



Agenda

Bonner County Board of Commissioners Planning Department Update Meeting

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

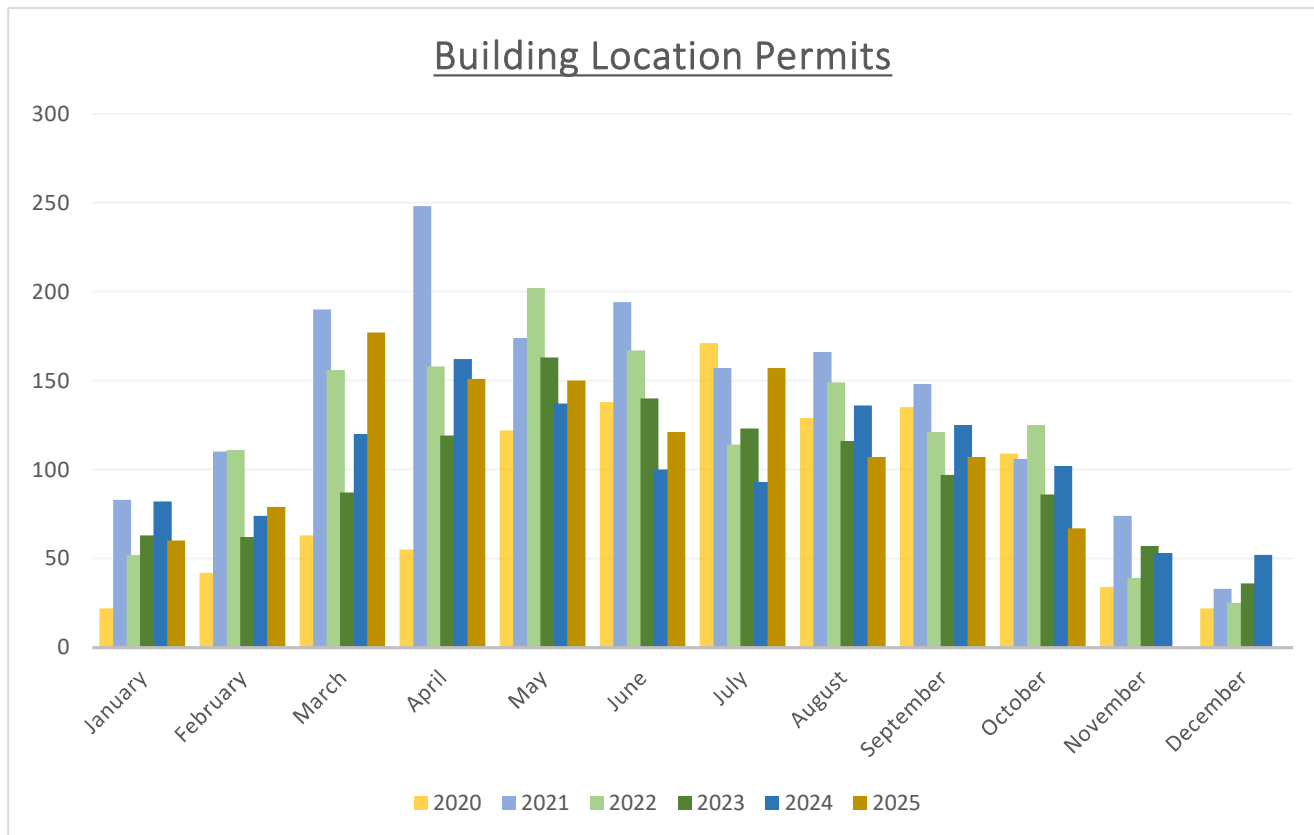
November 24, 2025, 1:00 p.m.
County Administration Building
Third Floor, BOCC Meeting Room

Open Session:

1. Public Comments
2. Announcements
3. Updates on Planning Department Activities
 - a. Monthly Application Reports
 1. Title 11
 2. Title 12
 3. Public Record Request
 - b. Department Updates
 1. Software – Energov, Munis, Deckard, etc.
 2. Staffing – Staffing or Org Chart Changes
 3. Financial – Revenue and Expenses YTD
 - c. Compliance and Enforcement
 1. Title 11 Compliance
 2. Title 12 Compliance
 - d. Pending/Proposed Ordinance Changes
 1. Title 11 – Building Regulations
 2. Title 12 – Land Use Regulations
 - e. Comprehensive Plan Update
4. Review and feedback on land use staff reports for previously heard files.

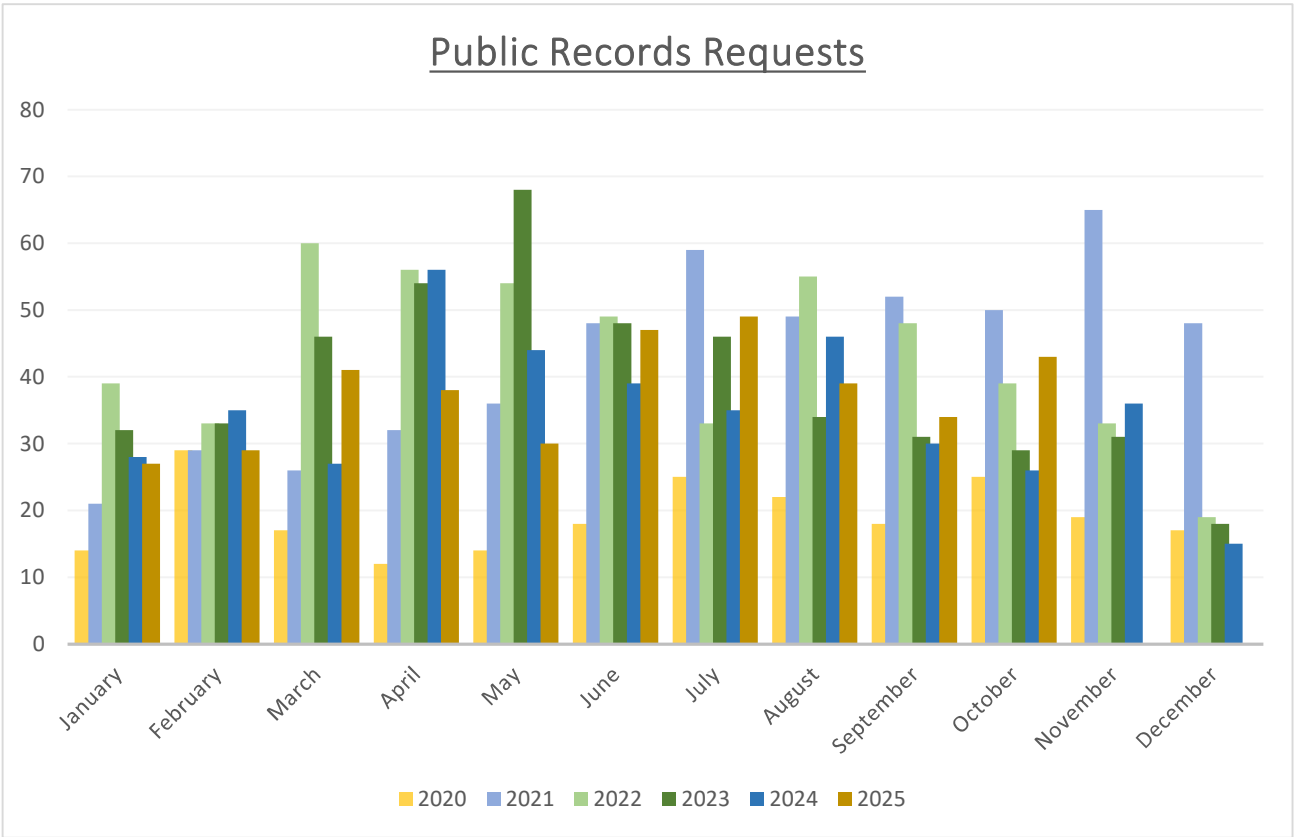
Building Location Permit Application Report by Month

	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	107
September	135	148	121	97	125	107
October	109	106	125	86	102	67
November	34	74	39	57	53	
December	22	33	25	36	52	
Total	1042	1683	1419	1149	1236	1176



Public Records Requests by Month

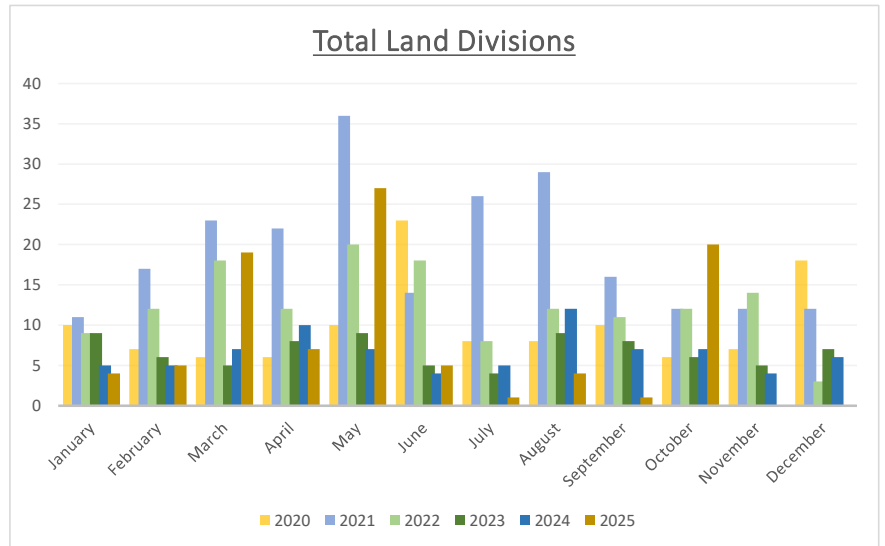
	2020	2021	2022	2023	2024	2025
January	14	21	39	32	28	27
February	29	29	33	33	35	29
March	17	26	60	46	27	41
April	12	32	56	54	56	38
May	14	36	54	68	44	30
June	18	48	49	48	39	47
July	25	59	33	46	35	49
August	22	49	55	34	46	39
September	18	52	48	31	30	34
October	25	50	39	29	26	43
November	19	65	33	31	36	
December	17	48	19	18	15	
Total	230	515	518	470	417	377



Planning Applications Report by Month

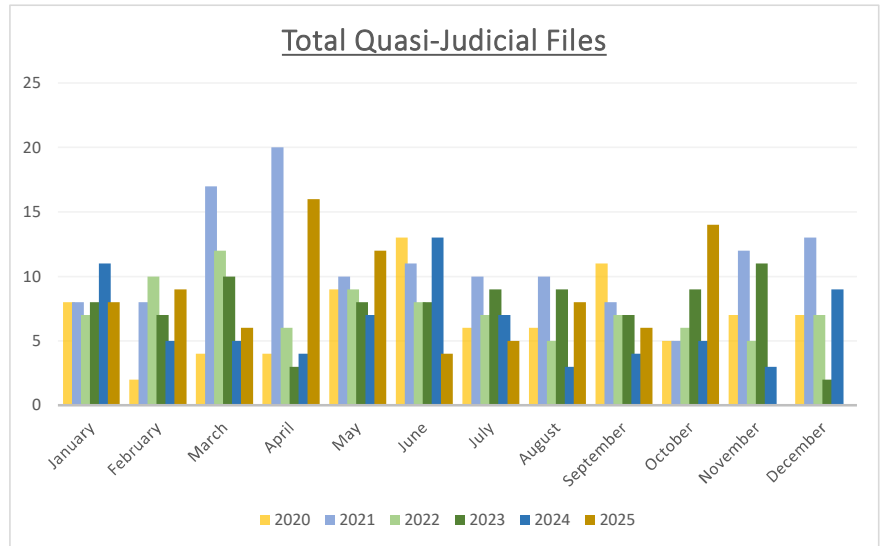
Total Land Divisions

	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	4
September	10	16	11	8	7	1
October	6	12	12	6	7	20
November	7	12	14	5	4	0
December	18	12	3	7	6	0
Total	119	230	149	81	79	93



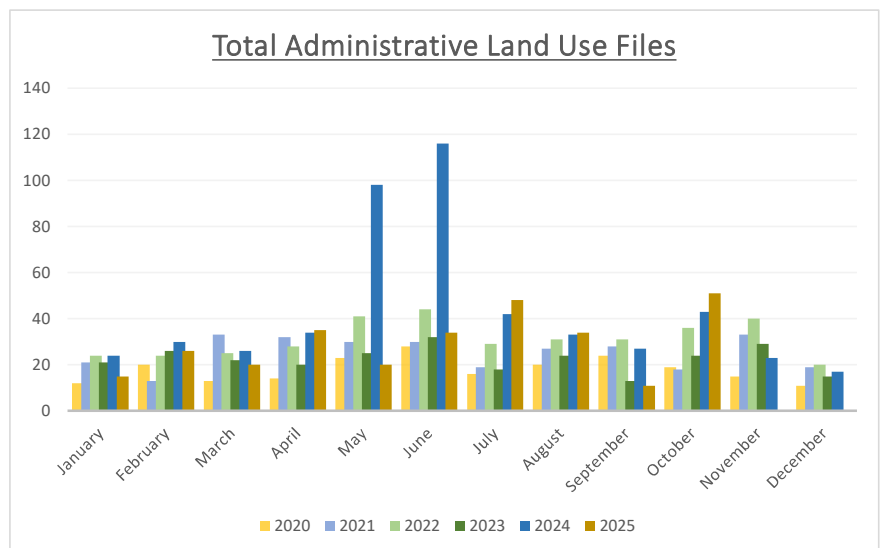
Total Quasi-Judicial Files

	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	16
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	8
September	11	8	7	7	4	6
October	5	5	6	9	5	14
November	7	12	5	11	3	0
December	7	13	7	2	9	0
Total	82	132	89	91	76	88



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	34
September	24	28	31	13	27	11
October	19	18	36	24	43	51
November	15	33	40	29	23	0
December	11	19	20	15	17	0
Total	215	303	373	269	513	294



Planning Applications Report by File Type and by Month

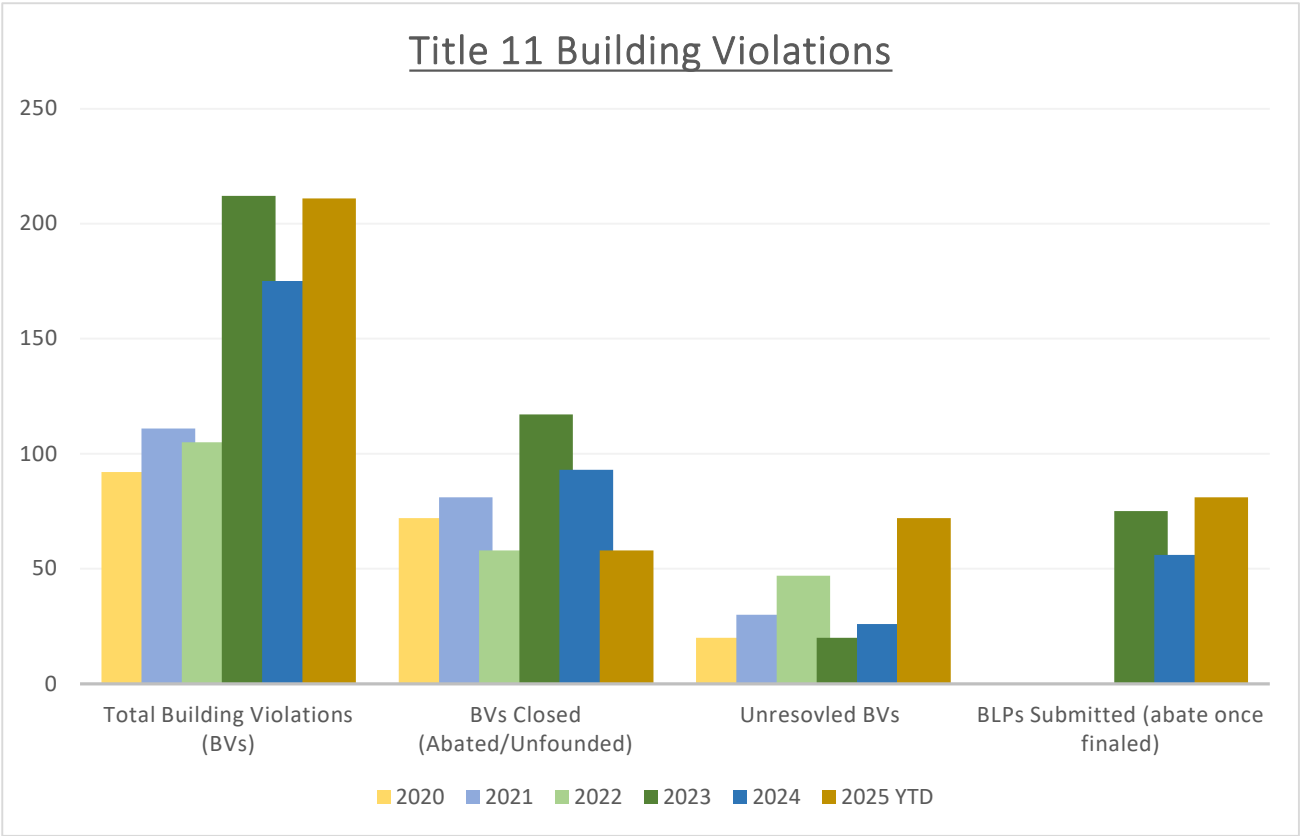
Land Divisions																								
Subdivision (11+ Lots)						Short Plat (5-10 Lots)						Minor Land Division (2-4 Lots)						Family Exemptions (2-4 Parcels)						
	2021	2022	2023	2024	2025		2021	2022	2023	2024	2025		2021	2022	2023	2024	2025		2021	2022	2023	2024	2025	
January	0	0	0	0	0	January	1	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	1	August	1	0	0	0	3	August	28	11	6	12	0	August	0	1	3	0	0	
September	0	1	0	0	0	September	0	2	0	0	0	September	15	5	6	7	0	September	1	3	2	0	1	
October	0	0	0	0	0	October	0	0	0	1	0	October	11	11	6	6	16	October	1	1	0	0	4	
November	1	0	0	0		November	1	3	0	1		November	9	10	5	2		November	1	1	0	1		
December	1	0	1	0		December	1	0	0	1		December	10	3	6	5		December	0	0	0	0		
Total	5	6	3	5	4	Total	8	9	2	4	8	Total	203	116	64	67	67	Total	14	18	12	3	14	

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	1	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	2	August	6	1	2	0	1	August	0	2	2	0	0	August	2	2	2	2	2	August	0	0	3	0	3	August	0	0	0	0	0
September	0	1	0	0	0	September	1	1	2	0	1	September	2	1	0	1	0	September	5	4	5	1	4	September	0	0	0	0	0	September	0	0	0	2	1
October	0	4	1	0	2	October	1	0	0	0	2	October	3	1	3	2	2	October	1	1	4	2	5	October	0	0	1	0	1	October	0	0	0	1	2
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	16	Total	36	19	14	11	15	Total	30	17	22	14	8	Total	31	24	30	31	34	Total	0	6	6	5	9	Total	10	4	3	6	6

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	3	August	5	2	4	6	3	August	0	0	0	1	0	August	0	1	1	1	1	August	11	16	7	11	21		
September	3	4	0	0	3	September	3	6	3	7	1	September	0	2	1	2	2	September	0	4	1	2	1	September	7	5	3	7	12		
October	1	1	4	10	3	October	2	3	9	7	5	October	0	0	0	0	1	October	0	0	0	4	0	October	6	22	11	7	33		
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	27	Total	42	41	38	49	29	Total	7	7	13	5	6	Total	12	15	14	11	7	Total	98	155	96	291	158		
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	1	August	4	3	5	4	3	August	3	5	0	2	2	August	1	0	1	2	0								
September	5	3	1	1	1	September	4	0	3	1	1	September	5	6	0	6	2	September	1	1	1	1	1								
October	2	3	0	1	1	October	4	3	0	6	2	October	2	4	0	6	6	October	1	0	0	2	0								
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	5	Total	42	28	32	27	30	Total	60	57	20	45	41	Total	7	5	9	13	4								

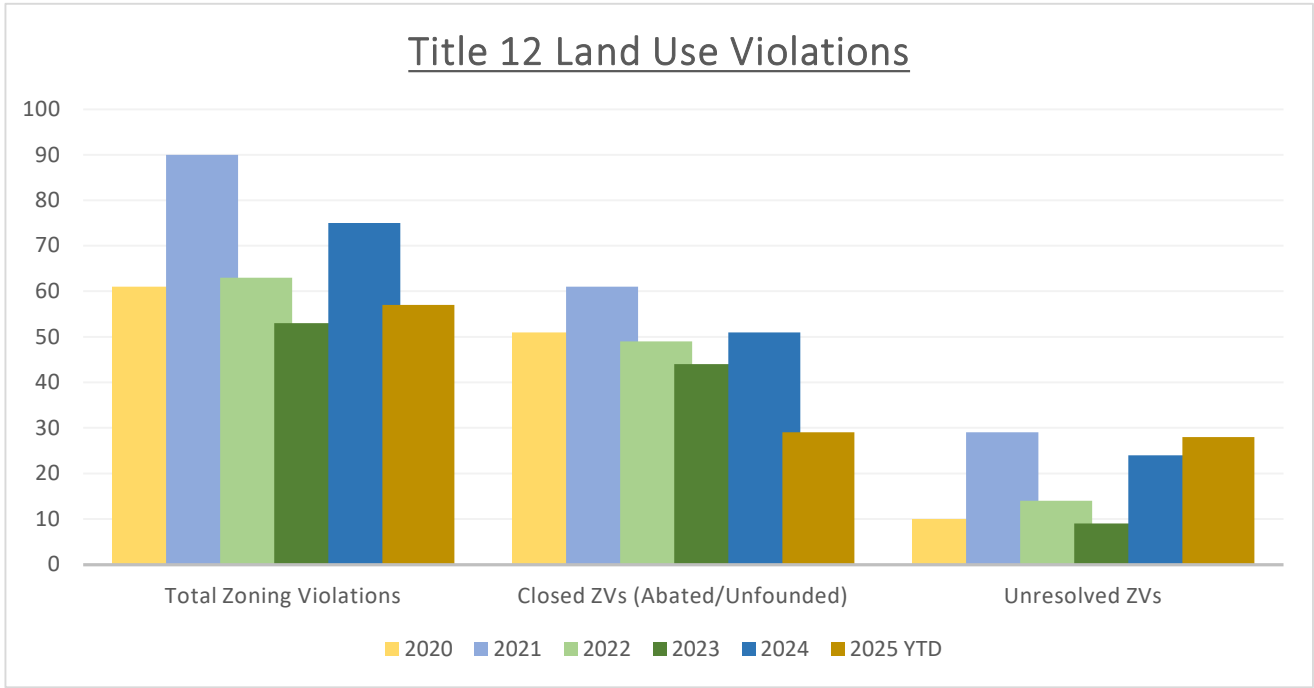
Title 11 Building Violations by Year

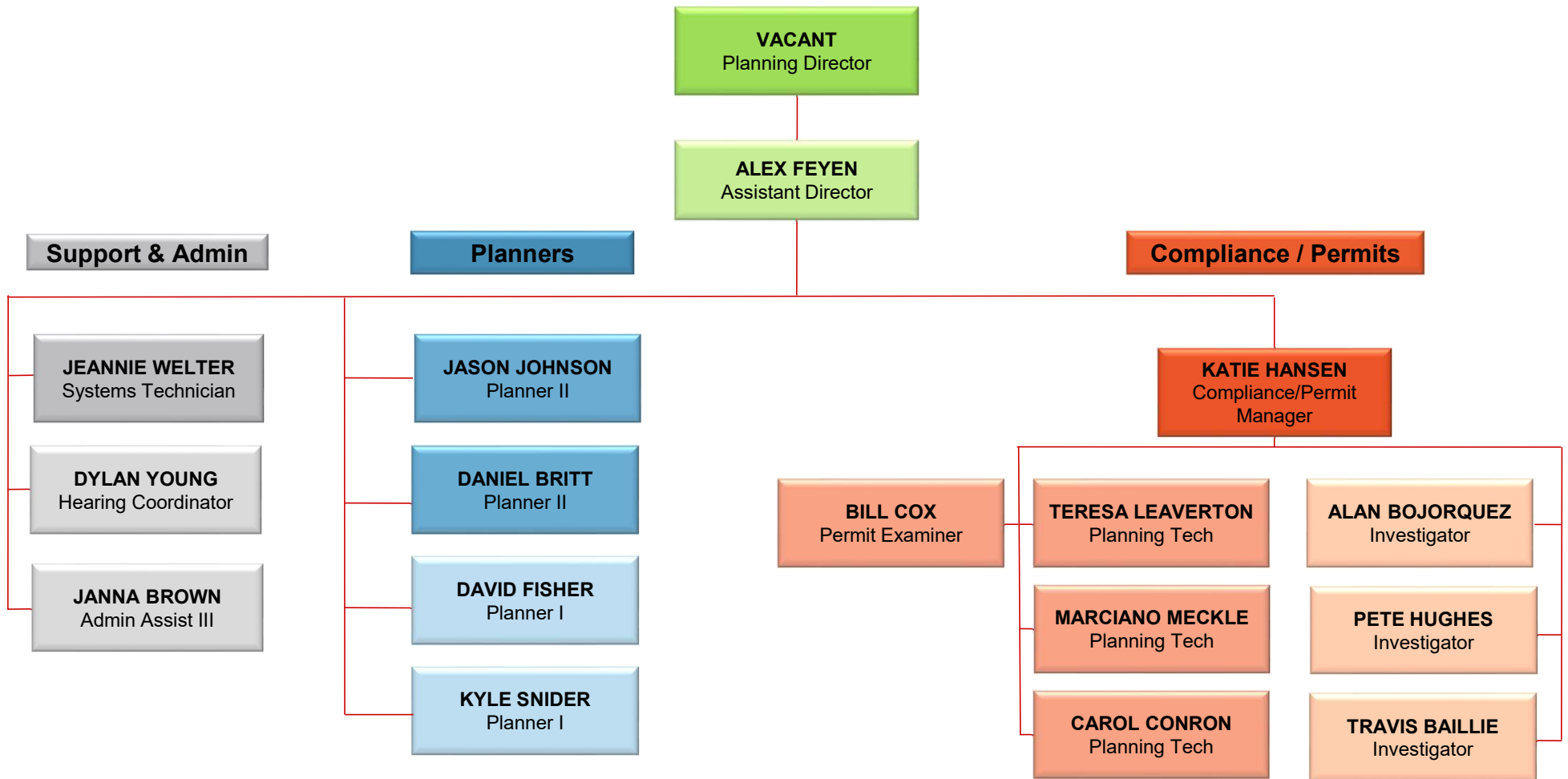
	2020	2021	2022	2023	2024	10/2025	2025 YTD
Total Building Violations (BVs)	92	111	105	212	175	6	211
BVs Closed (Abated/Unfounded)	72	81	58	117	93	7	58
Unresovled BVs	20	30	47	20	26		72
BLPs Submitted (abate once finaied)				75	56	4	81



Title 12 Land Use Violations by Year

	2020	2021	2022	2023	2024	10/2025	2025 YTD
Total Zoning Violations	61	90	63	53	75	4	57
Closed ZVs (Abated/Unfounded)	51	61	49	44	51	4	29
Unresolved ZVs	10	29	14	9	24	-	28

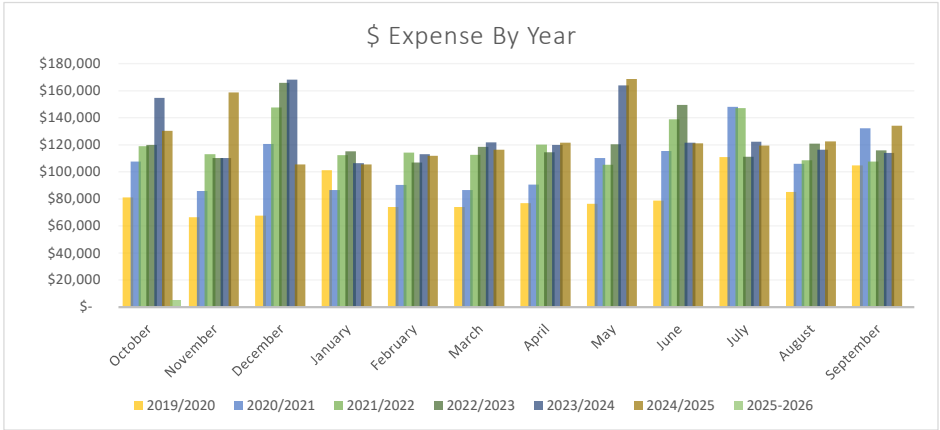
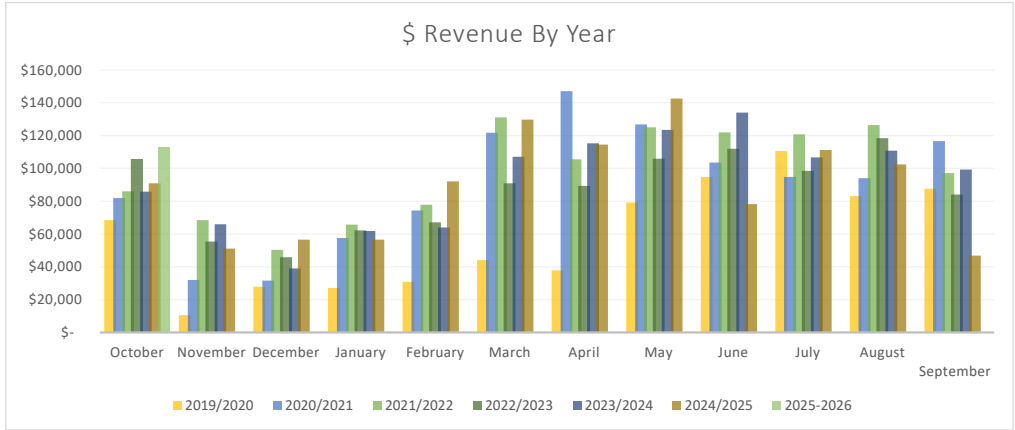
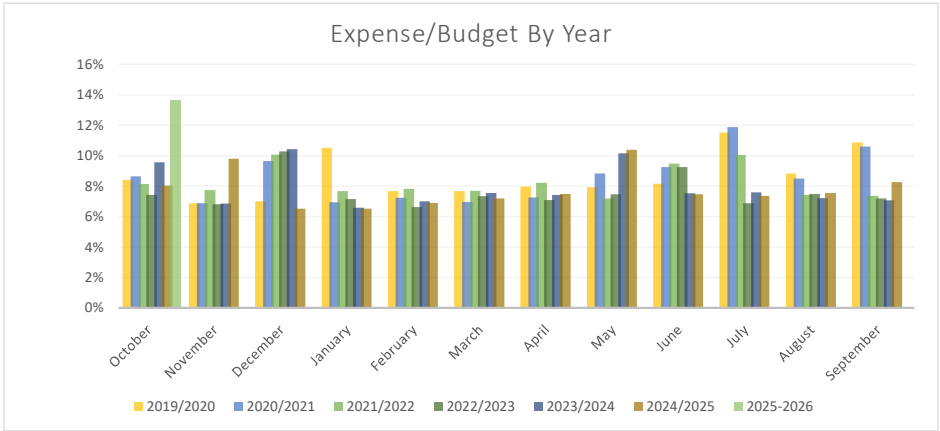
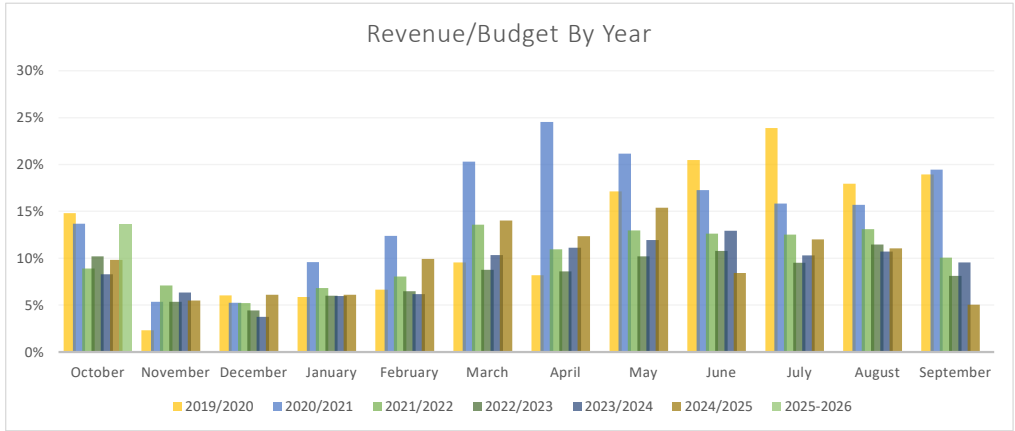




Planning Department Financial Analysis

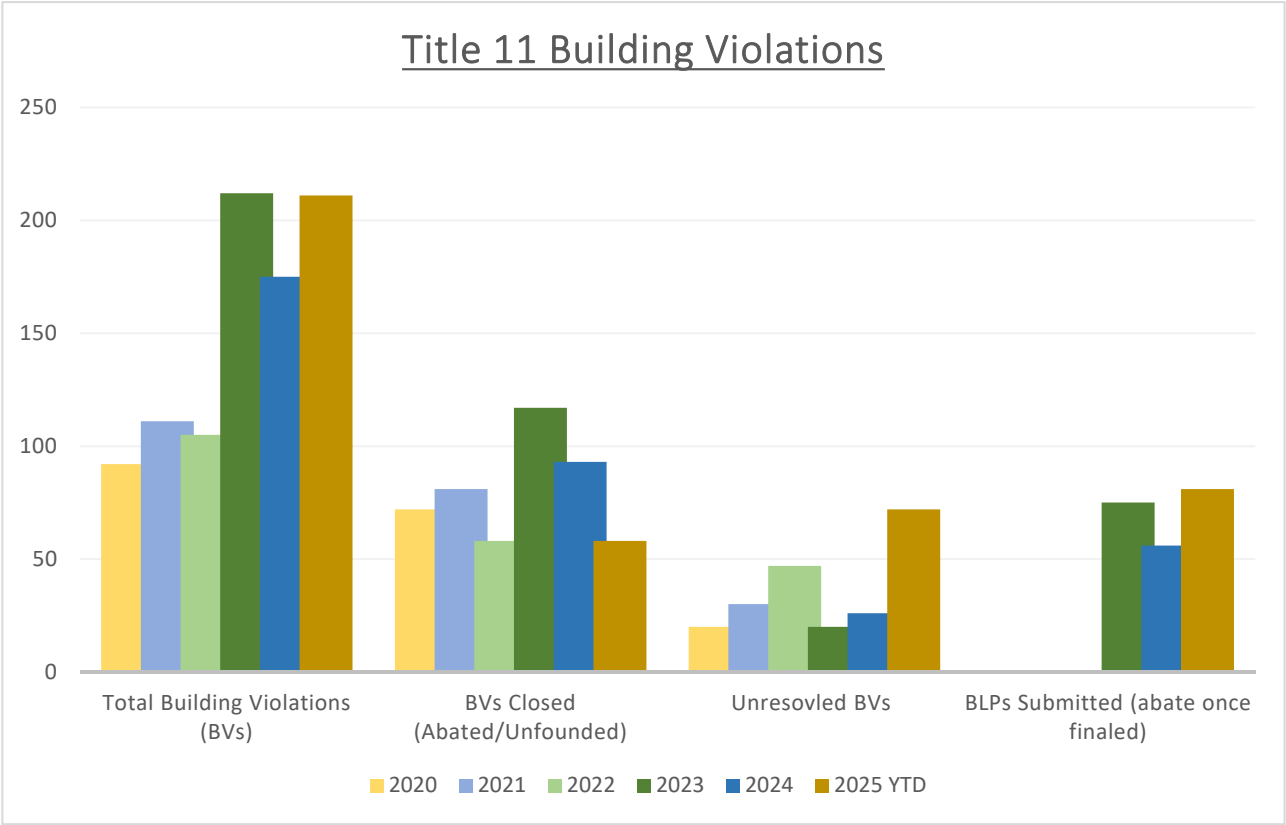
		1	2	3	4	5	6	7	8	9	10	11	12			Budget	Actual
		October	November	December	January	February	March	April	May	June	July	August	September	Total	Budget	Re/Ex	Re/Ex
2025/2026	Revenue	\$ 112,934.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112,934.70	\$ 829,048.00		
	Expense	\$ 4,765.21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,765.21	\$ 132,135.00		
	Expense(w/Salaries)	\$ 117,116.27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 117,116.27			
	R % of Budget	14%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	14%			
	E % of Budget	4%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	4%			
2024/2025	Revenue	\$ 90,882	\$ 51,047	\$ 56,711	\$ 56,552	\$ 92,057	\$ 129,733	\$ 114,437	\$ 142,534	\$ 78,168	\$ 111,259	\$ 102,323	\$ 46,820	\$ 1,072,522	\$ 925,338	57%	71%
	Expense	\$ 130,226	\$ 158,764	\$ 105,396	\$ 105,447	\$ 111,802	\$ 116,455	\$ 121,429	\$ 168,675	\$ 120,969	\$ 119,403	\$ 122,552	\$ 134,088	\$ 1,515,207	\$ 1,620,789		
	R % of Budget	10%	6%	6%	6%	10%	14%	12%	15%	8%	12%	11%	5%	116%			
	E % of Budget	8%	10%	7%	7%	7%	7%	7%	10%	7%	7%	8%	8%	93%			
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



Title 11 Building Violations by Year

	2020	2021	2022	2023	2024	10/2025	2025 YTD
Total Building Violations (BVs)	92	111	105	212	175	6	211
BVs Closed (Abated/Unfounded)	72	81	58	117	93	7	58
Unresovled BVs	20	30	47	20	26		72
BLPs Submitted (abate once finaied)				75	56	4	81



Title 12 Land Use Violations by Year

	2020	2021	2022	2023	2024	10/2025	2025 YTD
Total Zoning Violations	61	90	63	53	75	4	57
Closed ZVs (Abated/Unfounded)	51	61	49	44	51	4	29
Unresolved ZVs	10	29	14	9	24	-	28

