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**PLANNING AND ZONING COMMISSION  
MEETING AGENDA**

**April 27, 2026  
1:30 PM**

**Location: Conference Room 165, 408 N. Spokane Street, Post Falls, ID 83854**

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**REGULAR MEETING – 1:30 PM**

**ROLL CALL OF PLANNING & ZONING COMMISSION MEMBERS**

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

**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:**

- a. Fisher Lift Station Annexation Zoning Recommendation File No. ANN-26-1
- b. Public Works Annexation Zoning Recommendation File No. ANN-26-2

**2. ADJOURNMENT**

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, Michael Floch

**Fisher Lift Station Annexation  
File No. ANNX-26-1  
Planning and Zoning Commission  
Zoning Recommendation**

**A. INTRODUCTION:**

OWNER: City of Post Falls

LOCATION: The northwest corner of North Howell Road and West Fisher Avenue.

REQUEST: Zoning recommendation of Single Family Residential (R1) on approximately .51-acres, as part of an annexation request into the City of Post Falls.

**B. RECORD CREATED:**

1. S-1 Vicinity Map
2. S-2 Zoning Map
3. S-3 Future Land Use Map
4. PA-1 PFSD Comments
5. PA-2 KCFR Comments
6. PA-3 PFHD Comments
7. PA-4 Phillips 66 Comments
8. PA-5 DEQ Comments
9. PZ Staff Report
10. Testimony at the March 31, 2026, Planning and Zoning Commission (“Commission”) hearing including:

The Planning and Zoning Commission (hereinafter “Commission”) heard the request at the March 31, 2026, public hearing, and the meeting was in-person and live-streamed on the City of Post Falls YouTube Channel. The public hearing was properly noticed and conducted per the requirements of Idaho Code Sections 67-6511 and 67-6509, and City Code section 18.20.060. The purpose of the hearing was to afford the applicant and the public the opportunity to supply testimony and documentation to be taken by the Commission in their application of City Code 18.20.100 when making the Commission’s recommendation on zoning to the City Council.

**Jon Manley, Planning Manager:**

Mr. Manley presented the staff report and the annexation request. He testified that the proposal involved the Fisher Lift Station Annexation, File No. ANNX-26-1, consisting of approximately 0.51 acres and the request for a Single-Family Residential (R-1) zoning designation. The purpose of the annexation and zoning designation is for the relocation of the Fisher Lift Station, to serve as a necessary wastewater infrastructure capacity project supporting future development in the surrounding area. The subject property is located at the northwest corner of Howell Road and Fisher Avenue.

Mr. Manley testified that the surrounding areas include developing and established residential subdivisions. Properties to the east of Howell Road are smaller residential lots consistent with the R-1 zoning designation, while properties south of Fisher Avenue are larger one-acre residential lots, also zoned R-1. The subject property itself is vacant and lies over the Rathdrum Prairie Aquifer. He stated that wastewater service would be provided by the City of Post Falls, with the proposed lift station located on the site. Water service would be provided by East Greenacres Irrigation District.

Fisher Avenue is classified as a minor collector roadway, while Howell Road is classified as a local roadway.

Mr. Manley testified that the Future Land Use Map identifies the area within the Transitional designation, which directs attention to the underlying focus areas for guidance on zoning recommendations. The property lies within the Central Prairie Focus Area, which encourages single-family residential development while also supporting higher density development and community amenities along major corridors such as Prairie Avenue. The focus area also emphasizes the importance of providing adequate infrastructure to support development.

He explained that the relocation and expansion of the Fisher Lift Station is consistent with the Comprehensive Plan because the availability of properly sized sewer infrastructure is necessary to support future residential growth and development. A sewer planning map was presented showing the proposed location of the lift station adjacent to an existing sewer line, indicating that the site is strategically located to allow for efficient expansion of sewer services. Mr. Manley noted that there is an ongoing study evaluating which surrounding areas may be served by the expanded lift station and that a future school site is also planned in the vicinity, making the lift station location important for supporting growth in the area.

Mr. Manley testified that the request could be supported in accordance with Goal 7 of the Comprehensive Plan, focusing on establishing land uses which support community needs and long-term sustainability. He also referenced Policy 15, which addresses planning for future housing needs, and Policy 40, which supports planning and locating utilities using best management practices.

He further stated that the staff report indicated no demonstrable adverse impacts resulting from the proposed zoning designation.

**Public Testimony:**

The hearing was opened for public testimony, none was received.

**Deliberations:** After the public hearing was complete, the hearing was closed, and the Commission moved to deliberations to discuss their interpretation of the information presented both orally and in the written record and to apply that information to the criteria in City Code section 18.20.100.

**C. EVALUATION OF APPROVAL CRITERIA FOR INITIAL ZONING:**

**C1. Is the proposed zoning district consistent with the Future Land Use Map and Focus Area contained in the currently adopted Post Falls Comprehensive Plan?**

The Applicant requested initiation zoning of R-1 at this location. The Future Land Use Map designates this area as Transitional but it also borders on Low Density Residential areas. The surrounding properties already within city limits are zoned R-1, and the area is designated for low-density residential development, making the proposed zoning appropriate. Further the Central Prairie Focus Area supports growth embracing a variety of housing types and densities and the use of the property for support services will assist in meeting those residential growth demands.

The Commission finds that the proposed R-1 zone is consistent with the Future Land Use Map and Focus Area.

**C2. 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?**

Based on the testimony provided and the staff report, the Commission finds the requested Industrial zoning request to be consistent with the following goals and policies contained in the comprehensive plan.

**Goal 1:** Grow and sustain a balanced, resilient economy for Post Falls, providing community prosperity and fiscal health.

The Commission finds that the proposal supports this goal by facilitating critical sewer infrastructure expansion, which is necessary to enable future residential development and economic growth within the Central Prairie area. The provision of adequate utility services is foundational to sustaining development and long-term fiscal health.

**Goal 7:** Plan for and establish types and quantities of land uses in Post Falls supporting community needs and long-term sustainability.

The Commission finds that the lift station relocation and expansion directly supports this goal by enabling future housing development and ensuring that necessary infrastructure is in place to meet community needs.

**Policy 35:** Maintain infrastructure and personnel at levels that provide citizens with services that are high quality, effective, and affordable.

The Commission finds that sewer service is a critical component of community infrastructure, and the expansion of sewer capacity benefits the entire community and the zoning request at this location supports that policy.

**Policy 40:** Plan and locate private and public utilities consistent with best management practices.

The Commission finds that the proposed lift station expansion will increase sewer capacity necessary to support future growth within the affected area and is consistent with the cities utilities plans.

**C3. 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?**

The Commission finds that there was no evidence of a demonstrable adverse impacts associated with the zoning recommendation and no adverse testimony was presented.

**D. CONCLUSIONS AND RECOMMENDATIONS OF THE COMMISSION:**

**ANNX-26-1, INITIAL ZONING:** Following the public hearing, the Planning and Zoning Commission considered all relevant evidence and comments, and a motion to recommend approval of the recommended zoning upon annexation was made, the motion passed unanimously. The Planning and Zoning Commission hereby recommends that the City Council approve the proposal, finding that it conforms to the general purpose of the comprehensive plan and meets the applicable approval criteria for the applicant's request for Single-Family Residential (R1) zoning on approximately .51-acres upon successful annexation of the property.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Attest

**NOTICE OF RIGHTS:**

**Any affected person aggrieved by a final decision of the Planning and Zoning Commission may submit a written notice of appeal along with the required fees in accordance with the City's adopted fee schedule, to the City Clerk for appeal to the Post Falls City Council within fourteen (14) days of the date of the written decision, pursuant to Post Falls City Code 18.20.60.E**

**The final decision of the Planning and Zoning Commission is not a final decision for purposes of judicial review until the City Council has issued a final decision on appeal and the party seeking judicial review has requested reconsideration of that final decision as provided by Idaho Code 67-6535(2)(b), pursuant to Post Falls City Code 18.20.60.E.**

**Any applicant or affected person seeking judicial review of compliance with the provisions of Idaho Code Section 67-6535 must first seek reconsideration of the final decision within fourteen (14) days of such decision. Such written request must identify specific deficiencies in the decision for which reconsideration is sought.**

**The applicant has the right to request a regulatory taking analysis pursuant to Idaho Code Section 67-8003. Any affected person aggrieved by a final decision concerning matters identified in Idaho Code Section 67-6521(1)(a) may, within twenty-eight (28) days after all remedies have been exhausted under local ordinances, seek judicial review under the procedures provided by Chapter 52, Title 67, Idaho Code.**

# Public Works Annexation File No. ANNX-26-2

## Planning and Zoning Commission

### Zoning Recommendation

#### A. INTRODUCTION:

OWNER: City of Post Falls

LOCATION: The properties are generally located .18 miles east of the intersection of N. Pleasant View Road and W. Hargraves Avenue.

REQUEST: Zoning recommendation of Industrial (I) upon annexation of approximately 16.039 acres (with 1.509 acres being W. Hargrave Rights-of-Way) into the City of Post Falls.

#### B. RECORD CREATED:

1. S-1 Vicinity Map
2. S-2 Zoning Map
3. S-3 Future Land Use Map
4. PA-1 PFSD Comments
5. PA-2 KCFR Comments
6. PA-3 Phillips 66 Comments
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#### **Jon Manley, Planning Manager:**

Mr. Manley presented the staff report and the annexation request for the City of Post Falls as owner and applicant. He testified that the proposal requested a zoning recommendation of Industrial for approximately 16.04 acres as part of an annexation request. The intent is to develop a public works facility and a park site at that location. The requested annexation includes approximately 1.5 acres designated as right-of-way for West Hargrave Road.

The subject property is located north of Hargrave Road, between Pleasant View Road and Corbin Road and is currently vacant. It is located over the Rathdrum Prairie Aquifer and water service is anticipated to be provided by East Greenacres Irrigation District. Sewer service is not currently available, with the potential for interim septic use if development occurs prior to a sewer extension. The properties surrounding the site are mainly single-family residential or undeveloped county parcels. To the west, across Pleasantview Road, the uses are mainly industrial.

The property is located within the West Prairie Focus Area and is designated as Business Commercial on the Future Land Use Map. Mr. Manley identified Goals 1 and 7, together with Policies 2, 24, 38, 60, and 63, as relevant to the request because the annexation and zoning designation would support transportation corridor protection and improve maintenance of Public Works level of service as well as providing for future park needs as the community expands westward.

Mr. Manley explained that a commercial designation at that location was not recommended because the site lacks visibility from a major arterial and would not function well as a quality commercial location. He further testified that single-family zoning would create compatibility issues with adjacent industrial land and would introduce mitigation challenges between dissimilar uses. Mr. Manley stated that the request for Industrial zoning best reflects the surrounding zoning pattern and accommodates the intended public works operations, while preserving flexibility for future public uses or potential land trades if needed. Mr. Manley also testified the Public Reserve zone was considered, but that the site did not meet the 20-acre minimum threshold for that designation. He confirmed compliance with notification requirements to affected agencies and noted there were no adverse impacts identified.

**Andrew Arbini, Projects Division Manager, Public Works.** Mr. Arbini provided additional testimony regarding the intended use of the property. He stated that the future facility would relocate the City's streets division, water division, and administrative staff for public works to the site, and that the planned building would total more than 20,000 square feet. He explained that the facility would include shop space and office space to support snow plowing, street maintenance, and water operations. Mr. Arbini further testified that if sewer service is not available when development proceeds, the City would pursue an interim commercial septic system to meet operational needs in a fiscally responsible manner.

**Public Testimony:**

The hearing was opened for public testimony, none was received.

**Deliberations:** After the public hearing was complete, the hearing was closed, and the Commission moved to deliberations to discuss their interpretation of the information presented both orally and in the written record and to apply that information to the criteria in City Code section 18.20.100.

**C. EVALUATION OF APPROVAL CRITERIA FOR INITIAL ZONING:**

**C1. Is the proposed zoning district consistent with the Future Land Use Map and Focus Area contained in the currently adopted Post Falls Comprehensive Plan?**

The applicant/owner has requested initial zoning of Industrial on approximately 16.04 acres. The Future Land Use Map designates this area as Business Commercial which is intended to accommodate a broad range of uses including light industrial development. The West Prairie Focus Area identifies it as a transitional area intended to accommodate future uses including industrial development between Corbin Road and Pleasant View Road as infrastructure is extended. The Industrial zone is consistent with this vision and is compatible with the surrounding zoning pattern, as properties to the west are already zoned industrial.

The Commission finds that the proposed Industrial zone is consistent with the Future Land Use Map and Focus Area.

**C2. 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?**

Based on the testimony provided and the staff report, the Commission finds the requested Industrial zoning request to be consistent with the following goals and policies contained in the comprehensive plan.

**Goal 7:** Plan for and establish types and quantities of land uses in Post Falls supporting community needs and the City's long-term sustainability.

The Commission finds that the proposal establishes an appropriate land use that supports community needs and long-term sustainability. The subject property will accommodate a public works facility and future park site, both of which are necessary to serve the community as growth continues westward.

**Policy 24:** Plan for and protect transportation corridors from encroachment, and preserve adequate rights-of-way for future corridors including utility facilities.

The Commission finds that annexation and zoning of the property will support planning for and protecting transportation corridors. Testimony identified the importance of securing right-of-way along Hargrave Road and maintaining connectivity between Pleasant View Road and Corbin Road, which is consistent with this policy.

**Policy 38:** Plan new development to ensure provision of public services at current Levels of Service (LOS) or the LOS identified in City-adopted master plans.

The Commission finds that the proposal supports maintaining identified levels of service. The inclusion of a public works facility at this location enhances the City’s ability to efficiently deliver services, including street maintenance and water operations, particularly as development expands westward.

**Policy 60:** Maintain adopted Levels of Service (LOS) for parks, recreation and open space, and continue to identify opportunities to acquire parkland and **Policy 63:** Ensure Annexations include means to assure the logical extension of Post Falls parks and open-space system, benefiting adjoining neighborhoods and the overall community.

The Commission finds that the proposal supports park planning and level of service goals. Testimony established that a portion of the site is intended for future park development, which will help meet service gaps identified in the park level of service analysis and provide recreational opportunities for future residents.

**C3. 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?**

The Commission finds that political subdivisions were notified and the city received no adverse written comments. No Evidence of a demonstrable adverse impact upon the delivery of services by any other political subdivisions were provided and as such, the Commission finds this criterion satisfied.

**D. CONCLUSIONS AND RECOMMENDATIONS OF THE COMMISSION:**

**ANNX-26-2, INITIAL ZONING:** Following the public hearing, the Planning and Zoning Commission considered all relevant evidence and comments, and a motion to recommend approval of the recommended zoning upon annexation was made, the motion passed unanimously. The Planning and Zoning Commission hereby recommends that the City Council approve the proposal, finding that it conforms to the general purpose of the comprehensive plan and meets the applicable approval criteria for the applicant’s request for Industrial (I) zoning on approximately 16.039 acres (1.509 acres being W. Hargrave Rights-of-Way).

\_\_\_\_\_

Date

\_\_\_\_\_

Chairman

\_\_\_\_\_

Attest

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