

# Bonner County Planning Department

*"Protecting property rights and enhancing property value"*

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## Planning Commission Staff Report for June 3, 2025

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**Amendment Title**      **Amendment to the Comprehensive Plan -  
Implementation Component**

**File Number, Type:**    **AM00004-25: Comprehensive Plan Text  
Amendment**

**Proposal:**                To consider an amendment to the existing Implementation  
Component of the Comprehensive Plan, which contains the goals,  
objectives, and policies of the Comprehensive Plan.

**Applicant:**                Bonner County Planning Commission  
C/O Bonner County Planning Department,  
1500 United States Highway 2, Suite 208,  
Sandpoint, ID 83864

**Project  
Representative**            Bonner County Planning Department,  
1500 United States Highway 2, Suite 208,  
Sandpoint, ID 83864

**Notice provided:**        Published in Newspaper: May 7, 2025  
Notice to cities: May 7, 2025

Notice of the public hearing to consider the amendment to Bonner County Comprehensive Plan has been provided at least 15 days prior to the hearing to the political subdivisions providing services in Bonner County, to area newspapers, radio and television stations, incorporated cities within Bonner County, and the school districts, consistent with Idaho Code §67-6509.

Appendix A – Notice of Public Hearing and Record of Mailing

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## **Project Authority:**

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This Comprehensive Plan amendment is proposed under the authority granted at Idaho Code:

- §31-714 through §31-716 Board of County Commissioners;
- §31-801 Powers And Duties Of Board Of Commissioners;
- §67-6508 Planning Duties;
- §67-6509 Procedural requirements, recommendation and adoption, amendment, and repeal of the Plan;

Bonner County Revised Code:

- BCRC 12-213 Applications, Applicants for Amendments to This Title;
- BCRC 12-214 Procedures for Amendments to This Title;
- BCRC 12-216 Evaluation of Amendment Proposals;
- BCRC 12-217 Public Hearings, Notice of

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## **Agency and Public Comment:**

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### **Agency Review**

The application was routed agencies and taxing districts for comment on May 7, 2025. A complete list of noticed entities can be found in Appendix A of this report.

### **The following agencies replied with no comment:**

Idaho Department of Environmental Quality  
Idaho Department of Fish and Game  
Independent Highway District

None of the other agencies, notified of this request, replied.

**Public Comments:** Many public comments made at the update workshops for this component. At the time that this staff report was prepared, no written public comments were received.

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## **Staff Review and Analysis:**

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### **Historical Context and Update Process**

The effort to update Bonner County's Comprehensive Plan began in 2017 with the formation of regional sub-area planning committees: Priest River–Oldtown (West County), Priest Lake, Sagle, Selle–Samuels, and Southwest County. These committees developed land use recommendations specific to their regions, which were submitted to the County as sub-area plans by 2021.

In April 2022, the newly formed Planning Commission assumed responsibility for continuing the update process, beginning with the Implementation Component. This

component contains the Comprehensive Plan's overarching goals, objectives, and policies. The first update to this section was adopted by the Board of County Commissioners (BOCC) on December 21, 2022 (Instrument No. 1015332, Bonner County Records).

From the outset, the Planning Commission anticipated a second revision of the Implementation Component following the adoption of all other plan components. As of May 2025, all components have been adopted by the BOCC, with the exception of the Land Use Component, which is currently pending a public hearing and adoption.

The current revision incorporates changes to align the Implementation Component with the updated Comprehensive Plan, including:

- Rewording, removing, or adding goals, objectives, and policies for clarity and consistency
- Ensuring content reflects the priorities and findings of the individual plan components and sub-area plans

### **Statutory Alignment – Idaho Code §67-6504(o)**

Idaho Code §67-6504(o) requires that the Implementation Component includes an analysis identifying the actions, programs, ordinances, and scheduling of public expenditures necessary to implement the plan.

The updated Implementation Component meets this requirement in the following ways:

- **Actions:** The document includes specific policies directing the County to maintain zoning enforcement, coordinate with agencies, encourage clustered development, and regulate development in hazard-prone areas. These are actionable steps tied to the plan's goals.
- **Budgets:** The plan recommends an annual review of the Comprehensive Plan prior to the County's budgeting process to assess whether funding is needed for implementation. While general, this acknowledges the role of budgeting in plan execution.
- **Ordinances:** The component includes multiple references to maintaining and updating land use regulations and development standards, directly linking plan goals to the County's ordinance framework.

While the component could benefit from more explicit references to program funding and expenditure scheduling, its structure and content reflect a good-faith effort to fulfill the statutory purpose by linking policy intent to practical implementation tools.

### **Schedule of Workshops and Hearings**

The Planning Commission held a series of public workshops to review and revise the Implementation Component on the following dates:

- April 1, 2025 – Workshop
- April 15, 2025 – Workshop
- April 29, 2025 – Workshop
- June 3, 2025 – Hearing

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## **Motion by the Governing Body:**

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### **PLANNING COMMISSION**

**MOTION TO RECOMMEND ADOPTION:** I move to recommend to the Board of County Commissioners adoption of an amendment to the Implementation Component, updating goals, objectives and policies of the Comprehensive Plan as presented (or as amended) in this hearing, finding that it is in accord with the Idaho State Code as enumerated in the following findings of fact and conclusions of law, and based upon the evidence submitted up to the time the Staff Report was prepared and testimony received at this hearing. I further move to adopt the following findings of fact and conclusions of law as written (or as amended). This action does not result in a taking of private property.

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## **Findings of Fact:**

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1. Per Idaho Code Chapter 65, Title 67, it is the duty of the planning or planning and zoning commission to conduct a comprehensive planning process designed to prepare, implement, and review and update a comprehensive plan, hereafter referred to as the plan.
2. The Board of County Commissioners is authorized by Idaho Code, Chapter 7, Title 31, to adopt ordinances, rules and regulations "...not repugnant to law, necessary for carrying into effect or discharging the powers and duties conferred by the laws of the state of Idaho, and such as are necessary or proper to provide for the safety, promote the health and prosperity, improve the morals, peace and good order, comfort and convenience of the county and the inhabitants thereof, and for the protection of property therein..."
3. The Implementation Component was updated via file AM0012-22 and approved by the BOCC on December 21, 2022 as found on instrument number 1015332, records of Bonner County.

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## **Conclusions of Law:**

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1. The proposed amendment **IS** in accord with Idaho Code Title 67, Chapter 65.

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The complete file is available for review in the Planning Department, 1500 Highway 2, Suite #208, Sandpoint, ID. Staff reports are available prior to the scheduled hearing at [www.bonnercountyid.gov](http://www.bonnercountyid.gov) Bonner County Revised Code (BCRC) is available at the Planning Department or online.

# **Appendix A – Notice of Public Hearing and Record of Mailing**

# NOTICE OF PUBLIC HEARING



I hereby certify that a true and correct copy of this "Notice of Public Hearing" was digitally transmitted or mailed (postage prepaid) on this **7th** day of **May 2025**.

Janna Brown  
Janna Brown, Administrative Assistant III

This notice was mailed to political subdivisions and the media on **Wednesday, May 7, 2025**.

**NOTICE IS HEREBY GIVEN** that the Bonner County Planning Commission will hold a public hearing beginning at **4:30 p.m.** on **Tuesday, June 3, 2025**, in the Bonner County Administration Building, 1500 Highway 2, Sandpoint, Idaho, by Zoom teleconference, and YouTube Livestream to consider the following requests:

**File AM0004-25 – Bonner County Comprehensive Plan – Component Update – Implementation.** The Bonner County Planning Commission is recommending an amendment to the existing Bonner County Comprehensive Plan by updating the **Implementation Component**, per Idaho Code Section 67-6508, Local Land Use Planning.

For details regarding this application, Zoom teleconference, or YouTube livestream, visit the Planning Department web site at [www.bonnercountyid.gov/departments/Planning](http://www.bonnercountyid.gov/departments/Planning). Staff reports are available online or may be viewed at the planning department approximately a week before the scheduled hearing.

**Written statements must be submitted to the planning department record no later than seven (7) days prior to the public hearing.** Written statements not exceeding one standard letter sized, single spaced page may be submitted at the public hearing. Statements can be sent to the Bonner County Planning Department at 1500 Highway 2, Suite 208, Sandpoint, Idaho 83864; faxed to 866-537-4935 or e-mailed to [planning@bonnercountyid.gov](mailto:planning@bonnercountyid.gov). The referenced start time stated above reflects the beginning of the hearing. Specific file start time and hearing duration vary.

During the hearing for this application, the public will be given an opportunity to provide testimony and/or evidence regarding how the proposal does or does not comply with the applicable approval criteria of the Bonner County Revised Code. At the close of the public hearing, the governing board will make a decision on the application that may include, but is not limited to, approval, denial, remand, or continuance of the public hearing. Any person needing special accommodations to participate in the public hearing should contact the Bonner County Planning Department at (208)265-1458 at least 48 hours prior to the scheduled hearing.

**If you have no comment or response, you may indicate below and return this form to the Planning Department.**

NO COMMENT \_\_\_\_\_  
Name

\_\_\_\_\_  
Date

## **RECORD OF MAILING**

**Page 1 of 1**

**File No.: A M 0 0 0 4 - 2 5**

**Record of Mailing Approved By:**

**Planner Signature** 

I hereby certify that a true and correct copy of the "Notice of Public Hearing" was digitally transmitted or mailed (postage prepaid) on this **7th** day of **May, 2025**.

  
Janna Brown, Administrative Assistant III

Assessor - Email	Avista Utilities - Email
Bay Drive Recreation District - Email	Bayview Water & Sewer - Email
Bonner County Airport Manager - Email	BONNER COUNTY DAILY BEE - U.S. Mail
Bonner County EMS - Email	Bonner County Floodplain Review - Email
Bonner County Road & Bridge - Email	Bonner County Sheriff - Email
Bottle Bay Water & Sewer District - Email	City of Clark Fork - Email
City of Dover - Email	City of East Hope - Email
City of Hope - Email	City of Kootenai - Email
City of Oldtown - Email	City of Ponderay - Email
City of Priest River - Email	City of Sandpoint - Email
City of Spirit Lake - Email	Coolin Sewer District - Email
Coolin-Cavanaugh Bay Fire District - Email	Drainage District #7 - Email
East Bonner Library - Email	East Priest Lake Fire District - Email
Ellisport Bay Sewer - Email	Garfield Bay Water & Sewer District - Email
GEM STATE MINER - U.S. Mail	Granite Reeder Water & Sewer District - Email Idaho
Department of Environmental Quality (DEQ) - Email	Idaho Department of Fish & Game - Email Idaho
Department of Lands - CDA - U.S. Mail	Idaho Department of Lands - Coolin - Email Idaho
Department of Lands - Navigable Waters & Mining - Email	Idaho Department of Lands - Sandpoint - Email
Idaho Department of Water Resources - IDWR - Email	Idaho Transportation Department (Aeronautics) - U.S. Mail Idaho
Transportation Department- District I - Email	Independent Highway District - Email
Kalispel Bay Sewer & Water - U.S. Mail	Kootenai-Ponderay Sewer District - Email
KPBX-FM 91 SPOKANE PUBLIC RADIO - U.S. Mail	KSPT-KPND-KIBR RADIO - U.S. Mail
Laclede Water District - Email	Lake Pend Oreille School District, #84 (Admin Office) - Email Lake
Pend Oreille School District, #84 (Transportation) - Email	Lakeland Joint School District, #272 - Email
Little Blacktail Ranch Water Association - U.S. Mail	North of the Narrows Fire District - Email
Northern Lights, Inc. - Email	Northland/Vyve Cable Television - Email
Northside Fire District - Email	Outlet Bay Sewer District - Email
Panhandle Health District - Email	Pend Oreille Hospital District - Email
Priest Lake Public Library District - Email	Priest Lake Translator District - Email
Sagle Valley Water & Sewer - Email	Sam Owen Fire District - Email
Schweitzer Fire District - Email	SELKIRK ASSOCIATION OF REALTORS - U.S. Mail
Selkirk Fire, Rescue & EMS - Email	Selkirk Recreation District -Email
Southside Water & Sewer District - Email	Spirit Lake Fire District - Email
Spokesman-Review - U.S. Mail	State Historical Society - Email
Swan Shores Sewer District - U.S. Mail	Syringa Heights Water Association - Email
Tamarack Village Water & Sewer - U.S. Mail	Timber Lake Fire District - Email
Trestle Creek Sewer District - Email	U.S. Army Corps of Engineers - Email
U.S. Fish & Wildlife Service - Email	U.S. Forest Service - U.S. Mail
West Bonner County Cemetery District - Email	West Bonner County School District, #83 - Email
West Bonner Library - Email	West Bonner Water & Sewer District - Email
West Pend Oreille Fire District - Email	West Priest Lake Fire District - Email