



BOUNDARY COUNTY PLANNING AND ZONING

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PLANNING & ZONING COMMISSION

MINUTES of May 22, 2025, Public Meeting

Boundary County Annex 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 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 an "X" in the boxes above. Also in attendance: Acting Zoning Administrator Clare Marley (videoconference), Associate Planner Tess Vogel, Planning & Zoning Administrator Ben Jones, Road & Bridge Assistant Superintendent Adam Ryals, and members of the public.

CONSENT AGENDA: Commissioner Fuller moved to approve the minutes of April 24, 2025, and Commissioner Cranor seconded the motion. The Chair declared the motion approved on a voice vote of 4-0-3, with Commissioners Purdom, Woywod, and Self abstaining.

CANCELLATION OF UPCOMING MEETING: Commissioner Self moved to cancel the July 24, 2025, meeting and Commissioner Woywod seconded the motion. The Chair declared the motion approved on a unanimous voice vote.

PUBLIC HEARING: FILE #25-0061, CONDITIONAL USE PERMIT, JAMES & KORINA SELF are requesting approval for a conditional use permit to allow a second primary residence on the property. The applicants propose to increase the size of a 727 square foot accessory single-family dwelling unit (ADU) to 1,668 square feet, making it a second primary single-family dwelling on a 4.77-acre parcel. The subject site is zoned Agriculture/Forestry and located at 4322 Paradise Valley Road. Section 15.9.5.3. of the Boundary County Land Use Code requires a conditional use permit for all multi-structure (multiple) residential uses in the Agriculture/Forestry zone. The parcel is identified as Assessor's Parcel RP61N01E221900A in Section 22, Township 61 North, Range 1 East, B.M.

Disclosures/Conflicts of Interest: Commissioner Self clarified that he is not related to the applicants James and Korina Self.

Staff Presentation: Mr. Jones explained the hearing procedures and provided an overview of the proposal. Ms. Vogel answered questions from the Commission regarding the submitted Cabinet Mountains Water District letter, conditions, and the existing accessory dwelling unit and primary dwelling.

Applicant Testimony: Applicants Karina Self (landowner) and Steven Bond (landowner's son) discussed their plans to run a multi-generational organic farm on the property that would serve Bonners Ferry. The landowners' children would live in the existing accessory dwelling unit they wish to expand in order to give them a better quality of life. This would allow the landowners to sustain their farm long term. The applicants also stated they weren't aware of Cabinet Mountains Water's decision to withdraw water service if they were to change the classification of the accessory dwelling unit and had concerns about this.

Public Testimony: Adam Ryals of the Boundary County Road & Bridge Department spoke neutrally of the proposal, stating Road & Bridge would like an access permit on file as part of their new policy and that they only wanted the paperwork.

Applicant Rebuttal: Ms. Self stated they would like to look into Cabinet Mountains Water District's requirements and asked if they would need to apply for a permit if they did an addition to the accessory dwelling unit to enlarge it to 1,100 square feet and if they would be able to do an addition to their primary dwelling.

Deliberation/Discussion: The Chair closed the public hearing, and the Commission began deliberations. The Commission members discussed whether only approving the permit would affect the applicant's water service given Cabinet Mountains Water District's determination. They also discussed the possibility that Cabinet Mountains Water District might approve a well that only serves the current accessory dwelling unit.

Motion: Commissioner Cranor moved, and Commissioner Self seconded the motion, to approve the conditional use permit to allow the construction of a second primary single-family dwelling, File #25-0061, finding that the proposal **IS** in accord with the standards of Idaho Code and Section 7 of the Boundary County Zoning & Subdivision Ordinance, based upon the findings as written and conditions as written and based upon the reasoned statements as read into the record by staff. This action does not result in a taking of private property.

The Chair declared the motion approved on a unanimous voice vote.

LAND USE CODE UPDATE WORKSHOP AND PRIORITIES DISCUSSION: Ms. Marley reviewed the priority table made from the discussion results of the April 24, 2025, meeting, as well as the history of code enforcement changes in Boundary County. There was discussion on review of the updates by civil counsel and subsequent review by the Commission. Following discussion on scheduling a meeting with the Board of County Commissioners, the group suggested September might be an ideal month to do so. The Commission requested staff follow up with the Board of County Commissioners to coordinate a meeting date.

PLANNING AND ZONING COMMISSION BYLAWS WORKSHOP AND DISCUSSION: Ms. Marley updated the Commission on legal counsel's stance on adopting bylaws, with some disagreement from the Commission on counsel's request to add a provision forbidding Commissioners to step down if they wish to testify in a hearing. Chair Davis requested examples of bylaws from other Commissions to compare along with a first draft to review at the June 26, 2025, meeting.

ADJOURNMENT: Commissioner Purdom moved, and Commissioner Woywod seconded the motion, to adjourn the meeting. The Chair declared the meeting adjourned on a unanimous voice vote at 7:22 p.m.



Caleb Davis, Chair
Boundary County Planning & Zoning Commission



Date: