



**PLANNING AND ZONING COMMISSION
MEETING MINUTES**

**July 29, 2025
5:30 PM**

Location: City Council Chambers, 408 N. Spokane Street, Post Falls, ID 83854

REGULAR MEETING – 5:30 PM

CALL TO ORDER

5:30 PM

PLEDGE OF ALLEGIANCE

ROLL CALL OF PLANNING & ZONING COMMISSION MEMBERS

Vicky Jo Carey, Kibbee Walton, Ray Kimball, James Steffensen, Ross Schlotthauer, Chris Schreiber, Bobby Wilhelm

Present: Carey, Kimball, Steffensen, Wilhelm, Schreiber

Excused: Schlotthauer, Walton

CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATION:

ACTION ITEM

None

AMENDMENTS TO THE AGENDA

Final action cannot be taken on an item added to the agenda after the start of the meeting unless an emergency is declared that requires action at the meeting. The declaration and justification must be approved by motion of the Council.

None

DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS

Commission members are requested to declare if there is a conflict of interest, real or potential, pertaining to items on the agenda.

Commissioner Wilhelm reported that an individual visited his home to discuss the Spokane Street and Grange area. He advised the person to bring concerns to the Planning and Zoning Commission and noted the individual's comment that he was the only commissioner who understood what they were doing.

Commissioner Kimball disclosed that as the engineer for the Ross Point Water District, he had discussions with the G2 Development applicant regarding a 12-inch water main in Horse Haven. He stated this would not affect the outcome of the hearing but disclosed it for the record.

1. CONSENT CALENDAR

The consent calendar includes items which require formal Commission action, but which are typically routine or not of great controversy. Individual Commission members may ask that any specific item be removed from the consent

calendar in order that it be discussed in greater detail. Explanatory information is included in the Commission agenda packet regarding these items and any contingencies are part of the approval.

ACTION ITEMS:

None

2. CITIZEN ISSUES

This section of the agenda is reserved for citizens wishing to address the Commission on an issue that is not on the agenda. Persons wishing to speak will have 5 minutes. Comments related to pending public hearings, including decisions that may be appealed to the City Council, are out of order and should be held for that public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, by subsequent appointment. In order to ensure adequate public notice, Idaho Law provides that any item, other than emergencies, requiring action must be placed on the agenda of an upcoming meeting. As such, the Commission cannot take action on items raised during citizens issues at the same meeting but may request additional information or that the item be placed on a future agenda.

None

3. UNFINISHED / OLD BUSINESS

This section of the agenda is to continue consideration of items that have been previously discussed by the Planning and Zoning Commission.

ACTION ITEMS:

None

4. PUBLIC HEARINGS

There are generally two types of public hearings. In a legislative hearing, such as adopting an ordinance amending the zoning code or Comprehensive Plan amendments, the Mayor and City Council may consider any input provided by the public. In quasi-judicial hearings, such as subdivisions, special use permits and zone change requests, the Mayor and City Council must follow procedures similar to those used in court to ensure the fairness of the hearing. Additionally, the Mayor and City Council can only consider testimony that relates to the adopted approval criteria for each matter. Residents or visitors wishing to testify upon an item before the Council must sign up in advance and provide enough information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for submission of information from City staff, then presentation by the applicant (15 min.), followed by public testimony (4 min. each) and finally the applicant's rebuttal testimony (8 min.). Testimony should be addressed to the City Council, only address the relevant approval criteria (in quasi-judicial matters) and not be unduly repetitious.

ACTION ITEMS:

- a. River City Corners Special Use Permit & Subdivision File Nos. SUP-25-1 & SUBD-25-1

Public Hearing Opened: 5:33 PM

Staff report

Justin Sauder, Planner 1 for the City of Post Falls, presented the application for River City Corners, on a request for a special use permit and a subdivision of approximately 4.06 acres into five commercial lots within the Limited Commercial (LC) zone. One of the proposed parcels would include the development of a convenience store with fuel pumps. The site is located at the northeast corner of Poleline Avenue and Greensferry Road, surrounded primarily by residential uses, with an elementary school to the south. Sauder reviewed the subdivision criteria, noting that water and sewer capacity are sufficient, streets are consistent with the city's Transportation Master Plan, and there are no identified soil or topographic hazards. He stated that the existing on-site septic systems will be removed upon development or failure, and the Phillips 66 pipeline running through the property will be protected with a 50-foot easement maintained as open space. The subdivision and proposed use conform to the city's municipal code, and impact fees will be assessed to

address off-site impacts.

Focusing on Lot 3, where the convenience store and fuel pumps are proposed, Sauder reviewed the special use permit criteria. He explained that a convenience store is permitted outright in the LC zone, while the addition of fuel pumps requires a special use permit. The project is designed to serve nearby residential neighborhoods and is located along two minor arterials that can accommodate the anticipated traffic. The site will undergo site plan review to address design, buffering, and compliance with DEQ and fire code standards for petroleum storage.

Sauder discussed how the proposal aligns with comprehensive plan goals, including supporting neighborhood-scale commercial development, promoting walkability, providing infill development, and contributing to public infrastructure through impact fees. He highlighted planned improvements such as roadway widening, relocation of traffic signals, ADA-compliant pedestrian paths, a 10-foot multi-use trail along Poleline, and a 6-foot sidewalk along Greensferry, which will complete missing segments of pedestrian and bike facilities in the area.

Applicant:

Mr. Nick Ebner and Mr. Kevin Stouse, Ace Solutions, testified on behalf of property owner Tony Marman regarding a proposed development known as River City Corners. The project site is a 4.06-acre parcel located at the intersection of Poleline Avenue and Greensferry Road, currently zoned Limited Commercial within the city of Post Falls. The proposal includes subdividing the site into five commercial lots, averaging approximately 0.81 acres each. Lot sizes range from approximately 13,250 square feet to 57,500 square feet.

The applicant explained that existing utility infrastructure includes City of Post Falls sewer lines along both Greensferry and Poleline and water service from Ross Point Water District, with a 12-inch water main on Greensferry and a 6-inch line on Poleline. A Phillips 66 gas line runs diagonally through the property and has influenced the layout of the proposed lots. The proposed road crossing over the gas line has been coordinated with Phillips 66, including potholing to determine depth and compliance with their requirements. The applicant noted that Phillips 66 has expressed satisfaction with the current design and coordination efforts, despite a conflicting letter from another department included in the city's packet.

As part of development improvements, the applicant stated they would widen both Greensferry and Poleline and install a 10-foot multi-use path extension on Poleline and a 5-foot sidewalk along Greensferry to complete existing pedestrian connections at the intersection. Coordination has occurred with the Poor Boys Water Association to avoid an active well on the site.

Lots that abut residential properties are subject to a 15-foot landscape buffer and will require a visual barrier such as a berm, solid fence, or a combination thereof. Existing chain link fencing will not satisfy the requirement; a new sight-obscuring barrier will be provided.

A special use permit is requested for Lot 3, which is proposed to be developed as a gas station with a convenience store. The applicant noted that this use is permitted by special use due to the fuel component. Preliminary discussions with city staff and Kootenai County Fire & Rescue have taken place. No specific state or local regulations were found regarding the minimum distance from schools for fuel dispensing. However, the applicant referenced a non-binding EPA guideline recommending a 1,000-foot distance for gas stations dispensing over 3.6 million gallons annually. The proposed station will include four islands and eight fueling positions, and the applicant asserted that it is unlikely to exceed typical gas sales volumes of approximately 1.1 million gallons annually.

The applicant concluded by reiterating ongoing coordination with relevant utility and safety agencies and affirmed their intent to comply with all city standards.

Public Testimony:

In Favor: None

Neutral:

Bryan Stark, Post Falls, ID – Asked the developer about mitigation plans addressing safety due to the proximity of the proposed commercial development to a high-traffic school zone. Cited multiple past traffic fatalities along Greensferry Road and expressed concern for child and pedestrian safety in the area. Requested information on whether traffic control measures, such as increased school zone protections, will be implemented.

Tyler Wolfe, Post Falls, ID (not wishing to speak) – Entered into the record as neutral on the proposed development.

Opposed:

Chase Setzer and Megan Frederick, Post Falls, ID – Submitted a written statement in strong opposition to the proposed commercial development, citing significant negative impacts on property values, neighborhood character, and resident safety. Expressed grave concerns regarding environmental hazards, increased traffic, and the proximity of a gas station to schools and an oil pipeline, arguing it would irreversibly harm the community's livability.

Mary Jo McNally, Post Falls, ID – Opposed the proposed gas station and convenience store due to safety hazards and its proximity to three schools. Highlighted existing traffic congestion, availability of nearby gas stations, and urged rezoning the parcel to residential to preserve the neighborhood's character.

Dustin Anderson, Post Falls, ID – Opposed the development and asked how the community could prevent the gas station from moving forward. Stressed the residential nature of the area, increased traffic risks, and the negative impact on property values. Urged the Commission to reconsider the proposal given the number of existing gas stations nearby.

Mercade Christinsen, Post Falls, ID – Voiced concern about increased traffic due to the proximity of three schools and noted safety issues for pedestrians in the neighborhood. Referenced prior conversations with the City regarding needed sidewalk improvements in the area.

Angie Hohman, Post Falls, ID – Opposed the proposal, citing the presence of four schools within proximity, including a STEM school. Stated the development would endanger children's safety and decrease property values. Urged denial of the gas station and any commercial development on the site, emphasizing the abundance of existing gas stations within a one-mile radius.

Rebuttal:

Mr. Stark responded by noting planned improvements to the intersection at Greensferry and Poleline, including completing crosswalks and accommodating any additional City-required safety measures. He stated the gas station would be approximately 500 feet from the nearest school and emphasized that other lots could be developed with less intensive limited commercial uses beyond the proposed gas station.

Public Hearing Closed: 6:29PM

Deliberation:

The Commission discussed the public testimony, focusing on compatibility with surrounding residential uses, traffic safety concerns near multiple schools, and potential impacts on property values and neighborhood character. Consideration was given to whether mitigation measures and intersection improvements would adequately address safety concerns and if the proposal met the applicable criteria under the municipal code.

Review Criteria:

The commission reviewed the subdivision proposal for a limited commercial development and found it generally compliant with all six review criteria. Water and sewer services are adequately provided, streets align with the transportation element of the comprehensive plan, and pedestrian safety will be improved through new pathways and signal upgrades. The only noted hazard—an underground pipeline—has been addressed with easements and developer coordination. The zoning is consistent with the proposed use, and the developer is covering substantial infrastructure costs, including street widening and a traffic signal relocation. The commission agreed the seven proposed conditions of approval apply to the subdivision and not the special use permit, which would be considered separately.

SUBD-25-1

Motion by Commissioner Schreiber to approve the River City Corners Subdivision File No. SUBD-25-1 finding that it meets the approval criteria in Post Falls Municipal Code 17.12.060 as outlined in our deliberation and subject to the conditions one through six as contained in the staff report and direct staff to prepare a written reason decision amending condition three to say the proposed subdivision must be completed in a single phase which includes internal access.

Second by Commissioner Kimball

Vote: Steffensen - Yes, Kimball - Yes, Wilhelm - Yes, Schreiber - Yes, Carey - Yes

Motion Moved

Review Criteria:

The discussion centered on Special Use Permit 25-1 for adding gas pumps to a proposed convenience store in a Limited Commercial zone. While the use aligns with zoning and city plans for infill development and infrastructure improvements, several commissioners raised concerns about public safety due to the site's proximity to three schools and heavy student foot traffic. To address this, the group considered limiting the number of pumps to four (eight fueling spots) as shown in the applicant's plan. Lighting and other code compliance issues were briefly noted but seen as manageable. The debate reflected a balance between planning goals and safety concerns.

SUP-25-1

Motion by Commissioner Wilhelm to deny River City Corners Special Use Permit File No SUP-25-1 finding that it does not meet the approval criteria in Post Falls Municipal Code 18.20.070 as outlined in our deliberation and direct staff to prepare a written reason decision.

Second by Commissioner Carey

Vote: Steffensen - Yes, Kimball - No, Wilhelm - Yes, Schreiber - Yes, Carey - Yes

Motion Moved

- b. G2 Development Annexation, Zone Change and Subdivision File Nos. ANNX-25-2, ZC-25-1, SUBD-25-2

Public Hearing Opened: 7:18 PM

Staff report

John Manley, Planning Manager for the City of Post Falls, presented three related requests submitted by G2 Real Property Holdings LLC, with Scott McArthur as the applicant representative. The requests included the annexation of approximately 10.05 acres with a proposed Residential Mixed (RM) zoning designation; a zone change of 8.3 acres, currently within city limits, from R1 to RM; and the subdivision of the combined 18.02-acre site into 105 residential lots. The subject property is located at the southeast corner of Syringa and East Horsehaven. The requested zoning and subdivision plan are consistent with the city's Comprehensive Plan and fall within the designated Central Island Focus Area, which supports annexation of county islands and encourages infill development with varied housing types. The applicant's proposal includes both standard single-family homes on larger lots and 62 cottage-style lots on the northern portion of the site. Water service will be provided by Ross Point Water District, and a will-serve letter has been received. The City of Post Falls will provide sanitary sewer services, with sufficient system capacity confirmed. Any existing septic systems will be abandoned during development, with the exception of one existing residence that will remain on-site through Phase 1 and connect to the sewer at that time. Improvements will be made to Syringa and Horsehaven Streets, including widened roadways, curb, gutter, and sidewalks. The proposal ensures future roadway connectivity to adjacent undeveloped parcels. Open space requirements for both RM and cottage housing designations are exceeded, with approximately 70,000 square feet of common area provided. Parking requirements are met by two off-street spaces per residential lot, with additional overflow parking areas provided for the cottage homes. Homes fronting Horsehaven will also have adjacent on-street parking available.

During deliberation, commissioners confirmed that while the RM zone allows for limited neighborhood commercial uses, the development agreement should ensure single-family residential use only, consistent with

the applicant's presentation. It was also clarified that internal roads serving cottage lots would be private and all homes would have access through the internal street network. The project is expected to proceed in two phases, with existing homes incorporated accordingly.

The Planning and Zoning Commission agreed to forward favorable recommendations for the annexation and zone change to City Council. Subdivision approval and associated conditions were addressed in a separate action.

Applicant:

Scott McArthur, McArthur Engineering, presented on behalf of G2 Real Property Holdings LLC regarding an 18.02-acre site at Syringa and Horsehaven. The proposal includes annexing a 10.05-acre county parcel and rezoning the entire site to Residential Mixed (RM) to allow for a 105-lot single-family subdivision, including 62 cottage homes. The development is intended as infill housing, transitioning between high-density development to the north and lower-density R1 zoning to the south, east, and west. He emphasized the project would be limited to detached single-family homes, with no multifamily or commercial uses, and capped at eight units per acre—consistent with the comprehensive plan. The project will be phased, possibly in up to four phases, depending on the continued occupancy of an existing home on the site. Sewer and utility improvements will occur with development, and frontage improvements will be completed or bonded by Phase 3. To address long-term maintenance of private roads, McArthur agreed to include a sinking fund provision in the CC&Rs. He concluded that the proposal meets all annexation, zoning, and subdivision criteria.

Testimony:

In Favor: None

Neutral:

Tera Wolfe, Post Falls, ID – Stated that she and her husband own the former Bugs's Old House adjacent to the project. She expressed appreciation for the developer's transparency but raised concerns about HOA fees, potential loss of their driveway, and being required to use private roads without membership in the HOA. She noted increased traffic concerns with 200 cars projected and questioned the mention of small-scale commercial uses within the residential mix zone, asking if this might allow retail in the neighborhood.

Angle Hohman, Post Falls, ID – Asked for clarification on housing types, expressing support for single-family homes over apartments or duplexes. She echoed drainage concerns and requested assurance regarding proper fencing along property lines. She also asked for details on the planned fence line to avoid issues similar to other developments where access gates intruded into private yards.

Opposed:

Krish Lassiter, Post Falls, ID – Voiced concerns regarding the density of 105 cottage homes and the resulting traffic impacts on Prairie View Drive, particularly regarding children's safety due to unfinished sidewalks leading to Prairie View Elementary. She emphasized the need for additional green space and questioned the adequacy of planned infrastructure, including aerial utilities and drainage. She highlighted the risks to existing septic systems from improper drainage and requested information on home pricing to ensure the development improves property values. She asked the City to consider reducing the number of homes and improving pedestrian safety measures.

Rebuttal:

Mr. McArthur addressed concerns regarding traffic and stated the project would construct frontage improvements to city standards where rights-of-way allow. He noted that gaps in connectivity on Horse Haven are due to unannexed property to the east lacking sufficient rights-of-way. He clarified that approximately 100 R-1 lots would be allowed under current zoning, and the proposal seeks 105 lots while providing 70,000 square feet of maintained open space. He confirmed that drainage will be engineered to remain on-site and meet city requirements and that the homes' price points will align with standard single-family residences. He stated there

is no intent for commercial use in the development and clarified that existing driveways for adjacent properties, including the Wolfe residence, will remain accessible to Syringa and outside HOA obligations.

Public Hearing Closed: 8:26 PM

Deliberation:

The Commission reviewed the annexation and zone change requests for file numbers ANN25-2 and ZC25-1 due to their shared context. Members found the proposed Residential Mixed (RM) zoning consistent with the comprehensive plan designation for low-density residential and noted the cap of eight dwelling units per acre aligns with policy goals. They recommended the inclusion of a zoning development agreement limiting the project to single-family detached homes and prohibiting commercial or multifamily uses.

For the subdivision (SUB25-2), the Commission evaluated the six approval criteria under PPMC § 18.20.100. They confirmed water service with Ross Point Water District, adequate sewer availability, and that the proposed street layouts are consistent with the transportation master plan while improving connectivity. Drainage concerns were acknowledged, with the requirement that all stormwater be retained on-site as part of the engineering review. Commissioners emphasized that HOA funding mechanisms must ensure maintenance of private streets and common areas.

ANN25-2 & ZC25-1

Motion by Commissioner Kimball to recommend approval of G2 Development File No. ANN25-2 and ZC25-1 finding that the requesting zone of RM meets the approval criteria in Post Falls Municipal Code 18.20.10 as outlined in our deliberations and direct staff to prepare a zoning recommendation to be provided to City Council and a recommendation to include a cap on dwelling units per our density to eight dwelling units per acre and for there to be no commercial or multifamily development included in that zoning development agreement.

Second by Commissioner Schreiber

Vote: Steffensen - Yes, Carey - Yes, Kimball - Yes, Wilhelm - Yes, Schreiber - Yes

Motion Moved

SUBD25-2

Motion by Commissioner Kimball to recommend approval of G2 Development Subdivision finding that it meets the approval criteria in Post Falls Municipal Code 17.12.060H as outlined in our deliberations subject to conditions one through fourteen with number one as modified previously stated adding a condition of approval requiring the developer to put into the CCR's a funding mechanism for maintenance and capital replacement of the private road, common areas, common amenities, and common features ensuring that there is adequate funding mechanisms in place for future maintenance and direct staff to prepare a written reason decision to that effect.

Second by Commissioner Schreiber

Vote: Schreiber - Yes, Wilhelm - Yes, Steffensen - Yes, Kimball - Yes, Carey - Yes

Motion Moved

5. ADMINISTRATIVE / STAFF REPORTS

None

6. COMMISSION COMMENT

During Post Falls Days, community engagement for the Comprehensive Plan went well. There was steady participation on both Friday and Saturday, with around 378 people taking part in the *Penny Poll* and strong turnout for the *Mini Poll*. A 30-question survey is also underway (open until August 11), with about 150 responses so far. Additional outreach has been done at the Farmers Market through promotional coasters. Preliminary results of the polls are available on the city's website. Overall, the outreach is providing useful public input.

7. ADJOURNMENT

8:45 PM

Date: 8/12/25

Chair: James Steffensen

Attest: Nancy Thurnach

Questions concerning items appearing on this Agenda should be addressed to the Community Development Department – Planning Division at 408 N. Spokane Street or call 208-773-8708.

The City Hall building is handicapped accessible. If any person needs special equipment to accommodate their disability, please notify the City Media Center at least 24 hours in advance of the meeting date. The Media Center telephone number is 208-457-3341.

Chair: James Steffensen Vice Chair: Ray Kimball
Members: Vicky Jo Carey, Chris Schreiber, Ross Schlotthauer, Bobby Wilhelm, Kibbee Walton