



**PLANNING AND ZONING COMMISSION
MEETING MINUTES**

**January 13, 2026
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: Walton, Kimball, Steffensen, Schlotthauer, Schreiber, Wilhelm

Excused: Carey

**CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATION:
ACTION ITEM**

- a. National Rubber Ducky Day

Jon Manley, Planning Manager:

- Announced January 13th as National Rubber Ducky Day.
- Notified the Commission of a tentative joint workshop on February 17th with City Council and Urban3 to review a fiscal impact analysis supporting the Comprehensive Plan.

Chair Steffensen:

- Recognized Commissioner Kibbee Walton for his service. Encouraged the public to apply for city board and commission openings via the city website.

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.

None declared.

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:

No action items.

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. Prairie Medical Zone Change File No. ZC-25-2

Public Hearing Opened: 5:36 PM

Staff report Justin Sauder, Associate Planner: Presented the zone change request for approximately 30.88 acres located at the southeast corner of Highway 41 and Prairie Avenue, seeking rezoning from Community Commercial Services (CCS) to Community Commercial Mixed (CCM).

Sauder explained the request is driven by building height limitations, with CCS allowing a maximum height of 45 feet and CCM allowing up to 105 feet, necessary to accommodate a future hospital tower as part of a proposed medical campus. The site is currently undeveloped and located over the Rathdrum Prairie Aquifer. Water service will be provided by Ross Point Water District and sewer by the City of Post Falls. No adverse service impacts were identified.

The request is consistent with the Future Land Use Map, Highway 41 North Focus Area, and applicable Comprehensive Plan goals and policies. Highway 41 and Prairie Avenue are classified as principal arterials, with Prosper Avenue and Zorros Road classified as minor collectors. All reviewing agencies were notified; no objections were received, and one letter of support was submitted by Urban Renewal.

Applicant Ben McGrann, OAC Services Inc: Applicant Representative, described the proposed Prairie Medical Campus, a partnership between Kootenai Health, MultiCare, and Parkwood Business Partners. McGrann stated the requested height increase allows a vertically integrated hospital design, preserving open space and supporting modern healthcare standards.

Phase 1 includes a 14-bed emergency department, outpatient imaging, a medical office building, and construction of adjacent rights-of-way, with completion targeted for late 2027 and early 2028. Future phases include a hospital tower and additional facilities over a 10–15 year build out.

Testimony

In-Favor: None

Neutral: None

In Opposition: None

Rebuttal: None

Public Hearing Closed: 5:54 PM

Deliberation:

Commissioners reviewed zoning consistency and found the CCM designation compatible with the Future Land Use Map and Highway 41 North Focus Area. Commissioners noted the site's location at a major arterial intersection is appropriate for higher-intensity developments. The Commission confirmed that residential uses permitted in the CCM zone will be prohibited by development agreement and that no adverse impacts to public services were identified.

Review Criteria:

1. Is the proposed zoning district consistent with the Future Land Use Map and Focus Area contained in the currently adopted Post Falls Comprehensive Plan?

Yes. The Commission found the CCM zone to be an implementing designation for the Business Commercial and Commercial land use categories within the Highway 41 North Focus Area.

2. Is the proposed zoning district consistent with the goals and policies contained in the currently adopted Post Falls Comprehensive Plan that are relevant to the area under consideration?

Yes. The Commission cited support for:

- **Goal 1** (economic resilience and employment)
- **Goal 7** (community needs and long-term sustainability)
- **Policy 8** (infill development)
- **Policy 86** (business campus development and economic diversification)

3. Does the proposed zoning district create a demonstrable adverse impact upon the delivery of services by any political subdivision providing public services within the City?

No. The Commission confirmed that all service providers were notified, no objections were received, and no evidence of adverse impacts was presented.

Motion by Commissioner Kimball moved to recommend approval of Prairie Medical Zone Change File No. ZC-25-2, finding the request meets the approval criteria of Post Falls Municipal Code 18.20.10 and directing staff to forward a recommendation to City Council.

Second by Commissioner Schreiber

**Vote: Schlotthauer - Yes, Wilhelm - Yes, Walton - Yes, Steffensen - Yes, Schreiber - Yes, Kimball - Yes
Motion Carried**

b. Prairie Avenue Annexation File No. ANNX-25-5

Public Hearing Opened: 6:01 PM

Staff report Justin Sauder, Associate Planner: Presented the annexation and zoning request for approximately 20 acres generally located north of West Prairie Avenue and east of Greensferry Road, requesting annexation into the City of Post Falls with an initial zoning designation of R-1 (Single-Family Residential).

Mr. Sauder explained the property is currently outside the city limits and undeveloped. Surrounding land uses include commercial zoning north of Prairie Avenue, technology mixed zoning to the north and east, and existing single-family residential development to the west and south. The site lies over the Rathdrum Prairie Aquifer. Water service would be provided by Ross Point Water District, and sewer service by the City of Post Falls. The City has the capacity to serve the site.

Prairie Avenue is classified as a principal arterial and critical arterial corridor. Additional right-of-way dedication and roadway improvements would be required at the time of development, including future widening of Prairie Avenue.

Staff stated the request is consistent with the Transitional Future Land Use designation and the Highway 41 North Focus Area, which anticipates residential development in proximity to commercial and employment uses. No demonstrable adverse impacts were identified. All reviewing agencies were notified and provided neutral comments or indicated coordination at time of development.

Applicant Drew Dittman, Lake City Engineering: Applicant Representative, stated this is the applicant's third annexation request for the property. Previous requests for higher-intensity zoning were denied by City Council. The current request reflects the Council's direction to pursue lower-density residential development.

Mr. Dittman stated the proposed R-1 zoning provides compatibility with existing single-family development to the south and west and transitions to planned multifamily development to the north and northeast. Utilities are available, and no adverse impacts to public services were identified. The applicant requested approval of annexation with R-1 zoning.

Testimony

In-Favor: None

Neutral:

Barb Hitz, Post Falls, ID: Expressed concern regarding traffic safety along Prairie Avenue, including school bus stops and pedestrian crossings near Lind Street and Greensferry Road.

Opposed: None

Rebuttal Drew Dittman: Responded that traffic and school bus safety concerns would be addressed during subdivision review. The school district would have the opportunity to comment at that time, and traffic safety measures such as crosswalk improvements could be evaluated in coordination with City engineering staff.

Public Hearing Closed: 6:23 PM

Deliberation: Commissioners discussed the site's location relative to surrounding commercial and multifamily zoning and acknowledged the unusual configuration. Commissioners noted prior approvals for higher-intensity zoning that were denied by City Council and recognized the applicant's effort to comply with Council direction.

Commissioners discussed compatibility with surrounding uses, buffering requirements, and the benefit of additional single-family housing supply. The Commission noted the project provides a transition between

existing single-family neighborhoods and planned higher-density development and would support long-term growth within the Highway 41 North Focus Area.

Review Criteria:

1. Is the proposed zoning district consistent with the Future Land Use Map and Focus Area contained in the currently adopted Post Falls Comprehensive Plan?

Yes. The Commission found the R-1 zoning compatible with the Transitional land use designation and appropriate within the Highway 41 North Focus Area.

2. Is the proposed zoning district consistent with the goals and policies contained in the currently adopted Post Falls Comprehensive Plan that are relevant to the area under consideration?

Yes. The Commission cited support for:

- **Goal 1** (economic resilience)
- **Goal 7** (long-term sustainability)
- **Policy 8** (infill development)
- **Policy 9** (elimination of county islands)
- **Policy 15** (adequate land for future housing needs)
- **Policy 33** (roadway and pedestrian connectivity)

3. Does the proposed zoning district create a demonstrable adverse impact upon the delivery of services by any political subdivision providing public services within the City?

No. The Commission confirmed that no adverse impacts were identified by reviewing agencies and no evidence of service limitations was presented.

Motion by Commissioner Wilhelm moved to recommend approval of Prairie Annexation File No. ANNX-25-5, finding the request meets the approval criteria of Post Falls Municipal Code 18.20.10 and directing staff to forward a recommendation to City Council.

Second by Commissioner Kimball

Vote: Wilhelm - Yes, Schreiber - Yes, Kimball - Yes, Steffensen - Yes, Schlotthauer - Yes, Walton - Yes

Motion Carried

5. ADMINISTRATIVE / STAFF REPORTS

None.

6. COMMISSION COMMENT

None.

7. ADJOURNMENT

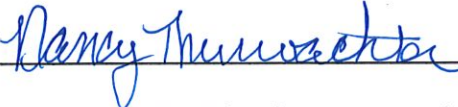
6:32 PM

**City of Post Falls
Planning and Zoning Commission Minutes**

January 13, 2026

Date: 2/10/26

Chair: 

Attest: 

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