

**BONNER COUNTY PLANNING COMMISSION
PUBLIC HEARING MINUTES
AUGUST 19, 2025**

PLEDGE OF ALLEGIANCE

CALL TO ORDER: Chair Songstad called the Bonner County Planning Commission meeting to order at 4:43 p.m. in the 1st Floor Conference Room, of the Bonner County Administration Building, 1500 Highway 2, Sandpoint, Idaho, via Zoom webinar, and YouTube live streaming.

PRESENT: Chair Allan Songstad, Commissioner Dave Frankenbach, Commissioner Don Davis, Commissioner Eric Hidden, Commissioner Matt Linscott

ABSENT: Commissioner Peter Taylor, Commissioner Erik Leavitt

ALSO PRESENT: Planning Director Jacob Gabell, Assistant Director Alex Feyen
Hearing Coordinator Dylan Young

CHANGES IN AGENDA: None

COMMISSIONER & STAFF UPDATES: None

APPROVAL OF MINUTES: The Planning Commission approved, the minutes for **August 5th, 2025** as presented.

Public Hearing Action Items:

WORKSHOP/DISCUSSION:

Public Comments: The following people provided comment:

Susan Drumheller
Reg Crawford

Action Item:

Review AM0012-25, Changes to Chapters 4, 6, and 8

Planning Director Gabell briefed the Commission on proposed changes to the Bonner County Code addressed in previous Planning Meetings and requested the Commission to review the proposed changes in order to make their own edits, if necessary, to discuss at the upcoming hearing to make a recommendation to the Board of County Commissioners.

Planning Director Gabell briefed the Commission regarding the Bonner County Planning Department's recommended revisions.

The Commission reviewed the following:

- 12-613 Family Land Division and the Waiver of Land Division Requirements
- Verbiage of 12-614, 12-615, 12-623
- 12-625 Review of Public Access, Parks and Facilities and how it is applied to subdivisions.
- Verbiage of 12-640, 12-641
- 12-642 review of Application Contents requirements for Area of Impact Land Divisions.
- Jacob Gabell altered verbiage in 12-643 in order to adopt "Hearing Body" as an interchangeable term in order to improve the future efficiency of editing the Bonner County Code.
- 12-644 review and alteration of improvement plan surety agreement validation time frames from a maximum of two (2) years from date of approval to three (3) years from date of approval.
- Verbiage changes were made to
- 12-650 The Commission reviewed and discussed the verbiage of following definitions: Remainder, Lot, Subdivision.

The verbiage proposed changed the maximum lot amount for Short Subdivisions from five (5) contiguous lots to ten (10) contiguous lots.

The Planning Commissioners did not propose any language changes during the presentation.

Public Comments: The following people provided comment:

Linda Webber
Dave Bowman

Review AM0013-25, Changes to Chapters 1 and 2

Director Gabell informed the Commission of proposed changes in Chapter 1 of the Bonner County Code.

These changes include the following:

- Changes in verbiage and the request from the Bonner County Commissioners to remove the Zoning Commission's authority to appoint a Hearing Examiner.
- 12-122 and 12-123 Changes in verbiage allowing the Planning Commission to conduct quasi-judicial hearings for applicant-initiated Comprehensive Plan map amendments.
- 12-131 Additional information proposed to clarify Complaint Violation form submission process.

Director Gabell informed the Commission of proposed changes in Chapter 2 of the Bonner County Code. These proposed changes include the following:

- 12-214, 12-217, 12-224, and 12-232 have proposed verbiage changes
- 12-238 proposition to reduce the Planning Director's administrative decision Variances from thirty percent (30%) to twenty percent (20%)
- 12-247 Verbiage changes
- 12-261 Administrative Appeal timeline clarification

- 12-262 Clarification of approval process in the event of a Board tie vote or Board inability to gain a quorum.
- 12-263 Proposed addition of the following text "stand. In the event of a tie vote or inability to gain a quorum due to a conflict of interest or abstention, the failure to gain an affirmative action by the Board is considered a final decision of denial of the appeal and the underlying decision shall be deemed the final decision of the Board."
- 12-266 Verbiage changes
- 12-268 Director Gabell briefed the Commission on Table E-1 which addresses the notification distances from a subject property based on the property's zoning. Director Gabell presented the Commission with the proposed change of increasing the Governing Body's final decision timeframe from five (5) days to Forty-five (45) days.

Public Comments: None

Review of Title 12, Chapter 3

The Commission stated they would address Title 12 Chapter 3 in future Planning Commission Meetings.

Review of Title 12, Chapter 4

The Commission stated they would address Title 12 Chapter 4 in future Planning Commission Meetings.

DISCUSSION

Director Gabell informed the Commission of future Planning Meetings.

ADJOURNMENT:

Chair Songstad declared the meeting adjourned at 6:45 p.m. until 4:30 p.m., August 27, 2025.


Respectfully submitted,



Jacob Gabell, Planning Director

The above Minutes are hereby approved this 2nd day of September 2025.

Bonner County Planning Commission



Allan Songstad, Chair