



**PLANNING AND ZONING COMMISSION
MEETING MINUTES**

**March 10, 2026
5:30 PM**

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

**REGULAR MEETING – 5:30 PM
5:30 PM**

**CALL TO ORDER
5:30 PM**

PLEDGE OF ALLEGIANCE

ROLL CALL OF PLANNING & ZONING COMMISSION MEMBERS

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

Carey – here, Kimball – here, Steffensen – here, Schreiber- here, Wilhelm - here
Schlotthauer - Excused

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

- a. National Mario Day - *Honors the iconic Mario Video Game*

Staff noted agenda packet redactions due to phishing/spam concerns.

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.

Manley: We will be moving action item "a" Rosewater Subdivision File No. SUBD-25-10 to the last, that will become action item "c". Action "b" will become "a" and item "c" will become "b". That will be the new order of operations.

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.

Kimball: I have a conflict of interest on the Rosewater Subdivision File No. SUBD-25-10 so I will be stepping down at that point of the public hearing.

Steffensen: For transparency that's why we moved that file to the end so we have a bigger quorum for the first two hearings.

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. Meeting Minutes February 10, 2026
- b. Prairie Avenue Annexation Zoning Recommendation File No. ANNX-25-5
- c. Mullan Annexation Zoning Recommendation File No. ANNX-25-7
- d. North Chase Place Annexation Zoning Recommendation File No. ANNX-25-8
- e. Heaven View Annexation Zoning Recommendation File No. ANNX-25-9
- f. North Chase Place 1st Addition Subdivision Reasoned Decision File No. SUBD-25-10
- g. Heaven View Subdivision Reasoned Decision File No. SUBD-25-9

**Motion by Commissioner Kimball to approve the consent calendar as presented
Second by Commissioner Schreiber**

Vote:

Kimball - Yes, Schreiber - Yes, Wilhelm - Yse. Carey - Yes, Steffensen - Yes

Motion Carried

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. Rosewater Subdivision File No. SUBD-25-10

Public Hearing Opened: 6:54 PM

Staff report

Justin Sauder, Associate Planner, presented the request to subdivide approximately 4.54 acres into 25 single-family lots within the R2 zone. The property is located north of Midway Avenue. The proposal includes 25 lots with internal roads connecting to the Painted Rock subdivision. Access will be provided via Hockley Court and Dawson Court. No direct access to Midway Avenue is proposed. Water service will be provided by East Greenacres Irrigation District. Sewer service will be provided by the City of Post Falls. Midway Avenue will be improved to a 44-foot-wide minor collector standard with right-of-way dedication. No hazardous soil or topographical conditions were identified. The subdivision complies with applicable code requirements. Impact fees will be assessed at time of development.

Applicant:

Austin Fuller, Whipple Consulting Engineers, presented the application. Mr. Fuller stated the proposal includes 25 single-family residential lots consistent with R2 zoning requirements. Internal roads will provide connectivity to adjacent properties. He confirmed water and sewer services are available and adequate. The subdivision meets all applicable zoning and subdivision requirements. Mr. Fuller requested approval of the application.

Testimony

- In-Favor: - None
- Neutral - None
- In Opposition - None
- Rebuttal - None**

Public Hearing Closed: 7:03 PM

Deliberation:

Review Criteria:

- 1. **Definite provision has been made for a water supply system that is adequate in terms of quantity, and quality for the type of subdivision proposed.**

Schreiber: Yes, there is a well serve letter from East Greenacres Irrigation and no conflicting information

- 2. **Adequate provisions have been made for a public sewage system and that the existing municipal system can accommodate the proposed sewer flows.**

Commissioners agree we have testimony about the city of Post Falls having the ability and capacity.

- 3. **Proposed streets are consistent with the transportation element of the comprehensive plan.**

Steffensen: Yes, they're consistent. They talk about the connectivity and Midway is a minor collector and it's going to be constructed to conform to the city standards.

Gabbert: We have some interesting configurations on this property because we have some connection to the east to the Painted Rock subdivision and two potential stubs to the north if those two were developed. I noticed the design of this is intending for the future development and everything else and going through there. If you agree give me a nod.

Commissioners: Yes

4. All areas of the proposed subdivision which may involve soil or topographical conditions presenting hazards have been identified and that the proposed uses of these areas are compatible with such conditions.

Carey: No known soil or topographical issues.

5. The area proposed for subdivision is zoned for the proposed use and the use conforms to other requirements found in this code.

Steffensen: Yes subdivision lots conform to our R2 zoning.

6. The developer has made adequate plans to ensure that the community will bear no more than its fair share of costs to provide services by paying fees, furnishing land, or providing other mitigation measures for off-site impacts to streets, parks, and other public facilities within the community. It is the expectation that, in most cases, off site mitigation will be dealt with through the obligation to pay development impact fees.

Steffensen: Yes impact fees that'll be collected at the time of development that'll serve for parks, streets, and public safety.

Schreiber: Significant roadway improvements and dedications included, too.

Gabbert: One thing I wanted to point out in speaking with staff on this; I was wondering why we didn't have the HOA improvements requirements like we've seen in some of the other conditions, just to preface Chris' question if he was going to ask. The reason is because those lots are not fronting on Midway as those are side lots. That's the difference and why you don't see that condition for approval requiring the HOA.

Schreiber: Yes and virtually no common area whatsoever.

Motion by Commissioner Wilhelm to approve Rosewater subdivision File No. SUBD-25-10 finding that it meets the approval criteria found in Post Falls Municipal Code 17.12.060 as outlined our deliberations subject to conditions one through eight contained in the staff report.

Second by Commissioner Carey

Vote: Carey – Yes, Steffensen – Yes, Schreiber – Yes, Wilhelm – Yes

Motion Moved

b. Echo Estates Subdivision File No. SUBD-24-4

Public Hearing Opened: 5:39 PM

Staff report

Justin Sauder, Associate Planner, presented the request for subdivision of approximately 9.7 acres into 53 residential lots within the R2 (Medium Density Residential) zone. The property is located north of Echo Drive and west of McGuire Road and is surrounded primarily by residential development. Mr. Sauder stated the proposal includes 53 lots with an internal road system connecting to Gabriel Estates via Okanogan Drive. One existing single-family residence will remain. Lot sizes range from approximately 4,300 to 10,470 square feet. Water service will be provided by East Greenacres Irrigation District. Sewer service will be provided by the City of Post Falls. Existing septic systems will be removed. Transportation improvements include reconstruction of Echo Drive from McGuire Road to Corbin Road to Highway District standards, completion of sidewalk improvements along McGuire Road, and frontage improvements with right-of-way dedication. No hazardous soil or topographical conditions were identified. The subdivision complies with applicable code requirements. Impact fees will be assessed at time of development.

Applicant:

Jeramie Terzulli, on behalf of Eagle Crest Land, LLC, presented the application. Mr. Terzulli stated the project was revised following prior review to align with the Future Land Use Map and medium-density designation. The proposal includes primarily twin-home lots with the option for accessory shop structures. Lot sizes exceed minimum standards to accommodate this design. He stated water and sewer service are available and

adequate. Echo Drive improvements will be coordinated with the Post Falls Highway District through a development agreement. The applicant is also providing off-site sidewalk improvements along McGuire Road. Mr. Terzulli requested flexibility for internal road alignment adjustments and discussed potential options for reduced rear yard setbacks for accessory structures, noting code limitations. He stated the application meets all subdivision approval criteria.

Public Hearing Closed: 6:10 PM
Testimony: None
Deliberation

Review Criteria:

1. Definite provision has been made for a water supply system that is adequate in terms of quantity and quality for the type of subdivision proposed.

Commissioners found that a will-serve letter from East Greenacres Irrigation District demonstrates adequate water service.

2. Adequate provisions have been made for a public sewage system and that the existing municipal system can accommodate the proposed sewer flows.

Commissioners found that the City of Post Falls has the ability and capacity to provide sewer service as proposed.

3. Proposed streets are consistent with the transportation element of the comprehensive plan.

Commissioners found the proposal consistent with the Transportation Master Plan, including required improvements to Echo Drive and connectivity to adjacent developments. Flexibility for minor roadway alignment adjustments was supported at the staff level.

4. All areas of the proposed subdivision which may involve soil or topographical conditions presenting hazards have been identified and that the proposed uses of these areas are compatible with such conditions.

Commissioners found no hazardous soil or topographical conditions were identified.

5. The area proposed for subdivision is zoned for the proposed use and the use conforms to other requirements found in this code.

Commissioners found the proposal complies with R2 zoning requirements and applicable municipal code provisions. Discussion occurred regarding rear yard setbacks for accessory structures; however, Commissioners acknowledged this cannot be modified through the subdivision process.

6. The developer has made adequate plans to ensure that the community will bear no more than its fair share of costs to provide services by paying fees, furnishing land, or providing other mitigation measures for off-site impacts to streets, parks, and other public facilities within the community.

Commissioners found that required impact fees, Echo Drive improvements, and additional sidewalk improvements exceed minimum mitigation requirements and ensure impacts are appropriately addressed.

Motion by Commissioner Carey to move to approve Echo Estates File No. SUBD-24-4 finding that it meets the approval criteria in the Post Falls Municipal Code 17.12.060 as outlined in our deliberations subject to conditions one through seven and 10 and 11 as contained in the staff report and direct the staff to prepare written reasoned decision.

Second by Commissioner Schreiber

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

Motion Carried

c. Pleasant View Annexation File No. ANN-25-10

Public Hearing Opened: 6:17 PM

Staff report

Jon Manley, Planning Manager, presented the request for Residential Mixed (RM) zoning on approximately 4.13 acres located east of Pleasant View Drive. Mr. Manley stated the Commission is considering the zoning recommendation only. The site is designated Transitional on the Future Land Use Map and is within the Riverbend Focus Area. Surrounding uses include industrial and commercial uses to the west, single-family residential to the south, and county and City-owned properties to the north and east, including the Corbin Ditch corridor. The site is a former dump area that has undergone partial remediation. Sewer service will be provided by the City of Post Falls. Water service will be provided by the City. Pleasant View Road is a major collector and will be improved with future development. Mr. Manley stated the request is consistent with Comprehensive Plan goals and policies, including housing diversity and infill development. No agency comments indicated adverse impacts.

Applicant:

Randy Hamilton, H2 Surveying and Engineering, presented the application on behalf of Pleasant View Meadows, LLC. Mr. Hamilton stated the proposal includes a mix of townhomes and smaller single-family homes. A central open space area is proposed, including approximately one acre located on a portion of the previously remediated site. Water and sewer service will be provided by the City of Post Falls. Future development will include improvements to Pleasant View Road and internal infrastructure. An HOA will be established to maintain common areas. Mr. Hamilton stated the site has undergone remediation, including removal of undocumented fill and reconstruction of the site. The remaining area will be utilized as open space. He stated the request is consistent with the Comprehensive Plan and requested approval.

Testimony

In-Favor: None
Neutral: None
In Opposition: None

Rebuttal

Public Hearing Closed: 6:44 PM

Deliberation:

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?

The Commission found the RM zoning consistent with the Transitional designation, which supports compatibility with surrounding uses. The site is buffered by infrastructure and nearby residential development, making it appropriate for residential zoning. The proposal also aligns with the Riverbend Focus Area, which envisions a mix of residential and supporting uses.

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?

The Commission found consistency with Goal 7 by supporting a mix of housing types, including smaller-scale and workforce housing. Under Policy 8, the site was identified as infill, supporting efficient service delivery and coordinated growth. Policy 15 was met by providing opportunities for diverse and attainable housing near employment areas.

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?

The Commission found no evidence of adverse impacts, noting that agencies were notified and no negative comments were received. Therefore, this criterion was satisfied.

Motion by Commissioner Kimball moved to recommend approval of the *Pleasant View Meadows Annexation* (File No. ANN-25-10), finding that the requested RM zoning designation meets the approval criteria set forth in Post Falls Municipal Code 18.20.100, as outlined during deliberations. The motion also directs staff to prepare a zoning recommendation for City Council.

Second by Commissioner Carey

Vote: Schreiber – No, Steffensen – yes, Carey – yes, Wilhelm – yes, Kimball – yes

Motion Carried

5. ADMINISTRATIVE / STAFF REPORTS

None

6. COMMISSION COMMENT

Manley: Just to remind you that we have a second meeting on March 31st.

7. ADJOURNMENT

7:08 PM

Date: 4/14/26

Chair: James Steffensen

Attest: Nancy Thunwaelder

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