4	5	Total	203	116	64	67	51	Total	14	18	12	3	9

Quasi-Judicial Files

	Amendments						Zone Change						Conditional Use Permit						Variance						Modifications						Vacation / Validation				
	2021	2022	2023	2024	2025		2021	2022	2023	2024	2025		2021	2022	2023	2024	2025		2021	2022	2023	2024	2025		2021	2022	2023	2024	2025		2021	2022	2023	2024	2025
January	0	2	3	1	0	January	2	3	2	2	0	January	3	1	2	3	3	January	2	1	0	4	3	January	0	0	1	1	1	January	1	0	0	0	1
February	1	2	2	0	1	February	2	3	0	0	4	February	2	1	1	2	0	February	2	4	2	3	3	February	0	0	0	0	1	February	1	0	2	0	0
March	5	1	2	1	0	March	5	4	2	0	1	March	3	4	1	1	1	March	3	2	5	2	3	March	0	1	0	0	1	March	1	0	0	1	0
April	6	2	1	1	2	April	5	0	0	2	3	April	5	2	1	0	0	April	2	2	1	1	9	April	0	0	0	0	0	April	2	0	0	0	1
May	2	1	1	0	8	May	5	2	2	1	1	May	2	3	2	3	0	May	1	1	3	2	2	May	0	2	0	1	0	May	0	0	0	0	1
June	0	2	3	2	1	June	3	3	0	4	0	June	3	0	3	0	1	June	2	2	1	6	2	June	0	0	0	0	0	June	3	1	1	1	0
July	4	2	2	1	0	July	0	1	1	2	2	July	1	1	3	0	1	July	4	2	2	2	1	July	0	0	1	1	1	July	1	1	0	1	0
August	2	0	0	1		August	6	1	2	0		August	0	2	2	0		August	2	2	2	2		August	0	0	3	0		August	0	0	0	0	
September	0	1	0	0		September	1	1	2	0		September	2	1	0	0	1	September	5	4	5	1		September	0	0	0	0		September	0	0	0	2	
October	0	4	1	0		October	1	0	0	0		October	3	1	3	2		October	1	1	4	2		October	0	0	1	0		October	0	0	0	1	
November	2	1	1	0		November	3	0	3	0		November	2	1	3	1		November	5	1	4	1		November	0	2	0	1		November	0	0	0	0	
December	3	1	0	2		December	3	1	0	0		December	4	0	1	1		December	2	2	1	5		December	0	1	0	1		December	1	2	0	0	
Total	25	19	16	9	12	Total	36	19	14	11	11	Total	30	17	22	14	6	Total	31	24	30	31	23	Total	0	6	6	5	4	Total	10	4	3	6	3

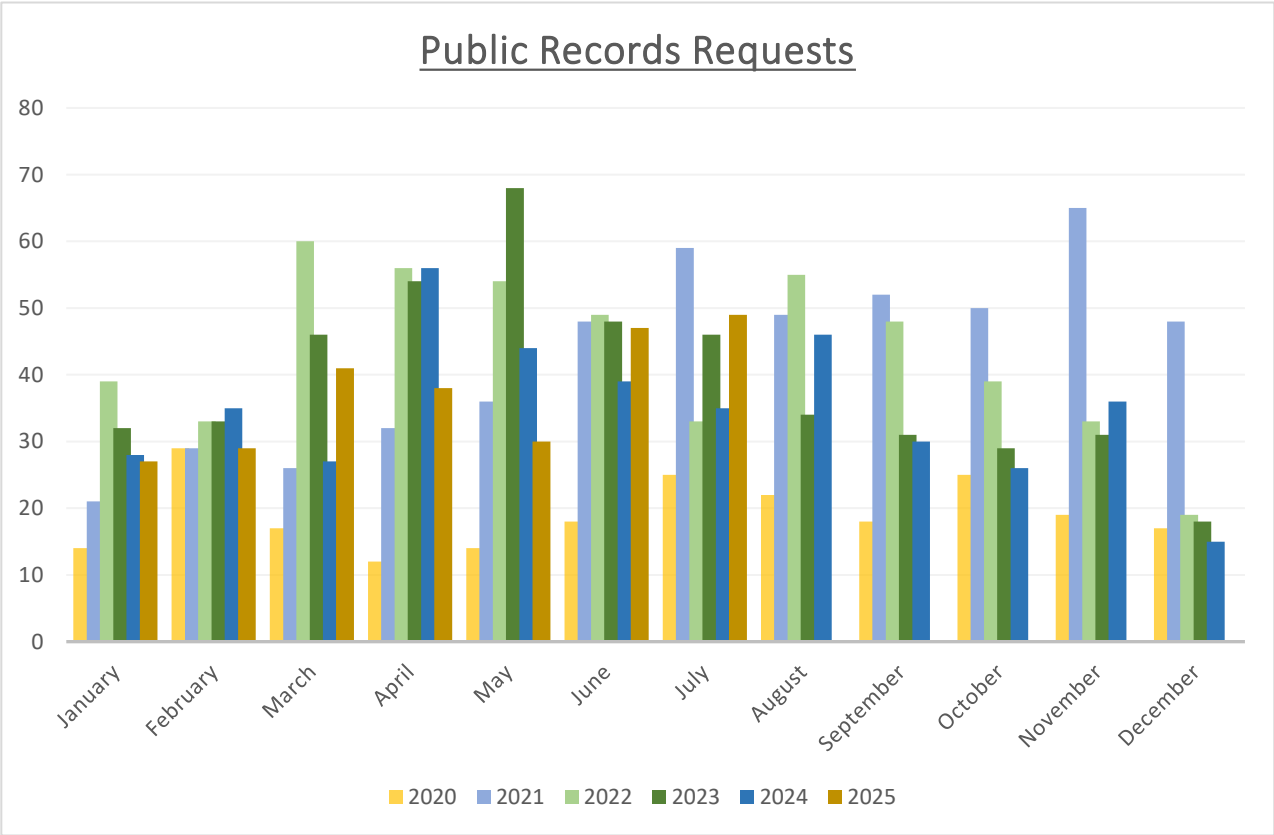
Administrative Land Use Files

	Boundry Line Adjustment						Lot Line Adjustments						Home Occupation Permits						Stormwater Permit						Vacation Rental Permit				
	2021	2022	2023	2024	2025		2021	2022	2023	2024	2025		2021	2022	2023	2024	2025		2021	2022	2023	2024	2025		2021	2022	2023	2024	2025
January	0	5	4	2	2	January	3	4	4	1	2	January	0	0	1	1	0	January	1	2	2	0	0	January	6	6	2	11	7
February	0	2	6	4	3	February	3	3	3	5	8	February	1	0	3	0	0	February	1	0	1	0	0	February	1	11	3	13	7
March	0	3	4	3	2	March	3	2	4	5	1	March	1	0	1	0	2	March	3	0	1	0	2	March	15	9	8	12	8
April	0	0	1	6	5	April	7	1	2	2	2	April	0	0	0	0	0	April	0	2	1	3	0	April	9	15	13	12	16
May	0	3	0	4	0	May	0	3	1	5	3	May	0	3	3	0	0	May	2	2	1	0	0	May	15	19	13	79	9
June	0	6	5	4	1	June	7	3	3	2	2	June	3	0	0	0	0	June	1	1	1	0	2	June	5	24	10	103	24
July	0	6	3	10	5	July	1	2	2	4	2	July	0	0	3	0	1	July	2	2	3	0	1	July	5	8	3	21	21
August	1	3	3	3		August	5	2	4	6		August	0	0	0	1		August	0	1	1	1		August	11	16	7	11	
September	3	4	0	0		September	3	6	3	7		September	0	2	1	2		September	0	4	1	2		September	7	5	3	7	
October	1	1	4	10		October	2	3	9	7		October	0	0	0	0		October	0	0	0	4		October	6	22	11	7	
November	5	6	2	6		November	4	8	2	3		November	0	1	1	0		November	1	0	2	0		November	12	14	14	6	
December	2	2	3	2		December	4	4	1	2		December	2	1	0	1		December	1	1	0	1		December	6	6	9	9	
Total	12	41	35	54	18	Total	42	41	38	49	20	Total	7	7	13	5	3	Total	12	15	14	11	5	Total	98	155	96	291	92

	Administrative Exception						Administrative Variance						Floodplain Development Permit						Certificate of Compliance				
	2021	2022	2023	2024	2025		2021	2022	2023	2024	2025		2021	2022	2023	2024	2025		2021	2022	2023	2024	2025
January	0	1	0	2	0	January	3	2	4	3	2	January	7	4	4	4	2	January	1	0	0	0	0
February	0	4	1	1	0	February	1	1	2	2	2	February	6	2	7	5	6	February	0	1	0	0	0
March	1	0	0	2	1	March	3	5	3	2	2	March	7	6	1	1	2	March	0	0	0	1	0
April	4	2	0	2	0	April	5	4	2	2	6	April	7	4	1	4	5	April	0	0	0	3	1
May	4	2	1	3	1	May	4	2	1	2	4	May	5	7	5	4	3	May	0	0	0	1	0
June	2	1	3	2	0	June	6	3	5	1	4	June	5	6	2	3	1	June	1	0	3	1	0
July	0	3	0	0	0	July	2	4	3	3	4	July	7	4	0	4	12	July	2	0	1	0	2
August	2	1	3	3		August	4	3	5	4		August	3	5	0	2		August	1	0	1	2	
September	5	3	1	1		September	4	0	3	1		September	5	6	0	6		September	1	1	1	1	
October	2	3	0	1		October	4	3	0	6		October	2	4	0	6		October	1	0	0	2	
November	2	4	3	1		November	5	1	3	0		November	4	3	0	5		November	0	3	2	2	
December	1	0	0	0		December	1	0	1	1		December	2	6	0	1		December	0	0	1	0	
Total	23	24	12	18	2	Total	42	28	32	27	24	Total	60	57	20	45	31	Total	7	5	9	13	3

Public Records Requests by Month

	2020	2021	2022	2023	2024	2025
January	14	21	39	32	28	27
February	29	29	33	33	35	29
March	17	26	60	46	27	41
April	12	32	56	54	56	38
May	14	36	54	68	44	30
June	18	48	49	48	39	47
July	25	59	33	46	35	49
August	22	49	55	34	46	
September	18	52	48	31	30	
October	25	50	39	29	26	
November	19	65	33	31	36	
December	17	48	19	18	15	
Total	230	515	518	470	417	261

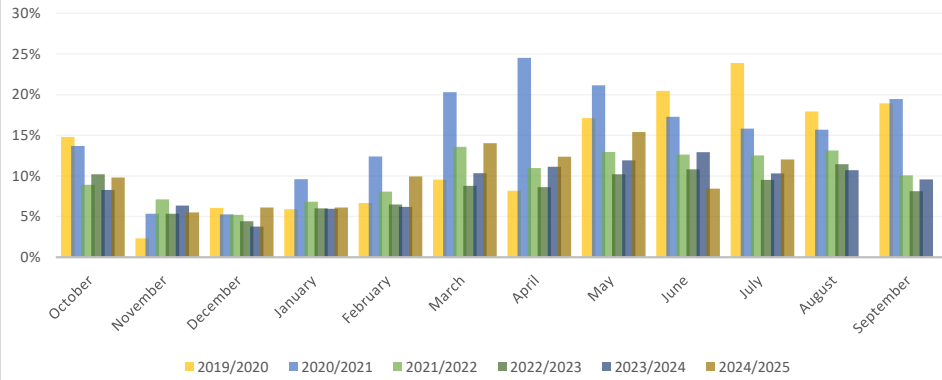


Planning Department Financial Analysis

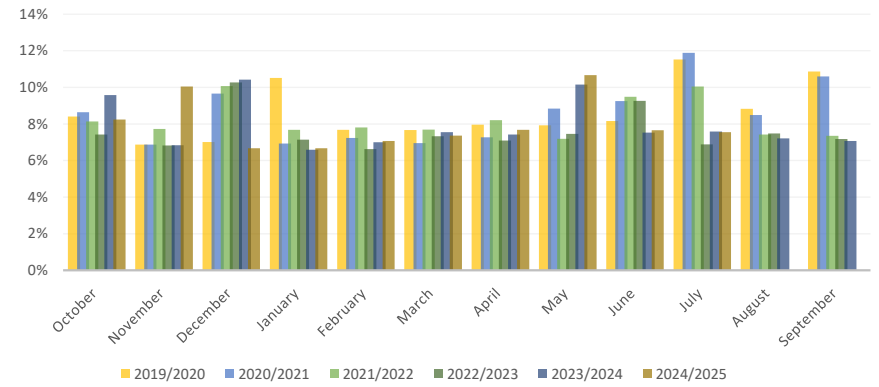
		1	2	3	4	5	6	7	8	9	10	11	12			Budget	Actual
		October	November	December	January	February	March	April	May	June	July	August	September	Total	Budget	Re/Ex	Re/Ex
2024/2025	Revenue	\$ 90,882	\$ 51,047	\$ 56,711	\$ 56,552	\$ 92,057	\$ 129,733	\$ 114,437	\$ 142,534	\$ 78,168	\$ 111,259	\$ -	\$ -	\$ 923,379	\$ 925,338	59%	73%
	Expense	\$ 130,226	\$ 158,764	\$ 105,396	\$ 105,447	\$ 111,802	\$ 116,455	\$ 121,429	\$ 168,675	\$ 120,969	\$ 119,403	\$ -	\$ -	\$ 1,258,567	\$ 1,580,789		
	R % of Budget	10%	6%	6%	6%	10%	14%	12%	15%	8%	12%	0%	0%	100%			
	E % of Budget	8%	10%	7%	7%	7%	7%	8%	11%	8%	8%	0%	0%	80%			
2023/2024	Revenue	\$ 85,881	\$ 65,958	\$ 38,971	\$ 61,772	\$ 64,130	\$ 107,106	\$ 115,295	\$ 123,490	\$ 133,904	\$ 106,789	\$ 110,889	\$ 99,277	\$ 1,113,463	\$ 1,035,822	64%	73%
	Expense	\$ 154,691	\$ 110,356	\$ 168,282	\$ 106,312	\$ 112,940	\$ 121,930	\$ 119,778	\$ 163,874	\$ 121,478	\$ 122,434	\$ 116,469	\$ 114,102	\$ 1,532,646	\$ 1,613,923		
	R % of Budget	8%	6%	4%	6%	6%	10%	11%	12%	13%	10%	11%	10%	107%			
	E % of Budget	10%	7%	10%	7%	7%	8%	7%	10%	8%	8%	7%	7%	95%			
2022/2023	Revenue	\$ 105,692	\$ 55,423	\$ 46,004	\$ 62,304	\$ 67,097	\$ 90,972	\$ 89,324	\$ 105,816	\$ 111,939	\$ 98,481	\$ 118,510	\$ 84,112	\$ 1,035,674	\$ 1,035,822	64%	71%
	Expense	\$ 119,867	\$ 110,137	\$ 165,872	\$ 115,217	\$ 106,919	\$ 118,407	\$ 114,510	\$ 120,463	\$ 149,508	\$ 111,165	\$ 120,838	\$ 115,838	\$ 1,468,741	\$ 1,614,594		
	R % of Budget	10%	5%	4%	6%	6%	9%	9%	10%	11%	10%	11%	8%	100%			
	E % of Budget	7%	7%	10%	7%	7%	7%	7%	7%	9%	7%	7%	7%	91%			
2021/2022	Revenue	\$ 85,977	\$ 68,619	\$ 50,324	\$ 65,836	\$ 77,795	\$ 131,067	\$ 105,661	\$ 124,919	\$ 121,878	\$ 120,728	\$ 126,508	\$ 97,131	\$ 1,176,443	\$ 964,250	66%	81%
	Expense	\$ 119,124	\$ 113,228	\$ 147,522	\$ 112,478	\$ 114,433	\$ 112,594	\$ 120,260	\$ 105,252	\$ 138,907	\$ 147,215	\$ 108,644	\$ 107,724	\$ 1,447,381	\$ 1,464,471		
	R % of Budget	9%	7%	5%	7%	8%	14%	11%	13%	13%	13%	13%	10%	122%			
	E % of Budget	8%	8%	10%	8%	8%	8%	8%	7%	9%	10%	7%	7%	99%			
2020/2021	Revenue	\$ 82,062	\$ 32,162	\$ 31,675	\$ 57,540	\$ 74,310	\$ 121,772	\$ 147,203	\$ 126,851	\$ 103,614	\$ 94,902	\$ 94,096	\$ 116,739	\$ 1,082,926	\$ 600,100	48%	85%
	Expense	\$ 107,770	\$ 85,737	\$ 120,514	\$ 86,477	\$ 90,232	\$ 86,713	\$ 90,623	\$ 110,299	\$ 115,442	\$ 148,225	\$ 105,950	\$ 132,262	\$ 1,280,244	\$ 1,247,444		
	R % of Budget	14%	5%	5%	10%	12%	20%	25%	21%	17%	16%	16%	19%	180%			
	E % of Budget	9%	7%	10%	7%	7%	7%	7%	9%	9%	12%	8%	11%	103%			
2019/2020	Revenue	\$ 68,519	\$ 10,711	\$ 28,030	\$ 27,279	\$ 30,899	\$ 44,207	\$ 37,884	\$ 79,248	\$ 94,770	\$ 110,552	\$ 83,020	\$ 87,619	\$ 702,738	\$ 462,850	48%	70%
	Expense	\$ 81,050	\$ 66,281	\$ 67,615	\$ 101,379	\$ 74,040	\$ 73,969	\$ 76,804	\$ 76,476	\$ 78,731	\$ 111,085	\$ 85,161	\$ 104,829	\$ 997,420	\$ 964,336		
	R % of Budget	15%	2%	6%	6%	7%	10%	8%	17%	20%	24%	18%	19%	152%			
	E % of Budget	8%	7%	7%	11%	8%	8%	8%	8%	8%	12%	9%	11%	103%			

Planning Department Financial Analysis

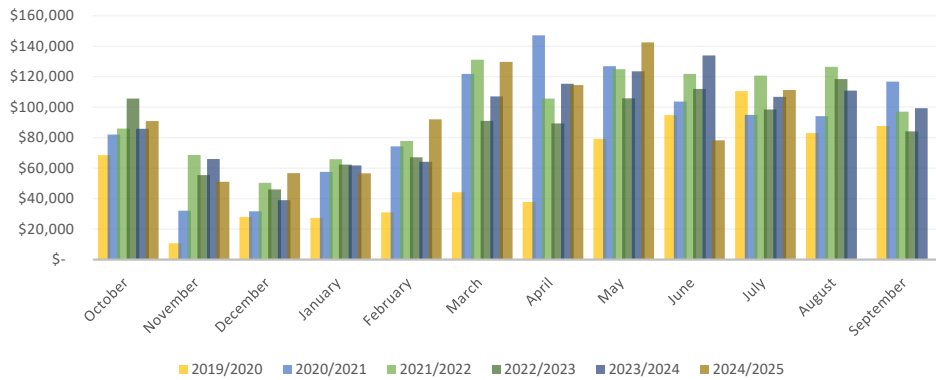
Revenue/Budget By Year



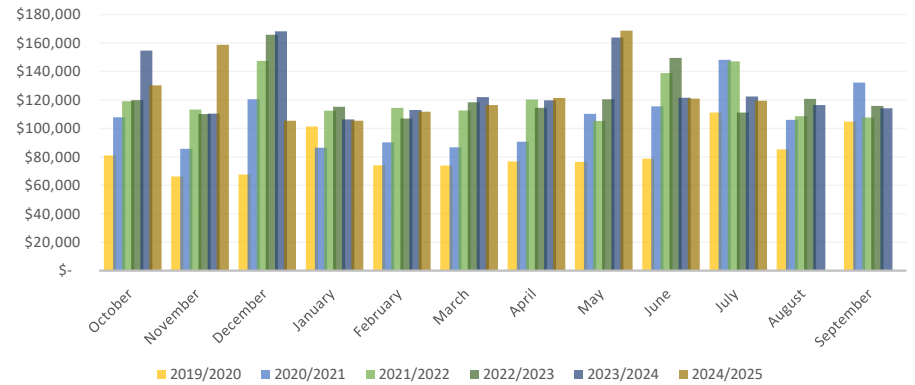
Expense/Budget By Year



\$ Revenue By Year

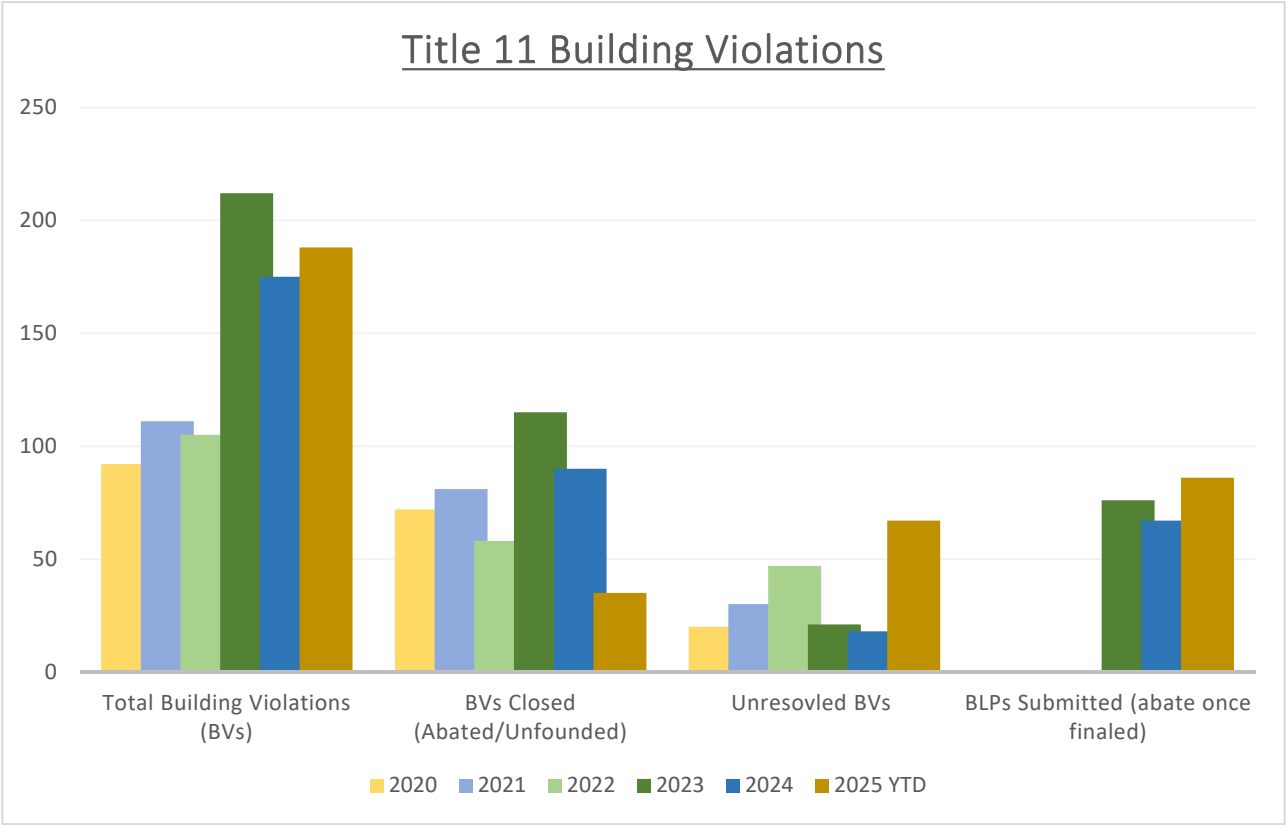


\$ Expense By Year



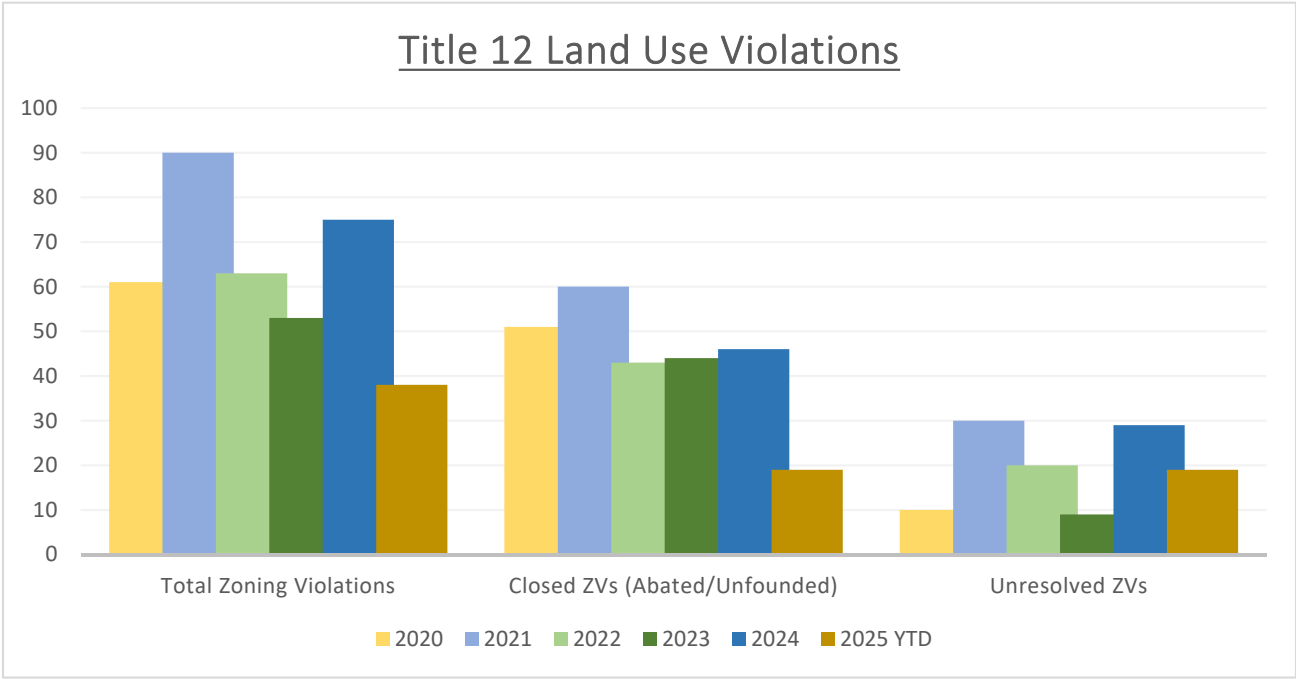
Title 11 Building Violations by Year

	2020	2021	2022	2023	2024	07/2025	2025 YTD
Total Building Violations (BVs)	92	111	105	212	175	10	188
BVs Closed (Abated/Unfounded)	72	81	58	115	90	5	35
Unresovled BVs	20	30	47	21	18		67
BLPs Submitted (abate once finaied)				76	67	5	86



Title 12 Land Use Violations by Year

	2020	2021	2022	2023	2024	07/2025	2025 YTD
Total Zoning Violations	61	90	63	53	75	6	38
Closed ZVs (Abated/Unfounded)	51	60	43	44	46	3	19
Unresolved ZVs	10	30	20	9	29	-	19



LIFTING OF NOTICE TO TITLE

(Recorded pursuant to Bonner County Revised Code 11-124 and/or 12-130)

The subject property is Lot 5 of the plat of Westley located in Section 8, Township 56 North, Range 4 West, Boise Meridian.

Parcel Number: RP 027540000050 A

Property Address: 62 Westley Lane, Priest River, Idaho 83856

Current Property Owner: Joseph & Brielle Ruff

Notice to Title Recorded at: Instrument # 849309, records of Bonner County, Idaho

Planning Department File #: Building Violation BV2012096

Description of Violation: Construction of a structure on the subject property without obtaining a building location permit.

Pursuant to BCRC 11-124, the alleged violation of BCRC Titles 11 is abated. The Notice to Title recorded at Instrument # 849309 is hereby lifted and said Notice to Title shall have no further effect on this property.

Asia Williams, Chair
Bonner County Board of Commissioners

Ron Korn,
Bonner County Commissioner

Brian Domke,
Bonner County Commissioner

Notary Acknowledgment for Board of County Commissioners' signatures:

STATE OF IDAHO)
) :ss
COUNTY OF BONNER)

On this _____ day of _____ in the year 20__ before me, a Notary Public in and for said State, personally appeared Asia Williams, Ron Korn, and Brian Domke, known or identified to me to be the County Commissioners of Bonner County, a political subdivision of the State of Idaho, who executed the said instrument, and acknowledged to me that Bonner County, a political subdivision of the State of Idaho, executed the same.

Notary Public: _____

Residing at: _____, Idaho

My commission expires: _____



Bonner County Planning Department

"Protecting property rights and enhancing property value"

1500 Highway 2, Suite 208, Sandpoint, Idaho 83864

Phone (208) 265-1458 - Fax (208) 265-1463

Email: planning@bonnercountyid.gov - Web site: www.bonnercountyid.gov

August 14, 2023

Memorandum

To: Board of County Commissioners

From: Jake Gabell, Planning Director

Re: Text Amendment, Title 11

Before the Board is an amendment to update Title 11, Subchapters 110, as described below.

11-110: AGENCY AUTHORIZATIONS:

A. No building location permit shall be issued for the construction, placement, installation, enlargement or extension of any building, residence or structure unless approval has first been obtained from the agency having jurisdiction over the access serving the subject site. Where access is from a private road, confirmation shall be provided that the travelway is not within the jurisdiction of the public.

B. No building location permit shall be issued for the construction, placement, installation, enlargement or extension of any commercial, residential, industrial or public building or structure, or multi-family residence, unless approval has first been obtained from the applicable fire district and the applicable sewer district, or the fire district has provided a written waiver on file with the Bonner County Planning Department.

C. Where the designated authority of a fire district has explicitly waived the need for residential fire safety review, in writing and on record with the Bonner County Planning Department, the residential fire safety requirements on a plat need not be satisfied.

D. No building location permit shall be issued for the construction, placement, installation, enlargement or extension of any building, residence or structure without a comment letter from Panhandle Health indicating they have reviewed the file, or the comment period has passed, whichever occurs first. Upon receipt of the completed building location permit application, Panhandle Health shall review the application and provide a comment letter within ten (10) working days.

Summary of Proposed Amendment

The proposed amendment to Bonner County Revised Code (BCRC) Title 11, Section 11-110 adds language allowing a fire district to formally waive its review of certain residential building location permit applications. Currently, the code requires written approval from the applicable fire district before the County may issue a permit. There is no provision for a fire district to decline review.

This change responds specifically to a request from Chief Jeff Armstrong, who serves as Fire Chief for the Northside, Westside, and Sagle Fire Districts. These districts have indicated they wish to retain review authority for commercial, multi-family, and subdivision projects, but formally waive review for most single-family residences, small additions, barns, and similar low-risk structures.

Legal Review: _____

Distribution: Jake Gabell

(Recommendation)

Staff recommends the Board approve an ordinance for the approval of the Title 11 text amendment.

Based on the information before us, I move to approve an Ordinance of Bonner County, Idaho, the number to be assigned providing for the amendment Bonner County Revised Code Title 11 as presented. These changes will become effective upon publication.

Recommendation Acceptance: ☐ Yes ☐ No

_____ Date: _____
Commissioner Asia Williams, Chairwoman



SELKIRK FIRE, RESCUE & EMS

PO Box 760 · 2689 Gun Club Road · Sagle, ID. 83860 · (208) 263-7929

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Proudly Serving the Sagle & Westside Fire Districts

August 6th, 2025

MEMO

TO: Bonner County Planning Department

FROM: Jeff Armstrong, Fire Chief

RE: One- & two-Family Residential Fire Signoffs

Effective September 1, 2025, "the Fire Districts" (Sagle, Westside, and Northside) will no longer perform residential fire signoffs on one (1) and two (2) family homes (R3 Occupancies).

Please accept this letter as the "*letter on record with the Bonner County Planning Department*" as outlined in the Bonner County Code, Title 11, Sec 110(c). It is my hope that we can coordinate a change of process in the next few weeks to prevent confusion with the public or unnecessary delays.

My decision to eliminate this program is based on the following:

- Lack of fire district staff and resources to provide timely reviews.
- Lack of other supporting codes, resources, and/or support/enforcement at the County level to allow for an effective process.
- Authority for interpretation and determination of compliance granted to the 'Fire Code Official' under the 2018 International Fire Code (IFC 104.2).
- My interpretation as related to the above is: one and two family Residential (R3) requirements are outlined in the Idaho Administrative Code (IDAPA), and not the responsibility of the fire districts.
- The IDAPA is not enforced by the local fire district and is typically coordinated by a state agency or local building department.
- Fire district staff have no training or experience interpreting the IDAPA and assume liability in doing so.
- With the inclusions in the IDAPA, it is unclear how the IFC applies to R3 occupancies.

The Fire District retains the right to continue to review plans for commercial occupancies (A – U), including multifamily homes with three (3) or more dwelling units (R1 and R2), subdivisions, residential developments of five (5) homes or more, and any other project subject to the International Fire Code. Please continue to forward those as necessary.

I have always strived to be a good partner with the County, and it is my hope that this change will have minimal impact on your staff. We will always remain a resource to you, should we be able to advise in any area. We are also willing to assist the County in developing residential driveway requirements in handout form to be given to the applicants.

I remain available should you have any other questions. Thank you for your time.

cc. fire district boards, staff, Sandpoint Law, Bonner County Fire Chiefs' Association

ORDINANCE NO. _____

**AMENDMENT TO BONNER COUNTY REVISED CODE TITLE 11
(BUILDING REGULATIONS)**

An Ordinance of Bonner County, Idaho, setting forth its authority; amending Title 11 Subchapter 110 of the Bonner County Revised Code, as stated below:

Whereas, the Bonner County Board of Commissioners has established a building location permit process in the unincorporated areas of Bonner County; and

Whereas, the Board of Commissioners wishes to make certain revisions to Title 11 (Building Regulations), Bonner County Revised Code (BCRC) to amend the processes; and

Whereas, the Bonner County Board of County Commissioners did consider the proposed amendments to Title 11 at a scheduled meeting on August 14, 2025, in order to receive public comment on said ordinance changes and did approve the changes.

Now, therefore be it ordained by the Board of County Commissioners of Bonner County, Idaho that the following be and is hereby adopted as an ordinance of Bonner County:

Section 1: Authority

This Ordinance is adopted pursuant to the authority granted at Chapter 7, Title 31, Chapter 8, Title 31, Idaho Code, and Article XII, Section 2 of the Idaho Constitution, as amended or subsequently codified.

Section 2: Amending Title 11, Bonner County Revised Code Subchapter 119 of, by providing for the following:

11-110: AGENCY AUTHORIZATIONS:

A. No building location permit shall be issued for the construction, placement, installation, enlargement or extension of any building, residence or structure unless approval has first been obtained from the agency having jurisdiction over the access serving the subject site. Where access is from a private road, confirmation shall be provided that the travelway is not within the jurisdiction of the public.

B. No building location permit shall be issued for the construction, placement, installation, enlargement or extension of any commercial, residential, industrial or public building or structure, or multi-family residence, unless approval has first been obtained from the applicable fire district and the applicable sewer district, or the fire district has provided a written waiver on file with the Bonner County Planning Department.

C. Where the designated authority of a fire district has explicitly waived the need for residential fire safety review, in writing and on record with the Bonner County Planning Department, the residential fire safety requirements on a plat need not be satisfied.

D. No building location permit shall be issued for the construction, placement, installation, enlargement or extension of any building, residence or structure without a comment letter from Panhandle Health indicating they have reviewed the file, or the comment period has passed, whichever occurs first. Upon receipt of the completed building location permit application, Panhandle Health shall review the application and provide a comment letter within ten (10) working days.

Section 3: Severability

The provisions of this Ordinance are hereby declared to be individually severable. Should any provision of this ordinance be declared invalid by a court of competent jurisdiction, such declaration shall not affect the validity of the remaining provisions.

Section 4: Effective Date

This Ordinance shall be in full force and effect upon its passage and publication in one (1) issue of the Bonner County Daily Bee Newspaper.

Regularly considered, passed and approved as an ordinance of Bonner County, Idaho, done this 14th day of August 2025 upon the following vote:

Chairman Asia Williams: _____

Commissioner Brian Domke: _____

Commissioner Ron Korn: _____

BONNER COUNTY BOARD OF COMMISSIONERS

Asia Williams, Chairwoman

Brian Domke, Commissioner

Ron Korn, Commissioner

ATTEST: Michael W. Rosedale, Clerk

By Deputy Clerk:

Date

Legal Review:
