



**CITY COUNCIL
MEETING AGENDA**

**August 4, 2026
6:00 PM**

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

WORKSHOP – 5:00 pm 2nd Floor Conference Room

- a. Enterprise Funds Budget Workshop

REGULAR MEETING – 6:00 pm City Council Chambers

The regular agenda is scheduled to start at 6:00 PM, but may start earlier depending on the completion of any preceding workshop.

CALL TO ORDER BY MAYOR WESTLUND

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL OF CITY COUNCIL MEMBERS

Samantha Steigleder, Aaron Plew, Joe Malloy, Nathan Ziegler, Jack Mosby, Marc Lucca

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

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.

DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS

The Mayor and members of the City Council have a duty to serve honestly and in the public interest. Where the Mayor or a member of the City Council have a conflict of interest, they may need to disclose the conflict and in certain circumstances, including land use decisions, they cannot participate in the decision-making process. Similarly, ex-parte contacts and site visits in most land use decisions must also be disclosed.

1. CONSENT CALENDAR

The consent calendar includes items which require formal Council action, but which are typically routine or not of great controversy. Individual Council 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 Council agenda packet regarding these items and any contingencies are part of the approval.

ACTION ITEMS:

- a. Minutes – July 21st, 2026, City Council Meeting

- b. Payables 7.22.26-8.5.26
- c. Stateline Tower Site 1st Addition Minor Subdivision Final Plat
- d. Designation of Acting City Clerk

2. 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. McKinley Meadows Special Use Permit Appeal (SUP-26-3 & APL-26-2)

3. UNFINISHED BUSINESS/RETURNING ORDINANCES AND RESOLUTIONS

This section of the agenda is to continue consideration of items that have been previously discussed by the City Council and to formally adopt ordinances and resolutions that were previously approved by the Council. Ordinances and resolutions are formal measures considered by the City Council to implement policy which the Council has considered. Resolutions govern internal matters to establish fees and charges pursuant to existing ordinances. Ordinances are laws which govern general public conduct. Certain procedures must be followed in the adoption of both ordinances and resolutions; state law often establishes those requirements.

ACTION ITEMS:

- a. Westwood Water Distribution Replacement Project - Phase 2 Design Services Agreement

4. NEW BUSINESS

This portion of the agenda is for City Council consideration of items that have not been previously discussed by the Council. Ordinances and Resolutions are generally added to a subsequent agenda for adoption under Unfinished Business, however, the Council may consider adoption of an ordinance or resolution under New Business if timely approval is necessary.

ACTION ITEMS:

- a. Personnel Policy: Compassionate Separation

5. CITIZEN ISSUES

This section of the agenda is reserved for citizens wishing to address the Council regarding City-related issues that are 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 the 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, either by subsequent appointment or after tonight's meeting, if time permits. In order to ensure

adequate public notice, Idaho Law provides that any item, other than emergencies, requiring Council action must be placed on the agenda of an upcoming Council meeting. As such, the City Council can't 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.

6. ADMINISTRATIVE / STAFF REPORTS

This portion of the agenda is for City staff members to provide reports and updates to the Mayor and City Council regarding City business as well as responses to public comments. These items are for information only and no final action will be taken.

- a. Special Council Workshop Scheduling

7. MAYOR AND COUNCIL COMMENTS

This section of the agenda is provided to allow the Mayor and City Councilors to make announcements and general comments relevant to City business and to request that items be added to future agendas for discussion. No final action or in-depth discussion of issues will occur.

8. EXECUTIVE SESSION

Certain City-related matters may need to be discussed confidentially subject to applicable legal requirements; the Council may enter executive session to discuss such matters. The motion to enter into executive session must reference the specific statutory section that authorizes the executive session. No final decision or action may be taken in executive session.

ACTION ITEMS:

- a. Idaho Code 74-206(1)(b): To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent.

RETURN TO REGULAR SESSION

ADJOURNMENT

Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meeting should be addressed to the Office of the City Clerk, 408 N. Spokane Street or call 208-773-3511. City Council and City commission meetings are broadcast live on Post Falls City Cable on cable channel 1300 (formerly 97.103) as well as the City's YouTube Channel (<https://www.youtube.com/c/CityofPostFallsIdaho>).

Mayor Randy Westlund

Councilors: Samantha Steigleder, Aaron Plew, Joe Malloy, Nathan Ziegler, Jack Mosby, Marc Lucca

Mission
Building Community.

CITY OF POST FALLS
AGENDA REPORT
WORKSHOP – 5:00 pm 2nd Floor Conference Room
MEETING DATE: 8/4/2026

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: John Beacham, Public Works Director
SUBJECT: Enterprise Funds Budget Workshop

ITEM AND RECOMMENDED ACTION:

Staff will present on the proposed enterprise fund budgets for Fiscal Year 2027.

DISCUSSION:

N/A

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

N/A

APPROVED OR DIRECTION GIVEN:

N/A

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

Workshop is informational only.

BUDGET CODE:

N/A

ATTACHMENTS:

1. Presentation - 080426 City Council Enterprise Fund Workshop

Enterprise Funds Budget

John Beacham
Public Works Director

Jason Faulkner
Finance Director

Craig Borrenpohl
Utilities Manager



City Council Meeting August 4, 2026

Presentation Outline

- Overview of Enterprise Funds
- Sanitation
- Water
- Water Reclamation
- Questions and Discussion

What is an “Enterprise Fund”

- Business-like structure
- User fee basis for a particular endeavor
- Funds tracked separately from other city funds
- Often utilities, such as water or sanitation



Post Falls Enterprise Funds

- Public Works:
 - Drinking Water
 - Water Reclamation
 - Wastewater Collection
 - Treatment
 - Surface (storm) water
- Finance:
 - Sanitation

Sanitation – Republic Services

- Purpose: Provide garbage services within the City of Post Falls.
- Funding:
 - User Fees: \$5.086 million (FY 2025)
- Contract Payment:
 - Republic Services: \$4.689 million (FY 2025)

City's portion offset credit card fees, utility bill postage, and the on-line payment provider (BDS).

Sanitation – Republic Services

Fiscal Year User Fee

- Increase 5.5% which includes a fuel surcharge.

96 gallon-toter would increase \$0.81

FY 2026

\$14.69

FY 2027

\$15.50

Sanitation – Republic Services

City Hall Annual Recycling Event

- Republic Services contributes \$5,000.
- Rx Drug Takeback.
- E-Recycling (computers, monitors, etc.)
- Drop off cardboard bin.
- Shred Truck.

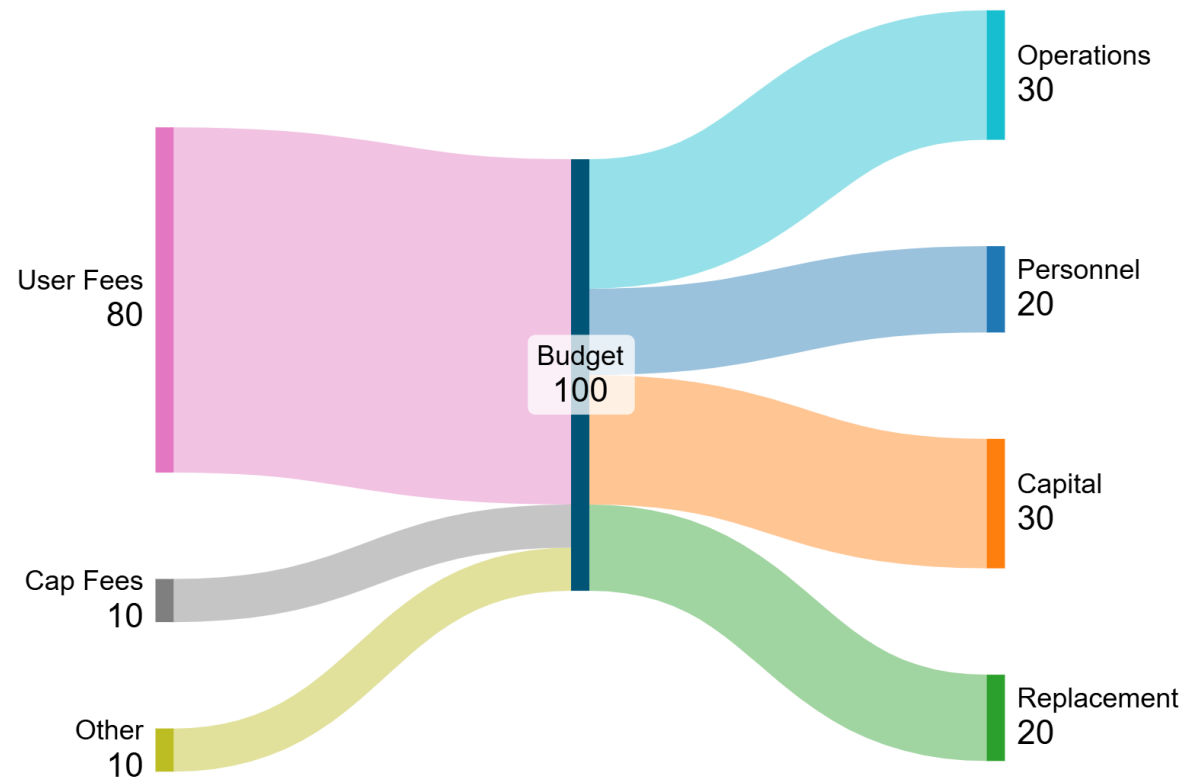
Sanitation – Republic Services

Other Annual Events: Discussion of potential elimination.

- Christmas Tree Pick-Up: \$7,081
- Spring Clean: \$9,060
- Fall Clean Up: \$10,811

Utilities Enterprise Funds

Example Funding Flow



Water Division

- Purpose: Provides drinking water to approximately one-half of Post Falls
 - Remainder served by other water districts
- Funding:
 - User Fees: \$4.5M annually
 - Cap Fees: \$400-500K annually
 - Occasionally higher

Water Division

Guiding Document: 2018 Water Master Plan Update Underway

- General goals / Status
 - Ongoing O&M / Successful
 - New wells / Successful
 - Replacement projects / Successful & ongoing
 - Expansion projects / Not completed
 - Fund cost increases / Successful
 - Spend down reserves / Not accomplished

Water Division

Master Plan vs Reality

- User Fee Revenue
 - Actual \$4.7M (FY25)
 - Projected \$4.1M (FY25)
- Annual O&M (FY 25)
 - Projected \$2.6M
 - Budget \$3.7M
 - Actual \$3.2M
- Annual Fee Increases
 - Actual 3%
 - Projected 3%

Water Division

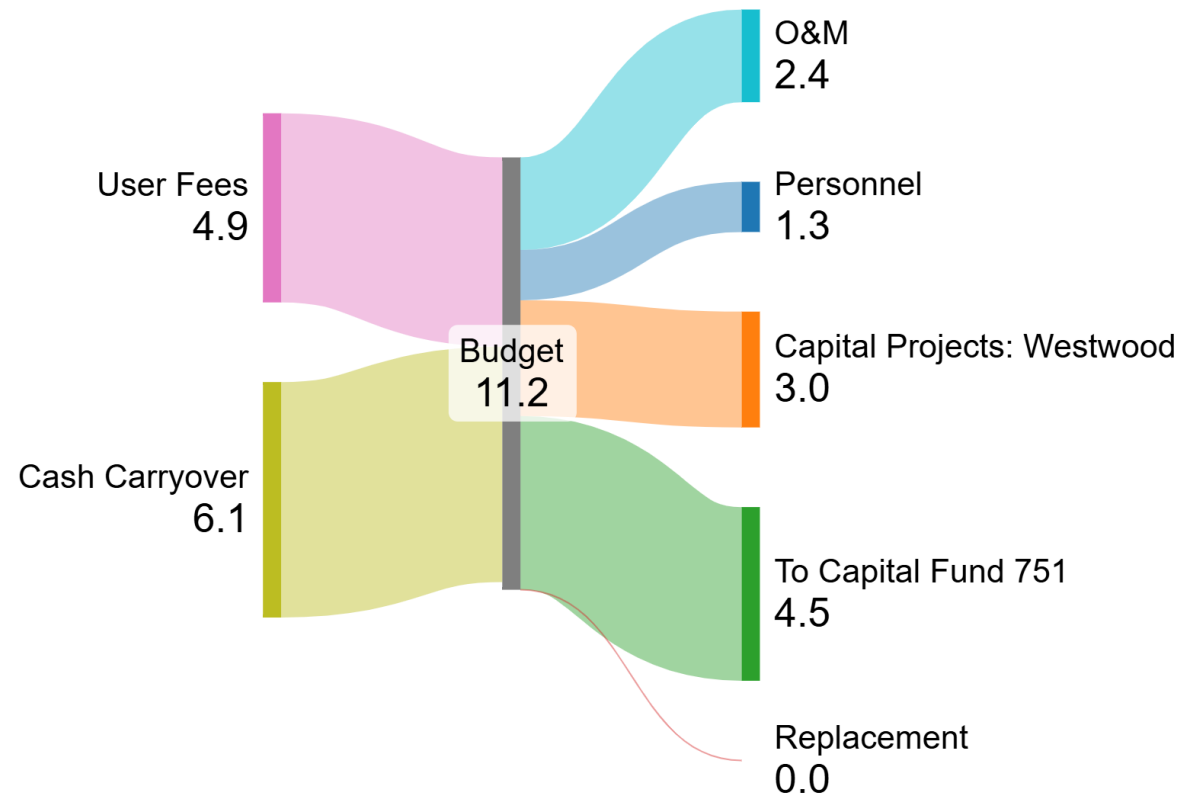
- Cash and Investments Balances:
 - Operating: \$27M
 - Capital: \$5.1M
- Debt: \$0

Water Division

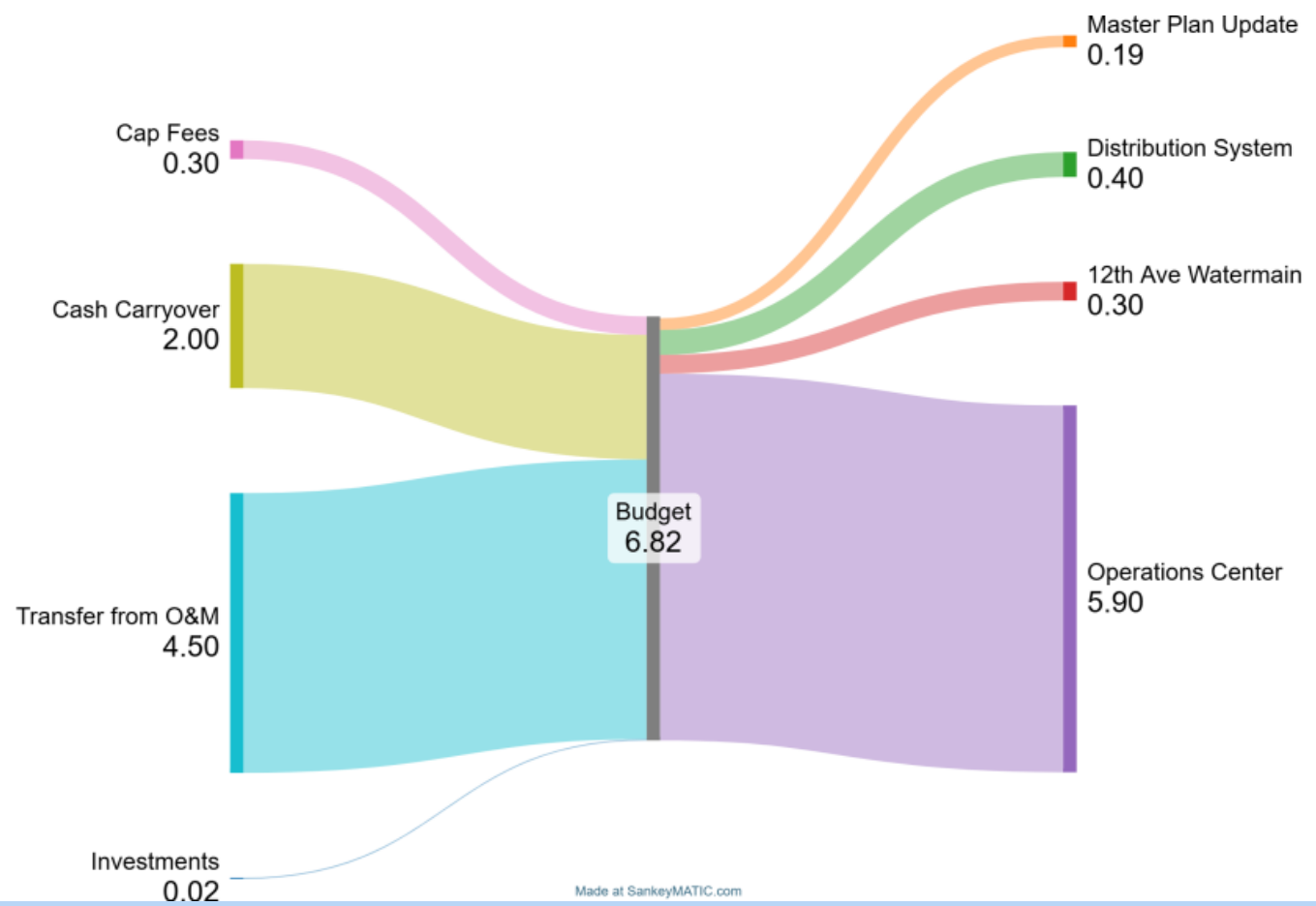
FY27 Goals:

- Stable Operations
- Increase Replacement work
- Operations Center

Water Division Operations



Water Division Capital



Made at SankeyMATIC.com

Water Division

FY 26 Operating and Personnel Requests

- Updates to O&M lines:
 - Increases in utility fees, vehicle repair costs
 - Increase to purchase additional meters
- Utility Billing Technician
- Provisional licensure incentives and promotions

Water Division

FY 26 Capital Projects

- Waterline Replacement
 - Westwood Phase 2
 - Replacement Project TBD
- Master Plan
- Public Works Ops Center

Water Division

FY27 User Fees

- Maintain 3% increase
- Revisit as master plan develops

Cap Fees updated annually based on formula

Water Reclamation Division

- Purpose: Collect wastewater within Post Falls and treat wastewater for Post Falls and Rathdrum
- Funding:
 - User Fees: \$20.7M annually, (\$18.4M Post Falls, \$2.3M Rathdrum)
 - Cap Fees: \$3.8M Post Falls, \$1.8M Rathdrum (FY25)
 - Occasionally higher or lower

Water Reclamation Division

FY27 Goals

- Stable Operations
- Solids Handling Improvement Project(s)
- Collections System Improvements
- Increase Technical Abilities

Water Reclamation Division

Guiding Document: 2024 Water Reclamation Facilities Plan

- General goals
 - Ongoing O&M and Cost Increases
 - Upgrades to Water Reclamation Facility
 - Replacement Projects
 - Expansion Projects
 - Pay Off Debt

Water Reclamation Division

- Cash and Investment Balances:
- Operating: \$76.8M
- Treatment Capital: \$30M
- Collections Capital: \$21.5M

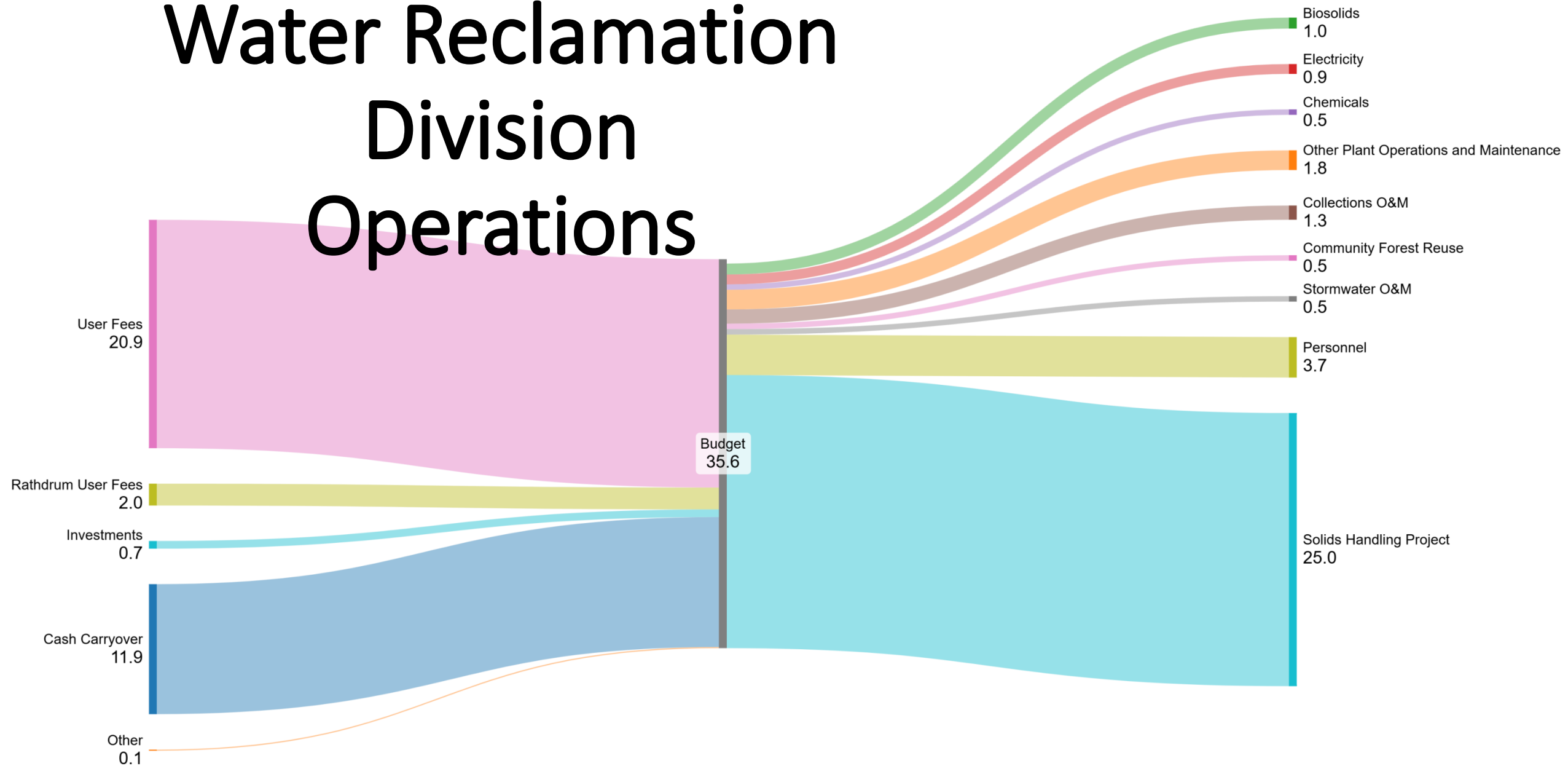
- Debt: \$28.9M (2.25% and 2.75% interest)

Water Reclamation Division

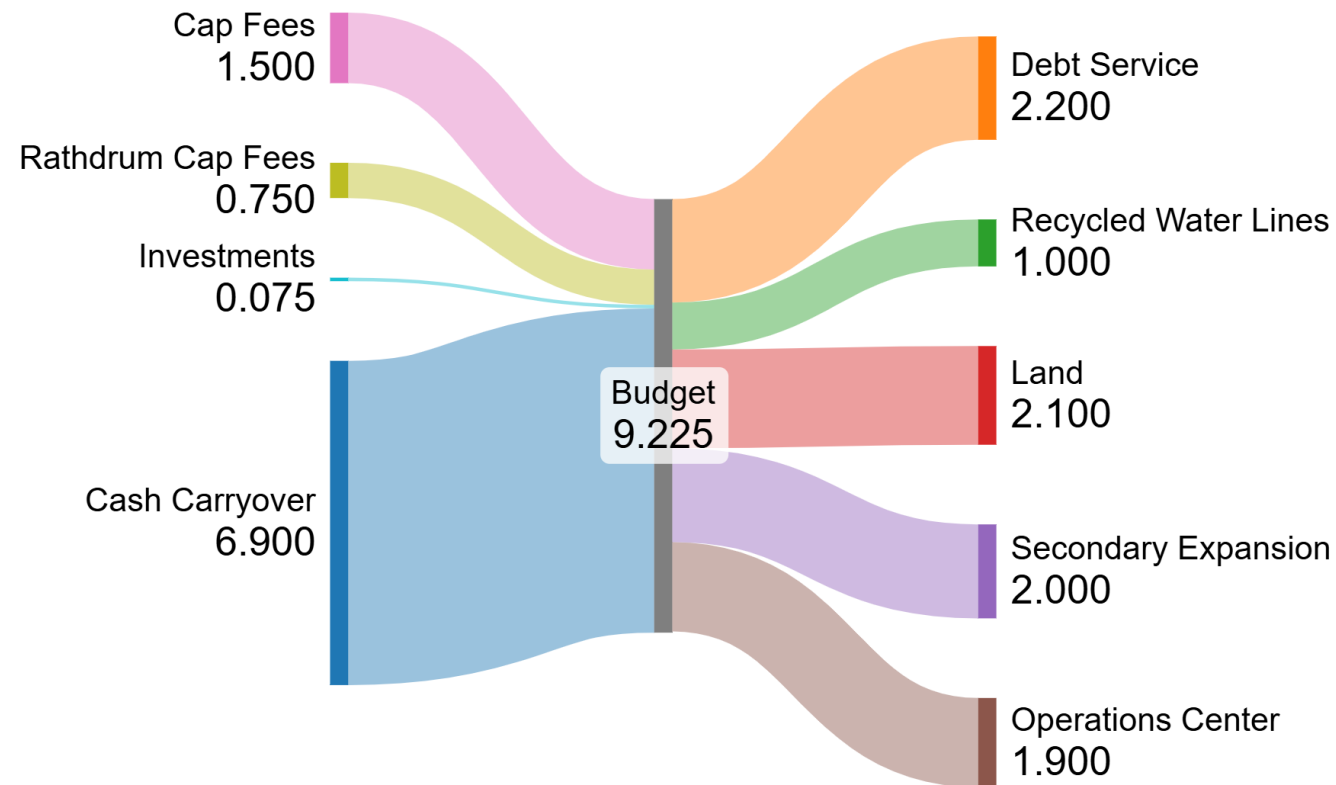
Master Plan vs Reality

- User Fee Revenue
 - Actual \$20.7M (FY25)
 - Projected \$19.9M (FY25)
- Annual O&M
 - Actual \$8.3M (FY25)
 - Projected \$8.7M (FY25)

Water Reclamation Division Operations

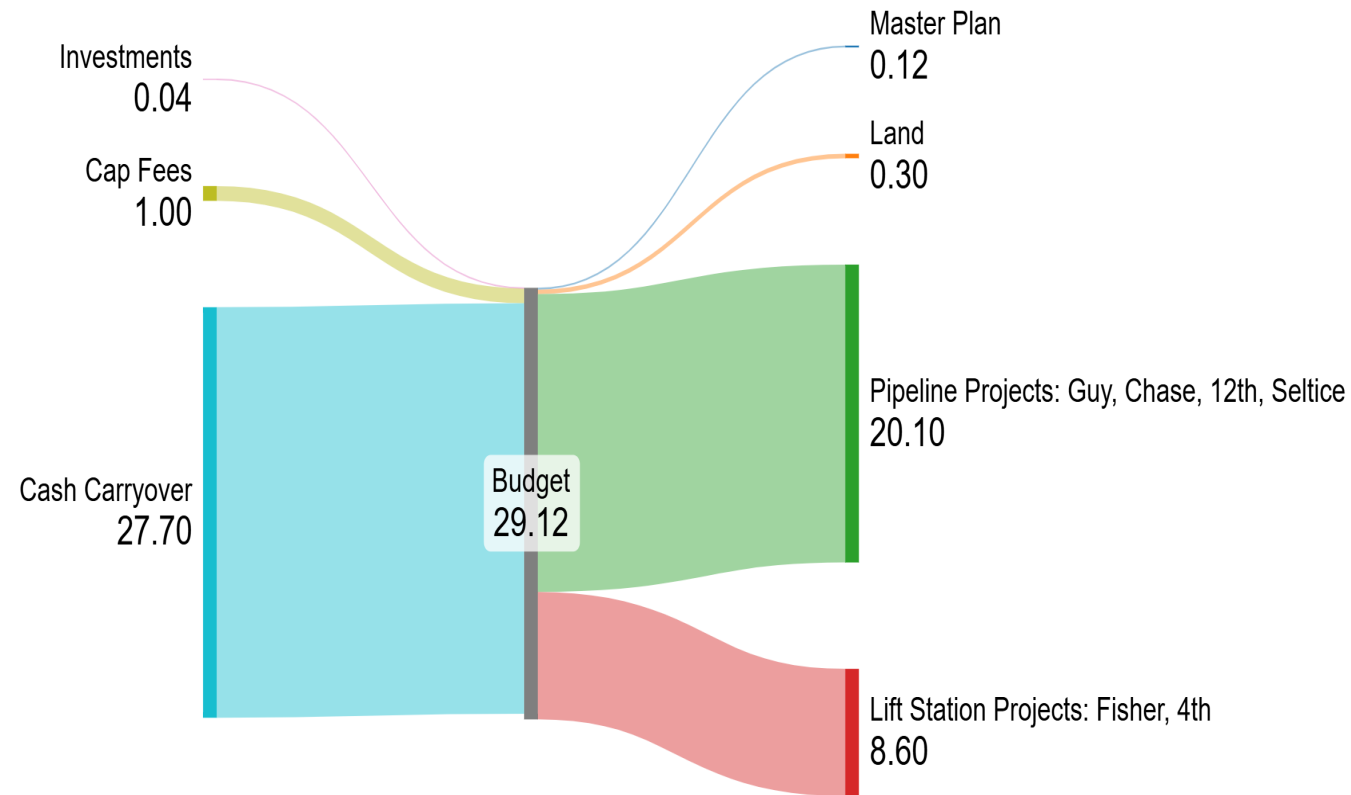


Water Reclamation Division Collections Capital



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Water Reclamation Division Collections Capital



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Water Reclamation Division

Personnel Expenditures

- Treatment: \$2.52M
- Collections: \$960K
- Recycled Water: \$23K
- Surface (storm) Water: \$216K

- Total: \$3.7M

Water Reclamation Division

FY 26 Operating and Personnel Requests

- Adjustments made to utilities, fuel, sanitation due to inflation
- Personnel
 - Utilities Engineer
 - Provisional licensure incentives and promotions

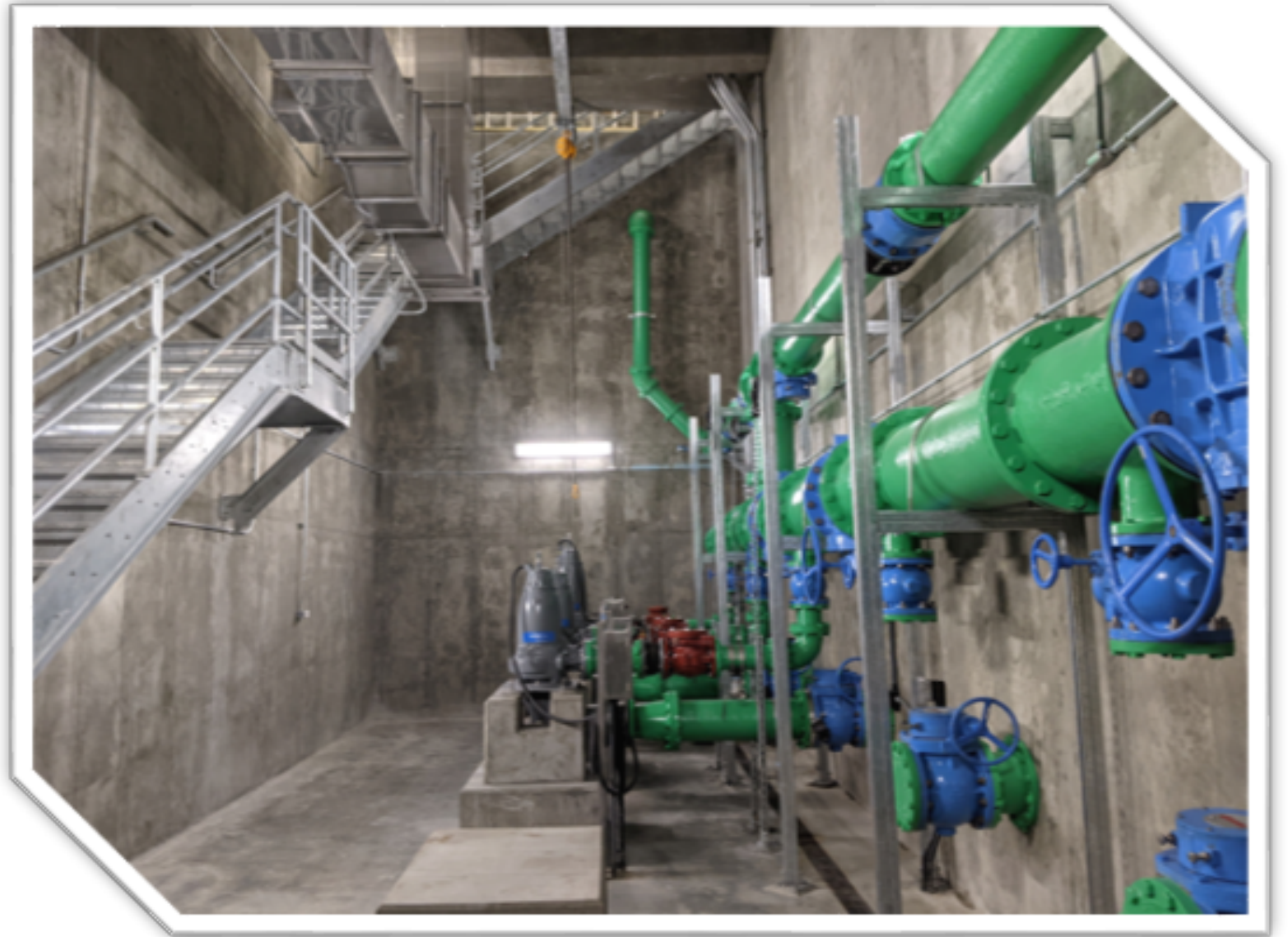
Water Reclamation Division

FY26 User Fees

- Maintain 2.5% increase

Cap Fees updated annually based on formula

Questions and Discussion



Water Division

Significant Expenditures

- Software (\$29K)
- Meters (\$135K)
- Electricity (\$487K)
- General Fund Expenses (\$700K)
- Personnel (\$1.3M)

Water Reclamation Division

Significant Treatment Expenditures

- Lab Testing (\$115K)
- Repairs (\$210K)
- Chemicals (\$540K)
- Electricity (\$740K)
- Biosolids (\$1M)
- General Fund Expenses (\$1.3M)

Water Reclamation Division

Other Significant Expenditures

- Vactor Trucks (\$100K)
- Collections Electricity (\$110K)
- Lift Station Maintenance Projects (\$542K)
- Stormwater Irrigation (\$58K)
- Swale Maintenance (\$25K)

Water Reclamation Division

FY 26 Capital Projects – Collection System

- Pipeline projects (\$24.5M)
 - 12th Ave. Forcemain, Guy Road Gravity Main, Chase/Prairie, Seltice Way
- Lift Station Projects (\$8.3M)
 - Fisher, 4th Ave.
- Equipment (\$50K)
 - Camera Truck Equipment

Water Reclamation Division

FY 26 Capital Projects – Treatment Facility

- Solids Handling Expansion (\$25M)
- Secondary Treatment Systems (\$2M)
- Community Forest Monitoring Wells (\$500K)
- Operations Center (\$1.9M)



**CITY COUNCIL
MEETING MINUTES**

**July 21, 2026
6:00 PM**

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

WORKSHOP – 5:00 pm 2nd Floor Conference Room

- a. Joint Workshop with Post Falls Urban Renewal Agency

Samantha Steigleder, Aaron Plew, Nathan Ziegler, Jack Mosby, Marc Lucca – **Present**
Joe Malloy – **Excused**

The Urban Renewal Commission was present as this is a joint workshop; two commissioners were absent.

Community Development Director Bob Seale presented. The Pleasant View District was discussed. Items of note for this district are the ITD Study currently underway, the city's Marketing Plan, the potential for a new opportunity zone, and an EDA grant going forward. Councilor Steigleder had questions about keeping the Pleasant View District open. Mr. Seale answered that the decision doesn't need to be made tonight, but that it could come back to council in the next few months. They would like to wait for the ITD study to be completed first. The East Seltice District was also discussed. The district outreach received limited responses. Tax increment financing on specific properties in this district was discussed. The Downtown District was reviewed. A parking plan and funding possibilities were reviewed. Urban Renewal funds being used for beautification items such as Christmas lights was also discussed.

The Workshop was adjourned at 5:55 pm.

REGULAR MEETING – 6:00 pm City Council Chambers

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CALL TO ORDER BY MAYOR WESTLUND

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL OF CITY COUNCIL MEMBERS

Samantha Steigleder, Aaron Plew, Joe Malloy, Nathan Ziegler, Jack Mosby, Marc Lucca

Samantha Steigleder, Aaron Plew, Nathan Ziegler, Jack Mosby, Marc Lucca – **Present**
Joe Malloy – **Excused**

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

Mayor Westlund informed the public of the last Movie in The Park for the season, the ribbon-cutting for Black Bay Park, and that there's still time to participate in the City's Comprehensive Plan survey.

AMENDMENTS TO THE AGENDA

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None

DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS

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None

1. CONSENT CALENDAR

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ACTION ITEMS:

- a. Minutes – July 7th, 2026, City Council Meeting
- b. Payables 7.8.26-7.22.26
- c. Holstein Avenue Rights-of-Way Dedication to the City of Post Falls
- d. North Place East 5th Addition Subdivision Construction Improvement Agreement
- e. Iron Vale Subdivision Final Plat

Motion by City Councilor Ziegler to accept the Consent Calendar as presented.

Second by City Councilor Mosby.

Ayes: City Councilor Steigleder, City Councilor Plew, City Councilor Ziegler, City Councilor Mosby, City Councilor Lucca

Motion Carried

2. 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:

None

3. UNFINISHED BUSINESS/RETURNING ORDINANCES AND RESOLUTIONS

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ACTION ITEMS:

- a. Millworx Vacation Ordinance (VAC-26-1)

Motion by City Councilor Ziegler to place the Millworx Vacation Ordinance (VAC-26-1) on its first and only reading by title only while under suspension of the rules.

Second by City Councilor Steigleder.

Ayes: City Councilor Steigleder, City Councilor Plew, City Councilor Ziegler, City Councilor Mosby, City Councilor Lucca

Motion Carried

AN ORDINANCE OF THE CITY OF POST FALLS, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR THE VACATION OF THREE RIGHTS OF WAY LOCATED IN THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 3, TOWNSHIP 50 NORTH, RANGE 5 WEST, BOISE MERIDIAN, CITY OF POST FALLS, KOOTENAI COUNTY AS DESCRIBED HEREIN; PROVIDING FOR DISPOSITION OF THE RIGHTS OF WAY; PROVIDING REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

Motion by City Councilor Ziegler to Approve the Millworx Vacation Ordinance (VAC-26-1) and to direct the clerk to assign the appropriate number and that it be published by summary only.

Second by City Councilor Steigleder.

Ayes: City Councilor Steigleder, City Councilor Plew, City Councilor Ziegler, City Councilor Mosby, City Councilor Lucca

Motion Carried

- b. Fiscal Year 2027 Budget Resolution

Finance Director Jason Faulkner explained that this is the resolution to get the advertising started and that this is the worst-case scenario budget. The budget will be less because we have been scrubbing it as we go along. This is not a binding resolution.

Motion by City Councilor Ziegler to Approve the Fiscal Year 2027 Budget Resolution and to direct the clerk to assign the appropriate number.
Second by City Councilor Steigleder.
Ayes: City Councilor Steigleder, City Councilor Plew, City Councilor Ziegler, City Councilor Mosby, City Councilor Lucca
Motion Carried

Councilor Steigleder clarified that staff puts this in the paper as the highest amount that we could possibly have, but it does not bind us from taking the highest amount. Mr. Faulkner agreed.

A RESOLUTION OF THE CITY OF POST FALLS, KOOTENAI COUNTY, IDAHO
ESTABLISHING A NOTICE OF TIME AND PLACE OF PUBLIC HEARING OF THE PROPOSED
BUDGET FOR FISCAL YEAR 2026-2027, AND INCLUDING PROPOSED EXPENDITURES BY
FUND, AND PROVIDING FOR PUBLICATION OF PUBLIC HEARING REGARDING THE
PROPOSED BUDGET.

WHEREAS, it is necessary, pursuant to Idaho Code 50-1002, for the City Council of the City of Post Falls, prior to passing the Annual Appropriation Ordinance, to tentatively approve the proposed budget, and enter such Budget at length in the journal of the proceedings and hold a public hearing; NOW, THEREFORE,

BE IT RESOLVED, by the Mayor and City Council of the City of Post Falls, that the following be and the same is hereby adopted as an Estimate of Revenues and Expenditures of the City of Post Falls for the fiscal year beginning October 1, 2026

PROPOSED EXPENDITURES/EXPENSES WITH PROPOSED REVENUE COMPARISONS

TOTAL

GENERAL FUND:

Expenditures: (Including ADMINISTRATION, FINANCE

CITY CLERK, LEGAL SERVICES, COMMUNITY DEVELOPMENT, SAFETY, PUBLIC
WORKS, PARKS & RECREATION, CAPITAL IMPROVEMENTS/CONTRACTS

PERSONNEL, PERSONNEL POOL, STREETS, ANNEXATION FEE ACCOUNT)

TOTAL GENERAL FUND..... \$57,492,943

Revenues: (Including PROPERTY TAX, OTHER REVENUE, OTHER FINANCING
SOURCES, FUND BALANCE REBUDGETED)

TOTAL GENERAL FUND..... 57,492,943

SPECIAL REVENUE FUNDS:

Expenditures: (Including COMPREHENSIVE LIABILITY INSURANCE, STREET LIGHTS
911 SUPPORT, DRUG SEIZURE, SPECIAL EVENTS CEMETERY CAPITAL IMPROVEMENT)
TOTAL SPECIAL REVENUE FUND..... 4,215,236
Revenues: (Including PROPERTY TAX, OTHER REVENUE, OTHER FINANCING SOURCES)
TOTAL SPECIAL REVENUE FUND..... 4,215,236

CAPITAL PROJECTS FUNDS:

Expenditures:(Including FACILITY RESERVE ACCOUNT, CAPITAL IMPROVEMENTS)
TOTAL CAPITAL PROJECTS FUND..... 30,351,921
Revenues: (Including OTHER REVENUE, OTHER FINANCING SOURCES, FUND BALANCE
REBUDGETED)
TOTAL CAPITAL PROJECTS FUND..... 30,351,921

ENTERPRISE FUNDS:

Expenditures: (Including SEWER, SANITATION, WATER)
TOTAL ENTERPRISE FUND..... 107,008,947
Revenues: (Including OTHER REVENUE, OTHER
FINANCING SOURCES, CONTRIBUTED CAPITAL/CAP FEES, FUND BALANCE
REBUDGETED)
TOTAL ENTERPRISE FUND..... 107,008,947
TOTAL ALL FUND EXPENDITURES/EXPENSES..... \$199,069,047
TOTAL ALL FUND REVENUES..... \$199,069,047

BE IT FURTHER RESOLVED, that a general tax levy to yield \$19,616,806 on all taxable property within the City of Post Falls be levied in an amount allowed by law for the general purposes for said City, for the fiscal year beginning October 1, 2026 with \$19,446,806 budgeted in the General Fund and \$170,000 budgeted in the Special Revenue Funds.

BE IT FURTHER RESOLVED, that a Notice of Public Hearing for the Fiscal Year 2026-2027 budget be published in two (2) issues of the Coeur d'Alene Press on July 31st, 2026 and

August 7th, 2026, or upon such other dates that comply with the legally required dates of publication for a public hearing to receive comments on a proposed city budget.

BE IT FURTHER RESOLVED, that a Public Hearing on the Budget be held on the 18th day of August, 2026 at the hour of 6:00 o'clock p.m., at Post Falls City Hall, 408 N. Spokane St., at which time any interested person may appear and show cause, if any he has, why the proposed Budget should or should not be adopted.

c. Poleline and SH-41 Gravity Sewer, Contract Amendment for Additional Services

Public Works Projects Division Manager Andrew Arbin presented. This is a request for additional services with Ardurra as well as a deductive change order with Gritty Lands Development. The majority of the project work is at Highway 41 and Poleline Avenue to replace an existing sewer line to address deficiencies. The contractor made a request to substitute daytime work for nighttime and weekends for the first two weeks of work. Primarily to get out of the intersection on Highway 41 and get on to the Poleline Avenue portion of the work. This would also allow an additional lane to be closed during that time. These changes taken together result in a \$0 change in project cost.

Councilor Lucca asked if there's another benefit to the contractor for changing this work (a cost efficiency that allows them to take this deduction). Mr. Arbin answered that there's really a benefit to everyone. He is unsure of the specifics of whether there's a cost efficiency for the contractor.

The next steps are the construction night work. The project is expected to be completed by the end of September.

Councilor Lucca asked if, after they dig up the old line, will we find out what the cause of the deficiency was. Mr. Arbin responded that he is not optimistic that we will find a specific cause of the issues and/or a responsible party.

Motion by City Councilor Ziegler to Approve the Poleline and SH-41 Gravity Sewer, Contract Amendment for Additional Services.

Second by City Councilor Steigleder.

Ayes: City Councilor Steigleder, City Councilor Plew, City Councilor Ziegler, City Councilor Mosby, City Councilor Lucca

Motion Carried

4. NEW BUSINESS

This portion of the agenda is for City Council consideration of items that have not been previously discussed by the Council. Ordinances and Resolutions are generally added to a subsequent agenda for adoption under Unfinished Business, however, the Council may consider adoption of an ordinance or resolution under New Business if timely approval is necessary.

ACTION ITEMS:

a. Utility Write Off

Finance Director Jason Faulkner presented. Mr. Faulkner is asking to write-off three utility accounts. Two of the accounts are from an HOA that is defunct and the third was a deceased homeowner where the property was then sold at auction before a lien could be added to the property by the city.

Councilor Steigleder asked what we do in the future with HOAs if they fold. Mr. Faulkner replied that we shut off the irrigation water to that neighborhood. Even if we waive these balances now,

we could collect in the future if the HOA is re-formed.

Councilor Lucca is concerned this will make more HOAs fold and stop paying for water, creating blight. City Attorney Field Herrington responded that staff is working on this issue and will bring back more information to council for discussion.

Motion by City Councilor Steigleder to Approve the Utility Write Off.

Second by City Councilor Plew.

Ayes: City Councilor Steigleder, City Councilor Plew, City Councilor Ziegler, City Councilor Mosby, City Councilor Lucca

Motion Carried

5. CITIZEN ISSUES

This section of the agenda is reserved for citizens wishing to address the Council regarding City-related issues that are 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 the 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, either by subsequent appointment or after tonight's meeting, if time permits. In order to ensure adequate public notice, Idaho Law provides that any item, other than emergencies, requiring Council action must be placed on the agenda of an upcoming Council meeting. As such, the City Council can't 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.

Kim Brown — She appreciates that the city is going through their comprehensive plan. She would like the city to have an Historic Preservation Commission.

6. ADMINISTRATIVE / STAFF REPORTS

This portion of the agenda is for City staff members to provide reports and updates to the Mayor and City Council regarding City business as well as responses to public comments. These items are for information only and no final action will be taken.

a. Scheduling Workshop Discussion

Deputy City Clerk Rhiannon O'Neill polled the council on their availability for a special workshop to discuss the budget in early August. The date of August 11th at 5pm was agreed upon.

7. MAYOR AND COUNCIL COMMENTS

This section of the agenda is provided to allow the Mayor and City Councilors to make announcements and general comments relevant to City business and to request that items be added to future agendas for discussion. No final action or in-depth discussion of issues will occur.

Councilor Ziegler thanked the Post Falls Historical Society for their engagement with the city. He stated that council has never advocated for tearing down or getting rid of the Chapin Building, nor the Water Tower. Councilor Ziegler received a citizen complaint about chip sealing in the city, specifically the level of the manhole covers. He asked what's an acceptable level of those covers? Public Works Director John Beacham responded that they don't have a specific tolerance, but if someone sees an issue like that, please let the department know at streetinfo@postfalls.gov. We do periodically fix the covers that are raised or lowered, especially as they are also a snow plow issue. The Streets crew rely on people letting them know where the issues are in the city.

8. EXECUTIVE SESSION

Certain City-related matters may need to be discussed confidentially subject to applicable legal requirements; the Council may enter executive session to discuss such matters. The motion to enter into executive session must reference the specific statutory section that authorizes the executive session. No final decision or action may be taken in executive session.

ACTION ITEMS:

RETURN TO REGULAR SESSION

ADJOURNMENT

Meeting adjourned at 6:40pm.

Randy Westlund, Mayor

Rhiannon O'Neill, Deputy City Clerk

Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meeting should be addressed to the Office of the City Clerk, 408 N. Spokane Street or call 208-773-3511. City Council and City commission meetings are broadcast live on Post Falls City Cable on cable channel 1300 (formerly 97.103) as well as the City's YouTube Channel (<https://www.youtube.com/c/CityofPostFallsIdaho>).

Mayor Randy Westlund

Councilors: Samantha Steigleder, Aaron Plew, Joe Malloy, Nathan Ziegler, Jack Mosby, Marc Lucca

Mission
Building Community.

**CITY OF POST FALLS
AGENDA REPORT
CONSENT CALENDAR
MEETING DATE: 8/4/2026**

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: Gracie Ficca, CSR/AP

SUBJECT: Payables 7.22.26-8.5.26

ITEM AND RECOMMENDED ACTION:

The Finance Department recommends that the City Council review, and approve, the Post Falls Check Approval and Check Run Accountability reports dated 8.4.26 Approval of the reports acknowledges receipt of the required reports and approves making the payments. No presentation is planned on this item.

DISCUSSION:

As required by Idaho Code 50-1017 *Presentation of Claims* and 50-1018 *Payment of Claims*, the Finance Department provides a report at each council meeting detailing payments to be made on all accounts payable received during the prior two weeks. Generally, claims are presented prior to payment being issued, however, at times it is necessary for payment to be issued prior to approval (i.e. to avoid late fees), these checks are presented on the Check Run Accountability Report for ratification at the next council meeting. The attached Post Falls Check Approval reports checks totaling \$1,876,983.22 to be dated 8.4.26. The Hand Check Accountability is for Hand Checks issued 7.17.26-7.24.26 and total \$182,553.36.

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

APPROVED OR DIRECTION GIVEN:

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

\$2,059,536.58

BUDGET CODE:

Various

ATTACHMENTS:

1. Post Falls Check Approval Check Run for Council 8.4.26
2. Hand Checks - Check Run for Council 8.4.26

Post Falls Check Approval



City of Post Falls

Packet: APPKT26843 - Check Run for Council 8.4.26
Vendor Set: 01 - Vendor Set 01

Check Date: 7/29/2026

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
Fund: 001 - GENERAL FUND							
Balance Sheet Accounts							
VEN11757	ANTHEM PACIFIC HOMES						
APMWB	Check			Bond Release - 457	Bond Release - 4570 E. Savea	001-22115	2,000.00
				BOND RELEASE - 933	BOND RELEASE - 933 W. CORDGRASS	001-22115	2,000.00
VEN06558	ARCHITERRA HOMES						
APMWB	Check			BOND RELEASE - 5204	BOND RELEASE - 5204 E. NORMA	001-22115	2,000.00
				BOND RELEASE - 4587	BOND RELEASE - 4587 E. CULPEO	001-22115	2,000.00
				BOND RELEASE - 4569	BOND RELEASE - 4569 E. CULPEO	001-22115	2,000.00
				BOND RELEASE - 5262	BOND RELEASE - 5262 E. AQUILA	001-22115	2,000.00
				BOND RELEASE - 5280	BOND RELEASE - 5280 E. AQUILA	001-22115	2,000.00
				BOND RELEASE - 4566	BOND RELEASE - 4566 E. CULPEO	001-22115	2,000.00
				BOND RELEASE - 4584	BOND RELEASE - 4584 E. CULPEO	001-22115	2,000.00
				BOND RELEASE - 5194	BOND RELEASE - 5194 E. NORMA	001-22115	2,000.00
Balance Sheet Accounts Total:							20,000.00
Dept: 411 Mayor & Council							
P220	Post Falls Area Chamber of Commerce						
APMWB	Check			73629	Connect4Lunch (Samantha Steigleder)	001-411.0000.64010	25.00
T11960	TraffiCorp						
APMWB	Check			15339	Parade Traffic Control	001-411.0000.63000	2,977.00
Dept 411 Total:							3,002.00
Dept: 412 Information Systems							
C140	CDW Government Inc.						
APMWB	Electronic Funds Transf			AK2BT1J	PD Acrobat licenses	001-412.0000.66014	1,280.37
				AK12R9P	Fortinet FAP-23JF for Jerry remote	001-412.0000.66040	349.13
Dept 412 Total:							1,629.50
Dept: 414 Finance							
B091	BDS						
APMWB	Electronic Funds Transf			106698	Utility Billing	001-414.1445.62170	6,956.91
				106906	Delinquent Notices	001-414.1445.62170	361.78
						001-414.1445.62190	163.81
				106698	Utility Billing	001-414.1445.62190	4,094.22
C239	CMRS-FP						
APMWB	Check			105000635877 07.2	Postage for Postage Machine	001-414.0000.63070	2,000.00
VEN02035	Staples, Inc						
APMWB	Check			6067456494	Office Supplies-Finance	001-414.0000.63060	127.78
Dept 414 Total:							13,704.50
Dept: 415 City Clerk							
A4761	APS Inc						
APMWB	Check			99861	FP mailing system 10lb scale USPS new rate	001-415.0000.66080	395.00
C291	Coeur d' Alene Press						
APMWB	Check			0000050685-06092	CDA#16486 Summary of ORD No. 1551	001-415.0000.62000	47.27
				0000051248-06232	CDA#16540 Summary of Ordinance #1550	001-415.0000.62000	45.73
				0000050684-06092	Summary of Ordinance 1550	001-415.0000.62000	62.67
				0000050621-06062	CDA#16476Summary of Ordinance #1552	001-415.0000.62000	51.89
Dept 415 Total:							602.56
Dept: 418 Human Resources							
D09750	DeVries Info Management						
APMWB	Check			0209356	Shredding Services	001-418.0000.63060	70.00

Packet: APPKT26843 - Check Run for Council 8.4.26

Check Date: 7/29/2026

Vendor Set: 01 - Vendor Set 01

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
Dept: 421 Police							
VEN04619	Advanced Hot Wash						
APMWB	Check			2328	PD Window Washing	001-421.0000.68010	1,400.00
A254	Allegra Print & Imaging						
APMWB	Electronic Funds Transf			216928	PD Warning Notices	001-421.0000.63210	172.23
				216929	PD Impound Notice Forms	001-421.0000.63210	351.43
VEN15239	Angel Armor, LLC						
APMWB	Check			INV19230-TE	Vest Placards	001-421.0000.67020	103.56
A600	Awards Etc.						
APMWB	Check			20242230	Substation Office Name Plate - Desjarlais	001-421.0000.63060	18.00
VEN14905	Car Wash Plaza						
APMWB	Check			1852	Car Wash Services - June	001-421.0000.67170	100.00
C220	Coleman Oil Co						
APMWB	Electronic Funds Transf			CP-0418410	PD Gasoline	001-421.0000.64030	9,155.92
VEN14867	CW Signs						
APMWB	Check			4416	PD Business Cards x5	001-421.0000.63210	325.00
G020	Galls, LLC						
APMWB	Electronic Funds Transf			035648854	New Hire Duty Gear	001-421.0000.67020	499.48
				035748605	Uniform Polo	001-421.4000.72000	45.00
				035662206	Honor Guard Uniforms	001-421.4000.72000	93.75
				035662207		001-421.4000.72000	93.75
				035662208		001-421.4000.72000	93.75
				035646793	Bike Patrol Pants	001-421.4000.72000	125.00
				035733608	Patrol Gloves	001-421.4000.72000	136.80
				035648882	Bike Patrol Uniform Pants	001-421.4000.72000	250.00
VEN15085	International Minute Press						
APMWB	Check			7961	PD Door-to-Door Solicitor Brochures	001-421.0000.63210	294.69
VEN01329	iWorQ Systems						
APMWB	Check			216715	Fleet Management Software Annual Subscrip	001-421.0000.62040	500.00
VEN09941	Jacque Panza						
APMWB	Check			070826	Chaplain Stipend - June	001-421.0000.62370	50.00
VEN07726	Jon Dekeles						
APMWB	Check			070826	Chaplain Stipend - June	001-421.0000.62370	50.00
L0870	Lifeloc Technologies						
APMWB	Check			434602	Citizen CMP20 Printer Charger & Thermalas	001-421.0000.67020	132.84
VEN12699	Mike White Ford of Coeur d'Alene						
APMWB	Check			112735	PFPD133 Gasket	001-421.0000.67100	32.86
M2005	Motorola Solutions						
APMWB	Electronic Funds Transf			1411263889	L6Q Camera License Fees	001-421.0000.67140	949.92
N001	Napa Auto Parts						
APMWB	Check			401437	PD Stock - Superglue	001-421.0000.67090	21.60
				400964	PFPD150 Connector, Solenoid, Canister Ver	001-421.0000.67100	203.88
				400224	PFPD132 Belts, Air Filter	001-421.0000.67100	207.46
				401565	PFPD147 Oil Filter Adapter	001-421.0000.67100	287.07
				400463	PFPD120 Rotors & Brake Pads	001-421.0000.67100	165.76
				401368	PFPD141 Fluid Reservoir	001-421.0000.67100	71.87
				401022	PFPD158 Sway Bar Links	001-421.0000.67100	87.36
				401450	PD Stock - Hoses, Connector, Valves	001-421.0000.67100	86.65
				399924	PD Trailer - Battery & Core Deposit	001-421.0000.67100	81.96
				401068	PFPD158 Sway Bar Links	001-421.0000.67100	80.40
				399978	PD Stock - Windshield Wipers	001-421.0000.67100	12.65
				401392	PD Credits - Sway Bar Links	001-421.0000.67100	-87.36
				400998	PFPD134 Canister Purge Valves	001-421.0000.67100	103.47
				400029	PFPD132 Brake Pads & Rotors	001-421.0000.67100	329.74
				401254	PFPD127 Tensioner Assembly & Belt	001-421.0000.67100	103.45
VEN01972	North Idaho College						
APMWB	Check			WFT997437	ECO SU26 Academy Registration	001-421.0000.64020	200.00
V040	ODP Business Solutions						
APMWB	Check			474901412001	Office Supplies - PD	001-421.0000.66042	321.36

Vendor Number Bank Code	Vendor Name Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
APMWB O050	Check Oxarc Inc.	474911339001	Office Supplies - PD	001-421.0000.66042	113.53
APMWB VEN04390	Electronic Funds Transf Personnel Evaluation, Inc.	0032607536	Patrol Car Fire Extinguishers	001-421.0000.67020	271.43
APMWB P220	Check Post Falls Area Chamber of Commerce	57970	Applicant Testing	001-421.0000.62080	100.00
APMWB P4384	Check Proforce Law Enforcement	73592	PD Connect4Lunch Table - July	001-421.0000.63590	75.00
APMWB VEN14817	Check Public Safety Psychological Services	605234 606218	2026 Handgun & Rifle Parts X26P Taser Batteries	001-421.0000.63500 001-421.0000.67020	6,790.45 1,978.80
APMWB VEN14880	Check Public Safety Testing, Inc	7496	Applicant Testing	001-421.0000.62080	520.00
APMWB S275	Check Solar Eclipse	PST26-683	PST Quarterly Fees, Apr-Jun	001-421.0000.62040	730.00
APMWB VEN02035	Check Staples, Inc	58690	PFPD141 Windshield	001-421.0000.67100	379.00
APMWB VEN08558	Check Stop Stick, LTD.	6067456495	Office Supplies-PD	001-421.0000.63060	327.92
APMWB VEN14902	Check The Bunker Tri-Cities LLC	PD11253	Stop Stick Kit & Extra Stop Stick	001-421.0000.67020	921.00
APMWB T118	Electronic Funds Transf TPI Embroidery	INV/2026/02156	New Hire Uniforms - Green	001-421.4000.72000	909.78
APMWB VEN07714	Check Uniforms2gear, Inc	25044	PD Uniform Hats	001-421.4000.72000	185.11
APMWB	Electronic Funds Transf	INV/2026/07/0431 INV/2026/07/0459	Uniform Jacket - Cummings ECO Uniform Shirts	001-421.4000.72000 001-421.4000.72000	62.68 187.94
Dept 421 Total:					30,803.94
Dept: 424 Legal					
D09750	DeVries Info Management				
APMWB	Check	0209356	Shredding Services	001-424.0000.63060	70.00
Dept 424 Total:					70.00
Dept: 427 Animal Control					
C220	Coleman Oil Co				
APMWB	Electronic Funds Transf	CP-0418410	PD Gasoline	001-427.0000.64030	129.92
Dept 427 Total:					129.92
Dept: 431 Streets					
A497	Arrow Construction Supply, Inc				
APMWB VEN05261	Check CDA PAVING	S38814	SCREED HOOKS	001-431.0000.68150	19.96
APMWB I340	Check Interstate Concrete & Asphalt	117284	3/4" MINUS CRUSHED BASE & Dumping	001-431.0000.68130	209.49
APMWB M0612	Electronic Funds Transf MDM Construction	1147560	Asphalt to pave South end of Bradley Court	001-431.0000.68130	7,750.48
APMWB N210	Check Northland Nursery	Pay App #1 Seltice	MDM Pay App #1 Seltice Way Rehab	001-431.1812.95040	147,600.52
APMWB VEN15229	Check Northwest Sign Recycling LLC	220000084204	PLANTING MIX - sidewalk repair	001-431.0000.68150	422.40
APMWB P325	Check Poe Asphalt Paving, Inc.	5018	Sign Hydrostripping	001-431.0000.63260	2,337.70
APMWB P217	Check Porter W Yett Company, Inc.	11413 11339	Asphalt for patching Asphalt to pave 23rd Ave	001-431.0000.68090 001-431.0000.68130	1,418.58 24,217.98
APMWB	Check	26554-1 26553-1	Grinding of Bradley & 23rd	001-431.0000.68130 001-431.0000.68130	8,009.25 5,211.60
R251	Serights Ace Hardware				
APMWB	Check	377208/1 377274/1	Contractor grade hose - 100 ft ACETONE SOLVENT	001-431.0000.63000 001-431.0000.63260	71.99 11.69

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount
Bank Code	Payment Type				
APMWB	Check	377398/1	GARDEN SPRAYER 2GAL ACE	001-431.0000.67090	48.58
		377223/1	Paint Marker	001-431.0000.67090	24.27
		377453/1	PROPANE	001-431.0000.68100	13.11
		377194/1	paint thinner, buckets	001-431.0000.68100	34.88
		377400/1	PROPANE	001-431.0000.68130	20.37
		377427/1	Sprinklers for repair/concrete work	001-431.0000.68150	43.12
		377304/1	5 gallon buckets & microfiber coths	001-431.0000.68150	22.65
		377231/1	Chain, nuts & bolts	001-431.0000.68150	13.87
		377230/1	NAILS BOLTS NUTS	001-431.0000.68150	0.01
VEN02035	Staples, Inc				
APMWB	Check	6067456496	Office Supplies-Recreation	001-431.0000.63060	8.14
VEN13988	Tacoma Screw Products, Inc				
APMWB	Check	240186041-00	Flat Washers - sign shop	001-431.0000.63260	29.22
		240186443-00	Asphalt tooools	001-431.0000.67090	516.27
T1195	Traffic Safety Supply Co, Inc.				
APMWB	Check	INV093440	Premark materials	001-431.0000.68105	33,210.58
Z026	Ziegler Lumber Co #017				
APMWB	Check	1121923	4 in. X 4 in. X 12 ft. Brown Treated Post	001-431.0000.63260	88.65
Dept 431 Total:					231,355.36
Dept: 433 Facility Maintenance					
VEN14551	Andy's Heating & Cooling				
APMWB	Check	50114816	Install a pressure refrigerant safety switch	001-433.0000.68030	411.00
		50029673	Perform full system evaluation.	001-433.0000.68030	125.00
F070	Fire Safety Specialists				
APMWB	Check	27708	Annual maintenance 600	001-433.0000.68010	265.70
W0226	Walter E Nelson Co				
APMWB	Electronic Funds Transfr	576025	Maint. Supplies	001-433.0000.63140	1,464.81
Dept 433 Total:					2,266.51
Dept: 434 Fleet Maintenance					
VEN14736	Cintas Corporation No. 3				
APMWB	Check	4275469485	Fleet Laundry & Rug Service	001-434.0000.63160	133.29
		4276223074		001-434.0000.63160	143.87
N001	Napa Auto Parts				
APMWB	Check	400473	HI-AMP FLUSH MOUNT - S223	001-434.0000.63011	58.53
		400476	Wiper blade - R209	001-434.0000.63012	26.36
		400213	BALL BEARING - P470	001-434.0000.63012	17.70
		399837	Fluid pump - fleet	001-434.0000.67090	17.98
		399836	BLUE THREADLOCK & Oil pump - fleet	001-434.0000.67090	61.59
N107	Norlift Inc				
APMWB	Electronic Funds Transfr	50101753	SERVICE MANUAL - Fleet reference	001-434.0000.67020	1,011.95
P180	Perfection Tire				
APMWB	Check	1108817	FLAT REPAIR - Parks trailers	001-434.0000.67210	101.54
R060	Ragan Equipment Co.				
APMWB	Check	01-188197	Low Viscosity Hydraulic - P476	001-434.0000.63012	34.44
R251	Serights Ace Hardware				
APMWB	Check	377224/1	Distilled water - fleet	001-434.0000.63011	5.38
		377376/1	PROPANE	001-434.0000.63013	12.28
S275	Solar Eclipse				
APMWB	Check	58683	Window tinting - S228	001-434.0000.67170	396.95
VEN13988	Tacoma Screw Products, Inc				
APMWB	Check	240184911-00	Hex Cap Screw Assortment - Fleet	001-434.0000.63011	1,021.80
		240186042-00	Nuts & Bolts - fleet stock	001-434.0000.63012	74.63
T106	Titan Truck Equipment				
APMWB	Check	1398206	HIGH DENSITY POLY OUTRIGGER - S233	001-434.0000.63011	548.14
W180	Western States Equipment				
APMWB	Check	IN003685098	Hose - S354	001-434.0000.63011	524.25
Dept 434 Total:					4,190.68
Dept: 441 Urban Forestry					

Vendor Number Bank Code	Vendor Name Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
C280	Coeur d'Alene Power Tool				
APMWB	Check	2-310065	Tools for UF return	001-441.0000.67090	-325.96
		2-309744	Tools for UF	001-441.0000.67090	332.95
R251	Serights Ace Hardware				
APMWB	Check	377273/1	Tools for UF	001-441.0000.67090	47.84
Dept 441 Total:					54.83
Dept: 442 Cemetery					
C2961	Cold Spring Granite Company				
APMWB	Check	RI 2552340	Hoyt, Robin veteran matching	001-442.0000.63760	348.27
R251	Serights Ace Hardware				
APMWB	Check	377134/1	Batteries and paint supplies	001-442.0000.68220	244.57
W230	Wilbert Precast Inc.				
APMWB	Check	416890-1	foundation replacements for Coles	001-442.0000.63760	213.00
		407513-1	Misita Monument	001-442.0000.63760	495.36
		404748-1	Winrod Monument	001-442.0000.63760	495.36
		406708-1	Cardinel Carol FD	001-442.0000.63760	258.00
		407226-1	Conrad Julia FD	001-442.0000.63760	258.00
		413106-1	McDowell Bonnie	001-442.0000.63760	258.00
		403607-1	Ken Mitley Memorial	001-442.0000.63760	185.00
		414597-1	Larocuque memorial	001-442.0000.63760	1,912.44
		403607-1	Ken Mitley Memorial	001-442.0000.63760	549.44
		416890-1	foundation replacements for Coles	001-442.0000.63760	242.00
Dept 442 Total:					5,459.44
Dept: 443 Parks					
A1395	Advanced Compressor & Hose Inc				
APMWB	Check	104177	fire hose for sports fields	001-443.0000.68230	226.16
VEN14808	Arduarra Group, Inc				
APMWB	Electronic Funds Transf	22090	Q'emiln Well Improvement Planning	001-443.1658.62330	1,938.75
H1957	Horizon Distributors Inc				
APMWB	Electronic Funds Transf	2S263625	Trimmer Heads	001-443.0000.66190	184.95
		7F043896	Irrigation parts for Parks	001-443.0000.68230	598.16
L109	Lowe's Credit Services				
APMWB	Check	91035	Air Compressor for Shop	001-443.0000.67090	159.57
M140	Modern Glass Company				
APMWB	Check	185597	Replacement Window for Crown Pointe	001-443.0000.67050	466.00
N249	Northwest Playground Equipment				
APMWB	Check	AR101496	EWf and Splash Pad Filter Baskets	001-443.0000.68013	3,190.68
R1691	River City Paint & Decorating				
APMWB	Check	FZT9Y	Field Paint for sports fields	001-443.0000.68240	239.97
R251	Serights Ace Hardware				
APMWB	Check	377386/1	Gap filler for South Parks	001-443.0000.67030	10.79
		377447/1	Hardware for Speed Bumps	001-443.0000.67030	19.96
		377528/1	Hardware for Tullamore Park	001-443.0000.67030	21.68
		377354/1	Irrigation Parts for South Side	001-443.0000.67030	7.53
		377185/1	Irrigation parts and marking paint	001-443.0000.68230	111.53
		377538/1	Irrigation parts for the Police Dept.	001-443.0000.68230	36.84
		377423/1		001-443.0000.68230	16.88
A565	SiteOne Landscape Supply, LLC				
APMWB	Check	166422632-001	Bicoder & Hydrometer for Tullamore Park	001-443.0000.68230	4,965.97
		168548553-001	Irrigation Parts for Hilde Kellogg	001-443.0000.68230	45.31
VEN01248	United Crown Pump & Drilling				
APMWB	Check	109550	Diagnose and repair City Hall water feature.	001-443.0000.62180	1,625.00
W0226	Walter E Nelson Co				
APMWB	Electronic Funds Transf	575701	Cleaning supplies for Parks	001-443.0000.63150	2,052.99
Dept 443 Total:					15,918.72
Dept: 444 Parks - Construction					
VEN05261	CDA PAVING				
APMWB	Check	117254	Earthfill disposal for Chase Site Work	001-444.1665.93180	107.58

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount
Bank Code	Payment Type				
APMWB	Check	117128	Earthfill Dumping for Chase Site Work	001-444.1665.93180	312.98
		117071	Earthfill dumping from Chase site work	001-444.1665.93180	97.50
		117024	Earthfill disposal from Chase Sitework	001-444.1665.93180	82.88
		117409	Concrete disposal for Chase	001-444.1665.93180	172.10
L109	Lowe's Credit Services				
APMWB	Check	90987	Return of hardware for Chase	001-444.1665.93180	-31.12
		88810	Hardware for Chase Site Work	001-444.1665.93180	117.02
N249	Northwest Playground Equipment				
APMWB	Check	AR101456	Shade Cover for Chase Park Bleachers	001-444.1665.93180	25,860.12
VEN03414	Pacific Steel & Recycling				
APMWB	Check	9391553	2X2X1/4 20' ANGLE For Chase	001-444.1665.93180	250.03
R1691	River City Paint & Decorating				
APMWB	Check	FDZAF	Stain for Chase restroom building	001-444.1665.93180	170.97
R251	Serights Ace Hardware				
APMWB	Check	377521/1	Drill bits for Construction	001-444.0000.67030	41.38
		377426/1	Hardware for Chase	001-444.1665.93180	40.65
VEN15266	Taylor Metal Products				
APMWB	Check	IN263454	Roofing material package for Chase Restroo	001-444.1665.93180	3,656.86
Dept 444 Total:					30,878.95
Dept: 445 Recreation					
VEN15152	Coyle Outside LLC				
APMWB	Check	71526	Contractural ServicesYouth Wilderness Surv	001-445.0000.63080	1,540.00
S050	Saturday Night Inc.				
APMWB	Electronic Funds Transf	109355	Trojan Youth Basketball Camp Shirts	001-445.0000.63430	705.42
VEN02035	Staples, Inc				
APMWB	Check	6067456493	Office Supplies- Water	001-445.0000.63060	8.14
		6067456496	Office Supplies-Recreation	001-445.0000.63060	336.31
		6067456491	Return on Rec Calendars	001-445.0000.63060	-155.88
		6067456496	Office Supplies-Recreation	001-445.0000.63060	27.98
T13205	Triple Play Family Fun Park				
APMWB	Check	3PL-R-364 & 3PL-R	Summer Camp Field Trip 2026	001-445.0000.63080	2,592.00
Dept 445 Total:					5,053.97
Dept: 451 Planning & Zoning					
C291	Coeur d' Alene Press				
APMWB	Check	0000050276	Public Hearing Notice Heaven View Vacator	001-451.0000.62000	500.23
		0000051228-06192	Public Hearing Pleasant View Meadows Ann	001-451.0000.62000	322.74
Dept 451 Total:					822.97
Dept: 452 Building Inspector					
B091	BDS				
APMWB	Electronic Funds Transf	106698	Utility Billing	001-452.0000.62040	50.00
Dept 452 Total:					50.00
Dept: 454 Community Development Admin					
P220	Post Falls Area Chamber of Commerce				
APMWB	Check	73628	Connect4Lunch (Bob Seale)	001-454.0000.64010	25.00
Dept 454 Total:					25.00
Dept: 481 Capital Improvements/Contracts					
VEN14850	Legacy Heating and Cooling				
APMWB	Check	38195496	Chiller Contactor Replacement	001-481.0000.68395	2,115.00
Dept 481 Total:					2,115.00
Fund 001 Total:					368,203.85
Fund: 003 - PERSONNEL BENEFIT POOL					
Dept: 482 Personnel Pool					
VEN04994	Gallagher Benefit Services Inc.				
APMWB	Electronic Funds Transf	377466	FSA Fee July 2026	003-482.4155.71210	15.00

Dept 482 Total: 15.00

Fund 003 Total: 15.00

Packet: APPKT26843 - Check Run for Council 8.4.26
Vendor Set: 01 - Vendor Set 01

Check Date: 7/29/2026

Vendor Number	Vendor Name					
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount	
Fund: 007 - DRUG SEIZURE PROGRAM						
Dept: 425 Drug Seizure Program						
VEN14867	CW Signs					
APMWB	Check	4435	K9 Tournament Sponsor Signs	007-425.0000.67120	45.00	
VEN15227	Prairie Falls Golf Club					
APMWB	Check	8082	K9 Tournament Golf Course Fees	007-425.0000.62040	4,774.00	
Dept 425 Total:					4,819.00	
Fund 007 Total:					4,819.00	
Fund: 011 - FACILITY BUILDING RESERVE						
Dept: 491 Facility Building Reserve						
VEN14753	Integrus Architecture, P.S.					
APMWB	Check	22418.00-16	PWOC Integrus Invoice June 2026	011-491.1801.93160	56,995.17	
Dept 491 Total:					56,995.17	
Fund 011 Total:					56,995.17	
Fund: 023 - SPECIAL EVENTS						
Dept: 446 Special Events						
S050	Saturday Night Inc.					
APMWB	Electronic Funds Transf	109368	Triathlon T-shirts 2026	023-446.1602.63430	3,474.25	
Dept 446 Total:					3,474.25	
Fund 023 Total:					3,474.25	
Fund: 034 - KOOTENAI FIRE/EMS IMPACT FEES						
Dept: 428 Kootenai Fire/EMS Impact Fees						
VEN14739	Kootenai County Emergency Medical Services System					
APMWB	Electronic Funds Transf	June 2026 Impact F	June 2026 Impact Fees	034-428.0000.33117	-210.00	
				034-428.0000.62040	6,536.10	
VEN06795	Kootenai County Fire & Rescue					
APMWB	Electronic Funds Transf	June 2026 Impact F	June 2026 Impact Fees	034-428.0000.33117	-420.00	
				034-428.0000.62040	57,610.00	
Dept 428 Total:					63,516.10	
Fund 034 Total:					63,516.10	
Fund: 035 - PUBLIC SAFETY IMPACT FEES						
Dept: 420 Public Safety Impact Fees						
I340	Interstate Concrete & Asphalt					
APMWB	Electronic Funds Transf	PD Parking Lot Pay	PD Parking Lot Interstate Pay App #2 June-J	035-420.0000.95015	253,046.65	
Dept 420 Total:					253,046.65	
Fund 035 Total:					253,046.65	
Fund: 037 - STREETS IMPACT FEES						
Dept: 431 Streets						
J105	J-U-B Engineers, Inc.					
APMWB	Electronic Funds Transf	198349	Greensferry & Poleline Improvements	037-431.0000.95137	26,335.00	
		198464	Ross Point Road Cycle Track	037-431.1305.62040	550.20	
W090	Welch Comer & Associates, Inc.					
APMWB	Electronic Funds Transf	41354200-014	Chase Rd - Wheatland to Grange	037-431.0000.95142	2,619.18	
Dept 431 Total:					29,504.38	
Fund 037 Total:					29,504.38	

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount
Bank Code	Payment Type				
Fund: 038 - PARKS IMPACT FEES					
Dept: 443 Parks					
VEN07815	LaRiviere, Inc				
APMWB	Electronic Funds Transf	Sports Complex-Qu	Sports Complex/Quarry Phase 1 Bid A	038-443.0000.94165	74,117.96
Dept 443 Total:					74,117.96
Fund 038 Total:					74,117.96
Fund: 650 - RECLAIMED WATER OPERATING					
Dept: 463 Wastewater Operating					
A090	Accurate Testing Labs LLC				
APMWB	Check	155037	WRF Composites June 2026	650-463.0000.68360	1,460.00
A1395	Advanced Compressor & Hose Inc				
APMWB	Check	104077	Rotary Hand Pump	650-463.0000.68025	61.20
VEN14632	Aquatic Informatics Inc				
APMWB	Electronic Funds Transf	118713	WIMS renewal	650-463.0000.66012	816.20
VEN14808	Ardurra Group, Inc				
APMWB	Electronic Funds Transf	210756-21696	Post Falls Community Forest May 1st-31st	650-463.0000.62040	4,681.25
VEN03129	Barr Tech LLC				
APMWB	Check	11397	Bio Solids Disposal June 2026	650-463.0000.62150	74,245.47
VEN04450	BDP Industries				
APMWB	Check	IN003219	Belt Press Parts	650-463.0000.68025	517.13
VEN14736	Cintas Corporation No. 3				
APMWB	Check	4274730329	WWTP Uniforms	650-463.4000.72000	158.85
		4275469738		650-463.4000.72000	170.09
		4276223404		650-463.4000.72000	158.85
C220	Coleman Oil Co				
APMWB	Electronic Funds Transf	INV-436119	CHV MEROPA EP 220	650-463.0000.68025	1,305.55
C3090	Columbia Electric Supply				
APMWB	Electronic Funds Transf	1120-1025486	AC VOLT TIMING RELAY	650-463.0000.68025	473.85
F030	FedEx				
APMWB	Check	9-373-32051	Lab Samples sent out	650-463.0000.68360	514.31
G098	Grainger				
APMWB	Check	9973906564	UTILITY PUMP, 7 FT. 12V DC MANUFACTL	650-463.0000.68025	164.52
		9973836423	DRILL-DRIVEN PUMP KIT,0.25IN, 1.8GPM	650-463.0000.68025	38.06
VEN15024	H2E, Inc				
APMWB	Check	84693	WRF Network Evaluation per Contract	650-463.0000.62040	20,300.00
H030	Hach Company				
APMWB	Check	15073176	AMMONIA, TNT+, HR (2-47 MG/L) PK/25	650-463.0000.63400	190.78
I129	Idaho Rural Water Assoc.				
APMWB	Check	5328	IRWA Membership 2026	650-463.0000.62060	710.00
		E8801	Operator Safety in the Workplace Don Ellis	650-463.0000.64020	125.00
I2731	Inland Environmental Resources				
APMWB	Electronic Funds Transf	2026-7395	Mag Deliveries to WRF	650-463.0000.63008	7,209.00
N001	Napa Auto Parts				
APMWB	Check	399522	Batteries for plant	650-463.0000.68025	331.30
		400305	BAT Core Deposit	650-463.0000.68025	-54.00
N040	NCL of Wisconsin, Inc.				
APMWB	Check	538275	WRF Lab Equipment	650-463.0000.63400	478.01
VEN04172	Northwest Scientific, Inc.				
APMWB	Electronic Funds Transf	5203787	RIC/2795-32 Electrode Storage Solution, 1 L	650-463.0000.63400	55.74
O050	Oxarc Inc.				
APMWB	Electronic Funds Transf	0032608547	Sodium Bisulfite Tertiary Treatment Chemic	650-463.0000.63008	2,907.30
		0032608548	Sodium Hypochlorite (Chlorine Bleach)	650-463.0000.68820	5,726.80
P310	Platt Electric Supply				
APMWB	Check	7M53072	Tools for Bills Truck	650-463.0000.67090	230.04
		7L52900	Plant Supplies	650-463.0000.68025	819.80
R251	Serights Ace Hardware				
APMWB	Check	376982/1	Wastewater Supplies	650-463.0000.63000	141.09
		377264/1	WRF Supplies	650-463.0000.67090	101.61
		377139/1	ELECTRONICS SCRWDVR 4IN	650-463.0000.67090	12.59

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount
Bank Code	Payment Type				
APMWB	Check	377228/1	DRILL POWERED PUMP 85GPH	650-463.0000.68025	32.38
		377058/1	GAS CAN SPOUT PLST 9"L	650-463.0000.68025	93.44
		376998/1	PLSTC BUCKET 5G WHT ACE	650-463.0000.68025	19.58
S390	Spokane House of Hose Inc.				
APMWB	Check	INV29738	LOCTITE THREADLOCK RED 10ML 263 HI	650-463.0000.68025	32.69
VEN02035	Staples, Inc				
APMWB	Check	6067456492	Office supplies - Wastewater	650-463.0000.63060	119.55
		6067456490		650-463.0000.63060	18.50
U1006	Univar Solutions USA, LLC				
APMWB	Electronic Funds Transf	54018004	Aluminum Sulfate for Tertiary Operations	650-463.0000.63008	8,068.60
		54002063		650-463.0000.63008	8,058.64
U140	UpScale Mail				
APMWB	Check	353908	WRF Sample Shipping	650-463.3125.95520	796.76
W0226	Walter E Nelson Co				
APMWB	Electronic Funds Transf	576100	WRF Cleaning Supplies	650-463.0000.63400	711.13
VEN14784	Z&M Enterprise, Llc				
APMWB	Check	2178	Duron Amalgam Lamp - ELR-60	650-463.0000.68025	11,000.00
Dept 463 Total:					153,001.66
Dept: 466 Wastewater - Collections					
VEN14808	Ardurra Group, Inc				
APMWB	Electronic Funds Transf	22094	SH-41 & Poleline Gravity Sewer Rehab	650-466.3221.68400	10,550.01
A497	Arrow Construction Supply, Inc				
APMWB	Check	S39571	WRF Collections Orange Cone 306 pcs	650-466.0000.63330	342.96
B0200	B & E Electric				
APMWB	Check	CS4449	wideriver panel	650-466.0000.90010	29,296.00
VEN14736	Cintas Corporation No. 3				
APMWB	Check	4274730329	WWTP Uniforms	650-466.4000.72000	158.84
		4276223404		650-466.4000.72000	158.84
		4275469738		650-466.4000.72000	170.09
G098	Grainger				
APMWB	Check	9008667223	RECHARGEABLE BATTERY,PK2 MANUFA	650-466.0000.63330	15.94
I110	Idaho Fence Co, Inc.				
APMWB	Check	0043424	Fence for Wide River LS	650-466.0000.68021	1,808.79
N001	Napa Auto Parts				
APMWB	Check	397384	BAT Core Deposit (T34)	650-466.0000.63006	-27.00
VEN14559	One Call Concepts, Inc				
APMWB	Electronic Funds Transf	60622024	Water & Wastewater Locates	650-466.0000.62320	509.78
P180	Perfection Tire				
APMWB	Check	1108378	Oil Change on T119	650-466.0000.67170	218.37
		1109078	FULL SYNTHETIC OIL CHANGE	650-466.0000.67170	83.69
P310	Platt Electric Supply				
APMWB	Check	7K90574	Fuses for Collections	650-466.0000.63330	371.18
R251	Serights Ace Hardware				
APMWB	Check	377504/1	MARKING WAND	650-466.0000.63330	35.09
		377369/1	NAILS BOLTS NUTS	650-466.0000.63330	4.50
		377415/1	FOAM WASP & HORNET17.5OZ	650-466.0000.63330	24.00
		377351/1	GORILLA TAPE TOUGH&WIDE	650-466.0000.63330	32.38
VEN14987	SWS Equipment LLC				
APMWB	Check	P31134SPO	KRA65-Headless Screw M6x12 *	650-466.0000.63000	55.77
VEN05954	Toby's Battery & Auto Electric, LLC				
APMWB	Check	26070067	Boost X 12V 4250A Jump Starter (1-Year Lir	650-466.0000.68021	1,038.45
W2066	Whitney Equipment Co. Inc.				
APMWB	Check	PS-INV116439	Repair Kit for Idaline LS	650-466.3104.68400	17,746.04
		PS-INV116371	Seltice L/S pump VFD/controls replacement	650-466.3104.68400	6,332.47
Z026	Ziegler Lumber Co #017				
APMWB	Check	1143612	453770 0.33 sq. ft. Nursery Stone, Gray	650-466.0000.68010	71.75
Dept 466 Total:					68,997.94

Dept: 468 Wastewater - Surface Water
[H1957](#) Horizon Distributors Inc

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
R1913	Electronic Funds Transf	APMWB	Check	2S262389	Stormwater Swale Supplies	650-468.0000.68380	770.07
	Rockhound Landscape Supply						
		APMWB	Check	1354	Sod & Top Soil	650-468.0000.68380	294.00
				1832	3yards Top Soil	650-468.0000.68380	87.00
				1391	Top Soil	650-468.0000.68380	58.00
R251	Serights Ace Hardware						
		APMWB	Check	377353/1	Swale repair supplies	650-468.0000.68380	10.79
				376887/1	Wastewater Supplies	650-468.0000.68380	6.46
				377353/1	Swale repair supplies	650-468.0000.68380	4.13
				376887/1	Wastewater Supplies	650-468.0000.68380	6.46
				377353/1	Swale repair supplies	650-468.0000.68380	5.39
				376887/1	Wastewater Supplies	650-468.0000.68380	15.29
				377353/1	Swale repair supplies	650-468.0000.68380	9.51
				376887/1	Wastewater Supplies	650-468.0000.68380	24.29
				377353/1	Swale repair supplies	650-468.0000.68380	10.43
				376887/1	Wastewater Supplies	650-468.0000.68380	16.10
VEN03968	Wilbur-Ellis Company - Spokane						
		APMWB	Check	17927333	Herbicides for Stormwater division	650-468.0000.68220	1,134.69
Z026	Ziegler Lumber Co #017						
		APMWB	Check	1136205	361340 48 in. Survey Stakes, 30 Piece	650-468.0000.68380	51.93

Dept 468 Total: 2,504.54

Fund 650 Total: 224,504.14

Fund: 651 - RECLAIMED WATER CAPITAL - WWTP

Dept: 463 Wastewater Operating

VEN14753	Integrus Architecture, P.S.						
		APMWB	Check	22418.00-16	PWOC Integrus Invoice June 2026	651-463.3100.95520	18,134.82

Dept 463 Total: 18,134.82

Fund 651 Total: 18,134.82

Fund: 652 - RECLAIMED WATER CAPITAL - COLLECTOR

Dept: 463 Wastewater Operating

E001	East Greenacres Irrigation						
		APMWB	Check	05242340	EGID Seltice Reimbursement Design and Bi	652-463.3229.95520	9,838.60
M0612	MDM Construction						

		APMWB	Check	Pay App #1 Seltice	MDM Pay App #1 Seltice Way Rehab	652-463.3229.95520	653,205.31
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Dept 463 Total: 663,043.91

Fund 652 Total: 663,043.91

Fund: 700 - SANITATION

Dept: 461 Sanitation

VEN04268	Coeur d'Alene Garbage Service						
		APMWB	Check	3476401	Dumpsters for Parks	700-461.0000.65050	918.25
K100	Kootenai County Solid Waste						
		APMWB	Check	10-30289/14-94350	Parks refuse from Construction	700-461.0000.65050	32.21
				10-30289/14-89452	General Park Refuse	700-461.0000.65050	34.52
				10-30289/14-90569	Parks general refuse	700-461.0000.65050	31.45

Dept 461 Total: 1,016.43

Fund 700 Total: 1,016.43

Fund: 750 - WATER OPERATING

Dept: 462 Water Operating

A090	Accurate Testing Labs LLC						
		APMWB	Check	155316	BACT T PA Coliform Presence/Absence	750-462.0000.68360	200.00
				155488		750-462.0000.68360	40.00
				155114	VOC in Drinking Water Testing	750-462.0000.68360	620.00

VEN14124	Badger Meter, Inc.						
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Vendor Number Bank Code	Vendor Name Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
APMWB VEN04268	Electronic Funds Transfr Coeur d'Alene Garbage Service	80241201	BEACON Hosting Unit	750-462.0000.66012	162.16
APMWB C360	Check Consolidated Supply Co.	3475655	RECYCLE 1Y PULL-RECYCLING	750-462.0000.65050	27.97
APMWB VEN14305	Electronic Funds Transfr General Pacific, Inc	S012889725.002	AY 710J47 10.75x15.25 METER ADAPTER	750-462.0000.63280	1,343.07
APMWB VEN15085	Electronic Funds Transfr International Minute Press	1546837	Replacement Meters & Register	750-462.0000.91280	11,330.00
APMWB VEN09639	Check McHugh Bromley PLLC	7664	Water CCC Envelopes	750-462.0000.63060	132.45
APMWB N0991	Check Norco Inc	1000 5247	DW Water Rights Support	750-462.0000.62010	175.00
APMWB V040	Check ODP Business Solutions	0047152649	SUPER SAWZALL BL 10T 9LG TORCH	750-462.0000.63280	138.48
APMWB	Check	475560248001	Office supplies - Water	750-462.0000.63060	31.38
		470081021001	Office Supplies - Water	750-462.0000.63060	31.38
		470077083001		750-462.0000.63060	20.47
		475558378001	Return/Never Received USB DUAL-PORT C	750-462.0000.63060	-31.38
VEN14559	One Call Concepts, Inc				
APMWB R251	Electronic Funds Transfr Serights Ace Hardware	60622024	Water & Wastewater Locates	750-462.0000.62320	339.85
APMWB	Check	377038/1	ADPTR BRASS 3/4"X1/4"	750-462.0000.63280	15.28
		377255/1	BATTERIES ALKLINE 9V 4PK	750-462.0000.63280	53.97
		377182/1	TIE-DOWN 14' GRY 1000#	750-462.0000.63280	48.57
VEN02035	Staples, Inc				
APMWB W0226	Check Walter E Nelson Co	6067456493	Office Supplies- Water	750-462.0000.63060	74.49
APMWB	Electronic Funds Transfr	574946	TOILET TISSUE 2 PLY 4.0X4.05 80/550RL/	750-462.0000.63060	354.24
Dept 462 Total:					15,107.38
Fund 750 Total:					15,107.38
Fund: 753 - WATER CAPITAL					
Dept: 462 Water Operating					
VEN14948	Century West Engineering Corp.				
APMWB	Check	252338	Westwood Century West Invoice June 2026	753-462.3225.95500	37,579.83
VEN14753	Integrus Architecture, P.S.				
APMWB	Check	22418.00-16	PWOC Integrus Invoice June 2026	753-462.3325.95520	54,404.47
W090	Welch Comer & Associates, Inc.				
APMWB	Electronic Funds Transfr	41354220-008	DW Master Plan Consulting	753-462.3204.95500	9,499.88
Dept 462 Total:					101,484.18
Fund 753 Total:					101,484.18
Report Total:					1,876,983.22



Fund	Account	Amount
001 - GENERAL FUND		
	001-22115	20,000.00
	001-411.0000.63000	2,977.00
	001-411.0000.64010	25.00
	001-412.0000.66014	1,280.37
	001-412.0000.66040	349.13
	001-414.0000.63060	127.78
	001-414.0000.63070	2,000.00
	001-414.1445.62170	7,318.69
	001-414.1445.62190	4,258.03
	001-415.0000.62000	207.56
	001-415.0000.66080	395.00
	001-418.0000.63060	70.00
	001-421.0000.62040	1,230.00
	001-421.0000.62080	620.00
	001-421.0000.62370	100.00
	001-421.0000.63060	345.92
	001-421.0000.63210	1,143.35
	001-421.0000.63500	6,790.45
	001-421.0000.63590	75.00
	001-421.0000.64020	200.00
	001-421.0000.64030	9,155.92
	001-421.0000.66042	434.89
	001-421.0000.67020	3,907.11
	001-421.0000.67090	21.60
	001-421.0000.67100	2,146.22
	001-421.0000.67140	949.92
	001-421.0000.67170	100.00
	001-421.0000.68010	1,400.00
	001-421.4000.72000	2,183.56
	001-424.0000.63060	70.00
	001-427.0000.64030	129.92
	001-431.0000.63000	71.99
	001-431.0000.63060	8.14
	001-431.0000.63260	2,467.26
	001-431.0000.67090	589.12
	001-431.0000.68090	1,418.58
	001-431.0000.68100	47.99
	001-431.0000.68105	33,210.58
	001-431.0000.68130	45,419.17
	001-431.0000.68150	522.01
	001-431.1812.95040	147,600.52
	001-433.0000.63140	1,464.81
	001-433.0000.68010	265.70
	001-433.0000.68030	536.00
	001-434.0000.63011	2,158.10
	001-434.0000.63012	153.13
	001-434.0000.63013	12.28
	001-434.0000.63160	277.16
	001-434.0000.67020	1,011.95
	001-434.0000.67090	79.57
	001-434.0000.67170	396.95
	001-434.0000.67210	101.54
	001-441.0000.67090	54.83
	001-442.0000.63760	5,214.87
	001-442.0000.68220	244.57
	001-443.0000.62180	1,625.00

001-443.0000.63150	2,052.99
001-443.0000.66190	184.95
001-443.0000.67030	59.96
001-443.0000.67050	466.00
001-443.0000.67090	159.57
001-443.0000.68013	3,190.68
001-443.0000.68230	6,000.85
001-443.0000.68240	239.97
001-443.1658.62330	1,938.75
001-444.0000.67030	41.38
001-444.1665.93180	30,837.57
001-445.0000.63060	216.55
001-445.0000.63080	4,132.00
001-445.0000.63430	705.42
001-451.0000.62000	822.97
001-452.0000.62040	50.00
001-454.0000.64010	25.00
001-481.0000.68395	2,115.00
Fund 001 Total:	368,203.85
003 - PERSONNEL BENEFIT POOL	
003-482.4155.71210	15.00
Fund 003 Total:	15.00
007 - DRUG SEIZURE PROGRAM	
007-425.0000.62040	4,774.00
007-425.0000.67120	45.00
Fund 007 Total:	4,819.00
011 - FACILITY BUILDING RESERVE	
011-491.1801.93160	56,995.17
Fund 011 Total:	56,995.17
023 - SPECIAL EVENTS	
023-446.1602.63430	3,474.25
Fund 023 Total:	3,474.25
034 - KOOTENAI FIRE/EMS IMPACT FEES	
034-428.0000.33117	-630.00
034-428.0000.62040	64,146.10
Fund 034 Total:	63,516.10
035 - PUBLIC SAFETY IMPACT FEES	
035-420.0000.95015	253,046.65
Fund 035 Total:	253,046.65
037 - STREETS IMPACT FEES	
037-431.0000.95137	26,335.00
037-431.0000.95142	2,619.18
037-431.1305.62040	550.20
Fund 037 Total:	29,504.38
038 - PARKS IMPACT FEES	
038-443.0000.94165	74,117.96
Fund 038 Total:	74,117.96
650 - RECLAIMED WATER OPERATING	
650-463.0000.62040	24,981.25
650-463.0000.62060	710.00
650-463.0000.62150	74,245.47
650-463.0000.63000	141.09
650-463.0000.63008	26,243.54
650-463.0000.63060	138.05
650-463.0000.63400	1,435.66
650-463.0000.64020	125.00
650-463.0000.66012	816.20
650-463.0000.67090	344.24
650-463.0000.68025	14,835.50
650-463.0000.68360	1,974.31
650-463.0000.68820	5,726.80
650-463.3125.95520	796.76
650-463.4000.72000	487.79
650-466.0000.62320	509.78
650-466.0000.63000	55.77
650-466.0000.63006	-27.00

650-466.0000.63330	826.05
650-466.0000.67170	302.06
650-466.0000.68010	71.75
650-466.0000.68021	2,847.24
650-466.0000.90010	29,296.00
650-466.3104.68400	24,078.51
650-466.3221.68400	10,550.01
650-466.4000.72000	487.77
650-468.0000.68220	1,134.69
650-468.0000.68380	1,369.85
Fund 650 Total:	224,504.14
651 - RECLAIMED WATER CAPITAL - WWTP	
651-463.3100.95520	18,134.82
Fund 651 Total:	18,134.82
652 - RECLAIMED WATER CAPITAL - COLLECTOR	
652-463.3229.95520	663,043.91
Fund 652 Total:	663,043.91
700 - SANITATION	
700-461.0000.65050	1,016.43
Fund 700 Total:	1,016.43
750 - WATER OPERATING	
750-462.0000.62010	175.00
750-462.0000.62320	339.85
750-462.0000.63060	613.03
750-462.0000.63280	1,599.37
750-462.0000.65050	27.97
750-462.0000.66012	162.16
750-462.0000.68360	860.00
750-462.0000.91280	11,330.00
Fund 750 Total:	15,107.38
753 - WATER CAPITAL	
753-462.3204.95500	9,499.88
753-462.3225.95500	37,579.83
753-462.3325.95520	54,404.47
Fund 753 Total:	101,484.18
Report Total:	1,876,983.22

ACCOUNTS PAYABLE HANDCHECK ACCOUNTABILITY FC

7/17/2026	\$44,626.64	APA003820 Avista Utilities
7/17/2026	\$180.13	APA003821 Charter Communications
7/17/2026	\$1,729.51	APA003822 East Greenacres Irrigation
7/17/2026	\$35.39	APA003823 H & H Business Systems
7/17/2026	\$51,054.24	APA003824 Kootenai Electric
7/17/2026	\$879.47	APA003825 T-Mobile
7/24/2026	\$89.48	APA003922 AT&T Long Distance
7/24/2026	\$72,367.94	APA003923 Avista Utilities
7/24/2026	\$165.30	APA003924 Charter Communications
7/24/2026	\$159.99	APA003925 Charter Communications
7/24/2026	\$850.00	APA003926 East Greenacres Irrigation Water Shut Offs
7/24/2026	\$3,307.26	APA003927 Kootenai County Solid Waste
7/24/2026	\$450.00	APA003928 Ross Point Water
7/24/2026	\$357.39	APA003929 Verizon Wireless
7/24/2026	\$124.89	APA003930 Zply Fiber
7/24/2026	\$6,042.05	APA003931 Zply Fiber
7/24/2026	\$133.68	APA003932 Zply Fiber
	\$182,553.36	

DR CHECK RUN 08/04/26

Pay Before Due Date	Various
Pay Before Due Date	001-443.0000.65030
Pay Before Due Date	Various
Pay Before Due Date	001-431.0000.66050
Pay Before Due Date	Various
Pay Before Due Date	001-421.0000.65030
Pay Before Due Date	001-431.0000.65030
Pay Before Due Date	Various
Pay Before Due Date	001-442.0000.65030
Pay Before Due Date	001-421.0000.65030
Pay Before Due Date	750-462.0000.62040
Pay Before Due Date	Various
Pay Before Due Date	750-462.0000.62040
Pay Before Due Date	Various
Pay Before Due Date	650-463.0000.65030
Pay Before Due Date	Various
Pay Before Due Date	650-463.0000.65030

**CITY OF POST FALLS
AGENDA REPORT
CONSENT CALENDAR
MEETING DATE: 8/4/2026**

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: Robert Palus, City Engineer
SUBJECT: Stateline Tower Site 1st Addition Minor Subdivision Final Plat

ITEM AND RECOMMENDED ACTION:

With approval of the Consent Agenda, City Council authorizes the Mayor's signature of the final plat for the Stateline Tower Site 1st Addition Minor Subdivision.

DISCUSSION:

This 2-lot minor subdivision is located on the South side of Seltice Way at the Idaho/Washington Stateline (7250 W. Seltice Way). The plat has been reviewed by staff and found to be in conformance with City Standards and the requirements of the MOU that was completed in June 2026.

The new Lot 2 is for an existing telecommunications tower that was included in the previous plat of Stateline Tower Site in 2015 as a pre-existing easement.

Under the Minor Subdivision Ordinance, the plat is returned to the City Council for authorization of the Mayor's signature. Certification is required from the Engineering Division that infrastructure improvements have been completed, or that surety has been provided to guarantee the completion of improvements.

***Approved plat attached. Original mylars to Clerk prior to meeting.

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

MOU - June 25, 2026

APPROVED OR DIRECTION GIVEN:

Approved

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

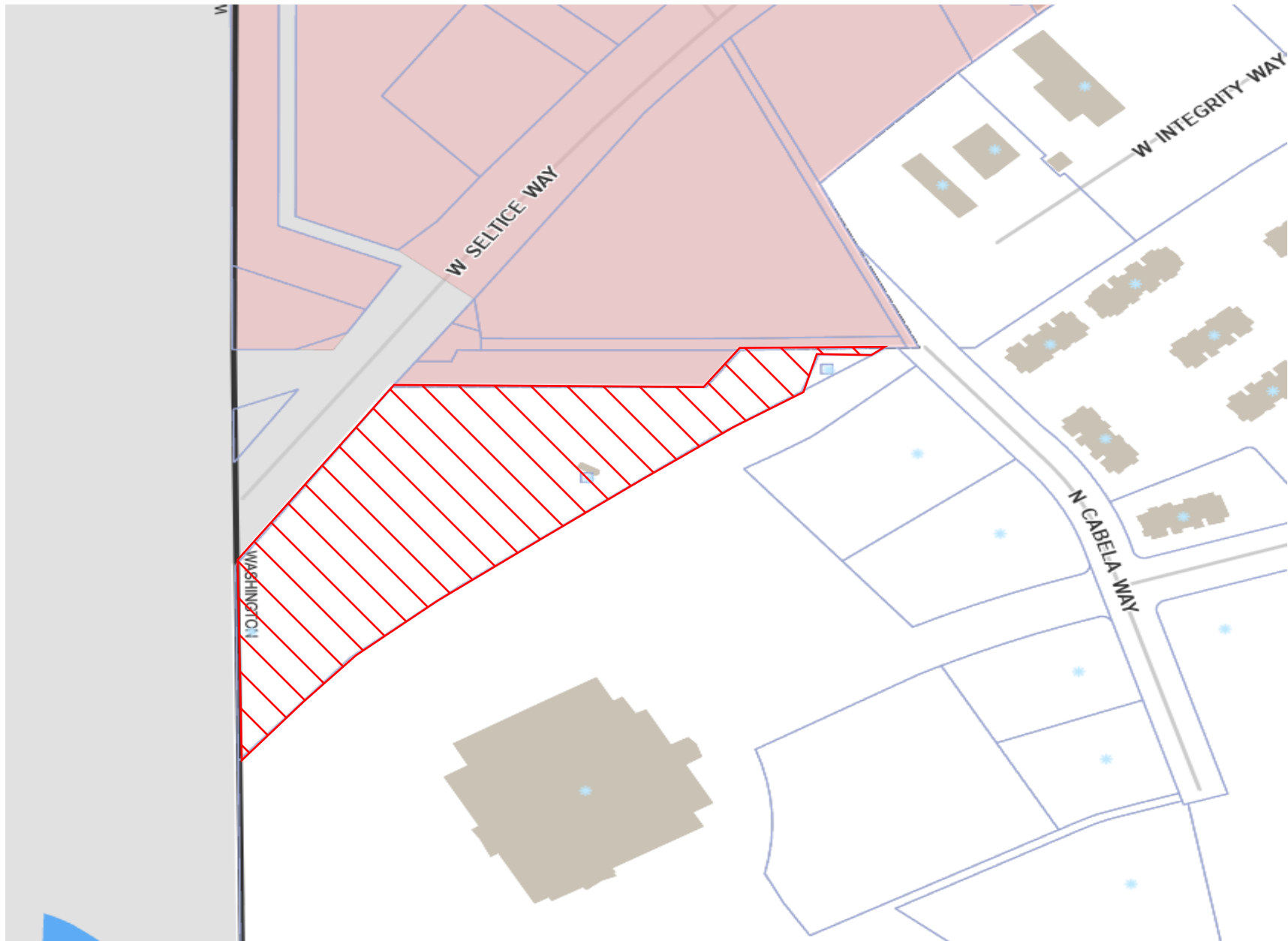
None

BUDGET CODE:

N/A

ATTACHMENTS:

1. Stateline Tower Location Map
2. STATELINE PROJECT PLAT



STATELINE TOWER 1ST ADDITION MINOR SUBDIVISION LOCATION MAP

STATELINE TOWER SITE 1ST ADDITION

BOOK _____, PAGE _____
INSTRUMENT # _____

A REPLAT OF LOT 2, BLOCK 1, STATELINE TOWER SITE,
LOCATED IN GOVERNMENT LOT 4 AND THE NORTHWEST QUARTER OF SECTION 12,
TOWNSHIP 50 NORTH, RANGE 6 WEST, BOISE MERIDIAN,
CITY OF POST FALLS, KOOTENAI COUNTY, IDAHO

OWNER'S CERTIFICATE

KNOWN ALL MEN BY THESE PRESENTS: THAT AMGS, LLC. IS THE RECORD OWNER OF THE REAL PROPERTY ON THIS CERTIFICATION AND HAVE CAUSED THE SAME TO BE SURVEYED AND DIVIDED INTO LOTS AS HEREIN PLATTED, TO BE KNOWN AS STATELINE TOWER SITE 1ST ADDITION.

LOT 2 BLOCK 1, STATELINE TOWER SITE, LOCATED IN GOVERNMENT LOT 4, AND THE NORTHWEST QUARTER OF SECTION 12, TOWNSHIP 50 NORTH, RANGE 6 WEST, BOISE MERIDIAN, KOOTENAI COUNTY, IDAHO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF LOT 2, BLOCK 1, STATELINE TOWER SITE, AS RECORDED IN BOOK "L" OF PLATS, AT PAGE 13, INSTRUMENT #2498996000, RECORDS OF KOOTENAI COUNTY, IDAHO, FROM WHICH AN ANGLE POINT ON THE EASTERLY LINE OF SAID LOT 2 BEAR NORTH 41°50'31" EAST, A DISTANCE OF 297.28 FEET;

THENCE NORTH 00°24'04" EAST ALONG THE WEST LINE OF SAID LOT 2, A DISTANCE OF 443.71 FEET TO AN ANGLE POINT ON THE WEST LINE OF SAID LOT 2;

THENCE NORTH 37°19'12" EAST CONTINUING ALONG SAID WEST LINE OF LOT 2, A DISTANCE OF 456.89 FEET TO THE NORTHWEST CORNER OF SAID LOT 2;

THENCE SOUTH 89°13'30" EAST ALONG THE NORTH LINE OF SAID LOT 2, A DISTANCE OF 542.02 FEET TO AN ANGLE POINT ON SAID NORTH LINE OF LOT 2;

THENCE NORTH 37°18'14" EAST CONTINUING ALONG SAID NORTH LINE OF LOT 2, A DISTANCE OF 100.00 FEET TO AN ANGLE POINT ON SAID NORTH LINE OF LOT 2;

THENCE SOUTH 89°13'30" EAST CONINUING ALONG SAID NORTH LINE OF LOT 2, A DISTANCE OF 252.64 FEET TO THE NORTHEAST CORNER OF SAID LOT 2;

THENCE SOUTH 58°07'30" WEST ALONG THE EASTERLY LINE OF SAID LOT 2, A DISTANCE OF 26.79 FEET TO THE NORTHEAST CORNER OF LOT 1, BLOCK 1, STATELINE TOWER SITE;

THENCE NORTH 89°13'30" WEST ALONG THE NORTH LINE OF SAID LOT 1, A DISTANCE OF 94.19 FEET TO THE NORTHWEST CORNER OF SAID LOT 1;

THENCE SOUTH 21°02'01" WEST ALONG THE WEST LINE OF SAID LOT 1, A DISTANCE OF 84.26 FEET TO THE SOUTHWEST CORNER OF SAID LOT 1;

THENCE SOUTH 58°07'30" WEST ALONG THE EASTERLY LINE OF SAID LOT 2, A DISTANCE OF 187.25 FEET;

THENCE SOUTH 54°32'30" WEST CONTINUING ALONG SAID EASTERLY LINE OF LOT 2, A DISTANCE OF 543.58 FEET;

THENCE SOUTH 51°40'30" WEST CONTINUING ALONG SAID EASTERLY LINE OF LOT 2, A DISTANCE OF 239.68 FEET;

THENCE SOUTH 41°50'31" WEST CONTINUING ALONG SAID EASTERLY LINE OF LOT 2, A DISTANCE OF 297.28 FEET TO THE SOUTHWEST CORNER OF SAID LOT 2, AND THE POINT OF BEGINNING;

CONTAINING 327,882 SQUARE FEET, OR 7.527 ACRES

TOGETHER WITH AND SUBJECT TO:

EXISTING RIGHTS-OF-WAY AND EASEMENTS OF RECORD AND OR APPEARING ON SAID ABOVE DESCRIBED PARCEL.

RIGHT-OF-WAY DEED PER INSTRUMENT #112580, RECORDS OF KOOTENAI COUNTY, IDAHO.

QUITCLAIM DEED PER INSTRUMENT #112597, RECORDS OF KOOTENAI COUNTY, IDAHO.

RIGHT-OF-WAY VACATION PER INSTRUMENT #822685, RECORDS OF KOOTENAI COUNTY, IDAHO.

ANNEXATION INTO THE CITY OF POST FALLS PER INSTRUMENT #1315989, RECORDS OF KOOTENAI COUNTY, IDAHO.

20' UTILITY AND MAINTENANCE EASEMENTS, PER INSTRUMENT #3033822000, RECORDS OF KOOTENAI COUNTY, IDAHO.

ACCESS EASEMENT, INSTRUMENT #3033821000, RECORDS OF KOOTENAI COUNTY, IDAHO.

MEMORANDUM OF GROUND LEASE, INSTRUMENT #3037165000, RECORDS OF KOOTENAI COUNTY, IDAHO.

BE IT FURTHER KNOWN THAT:

WATER SERVICE ON LOTS 1 AND 2 IS PROVIDED BY CONSOLIDATED IRRIGATION DISTRICT NO. 19.

SANITARY SEWER SERVICE FOR LOTS 1 AND 2 IS PROVIDED BY INDIVIDUAL SANITARY SEPTIC SYSTEMS.

ANJANDEEP SINGH, MANAGER
AMGS, LLC. DATE _____

ACKNOWLEDGMENT

STATE OF _____)
COUNTY OF _____) SS.

THIS RECORD WAS ACKNOWLEDGED BEFORE ME, DANICA RYAN,
ON THE _____ DAY OF _____, 2026.

ANJANDEEP SINGH, MANAGER
AMGS, LLC.

(SIGNATURE OF NOTARY PUBLIC)

RESIDING AT _____, _____

MY COMMISSION EXPIRES _____

PANHANDLE HEALTH DISTRICT APPROVAL

SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE, TITLE 50, CHAPTER 13 HAVE BEEN SATISFIED. SANITARY RESTRICTIONS MAY BE RE-IMPOSED, IN ACCORDANCE WITH SECTION 50-1326, IDAHO CODE, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL.

HEALTH DISTRICT SIGNATURE _____

DATE: _____

CITY ENGINEER CERTIFICATE

I THE UNDERSIGNED, CITY ENGINEER FOR THE CITY OF POST FALLS, CERTIFY THAT THIS PLAT IS IN CONFORMANCE WITH CITY CODE AND THE REQUIREMENTS IMPOSED BY THE CITY COUNCIL AND IS HEREBY APPROVED FOR RECORDING.

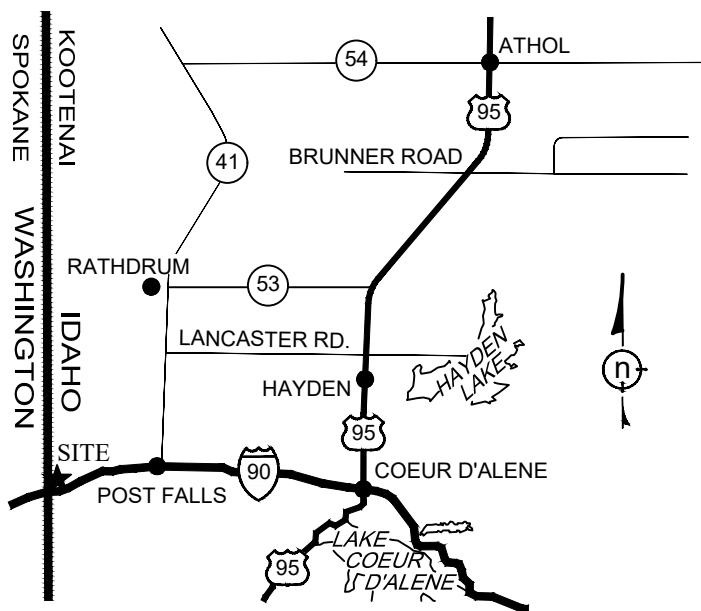
ROBERT S. PALUS, P.E. - IDAHO #10039

CITY COUNCIL CERTIFICATE

THIS PLAT WAS ACCEPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF POST FALLS, IDAHO ON THIS _____ DAY OF _____, 2026.

RANDY WESTLUND - MAYOR

SHANNON HOWARD - CITY CLERK



VICINITY MAP
NOT TO SCALE

KOOTENAI COUNTY RECORDER

I HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE RECORDER OF KOOTENAI COUNTY, IDAHO AT THE REQUEST OF AMGS, LLC.

THIS _____ DAY OF _____, 2026, AT _____ M. AND DULY RECORDED IN

BOOK _____ OF PLATS AT PAGE(S) _____ AS INSTRUMENT

NUMBER _____

FEE: \$ _____

BY DEPUTY: _____

KOOTENAI COUNTY CLERK: JENNIFER LOCKE

KOOTENAI COUNTY TREASURER

I HEREBY CERTIFY THAT THE TAXES DUE FOR THE PROPERTY DESCRIBED IN THE OWNERS

CERTIFICATE HAVE BEEN PAID THROUGH _____

THIS _____ DAY OF _____, 2026.

KOOTENAI COUNTY TREASURER

KOOTENAI COUNTY SURVEYOR

I HEREBY CERTIFY THAT I HAVE EXAMINED THE HEREIN PLAT AND CHECKED THE PLAT COMPUTATIONS AND HAVE DETERMINED THAT THE REQUIREMENTS OF THE STATE CODE PERTAINING TO PLATS AND SURVEYS HAVE BEEN MET

DATED THIS _____ DAY OF _____, 2026.

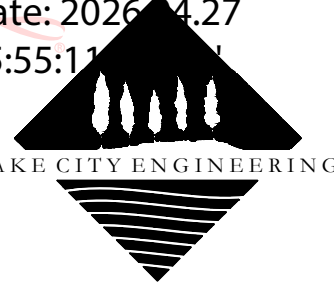


SURVEYOR'S CERTIFICATE

I, JOSHUA A. BAGLEY, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR, LICENSED BY THE STATE OF IDAHO, AND THAT THIS PLAT, AS DESCRIBED IN THE CERTIFICATE OF OWNERS CERTIFICATE AND THE ATTACHED PLAT, WAS DRAWN FROM AN ACTUAL SURVEY MADE ON THE GROUND UNDER MY DIRECT SUPERVISION AND ACCURATELY REPRESENTS THE POINTS PLATTED THEREON, AND IS IN CONFORMITY WITH THE STATE OF IDAHO CODE RELATING TO PLATS, SURVEYS, AND THE CORNER PERPETUATION AND FILING ACT.



Digitally signed by
Joshua A. Bagley
Date: 2026.04.27
15:55:11



126 E. POPLAR AVENUE
COEUR D'ALENE, IDAHO 83814
PHONE: 208.676.0230

DATE: APRIL, 2026
LCE PROJECT NUMBER: 25-067.1
H2 PROJECT NUMBER: 2026-026

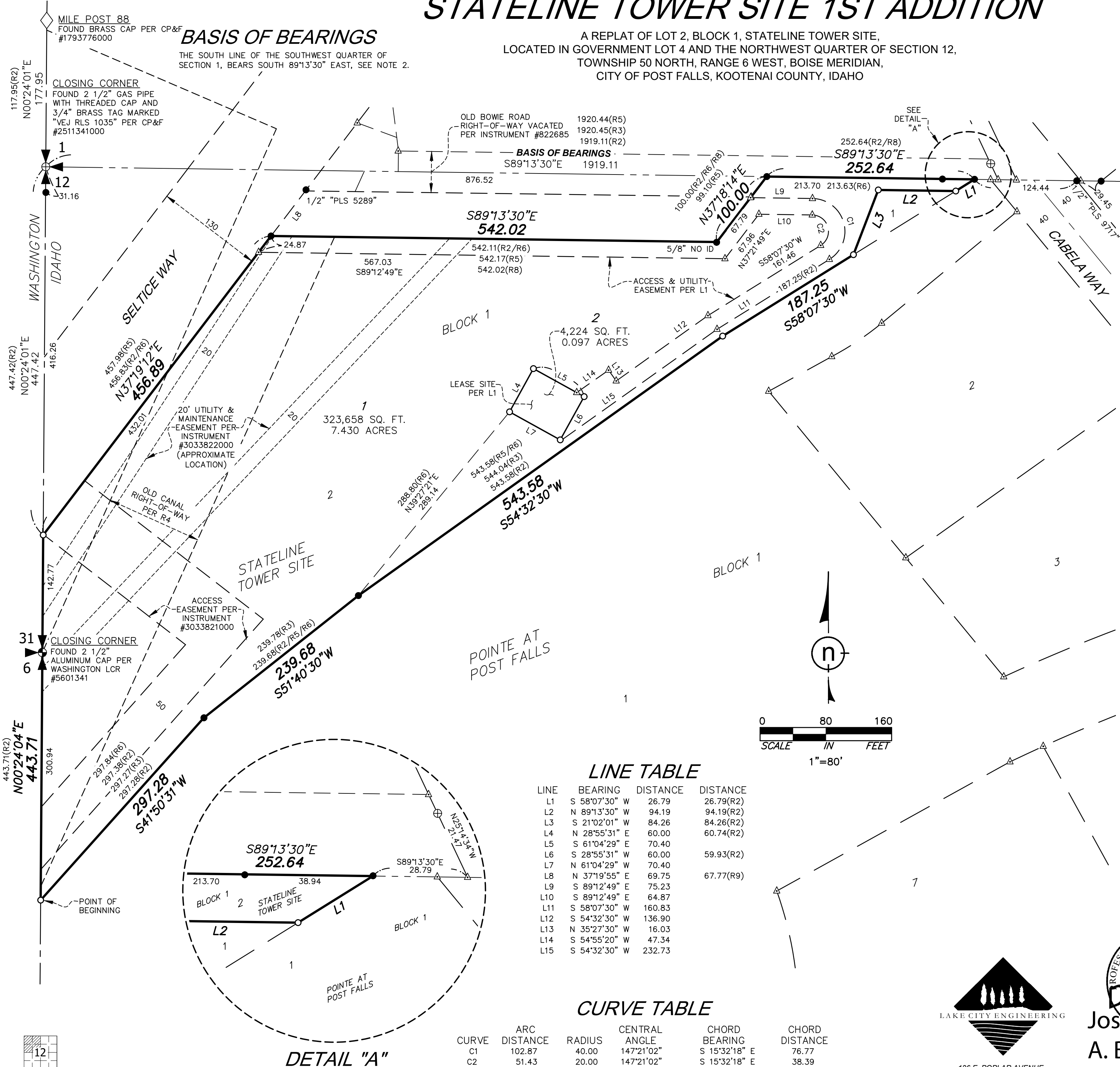
7600 N. MINERAL DR., STE. 120 • COEUR D' ALENE, ID 83815
PHONE: (208) 772-6600 • FAX: (208) 772-6619
WWW.H2SURVEY.COM



STATELINE TOWER SITE 1ST ADDITION

BOOK _____, PAGE _____
INSTRUMENT # _____

A REPLAT OF LOT 2, BLOCK 1, STATELINE TOWER SITE,
LOCATED IN GOVERNMENT LOT 4 AND THE NORTHWEST QUARTER OF SECTION 12,
TOWNSHIP 50 NORTH, RANGE 6 WEST, BOISE MERIDIAN,
CITY OF POST FALLS, KOOTENAI COUNTY, IDAHO



LEGEND

- △ = CALCULATED POINT (NOTHING FOUND OR SET)
- ◇ = FOUND 2.5" BRASS CAP
- ⊙ = FOUND ALUMINUM CAP (AS NOTED)
- ⊕ = FOUND 1" IRON PIPE
- = FOUND 5/8" REBAR WITH PLASTIC CAP MARKED "PLS 4182" (UNLESS OTHERWISE NOTED)
- = SET 5/8"x30" REBAR WITH PLASTIC CAP MARKED "H2 PLS 12110"
- = BOUNDARY LINE
- = LOT LINE
- = ADJACENT PROPERTY LINE
- - - = EASEMENT LINE
- - - = RIGHT-OF-WAY LINE
- - - = CENTER LINE
- - - = SECTION LINE
- - - = QUARTER SECTION LINE

SURVEYOR'S NARRATIVE

1. THE PURPOSE OF THIS PROJECT WAS TO SUBDIVIDE THE PROPERTY DESCRIBED IN GRANT DEED, INSTRUMENT #3033820000 (D1) TO CREATE A UTILITY LOT FOR THE EXISTING CELL TOWER.
2. THE COORDINATES FOR THIS PROJECT WERE TRANSLATED TO THE IDAHO STATE PLANE COORDINATE SYSTEM, WEST ZONE (1103 ID W), NAD 83(2011) (EPOCH: 2010.0000) AND THE VERTICAL DATUM USED ON THIS PROJECT IS NAVD88 (COMPUTED USING GEOID18). THE STATIC GNSS OBSERVATIONS WERE COLLECTED ON H2 SURVEYING CONTROL POINT 2 (N: 2202798.33, E: 2307944.62, Z: 2123.02, US SURVEY FEET, DESCRIPTION). THESE OBSERVATIONS WERE PROCESSED THROUGH THE NGS OPUS SOFTWARE.
- ALL BEARINGS SHOWN HEREON ARE STATE PLANE BEARINGS AND ALL DISTANCES SHOWN HEREON ARE GROUND DISTANCES (US SURVEY FEET), WITH A GROUND TO GRID COMBINED SCALE FACTOR OF 0.99994917, AND THE CONVERGENCE ANGLE USED WAS -0.95150556 PER THE OPUS SOLUTION. ALL INFORMATION WAS APPLIED AT SAID CONTROL POINT 2.
3. THE FIELDWORK FOR THIS PROJECT WAS STARTED ON SEPTEMBER 12, 2025.
4. SEE RECORD INFORMATION FOR DOCUMENTS USED ON THIS PROJECT TO ASSIST IN BOUNDARY DETERMINATION. THE RECORD INFORMATION SHOWN HEREON WAS VERIFIED AND THERE WERE NO SIGNIFICANT DISCREPANCIES FROM OUR FIELD OBSERVATIONS, UNLESS OTHERWISE NOTED.

RECORD INFORMATION

- R1 - G.L.O. PLAT OF TOWNSHIP 50 NORTH, RANGE 6 WEST, BOISE MERIDIAN, DATED JULY 23, 1881.
- R2 - STATELINE TOWER SITE, BOOK "L", PAGE 13, INSTRUMENT #2498996000, RECORDS OF KOOTENAI COUNTY, IDAHO.
- R3 - THE POINTE AT POST FALLS, BOOK "K", PAGE 117, INSTRUMENT #2145145000, RECORDS OF KOOTENAI COUNTY, IDAHO.
- R4 - EAST FARMS IRRIGATED TRACTS, BOOK "C", PAGE 57, RECORDS OF KOOTENAI COUNTY, IDAHO.
- R5 - RECORD OF SURVEY, BOOK 18, PAGE 407, INSTRUMENT #1478045, RECORDS OF KOOTENAI COUNTY, IDAHO.
- R6 - RECORD OF SURVEY, BOOK 21, PAGE 265, INSTRUMENT #1729624, RECORDS OF KOOTENAI COUNTY, IDAHO.
- R7 - UNRECORDED AS-BUILT SURVEY BY H2 SURVEYING, DATED DECEMBER 9, 2011.
- R8 - RECORD OF SURVEY, BOOK 33, PAGE 425, INSTRUMENT #3033710000, RECORDS OF KOOTENAI COUNTY, IDAHO.
- R9 - RECORD OF SURVEY, BOOK 16, PAGE 70, INSTRUMENT #1376805, RECORDS OF KOOTENAI COUNTY, IDAHO.
- D1 - GRANT DEED, INSTRUMENT #3033820000, RECORDS OF KOOTENAI COUNTY, IDAHO.
- L1 - MEMORANDUM OF GROUND LEASE, INSTRUMENT #3037165000, RECORDS OF KOOTENAI COUNTY, IDAHO.

LINE TABLE

LINE	BEARING	DISTANCE	DISTANCE
L1	S 58°07'30" W	26.79	26.79(R2)
L2	N 89°13'30" W	94.19	94.19(R2)
L3	S 21°02'01" W	84.26	84.26(R2)
L4	N 28°55'31" E	60.00	60.74(R2)
L5	S 61°04'29" E	70.40	
L6	S 28°55'31" W	60.00	59.93(R2)
L7	N 61°04'29" W	70.40	
L8	N 37°19'55" E	69.75	67.77(R9)
L9	S 89°12'49" E	75.23	
L10	S 89°12'49" E	64.87	
L11	S 58°07'30" W	160.83	
L12	S 54°32'30" W	136.90	
L13	N 35°27'30" W	16.03	
L14	S 54°55'20" W	47.34	
L15	S 54°32'30" W	232.73	

CURVE TABLE

CURVE	ARC DISTANCE	RADIUS	CENTRAL ANGLE	CHORD BEARING	CHORD DISTANCE
C1	102.87	40.00	147°21'02"	S 15°32'18" E	76.77
C2	51.43	20.00	147°21'02"	S 15°32'18" E	38.39

DETAIL "A"

SCALE = 1:20

SECTION INDEX



Digitally signed by Joshua A. Bagley
7600 N. MINERAL DR., STE. 120 • COEUR D' ALENE, ID 83815
PHONE: (208) 772-6600 • FAX: (208) 772-6619
WWW.H2SURVEY.COM
Date: 2026.04.27
15:56:25 -07'00"
LCE PROJECT NUMBER: 25-067.1
H2 PROJECT NUMBER: 2026-026



**CITY OF POST FALLS
AGENDA REPORT
CONSENT CALENDAR
MEETING DATE: 8/4/2026**

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: Warren Wilson, Deputy City Administrator

SUBJECT: Designation of Acting City Clerk

ITEM AND RECOMMENDED ACTION:

The Administrative Staff is requesting the temporary designation of Deputy City Clerk Rhiannon O'Neill as Acting City Clerk and approval for the City Administrator and Deputy City Administrator to act in the capacity of the Deputy City Clerk until October. Council approval of the consent calendar will authorize these temporary roles.

DISCUSSION:

The city clerk is currently on an extended leave. The deputy city clerk is acting as the city clerk during her absence. In order to have back up when Rhiannon is out of the office, the administrative staff is seeking council authorization for the city administrator and deputy city administrator to administer oaths and sign documents for the city clerk's office as necessary. It is anticipated that this will extend until October.

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

N/A

APPROVED OR DIRECTION GIVEN:

N/A

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

There is no fiscal impact to making this temporary assignment.

BUDGET CODE:

N/A

ATTACHMENTS:

None

**CITY OF POST FALLS
AGENDA REPORT
PUBLIC HEARINGS
MEETING DATE: 8/4/2026**

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: Nancy Thurwachter, Planning Admin

SUBJECT: McKinley Meadows Special Use Permit Appeal (SUP-26-3 & APL-26-2)

ITEM AND RECOMMENDED ACTION:

This matter is a public hearing on an appeal of the Planning and Zoning Commission's approval of the McKinley Meadows Special Use Permit, which would allow a total of 18 single family lots (17 new cottage homes and 1 pre-existing single family dwelling) on approximately 2.68 acres in the R-1 zone. Appeal hearings are *de novo* hearings, meaning that the city council must take evidence and reach its own decision based on the adopted approval criteria. The hearing follows the same rules and procedures as other land use hearings before the city council.

DISCUSSION:

Following a public hearing on May 12, 2026, the Planning and Zoning Commission approved the McKinley Meadows Special Use Permit (SUP) that would allow 18 single family lots on approximately 2.68 acres in the R-1 zone. That decision has been appealed to the city council. The hearing allows the city council to receive testimony and other evidence to determine whether the following approval criteria have been met:

PPMC 18.20.070 Special Use Permits:

1. Whether implementation of the special use would/would not conform to the purposes of the applicable zoning district.
2. Whether the proposed use constitutes an allowable special use as established by this chapter for the zoning district involved; and complies with all other applicable laws, ordinances, and regulations of the City and the State.
3. Whether the proposed use will/will not be compatible with the health, safety, and welfare of the public or with land uses in the vicinity of the proposal.
4. Whether the proposed use will/will not comply with the goals and policies found within the Comprehensive Plan.

The city council may attach conditions of approval including, but not limited to:

1. Minimizing adverse impact on other developments.
2. Controlling the sequence and timing of development.
3. Controlling the duration of development.
4. Assuring that development is maintained properly.
5. Controlling the location and setbacks of development.
6. Requiring more restrictive standards than those generally required in the zoning ordinance.

Following the hearing, city council should direct staff to prepare a reasoned decision consistent with the city council's deliberations and return that decision to a future meeting.

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

N/A

APPROVED OR DIRECTION GIVEN:

N/A

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

N/A

BUDGET CODE:

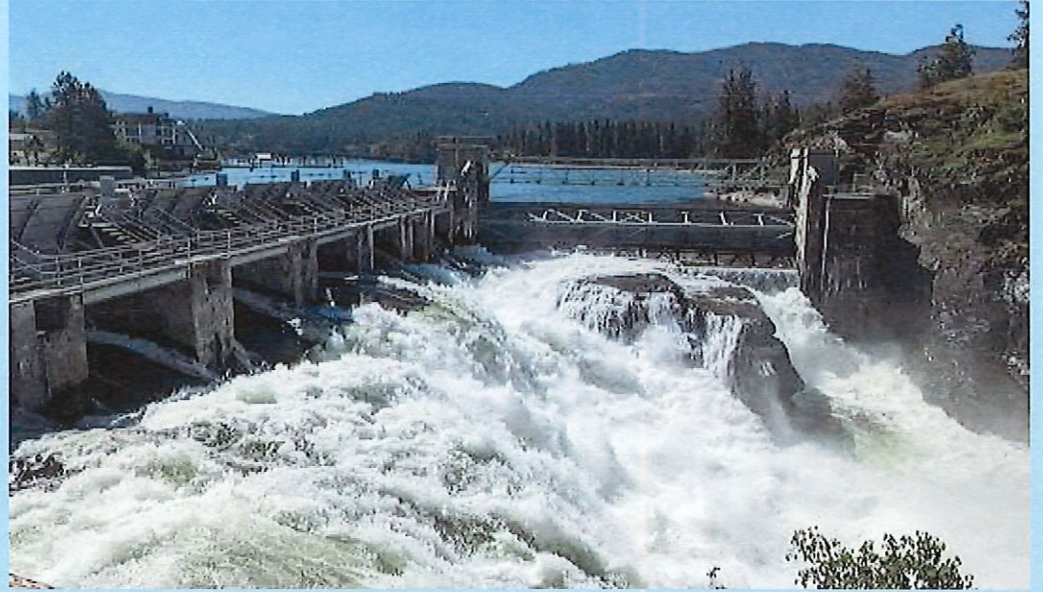
N/A

ATTACHMENTS:

1. Powerpoint Presentation - McKinley
2. CC_McKinley Meadows Staff Report
3. Exhibit PA-6 BPA Comments_McKinley Meadows Special Use Permit &Appeal File Nos. SUP-26-3 _APL-26-2
4. Exhibit PA-7 Phillips 66 Comments_McKinley Meadows Special Use Permit and Appeal File Nos. SUP-26-3 and APL-26-2
5. Exhibit PA-8 DEQ Comments_ McKinley Meadows Special Use Permit and Appeal File Nos. SUP-26-3 and APL-26-2
6. Exhibit PA-9 PFHD Comments_McKinley Meadows SUP-26-3 and APL-26-2
7. PC-2 Spooner Comments_ McKinley Meadows Special Use Permit Appeal, File No. SUP-26-3 _APL-26-2
8. Exhibit PC-3 Gilbertson Comments_McKinley Meadows SUP-26-3 _APL-26-2
9. Exhibit PC-4 Thomas Comments_McKinley Meadows SUP-26-3 _APL-26-2
10. Exhibit PC-5 Pinkston Comments_McKinley APL-26-2

McKinley Meadows Special Use Permit (SUP) Appeal

Case Files: SUP-26-3



OWNER: Shane Anderson

APPLICANT: McArthur Engineering

REQUESTED ACTIONS:

The City Council is being ask to review the proposed Special Use Permit (SUP) as an appeal of the May 12th SUP decision from the Planning and Zoning Commission. This appeal hearing is a *de novo* hearing, meaning that the city council must take evidence and reach its own decision based on the adopted approval criteria.

McKinley Meadows SUP Appeal



Contingent Upon SUP Decision:

- **Planned Unit Development (PUD):** proposed modifications to City standards approved through a PUD on the subject site encompassing 2.68.
- **Subdivision (SUBD):** Applicant seeks to subdivide approximately 2.68 acres into 18 single-family residential lots. 17 lots being cottage style lots and the preservation of a previous home.
- Staff Report provides the background information of the PUD and Subdivision.

May 12th Planning Commission



Current Land Use: Single-Family Home

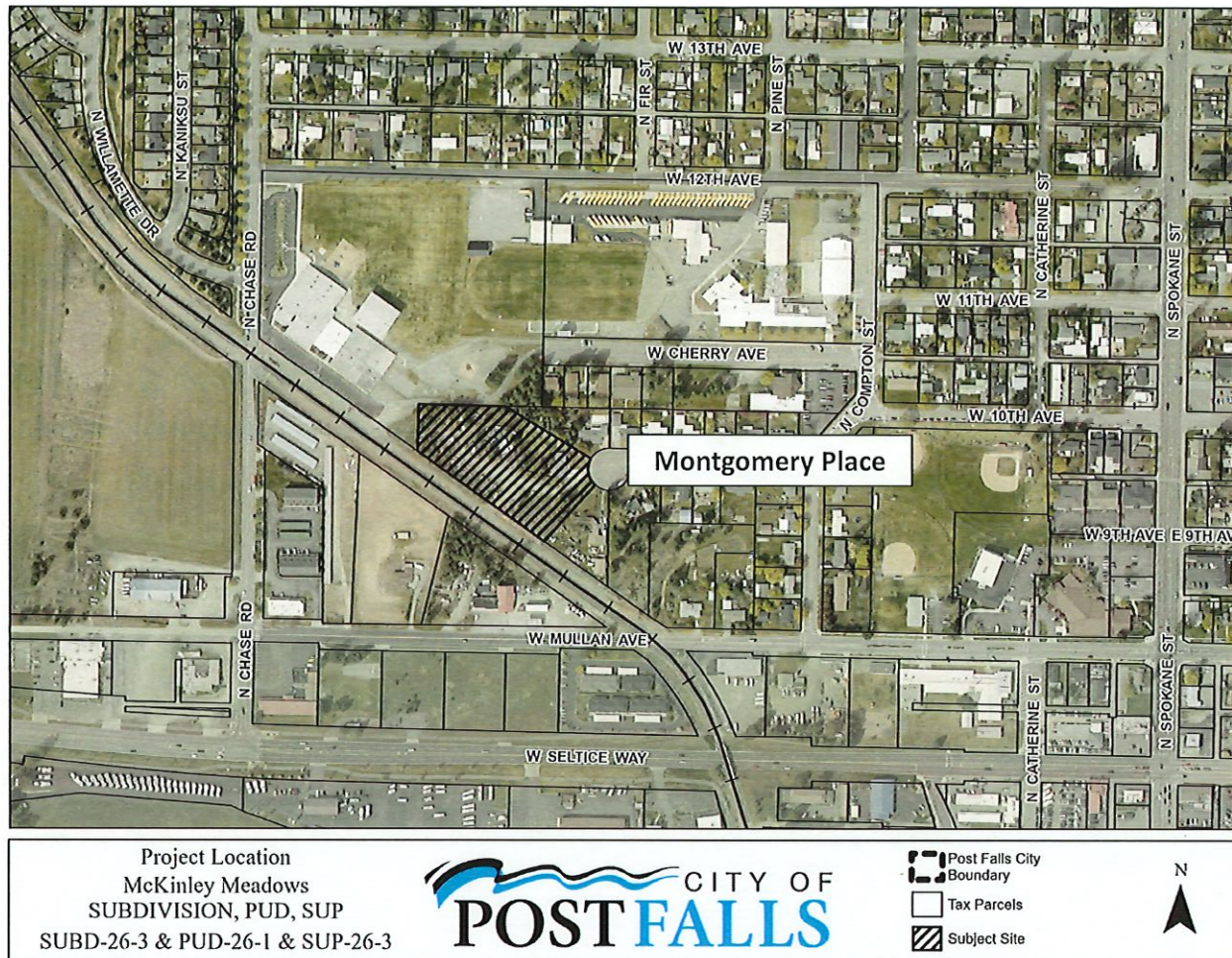
Physical Characteristics/Natural Features: Rathdrum Prairie
Aquifer

Water Provider: City of Post Falls

Wastewater: City of Post Falls

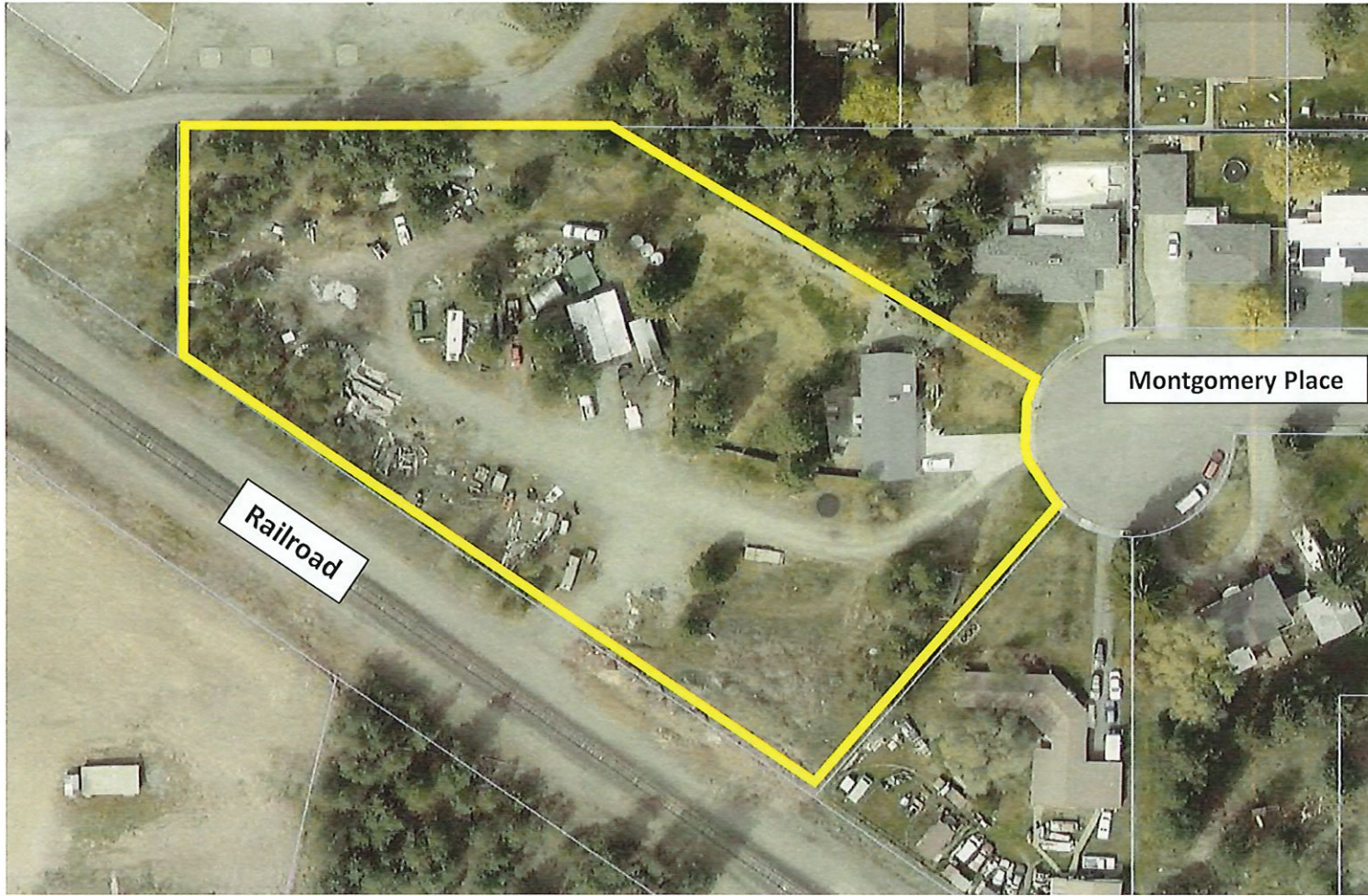
Project Information





Project Location





Project Overview

SUP REVIEW CRITERIA

Implementation of the special use will/will not conform to the purposes of the applicable zoning district.

- **R1 Zone Intent:** For one single-family home on one lot of a minimum size or larger and accessory uses compatible with residential uses.
- **Proposed Development:** Developer intends to construct single-family cottage homes on their own lots accessed by a local residential roadway.
- **Zoning Compliance:**
 - Allowed use in R1 with Special Use Permit
 - Meets bulk and placement standards for cottage homes

Review Criteria A

Implementation of the special use will/will not conform to the purposes of the applicable zoning district.

18-units on a 2.676-acre parcel without density bonuses.

- Approx: 6.72 du/acre

District	Maximum Height (Ft.)	Minimum Yard Requirements				Minimum Lot Width (Ft.)	Maximum Lot Coverage (%)	Minimum Lot/Area Dwelling Unit (Sq. Ft.)
		Front (Ft.)	Rear (Ft.)	Interior Side (Ft.)	Street Side (Ft.)			
R1 (SF)	35	15	10	5	15	60	40	6,500

= Approximately 6,477 gross average

Review Criteria A Continued

Whether the proposed use constitutes an allowable special use as established by this chapter for the zoning district involved; and complies with all other applicable laws, ordinances, and regulations of the city and the state.

Per PPMC 18.24.032.B

- **Applicability.** Cottage Homes may also be approved with a *Special Use Permit* in the CCS and R-1 zoning district.

Review Criteria B

Whether the proposed use will/will not be compatible with the health, safety, and welfare of the public or with land uses in the vicinity.

Transportation

- Accessed off Montgomery Place with emergency access site from the Seltice Elementary site
- Projected traffic volume will be within City Standards of under 1,200 trips per day

Water Reclamation

- Will be connected to the City's Water Reclamation Facilities
- Existing facilities are located along the property's northeastern boundary, and an extension is proposed to be within new roadway section from existing terminus of Montgomery Place
- Water Reclamation Master Plan does not indicate any future capacity issues and the addition units will not reduce the existing downstream sewer systems below established capacity limits

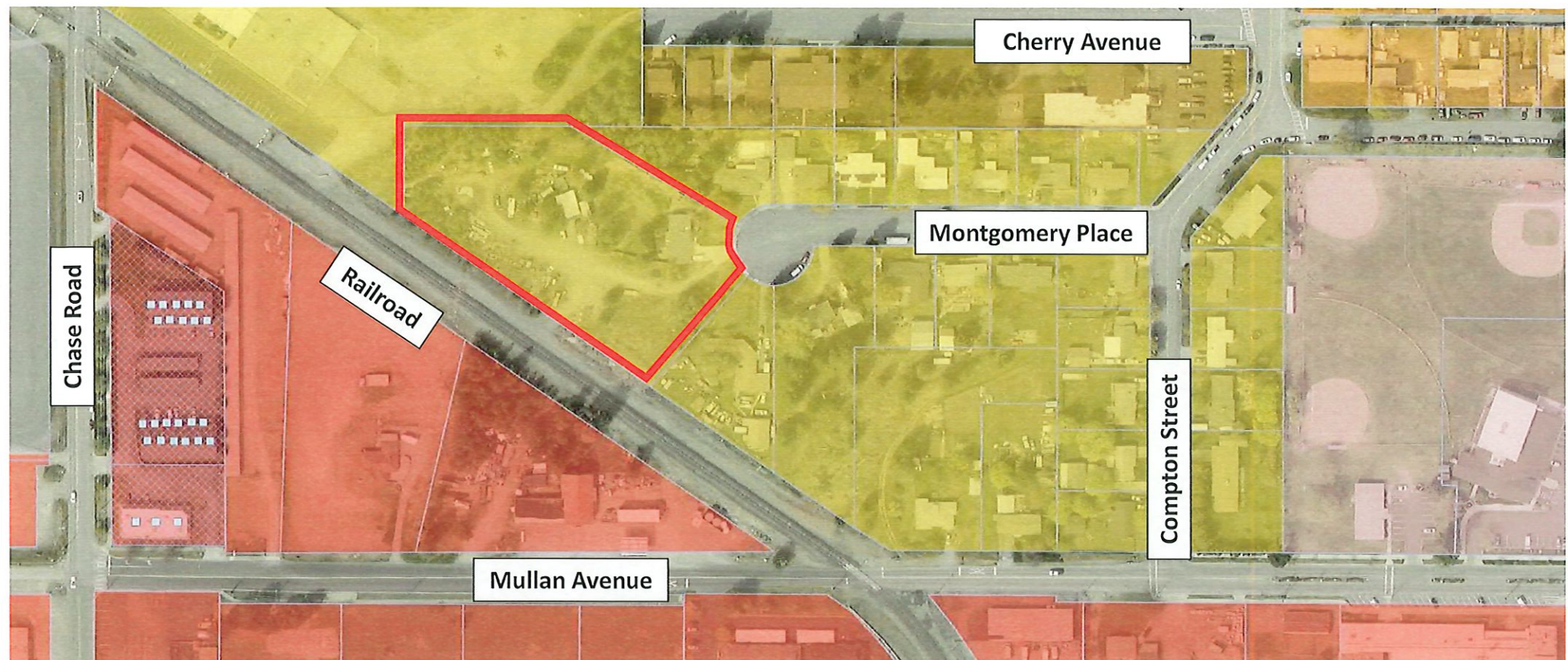
Review Criteria C

Whether the proposed use will/will not be compatible with the health, safety, and welfare of the public or with land uses in the vicinity.

Domestic Water

- Applicant has secured a preliminary access agreement from the Post Falls School District to extend water main from Chase Road through the site and back to Montgomery Place
- Proposed water main extension will meet needs for water service to the project
- City of Post Falls Water System has capacity and is willing to provide service to the site as proposed.

Review Criteria C *Continued*



Review Criteria C *Continued*

Whether the proposed use will/will not comply with the goals and policies found within the Comprehensive Plan.

- **Goal 1:** Grow and sustain a balanced, resilient economy for Post Falls, providing community prosperity with fiscal health.
- **Goal 2:** Maintain and improve the provision of high-quality, affordable and efficient community services in Post Falls.
- **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.

Review Criteria D

Policy 1: Support land use patterns that:

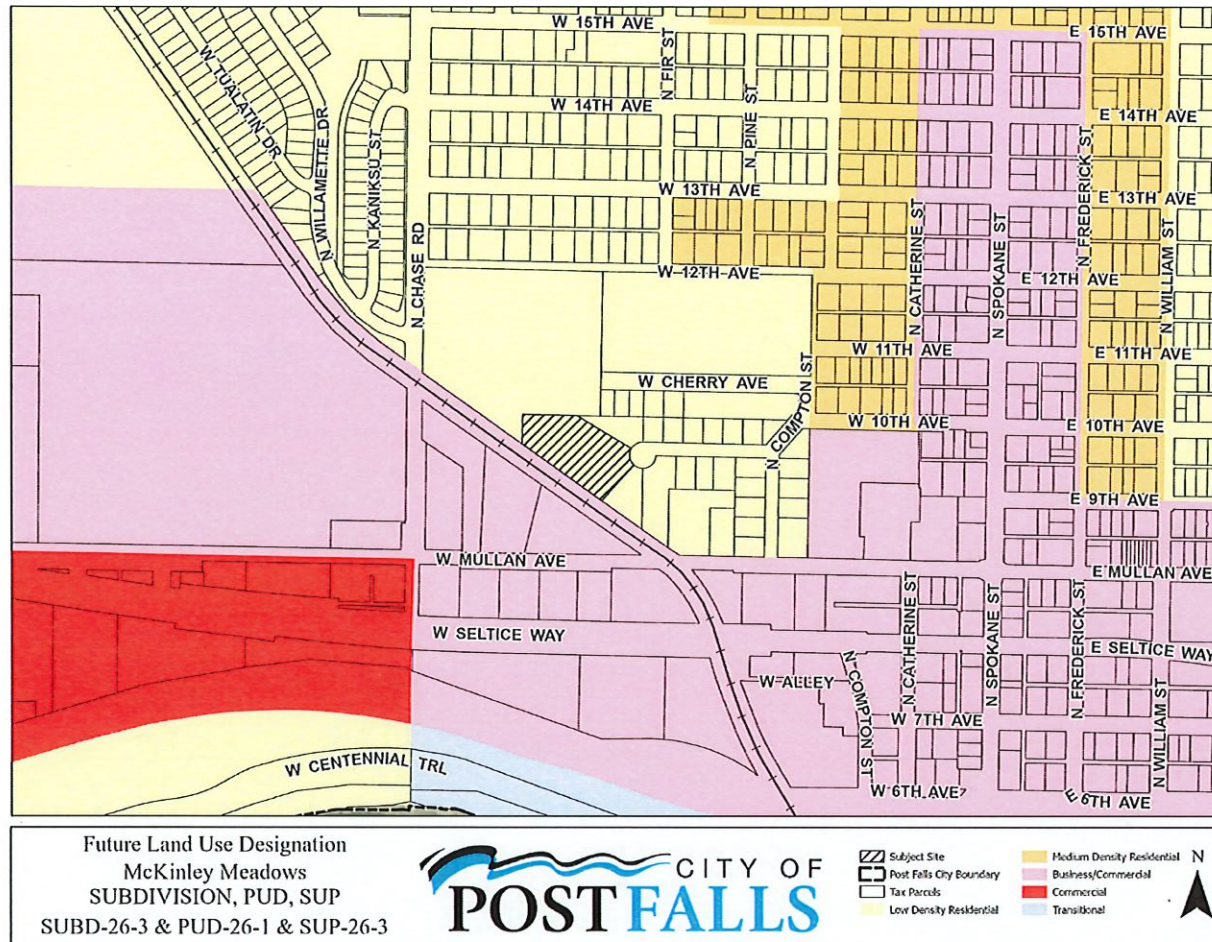
- Maintain or enhance community levels of service;
- Foster the long-term fiscal health of the community;
- Maintain and enhance resident quality of life;
- Promote compatible, well-designed development;
- Implement goals and policies of the comprehensive plan, related master plan and/or facility plans.

Review Criteria D *Continued*

Policy 2: Apply or revise zoning designations with careful consideration of factors including:

- Future land use mapping;
- Compatibility with surrounding land uses;
- Infrastructure and service plans;
- Existing and future traffic patterns;
- Goals and policies of the comprehensive plan, related master plan and/or facility plans.

Review Criteria D *Continued*



Review Criteria D *Continued*

Policy 8: Encourage compatible infill development and redevelopment of vacant and underutilized properties within City limits.

Policy 15: Ensure that adequate land is available for future housing needs, helping serve residents of all ages, incomes, and abilities through provision of diverse housing types and price levels.

Policy 19: Encourage clustering of units in new residential development, providing service efficiencies and creating opportunities for private or community space.

Review Criteria D *Continued*

- Kootenai County Fire
- PF Highway District
- PF School District
- Avista (WWP-3)
- Dept. of Environmental Quality
- Conoco Inc. (Pipeline company)
- Yellowstone (Pipeline company)
- TransCanada GTN
- PF Parks & Rec
- Kootenai Electric
- Ross Point Water
- TDS

- Verizon
- Idaho Department of Lands
- Panhandle Health
- NW Pipeline Corp.
- PF Post Office
- East Greenacres Irrigation District
- Time Warner Cable
- CD Press
- Utilities
- Urban Renewal Agency
- Kootenai County Planning
- KMPO

Agencies Notified



[PA-1] Post Falls School District (PFSD) - Neutral

[PA-2] Kootenai County and Fire (KCFR) – Coordinate at development

[PA-3] Bonneville Power Administration – No comment

[PA-4] Phillips 66, Yellowstone Pipeline – No facilities in area

[PA-5] Department of Environmental Quality – no environmental impact comments

P&Z Agency Comments



The City Council may attach conditions including, but not limited to:

1. Minimizing adverse impact on other development.
2. Controlling the sequence and timing of development.
3. Controlling the duration of development.
4. Assuring that development is maintained properly.
5. Controlling the location and setbacks of development.
6. Requiring more restrictive standards than those generally required in the zoning ordinance.

**CITY OF POST FALLS
STAFF REPORT**

DATE: JULY 20, 2027
TO: CITY COUNCIL
FROM: JUSTIN SAUDER, ASSOCIATE PLANNER, jsauder@postfalls.gov, 208-457-3336
SUBJECT: STAFF REPORT FOR THE AUGUST 4, 2026, CITY COUNCIL MEETING
MCKINLEY MEADOWS PUD, SUP, & SUBDIVISION APPEAL

PROJECT NAME/FILE NUMBER: McKinley Meadows Appeal/ File No. APL-26-2

McKinley Meadows Special Use Permit (SUP)/ File No. SUP-26-3

McKinley Planned Unit Development (PUD)/File No. PUD-26-1

McKinley Meadows Subdivision/File No. SUBD-26-3

PROJECT DESCRIPTION: The applicant is requesting approval of a Special Use Permit (SUP) to allow development of a cottage home community within the Single Family Residential (R-1) zoning district. The proposal also includes subdivision of approximately 2.68 acres into 18 single-family residential lots in the R-1 district, 17 of which are proposed for cottage homes. In addition, the applicant is requesting a Planned Unit Development (PUD) to allow design modifications necessary to accommodate the proposed cottage home development.

REQUESTED ACTION: The City Council is being asked to consider the appeal filed by Terry Frank (Exhibit S-4) and determine whether to affirm, modify, or reverse the Planning and Zoning Commission's May 12, 2026 decision approving the proposed Special Use Permit (SUP), Planned Unit Development (PUD), and Subdivision. Specifically, the Council must determine whether the Commission correctly concluded that the proposal satisfies the applicable requirements of the Post Falls Municipal Code (PFMC). On May 12, 2026, the Planning and Zoning Commission found that the proposed SUP, PUD, and Subdivision met the applicable PFMC requirements and approved the applications.

PROJECT LOCATION: The property is generally located at the west end of Montgomery Place, southeast of Seltice Elementary School.

Vicinity Map (on following page):



PARCEL INFORMATION:

Property Size: 2.68 acres

Current Land Use: Large Single Family lot in the City.

Current Zoning: Single Family Residential (R-1)

Proposed Land Use: The proposed subdivision will serve a single-family residential housing development that is within a PUD, necessitating a Special Use Permit.

Surrounding Land Use: Located to the northwest is Seltice Elementary; to the north, east, and southeast is the Cherry Addition; to the south, is the rail corridor. South of the rail corridor, are Community Commercial Services (CCS) Zoned properties.

Surrounding Zoning Districts: All of the parcels adjacent to the site are other single-family residential (R-1) zoned properties.

Water Provider: City of Post Falls

Sewer: City of Post Falls

SUP REVIEW CRITERIA (Post Falls Municipal Code Title)

EVALUATION OF SPECIAL USE PERMIT APPROVAL/ REVIEW CRITERIA:

- A. **Implementation of the special use will/will not conform to the purposes of the applicable zoning district.**

The R1 Zone is intended for one *Single-Family Home* on one *Lot* of minimum size or larger and to permit other *Accessory Uses* that are associated and compatible with residential use. The intent is to construct detached single family cottage homes accessed by a local residential road with other platted single family homes on larger lots.

- B. Whether the proposed use constitutes an allowable special use as established by this chapter for the zoning district involved; and complies with all other applicable laws, ordinances, and regulations of the city and the state.**

Per PPMC 18.24.032, Subsection B:

Applicability. *Cottage Home* residential development is permitted in the R-2, R-3, and RM zoning districts. *Cottage Home* residential development is also allowed in those areas in the CCM zoning district where the approved development agreement for the property authorizes multi-family residential *Uses*. ***Cottage Homes* may also be approved with a *Special Use Permit* in the CCS and R-1 zoning district.**

- C. Whether the proposed use will/will not be compatible with the health, safety, and welfare of the public or with land uses within the vicinity of the proposal.**

Transportation: The subject property is accessed off Montgomery Place, with an additional emergency access site from the Seltice Elementary site. Montgomery Place is a classified local residential roadway with estimated traffic counts of under 200 vehicles per day. Development of the site, as proposed, is likely to increase traffic counts to 300 – 350 vehicles per day. The projected traffic volume will be within City Standards of under 1,200 trips per day.

Water Reclamation: The site will be connected to the City’s Water Reclamation Facilities. Existing facilities are located along the property’s northeastern boundary and a main extension is proposed to be extended within the new roadway section from the existing terminus bulb of Montgomery Place. The City’s Water Reclamation Master Plan does not indicate any existing or future capacity issues. The addition of the 18 units will not reduce the existing downstream sewer systems below established capacity limits.

With site development, an all-weather surface shall be installed in the proposed open space Tract “B” to allow access for the City of Post Falls to the two existing manholes within the proposed Tract.

This site is not subject to any Sanitary Sewer Surcharges or Subsequent User Fees.

City water reclamation facilities currently have the capacity and capability to handle the requested use.

Domestic Water: The proposed special use will be serviced by the City of Post Falls. The applicant has secured a preliminary access agreement from the Post Falls School District to extend a water main from Chase Road through the site and back to Montgomery Place. The proposed water main extension will meet needs for water service to the project. The City of Post Falls Water System has capacity and is willing to provide service to the site as proposed.

- D. Whether the proposed use will/will not comply with the goals and policies found within the comprehensive plan.**

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

Enabling a range of housing options close to schools, I-90, and commercial corridors, Post Falls may position itself as a more competitive and inclusive community. This not only supports workforce retention but also encourages small business growth and enhances fiscal stability through diversified tax revenues.

Goal 2: Maintain and improve the provision of high-quality, affordable and efficient community services in Post Falls.

Enabling additional housing near schools, Boys and Girls club, library, and community transit may assist meeting this goal.

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.

Cities exercise considerable influence over land use, in turn influencing the type and character of development, patterns of growth, and the short and long-term financial impact of growth on the local economy. Diversification in housing choices may assist in achieving this goal.

Goal 10: Provide and support Post Falls' parks and recreational opportunities on-pace with growth.

Through development of this site, park impact fees would be paid at the time of permitting to assist parks and recreational development needs in all related plans and actions. Additionally, the open space requirements for a cottage home project will create on-site opportunities.

Goal 15: Maintain and Improve the City's water and sewer infrastructure, anticipating future needs regarding population and regulatory conditions.

Provision of clean, safe water and responsible treatment and disposition of wastewater are essential services for any community.

The following policies may or may not assist the review of this Special Use Permit request.

Policy 1: Support land use patterns that:

- Maintain or enhance community levels of service.

Staff Comment: Impact Fees will be paid at the time of permit issuance to assist maintaining the community levels of service.

- Foster the long-term fiscal health of the community.

Staff Comment: Diversified housing opportunities bolsters the long-term health of the housing sector within a community. The industrial and commercial sectors within a community benefit by having a healthy and diverse housing sector as it either offers securities that their employees have a place to live, or it puts rooftops to provide commerce.

- Maintain and enhance resident quality of life.

Staff Comment: The proposed location of the special use permits should be within walking distance to nearby schools, Boys and Girls club, library, community transit, and

commercial businesses along Seltice Way that may provide for some daily needs, potentially improving quality of life. Additionally, other civic amenities nearby may benefit residents in the area.

- Promote compatible, well-designed development.

Staff Comment: The proposed development is within an R-1 zoned property surrounded by other adjacent R-1 zoned properties, noting a school to the west. There is a rail corridor to the south with commercial properties abutting this rail corridor further to the south.

The project will be required to provide a fence along the Railroad Rights-of-Way with development of the subdivision and prior to recording of the final plat.

- Implement goals and policies of the comprehensive plan, related master plan and/or facility plans.

Staff Comment: The analysis within this staff report addresses this policy point.

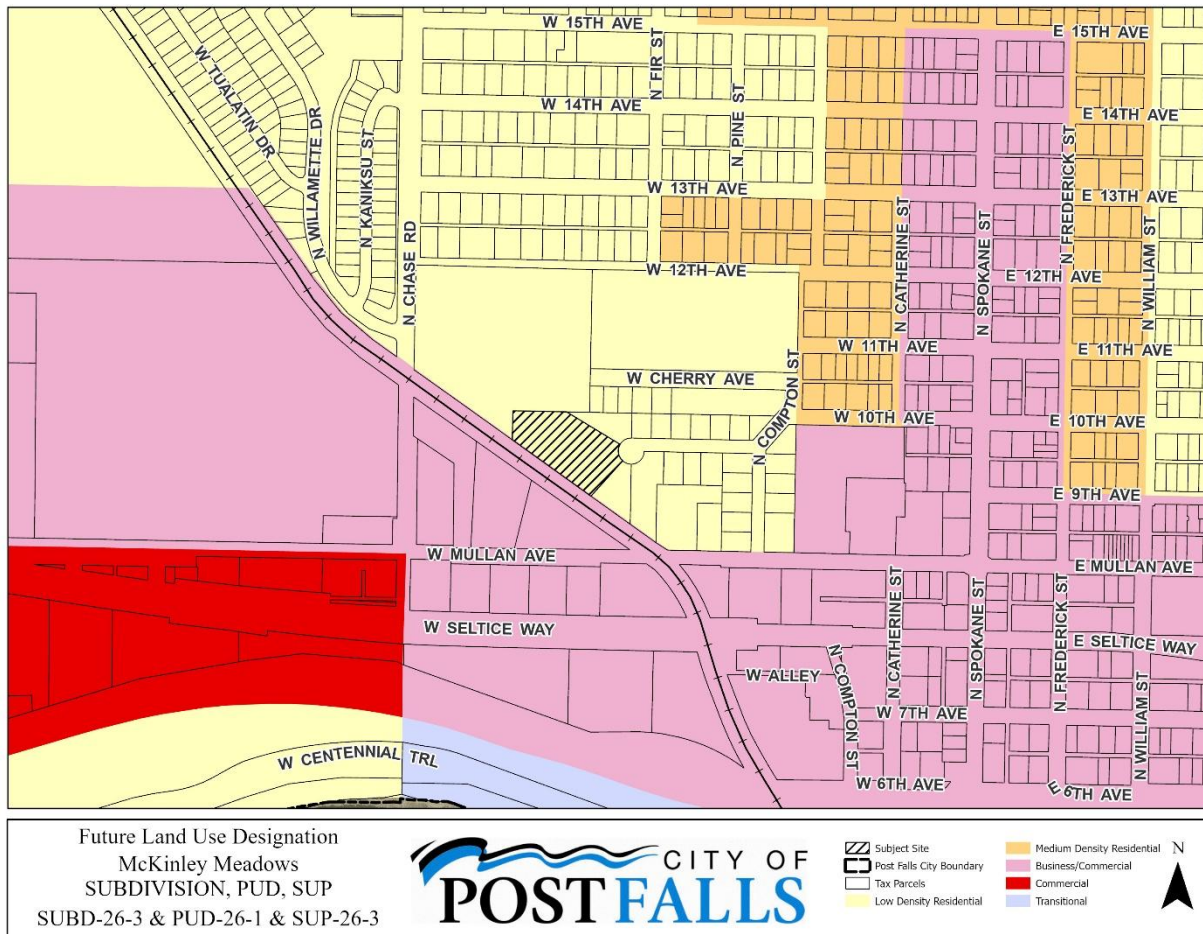
Policy 2: Apply or revise zoning designations with careful consideration of factors including:

- Future land use mapping.

Staff Comment: The site has a future land use designation of Low Density Residential (see following map). This category encompasses all types of single-family residential uses up to eight dwelling units per acre and also supports land uses such as parks, schools, and public facilities. Densities may vary as appropriate to location, street and infrastructure capacities, planned development patterns and compatibility with existing development.

Implementing Zoning Districts of Low Density Residential: R-1-S, R-1, R-2, RM, SC3, Per Focus Area

Future Land Use Designation Map



- Compatibility with surrounding land uses;
 - Staff Comment: Single Family Cottage Homes being allowed through a Special Use Permit in the R-1 zone suggests that this use may be compatible with other single family land uses. The Special Use Permit process provides for the opportunity to mitigate potential incompatibilities with neighboring properties.

- Infrastructure and service plans.

Staff Comment: The site is located adjacent to existing City sanitary sewer and City water infrastructure. Existing facilities have sufficient capacity to provide service for the anticipated land uses.

- Existing and future traffic patterns.

Staff Comment: The site is located adjacent to and would access Montgomery Place, a local residential roadway. The project proposes an additional “emergency” access from the Post Falls School District property to the north.

Site access conforms with City of Post Falls Standards. Projected development will not reduce roadway capacity below the City’s adopted Level of Service standards.

Policy 3: Encourage development patterns that provide suitably scaled, daily needs services within walking distance of residential areas, allowing a measure of independence for those who cannot or choose not to drive.

Staff Comment: The analysis within this staff report addresses this policy point.

Policy 8: Encourage compatible infill development and redevelopment of vacant and underutilized properties within City limits.

Staff Comment: This lot could be considered as under-utilized and infill. Redevelopment with a higher density could offer some relief to the housing concerns within the city.

Policy 15: Ensure that adequate land is available for future housing needs, helping serve residents of all ages, incomes, and abilities through provision of diverse housing types and price levels.

Staff Comment: The proposed special use permit could help create additional housing in the R-1 zoning designation, but at a more attainable price point. Additionally the recent housing needs study encourage housing diversification.

Policy 19: Encourage clustering of units in new residential development, providing service efficiencies and creating opportunities for private or community open space.

Staff Comment: The proposed special use permit is an example of clustering single family residential units that will also develop private open space for residents per cottage home design standards.

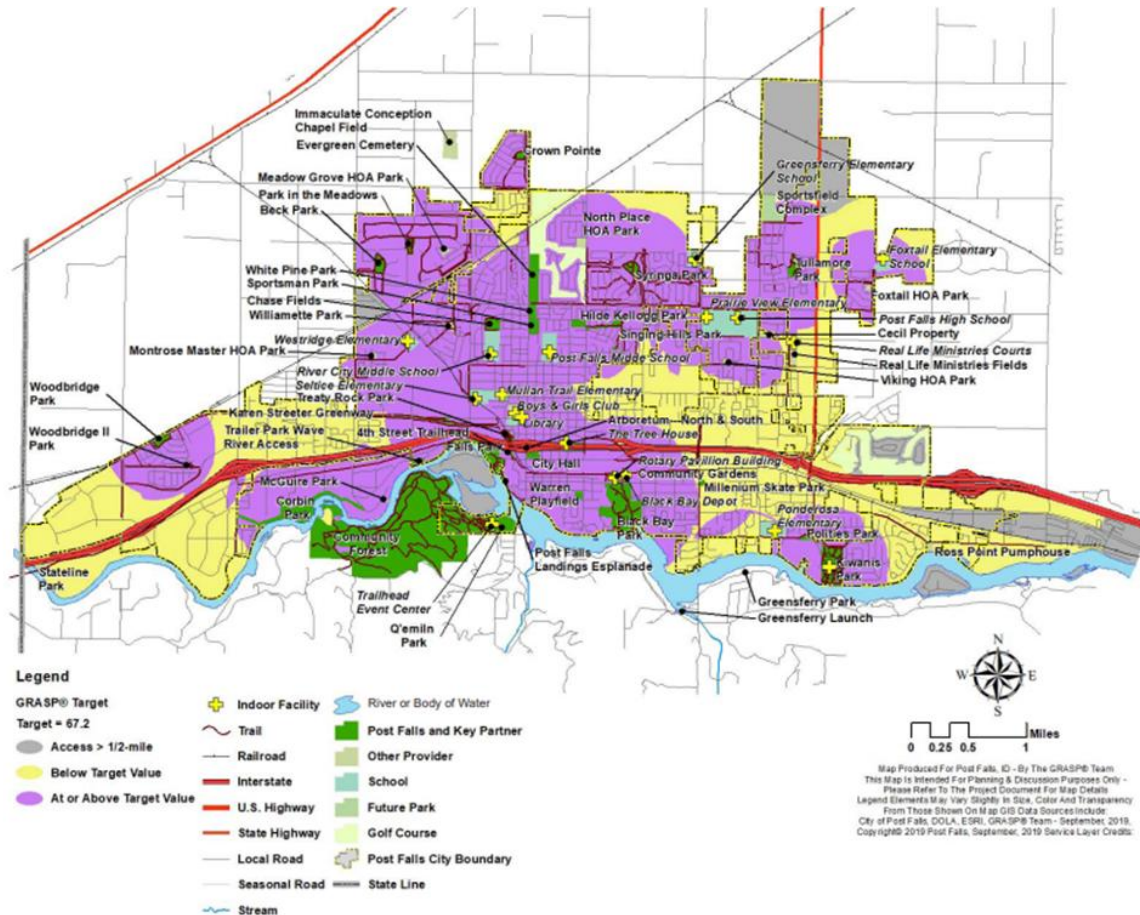
Policy 38: Plan new development to ensure provision of public services at current Levels of Service (LOS) or the LOS identified in City-adopted master plans.

Staff Comment: This criterion is discussed in Policy 19 and Policy 60.

Policy 60: Maintain adopted Levels of Service (LOS) for parks, recreation and open space, and continue to identify opportunities to acquire parkland.

Staff Comment: This project is in an area identified in the Parks and Recreation Master Plan as below the established level of service. However, since the time of plan adoption additional park land has been acquired within the ½ radius of this location. Additionally, there are privately operated recreation facilities available west of the project site that are open to public use. As noted, this development will be providing on-site amenities as well. Referring to Policy 19, open space requirements are provided in PFMC for cottage home projects to assist mitigating this matter. Additionally, as mentioned earlier, Park Impact Fees are paid at time of issuance of building permits.

Parks and Recreation LOS Analysis (Following Image)



PUD REVIEW CRITERIA (Post Falls Municipal Code Title 18.20.080, Subsection E):

The Planning and Zoning Commission will hold a public hearing to consider the proposed PUD plan following the quasi-judicial hearing procedures contained in section [18.20.060](#) of this chapter. In order to approve a proposed PUD plan, the commission must determine that the proposal meets each of the following approval criteria:

1. The proposed PUD provides for adequate utilities, services, and parking to service the proposed development by:

- Providing a public water supply system that has adequate supply to serve the proposed development; and

Staff Response: The project is proposing to connect to the City of Post Falls water system and includes a water main extension from Chase Road to Montgomery Place.

- Providing a public wastewater collection system that is designed in accordance with the City's adopted Wastewater Master Plan and has sufficient capacity to accommodate the proposed sewer flows; and

Staff Response: Sanitary Sewer is adjacent to the site along the northeastern boundary and in Montgomery Place. The proposed layout is in general conformance with City Design Standards and the existing system has adequate capacity to accommodate the project as proposed. The site is not subject to any sewer surcharges or Local Improvement Districts.

- c. Providing adequate accommodation for other utilities necessary to support the proposed development; and

Staff Response: The application identifies corridors for other utilities in easements along the private roadway.

- d. Providing sufficient parking throughout the development to adequately meet the parking needs of all uses proposed in the PUD.

Staff Response: Each proposed Lot in this development, including the existing home, shall have two off-street parking areas (minimum). Five additional guest parking spaces shall be provided along the proposed private roadway, meeting the Cottage Home development requirements (0.25 parking spaces per home x 18 homes = 4.5 parking spaces ~ 5 parking spaces).

2. The proposed PUD provides for an integrated transportation network that adequately serves the proposed development by:

- a. Providing for the continuation of arterial and collector streets, meeting City standards for traffic volume, in a manner consistent with the City's adopted Transportation Master Plan; and

Staff Response: Montgomery Lane shall be a private street, maintained by the HOA. This private street will connect to Montgomery Place, a public right of way with a cul-de-sac turn around (public) fronting the property. An emergency ingress/egress access shall also be constructed as part of this development, through the Seltice Elementary School parking lot, improving emergency access for this development, and for those living along the public right of way of Montgomery Place.

- b. Providing a local street network that allows adequate traffic circulation and snow storage throughout the entire development; and

Staff Response: The local street network is a combination of public and private roadways which include a small parking area. Proposed roadway widths are in conformance with City Design Standards for private roadways. Sufficient onsite maneuvering and turnaround space is proposed on this private street (Montgomery Lane), and within Tract A. Montgomery Lane is unlikely to extend further to the north or west with Post Falls School District and BNSF RXR properties precluding any further roadway extension.

- c. Providing a pedestrian and bicycle system designed to provide adequate circulation throughout the entire development and to all open space areas.

Staff Response: Pedestrian access is provided in this private neighborhood via the proposed sidewalk on the North side of Montgomery Lane (private). This sidewalk shall connect to the existing sidewalk located on Montgomery Place (public). It is expected in the future that the adjacent railroad right of way may be converted to a public trail system. Access from the Open Space Tract to this future trail area will be reserved on the Plat.

3. The proposed PUD provides enhanced community design by:

- a. Conserving and incorporating the sites significant natural, scenic and/or historical features in the development, if any; and

Staff Response: The existing home on the property is intended to be preserved.

- b. Integrating a mix of compatible land uses in the development and adequately buffering and/or separating any incompatible uses in the development; and

Staff Response: This property is uniquely shaped and situated at the end of a public right of way cul-de-sac. The proposed lots and homes, albeit on smaller parcels are not inconsistent with other single-family homes along Montgomery Place as they are all single family detached products. The preservation of the pre-existing home will serve as an opportunity to transition to the smaller lots to the west.

- c. Locating the proposed uses and lot sizes in the proposed PUD in a manner that blends with the surrounding uses, neighborhoods and public facilities located in the City;

Staff Response: The surrounding uses, neighborhoods and public facilities located in the City provide for detached single family residences. The applicant is applying for detached single-family cottage type product with the following modifications through a Planned Unit Development as cited in Exhibit A-2 and graphically per Exhibit A-3. As cited in the applicants' narrative,

The project's direct connection to Montgomery Place will serve as the point of ingress and egress for nearly all new vehicle trips.

The following design deviations and conditions are made as part of this PUD application:

- Cottage Home Yard (PFMC 18.24.032(C)(3)(b)(3))
Reduce minimum open space dimension on Lot 7, Block 2 from 15 ft to 12 ft
- Front-Loaded Cottage Homes (PFMC 18.24.032(D)(2)(a))
Allow 100% front-loaded homes instead of maximum 50%
- Open Space Frontage (PFMC 18.24.032(D)(2)(d))
Allow required open space to not front a street (0% instead of 20%) and instead function as a buffer adjacent to school property
- Density (PFMC 18.20.040 / R-1)
Allow 18 lots (~6.72 units/acre), approximately 4% above base density, within requested 10% PUD density increase
- Setback – Lot 7, Block 2 (PFMC 18.20.040)
Reduce rear yard setback to 9 ft (northwest corner of lot) to accommodate design and pedestrian access easement

- d. Providing at least ten percent (10%) of the gross land area for open space that meets the recreational needs of the users of the development and provides for a variety of recreational uses;

Staff Response: Per Exhibits A-2 and A-3 the project shall consist of 15% of the total project area, being a minimum of 17,485 SF. The applicant intends to provide approximately 18,000 SF between Tracts A and B.

4. The proposed PUD provides for timely development of the property and security for future completion and maintenance by:

- a. Ensuring that each development block contains all the necessary elements to exist independently from future blocks; and

Staff Response: The proposed development plan would meet this criterion, as it is being completed in a single phase per Exhibit A-2 and Exhibit A-3.

- b. Ensuring that each building in the development lot has sufficient access around the structure to allow for continual maintenance of the building and access for emergency services.

Staff Response: Referring to the attached exhibits, this project plans to meet all zoning and subdivision design standards to provide sufficient access around the structures to allow for continual maintenance of the building and access for emergency services. Additionally, all buildings will be required to meet all applicable building and fire codes.

- c. Ensuring that a funding mechanism exists to adequately maintain common areas that are not publicly maintained.

Staff Response: This Subdivision and PUD will be required to have a Homeowners Association (HOA) to maintain all common areas, including the corresponding frontages.

SUBDIVISION REVIEW CRITERIA (Post Falls Municipal Code Title 17.12.060, Subsection H):

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.

Staff Response: Water service to the development would be provided by the City of Post Falls. Development of service includes extension of a new main from Chase Road within a preliminarily approved easement across Post Falls School District property.

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

Staff Response: The City of Post Falls has adequate capacity to provide service to the subdivision as proposed. The conceptual layout of the sanitary sewer system as proposed shows the ability to be served and shall be designed and constructed to City Standards.

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

Staff Response: The subdivision and proposed layout (Exhibit A-3) are consistent with the City's Transportation Master Plan.

Roadways, storm drainage management, roadway illumination, ADA ramps and roadway markings/signs shall comply with City Standards with final design and construction.

The Homeowners Association for the project will be responsible for maintenance of private roads and for landscaping and irrigation, including snow removal from sidewalks/trail, for the public rights-of-way adjoining open space tracts within the project.

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.

Staff Response: This subject property is located over the Rathdrum Prairie Aquifer. No other soil or topographical conditions have been presented that could present hazards. A fence will be required to be installed against the rail corridor, with site development and prior to final plat.

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

Staff Response: Single Family Cottage detached homes are allowed with approval of a Special Use Permit per PPMC 18.24.033, subsection B within the Single Family Residential (R-1) zoning district. This PUD is being applied for due to the proposed modifications to the standards within City Code as detailed within the PUD review criteria regarding how the PUD may provide enhanced community design. If the PUD is approved, the proposed subdivision would be consistent and conforming with the zoning of the proposed use.

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.

Staff Response: Impact fees will be assessed and collected on individual building permits to assist in mitigating the off-site impacts to parks, public safety, multi-modal pathways, streets and Kootenai County Fire and Rescue and Kootenai County Emergency Management Services.

OTHER AGENCY RESPONSE & RECEIVED WRITTEN COMMENTS:

Agencies Notified:

Bonneville Power Administration	City Link	Post Falls Area Chamber
Post Falls Post Office	Post Falls Parks & Rec	Coeur d'Alene Press
Post Falls School District	Post Falls Highway District	Utilities (W/WW)
Kootenai Electric	Kootenai County Fire	Department of Environmental Quality
Ross Point Water	East Greenacres Irr. District	Urban Renewal Agency
Idaho Department of Lands	Idaho Transportation Department	Panhandle Health District
KMPO	Kootenai County Planning	Yellowstone Pipeline Co.
Phillips 66 Pipeline Co. (Conoco)	NW Pipeline Corp.	BNSF
TC Energy (TransCanada GTN)	Avista Corp. (WWP-3)	TDS Telecom
Ziply Fiber	Spectrum	Coeur d'Alene Garbage
Union Pacific Railroad		

PUBLIC PROCESS: This proposal is processed as a PUD, SUP, and subdivision concurrently. A public hearing is held before the Planning & Zoning Commission; of which, will review the record, hear the staff report, and render a decision.

If the project is approved, a Master Development Agreement is prepared by staff, approved by City Council, and signed by the parties to the agreement.

Notice of the proposed PUD and Subdivision was mailed to property owners within 300 feet of the proposed project on April 23, 2026, and sent to appropriate jurisdictions on April 24, 2026. Notice has been published in the Coeur d'Alene Press on May 21, 2025. The property was posted on May 1, 2026.

MOTION OPTIONS FOR THE PUD: The Planning and Zoning Commission shall make a reasoned decision of approval as presented, approval with conditions or modifications, or disapproval of the proposed PUD. Should the Commission need additional information or wish to hear additional testimony, it may wish to move to continue the public hearing to a date certain. If the Commission has heard sufficient testimony but needs additional time to deliberate and make a recommendation, it may close the public hearing and move the deliberations to a date certain.

MOTION OPTIONS FOR THE SUBDIVISION: The Planning and Zoning Commission shall approve as presented, make an approval with conditions or modifications, or disapprove the proposed Subdivision. Should the Commission need additional information or wish to hear additional testimony, it may wish to move to continue the public hearing to a date certain. If the Commission has heard sufficient testimony but needs additional time to deliberate and make a recommendation, it may close the public hearing and move the deliberations to a date certain.

FINDINGS & CONCLUSIONS: The Planning & Zoning Commission should adopt Findings and Conclusions when forming a reasoned decision. Staff proposes the following conditions upon a potential recommendation of approval of the proposed McKinley Meadows PUD, SUP and Subdivision. The Commission may adopt additional conditions from review of the application or from discussion at the Commission meeting.

PUD, SUP & SUBDIVISION CONDITIONS: Should the Planning & Zoning Commission move to recommend approval; staff proposes the following conditions:

1. Corrections and additions, if any, to the Subdivision requested by staff and/or the Planning & Zoning Commission should be completed by the applicant and reviewed by staff prior to approval by the City Council.
2. A Master Development Agreement shall be prepared by staff, reviewed, and approved by the City Council, and signed by the parties prior to commencement of any construction.
3. The proposed subdivision must be completed in a single phase.
4. The following design deviations and conditions are approved as part of this PUD application:
 - a. Cottage Home Yard (PFMC 18.24.032(C)(3)(b)(3)): Reduce minimum open space dimension on Lot 7, Block 2 from 15 ft to 12 ft.
 - b. Front-Loaded Cottage Homes (PFMC 18.24.032(D)(2)(a)): Allow 100% front-loaded homes instead of maximum 50%.
 - c. Open Space Frontage (PFMC 18.24.032(D)(2)(d)): Allow required open space to not front a street (0% instead of 20%) and instead function as a buffer adjacent to school property.
 - d. Density (PFMC 18.20.040 / R-1): Allow 18 lots (6.72 units/acre), approximately 4% above base density, within requested 10% PUD density increase.
 - e. Setback – Lot 7, Block 2 (PFMC 18.20.040): Reduce rear yard setback to 9 ft (northwest corner of lot) to accommodate design and pedestrian access easement.

5. A Construction Improvement Agreement shall be prepared and executed prior to commencement of construction for the subdivision.
6. The Developer shall secure an easement from the Post Falls School District, to the City of Post Falls; for the construction, operation, maintenance and access to the proposed water main and including emergency site access for emergency services.
7. Submitted Preliminary Plans were reviewed from a conceptual basis only and reflect the general ability to provide service. Final construction plans of the streets and utilities shall be reviewed and approved by the Engineering Division prior to any street or utility construction. Such plans shall also include driveway approaches and location of proposed mailboxes. Construction limits shall correspond with the improvements indicated on the Preliminary Plat.
8. Except where an exception is granted, all streetlights, roadways and City owned utilities shall be designed and constructed in accordance with City standards.
9. The Developer shall provide an all-weather surface to allow City of Post Falls access to the sewer manholes located in proposed Tract "B"
10. Final landscaping plans for the street trees will be submitted for review and approval as part of the construction plans. Street trees shall be planted by the developer in the spring and fall following construction of homes. The Urban Forester shall be notified prior to planting.
11. The Homeowners Association (HOA) for the project shall be required to maintain the common open space tracts, landscaping, amenities and the private roadway. Mechanisms shall be provided within the CC&R's of the HOA to include funding for capital repair/replacement of the private roadway, landscaping, and amenities in the future.
12. Tract "A" shall be modified to show and allow for a future access to the railroad rights of way.
13. All cottage home driveways must be constructed with a minimum width of sixteen (16) feet on each lot, subject to final engineering and zoning review.

ATTACHMENTS:

Applicant Exhibits:

Exhibit A-1A	PUD Application
Exhibit A-1B	SUP Application
Exhibit A-1C	Subdivision Application
Exhibit A-2	Narrative
Exhibit A-3	Preliminary Plan
Exhibit A-4	Letter of Authorization

Staff Exhibits:

Exhibit S-1	Vicinity Map
Exhibit S-2	Zoning Map
Exhibit S-3	Future Land Use Map
Exhibit S-4	Appeal Request
Exhibit S-5	P&Z Minutes

Exhibit S-6 P&Z May 12 Reasoned Decision

Planning and Zoning Commission Testimony:

Exhibit PA-1	PFSD Comments
Exhibit PA-2	KCFR Comments
Exhibit PA-3	BPA Comments
Exhibit PA-4	Philipps 66 Comments
Exhibit PA-5	DEQ Comments



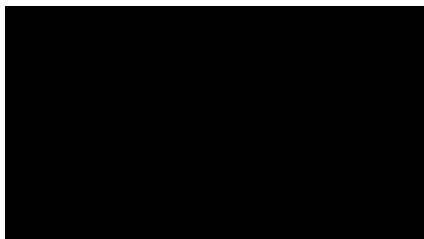
Record No: PUD-26-1

PUD Application

Status: Active

Submitted On: 3/3/2026

Applicant



Option For Redaction

Would You Like to Submit Redacted Documents* ?

—

Applicant Information

Applicant Type*

Other

Application Type*

Preliminary PUD

Applicant Name*



Company



Phone*



Email*



Address*



City, State, Zip Code



Owner Information

Name*

[REDACTED]

Company Name

-

Phone*

[REDACTED]

Email*

[REDACTED]

Address*

[REDACTED]

City, State, Zip Code

[REDACTED]

Site Information

PUD Name*

McKinley Meadows

Size of Site

2.67

Number of Lots

18

Average Lot Size

4169.4

Existing Zoning

R1

Adjacent Zoning

R1, R2, CCS

Current Land Use

Single Family Residential

Adjacent Land Use

Residential (SFR/MF/Dplx), School,
Commercial

Density

6.72 Units Per Acre

Description of Project*

Proposed 18 Lot Subdivision (17 Cottage Home Lots & 1 Existing Home Lot) –
PUD request shall address design deviations.

Application Certification

I (We) understand that any decision made by the Planning and Zoning Commission on this PUD application is final; unless appealed by myself, by adjoining property owners, or by other affected persons. All the information, statements, attachments and exhibits transmitted herewith are true to the best of my knowledge. I hereby certify that I am the owner of contract buyer of the property upon which the PUD is to be located or that I have been vested with the authority to act as agent for the owner or contract buyer. *



The applicant (or representative) must be present at the meeting to represent this proposal or the application will not be heard. All exhibits will need to be identified at the meeting, will be entered into the record, and retained in the file. *



I (We) certify that all information and drawing herein contained and/or attached are true and exact.*



[REDACTED]

Mar 2, 2026



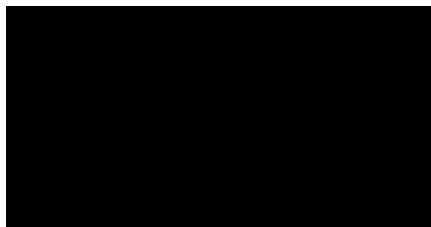
Record No: SUP-26-3

Special Use Permit

Status: Active

Submitted On: 3/3/2026

Applicant



Option For Redaction

Would You Like to Submit Redacted Documents* ?

—

Applicant Information

Applicant Type*

Other

Applicant Name*



Phone*



Email*



Address*



City, State & Zip Code



Owner Information

Name*



Company

-

Phone*

[REDACTED]

Email*

[REDACTED]

Address*

[REDACTED]

City, State & Zip Code

[REDACTED]

Site Information

Proposed Project Name*

McKinley Meadows

Description of Project*

18 Lot PUD Subdivision Request (17 Cottage Lots & 1 Existing SFR Home Lot)

Existing Zoning

R1

Adjacent Zoning

R1, R2, CCS

Current Land Use

Single Family Residential

Adjacent Land Use

Residential (SFR/MF/Dplx), School,
Commercial

Size of Site

2.67 acres

Site Density, if applicable

6.72 units per acre

Application Certification

All exhibits presented will need to be identified at the meeting, will be entered into the record, and retained on file.*



The applicant (or representative) must be at the meeting representing this proposal or the application will not be heard. The applicant will be responsible for costs in re-noticing the public hearing.*



I (We) the undersigned do hereby make application for the land use action contemplated herein on the property described in this application and do certify that the information contained in the application and any attachments or exhibits herewith are accurate to the best of my (our) knowledge. I (We) further acknowledge that any misrepresentation of the information contained in this application may be grounds for rejection of the application or revocation of a decision rendered. I (We) understand that the Administrator may decline this application if required information is deficient and/or the application fee has not been submitted. I (We) acknowledge that City staff may, in the performance of their functions, take photographs and/or videos of the property under consideration as deemed necessary, enter upon the property to inspect, post legal notices, and/or other standard activities in the course of processing this application. I (We) hereby certify that I am (we are) the owner or contract buyer of the property upon which the land use action is to be located, or that I (we) have been vested with the authority to act as agent for the owner or contact buyer. *



[REDACTED]

Mar 2, 2026



Record No: SUBD-26-3

Subdivision Application

Status: Active

Submitted On: 3/3/2026

Applicant



Option For Redaction

Would You Like to Submit Redacted Documents* ?

—

Application Information

Did a Subdivision Pre-app take place?*

Yes

Applicant Type*

Engineer

Proposed Subdivision Name*

McKinley Meadows

Number of Lots*

18

Size of Site

2.67

Average Size of Lots

4169.4

Existing Zoning

R1

Adjacent Zoning

R1, R2, CCS

Current Land Use

Single Family Residential

Adjacent Land Use

Residential (SFR/MF/Dplx), School & Commercial

Density

6.72 Units per Acre

Description of Project*

Proposed Planned Unit Development Subdivision with a Special Use Permit for 17 Cottage Home Lots and 1 Single Family Residential Lot around an existing home.

Site Information**Comprehensive Plan Designation**

Low Density Residential

Location of Proposed Access to Site

The primary access shall be from Montgomery Place, with an emergency ingress/egress to be constructed through the Post Falls School District/Seltice Elementary School property.

Street(s) Serving the Project (provide ROW and pavement width)

Montgomery Place (adjacent to a cul de sac R=60')

Size & Point of Water Connection

8" PVC Chase Road & 4" Steel in Montgomery Place – Project will loop the City infrastructure with an 8" C900 PVC water line.

Size & Point of Sewer Connection

12" sewer main runs through the subject property, and East in Montgomery Place – a new 8" SDR34 PVC sewer main will extended West into the development to provide gravity sewer for the 17 proposed Cottage Homes.

Name & Location of Nearest School

Seltice Elementary School (adjacent to the West)

Location of, and Distance to, Nearest Fire Station or Sub-Station

Kooteani Fire and Rescue – Station 1 (1.5 miles)

Physical Description of Site (topography, cover, features)

The site has roughly 11' of elevation relief across the site that will be mass graded with the development of this site.

Any Physical Limitations? (Rock outcrops, Slope, etc.)

No

Water District*

Post Falls Water District

Owner Information

Name*

[REDACTED]

Company

-

Phone*

[REDACTED]

Email*

[REDACTED]

Address*

[REDACTED]

City, State, Zip Code

[REDACTED]

Application Certification

I understand that the applicant or representative shall attend the public hearing before the Planning and Zoning Commission and that the decision on a Subdivision is final; unless appealed by myself, by adjoining property owners, or by other affected persons. I also understand that the Subdivision Plat is a separate application to be approved by the City Council before it can be recorded. All the information, statements, attachments and exhibits transmitted herewith are true to the best of my knowledge. I hereby certify that I am the owner or contract buyer. *



[REDACTED]

Mar 2, 2026



McKINLEY MEADOWS

**SUBDIVISION, PLANNED UNIT DEVELOPMENT
& SPECIAL USE PERMIT**

NARRATIVE

City of Post Falls, Idaho



McKINLEY MEADOWS

SUBDIVISION, PLANNED UNIT DEVELOPMENT & SPECIAL USE PERMIT



City of Post Falls, Idaho

Project Summary

This narrative shall outline the proposed Subdivision, Planned Unit Development, and Special Use Permit requests for the above single-family residential development in the City of Post Falls, Idaho.

The proposed development consists of eighteen (18) single-family residential Lots, with seventeen (17) Cottage Homes Lots, and one (1) existing single-family residential home Lot on R-1 zoned property.

Access for the proposed development shall be via a new private street (Montgomery Lane). An emergency ingress/egress access shall also be constructed through the Seltice Elementary/Post Falls School District property to the West, through a private agreement made between the property owner and the school district.

The sanitary sewer for this development shall be conveyed to the existing City of Post Falls sanitary sewer infrastructure (sewer manhole with a 12" sewer main, flowing East) that is currently located in the Montgomery Place cul de sac/right of way. An 8" gravity sewer main shall be extended through the project.

The domestic, irrigation, and fire flow water requirements for this development shall be provided by the City of Post Falls. A proposed 8" water main shall be extended through this development, and the Seltice Elementary/Post Falls School District property (private agreement) to loop the existing 8" water main located in Chase Road, to the existing 4" steel water line located in the Montgomery Place cul de sac/right of way.

The property is located within Section 34, Township 51 North, Range 05 West, Boise Meridian, Kootenai County, City of Post Falls, Idaho.



Project Overview

- **Landowner:**
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED] [REDACTED]
- **Proponent/Developer:**
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
- **Applicant/Engineer:**
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED] [REDACTED]
- **Parcel:** P0600002009A
- **AIN:** 134648
- **Legal:** CHERRY ADDITION TO POST FALLS, Lot 9, Block 2, Exc. Tax #19511
- **Site Address:** 404 West Montgomery Place, Post Falls, Idaho 83854
- **Parcel Size:** 2.676 Acres
- **Proposed Lots:** Eighteen (18) Single-Family Residential Lots
- **Proposed Density:** 6.72 Units per Acre
- **Existing Zoning:** R-1
- **Sewer/Water:** City of Post Falls
- **Fire:** Kootenai Fire and Rescue
- **Power/Gas:** Avista
- **Communications:** Spectrum, Ziply, TDS

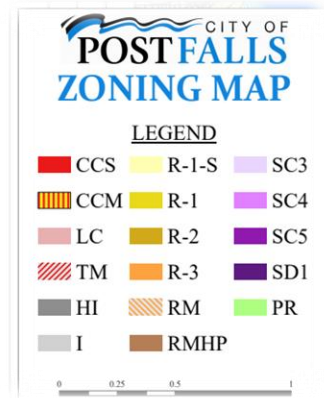
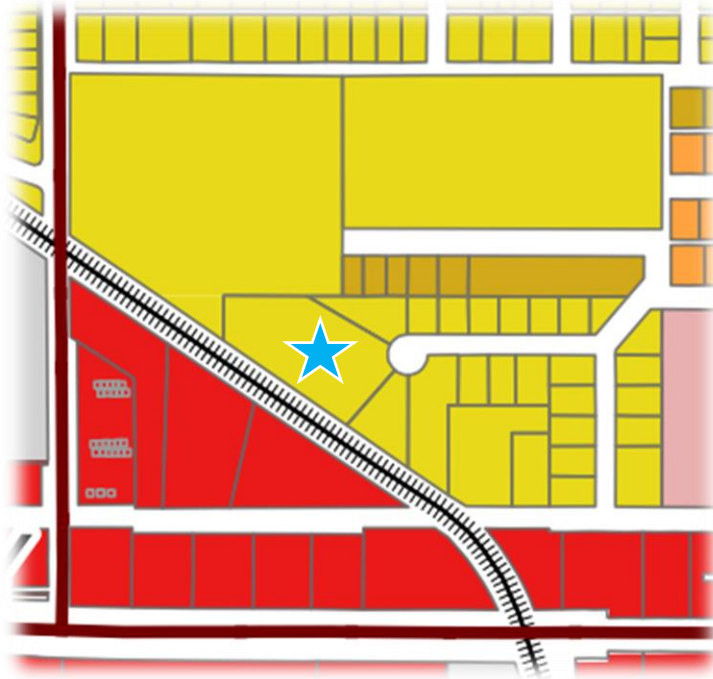
Land Use

The property is currently developed with one (1) single family residential home that shall remain as part of the expansion of the existing single family residential use on this property/in this neighborhood.

Existing Conditions

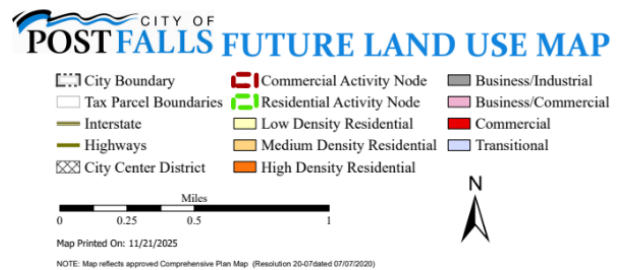
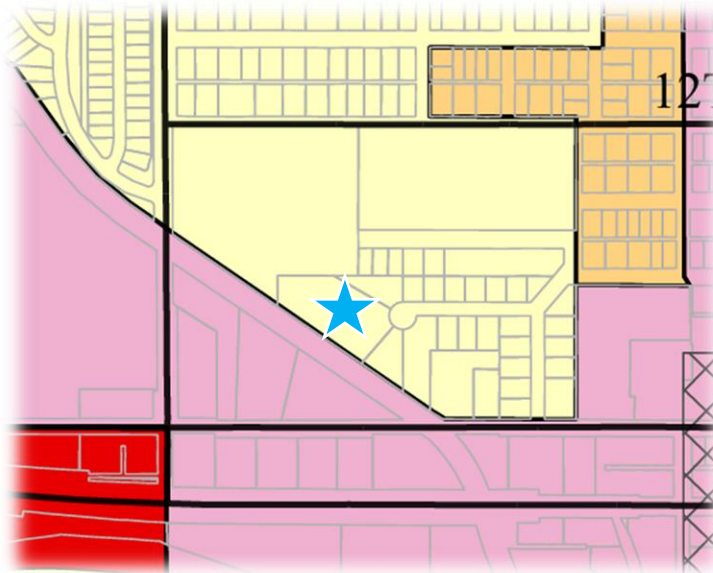
The existing Lot was created as part of the CHERRY ADDITION TO POST FALLS. It is developed with one (1) single-family residential home fronting the public cul de sac street of Montgomery Place, while the remaining, secondary portions of this property being previously used for outdoor storage for a landscaping business. The existing home is served by City of Post Falls sanitary sewer and domestic/irrigation water. The property has approximately eleven (11) feet of elevation relief, North/Northwest to South/Southeast, consisting of varying grade breaks and slopes. The existing site vegetation varies, with large evergreens and irrigated landscaping around the existing home, to native grasses and smaller/more dense evergreen trees around the Northwest and Southern portions of the property.

Zoning



The City of Post Falls Zoning Designation for the property is R-1 Zoning. This proposed project is generally consistent with this designation.

Future Land Use Map



The City of Post Falls Future Land Use Map designates this property as “Low Density Residential”, and the surrounding properties as a mix of “Low Density Residential” and “Business Commercial”. This proposed project is generally consistent with this designation.

Adjacent Land Uses

The following shall describe the land uses on the adjacent properties:

- **North:**
 - The Post Falls School District owns property to the North and Northeast of this site (Seltice Elementary and Mullan Trail Elementary).
 - Properties to the Northeast, along Cherry Avenue, are zoned R-2, and developed with duplex/multi-unit residential homes, and commercial businesses.
- **South:**
 - The southern boundary of this property parallels the Union Pacific Railroad (UPRR) right of way. This portion of railroad right of way is not used on a consistent basis, with portions of this particular railroad right of way having already been converted a pedestrian access trail.
 - There are several commercial operations located on the South side of the railroad right of way.
- **East:**
 - The properties to the East, along Montgomery Place are developed with single family homes, as well as large shops/structures, and outdoor storage (personal trailers, RVs, and vehicles).
- **West:**
 - The Post Falls School District owns the property to the West of this site (Seltice Elementary).

Utilities:

- **Sewer:**
 - Existing:
 - The project shall be served by City of Post Falls municipal sewer system infrastructure. An existing 12" gravity sanitary sewer main flows Southeast, along the North boundary of this property, to the Montgomery Place cul de sac, and then East in Montgomery Place. Several sanitary sewer manholes are located on the project property, and within the Montgomery Place right of way. The existing home is connected to a 4" sewer service that connects to the 12" sewer main, on the subject property.
 - Proposed:
 - From the existing sewer manhole in the Montgomery Place cul de sac, an 8" SDR35 PVC sanitary sewer main shall be extended to a terminus manhole on the property. Each Lot shall have one (1) 4" SDR35 PVC sanitary sewer service.
- **Water:**
 - Existing:
 - The project shall be served by the City of Post Falls municipal water system infrastructure. A 4" steel water main exists in the Montgomery Place cul de sac/right of way, and an 8" water main exists in the Chase Road right of way. A fire hydrant exists in the Montgomery Place cul de sac/right of way, and at the entrance to Seltice Elementary off of Chase Road. The existing home water service is connected to the 4" water main in Montgomery Place.

- Proposed:
 - An 8" C900 PVC water main shall be extended through the site, and the School District property (private agreement), looping the existing City of Post Falls water system infrastructure between Montgomery Place and Chase Road.
 - This extension shall provide fire suppression for the project, and may also improve fire flows and water capacity for this area of the City of Post Falls.

- **Stormwater:**

- Existing:
 - The City of Post Falls currently manages a stormwater collection/conveyance infrastructure (catch basins, and piping) in the Montgomery Place right of way.
- Proposed:
 - The proposed development shall convey stormwater runoff within the private road easement, to a designated onsite stormwater swale area for treatment/infiltration.

- **Dry Utilities:**

- Existing:
 - Power, gas, and telecommunication utilities are located within the Montgomery Place right of way, and within the Chase Road right of way. The existing home is currently connected to the existing dry utility infrastructure.
- Proposed:
 - We are currently working with the utility purveyors to develop a plan to extend the necessary dry utility infrastructure into the proposed development.

Additional Development Information:

- **Ingress/Egress Access:**

- Montgomery Lane (Private) is a proposed private, 24' wide travel way, with curb on each side, and a 4' sidewalk on one side. A private hammerhead style turnaround shall be constructed in Tract A to allow residents, guests, garbage, and delivery drivers sufficient space to maneuver onsite. This turnaround may serve as a sport court when it is not in use. An emergency ingress/egress shall have access to, and through, this site via Montgomery Place, and a new emergency ingress/egress access through the Seltice Elementary/Post Falls School District owned property to the West via a private agreement with the landowner of this property. The existing home driveway shall be re-routed to be accessed from the new private roadway.

- **School District Agreement:**

- A conditional private agreement was reached between the landowner/heirs, successors, and or assignees to allow for a utility easement, and an emergency ingress/egress access through the Post Falls School District/Seltice Elementary property. This emergency access shall be gated at the West property line of this development, and it shall be secured with a Knox lock at the time of development. The proposed utility infrastructure and private emergency ingress/egress access shall be constructed with this proposed development.

- **Site Lighting:**

- All site lighting shall be privately owned town and country (or similar), and shall be downward facing, reducing the possibility of glare from impacting the existing/proposed homes, and public/private rights of way.

- **CC&Rs:**

- The Title Commitment for this property, and all properties within the Cherry Addition to Post Falls (26 Lots) states that each Lot shall be subject to CC&Rs that were prepared in 1955. At the time they were prepared, the CC&Rs restricted/limited the extent of development allowed on each Lot, for a period of forty (40) years, or as modified by the majority of Lot owners. Through visual observation, it is our belief that nearly every Lot in the Cherry Addition to Post Falls may in some way be in violation of these very restrictive CC&Rs, and since selective enforcement if the CC&Rs is illegal, and further that the City of Post Falls does not observe the conditions of these CC&Rs, we have been informed that the landowner is working with the “majority” of the Lot owners in the Cherry Addition to Post Falls to either bring their properties into compliance, and therefore, they are working together to vacate the 1955 Cherry Addition CC&Rs. New CC&Rs shall be prepared and recorded with the Final Plat. This document shall only govern the Lots within the proposed development.

- **Parking:**

- Each proposed Lot in this development, including the existing home, shall have two (2) off-street parking areas (minimum). Five (5) additional guest parking spaces shall be provided along the proposed private roadway, meeting the Cottage Home development requirements (0.25 parking spaces per home x 18 homes = 4.5 parking spaces ~ 5 parking spaces).

- **Density:**

- The density of the proposed development is approximately 6.72 Units per Acre. Per the City of Post Falls, R-1 Zoning, the minimum Lot size shall be 6,500SF. The area of the property in question is 116,577SF, and $116,577/6,500 = 17.93$ Lots, which is just shy of the proposed 18 Lots (approximately 4% deviation). Therefore, it is our intent to seek approval, through a Planned Unit Development (see below), to allow for a 10% increase in density, in exchange for 15% Open Space (17,485 SF required and 18,000 SF + provided), see Tract A & B, on the Preliminary Plat for McKINLEY MEADOWS.

- **Setbacks:**

- Setbacks shall meet the City of Post Falls R-1 Zoning, and Cottage Home code requirements, and or the setbacks as amended by the Planned Unit Development Request.

- **Open Space:**

- The proposed Open Space in this development shall consist of 15% of the total project area, being a minimum of 17,485 SF (18,000 SF + provided in Tract A and Tract B). This total Open Space area exceeds the Cottage Home Open Space requirements. In addition, the proposed Open Space shall also include the City required amenities (ie: gazebo, sport court, horseshoe pit, etc.) as required by the Cottage Home development code. The onsite stormwater and landscape buffers area within Tracts C and D shall also add additional usable Open Space that will be managed by the Home Owners Association.

- **Mailbox/Delivery:**

- With the re-alignment of the existing home driveway, and the frontage sidewalk adjacent to the Montgomery Place cul de sac/right of way, a new mailbox cluster shall be constructed to serve the existing home, and the homes proposed along Montgomery Lane, allowing USPS to have full access to the mailbox cluster from the existing cul de sac.

Subdivision Approval Criteria:

This submittal shall include a Subdivision Request for **McKINLEY MEADOWS**, in conformance with the **Post Falls Municipal Code (PFMC) 17.04**.

The following are the City of Post Falls Subdivision Review Criteria:

- **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.**
 - The City of Post Falls municipal water system infrastructure shall be looped through this project, between Chase Road and Montgomery Place, providing sufficient fire flows and domestic/irrigation water for this development, and this loop is expected to improve pressure and capacity for this area of the City of Post Falls.
- **Adequate provisions have been made for a public sewage system and that the existing Municipal system can accommodate the proposed sewer flows.**
 - The City of Post Falls municipal sewer system infrastructure serves the existing home, with an existing 12" sewer mainline running through the property. The point of connection for this development shall be in the cul de sac of Montgomery Place, with an 8" sewer mainline being extended in the project to serve this proposed development.
- **Proposed streets are consistent with the transportation element of the comprehensive plan.**
 - Ingress/egress shall be provided by Montgomery Place, and the proposed private roadway of Montgomery Lane that shall be constructed as part of this development. A secondary emergency ingress/egress shall also be constructed as part of this development, through the project site, and the school district property to the West, via an easement that shall be secured once the School District conditions for granting the easement have been satisfied.
- **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.**
 - The project proponent is currently working with a Geotechnical Engineering firm to prepare a Preliminary Geotechnical Engineering Report for this property. At this time there are no known areas of concern, and there are no known historical uses that would otherwise be of concern once this property is developed.
- **The area proposed for Subdivision is zoned for the proposed use and the use conforms to other requirements found in this Code.**
 - The property is zoned R-1. A Planned Unit Development (PUD) shall be required to achieve the requested development density, as previously stated. A Special Use Permit (SUP) shall also be required for the construction of much desired/obtainable Cottage Homes in the R-1 zoning district, adjacent to a school. A SUP request has also been submitted as part of this request.
- **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.**
 - This submittal describes how the developer plans to address the offsite impacts (emergency access, water) for the proposed development.

Planned Unit Development Approval Criteria:

This submittal shall include a Planned Unit Development (PUD) Request for **McKINLEY MEADOWS**, in conformance with the **Post Falls Municipal Code (PFMC) 18.20.080**.

The following PFMC Deviations are hereby a part of this PUD request:

- **PFMC 18.24.032 Cottage Home Residential Performance Standards:**
 - **(C)((3)(b)(3) Cottage Home Yard Deviation:**
 - While each Lot in this development will have at least 10% Open Space (on each Lot), the minimum dimension that is proposed for Lot 7, Block 2, is only 12', while the Lot exceeds 3,500SF. This deviation to the required 15' minimum dimension would still allow this Lot to provide the required side loaded Open Space, and this private Open Space is also adjacent to the Common Area Open Space (Tract A).
 - **(D)(2)(a) Front Loaded Cottage Homes Deviation:**
 - Due to the unique configuration of the property, we are seeking to only construct Front Loaded Cottage Homes on each Lot, facing Montgomery Lane(private). This is a deviation from the code, allowing for only 50% of the Lots to be Front Loaded.
 - **(D)(2)(d) Cottage Homes are “encouraged” to front Green Space Deviation:**
 - Due to the unique configuration of the property, we are seeking to place the Cottage Home required open space at the end of Montgomery Lane (private), which does not allow 20% of the Open Space to front a public or private street. We are requesting a deviation from this section of code, to allow the Open Space to serve as a buffer between the homes and the adjacent school property.
- **PFMC 18.20.040 Bulk and Placement ~ Density:**
 - **R-1 Density Deviation:**
 - 18.12.010 Definitions: Density means a unit of measurement used to calculate the number of Dwelling Units per acre of land. As previously stated, the density of the proposed development is approximately 6.72 Units per Acre. Per the City of Post Falls, R-1 Zoning, the minimum Lot size shall be 6,500SF. The area of the property in question is 116,577SF, and $116,577/6,500 = 17.93$ Lots, which is just shy of the proposed 18 Lots (approximately 4% deviation). Therefore, it is our intent to seek approval, through this Planned Unit Development, to allow for a 10% increase in density, in exchange for 15% Open Space (17,485 SF required and 18,000 SF + provided), see Tract A & B, on the Preliminary Plat for McKINLEY MEADOWS.
 - **R-1 Setback Deviation (Lot 7, Block 2):**
 - It is the intent of the developer to construction uniform home footprints in this development, while still ensuring that each home has distinct characteristics that set it apart from the other homes in the neighborhood (as required by the Cottage Home performance standards). While we believe this request could be addressed administratively, we are requesting a setback deviation on Lot 7, Block 2, to allow for a nine (9) foot rear yard setback on the Northwest corner of this Lot. This setback deviation shall allow the developer to maintain five (5) foot minimum side yard setbacks, and to continue to provide the proposed pedestrian access easement connecting Tract A to Tract B (Common Open Space Areas) through this Lot.

The following are the City of Post Falls Review Criteria for a Planned Unit Development:

- **The proposed PUD provides for adequate utilities, services, and parking to service the proposed development by:**
 - **Providing a public water supply system that has adequate supply to serve the proposed development.**
 - The City of Post Falls municipal water system infrastructure shall be looped through this project, between Chase Road and Montgomery Plan, providing sufficient fire flows and domestic/irrigation water for this development, and this loop is expected to improve pressure and capacity for this area of the City of Post Falls.
 - **Providing a public wastewater collection system that is designed in accordance with the City's adopted Wastewater Master Plan and has sufficient capacity to accommodate the proposed sewer flows.**
 - The City of Post Falls municipal sewer system infrastructure serves the existing home, with an existing 12" sewer mainline running through the property. The point of connection for this development shall be in the cul de sac of Montgomery Place, with an 8" sewer mainline being extended in the project to serve this proposed development.
 - **Providing adequate accommodation for other utilities necessary to support the proposed development.**
 - The necessary infrastructure and utilities needed to support this proposed development are available onsite, and or within the adjacent rights of way and or easements ready to extend during construction.
 - **Providing sufficient parking throughout the development to adequately meet the parking needs of all uses proposed in the PUD.**
 - Each proposed Lot in this development, including the existing home, shall have two (2) off-street parking areas (minimum). Five (5) additional guest parking spaces shall be provided along the proposed private roadway, meeting the Cottage Home development requirements (0.25 parking spaces per home x 18 homes = 4.5 parking spaces ~ 5 parking spaces).
- **The proposed PUD provides for an integrated transportation network that adequately serves the proposed development by:**
 - **Providing for the continuation of arterial and collector streets, meeting City standards for traffic volume, in a manner consistent with the City's adopted Transportation Master Plan.**
 - Montgomery Lane shall be a private street, maintained by the HOA. This private street will connect to Montgomery Place, a public right of way with a cul de sac turn around (public) fronting the property. An emergency ingress/egress access shall also be constructed as part of this development, through the Seltice Elementary School parking lot, improving emergency access for this development, and for those living along the public right of way of Montgomery Place.

- **Providing a local street network that allows adequate traffic circulation and snow storage throughout the entire development.**
 - Sufficient onsite maneuvering and turnaround space is proposed on this private street (Montgomery Lane), and within Tract A. This is currently the end of the line for development in this area, at this time, with the Post Falls School District owning the property to West.
- **Providing a pedestrian and bicycle system designed to provide adequate circulation throughout the entire development and to all open space areas.**
 - Pedestrian access is provided in this private neighborhood via the proposed sidewalk on the North side of Montgomery Lane (private). This sidewalk shall connect to the existing sidewalk located on Montgomery Place (public). It is expected in the future that the adjacent railroad right of way may be converted to a public trail system. Access from our Open Space Tract to this future trail area will be reserved on the Plat.
- **The proposed PUD provides enhanced community design by:**
 - **Conserving and incorporating the sites significant natural, scenic and/or historical features in the development, if any.**
 - The existing home on the property shall be preserved, and the areas that are disturbed shall be enhanced with additional landscaping to support the adjacent mature native landscaping where possible.
 - **Integrating a mix of compatible land uses in the development and adequately buffering and/or separating any incompatible uses in the development.**
 - This property is uniquely shaped and situated at the end of a public right of way cul de sac. The proposed Lot and homes shall be buffered from the existing neighborhood and neighboring school, and this neighborhood shall blend in with the surrounding mature landscaping.
 - **Locating the proposed uses and lot sizes in the proposed PUD in a manner that blends with the surrounding uses, neighborhoods and public facilities located in the City.**
 - This property is uniquely shaped and situated at the end of a public right of way cul de sac. The proposed Lot and homes shall be buffered from the existing neighborhood and neighboring school, and this neighborhood shall blend in with the surrounding mature landscaping.
 - **Providing at least ten percent (10%) of the gross land area for open space that meets the recreational needs of the users of the development and provides for a variety of recreational uses.**
 - At least 15% of the land shall be dedicated to usable open space as required by the Planned Unit Development request for our proposed bonus density.
- **The proposed PUD provides for timely development of the property and security for future completion and maintenance by:**
 - **Ensuring that each development block contains all the necessary elements to exist independently from future blocks.**
 - This development shall provide all necessary elements needed to complement the existing residential neighborhood that adjoins the boundary of this project.

- **Ensuring that each building in the development lot has sufficient access around the structure to allow for continual maintenance of the building and access for emergency services.**
 - Each structure shall have sufficient access around the perimeter of the structure for maintenance and access.
- **Ensuring that a funding mechanism exists to adequately maintain common areas that are not publicly maintained.**
 - The Home Owners Association shall be formed for manage the private roadway and common open space areas/Tracts.

Special Use Permit Approval Criteria:

This submittal shall include a Special Use Permit (SUP) Request for **McKINLEY MEADOWS**, in conformance with the **Post Falls Municipal Code (PFMC) 18.20.070**.

The following are the City of Post Falls Special Use Permit Review Criteria:

- **Whether implementation of the special use would/would not conform to the purposes of the applicable zoning district.**
 - We believe this proposed SUP request would grant the property owner the ability to create much desired/obtainable single family residential Cottage Homes adjacent to an elementary school. The property is zoned R-1, which requires a SUP for Cottage Homes. R-1 zoning allows for 6,500sf minimum Lots. The existing property area (after to the 2002 Boundary Line Adjustment with the Post Falls School District property to the West) is 2.676-Acres, or 116,577sf. The property could technically be developed with eighteen (18) single family residential Lots (116,577sf/6,500sf = 17.93 Lots ~ 18-Lots); however, due to location and the constraints of the property's unique configuration, we feel this development is prime for the construction of a private roadway, smaller Cottage Home Lots, and larger Open Space Tracts. As part of this Subdivision, PUD, and SUP request, and in accordance with the PUD code, and the Cottage Home performance standards, we are proposing to use the much needed, Common Open Space as buffers between the school and adjacent residential home properties.
- **Whether the proposed use constitutes an allowable special use as established by this chapter for the zoning district involved; and complies with all other applicable laws, ordinances, and regulations of the City and the State.**
 - Cottage Homes are permitted in the R-1 zone with a Special Use Permit.
- **Whether the proposed use will/will not be compatible with the health, safety, and welfare of the public or with land uses in the vicinity of the proposal.**
 - This proposed development design, or this request, is not intended to in any way impact the health, safety, and or welfare of the public.
- **Whether the proposed use will/will not comply with the goals and policies found within the Comprehensive Plan.**
 - **Goals:**
 - **G-01 - Grow and sustain a balanced, resilient economy for Post Falls, providing community prosperity and fiscal health.**
Home ownership is essential for economic growth and community prosperity. This project intends to provide that opportunity for families to establish roots in our small town, with the added bonus of being adjacent to Post Falls School District property.

- **G-02 - Maintain and improve the provision of high-quality, affordable and efficient community services in Post Falls.**

Affordable and efficient community services are supported by a broad tax basis in our community. This development proposes minimal City infrastructure, for a higher density of single-family residential home ownership opportunities that are obtainable.

- **G-03 - Maintain and improve Post Falls' small town scale, charm and aesthetic beauty.**

This future development shall incorporate well-maintained open space areas, a pedestrian sidewalk, and a single-family residential setting, maintaining the small town feel that we had growing up in this community.

- **G-05 - Keep Post Falls' neighborhoods safe, vital, and attractive.**

Safe, and aesthetically pleasing neighborhoods are obtainable, in small, affordable communities, through well managed Home Owner Associations, and like minded home owners seeking to establish roots in our community. This future proposed neighborhood will provide families with the opportunity to have pride of ownership, with limited personal maintenance, creating more time for family, friends, and community relationships.

- **G-07 - Plan for and establish types and quantities of land uses in Post Falls supporting community needs and the City's long-term sustainability.**

Affordable housing opportunities are difficult to come by in our community, which is driving our workforce and professionals to seek home ownership in other communities. This proposed future development will support our quest for home ownership, through affordable and obtainable single family housing options that are not available in our surrounding communities.

○ **Policies:**

- **P.01 - Support land use patterns:**

This area of the City is primarily comprised of single-family homes with R-1 and R-2 zoning designations. This property intends to construct single family residential homes on this under-utilized property, adjacent to Seltice Elementary, and provide large open space Tracts and landscape buffers. The developer is seeking to create affordable and obtainable home ownership opportunities in this area of the City.

- **P.03 - Encourage development patterns that provide suitably scaled, daily needs services within walking distance of residential areas, allowing a measure of independence for those who cannot or choose not to drive:**

This proposed single-family development shall be constructed on an under-utilized infill property, with a private street, with a sidewalk that connects to the existing adjacent public right of way/sidewalk.

- **P.06 – Encourage residential development patterns:**

This proposed development shall extend single-family home ownership opportunities in an area of the City, that is already developed with an existing single-family home.

- **P.08 – Encourage compatible infill development of vacant and under-utilized properties withing City limits:**

This request shall be for single-family residential development on an under-utilized property that is currently in the City of Post Falls.

- **P.15 – Ensure that adequate land is available for future housing needs, helping serve residents of all ages, incomes and abilities through provision of diverse housing types and price levels:**

The proposed single-family residential Cottage Homes are being developed to provide opportunities for affordable/obtainable home-ownership in the City of Post Falls.

- **P.16 – Encourage maintenance of housing in an attractive, safe and sanitary condition, helping extend the service life of housing and enhancing the general appearance of the city and its neighborhoods.**

The proposed Lots in this development shall provide attractive, safe, and well-maintained housing opportunities and open space areas for those choosing to live in the City of Post Falls.

- **P.18 – Maintain housing standards, fees and regulations that support and sustain related services and infrastructure.**

The proposed single-family residential Cottage Homes are being implemented in this area to provide support for sustainable, affordable, and obtainable housing, which shall increase the City tax base, which will provide funding for City infrastructure maintenance and sustainability.

- **P.19 – Encourage clustering of units in new residential development, providing service efficiencies and creating opportunities for private or community open space.**

The proposed smaller Lots for Cottage Homes shall provide functional Open Space. This Open Space shall provide privately maintained Open Space with irrigated vegetation and landscaping.

- **P.20 – Consider location of multi-family development:**

While this proposed development is for single-family housing, this property would be a prime location for multi-family development, given its close proximity to local schools, and services. While we see the need for multi-family rental housing, it is my professional opinion that this type of development, in this location, is not desired by the surrounding neighbors, and or the City, due to its compatibility with the surrounding single-family homes.

- **P.23 – Develop and enhance a transportation system in Post Falls:**

The termination of this onsite private roadway ends at a private turnaround, with an emergency ingress/egress access through the project to the West, through the Post Falls School District property, out to Chase Road. While this is not a daily used street, it improves emergency access for this area of town.

- **P.26 – Maintain and improve the continuity of sidewalks, trails, and bicycle paths in Post Falls.**

The connection of the proposed private street sidewalk to the adjacent public right of way sidewalk shall provide more than sufficient/safe pedestrian access.

- **P.27 – Work to improve street connectivity in all areas of Post Falls, improving walkability, public health and safety, and transportation efficiency.**

The termination of this onsite private roadway ends at a private turnaround, with an emergency ingress/egress access through the project to the West, through the Post

Falls School District property, out to Chase Road. While this is not a daily used street, it improves emergency access for this area of town.

- **P.32 – Implement street designs including the range of features located and identified in adopted guidelines and standards:**

This development has the luxury of utilizing a well-planned private street section, that promotes safe travel ways for vehicles and pedestrians, with off-street parking, and safe access to/from the public right of way, and private homes/Lots.

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

This development shall be Home Owner Association governed, with a common maintenance agreement, and private road management, which shall aim to beautify this community for years to come.

- **P.40 – Plan and locate private and public utilities consistent with best management practices:**

Strategic utility planning shall be implemented in this development to improve aesthetics, and serviceability, not only franchise utilities, but also for City and District utilities that will be extended through, or looped through this future development project.

- **P.69 – Encourage new development to provide pedestrian access to nearby parks, trails and green spaces:**

This development provides pedestrian access to the public sidewalks, and in the future, we understand that the adjacent railroad may be converted to a trail system.

- **P.71 – Promote the planting and protection of trees citywide:**

Landscaped buffers and open space areas will be implemented in this development.

- **P.80 – Promote landscaping guidelines:**

Landscaped buffers and open space areas will be implemented in this development.

- **P.84 – Expand the number of local living-wage jobs, enabling more residents to live and work in Post Falls.**

To expand the number of local living-wage jobs, we need to create a product that provides those seeking to live in our City to have home ownership.

- **P.86 – With the local business community, work to enhance, sustain and diversify the local economic:**

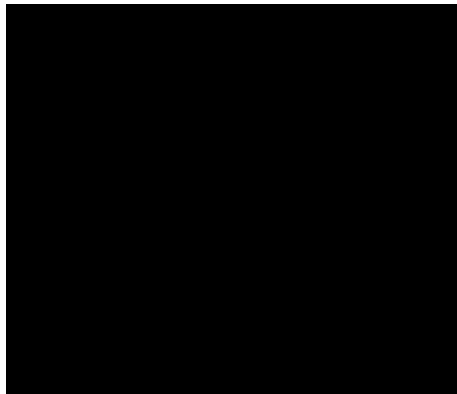
Affordable, and obtainable home ownership opportunities are limited in our area, which are driving the local professionals and workforce out of our City, this development, governed by City codes and regulations would aim to provide an alternative option to “renting an apartment” for those who want to plant roots in our City, and gain economic wealth through the blessing of home ownership.

- **Upon granting a Special Use Permit, the Planning and Zoning Commission may attach conditions including, but not limited to:**

- **Minimizing adverse impact on other development.**

- We believe this Subdivision, Planned Unit Development, and Special Use Permit request submittal illustrates that this proposed project can be constructed with minimal to no impacts on adjacent properties.

- **Controlling the sequence and timing of development.**
 - This project shall be developed as single phase in 2026, upon approval for this request, and the City approval of the proposed infrastructure plans.
- **Controlling the duration of development.**
 - This project shall be developed as single phase in 2026, upon approval for this request, and the City approval of the proposed infrastructure plans.
- **Assuring that development is maintained properly.**
 - The Home Owners Association that is created for this development shall be responsible for financially supporting the operation and maintenance of the common Open Space and private infrastructure in this development. An assessment for long range planning for expected maintenance costs could be built into the CC&Rs to support the operation and maintenance of these private areas/improvements.
- **Controlling the location and setbacks of development.**
 - As previously stated, the proposed development layout was selected to provide buffers, where possible, between the school and adjacent home properties.
- **Requiring more restrictive standards than those generally required in the zoning ordinance.**
 - It is our belief that we have placed more than sufficient restrictions on this proposed development, while still allowing for single family homes to be constructed on this property (instead of multi-family apartment structures). We believe this proposed Subdivision, Planned Unit Development, and Special Use Permit request submittal has the full support from City staff.



MCKINLEY MEADOWS

A PORTION OF LOT 9, BLOCK 2, CHERRY ADDITION TO POST FALLS, LOCATED IN THE SOUTHWEST QUARTER OF SECTION 34, TOWNSHIP 51 NORTH, RANGE 5 WEST, BOISE MERIDIAN, CITY OF POST FALLS, KOOTENAI COUNTY, IDAHO

BOOK _____, PAGE _____

INSTRUMENT # _____

OWNER'S CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS: THAT SHANE ANDERSON AND LISA ANDERSON, HUSBAND AND WIFE, ARE THE RECORD OWNERS OF THE REAL PROPERTY ON THIS CERTIFICATION AND HAVE CAUSED THE SAME TO BE SURVEYED AND DIVIDED INTO LOTS AND BLOCKS AS HEREIN PLATTED, TO BE KNOWN AS MCKINLEY MEADOWS.

A PORTION OF LOT 9, BLOCK 2, CHERRY ADDITION TO POST FALLS, LOCATED IN THE SOUTHWEST QUARTER OF SECTION 34, TOWNSHIP 51 NORTH, RANGE 5 WEST, BOISE MERIDIAN, CITY OF POST FALLS, KOOTENAI COUNTY, IDAHO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTHWEST QUARTER OF SECTION 34, TOWNSHIP 51 NORTH, RANGE 5 WEST, BOISE MERIDIAN, FROM WHICH THE SOUTHEAST CORNER OF SAID SOUTHWEST QUARTER OF SECTION 34 BEARS SOUTH 88°51'48" EAST, A DISTANCE OF 2628.47 FEET;

THENCE NORTH 43°18'40" EAST, A DISTANCE OF 714.94 FEET TO THE SOUTHWEST CORNER OF LOT 9, BLOCK 2, CHERRY ADDITION TO POST FALLS, AS RECORDED IN BOOK "D" OF PLATS, AT PAGE 61, RECORDS OF KOOTENAI COUNTY, IDAHO;

THENCE NORTH 01°04'39" EAST ALONG THE EAST LINE OF SAID LOT 9, A DISTANCE OF 133.80 FEET TO THE NORTHWEST CORNER OF SAID LOT 9;

THENCE SOUTH 88°50'37" EAST ALONG THE NORTH LINE OF SAID LOT 9, A DISTANCE OF 246.01 FEET TO AN ANGLE POINT ON THE NORTH LINE OF SAID LOT 9;

THENCE SOUTH 58°53'28" EAST CONTINUING ALONG SAID NORTH LINE OF LOT 9, A DISTANCE OF 287.65 FEET TO THE BEGINNING OF A NON-TANGENT CURVE TO THE LEFT HAVING A CHORD BEARING OF SOUTH 08°30'46" EAST, A CHORD DISTANCE OF 76.53 FEET;

THENCE CONTINUING ALONG SAID NON-TANGENT CURVE TO THE LEFT WITH A RADIUS OF 60.00 FEET, THROUGH A CENTRAL ANGLE OF 79°14'36", AN ARC DISTANCE OF 82.98 FEET TO THE EASTERN MOST CORNER OF SAID LOT 9;

THENCE SOUTH 41°51'56" WEST ALONG THE EASTERLY LINE OF SAID LOT 9, A DISTANCE OF 217.43 FEET TO THE SOUTHEAST CORNER OF SAID LOT 9;

THENCE NORTH 54°30'28" WEST ALONG THE SOUTHERLY LINE OF SAID LOT 9, A DISTANCE OF 443.36 FEET TO THE NORTHWEST CORNER OF SAID LOT 9, AND THE POINT OF BEGINNING;

CONTAINING 116,577 SQUARE FEET, OR 2.676 ACRES, MORE OR LESS.

TOGETHER WITH AND SUBJECT TO:

EXISTING RIGHTS-OF-WAY AND EASEMENTS OF RECORD AND OR APPEARING ON SAID ABOVE DESCRIBED PARCEL.

GRANTING:

20' SEWER EASEMENT TO THE CITY OF POST FALLS, AS SHOWN ON THE FACE OF THIS PLAT.

10' UTILITY EASEMENT, AS SHOWN ON THE FACE OF THIS PLAT.

8' UTILITY EASEMENTS, AS SHOWN ON THE FACE OF THIS PLAT.

5' PEDESTRIAN EASEMENT, AS SHOWN ON THE FACE OF THIS PLAT.

DEDICATING:

TRACT A TO THE HOME OWNER'S ASSOCIATION FOR OPEN SPACE.

TRACT B TO THE HOME OWNER'S ASSOCIATION FOR OPEN SPACE.

TRACT C TO THE HOME OWNER'S ASSOCIATION FOR OPEN SPACE.

TRACT D TO THE HOME OWNER'S ASSOCIATION FOR MONTGOMERY PLACE.

BE IT FURTHER KNOWN THAT:

WATER SERVICE FOR ALL LOTS WILL BE PROVIDED BY THE CITY OF POST FALLS.

SANITARY SEWER SERVICE FOR ALL LOTS WILL BE PROVIDED BY THE CITY OF POST FALLS.

SHANE ANDERSON DATE

LISA ANDERSON DATE

ACKNOWLEDGMENT

STATE OF _____)
COUNTY OF _____)SS.

THIS RECORD WAS ACKNOWLEDGED BEFORE ME, DANICA RYAN, ON THE _____ DAY OF _____, 2026.

SHANE ANDERSON

(SIGNATURE OF NOTARY PUBLIC)

RESIDING AT _____, _____

DANICA RYAN
NOTARY PUBLIC-STATE OF IDAHO
COMMISSION NUMBER 20171065
MY COMMISSION EXPIRES 12-6-2029

ACKNOWLEDGMENT

STATE OF _____)
COUNTY OF _____)SS.

THIS RECORD WAS ACKNOWLEDGED BEFORE ME, DANICA RYAN, ON THE _____ DAY OF _____, 2026.

LISA ANDERSON

(SIGNATURE OF NOTARY PUBLIC)

RESIDING AT _____, _____

DANICA RYAN
NOTARY PUBLIC-STATE OF IDAHO
COMMISSION NUMBER 20171065
MY COMMISSION EXPIRES 12-6-2029

CITY ENGINEER CERTIFICATE

I THE UNDERSIGNED, CITY ENGINEER FOR THE CITY OF POST FALLS, CERTIFY THAT THIS PLAT IS IN CONFORMANCE WITH CITY CODE AND THE REQUIREMENTS IMPOSED BY THE CITY COUNCIL AND IS HEREBY APPROVED FOR RECORDING.

ROBERT S. PALUS, P.E. - IDAHO #10039

CITY COUNCIL CERTIFICATE

THIS PLAT WAS ACCEPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF POST FALLS, IDAHO ON THIS _____ DAY OF _____, 2026.

RONALD G. JACOBSON - MAYOR

SHANNON HOWARD - CITY CLERK

DEED OF TRUST APPROVAL

THE FOLLOWING BENEFICIARY OF A DEED OF TRUST ON THE PROPERTY DESCRIBED IN THE FOREGOING OWNER'S CERTIFICATE HEREBY CONSENTS TO THE SUBDIVISION SHOWN HEREON.

DEED OF TRUST INSTRUMENT #2946502000, RECORDED AUGUST 25, 2023.

OFFICER: UNITED WHOLESALE MORTGAGE, LLC.

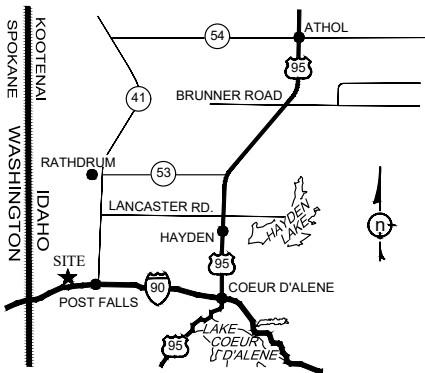
DEED OF TRUST APPROVAL

THE FOLLOWING BENEFICIARY OF A DEED OF TRUST ON THE PROPERTY DESCRIBED IN THE FOREGOING OWNER'S CERTIFICATE HEREBY CONSENTS TO THE SUBDIVISION SHOWN HEREON.

DEED OF TRUST INSTRUMENT #2988322000, RECORDED DECEMBER 9, 2024.

OFFICER: GEOMAE PROPERTIES, LLC

OFFICER: TCF PROPERTIES, LLC



VICINITY MAP

NOT TO SCALE

PANHANDLE HEALTH DISTRICT APPROVAL

SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE, TITLE 50, CHAPTER 13 HAVE BEEN SATISFIED. SANITARY RESTRICTIONS MAY BE RE-IMPOSED, IN ACCORDANCE WITH SECTION 50-1326, IDAHO CODE, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL.

HEALTH DISTRICT SIGNATURE: _____

DATE: _____

KOOTENAI COUNTY RECORDER

I HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE RECORDER OF KOOTENAI COUNTY, IDAHO AT THE REQUEST OF SHANE ANDERSON AND LISA ANDERSON.

THIS _____ DAY OF _____, 2026, AT _____ M. AND DULY RECORDED IN

BOOK _____ OF PLATS AT PAGE(S) _____

AS INSTRUMENT NUMBER: _____

FEE: \$ _____

BY DEPUTY: _____

KOOTENAI COUNTY CLERK: JENNIFER LOCKE

KOOTENAI COUNTY TREASURER

I HEREBY CERTIFY THAT THE TAXES DUE FOR THE PROPERTY DESCRIBED IN THE OWNERS

CERTIFICATE HAVE BEEN PAID THROUGH _____

THIS _____ DAY OF _____, 2026.

KOOTENAI COUNTY TREASURER

KOOTENAI COUNTY SURVEYOR

I HEREBY CERTIFY THAT I HAVE EXAMINED THE HEREIN PLAT AND CHECKED THE PLAT COMPUTATIONS AND HAVE DETERMINED THAT THE REQUIREMENTS OF THE STATE CODE PERTAINING TO PLATS AND SURVEYS HAVE BEEN MET

DATED THIS _____ DAY OF _____, 2026.



SURVEYOR'S CERTIFICATE

I, JOSHUA A. BAGLEY, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR, LICENSED BY THE STATE OF IDAHO, AND THAT THIS PLAT, AS DESCRIBED IN THE CERTIFICATE OF OWNERS CERTIFICATE AND THE ATTACHED PLAT, WAS DRAWN FROM AN ACTUAL SURVEY MADE ON THE GROUND UNDER MY DIRECT SUPERVISION AND ACCURATELY REPRESENTS THE POINTS PLATTED THEREON, AND IS IN CONFORMITY WITH THE STATE OF IDAHO CODE RELATING TO PLATS, SURVEYS, AND THE CORNER PERPETUATION AND FILING ACT.



7600 N. MINERAL DR., STE. 900 • COEUR D' ALENE, ID 83815
PHONE: (208) 772-6600 • FAX: (208) 772-6619
WWW.H2SURVEY.COM

Exhibit A-3

DATE: MARCH, 2026
PROJECT NUMBER: 2025-385

SHEET 1 OF 4

MCKINLEY MEADOWS

A PORTION OF LOT 9, BLOCK 2, CHERRY ADDITION TO POST FALLS,
LOCATED IN THE SOUTHWEST QUARTER OF SECTION 34,
TOWNSHIP 51 NORTH, RANGE 5 WEST, BOISE MERIDIAN,
CITY OF POST FALLS, KOOTENAI COUNTY, IDAHO

BOOK _____, PAGE _____
INSTRUMENT # _____

LEGEND

- △ = CALCULATED POINT (NOTHING FOUND OR SET)
- ⊙ = FOUND ALUMINUM CAP (AS NOTED)
- ⊕ = FOUND IRON PIPE (SIZE AS NOTED)
- = FOUND 1/2" REBAR WITH PLASTIC CAP MARKED "5289" (UNLESS OTHERWISE NOTED)
- = SET 5/8"x30" REBAR WITH PLASTIC CAP MARKED "H2 PLS 12110"

- = BOUNDARY LINE
- = LOT LINE
- = ADJACENT PROPERTY LINE
- - - = EASEMENT LINE
- - - = RIGHT-OF-WAY LINE
- - - = SECTION LINE

BASIS OF BEARINGS

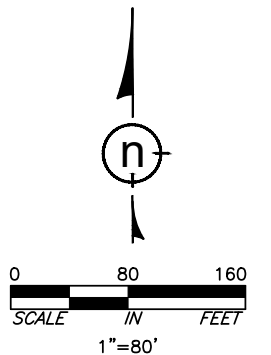
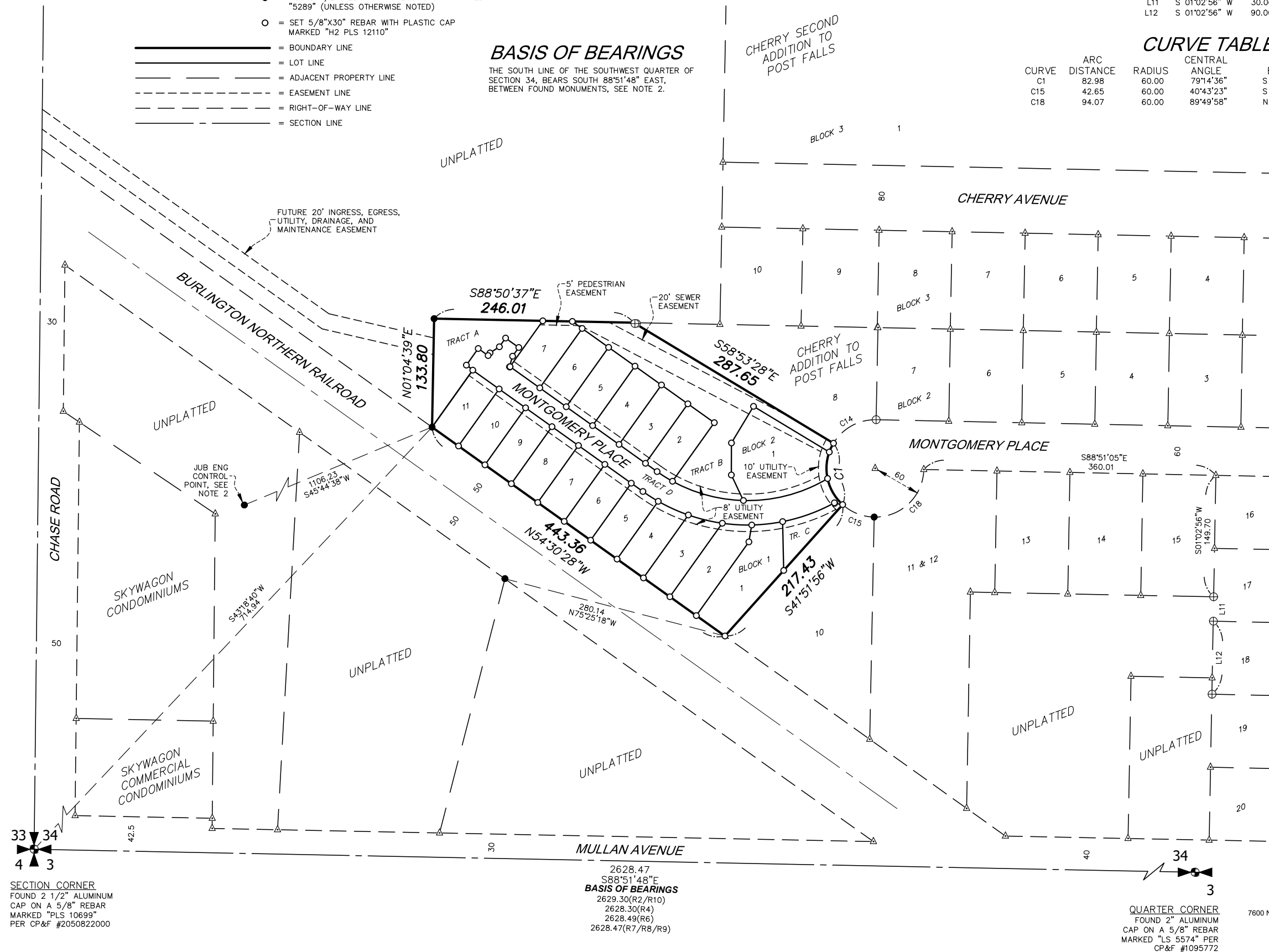
THE SOUTH LINE OF THE SOUTHWEST QUARTER OF
SECTION 34, BEARS SOUTH 88°51'48" EAST,
BETWEEN FOUND MONUMENTS, SEE NOTE 2.

LINE TABLE

LINE	BEARING	DISTANCE
L11	S 01°02'56" W	30.06
L12	S 01°02'56" W	90.00

CURVE TABLE

CURVE	ARC DISTANCE	RADIUS	CENTRAL ANGLE	CHORD BEARING	CHORD DISTANCE
C1	82.98	60.00	79°14'36"	S 08°30'46" E	76.53
C15	42.65	60.00	40°43'23"	S 68°29'46" E	41.75
C18	94.07	60.00	89°49'58"	N 46°13'34" E	84.73



SECTION CORNER
FOUND 2 1/2" ALUMINUM
CAP ON A 5/8" REBAR
MARKED "PLS 10699"
PER CP&F #2050822000

2628.47
S88°51'48"E
BASIS OF BEARINGS
2629.30(R2/R10)
2628.30(R4)
2628.49(R6)
2628.47(R7/R8/R9)

QUARTER CORNER
FOUND 2" ALUMINUM
CAP ON A 5/8" REBAR
MARKED "LS 5574" PER
CP&F #1095772

7600 N. MINERAL DR., STE. 900 • COEUR D'ALENE, ID 83815
PHONE: (208) 772-6600 • FAX: (208) 772-6619
WWW.H2SURVEY.COM

DATE: MARCH, 2026
PROJECT NUMBER: 2025-385

SHEET 2 OF 4

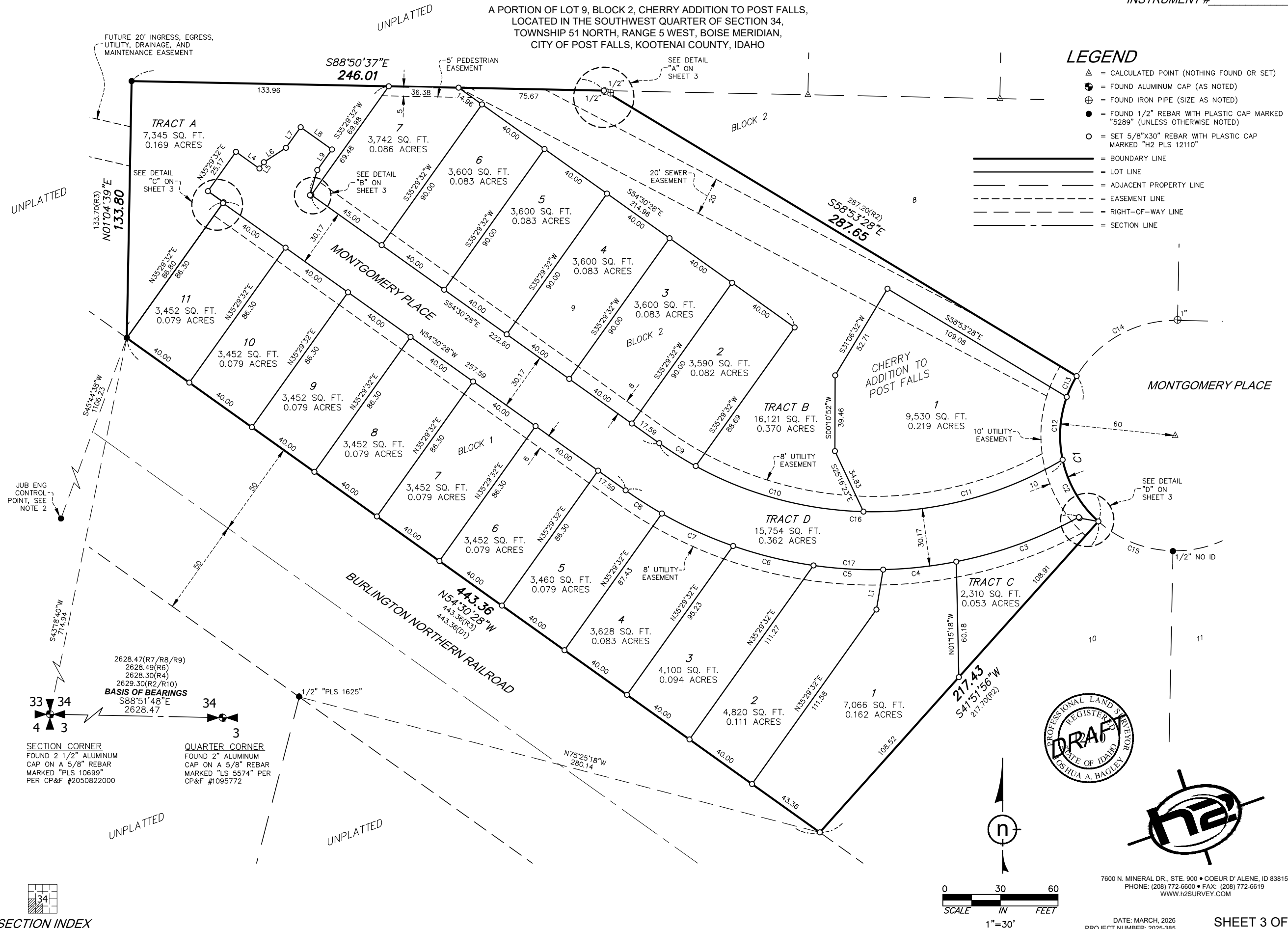
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CITY OF POST FALLS, KOOTENAI COUNTY, IDAHO

BOOK _____, PAGE _____
INSTRUMENT # _____

LEGEND

- △ = CALCULATED POINT (NOTHING FOUND OR SET)
- = FOUND ALUMINUM CAP (AS NOTED)
- ⊕ = FOUND IRON PIPE (SIZE AS NOTED)
- = FOUND 1/2" REBAR WITH PLASTIC CAP MARKED "5289" (UNLESS OTHERWISE NOTED)
- = SET 5/8"x30" REBAR WITH PLASTIC CAP MARKED "H2 PLS 12110"
- = BOUNDARY LINE
- = LOT LINE
- = ADJACENT PROPERTY LINE
- - - = EASEMENT LINE
- - - = RIGHT-OF-WAY LINE
- - - = SECTION LINE



7600 N. MINERAL DR., STE. 900 • COEUR D'ALENE, ID 83815
PHONE: (208) 772-6600 • FAX: (208) 772-6619
WWW.H2SURVEY.COM

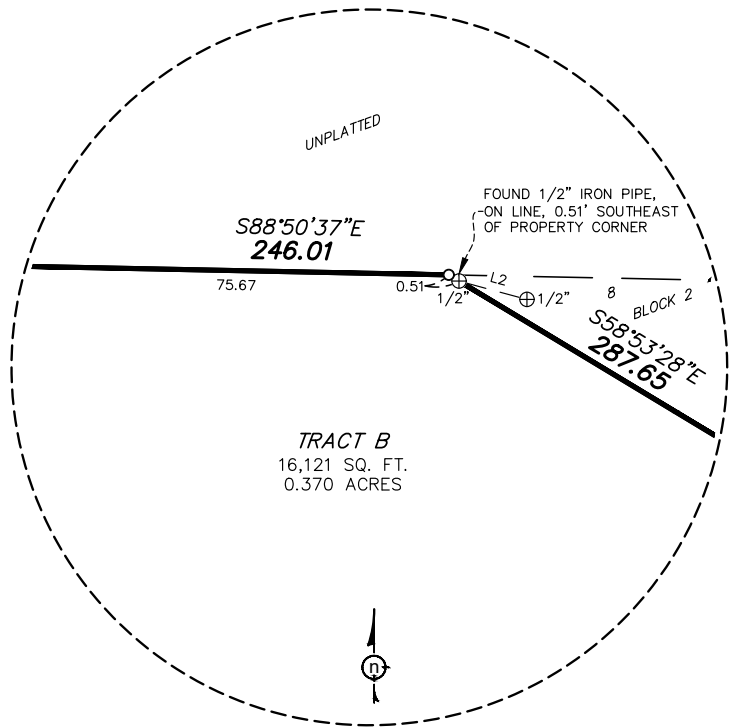


MCKINLEY MEADOWS

A PORTION OF LOT 9, BLOCK 2, CHERRY ADDITION TO POST FALLS,
LOCATED IN THE SOUTHWEST QUARTER OF SECTION 34,
TOWNSHIP 51 NORTH, RANGE 5 WEST, BOISE MERIDIAN,
CITY OF POST FALLS, KOOTENAI COUNTY, IDAHO

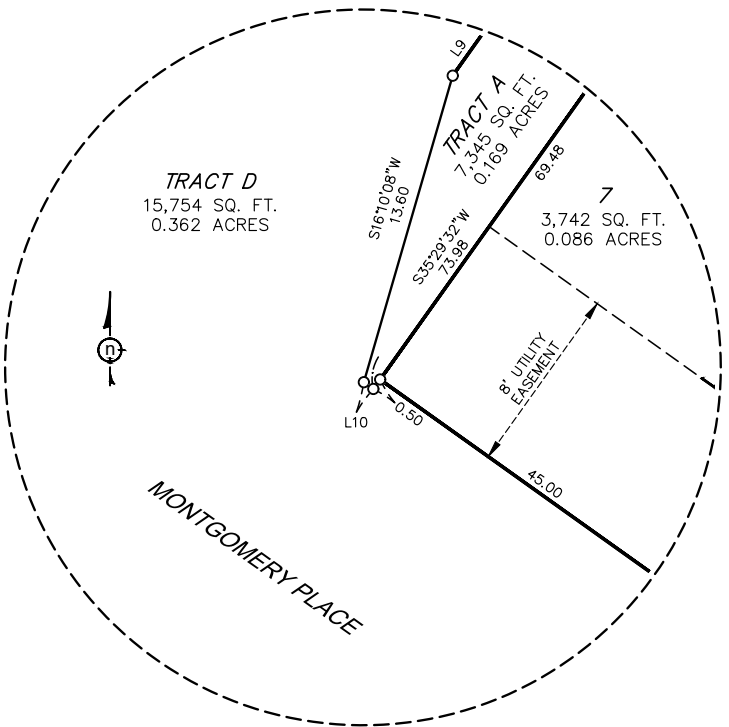
BOOK _____, PAGE _____

INSTRUMENT # _____



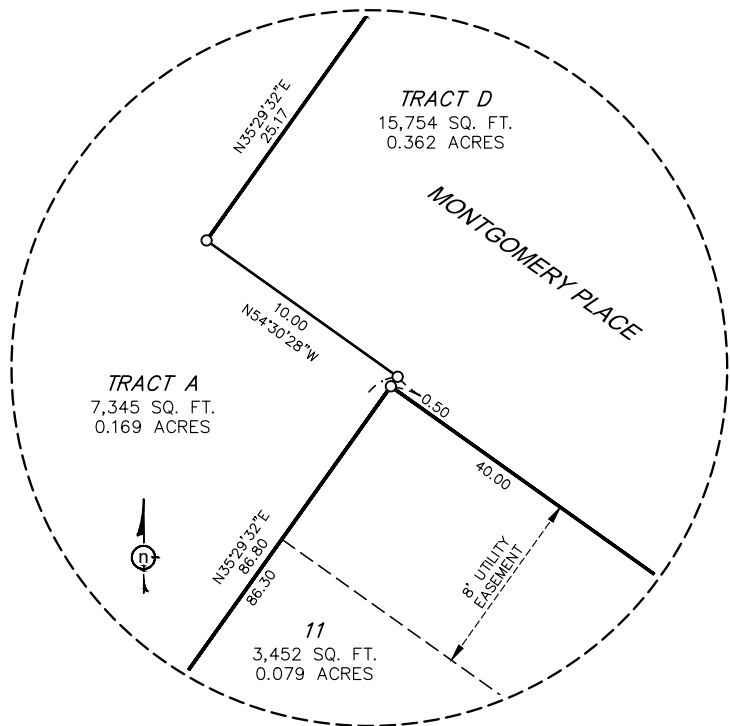
DETAIL "A"

SCALE = 1:5



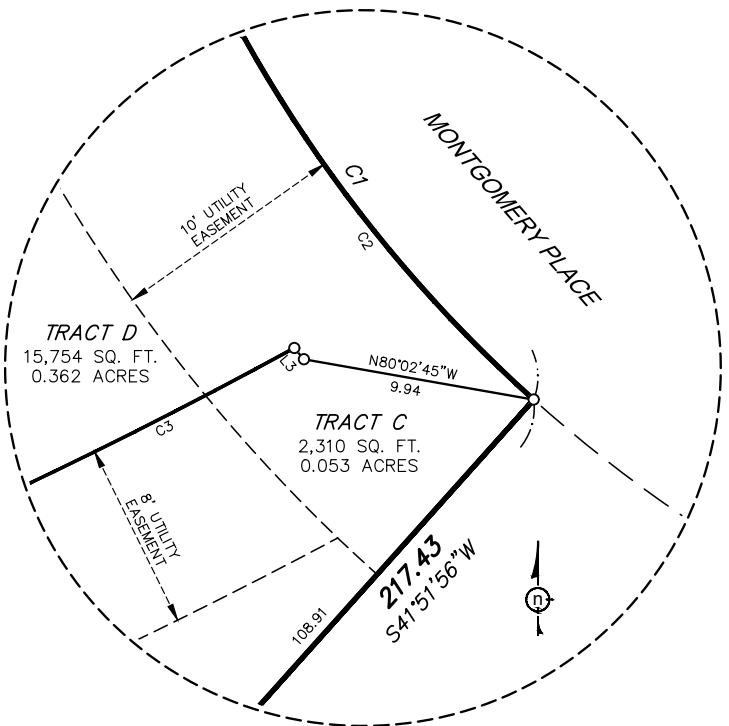
DETAIL "B"

SCALE = 1:5



DETAIL "C"

SCALE = 1:5



DETAIL "D"

SCALE = 1:5

RECORD INFORMATION

- R1 - G.L.O. PLAT OF TOWNSHIP 51 NORTH, RANGE 5 WEST, BOISE MERIDIAN, DATED JULY 23, 1881.
R2 - CHERRY ADDITION TO POST FALLS, BOOK "D", PAGE 61, RECORDS OF KOOTENAI COUNTY, IDAHO.
R3 - RECORD OF SURVEY, BOOK 21, PAGE 394, INSTRUMENT #1755685, RECORDS OF KOOTENAI COUNTY, IDAHO.
R4 - RECORD OF SURVEY, BOOK 26, PAGE 386, INSTRUMENT #2267747000, RECORDS OF KOOTENAI COUNTY, IDAHO.
R5 - RECORD OF SURVEY, BOOK 3, PAGE 184, INSTRUMENT #896127, RECORDS OF KOOTENAI COUNTY, IDAHO.
R6 - RECORD OF SURVEY, BOOK 22, PAGE 415, INSTRUMENT #1887278, RECORDS OF KOOTENAI COUNTY, IDAHO.
R7 - RECORD OF SURVEY, BOOK 23, PAGE 500, INSTRUMENT #1994471, RECORDS OF KOOTENAI COUNTY, IDAHO.
R8 - RECORD OF SURVEY, BOOK 33, PAGE 128, INSTRUMENT #3001892000, RECORDS OF KOOTENAI COUNTY, IDAHO.
R9 - RECORD OF SURVEY, BOOK 33, PAGE 269, INSTRUMENT #3015829000, RECORDS OF KOOTENAI COUNTY, IDAHO.
R10 - CHERRY SECOND ADDITION TO POST FALLS, BOOK "D", PAGE 80, INSTRUMENT #302786, RECORDS OF KOOTENAI COUNTY, IDAHO.
D1 - QUITCLAIM DEED, INSTRUMENT #2911141000, RECORDS OF KOOTENAI COUNTY, IDAHO.

SURVEYOR'S NARRATIVE

1. THE PURPOSE OF THIS PROJECT WAS TO SUBDIVIDE THE PROPERTY SHOWN HEREON INTO LOTS AND BLOCKS.
2. THE COORDINATES FOR THIS PROJECT WERE TRANSLATED TO THE IDAHO STATE PLANE COORDINATE SYSTEM, WEST ZONE (1103 ID W), NAD 83(2011) (EPOCH: 2010.0000) AND THE VERTICAL DATUM USED ON THIS PROJECT IS NAVD88 (COMPUTED USING GEOID18). THE STATIC GNSS OBSERVATIONS WERE COLLECTED ON H2 SURVEYING CONTROL POINT 12 (N: 2207450.76, E: 2326826.86, Z: 2171.10, US SURVEY FEET, 1/2" REBAR WITH CAP MARKED "JUB ENG CONTROL PT"). THESE OBSERVATIONS WERE PROCESSED THROUGH THE NGS OPUS SOFTWARE.
- ALL BEARINGS SHOWN HEREON ARE STATE PLANE BEARINGS AND ALL DISTANCES SHOWN HEREON ARE GROUND DISTANCES (US SURVEY FEET), WITH A GROUND TO GRID COMBINED SCALE FACTOR OF 0.99993363, AND THE CONVERGENCE ANGLE USED WAS -0.89519444 PER THE OPUS SOLUTION. ALL INFORMATION WAS APPLIED AT SAID CONTROL POINT 12.
3. THE FIELDWORK FOR THIS PROJECT WAS STARTED ON JANUARY 6, 2026.
4. SEE RECORD INFORMATION FOR DOCUMENTS USED ON THIS PROJECT TO ASSIST IN BOUNDARY DETERMINATION. THE RECORD INFORMATION SHOWN HEREON WAS VERIFIED AND THERE WERE NO SIGNIFICANT DISCREPANCIES FROM OUR FIELD OBSERVATIONS, UNLESS NOTED.

LINE TABLE

LINE	BEARING	DISTANCE
L1	N 09°36'19" E	21.11
L2	S 74°52'48" E	3.00
L3	N 40°29'20" W	0.63
L4	S 54°30'28" E	15.00
L5	N 35°29'32" E	4.00
L6	N 56°46'43" E	13.77
L7	N 35°29'32" E	13.17
L8	S 54°30'28" E	20.00
L9	S 35°29'32" W	13.17
L10	S 54°30'28" E	0.50
L11	S 01°02'56" W	30.06
L12	S 01°02'56" W	90.00

CURVE TABLE

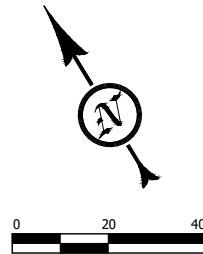
CURVE	ARC DISTANCE	RADIUS	CENTRAL ANGLE	CHORD BEARING	CHORD DISTANCE
C1	82.98	60.00	79°14'36"	S 08°30'46" E	76.53
C2	37.75	60.00	36°03'07"	S 30°06'30" E	37.13
C3	68.13	222.50	17°32'42"	S 70°03'59" W	67.87
C4	38.38	222.50	09°52'59"	S 83°46'50" W	38.33
C5	36.38	222.50	09°22'02"	N 86°35'40" W	36.34
C6	43.16	222.50	11°06'53"	N 76°21'13" W	43.09
C7	40.81	222.50	10°30'33"	N 65°32'30" W	40.75
C8	22.44	222.50	05°46'46"	N 57°23'51" W	22.43
C9	22.46	192.33	06°41'23"	S 57°51'10" E	22.44
C10	91.40	192.33	27°13'46"	S 74°48'44" E	90.55
C11	108.63	192.33	32°21'37"	N 75°23'35" E	107.19
C12	33.19	60.00	31°41'42"	N 03°45'54" E	32.77
C13	12.04	60.00	11°29'47"	N 25°21'38" E	12.02
C14	62.87	60.00	60°02'01"	N 61°07'32" E	60.03
C15	42.65	60.00	40°43'23"	S 68°29'46" E	41.75
C16	222.49	192.33	66°16'45"	S 87°38'51" E	210.29
C17	249.30	222.50	64°11'54"	N 86°36'25" W	236.47
C18	94.07	60.00	89°49'58"	N 46°13'34" E	84.73



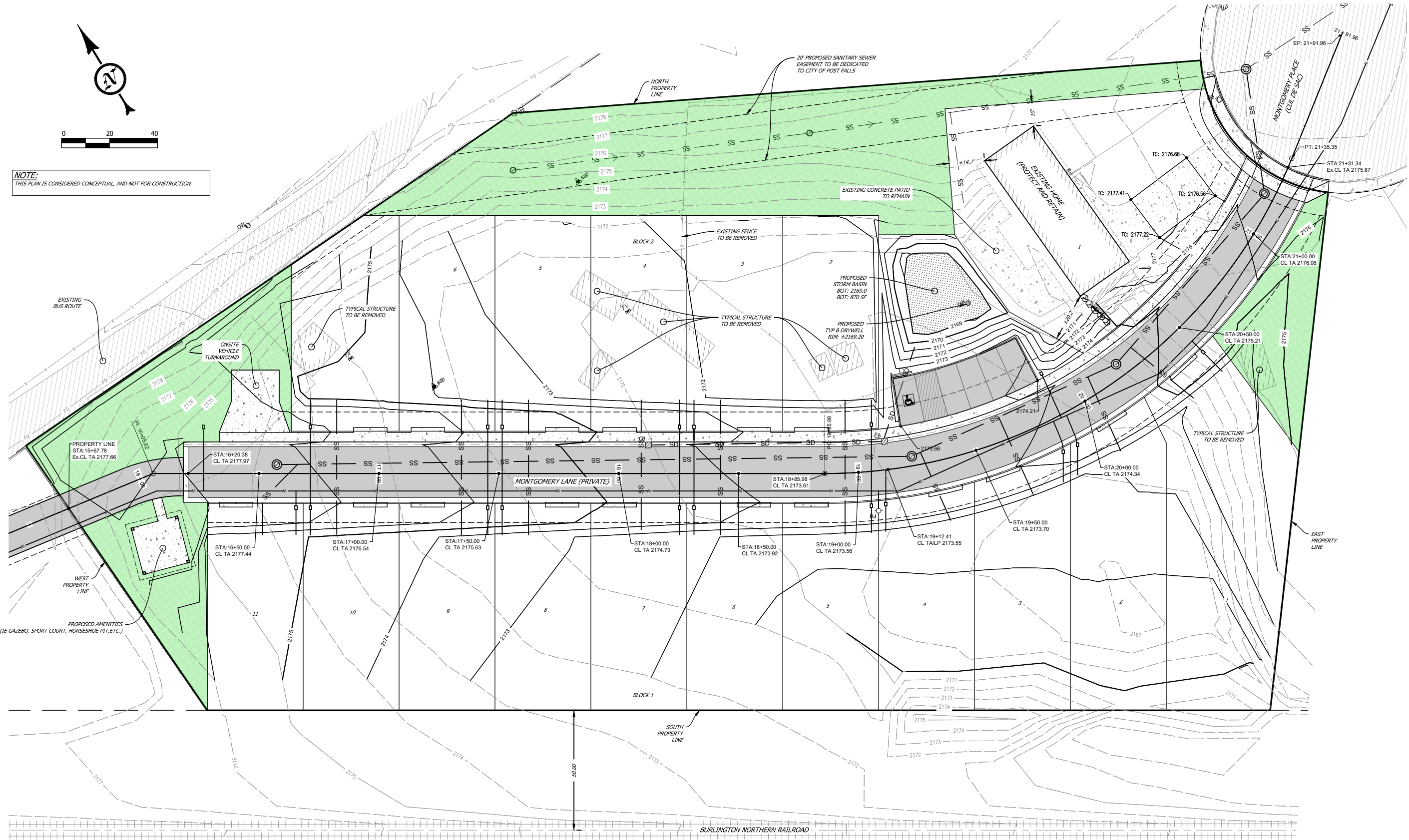
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PHONE: (208) 772-6600 • FAX: (208) 772-6619
WWW.H2SURVEY.COM

DATE: MARCH, 2026
PROJECT NUMBER: 2025-385

SHEET 4 OF 4



NOTE:
THIS PLAN IS CONSIDERED CONCEPTUAL, AND NOT FOR CONSTRUCTION.



REVISIONS

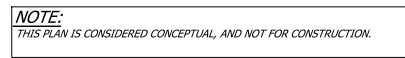
MCKINLEY MEADOWS
PRELIMINARY SUBDIVISION PLAN
CITY OF POST FALLS, IDAHO



SURVEYED: N2	DESIGNED: SLH	DRAWN: OS	CHECKED: SLH
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GRADING PLAN

SHEET #	PROJECT #	DATE
C1.1	MEZ025-075	02/27/2026



REVISIONS:

**MCKINLEY MEADOWS
PRELIMINARY SUBDIVISION PLAN
CITY OF POST FALLS, IDAHO**



SURVEYED: h2

DESIGNED: SLM

DRAWN: CBS

CHECKED : SLM

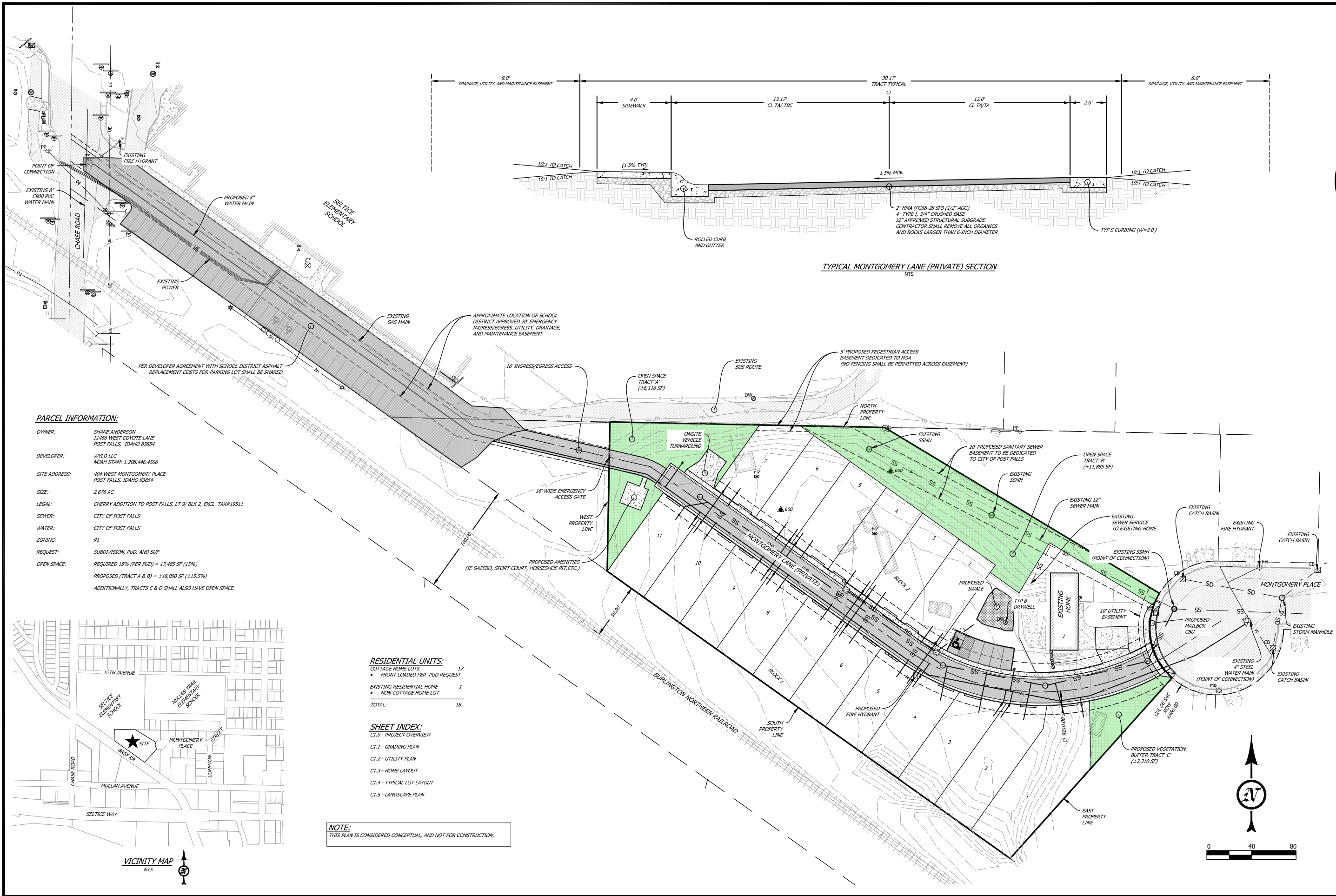
UTILITY PLAN

SHEET #

C1.2

PROJECT #
MF2025-075

DATE 02/27/2026



PARCEL INFORMATION:

OWNER: SHANE ANDERSON
11465 WEST COYOTE LANE
POST FALLS, IDAHO 83854

DEVELOPER: WYLD LLC
NOAH STAM: 1.208.446.4506

SITE ADDRESS: 404 WEST MONTGOMERY PLACE
POST FALLS, IDAHO 83854

SIZE: 2.676 AC

LEGAL: CHERRY ADDITION TO POST FALLS, LT 9/ BLK 2, EXCL. TAX#19511

SEWER: CITY OF POST FALLS

WATER: CITY OF POST FALLS

ZONING: R1

REQUEST: SUBDIVISION, PUD, AND SUP

OPEN SPACE: REQUIRED 15% (PER PUD) = 17,485 SF (15%)
PROPOSED (TRACT A & B) = ±18,000 SF (±15.5%)
ADDITIONALLY, TRACTS C & D SHALL ALSO HAVE OPEN SPACE.

RESIDENTIAL UNITS:

COTTAGE HOME LOTS 17
• FRONT LOADED PER PUD REQUEST

EXISTING RESIDENTIAL HOME 1
• NON-COTTAGE HOME LOT

TOTAL: 18

SHEET INDEX:

C1.0 - PROJECT OVERVIEW
C1.1 - GRADING PLAN
C1.2 - UTILITY PLAN
C1.3 - HOME LAYOUT
C1.4 - TYPICAL LOT LAYOUT
C1.5 - LANDSCAPE PLAN

NOTE:

THIS PLAN IS CONSIDERED CONCEPTUAL, AND NOT FOR CONSTRUCTION.



REVISIONS

**MCKINLEY MEADOWS
PRELIMINARY SUBDIVISION PLAN**
CITY OF POST FALLS, IDAHO



SURVEYED: N2	DESIGNED: SLH	DRAWN: OS	CHECKED: SLH
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**PROJECT
OVERVIEW**

SHEET # C1.0	PROJECT # ME2025-075	DATE 02/27/2026
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REVISIONS

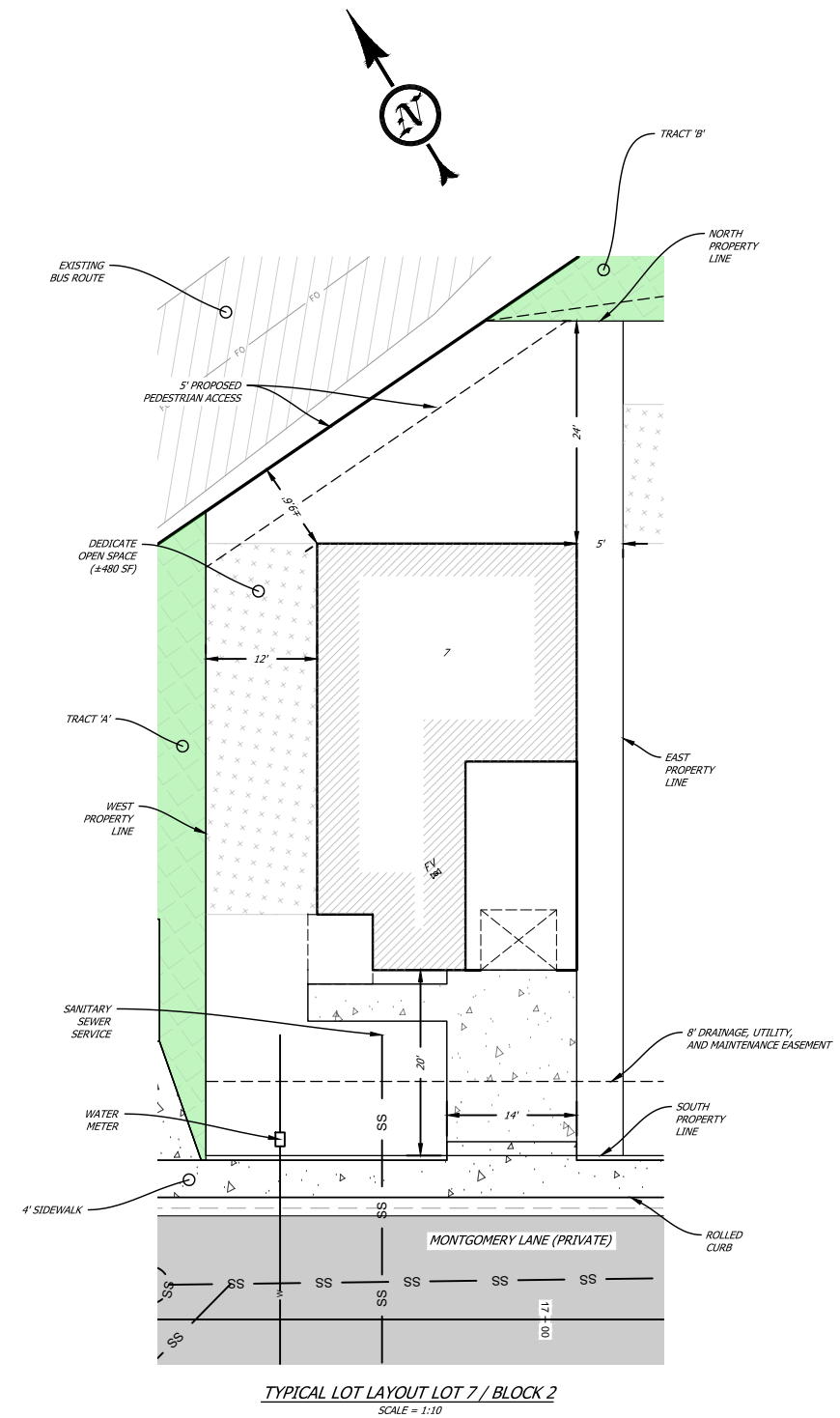
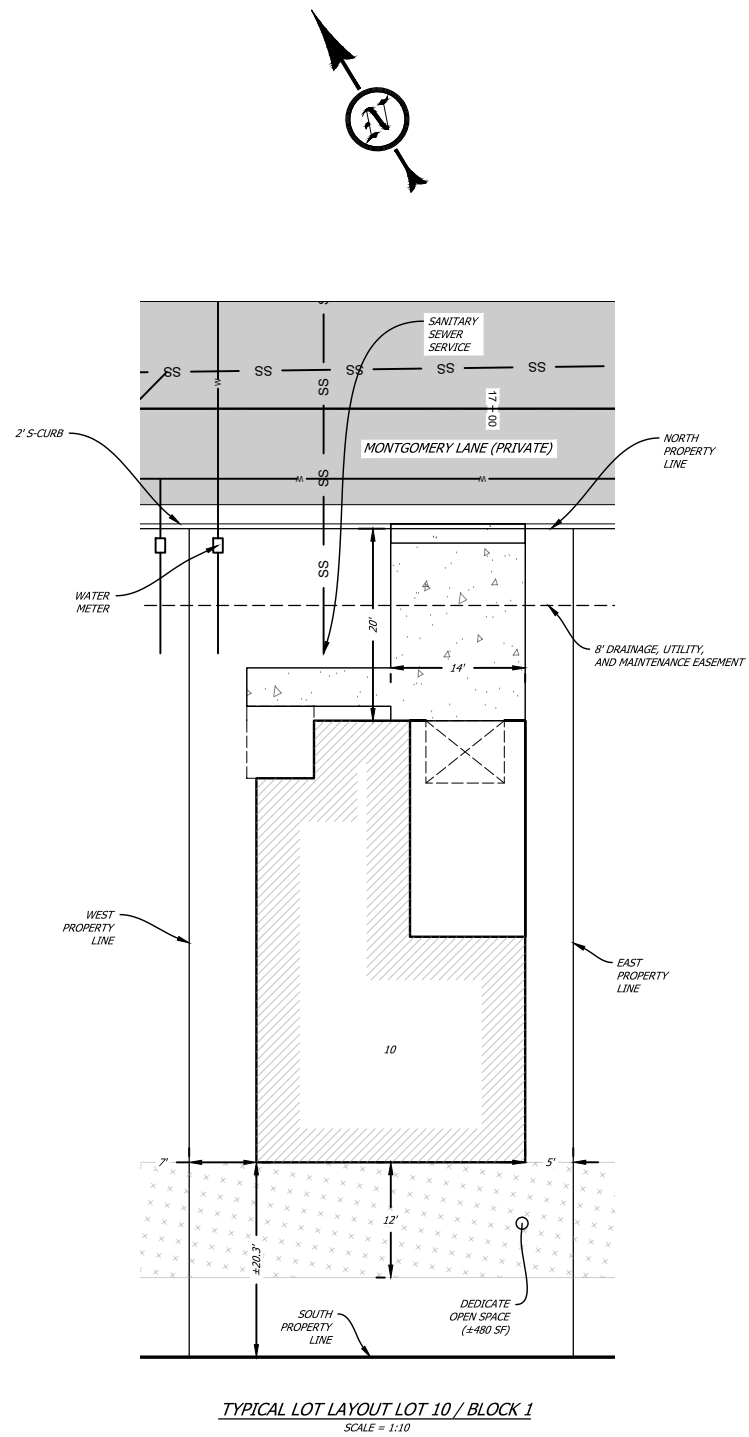
MCKINLEY MEADOWS
PRELIMINARY SUBDIVISION PLAN
CITY OF POST FALLS, IDAHO



SUBMITTED: N2	DESIGNED: SLH	DRAWN: OS	CHECKED: SLH
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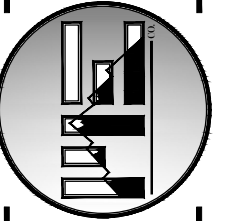
HOME LAYOUT

SHEET #	PROJECT #	DATE
C1.3	ME2025-075	02/27/2026



NOTE:
(EXEMPTION TO OPEN SPACE BEING REQUESTED AS PART OF PUD)

NOTE:
THIS PLAN IS CONSIDERED CONCEPTUAL, AND NOT FOR CONSTRUCTION.



REVISIONS

MCKINLEY MEADOWS
PRELIMINARY SUBDIVISION PLAN
CITY OF POST FALLS, IDAHO



SURVEYED: N2	DESIGNED: SLH	DRAWN: COS	CHECKED: SLH
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TYPICAL LOT LAYOUT

SHEET # C1.4	PROJECT # MEZ2025-075	DATE 02/27/2026
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REVISIONS

MCKINLEY MEADOWS
PRELIMINARY SUBDIVISION PLAN
CITY OF POST FALLS, IDAHO



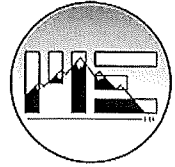
SUBMITTED: N2	DESIGNED: SLH	DRAWN: OS	CHECKED: SLH
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LANDSCAPE PLAN

SHEET #	PROJECT #	DATE
C1.5	ME2025-075	02/27/2026

AUTHORIZATION LETTER

Exhibit A-4



Know all men by these presents that the undersigned does hereby authorize

to formally act on my behalf with respect to all matters relating to:

Project: McKinley Meadows

Parcel: P-0600-002-009-A

With this authorization **ME**, and their authorized representatives have the authority to provide professional engineering services for the above project in accordance with the Client's signed scope of service. The signee of this document agrees that **ME** is not legally responsible for this project, the conditions of approval, quantities, or financial decisions that are to be made by the Client, etc. Further, by signing this document, the signee hereby agrees that they are the legal property owner, and or the legal entitled developer of this project with written consent from the legal authorized property owner, and do hereby authorize the above to perform to contracted duties described in the project's signed scope of service.

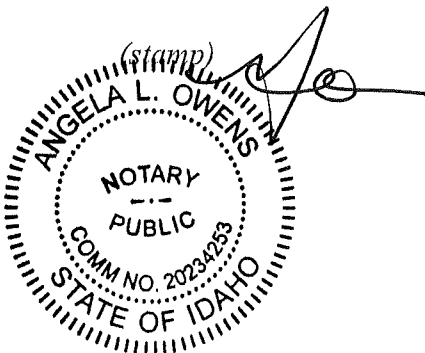
Client (Printed Name): Shane Anderson

Client (Signature): Shane Anderson Date: 1/5/2026

Client agrees, by this document, that proper legal documentation is in place for **ME** to enter the property associated with this project, and to complete the services outlined in this scope. If the Client is not the property owner, the Client shall provide written consent from property owner to **ME** for liability reasons. Said written consent will also be required by the reviewing agency.

On this FIFTH day of JANUARY, 2026

I personally witness the above noted party execute this document authorizing **ME** to provide professional engineering services on their behalf for the specific tasks listed in their contractual agreement.

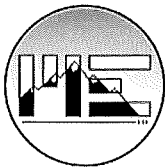


ANGELA OWENS

Notary Public in and for the *State of Idaho*

Residing at: KOOTENAI COUNTY

McARTHUR ENGINEERING COMPANY
AUTHORIZATION LETTER - DOCUSIGN



Know all men by these presents that the undersigned does hereby authorize
[REDACTED]
to formally act on my behalf with respect to all matters relating to:

Project: McKinley Meadows

Parcel: P-0600-002-009-A

With this authorization *ME*, and their authorized representatives have the authority to provide professional engineering services for the above project in accordance with the Client’s signed scope of service. The signee of this document agrees that *ME* is not legally responsible for this project, the conditions of approval, quantities, or financial decisions that are to be made by the Client, etc. Further, by signing this document, the signee hereby agrees that they are the legal property owner, and or the legal entitled developer of this project with written consent from the legal authorized property owner, and do hereby authorize the above to perform to contracted duties described in the project’s signed scope of service.

Client agrees, by this document, that proper legal documentation is in place for *ME* to enter the property associated with this project, and to complete the services outlined in this scope. If the Client is not the property owner, the Client shall provide written consent from property owner to *ME* for liability reasons. Said written consent will also be required by the reviewing agency.

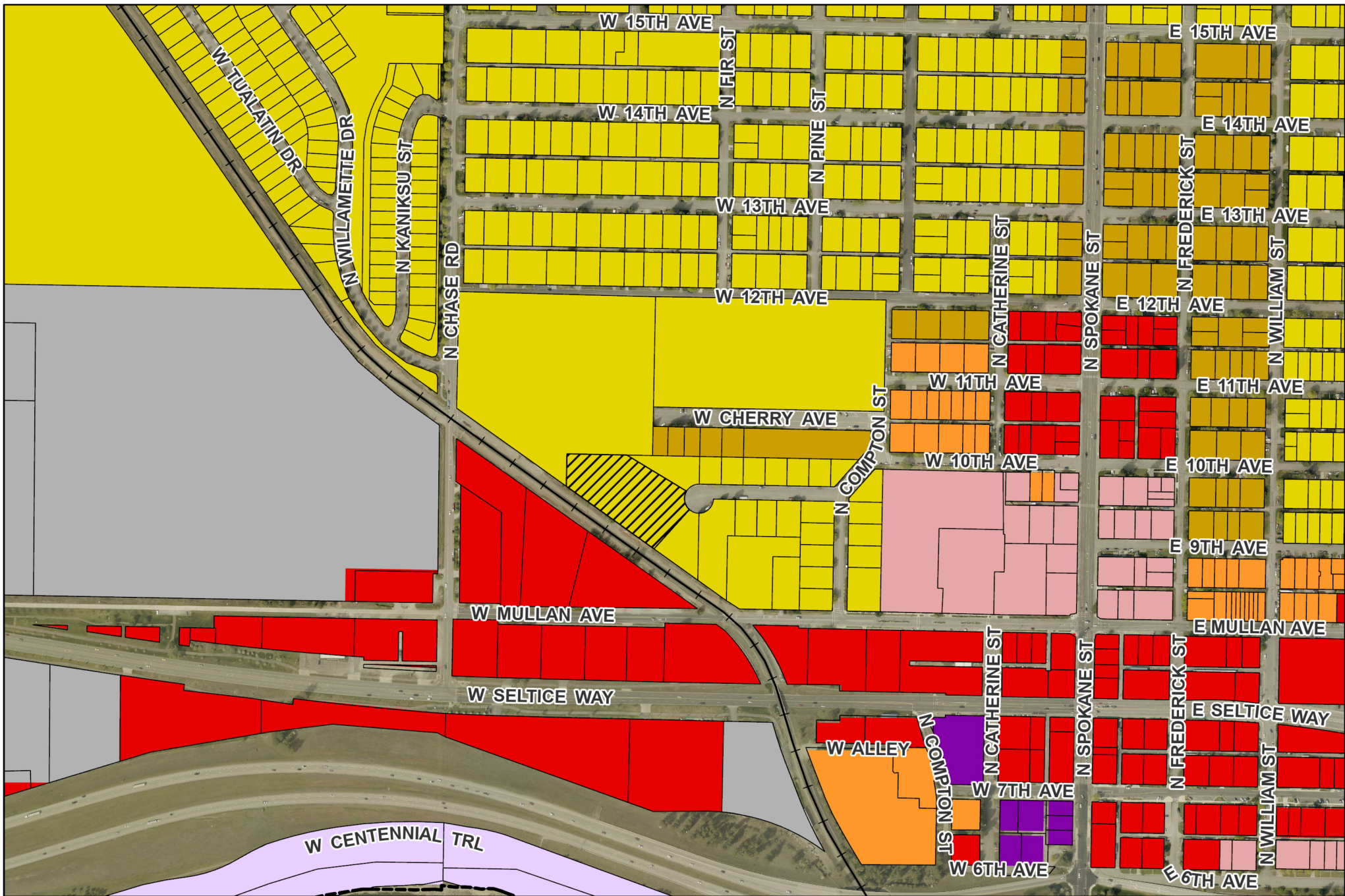
Client/Owner (Printed Name): Noah Stam
Client/Owner (Signature via Docusign) [DocuSigned by: Noah Stam] Date: 3/2/2026





Project Location
 McKinley Meadows
 SUBDIVISION, PUD, SUP
 SUBD-26-3 & PUD-26-1 & SUP-26-3

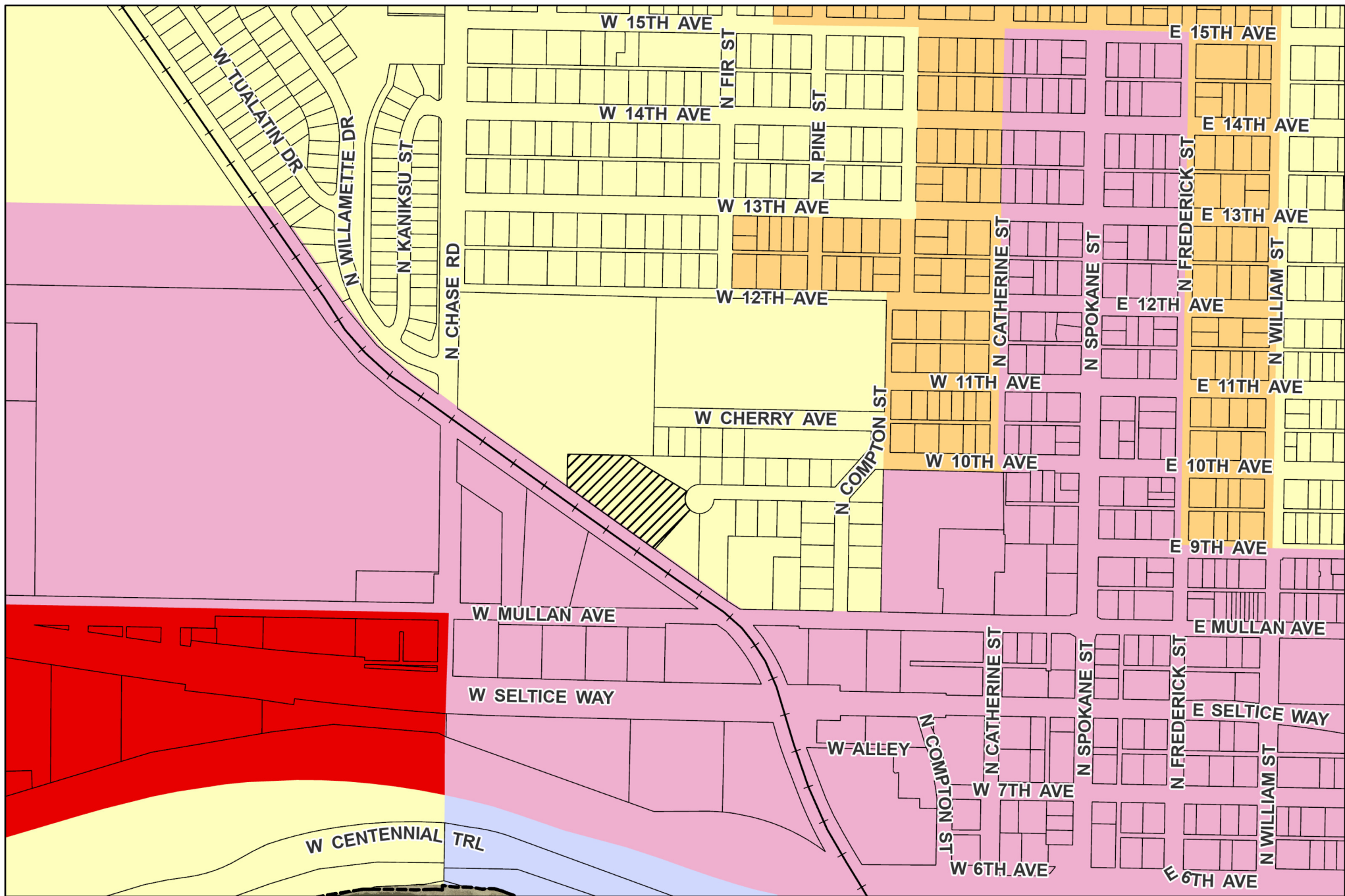




Zoning Map
 McKinley Meadows
 SUBDIVISION, PUD, SUP
 SUBD-26-3 & PUD-26-1 & SUP-26-3



- | | |
|--------------------------|-----|
| Subject Site | R-1 |
| Post Falls City Boundary | R-2 |
| Tax Parcels | R-3 |
| CCS | SC3 |
| LC | SC5 |
| I | |



Future Land Use Designation
McKinley Meadows
SUBDIVISION, PUD, SUP
SUBD-26-3 & PUD-26-1 & SUP-26-3



- Subject Site
- Post Falls City Boundary
- Tax Parcels
- Low Density Residential

- Medium Density Residential
- Business/Commercial
- Commercial
- Transitional



Exhibit S-4

TO: Post Falls City Council via the Post Falls City Clerk
DELIVERY ADDRESS: 408 N. Spokane Street, Post Falls, ID 83854
APPELLANT: Terry Frank | (208) 651-3567 | hoeman450@gmail.com
ADDRESS: 307 W Montgomery Pl, Post Falls, ID 83854
PROJECT: McKinley Meadows Development
CASE FILES: PUD-26-1 / SUP-26-3 / SUBD-26-3
DECISION DATE: June 9, 2026
FILING DEADLINE: June 23, 2026

SUBJECT: NOTICE OF APPEAL AND REQUEST FOR RECONSIDERATION

Regarding the Approval of McKinley Meadows (File Nos. PUD-26-1 / SUP-26-3 / SUBD-26-3)

I. STATEMENT OF STANDING

Pursuant to Idaho Code § 67-6535 and Post Falls City Code 18.20.60.E, I am filing this appeal as an affected person. I own property at 307 W Montgomery Pl, Post Falls, ID 83854, located near the proposed development. My wife previously provided testimony regarding this file, and my property interests are directly and adversely impacted by the Commission's decision with a disclosed conflict of interest.

II. REASON FOR APPEAL AND STANDARD OF REVIEW

This appeal is timely filed within 14 days of the issued written decision dated June 9, 2026. I request that the City Council review and overturn the Planning and Zoning Commission's approval. The request to squeeze an additional 17-lot high-density cottage development into a traditional Single-Family Residential (R1) zone lacks substantial evidence in the record. The decision constitutes an arbitrary application of zoning regulations that harms the surrounding neighborhood.

III. SPECIFIC GROUNDS FOR THE APPEAL

- **Ground 1: Abuse of the Special Use Permit (SUP) for High-Density Infills**

The Commission erred in granting SUP-26-3 to allow 17 cottage homes alongside the existing single-family residence. An SUP requires a finding that the project will not be detrimental to the immediate neighborhood. Tripling the standard density of this 2.68-acre site directly conflicts with the surrounding R1 neighborhood's established character. The record contains insufficient evidence that the local infrastructure can handle this concentrated infill.

- **Ground 2: Failure to Justify PUD Deviations from City Standards**

Under PUD-26-1, the applicant sought massive modifications to city design standards to reduce lot sizes, setbacks, and widths. The Commission accepted the developer's claim

that a 16-foot driveway requirement resolves safety issues. However, a PUD is intended to provide "exceptional design" and distinct public benefits in exchange for density bonuses. Squeezing maximum lots onto a small parcel solely for profit maximization does not meet the legal threshold for granting PUD deviations.

- **Ground 3: Severe Public Safety, Access, and Parking Vulnerabilities**

The subdivision layout introduces severe safety risks. Primary access relies entirely on Montgomery Place, filtering intensive residential traffic through a narrow neighborhood roadway. The proposed emergency-only access onto the adjacent school site is insufficient and creates ongoing school safety concerns. Furthermore, the record demonstrates that the vehicle turnaround area cannot safely accommodate standard municipal emergency vehicles and waste removal trucks alongside the inevitable overflow of visitor street parking.

- **Ground 4: Unresolved Localized Flood, Stormwater, and Historic Title Risks**

During the public hearing, significant evidence was brought forward regarding local flood risks and stormwater handling on the property. The Commission failed to adequately condition the project to guarantee that stormwater runoff would not impact adjacent properties. Furthermore, the Commission glossed over conflicts with historic neighborhood CC&Rs, choosing to pass off critical civil and utility easement validations to the post-approval phase.

- **Ground 5: Biased Conflict of Interest by Vice Chairman's, Kimball's, participation**

The Vice Chairman's, Kimball's, participation tainted the vote and deprived the SUP/PUD of a fair, impartial hearing. I'm formally requesting that the decision be overturned or remanded due to this procedural error. During the public hearing held on May 12, 2026, Kimball stated things like, I'm very familiar with this property. I tried to develop it 18 years ago.

IV. CONCLUSION AND REQUESTED RELIEF

Because the McKinley Meadows approvals are unsupported by substantial evidence and depart from the strict standard of the Post Falls City Code, and the bias conflict of interest, I respectfully request that the City Council:

1. Schedule a public appeal hearing before the City Council.
2. Reverse the Planning and Zoning Commission's approval of PUD-26-1, SUP-26-3, and SUBD-26-3.
3. Deny the applications, or alternatively, remand the project back to the Commission with orders to scale down the lot count, increase access infrastructure, and require a formal



**PLANNING AND ZONING COMMISSION
MEETING MINUTES**

**May 12, 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, Ray Kimball, James Steffensen, Ross Schlotthauer, Chris Schreiber, Bobby Wilhelm, Michael Floch

Present: Carey, Kimball, Steffensen, Schlotthauer, Schreiber, Floch

Excused: Wilhelm

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

a. NATIONAL LIMERICK DAY

Jon Manley, Planning Manager, acknowledged National Limerick Day and shared several limericks related to development and housing in the community.

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 Kimball disclosed prior involvement with the subject property, stating he had been hired around 2008–2009 to work on a subdivision for the property. The commissioner stated he had no information beyond what was contained in the staff report and application materials.

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

- a. Meeting Minutes - April 14, 2026
- b. Meeting Minutes - April 27, 2026

Motion by Commissioner Carey to approve the consent calendar as presented.

Second by Commissioner Schlotthauer

Vote:

Floch - Yes, Schreiber - Yes, Schlotthauer - Yes, Steffensen - Yes, Carey - Yes, Kimball - 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. McKinley Meadows PUD/SUP/Subdivision File Nos. PUD-26-1/SUP-26-3/SUBD-26-3

Opened: 5:35 PM

Staff report

Justin Sauder, Associate Planner: Presented the McKinley Meadows application on behalf of staff. He explained that the proposal included a Special Use Permit for a cottage home development in the R1 zoning district, a Planned Unit Development (PUD), and a subdivision creating 18 residential lots on approximately 2.68 acres. Mr. Sauder reviewed the surrounding land uses, noting nearby single-family residential neighborhoods, school properties, commercial areas south of the railroad tracks, and other residential zoning classifications in the vicinity. He explained that the existing home on the property would remain and become part of the subdivision. Staff described the proposed layout, including 17 new cottage home lots, open space tracts, a private roadway known as Montgomery Lane, guest parking spaces, and emergency-only access through the adjacent school property. Mr. Sauder explained that the development would provide approximately 6.72 dwelling units per acre, which required a modest density increase through the PUD process. Mr. Sauder stated that the project complied with applicable zoning standards for cottage homes and was consistent with Comprehensive Plan goals related to housing diversity, workforce housing opportunities, and infill development. He reviewed utility service availability and stated that city water and sewer systems had sufficient capacity to serve the project. Traffic impacts were also reviewed, with staff concluding that anticipated increases would remain below city roadway capacity thresholds. The staff presentation also included a review of requested PUD deviations, including front-loaded cottage homes, open space configuration modifications, reduced setbacks on one lot, and the requested density increase. Staff explained that the applicant was providing additional open space beyond the minimum requirement to justify the density increase.

Commissioners asked questions regarding water pressure impacts, parking requirements, driveway dimensions, emergency access, trail connectivity, and upcoming state legislation related to housing development. The City Engineer responded that the proposed water main extension would likely have little to no noticeable impact on surrounding water pressure.

Applicant: Scott McArthur, McArthur Engineering Consultants: Presented testimony on behalf of the applicant and contract buyer, Wild LLC. Mr. McArthur explained that the proposal was intended to provide attainable single-family housing opportunities within the community while remaining compatible with the surrounding neighborhood. Mr. McArthur described the property's location and surrounding zoning classifications, emphasizing that the future land use designation supported low-density residential development, including cottage homes. He stated that the existing parcel was significantly larger than surrounding lots and suitable for redevelopment. The applicant emphasized the community need for workforce and attainable housing options for families, seniors, veterans, and local employees. Mr. McArthur stated that the project represented a more compatible alternative to potential apartment development on the site. Mr. McArthur reviewed the proposed infrastructure improvements, including the private roadway, utility extensions, and emergency access connection through the adjacent school property. He explained that the school district had granted preliminary approval for a water line easement and emergency access route and that the applicant would repair portions of the school parking lot in exchange for the easement agreement. The applicant also addressed parking and driveway concerns raised by the Commission. Mr. McArthur explained that the proposed driveway dimensions were based on standards used in similar approved developments and stated that increasing driveway widths could negatively affect lot layouts and open space design. He further explained that the proposed layout was intended to balance parking functionality, landscaping, and neighborhood aesthetics. Discussion continued between the Commission and applicant regarding driveway widths, guest parking, and the relationship between parking and open space calculations within the PUD standards.

Public Testimony

In-Favor:

Noah Stam, Coeur d'Alene, ID: The developer, spoke in favor of the project. He described the development as an opportunity to provide attainable housing for first-time homebuyers and young families. Mr. Stam explained that the proposed cottage-style homes are similar to homes built in another successful development and emphasized the need for housing options priced below \$400,000. He stated the project was intended to provide homeownership opportunities for working families and community members.

Neutral - None

In Opposition

Paul King, Post Falls, ID: Expressed concerns regarding increased traffic and school bus circulation on Montgomery Place.

Sharon King, Post Falls, ID: Opposed the development due to the anticipated traffic increases and neighborhood impacts.

Merle Zeller, Post Falls, ID: Opposed the proposed development, citing concerns regarding increased traffic on Montgomery Place.

Anna Spooner, Post Falls, ID: Stated that she lives near the proposed development site and expressed concerns about increased traffic and safety for children in the neighborhood. She described Montgomery Place as a quiet and safe street where many families reside and stated that the addition of vehicles associated with the development would negatively impact neighborhood safety.

Matt Phar, Post Falls, ID: Discussed concerns regarding the removal of CC&Rs. He stated that he was approached about signing documents to remove the CC&Rs and alleged he was told he could become part of an HOA or face legal action if he did not sign. Mr. Phar also expressed concerns about increased traffic, neighborhood character, property values, and the proposed density of the project.

Vanessa Pharr, Post Falls, ID: Echoed concerns regarding traffic, parking, water pressure, emergency vehicle access, trash collection access, construction impacts, and property values. She also raised concerns about the process used to obtain signatures for removal of the CC&Rs and questioned whether residents fully understood what they were signing.

Glen Douglas, Post Falls, ID: Stated he has lived on Montgomery Place for 43 years and opposed the proposal due to concerns about traffic increases, street parking limitations, compatibility with the surrounding neighborhood, reduced open space, and impacts to property values. He questioned whether the proposed development met Planned Unit Development standards regarding compatibility, circulation, and community benefit.

Myles Perlin, Post Falls, ID: Stated that he was not opposed to development of the property altogether but believed the density was excessive. He expressed concerns regarding projected traffic volumes and indicated support for a lower-density development similar to prior concepts discussed for the property.

Joanne Anglin, Post Falls, ID: Expressed concerns regarding historic flooding in the area and questioned whether the proposal included adequate stormwater drainage infrastructure such as grassy swales and drainage basins. She also raised concerns regarding parking availability and overflow parking impacts on Montgomery Place.

Kenneth Ross, Post Falls, ID: Submitted written opposition stating that the development proposed too many residences for the property and would significantly increase traffic.

Candyce Frank, Post Falls, ID: Opposed the proposal, citing concerns regarding recurring flooding on the property, impacts to property values, increased traffic, and the removal of CC&Rs. She stated that the area had flooded multiple times over the years and questioned how grading and increased density would affect drainage.

Asa Sizemore, Post Falls, ID: Stated concerns regarding representations allegedly made during CC&R discussions and opposition to the number of proposed homes.

Jeff Gilbertson, Post Falls, ID: Opposed the proposal, emphasizing the family-oriented nature of the neighborhood and concerns about increased density. He stated that a lower-density proposal with fewer homes would be more compatible with the surrounding area and existing lot sizes.

Dora Williamson, Post Falls, ID: Indicated opposition to the proposal without additional testimony.

Rebuttal Scott McArthur

Mr. McArthur acknowledged that traffic would increase with development but stated that the projected traffic levels would remain within city standards for residential streets. He noted that increased traffic is common with infill development and stated the design includes measures intended to reduce vehicle speeds entering and exiting the development. Regarding CC&Rs, Mr. McArthur stated that the City does not regulate private CC&Rs and indicated that the existing 1955 CC&Rs had been vacated. He further stated that any discussions or

representations made by the property owner to neighbors were outside the knowledge or control of the applicant and engineering firm.

Mr. McArthur addressed concerns regarding property values, stating that well-designed developments can positively influence surrounding property values. He emphasized that the proposed homes are intended to be modern, owner-occupied housing products rather than subsidized housing. He also explained that the development would dedicate a 20-foot sewer easement to the City, improving access for maintenance of existing sewer infrastructure.

In response to flooding concerns, Mr. McArthur stated that the project includes a stormwater management system with swales, catch basins, storm piping, and drainage structures designed to accommodate stormwater infiltration and overflow events. He indicated that the applicant's engineering analysis did not identify unresolved drainage deficiencies. Mr. McArthur further stated that the proposed density was necessary for the project to remain financially feasible given current construction and infrastructure costs, while still providing attainable housing opportunities.

Public Hearing Closed: 7:30 PM

Deliberation:

Commission members discussed whether the proposed cottage home development conformed to the intent and purpose of the R-1 zoning district. Commissioners noted that the proposed homes are single-family residences, which are generally consistent with the residential nature of the zone. Discussion also acknowledged that the Planned Unit Development and Special Use Permit process allows modifications to standard lot size requirements associated with the R-1 district.

The Commission discussed compatibility of the proposed development with the surrounding neighborhood and considered testimony related to traffic, safety, density, and neighborhood character. One commissioner expressed concern regarding the projected increase in traffic volumes on Montgomery Place, particularly considering the cul-de-sac layout and presence of children in the area. Another commissioner shared personal experience living on a similarly narrow cul-de-sac street with higher residential density and stated that neighborhood safety is often dependent on residents driving cautiously and responsibly.

Commissioners also discussed how the Planned Unit Development process provides the ability to impose conditions intended to mitigate potential impacts on surrounding properties and neighborhoods.

During the discussion, a commissioner asked legal counsel whether the original 1955 CC&Rs were relevant to the Commission's decision-making process. Legal counsel advised that the CC&Rs had reportedly been vacated and stated that private CC&Rs are not part of the City's review criteria for the application. Counsel further explained that while the history surrounding the CC&Rs may provide context, the Commission's decision must ultimately be based on applicable City code and review standards.

SUP-26-3 REVIEW CRITERIA: (Post Falls Municipal Code Title 18.20.070): In order to approve a proposed special use permit, the Commission must determine that the proposal meets each of the following criteria:

C1. Whether implementation of the special use would/would not conform to the purposes of the applicable zoning district.

The Commission finds that the proposed cottage home development conforms to the purpose of the R-1 zoning district because the project consists entirely of detached single-family residential units. The proposal maintains residential character while introducing smaller lot housing options permitted through the Special Use Permit process. The preservation of the existing residence and transition of lot sizes adjacent to Montgomery Place further support compatibility with surrounding residential development patterns

C2. Whether the proposed use constitutes an allowable special use as established by this chapter for the zoning district involved; and complies with all other applicable laws, ordinances, and regulations of the city and the state.

The Commission finds that cottage home residential development is expressly permitted within the R-1 zoning district through approval of a Special Use Permit. Testimony and the staff report demonstrated that the proposal complies with applicable zoning, subdivision, utility, fire, and engineering requirements subject to conditions of approval. No evidence was presented indicating noncompliance with applicable city or state regulations.

C3. Whether the proposed use will be compatible with the health, safety, and welfare of the public or with land uses within the vicinity of the proposal.

The Commission finds that the proposal is compatible with the health, safety, and welfare of the public and surrounding land uses. Adequate water, sewer, emergency access, and roadway capacity are available to serve the development. The project provides detached single-family housing adjacent to existing residential neighborhoods while incorporating open space buffering, pedestrian connectivity, and fencing along the railroad corridor to reduce potential impacts.

C4. Whether the proposed use will comply with the goals and policies found within the comprehensive plan.

The Commission finds that the proposal is consistent with Comprehensive Plan Goals 1, 2, and 7 by supporting housing diversification, infill development, and residential opportunities near schools, transit, and commercial services. The proposal also advances Policies 1, 2, 8, 15, and 19 by promoting compatible infill development, diversified housing opportunities, clustering of residential uses with open space preservation, and efficient utilization of existing infrastructure and services. The development provides pedestrian connectivity and recreational open space while remaining within the low-density residential future land use designation.

Motion by Commissioner Kimball to approve the McKinley Meadows File No. SUP-26-3 finding that it meets the approval criteria in Post Falls Municipal Code 18.20.070 as outlined in our deliberations subject to the conditions found in the staff report adding a condition 4F allowing for and requiring 16 foot wide minimum driveways on each lot and direct staff to prepare a written reasoned decision.

Second by Commissioner Schlotthauer

Vote: Steffensen - Yes, Schreiber - No, Floch - Yes, Kimball - Yes, Carey - No, Schlotthauer - Yes

Motion Carried

PUD REVIEW CRITERIA: (Post Falls Municipal Code Title 18.20.080): In order to approve a proposed PUD plan, the Commission must determine that the proposal meets each of the following criteria:

C1. The proposed PUD provides for adequate utilities, services, and parking to service the proposed development by:

C1a. Providing a public water supply system that has adequate supply to serve the proposed development.

The Commission finds that the proposed development will be adequately served by the City of Post Falls water system through extension of a water main from Chase Road across the adjacent school district property. Testimony established that sufficient water capacity exists to serve the development and support required fire flow demands.

C 1b. Providing a public wastewater collection system that is designed in accordance with the City's adopted Wastewater Master Plan and has sufficient capacity to accommodate the proposed sewer flows.

The Commission finds that the proposed sanitary sewer system is designed in accordance with the city's wastewater master plan and that adequate sewer capacity exists to accommodate the development. Existing sewer infrastructure is adjacent to the site and the proposed extension will comply with applicable city engineering standards.

C 1c. Providing adequate accommodation for other utilities to support the proposed development.

The Commission finds that adequate accommodations for dry utilities, including power, gas, and communications infrastructure, are available within adjacent rights-of-way and utility easements. The conceptual utility layout demonstrates the ability to adequately serve the proposed development.

C 1d. Providing sufficient parking throughout the development to adequately meet the parking needs of all uses proposed in the PUD.

The Commission finds that the proposed development provides adequate off-street parking through individual garages, driveways, and additional guest parking spaces located along the private roadway. The proposal satisfies the cottage home parking requirements established by city code and provides parking accommodations for residents and visitors.

C 2. The proposed PUD provides for an integrated transportation network that adequately serves the proposed development by:

C 2a. Providing for the continuation of arterial and collector streets, meeting City standards for traffic volume, in a manner consistent with the City's adopted Transportation Master Plan.

The Commission finds that the proposed transportation network is consistent with the city's transportation master plan. Access is provided through Montgomery Place and the private roadway system, together with an emergency access route extending through the adjacent school property to Chase Road. Testimony established that projected traffic volumes remain within adopted roadway capacity standards.

C 2b. Providing a local street network that allows adequate traffic circulation and snow storage throughout the entire development.

The Commission finds that the proposed private roadway design provides adequate circulation, emergency maneuvering space, and snow storage for the development. The roadway layout includes an appropriate turnaround area and complies with city standards applicable to private streets.

C 2c. Providing a pedestrian and bicycle system designed to provide adequate circulation throughout the entire development and to all open space areas.

The Commission finds that the proposal provides pedestrian connectivity throughout the development through installation of sidewalks along Montgomery Lane and connections to existing sidewalks on Montgomery Place. The project also reserves future access opportunities toward the adjacent railroad corridor for potential future trail connectivity.

C 3. The proposed PUD provides enhanced community design by integrating a mix of compatible land uses in the development and adequately buffering and/or separating any incompatible uses in the development:

The Commission finds that the proposal integrates detached single-family cottage homes in a manner compatible with surrounding residential development patterns. Open space tracts and landscaping provide buffering adjacent to the school property and railroad corridor while preserving residential character.

The Commission finds that the proposed lot configuration and density transition appropriately blend with surrounding neighborhoods and public facilities. Larger lots are located adjacent to Montgomery Place to provide compatibility with the existing subdivision, while smaller cottage lots are clustered further into the development.

C 3a. Conserving and incorporating the sites significant natural, scenic and/or historic features in the development, if any.

The Commission finds that no significant natural, scenic, or historical features were identified on the site requiring preservation. The proposal does preserve the existing residence on the property, which assists in maintaining neighborhood transition and compatibility.

D 3d. Providing at least ten percent (10%) of the gross land area for open space that meets the recreational needs of the users of the development and provides for a variety of recreational uses.

The Commission finds that the applicant exceeds the minimum required open space area by providing approximately 18,000 square feet of open space, satisfying the enhanced open space requirements associated with the requested density increase. The open space tracts provide buffering, recreational opportunities, and pedestrian access areas for residents of the development.

C 4. The proposed PUD provides for timely development of the property and security for future completion and maintenance by:

The Commission finds that the proposed development will be completed in a single phase and contains all infrastructure and utility improvements necessary to function independently without reliance on future phases.

C 4a. Ensuring that each development block contains all the necessary elements to exist independently from future blocks.

The Commission finds that the site design provides adequate spacing, circulation, and emergency access to all proposed structures. The proposal complies with applicable building and fire code access standards and includes secondary emergency access through the adjacent school property.

C 4b. Ensuring that each building in the development lot has sufficient access around the structure to allow for continual maintenance of the building and access for emergency services.

The Commission finds that the site design provides adequate spacing, circulation, and emergency access to all proposed structures. The proposal complies with applicable building and fire code access standards and includes secondary emergency access through the adjacent school property.

C 4c. Ensuring that a funding mechanism exists to adequately maintain common areas that are not publicly maintained.

The Commission finds that the proposed homeowners' association will serve as the funding and maintenance mechanism for private roads, landscaping, open space tracts, sidewalks, snow removal, and other common facilities within the development.

Motion by Commissioner Kimball to approve the McKinley Meadows File No. PUD-26-1 finding that it meets the approval criteria in Post Falls Municipal Code 18.20.080 as outlined in our deliberations subject to conditions 1 through 13 in the staff report adding condition 14 to require 16 foot wide driveways on the single family lots and to modify condition 11 to replace the term private roadway with private roadway, landscaping and amenities.

Second by Commissioner Schlotthauer

Vote:

Carey - Yes, Kimball - Yes, Steffensen - Yes, Schlotthauer - Yes, Schreiber - No, Floch - Yes
Motion Carried

SUBD-26-3 REVIEW CRITERIA: (Post Falls Municipal Code Title 17.12.060): In order to approve a proposed subdivision, the Commission must determine that the proposal meets each of the following criteria:

C1. 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.

The Commission discussed the proposed extension of the City water system through the school district property and heard testimony that adequate water capacity exists to serve the subdivision. Questions were raised regarding potential impacts to existing neighborhood water pressure, and the City Engineer testified that any change would likely be minimal. The Commission found the criterion satisfied based on staff and engineering testimony.

C2. Adequate provisions have been made for a public sewage system and that the existing municipal system can accommodate the proposed sewer flows.

The Commission received testimony that the project would connect to existing City wastewater infrastructure and that sufficient capacity exists within the municipal sewer system. Staff indicated the proposal is consistent with the City's Wastewater Master Plan and will be constructed to City standards. The Commission found the criterion satisfied.

C3. Proposed streets are consistent with the transportation element of the comprehensive plan.

The Commission reviewed the proposed private roadway, emergency access connection through the school property, pedestrian facilities, and traffic projections. Public testimony expressed concerns regarding increased traffic and neighborhood safety, while staff testified that anticipated traffic volumes remain within City standards. The Commission found the transportation system to be consistent with the Comprehensive Plan and Transportation Master Plan.

C4. 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.

The Commission heard public testimony regarding historic flooding concerns in the area. The applicant testified that grading improvements and on-site stormwater management would address drainage concerns and that runoff would be contained and infiltrated on-site. Based on the evidence presented, the Commission found no identified soil or topographical conditions that would preclude development.

C5. The area proposed for subdivision is zoned for the proposed uses and the uses conform to other requirements found in this code.

The Commission reviewed the proposed subdivision in conjunction with the requested Special Use Permit and Planned Unit Development approvals.

Testimony established that detached cottage homes are permitted within the R-1 zone through approval of the SUP and that the proposed subdivision complies with applicable development standards as modified through the PUD process. The Commission found the criterion satisfied.

C6. 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.

The Commission received testimony that applicable impact fees will be assessed at the time of building

permit issuance and that the development will construct necessary infrastructure improvements, utility extensions, and emergency access facilities. The Commission found that adequate mitigation measures have been identified to offset project impacts and that the development will bear its proportionate share of public facility costs.

Motion by Commissioner Kimball to approve the McKinley Meadows subdivision File No. SUBD-26-3 finding that it meets approval criteria in the Post Falls Municipal Code 17.12.060 as outlined in our deliberation subject to the conditions that are described in the PUD contained as contained in the staff report as modified for the PUD and direct staff to prepare a written reasoned decision.

Second by Commissioner Schlotthauer

Vote:

Kimball - Yes, Carey - Yes, Schreiber - Yes, Schlotthauer - Yes, , Floch - Yes, Steffensen - Yes

5. ADMINISTRATIVE / STAFF REPORTS

None

6. COMMISSION COMMENT

None

7. ADJOURNMENT

8:20 PM

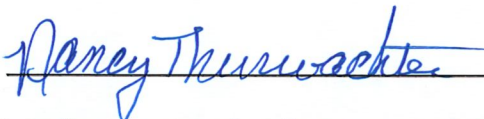
Date:

6/9/26

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, Michael Floch

Exhibit S-6

**McKinley Meadows
Special Use Permit (SUP)
Planned Unit Development (PUD)
Subdivision
File No(s). SUP-26-3/PUD-26-1/SUBD-26-3
Planning and Zoning Commission
Reasoned Decision**

A. INTRODUCTION:

APPLICANT: Scott McArthur, McArthur Engineering

OWNER: WYLD, LLC

LOCATION: 404 W. Montgomery Place, Post Falls, ID.

REQUEST: Special Use Permit, Planned Unit Development, and Subdivision to allow for 17 cottage homes and 1 remaining single-family home for a total of 18 lots in a Single Family Residential R-1 zone within 2.68 acres.

B. RECORD CREATED:

1. A-1a PUD Application
2. A-1b SUP Application
3. A-1c Subdivision Application
4. A-2 Narrative
5. A-3 Preliminary Plan
6. A-4 Letter of Authorization
7. S-1 Vicinity Map
8. S-2 Zoning Map
9. S-3 Future Land Use Map
10. PA-1 PFSD Comments
11. PA-2 KCFR Comments
12. PA-3 BPA Comments
13. PA-4 PHILLIPS 66 Comments
14. PA-5 DEQ Comments
15. PC-1 Frank Comments
16. P&Z Staff Report
17. Testimony at the May 12, 2026, Planning and Zoning public hearing:

The Planning and Zoning Commission heard the request at the May 12, 2026, public hearing, the meeting was in-person and live streamed on the City of Post Falls YouTube Channel. The request was for the Commission to review the application for subdivision of a 2.68-acre parcel into 18 lots in the R-1 zone, to allow cottage homes as a Special Use Permit and to modify requirements as a Planned Use Development. The request is evaluated under the standards of PPMC § 17.12.060, 18.20.070B, and 18.20.080E.

Justin Sauder, Associate Planner.

Mr. Sauder presented the staff report for McKinley Meadows, File Nos. SUP-26-3, PUD-26-1, and SUBD-26-3. Mr. Sauder explained that the application consisted of three interrelated requests: a Special Use Permit to allow a cottage home residential development within the R-1 Single-Family Residential zoning district, a Planned Unit Development to permit flexibility from certain development standards and allow a density increase in light of additional open space, and a Subdivision to create 18 residential lots from approximately 2.68 acres. The proposal included retention of the existing residence and creation of 17 new cottage home lots arranged around a private internal roadway identified as Montgomery Lane. Mr. Sauder noted that cottage home developments are permitted in the R-1 zoning district through the Special Use Permit process and that the proposed detached single-family homes would otherwise comply with the dimensional and design standards for cottage housing.

With respect to the Special Use Permit request, Mr. Sauder testified that the proposed cottage home community was consistent with the purpose and intent of the R-1 zoning district as it provided detached single-family housing for residential uses while offering an alternative housing product which would increase housing diversity through cottage produces. The proposed density equated to approximately 6.72 dwelling units per acre, which slightly exceeded the permitted base density. However, the proposed density increase is allowed through the Planned Unit Development process because of the applicant's provision of additional open space. The proposal otherwise meets bulk and placement requirements found in the city code. Mr. Sauder also testified that the proposed use would not adversely affect public health, safety, or welfare, noting that anticipated traffic volumes from the proposal remained below the capacity threshold for Montgomery Place roadway and that adequate wastewater infrastructure existed to serve the development. Water service will be extended from the east with permission by the school district, along with a secondary emergency access. Staff further concluded that the residential proposal would be compatible with surrounding land uses, which included single-family residential neighborhoods, schools, parks, library facilities, transit access, and nearby commercial services. Mr. Sauder stated that the proposal would be consistent with Comprehensive Plan goals promoting housing diversity, workforce housing opportunities, infill development, efficient use of existing infrastructure, and promoting residential development near schools and community services.

Regarding the Planned Unit Development request, Mr. Sauder explained that the purpose of the PUD process was to encourage enhanced community design while allowing some limited flexibility from standard development regulations. The proposed project provides adequate public utilities, wastewater service, domestic water service, and utility corridors necessary to support the development. Each lot would contain the required off-street parking spaces, and five additional guest parking spaces were proposed to satisfy cottage home parking requirements. Mr. Sauder noted that Montgomery Lane would function as a private roadway maintained by a homeowner's association and would include a turnaround area for emergency and service vehicles. A secondary emergency access connection would be provided through the adjacent school property, improving emergency access for both the development and the existing residents on Montgomery Place.

Mr. Sauder further testified that the PUD incorporated enhanced community design elements by clustering of residential units and preservation of open space tracts along the perimeter of the property. The development would provide approximately 18,000 square feet of open space, exceeding the 15 percent minimum required as a result of the requested density increase. These open space areas along with larger exterior parcels are intended to function as buffers between the proposed development and the existing residents. Mr. Sauder stated that the project would be completed in a single phase and that a homeowners association would be responsible for maintaining private roadways, landscaping, open space tracts, and common facilities.

Mr. Sauder also reviewed the specific PUD deviations requested by the applicant. These included allowing all cottage homes to be front-loaded rather than limiting front-loaded homes to 50 percent

of the development, permitting open space areas which did not front directly onto a street, allowing an approximately 4% density increase above the base density through the open space bonus provisions, and granting limited setback and open space dimensional reductions for one lot to accommodate a future pedestrian access easement.

On the Subdivision application, Mr. Sauder testified that adequate provision had been made for domestic water, sanitary sewer, transportation infrastructure, stormwater management, roadway improvements, utilities, and public services. Mr. Sauder stated that water service would be provided through the proposed extension from Chase Road and that wastewater facilities had sufficient capacity to accommodate the development. Mr. Sauder noted that all roadways, drainage improvements, sidewalks, ADA facilities, lighting, and utility systems would be constructed in accordance with city standards. A homeowner's association would assume responsibility for ongoing maintenance of private roads, sidewalks, landscaping, irrigation facilities, snow removal, and common open space areas. Mr. Sauder further testified that there were no known soil or topographic hazards identified and that fencing would be installed adjacent to the railroad corridor. Staff concluded that the subdivision was consistent with zoning requirements, transportation planning objectives, and the city's policies regarding growth and infrastructure, and that impact fees would be collected to ensure the development paid its proportionate share of public facility costs.

Scott McArthur, McArthur Engineering, Applicant:

Scott McArthur, representing WYLD LLC, presented the application and testified in support. Mr. McArthur stated that the project was designed to provide attainable homeownership opportunities for workforce households, young families, seniors, and first-time homebuyers while maintaining compatibility with surrounding residential development. Mr. McArthur explained that the property represented an infill opportunity within an established neighborhood and that the proposed cottage home product was intended to address housing affordability challenges while preserving the detached single-family residential character of the area. The applicant stated that the project would retain the existing residence, provide landscaped buffers adjacent to neighboring properties and the school district property, and create a neighborhood design centered around open space and common amenities rather than simply maximizing development intensity.

The applicant identified proposed utility improvements, including extension of a public water main through the adjacent school property, connection to city wastewater facilities, installation of dry utilities, and construction of emergency vehicular access in coordination with fire and emergency service providers. Mr. McArthur testified that the school district had granted preliminary approval for the utility and emergency access easements and that the applicant would complete needed improvements to the adjacent school parking area as part of the agreement. Mr. McArthur further explained that the project included stormwater management facilities designed to capture, treat, and infiltrate runoff on-site, and that grading improvements would allow proper drainage while facilitating gravity sewer service.

The applicant discussed the cottage home design standards, driveway configurations, common open space areas, landscaping improvements, and amenities including gathering areas and recreational features intended to foster neighborhood interaction. Mr. McArthur testified that similar cottage home developments constructed by the applicant had been successful in providing attainable housing while maintaining attractive neighborhood character. Mr. McArthur stated that the development would comply with city requirements regarding parking, open space, utilities, and infrastructure and argued that the requested PUD deviations were necessary to achieve the intended design while preserving substantial open space and buffering. The applicant maintained that the project was consistent with the Comprehensive Plan, zoning regulations, and approval criteria governing the Special Use Permit, Planned Unit Development, and Subdivision applications.

The hearing was opened to public testimony.

In-Favor:

Noah Stam, Coeur d'Alene, ID: Mr. Stam, as developer, spoke in favor of the project. He described the development as an opportunity to provide attainable housing for first-time homebuyers and young families. Mr. Stam explained that the proposed cottage-style homes are similar to homes built in another successful development and emphasized the need for housing options priced below \$400,000. He stated the project was intended provide homeownership opportunities for working families and community members.

Neutral: – None**In-Opposition:**

Paul King, Post Falls, ID: Mr. King did not wish to speak but submitted opposition based on concerns regarding increased traffic and school bus activity on Montgomery Place.

Sharon King, Post Falls, ID: Ms. King did not wish to speak but submitted opposition based on concerns regarding traffic impacts from the proposed development.

Merle Zeller, Post Falls, ID: Mr. Zeller did not wish to speak but submitted opposition citing increased traffic on Montgomery Place as the primary concern.

Anna Spooner, Post Falls, ID: Stated that she lives near the proposed development site and expressed concerns about increased traffic and safety for children in the neighborhood. She described Montgomery Place as a quiet and safe street where many families reside and stated that the addition of vehicles associated with the development would negatively impact neighborhood safety.

Matt Pharr, Post Falls, ID: Discussed concerns regarding the removal of CC&Rs. He stated that he was approached about signing documents to remove the CC&Rs and alleged he was told he could become part of an HOA or face legal action if he did not sign. Mr. Pharr also expressed concerns about increased traffic, neighborhood character, property values, and the proposed density of the project.

Vanessa Pharr, Post Falls, ID: Echoed concerns regarding traffic, parking, water pressure, emergency vehicle access, trash collection access, construction impacts, and property values. She also raised concerns about the process used by prior owners to obtain signatures for removal of the CC&Rs and questioned whether residents fully understood what they were signing.

Glen Douglas, Post Falls, ID: Stated he has lived on Montgomery Place for 43 years and opposed the proposal due to concerns about traffic increases, street parking limitations, compatibility with the surrounding neighborhood, reduced open space, and impacts to property values. He questioned whether the proposed development met Planned Unit Development standards regarding compatibility, circulation, and any community benefit.

Myles Perlin, Post Falls, ID: Opposed the proposed number and size of homes, while stating he was not opposed to some residential development on the property. He indicated that a lower number of homes, such as eight or nine, would be more compatible with the existing neighborhood.

Joanne Anglin, Post Falls, ID: Expressed concerns regarding historic flooding in the area and questioned whether the proposal included adequate stormwater drainage infrastructure such as grassy swales and drainage basins. She also raised concerns regarding parking availability and overflow parking impacts on Montgomery Place.

Kenneth Ross, Post Falls, ID: Submitted written opposition stating that the development proposed too many residences for the property and would significantly increase traffic.

Candyce Frank, Post Falls, ID: Opposed the proposal, citing concerns regarding recurring flooding on the property, impacts to property values, increased traffic, and the removal of CC&Rs. She stated that the area had flooded multiple times over the years and questioned how grading and increased density would affect drainage.

Asa Sizemore, Post Falls, ID: Opposed the project, stating that he and other neighbors were told differing information regarding the number of homes and the CC&R removal process. He stated that residents would not have supported removal of the CC&Rs had they known the proposed development would include 17 new homes.

Jeff Gilbertson, Post Falls, ID: Opposed the proposal, emphasizing the family-oriented nature of the neighborhood and concerns about increased density. He stated that a lower-density proposal with fewer homes would be more compatible with the surrounding area and existing lot sizes.

Dora Williamson, Post Falls, ID: Indicated opposition to the proposal without additional testimony.

Rebuttal:

Scott McArthur, McArthur Engineering: Mr. McArthur responded that traffic would naturally increase with additional homes but would still remain within the City's requirements for local residential streets, and that the private street design on the project and its grade transition would discourage high speeds. With respect to prior CC&Rs those remained a private civil matter and were not governed by the City, and that the proposed HOA would apply to McKinley Meadows only. The project would include stormwater facilities, adequate drainage structures for addressing any anticipated flooding and would provide adequate open space, buffering, a sewer easement, and emergency access through the school property.

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 approval criteria contained in Post Falls Municipal Code ("PFMC") § 17.12.060, 18.20.070 and 18.20.080.

C. EVALUATION OF APPROVAL CRITERIA SUP-26-3:

C1. Whether implementation of the special use would/would not conform to the purposes of the applicable zoning district.

Based on the testimony supplied and the staff report, the Commission finds that the proposed cottage home residential use conforms to the purpose of the R-1 zoning district because it consists of detached single-family residential dwellings, a housing type specifically allowed through the Special Use Permit process. While there was testimony that the number of cottage homes was too high, the Commission finds that the residential use and proposed development would maintain the residential character, preserve and existing on-site home, and utilize open space and buffering features to conform with surrounding residential uses.

C2. Whether the proposed use constitutes an allowable special use as established by this chapter for the zoning district involved; and complies with all other applicable laws, ordinances, and regulations of the city and the state.

The Commission finds that the proposed cottage home residential use is permitted in R-1 zone as a special use and that testimony and the staff report demonstrated that the project will be served by municipal water and sewer services and will otherwise comply with all applicable development standards through the PUD process. No testimony to the contrary was presented.

C3. Whether the proposed use will be compatible with the health, safety, and welfare of the public

or with land uses within the vicinity of the proposal.

The Commission finds that the proposed use is compatible with the health, safety, and welfare of the public and surrounding land uses. Evidence in the record established that municipal water and wastewater systems have adequate capacity, projected traffic volumes remain within adopted city standards, and emergency access will be extended through a secondary access route across adjacent school property. While neighboring residents expressed concerns regarding traffic, parking, drainage, and neighborhood character, A majority of the Commission finds that the project remains compatible with the mixture of residential, educational and commercial and recreational uses located in the vicinity and does not adversely affect the safety or welfare of the public.

C4. Whether the proposed use will comply with the goals and policies found within the comprehensive plan.

The Commission finds that the proposal meets the following goals and policies of the Comprehensive Plan:

Goal 2: *Maintain and improve the provision of high-quality, affordable and efficient community services in Post Falls.*

The Commission finds the development's proximity to schools, the library, transit, and community services supports quality of life while efficiently utilizing existing infrastructure and public services.

Goal 6: *Maintain and improve Post Falls' transportation network, on pace and in concert with need and plan objectives.*

The commission found that Montgomery Place and the proposed private roadway will continue to operate within adopted level-of-service standards, while the emergency access connection through the adjacent school property enhances emergency response capabilities. The project also includes pedestrian infrastructure connecting to existing sidewalks and preserves future connectivity opportunities to a potential trail corridor, further supporting the City's transportation objectives.

Policy 8: *Encourage compatible infill development and redevelopment of vacant and under-utilized properties within City limits.*

The Commission finds the project represents compatible infill development by utilizing an underdeveloped parcel within an established neighborhood served by existing city infrastructure.

Policy 15: *Ensure that adequate land is available for future housing needs, helping serve residents of all ages, incomes and abilities through provision of diverse housing types and price levels.*

The Commission finds the cottage home product increases housing choice by providing smaller detached single-family homes that support attainable homeownership opportunities.

D. EVALUATION OF APPROVAL CRITERIA PUD-26-1:

D1. The proposed PUD provides for adequate utilities, services, and parking to service the proposed development:

The Commission finds that adequate public water, wastewater, and utility easements are available to support the proposed development. Testimony established that City utility systems have sufficient capacity and required utility easements are provided. While the proposed development meets the minimum parking standards for cottage home communities, the Commission determined that requiring wider driveways in addition to the required minimum off-street parking spaces per lot, plus

the proposed five common parking spaces will more adequately address the impact of this development on adjacent properties.

D2. The proposed PUD provides for an integrated transportation network that adequately serves the proposed development:

The Commission finds that the proposed private roadway, additional emergency access connection, single-street pedestrian facilities, and circulation system adequately serve the development and comply with applicable City standards. While subject to differing opinion testimony on traffic impacts, evidence demonstrated that the projected traffic volumes remain within adopted roadway capacities and that pedestrian connections are provided throughout the site with future connectivity opportunities preserved to the rail corridor.

D3. The proposed PUD provides enhanced community design:

The Commission finds that the development incorporates a clustered cottage home design, preserves the existing residence, provides buffering from adjacent uses, and exceeds the required open space standards and supports the community. The layout transitions from larger lots near Montgomery Place to smaller interior lots, helping integrate the project with the surrounding neighborhood while providing housing diversity and recreational open space. The proposal provides for 15% open space for the users of the development and allows the request for a density bonus.

D4. The proposed PUD provides for timely development of the property and security for future completion and maintenance:

The Commission finds that the project will be developed as a single phase and contains all infrastructure necessary to function independently. Adequate access is provided for emergency services and maintenance, and a homeowner's association will be responsible for maintaining private roads, landscaping, open space, and other common facilities including the implantation of a funding mechanism for future needs.

E. EVALUATION OF APPROVAL CRITERIA SUBD-26-3:

E1. 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.

The Commission finds that water service is to be provided by the City of Post Falls which indicates it has adequate capacity to serve the subdivision. The project will also be extending a municipal water main across adjacent property to serve the development. As such the Commission finds this criterion satisfied.

E2. Adequate provisions have been made for a public sewage system and that the existing municipal system can accommodate the proposed sewer flows.

The Commission finds that the City wastewater system has sufficient capacity to accommodate the proposed development and that the project will comply with applicable City standards.

E3. Proposed streets are consistent with the transportation element of the comprehensive plan.

The Commission finds that the proposed private roadway configuration, emergency access, and pedestrian facilities are consistent with the City's transportation planning objectives and will adequately serve the subdivision.

E4. 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.

The Commission finds that no evidence was presented identifying site conditions that would preclude development. Concerns regarding drainage and flooding will be addressed through applicable engineering and development standards. The proposal will include construction of separation fencing against the rail corridor to address hazards.

E5. The area proposed for subdivision is zoned for the proposed uses and the uses conform to other requirements found in this code.

The Commission finds that the subdivision is consistent with the R-1 zoning district and, with approval of the SUP and PUD applications, complies with applicable code requirements.

E6. 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.

The Commission finds that impact fees collected on individual building permits and required infrastructure improvements will ensure the development contributes its proportionate share toward public facilities and services.

F. ACTIONS THAT THE APPLICANT CAN TAKE TO GAIN APPROVAL.

Not applicable.

G. CONCLUSION

SUP-26-3: Based upon the evidence contained in the record, the staff report, agency comments, and testimony received during the public hearing, the Commission concludes that the proposed Special Use Permit for a cottage home community satisfies the applicable review criteria of the Post Falls Municipal Code and the Idaho Local Land Use Planning Act. The Commission further finds that the proposal is compatible with surrounding land uses, supports Comprehensive Plan housing and transportation objectives, and can be adequately served by existing public facilities and services. Therefore, the Special Use Permit is hereby approved, subject to the applicant complying with all conditions contained in the Staff Report, as modified herein.

PUD-26-1: Based upon the evidence contained in the record, the staff report, agency comments, and testimony received, the Commission concludes that the proposed Planned Unit Development satisfies the applicable review criteria of the Post Falls Municipal Code and the Idaho Local Land Use Planning Act. The Commission finds that the proposal provides adequate utilities, transportation access, parking, open space, and long-term maintenance mechanisms while promoting an enhanced community design through clustering, buffering, and preservation of common open space. Therefore, the Planned Unit Development is hereby approved, subject to the applicant complying with all conditions contained in the Staff Report, as modified herein.

SUBD-26-3: Based upon the evidence contained in the record, the staff report, agency comments, and testimony received, the Commission concludes that the proposed subdivision satisfies the applicable review criteria of the Post Falls Municipal Code and the Idaho Local Land Use Planning Act. The Commission finds that adequate provisions have been made for water, wastewater, transportation infrastructure, and public services, and that the subdivision is consistent with the applicable zoning designation and Comprehensive Plan. Therefore, the subdivision is hereby approved, subject to the applicant complying with all conditions contained in the Staff Report, as modified herein.

CONDITIONS OF APPROVAL:

1. Corrections and additions, if any, to the Subdivision requested by staff and/or the Planning & Zoning Commission should be completed by the applicant and reviewed by staff prior to approval by the City Council.
2. A Master Development Agreement shall be prepared by staff, reviewed, and approved by the City Council, and signed by the parties prior to commencement of any construction.
3. The proposed subdivision must be completed in a single phase.
4. The following design deviations and conditions are approved as part of this PUD application:
 - a. Cottage Home Yard (PFMC 18.24.032(C)(3)(b)(3)): Reduce minimum open space dimension on Lot 7, Block 2 from 15 ft to 12 ft.
 - b. Front-Loaded Cottage Homes (PFMC 18.24.032(D)(2)(a)): Allow 100% front-loaded homes instead of maximum 50%.
 - c. Open Space Frontage (PFMC 18.24.032(D)(2)(d)): Allow required open space to not front a street (0% instead of 20%) and instead function as a buffer adjacent to school property.
 - d. Density (PFMC 18.20.040 / R-1): Allow 18 lots (6.72 units/acre), approximately 4% above base density, within requested 10% PUD density increase.
 - e. Setback – Lot 7, Block 2 (PFMC 18.20.040): Reduce rear yard setback to 9 ft (northwest corner of lot) to accommodate design and pedestrian access easement.
5. A Construction Improvement Agreement shall be prepared and executed prior to commencement of construction for the subdivision.
6. The Developer shall secure an easement from the Post Falls School District, to the City of Post Falls; for the construction, operation, maintenance and access to the proposed water main and including emergency site access for emergency services.
7. Submitted Preliminary Plans were reviewed from a conceptual basis only and reflect the general ability to provide service. Final construction plans of the streets and utilities shall be reviewed and approved by the Engineering Division prior to any street or utility construction. Such plans shall also include driveway approaches and location of proposed mailboxes. Construction limits shall correspond with the improvements indicated on the Preliminary Plat.
8. Except where an exception is granted, all streetlights, roadways and City owned utilities shall be designed and constructed in accordance with City standards.
9. The Developer shall provide an all-weather surface to allow City of Post Falls access to the sewer manholes located in proposed Tract "B".
10. Final landscaping plans for the street trees will be submitted for review and approval as part of the construction plans. Street trees shall be planted by the developer in the spring and fall following construction of homes. The Urban Forester shall be notified prior to planting.
11. The Homeowners Association (HOA) for the project shall be required to maintain the common open space tracts, landscaping, amenities and the private roadway. Mechanisms shall be provided within the CC&R's of the HOA to include funding for capital repair/replacement of the private roadway, landscaping, and amenities in the future.
12. A 6-foot fence shall be constructed along the BNSF rights-of-way with the first phase and prior to final plat.
13. Tract "A" shall be modified to show and allow for a future access to the railroad rights of way.
14. All cottage home driveways must be constructed with a minimum width of sixteen (16) feet on each lot, subject to final engineering and zoning review.

6/9/26
 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.

traffic safety study for Montgomery Place where it intersects with Compton, and at the intersection of Compton and 10th Ave.

Sincerely,

A handwritten signature in black ink, appearing to read "Terry R. Frank". The signature is fluid and cursive, with the first name "Terry" being the most prominent part.

Terry R. Frank

June 22, 2026



POST FALLS

SCHOOL DISTRICT #273

Exhibit PA-1

DISTRICT OFFICE
P.O. Box 40
Post Falls, ID 83877
PHONE 208-773-1658
FAX 208-773-3218
www.pfsd.com

September 15, 2025

Robert Seale
Community Development Director
City of Post Falls
408 Spokane Street
Post Falls, ID 83854

Dear Bob,

The purpose of this letter is to restate the status and position of the Post Falls School District regarding growth within the city and school district boundaries. The Post Falls School District will continue to remain neutral regarding proposed developments and will provide additional or modified comments in a timely manner when deemed necessary.

The district has a responsibility through state statute to provide an appropriate education for every student ages 6 through 21 who attend our schools. It is also the district's responsibility to provide an adequate educational program, organizational structure, and facilities.

Though there are pros and cons for new development growth, the district will continue to provide a quality education. The district appreciates the working relationship we have with the City of Post Falls.

With the anticipated growth in future years, the district requests assistance from the Planning Department to acquire school building sites in any large proposed residential developments and requests financial mitigation for smaller developments.

The enrollment status and capacity of each school for the 2025-2026 school year are listed below.

The district will review/revise the current long-range facility plan during the 2027-2028 school year. A copy of the current plan is included with this letter.

Our school community will develop relationships, skills, and knowledge to become responsible citizens who think critically to solve problems.

School	2025-2026 Enrollment	Building Capacity
Greensferry Elementary	392	525
Mullan Trail Elementary	321	500
Ponderosa Elementry	440	570
Prairie View Elementary	376	525
Seltice Elementary	372	560
Treaty Rock Elementary	366	525
West Ridge Elementary	428	525
Post Falls Middle School	775	920
River City Middle School	554	750
Post Falls High School	1663	1800
New Vision High School	124	225

The school district looks forward to continuing the good working relationship we have with the City of Post Falls. Thank you for your support of the Post Falls School District.

Sincerely,



Dena Naccarato
Superintendent

Cc: Post Falls School District Board of Trustees
Shelly Enderud, City Administrator

Kootenai County Fire & Rescue

Fire Marshal's Office

Exhibit PA-2

5271 E. Seltice Way
Post Falls, ID 83854
Tel: 208-777-8500
Fax: 208-777-1569
www.kootenaifire.com

February 24, 2026

Nancy Thurwachter
Planning Administrative Specialist
City of Post Falls
408 N Spokane Street
Post Falls, ID 83854

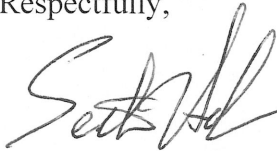
RE: Notice to Jurisdiction Response

Dear Nancy,

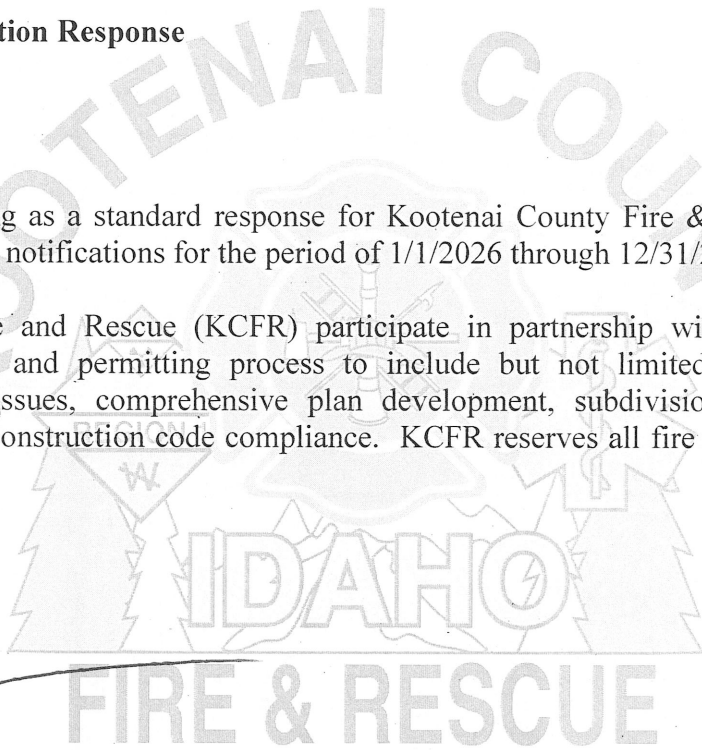
Please use the following as a standard response for Kootenai County Fire & Rescue for all applicable "Notice of Jurisdiction" notifications for the period of 1/1/2026 through 12/31/2026.

"Kootenai County Fire and Rescue (KCFR) participate in partnership with the City of Post Falls throughout the review and permitting process to include but not limited to the following: City Annexations, Zoning issues, comprehensive plan development, subdivision development, site plan approval and building construction code compliance. KCFR reserves all fire code-related comments for that process."

Respectfully,



Seth Hohenstreet
Kootenai County Fire & Rescue
Deputy Fire Marshal



From: Farley,Alynette B (CONTR) - TERR-BELL-1 <abfarley@BPA.Gov>
Sent: Monday, April 27, 2026 7:33 AM
To: Nancy Thurwachter; Raymond,Amanda R (BPA) - TERR-BELL-1
Subject: RE: Notice to Jurisdictions McKinley Meadows PUD/SUP/SUBD File Nos.
PUD-26-1/SUP-26-3/SUBD-26-3

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No comment, tract does not touch BPA powerline ROW.

Alynette Farley
BONNEVILLE POWER ADMINISTRATION
DEPARTMENT OF ENERGY
CONTR (Actalent)
Right-of-Way Agent | Real Property Services | TERR
abfarley@bpa.gov | O: 509-468-3083 | C: 971-710-6926

From: Nancy Thurwachter <nthurwachter@postfalls.gov>
Sent: Friday, April 24, 2026 3:44 PM
To: Ali Marenau <AMarienau@kmpo.net>; Farley,Alynette B (CONTR) - TERR-BELL-1 <abfarley@BPA.Gov>; Raymond,Amanda R (BPA) - TERR-BELL-1 <arraymond@bpa.gov>; Avista <c01_Real_Estate@avistacorp.com>; Ben Tarbutton <btarbutton@kcgov.us>; Carey Borchardt <carey.borchardt@charter.com>; Carolyn Bostick <cbostick@cdapress.com>; Carrie Ann Hewitt <carrieann.hewitt@itd.idaho.gov>; cdaconst@avistacorp.com; cingle@kcgov.us; Chris Way <cway@kootenaifire.com>; christina@postfallschamber.com; Christine Harmon <christine.harmon@deq.idaho.gov>; cshneider@kec.com <cshneider@kec.com>; Dan Rest <drest@hbkengineering.com>; Dan Ryan <danr@kootenaifire.com>; Dan Selden <danselden@hotmail.com>; Dan Zeck <dan@eastgreenacres.org>; Daniel Mavrinac <Daniel.Mavrinac@BNSF.com>; David Haggerty <David.Haggerty@tdstelecom.com>; dena.naccarato@sd273.com; DEQ <deqcomments@deq.idaho.gov>; Devin Weeks <dweeks@cdapress.com>; Gina Dillman <gdillman@republicservices.com>; Glen Miles <Gmiles@kmpo.net>; Gregory Ashley <gregory.Ashley@williams.com>; Jame Davis <jame.davis@intermaxteam.com>; Jeff Boren <Jeffrey.Boren@charter.com>; Jeremy Hofer <jhofer@kec.com>; Jeryl Archer <jeryla@kootenaifire.com>; Jessie Holderman <JHolderman@kec.com>; Jordan Wirth <Jordan.T.Wirth@usps.gov>; Karen Philips <Karen.Phillips@avistacorp.com>; Kate Williams <kwilliams@kmpo.net>; Kevin Linville <kevin.linville@tdstelecom.com>; Kevin Teo <kevin.teo@ziply.com>; Kris Faver (kris.faver@tdstelecom.com) <kris.faver@tdstelecom.com>; Kristen Rondo <krondo@phd1.idaho.gov>; Kurt Larson <klarson@kec.com>; Kyle Leatham <kyle.leatham@bnsf.com>; Lance Kippen <lkippen@olsson.com>; Lee Barnes <lee.barnes@tdstelecom.com>; Leo Martinez <leo.martinez@p66.com>; Lori Cogley <lcogley@kec.com>; Lynn Sandsor <lynn.sandsor@aecom.com>; Mike Behary <Mbehary@kcgov.us>; Mike Patton <Michael.m.patton@p66.com>; Owens, Dylan <Dylan.Owens@tdstelecom.com>; Panhandle Health General <ehapplications@phd1.idaho.gov>; Patricia M. Corrigan <pcorrigan@hbkengineering.com>; contactus@postfallshd.com; Robert Beachler <Robert.Beachler@itd.idaho.gov>; Ron Wilson <Ron@eastgreenacres.org>; Ross Point Water <rosspointwater@yahoo.com>; Scott Morton <smorton@republicservices.com>; Serena <serena@carlsonstratcomm.com>; Shawn Magat <Shawn.Magat@tdstelecom.com>; Tom kearns <tkearns@idl.idaho.gov>; Tom Murn <Tom.Murn@Ziply.com>; URA <postfallsura@gmail.com>; Ziply <ID-EWA.SFU.MDU.Engineering@ziply.com>
Cc: Bobby Wilhelm <bobby@bobbywilhelm.com>; Christopher Gabbert <cgabbert@postfalls.gov>; Chris Schreiber <chris.schreiber@khco.com>; Dave Fair <dfair@postfalls.gov>; Field Herrington <fherrington@postfalls.gov>; james.steffensen@yahoo.com; Jason Faulkner <jfaulkner@postfalls.gov>; Jennifer Poindexter

From: Martinez, Leo <Leo.Martinez@p66.com>
Sent: Monday, April 27, 2026 11:50 AM
To: Nancy Thurwachter
Subject: Notice to Jurisdictions McKinley Meadows PUD/SUP/SUBD File Nos. PUD-26-1/SUP-26-3/SUBD-26-3
Attachments: Exhibit PH-2 NTJ_McKinley Meadows PUD-26-1.pdf

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Phillips 66 does not have any utilities within the attached project vicinity.
(Response 13343)

Leo Martinez

Associate, Operations Support • Real Estate Services

O: 805-541-8912 | F: 805-538-6204
18781 El Camino Real | Atascadero, CA 93422
Leo.Martinez@phillips66.com



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From: Nancy Thurwachter <nthurwachter@postfalls.gov>
Sent: Friday, April 24, 2026 3:44 PM
To: Ali Marenau <AMarienau@kmpo.net>; Alynnette Farley <abfarley@BPA.Gov>; Amanda Raymond <arraymond@bpa.gov>; Avista <c01_Real_Estate@avistacorp.com>; Ben Tarbutton <btarbutton@kcgov.us>; Carey Borchardt <carey.borchardt@charter.com>; Carolyn Bostick <cbostick@cdapress.com>; Carrie Ann Hewitt <carriann.hewitt@itd.idaho.gov>; cdaconst@avistacorp.com; cingle@kcgov.us; Chris Way <cway@kootenaifire.com>; christina@postfallschamber.com; Christine Harmon <christine.harmon@deq.idaho.gov>; cschneider@kec.com <cschneider@kec.com>; Dan Rest <drest@hbkengineering.com>; Dan Ryan <danr@kootenaifire.com>; Dan Selden <danselden@hotmail.com>; Dan Zeck <dan@eastgreenacres.org>; Daniel Mavrinac <Daniel.Mavrinac@BNSF.com>; David Haggerty <David.Haggerty@tdstelecom.com>; dena.naccarato@sd273.com; DEQ <deqcomments@deq.idaho.gov>; Devin Weeks <dweeks@cdapress.com>; Gina Dillman <gdillman@republicservices.com>; Glen Miles <Gmiles@kmpo.net>; Gregory Ashley <gregory.Ashley@williams.com>; Jame Davis <jame.davis@intermaxteam.com>; Jeff Boren <Jeffrey.Boren@charter.com>; Jeremy Hofer <jhofer@kec.com>; Jeryl Archer <jeryla@kootenaifire.com>; Jessie Holderman <JHolderman@kec.com>; Jordan Wirth <Jordan.T.Wirth@usps.gov>; Karen Philips <Karen.Phillips@avistacorp.com>; Kate Williams <kwilliams@kmpo.net>; Kevin Linville <kevin.linville@tdstelecom.com>; Kevin Teo <kevin.teo@ziply.com>; Kris Faver <kris.faver@tdstelecom.com>; Kristen Rondo <krondo@phd1.idaho.gov>; Kurt Larson <klarson@kec.com>; Kyle Leatham <kyle.leatham@bnsf.com>; Lance Kippen <lkippen@olsson.com>; Lee Barnes <lee.barnes@tdstelecom.com>; Martinez, Leo <Leo.Martinez@p66.com>; Lori Cogley <lcogley@kec.com>; Lynn Sandsor <lynn.sandsor@aecom.com>; Mike Behary <Mbehary@kcgov.us>; Patton, Michael M <Michael.M.Patton@p66.com>;

From: DEQ Comments <deqcomments@deq.idaho.gov>
Sent: Thursday, April 30, 2026 1:19 PM
To: Nancy Thurwachter
Subject: RE: Notice to Jurisdictions McKinley Meadows PUD/SUP/SUBD File Nos. PUD-26-1/SUP-26-3/SUBD-26-3

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon,

Thank you for providing the opportunity to comment. DEQ has no environmental impact comments for the project listed above at this stage of development.

Thank you,

Idaho Department of Environmental Quality
2110 Ironwood Parkway, Coeur d'Alene, Idaho 83814
Office Line: 208.769.1422
www.deq.idaho.gov

Our mission: To protect human health and the quality of Idaho's air, land, and water.

From: Nancy Thurwachter <nthurwachter@postfalls.gov>
Sent: Friday, April 24, 2026 3:44 PM
To: Ali Marenau <AMarienau@kmpo.net>; Alynette Farley <abfarley@BPA.Gov>; Amanda Raymond <arraymond@bpa.gov>; Avista <c01_Real_Estate@avistacorp.com>; Ben Tarbutton <btarbutton@kcgov.us>; Carey Borchardt <carey.borchardt@charter.com>; Carolyn Bostick <cbostick@cdapress.com>; Carrie Ann Hewitt <carriann.hewitt@itd.idaho.gov>; cdaconst@avistacorp.com; cingle@kcgov.us; Chris Way <cway@kootenaifire.com>; Christina Petit <christina@postfallschamber.com>; Christine Harmon <Christine.Harmon@deq.idaho.gov>; cschneider@kec.com <cschneider@kec.com>; Dan Rest <drest@hbkengineering.com>; Dan Ryan <danr@kootenaifire.com>; Dan Selden <danselden@hotmail.com>; Dan Zeck <dan@eastgreenacres.org>; Daniel Mavrinac <Daniel.Mavrinac@BNSF.com>; David Haggerty <David.Haggerty@tdstelecom.com>; dena.naccarato@sd273.com; DEQ Comments <deqcomments@deq.idaho.gov>; Devin Weeks <dweeks@cdapress.com>; Gina Dillman <gdillman@republicservices.com>; Glen Miles <Gmiles@kmpo.net>; Gregory Ashley <gregory.Ashley@williams.com>; Jame Davis <jame.davis@intermaxteam.com>; Jeff Boren <Jeffrey.Boren@charter.com>; Jeremy Hofer <jhofer@kec.com>; Jeryl Archer <jeryla@kootenaifire.com>; Jessie Holderman <JHolderman@kec.com>; Jordan Wirth <Jordan.T.Wirth@usps.gov>; Karen Phillips <Karen.Phillips@avistacorp.com>; Kate Williams <kwilliams@kmpo.net>; Kevin Linville <kevin.linville@tdstelecom.com>; Kevin Teo <kevin.teo@ziply.com>; Kris Faver <kris.faver@tdstelecom.com>; Kristen Rondo <krondo@phd1.idaho.gov>; Kurt Larson <klarson@kec.com>; Kyle Leatham <kyle.leatham@bnsf.com>; Lance Kippen <lkippen@olsson.com>; Lee Barnes <lee.barnes@tdstelecom.com>; Leo Martinez <leo.martinez@p66.com>; Lori Cogley <lcogley@kec.com>; Lynn Sandsor <lynn.sandsor@aecom.com>;

From: [Farley,Alynette B \(CONTR\) - TERR-BELL-1](#)
To: [Nancy Thurwachter](#)
Cc: [Farley,Alynette B \(CONTR\) - TERR-BELL-1](#)
Subject: RE: Notice to Jurisdictions - McKinley Meadows Special Use Permit and Appeal File Nos. SUP-26-3 and APL-26-2
Date: Monday, July 20, 2026 2:24:56 PM
Attachments: [image001.png](#)

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NO BPA ROW AT LOCATION.

NO COMMENT.

Alynette Farley
BONNEVILLE POWER ADMINISTRATION
DEPARTMENT OF ENERGY
CONTR (Actalent)
Right-of-Way Agent | Real Property Services | TERR
abfarley@bpa.Gov | O: 509-468-3083 | C: 971-710-6926

From: Nancy Thurwachter <nthurwachter@postfalls.gov>
Sent: Monday, July 20, 2026 12:40 PM
To: Ali Marenau <AMarienau@kmpo.net>; Farley,Alynette B (CONTR) - TERR-BELL-1 <abfarley@BPA.Gov>; Raymond,Amanda R (BPA) - TERR-BELL-1 <arraymond@bpa.gov>; Anna Wilson <annam.wilson@sd273.com>; Avista <c01_Real_Estate@avistacorp.com>; Ben Tarbutton <btarbutton@kcgov.us>; Carey Borchardt <carey.borchardt@charter.com>; Carolyn Bostick <cbostick@cdapress.com>; Carrie Ann Hewitt <carrieann.hewitt@itd.idaho.gov>; cdaconst@avistacorp.com; cingle@kcgov.us; Chris Way <cway@kootenaifire.com>; christina@postfallschamber.com; cschneider@kec.com <cschneider@kec.com>; Dan Rest <drest@hbkengineering.com>; Dan Ryan <danr@kootenaifire.com>; Dan Selden <danselden@hotmail.com>; Dan Zeck <dan@eastgreenacres.org>; Daniel Mavrinac <Daniel.Mavrinac@BNSF.com>; David Haggerty <David.Haggerty@tdstelecom.com>; DEQ <deqcomments@deq.idaho.gov>; Devin Weeks <dweeks@cdapress.com>; Gina Dillman <gdillman@republicservices.com>; Glen Miles <Gmiles@kmpo.net>; Gregory Ashley <gregory.Ashley@williams.com>; Jame Davis <jame.davis@intermaxteam.com>; Jeff Boren <Jeffrey.Boren@charter.com>; Jeremy Hofer <jhofer@kec.com>; Jeryl Archer <jeryla@kootenaifire.com>; Jessie Holderman <JHolderman@kec.com>; Jordan Wirth <Jordan.T.Wirth@usps.gov>; Karen Philips <Karen.Phillips@avistacorp.com>; Kate Williams <kwilliams@kmpo.net>; Kevin Linville <kevin.linville@tdstelecom.com>; Kevin Teo <kevin.teo@ziply.com>; Kris Faver (kris.faver@tdstelecom.com) <kris.faver@tdstelecom.com>; Kristen Rondo <krondo@phd1.idaho.gov>; Kurt Larson <klarson@kec.com>; Kyle Leatham <kyle.leatham@bnsf.com>; Lance Kippen <lkippen@olsson.com>; Lee Barnes <lee.barnes@tdstelecom.com>; Leo Martinez <leo.martinez@p66.com>; Lori Cogley <lcogley@kec.com>; Lynn Sandsor <lynn.sandsor@aecom.com>; Mike Behary <Mbehary@kcgov.us>; Mike Patton <Michael.m.patton@p66.com>; Owens, Dylan <Dylan.Owens@tdstelecom.com>; Panhandle Health General <ehapplications@phd1.idaho.gov>;

Patricia M. Corrigan <pcorrigan@hbkengeering.com>; contactus@postfallshd.com; Robert Beachler <Robert.Beachler@itd.idaho.gov>; Ron Wilson <Ron@eastgreenacres.org>; Ross Point Water <rosspointwater@yahoo.com>; Scott Morton <smorton@republicservices.com>; Serena <serena@carlsonstratcomm.com>; Shawn Magat <Shawn.Magat@tdstelecom.com>; Tom Kearns <tkearns@idl.idaho.gov>; Tom Murn <Tom.Murn@Ziply.com>; URA <postfallsura@gmail.com>; Ziply <ID-EWA.SFU.MDU.Engineering@ziply.com>

Cc: Bobby Wilhelm <bobby@bobbywilhelm.com>; Christopher Gabbert <cgabbert@postfalls.gov>; Chris Schreiber <chris.schreiber@khco.com>; Dave Fair <dfair@postfalls.gov>; Field Herrington <fherrington@postfalls.gov>; James Steffensen-Chair <James.steffensen@yahoo.com>; Jason Faulkner <jfaulkner@postfalls.gov>; Jennifer Poindexter <jpoindexter@postfalls.gov>; John Beacham <jbeacham@postfalls.gov>; Jon Manley <jmanley@postfalls.gov>; Justin Miller <jmiller@postfalls.gov>; Justin Sauder <jsauder@postfalls.gov>; Kelly Russell <krussell@postfalls.gov>; Michael Floch <badger1michaelf@gmail.com>; Naomi Tierney <ntierney@postfalls.gov>; Preston Hill <prestonh@postfalls.gov>; Ray Kimball <rkimball@whipplece.com>; Rob Palus <rpalus@postfalls.gov>; Robert Seale <rseale@postfalls.gov>; Ross Schlotthauer <ross@burlyproducts.com>; Shannon Howard <showard@postfalls.gov>; Shelly Enderud <senderud@postfalls.gov>; Stephanie Herman <sherman@postfalls.gov>; Tisha Gallop <tgallop@postfalls.gov>; Vicky Jo Carey <vjcarey@aol.com>; Wade Meyer <wmeyer@postfalls.gov>; Warren Wilson <wwilson@postfalls.gov>

Subject: Notice to Jurisdictions - McKinley Meadows Special Use Permit and Appeal File Nos. SUP-26-3 and APL-26-2

Please find attached the Notice to Jurisdictions for McKinley Meadows Special Use Permit and Appeal File Nos. SUP-26-3 and APL-26-2 that is scheduled for the City Council meeting August 4, 2026. The draft staff report will be on the city's website shortly.

Nancy Thurwachter

Planning Administrative Specialist

408 N. Spokane Street

Post Falls, ID 83854

(208) 457-3338



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From: [Martinez, Leo](#)
To: [Nancy Thurwachter](#)
Subject: Notice to Jurisdictions - McKinley Meadows Special Use Permit and Appeal File Nos. SUP-26-3 and APL-26-2
Date: Tuesday, July 21, 2026 1:15:49 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[Exhibit PH-2 NTJ APL-26-2.pdf](#)

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Nancy,

Phillips 66 does not have any utilities within the attached project vicinity.
(Response 13437)


Leo Martinez

Associate, Operations Support • Real Estate Services

O: 805-541-8912 | F: 805-538-6204
18781 El Camino Real | Atascadero, CA 93422
Leo.Martinez@phillips66.com



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From: Nancy Thurwachter <nthurwachter@postfalls.gov>

Sent: Monday, July 20, 2026 12:40 PM

To: Ali Marenau <AMarienau@kmpo.net>; Alynnette Farley <abfarley@BPA.Gov>; Amanda Raymond <arraymond@bpa.gov>; Anna Wilson <annam.wilson@sd273.com>; Avista <c01_Real_Estate@avistacorp.com>; Ben Tarbutton <btarbutton@kcgov.us>; Carey Borchardt <carey.borchardt@charter.com>; Carolyn Bostick <cbostick@cdapress.com>; Carrie Ann Hewitt <carrieann.hewitt@itd.idaho.gov>; cdaconst@avistacorp.com; cingle@kcgov.us; Chris Way <cway@kootenaifire.com>; christina@postfallschamber.com; cschneider@kec.com <cschneider@kec.com>; Dan Rest <drest@hbkengineering.com>; Dan Ryan <danr@kootenaifire.com>; Dan Selden <danselden@hotmail.com>; Dan Zeck <dan@eastgreenacres.org>; Daniel Mavrinac <Daniel.Mavrinac@BNSF.com>; David Haggerty <David.Haggerty@tdstelecom.com>; DEQ <deqcomments@deq.idaho.gov>; Devin Weeks <dweeks@cdapress.com>; Gina Dillman <gdillman@republicservices.com>; Glen Miles

<Gmiles@kmpo.net>; Gregory Ashley <gregory.Ashley@williams.com>; Jame Davis <jame.davis@intermaxteam.com>; Jeff Boren <Jeffrey.Boren@charter.com>; Jeremy Hofer <jhofer@kec.com>; Jeryl Archer <jeryla@kootenaifire.com>; Jessie Holderman <JHolderman@kec.com>; Jordan Wirth <Jordan.T.Wirth@usps.gov>; Karen Philips <Karen.Phillips@avistacorp.com>; Kate Williams <kwilliams@kmpo.net>; Kevin Linville <kevin.linville@tdstelecom.com>; Kevin Teo <kevin.teo@ziply.com>; Kris Faver (kris.faver@tdstelecom.com) <kris.faver@tdstelecom.com>; Kristen Rondo <krondo@phd1.idaho.gov>; Kurt Larson <klarson@kec.com>; Kyle Leatham <kyle.leatham@bnsf.com>; Lance Kippen <lkippen@olsson.com>; Lee Barnes <lee.barnes@tdstelecom.com>; Martinez, Leo <Leo.Martinez@p66.com>; Lori Cogley <lcogley@kec.com>; Lynn Sandsor <lynn.sandsor@aecom.com>; Mike Behary <Mbehary@kcgov.us>; Patton, Michael M <Michael.M.Patton@p66.com>; Owens, Dylan <Dylan.Owens@tdstelecom.com>; Panhandle Health General <ehapplications@phd1.idaho.gov>; Patricia M. Corrigan <pcorrigan@hbkengineering.com>; contactus@postfallshd.com; Robert Beachler <Robert.Beachler@itd.idaho.gov>; Ron Wilson <Ron@eastgreenacres.org>; Ross Point Water <rosspointwater@yahoo.com>; Scott Morton <smorton@republicservices.com>; Serena <serena@carlsonstratcomm.com>; Shawn Magat <Shawn.Magat@tdstelecom.com>; Tom kearns <tkearns@idl.idaho.gov>; Tom Murn <Tom.Murn@Ziply.com>; URA <postfallsura@gmail.com>; Ziply <ID-EWA.SFU.MDU.Engineering@ziply.com>

Cc: Bobby Wilhelm <bobby@bobbywilhelm.com>; Christopher Gabbert <cgabbert@postfalls.gov>; Chris Schreiber <chris.schreiber@khco.com>; Dave Fair <dfair@postfalls.gov>; Field Herrington <fherrington@postfalls.gov>; James Steffensen-Chair <James.steffensen@yahoo.com>; Jason Faulkner <jfaulkner@postfalls.gov>; Jennifer Poindexter <jpoindexter@postfalls.gov>; John Beacham <jbeacham@postfalls.gov>; Jon Manley <jmanley@postfalls.gov>; Justin Miller <jmiller@postfalls.gov>; Justin Sauder <jsauder@postfalls.gov>; Kelly Russell <krussell@postfalls.gov>; Michael Floch <badger1michaelf@gmail.com>; Naomi Tierney <ntierney@postfalls.gov>; Preston Hill <prestonh@postfalls.gov>; Ray Kimball <rkimball@whipplece.com>; Rob Palus <rpalus@postfalls.gov>; Robert Seale <rseale@postfalls.gov>; Ross Schlotthauer <ross@burlyproducts.com>; Shannon Howard <showard@postfalls.gov>; Shelly Enderud <senderud@postfalls.gov>; Stephanie Herman <sherman@postfalls.gov>; Tisha Gallop <tgallp@postfalls.gov>; Vicky Jo Carey <vjcarey@aol.com>; Wade Meyer <wmeyer@postfalls.gov>; Warren Wilson <wwilson@postfalls.gov>

Subject: [EXTERNAL]Notice to Jurisdictions - McKinley Meadows Special Use Permit and Appeal File Nos. SUP-26-3 and APL-26-2

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Nancy Thurwachter

Planning Administrative Specialist

408 N. Spokane Street

Post Falls, ID 83854

(208) 457-3338



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From: [DEQ Comments](#)
To: [Nancy Thurwachter](#)
Subject: RE: Notice to Jurisdictions - McKinley Meadows Special Use Permit and Appeal File Nos. SUP-26-3 and APL-26-2
Date: Thursday, July 23, 2026 2:08:07 PM
Attachments: [image001.png](#)

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Good Afternoon,

Thank you for providing the opportunity to comment. DEQ has no environmental impact comments for the project listed above at this stage of development.

Thank you,

Idaho Department of Environmental Quality
2110 Ironwood Parkway, Coeur d'Alene, Idaho 83814
Office Line: 208.769.1422
www.deq.idaho.gov

Our mission: To protect human health and the quality of Idaho's air, land, and water.

From: Nancy Thurwachter <nthurwachter@postfalls.gov>
Sent: Monday, July 20, 2026 12:40 PM
To: Ali Marenau <AMarienu@kmpo.net>; Alynnette Farley <abfarley@BPA.Gov>; Amanda Raymond <arraymond@bpa.gov>; Anna Wilson <annam.wilson@sd273.com>; Avista <c01_Real_Estate@avistacorp.com>; Ben Tarbutton <btarbutton@kcgov.us>; Carey Borchardt <carey.borchardt@charter.com>; Carolyn Bostick <cbostick@cdapress.com>; Carrie Ann Hewitt <carrieann.hewitt@itd.idaho.gov>; cdaconst@avistacorp.com; cingle@kcgov.us; Chris Way <cway@kootenaifire.com>; Christina Petit <christina@postfallschamber.com>; cschneider@kec.com <cschneider@kec.com>; Dan Rest <drest@hbkengineering.com>; Dan Ryan <danr@kootenaifire.com>; Dan Selden <danselden@hotmail.com>; Dan Zeck <dan@eastgreenacres.org>; Daniel Mavrinac <Daniel.Mavrinac@BNSF.com>; David Haggerty <David.Haggerty@tdstelecom.com>; DEQ Comments <deqcomments@deq.idaho.gov>; Devin Weeks <dweeks@cdapress.com>; Gina Dillman <gdillman@republicservices.com>; Glen Miles <Gmiles@kmpo.net>; Gregory Ashley <gregory.Ashley@williams.com>; Jame Davis <jame.davis@intermaxteam.com>; Jeff Boren <Jeffrey.Boren@charter.com>; Jeremy Hofer <jhofer@kec.com>; Jeryl Archer <jeryla@kootenaifire.com>; Jessie Holderman <JHolderman@kec.com>; Jordan Wirth <Jordan.T.Wirth@usps.gov>; Karen Philips

<Karen.Phillips@avistacorp.com>; Kate Williams <kwilliams@kmpo.net>; Kevin Linville <kevin.linville@tdstelecom.com>; Kevin Teo <kevin.teo@ziply.com>; Kris Faver (kris.faver@tdstelecom.com) <kris.faver@tdstelecom.com>; Kristen Rondo <krondo@phd1.idaho.gov>; Kurt Larson <klarson@kec.com>; Kyle Leatham <kyle.leatham@bnsf.com>; Lance Kippen <lkippen@olsson.com>; Lee Barnes <lee.barnes@tdstelecom.com>; Leo Martinez <leo.martinez@p66.com>; Lori Cogley <lcogley@kec.com>; Lynn Sandsor <lynn.sandsor@aecom.com>; Mike Behary <Mbehary@kcgov.us>; Mike Patton <Michael.m.patton@p66.com>; Owens, Dylan <Dylan.Owens@tdstelecom.com>; Panhandle Health General <ehapplications@phd1.idaho.gov>; Patricia M. Corrigan <pcorrigan@hbkengineering.com>; contactus@postfallshd.com; Robert Beachler <robert.beachler@itd.idaho.gov>; Ron Wilson <Ron@eastgreenacres.org>; Ross Point Water <rosspointwater@yahoo.com>; Scott Morton <smorton@republicservices.com>; Serena <serena@carlsonstratcomm.com>; Shawn Magat <Shawn.Magat@tdstelecom.com>; Tom Kearns <tkearns@idl.idaho.gov>; Tom Murn <Tom.Murn@Ziply.com>; URA <postfallsura@gmail.com>; Ziply <ID-EWA.SFU.MDU.Engineering@ziply.com>

Cc: Bobby Wilhelm <bobby@bobbywilhelm.com>; Christopher Gabbert <cgabbert@postfalls.gov>; Chris Schreiber <chris.schreiber@khco.com>; Dave Fair <dfair@postfalls.gov>; Field Herrington <fherrington@postfalls.gov>; James Steffensen-Chair <James.steffensen@yahoo.com>; Jason Faulkner <jfaulkner@postfalls.gov>; Jennifer Poindexter <jpoindexter@postfalls.gov>; John Beacham <jbeacham@postfalls.gov>; Jon Manley <jmanley@postfalls.gov>; Justin Miller <jmiller@postfalls.gov>; Justin Sauder <jsauder@postfalls.gov>; Kelly Russell <krussell@postfalls.gov>; Michael Floch <badger1michaelf@gmail.com>; Naomi Tierney <ntierney@postfalls.gov>; Preston Hill <prestonh@postfalls.gov>; Ray Kimball <rkimball@whipplece.com>; Rob Palus <rpalus@postfalls.gov>; Robert Seale <rseale@postfalls.gov>; Ross Schlotthauer <ross@burlyproducts.com>; Shannon Howard <showard@postfalls.gov>; Shelly Enderud <senderud@postfalls.gov>; Stephanie Herman <sherman@postfalls.gov>; Tisha Gallop <tgallop@postfalls.gov>; Vicky Jo Carey <vjcarey@aol.com>; Wade Meyer <wmeyer@postfalls.gov>; Warren Wilson <wwilson@postfalls.gov>

Subject: Notice to Jurisdictions - McKinley Meadows Special Use Permit and Appeal File Nos. SUP-26-3 and APL-26-2

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Nancy Thurwachter

Planning Administrative Specialist

408 N. Spokane Street

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From: [Jonie Anderson](#)
To: [Nancy Thurwachter](#)
Subject: RE: Notice to Jurisdictions - McKinley Meadows Special Use Permit and Appeal File Nos. SUP-26-3 and APL-26-2
Date: Monday, July 27, 2026 12:55:22 PM
Attachments: [image003.png](#)

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Post Falls Highway District has no comment.

Kind regards,

Jonie Anderson
Post Falls Highway District
5629 E Seltice Way
Post Falls, Idaho 83854

p 208.765.3717
contactus@postfallshd.com



From: 'Nancy Thurwachter' via Contact Us <contactus@postfallshd.com>
Sent: Monday, July 20, 2026 12:40 PM
To: Ali Marenau <AMarienau@kmpo.net>; Alynette Farley <abfarley@BPA.Gov>; Amanda Raymond <arraymond@bpa.gov>; Anna Wilson <annam.wilson@sd273.com>; Avista <c01_Real_Estate@avistacorp.com>; Ben Tarbutton <btarbutton@kcgov.us>; Carey Borchardt <carey.borchardt@charter.com>; Carolyn Bostick <cbostick@cdapress.com>; Carrie Ann Hewitt <carrieann.hewitt@itd.idaho.gov>; cdaconst@avistacorp.com; cingle@kcgov.us; Chris Way <cway@kootenaifire.com>; christina@postfallschamber.com; cschneider@kec.com <cschneider@kec.com>; Dan Rest <drest@hbkengineering.com>; Dan Ryan <danr@kootenaifire.com>; Dan Selden <danselden@hotmail.com>; Dan Zeck <dan@eastgreenacres.org>; Daniel Mavrinac <Daniel.Mavrinac@BNSF.com>; David Haggerty <David.Haggerty@tdstelecom.com>; DEQ <deqcomments@deq.idaho.gov>; Devin Weeks <dweeks@cdapress.com>; Gina Dillman <gdillman@republicservices.com>; Glen Miles <Gmiles@kmpo.net>; Gregory Ashley <gregory.Ashley@williams.com>; Jame Davis <jame.davis@intermaxteam.com>; Jeff Boren <Jeffrey.Boren@charter.com>; Jeremy Hofer <jhofer@kec.com>; Jeryl Archer <jeryla@kootenaifire.com>; Jessie Holderman <JHolderman@kec.com>; Jordan Wirth <Jordan.T.Wirth@usps.gov>; Karen Philips <Karen.Phillips@avistacorp.com>; Kate Williams <kwilliams@kmpo.net>; Kevin Linville <kevin.linville@tdstelecom.com>; Kevin Teo <kevin.teo@ziply.com>; Kris Faver <kris.faver@tdstelecom.com> <kris.faver@tdstelecom.com>; Kristen Rondo

<krondo@phd1.idaho.gov>; Kurt Larson <klarson@kec.com>; Kyle Leatham <kyle.leatham@bnsf.com>; Lance Kippen <lkippen@olsson.com>; Lee Barnes <lee.barnes@tdstelecom.com>; Leo Martinez <leo.martinez@p66.com>; Lori Cogley <lcogley@kec.com>; Lynn Sandsor <lynn.sandsor@aecom.com>; Mike Behary <Mbehary@kcgov.us>; Mike Patton <Michael.m.patton@p66.com>; Owens, Dylan <Dylan.Owens@tdstelecom.com>; Panhandle Health General <ehapplications@phd1.idaho.gov>; Patricia M. Corrigan <pcorrigan@hbkengineering.com>; contactus@postfallshd.com; Robert Beachler <Robert.Beachler@itd.idaho.gov>; Ron Wilson <Ron@eastgreenacres.org>; Ross Point Water <rosspointwater@yahoo.com>; Scott Morton <smorton@republicservices.com>; Serena <serena@carlsonstratcomm.com>; Shawn Magat <Shawn.Magat@tdstelecom.com>; Tom Kearns <tkearns@idl.idaho.gov>; Tom Murn <Tom.Murn@Ziply.com>; URA <postfallsura@gmail.com>; Ziply <ID-EWA.SFU.MDU.Engineering@ziply.com>

Cc: Bobby Wilhelm <bobby@bobbywilhelm.com>; Christopher Gabbert <cgabbert@postfalls.gov>; Chris Schreiber <chris.schreiber@khco.com>; Dave Fair <dfair@postfalls.gov>; Field Herrington <fherrington@postfalls.gov>; James Steffensen-Chair <James.steffensen@yahoo.com>; Jason Faulkner <jfaulkner@postfalls.gov>; Jennifer Poindexter <jpoindexter@postfalls.gov>; John Beacham <jbeacham@postfalls.gov>; Jon Manley <jmanley@postfalls.gov>; Justin Miller <jmiller@postfalls.gov>; Justin Sauder <jsauder@postfalls.gov>; Kelly Russell <krussell@postfalls.gov>; Michael Floch <badger1michaelf@gmail.com>; Naomi Tierney <ntierney@postfalls.gov>; Preston Hill <prestonh@postfalls.gov>; Ray Kimball <rkimball@whipplece.com>; Rob Palus <rpalus@postfalls.gov>; Robert Seale <rseale@postfalls.gov>; Ross Schlotthauer <ross@burlyproducts.com>; Shannon Howard <showard@postfalls.gov>; Shelly Enderud <senderud@postfalls.gov>; Stephanie Herman <sherman@postfalls.gov>; Tisha Gallop <tgallop@postfalls.gov>; Vicky Jo Carey <vjcarey@aol.com>; Wade Meyer <wmeyer@postfalls.gov>; Warren Wilson <wwilson@postfalls.gov>

Subject: Notice to Jurisdictions - McKinley Meadows Special Use Permit and Appeal File Nos. SUP-26-3 and APL-26-2

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Nancy Thurwachter

Planning Administrative Specialist

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From: [Paul Spooner](#)
To: [Public Hearing Notice](#)
Subject: Public Comment: McKinley Meadows Special Use Permit Appeal, File No. SUP-26-3 / APL-26-2
Date: Saturday, July 18, 2026 5:41:27 PM

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City Council of Post Falls,

I would like to file my Public Comments on the McKinley Meadows Special Use Permit Appeal for File No. SUP-26-3 / APL-26-2 as below. Thank you for going above and beyond in safeguarding the integrity of our community and taking the time to consider community feedback.

Sincerely,
Paul Spooner P.E.
(208) 210-9839
Tryop LLC, Post Falls

I live with my wife and ten children on the cul de sac adjoining the 2.68 acre special use permit property. There has been a lot of NIMBY whinging and irritated clucking among the women of the neighborhood, which you will no doubt hear an earful of in many of the other comments. You will hear no such prissy chatter from me.

Instead, I am quite glad to see the land in this city put to good use. The lot under consideration for development has been employed for equipment storage for many years. Allowing many new families to move to the area, with ready and easy walking access to the school, library, and many local churches, seems a much more responsible use of the land.

We would also like to develop the lot where we are currently living, which would, under similar SUP consideration that you are extending, greatly expand our options, allowing us to build 4 to 6 new houses on our property instead of the currently allowed 1 to 2. I am therefore fully in favor of this SUP being approved, as it sets a favorable precedent for our own plans.

If I were to request one condition for the City Council to attach, from the example list given in the notice of public hearing, I would choose number 6, specifically that all new buildings are to be in Colonial Revival style architecture. Attached below is my full recommendation for your consideration:

Recommended Condition for the Special Use Permit:

Architectural Design Requirement (Colonial Revival Standard): As a condition of this Special Use Permit for higher-density cottage home development (allowing lots or units smaller than the standard minimum lot size), all principal buildings and structures shall be designed and constructed in the Colonial Revival architectural style. This more restrictive standard exceeds the general requirements of Post Falls Municipal Code §18.24.032 and shall apply to all elevations visible from public rights-of-way.

Key character-defining features shall include: symmetrical facades with a centrally located primary entrance; multi-pane double-hung windows with shutters or trim; gabled or hipped

roofs with moderate pitch; white or light-colored clapboard or equivalent siding; and traditional detailing such as columns, porticos, pediments, cornices, and chimneys consistent with Colonial Revival precedents. Modern flat-roofed, cubic, slab, or minimalist designs are prohibited.

Site plans, building elevations, and architectural drawings submitted for building permit review must demonstrate compliance with these standards to the satisfaction of the Planning and Zoning Administrator (or designee). Deviations require prior approval via amendment to this SUP.

This condition furthers the goals of the Post Falls Comprehensive Plan by promoting compatible, high-quality residential development that enhances community character.

From: noreply@civicplus.com
Sent: Sunday, July 26, 2026 1:23 PM
To: Public Hearing Notice
Subject: Online Form Submittal: Submit Written Public Testimony

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Submit Written Public Testimony

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For land use hearings, the Planning and Zoning Commission and City Council can only consider comments related to the adopted review criteria. In your testimony, please focus solely on the criteria below:

Review Criteria

1. [Annexation Review Criteria \(PDF\)](#)
2. [Planned Unit Development \(PUD\) Review Criteria \(PDF\)](#)
3. [Special Use Permit \(SUP\) Review Criteria \(PDF\)](#)
4. [Subdivision Review Criteria \(PDF\)](#)
5. [Variance Review Criteria \(PDF\)](#)
6. [Zone Change Review Criteria \(PDF\)](#)

First Name	Alyson
Last Name	Gilbertson
Address	308 W Montgomery Pl
Email Address	bubba4life80@hotmail.com
City	Post Falls
State	ID
Zip Code	83854
Public Hearing	McKinley Meadows Special Use Permit Appeal

Select Hearing Body	City Council
Please Provide Your Position on the Public Hearing	Opposed
Comments	Appeal Letter Date: July 26, 2026 To: Post Falls City Council Regarding: McKinley Meadows Special Use Permit Appeal (File Nos. SUP-26-3 / APL-26-2) Hearing Date: August 4, 2026 Dear Honorable Mayor and City Council Members, I am writing as a 10-year resident of Montgomery Place to formally request that the City Council overturn the Planning and Zoning Commission's approval of the Special Use Permit for the McKinley Meadows cottage-home project. I deeply value the close-knit, collaborative spirit of our 14-home neighborhood which has grown into a caring community. We have often joined together for painting parties, pool parties, birthday parties, community garage sales and an annual 4th of July parade, BBQ and fireworks show. Knowing that our community dynamic will change with any future development, my opposition is rooted firmly in the proposal's failure to meet the City of Post Falls evaluation criteria for a Special Use Permit—specifically regarding Criterion 1: Minimizing adverse impacts on other development, and standard public safety requirements. Our dead-end cul-de-sac already faces an atypically high volume of public traffic due to the adjacent church, neighboring sports fields, two nearby school drop-off zones, and motorists mistakenly seeking a throughway to Chase Road. Additionally, the current 14 homes have access to delivery vehicles, repair vehicles, emergency response vehicles and solicitors, which keep our neighbors busy looking out for each other. Forming somewhat of a neighborhood watch, I have always been able to count on my neighbors to watch out for my property, my children and my pets. Adding an 18-lot high-density cottage community utilizing Montgomery Place as its primary point of access creates severe, demonstrable adverse impacts that the developer's plan fails to mitigate: • Traffic and Infrastructure Overload (Criterion 1): Introducing 17 new residential units onto a single lot (#9) will fundamentally compromise the capacity of our existing street. The influx of vehicles will inevitably result in severe overflow parking, high-volume delivery congestion, and restricted garbage servicing on a road already strained by cut-through and event traffic.

- Public Safety and Emergency Access Hazards: Because Montgomery Place is a dead-end street, forcing an additional 17 households to rely on it for primary access poses a direct bottleneck threat. In emergency scenarios, response vehicles will struggle to navigate the high density of parked cars, delivery trucks, and service vehicles, creating safety risks for both existing and future residents. Additionally, the developers proposed a single drive lane to access all the lots. Any large vehicle such as a delivery truck, repair trucks, emergency response, or garbage truck will prevent residences from the 17 homes ability to get past them, whether they are coming or going.

- Failure to Preserve Existing Neighborhood Character: The unique structural footprint and loveable character of the current 14 stable, single-family homes on our cul-de-sac cannot safely absorb a hyper-dense cottage-home cluster. With the addition of 17 homes, the future residents would be forced to utilize Montgomery Place for mail services and for overflow parking. This added clutter and chaos will decrease our property values and sense of safety and security that we have created over the last 10 years. The proposed scale fails to show a harmonious transition and creates irreversible friction with the surrounding infrastructure

For these reasons, the proposed development creates a provable negative impact on local public service delivery and surrounding property use. I respectfully urge the City Council to uphold the integrity of our neighborhood zoning, recognize these unmitigated adverse impacts, and reverse the approval of the Special Use Permit.

Sincerely,
Alyson Gilbertson
Montgomery Place Resident
Post Falls, ID 83854

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Nancy Thurwachter

From: Kellee Thomas <sassyk9864@live.com>
Sent: Monday, July 27, 2026 8:27 AM
To: Public Hearing Notice
Subject: Written Testimony for McKinley Meadows SUP Appeal

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Dorian and Kellee Thomas

310 W Montgomery PL

Post Falls ID 83854

360-580-9725

SassyK9864@live.com

July 25, 2026

City of Post Falls

Hello, I am unsure if you are aware of this but W Montgomery Place, historically known as **Cherry Addition to Post Falls**, is one of the very first planned, modern housing developments in Post Falls, of it's time. **The neighborhood was constructed during the 1940s and 1950s and features a home uniquely built using a relocated military officer quarters from the historic Farragut Naval Training Center. Cherry Addition is an established residential platted subdivision in Post Falls (recorded historically in Book "D" of Plats, Page 61, records of Kootenai County). The long-standing layout and lot fabric (such as properties around Block 2) reflect the traditional suburban growth pattern of early Post Falls, establishing a reliance on stable, low-density, uniform neighborhood expectations. While the CC&R's are private contractual agreements originally meant to protect the aesthetic, architectural, and structural integrity of the subdivision for property owners, and with the very recent revocation of these private CC&R's removes private neighbor-to-neighbor enforcement mechanisms, it does not automatically grant carte blanche for incompatible modern development or override the spirit of the historic plat. Because private protections are now gone due to the false and misleading pretenses from the owner, the City Council carries a heightened responsibility through its land-use and zoning powers to protect the neighborhood from adverse impacts, out-of-scale changes, or incompatible uses that the original CC&R's were meant to prevent & protect.**

The Cherry Addition history is not just an old story, but the factual baseline for neighborhood harmony. The subject site at 404 W Montgomery Pl has been configured as a single, low-density homestead since 1955. Under the Special Use Permit evaluation criteria for compatibility, the Council must look at the established character of the Cherry Addition. For over 70 years, this neighborhood has relied on the low-density spatial layout envisioned in its original platting. Inserting 17 new cottage homes into a single 2.68-acre single-family R1 lot with one way in and one way out, fundamentally breaks the historical density rhythm, lot-size trends, and neighborhood fabric that have defined Montgomery Place for generations.

The recent revocation of the neighborhood's historic CC&R's removes private civil enforcement, meaning the neighborhood can no longer protect itself from architectural or density destabilization. Therefore, the burden shifts entirely to the City's police power and land-use criteria. The original CC&R's reflected a neighborhood pact to maintain a specific standard. Bypassing those standards via an aggressive PUD modification creates a clear detriment to the surrounding properties on Montgomery and Compton, causing immediate issues with localized infrastructure, parking overflow, and traffic. The developer is utilizing the recent revocation of the private CC&Rs to bypass restrictions that protected the area's design and density. Because those private neighbor-to-neighbor protections are gone, the City's zoning code is the neighborhood's last line of defense.

Cottage developments increase traffic exponentially compared to traditional R1 lots. Montgomery Place is a dead-end/cul-de-sac style roadway or limited-access lane. The historical design of the Cherry Addition infrastructure—specifically W Montgomery Place within the Cherry Addition—was never engineered to handle the concentrated traffic, emergency turnaround bottlenecks, and utility strains of an 18-unit residential pocket. The proposed PUD modifications to city standards override the basic safety nets built into standard R1 zoning, creating unsafe traffic conditions at the W Montgomery entrance and surrounding roadway connections.

Due to the recent revocation of the CC&R's, the neighbors of Cherry Addition have hired a Real Estate Attorney and are actively pursuing getting the CC&R's back in place. A Complaint with Declaratory Action has been filed, and served on July 16, 2026 once the neighbors were all made aware of their violations to the CC&R's.

It was the middle of June and we were having a garage sale. The owner of the property at 404 W Montgomery, who is a friend/neighbor stopped and said the new owners of the property are going to fight the lawsuit from our community to get our CC&R's back, as they have deep pockets. He then said that if we get the CC&R's back, I was going to be sued for \$50,000, all of us are, by the new owner and that he is going to make us follow what the CC&R's say so I will have to tear down our shed and 2nd garage, mind you they have been there for decades. He also told me that they had someone come and take pictures of all of our houses and that only 3 on the block are in compliance to know who to go after.

Truthfully it scared the shit out of me **so of course I signed the revocation.** My husband is 85 and bought our house in 1973 and I am almost 62, to be sued for \$50,000 and then how much is it going to cost us to have them taken down???

It was stated to me over and over by this said friend/neighbor that getting rid of our CC&R's had nothing to do with the new owners (I say owners here as that is what he said to me, that it was a done deal and already sold), I cannot tell you how many times I asked him this, too many to count, and I was constantly told by him that they were two separate things and one had nothing to do with the other. I, in turn, told neighbors what I was told, and came to find out they were all lies and mistruths through the whole process.

This friend/neighbor and his son also told me that he has been friends with the developer since he was a little child and they are very good friends with the family, yet I am to believe that they were both not in on destroying our neighborhood? I do not feel safe with a developer like that.

Please listen to all of us, the wonderful, close community where we have traditionally celebrated the last ten years together for the 4th of July, holidays, birthdays, our voices should be heard from the City. I am a 12-year graduate of Post Falls and I love my town. I still feel a bit of that small town feeling that I felt while I was growing up here, where the town residents were heard, not rolled over by half-truths, lies and threats. **Again, I urge you, please continue to protect Cherry Addition to Post Falls, and keep it a safe place to live, by overturning the decision made by the Planning and Zoning Commission on May 12, 2026.**

I appreciate your time.

Sincerely,

Kellee and Dorian Thomas

Nancy Thurwachter

From: noreply@civicplus.com
Sent: Monday, July 27, 2026 7:48 PM
To: Public Hearing Notice
Subject: Online Form Submittal: Submit Written Public Testimony

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First Name	Tanya
Last Name	Pinkston
Address	8092 N CROWN POINTE ST
Email Address	tanyapinkston@gmail.com
City	Post Falls
State	ID
Zip Code	83854
Public Hearing	McKinley Meadows Special Use Permit Appeal

Select Hearing Body	City Council
Please Provide Your Position on the Public Hearing	Opposed
Comments	To whom it may concern, It has been brought to my attention that a new neighborhood is being proposed in the area of Mullan Ave and N Compton St. While I understand that growth is necessary to accommodate population growth, I urge you to consider the impact the increase in traffic will have on that small traffic corridor. My children and my niece attend school at Mullan Trail Elementary, and are heavily involved in extracurricular activities. This already causes an influx of traffic during peak hours with pick up and drop off. My family alone makes a minimum of 4 passes through that corridor a day, not accounting for any extra trips we may need to make in the middle of the day. Having that many living units, and therefore a multitude of additional drivers, poses a great risk to the future of our beloved town, our children. Accidents happen everywhere, but our little school is tucked safely back from the major traffic keeping these accidents as a rarity. Just down the street from the elementary school, in the same traffic corridor, is the Frederick Post baseball fields. This complex is the home to over 400 baseball players and their families, friends, and fans. From mid March through October, these fields are in use sometimes up to 6 nights a week. The parking on these nights fill all surrounding streets, and again will be detrimental in adding a multitude of drivers. Moreso, with the parking as it is, there are often children that dart out in the street in the millisecond their parents look away. This is simply a product of the way parking is and the way the field is set up. Adding the influx of unfamiliar drivers is putting hundreds at risk. I urge you to consider the safety of what should matter most, our children. Approving this housing is putting an avoidable safety risk in the very heart of the places our children go to stay safe. Thank you, Tanya Pinkston, concerned parent and baseball parent

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CITY OF POST FALLS
AGENDA REPORT
UNFINISHED BUSINESS/RETURNING ORDINANCES AND RESOLUTIONS
MEETING DATE: 8/4/2026

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: Jaxon Fleshman, Project Manager

SUBJECT: Westwood Water Distribution Replacement Project - Phase 2 Design Services Agreement

ITEM AND RECOMMENDED ACTION:

Water Division staff is seeking city council approval of a Design Services Agreement with Century West Engineering for the Westwood Water Distribution Replacement Phase 2 project. City council approval authorizes the mayor to sign the agreement.

DISCUSSION:

In December 2023, City Council approved the Engineering and Design services contract with Century West Engineering for the design and replacement of watermain and services for the Westwood project. During the initial design, the project was separated into two phases of work. Construction of phase 1 is currently in progress and expected to be complete by October 2026. City staff are requesting a similar design contract with Century West for the phase 2 work. Prior to the project splitting into two phases, Century West developed preliminary concepts for the entire project. Continuing to work with Century West allows the city to retain the value of the work previously completed.

The Water Division maintains a pipeline replacement fund to complete necessary replacement of aged water distribution mains and water services. Selection of projects are prioritized based on field investigations and recommendations documented in the 2018 Water System Master Plan. The Westwood project was identified by staff for the replacement of water mains and residential services and meters within the Pine Villa Estates neighborhood. Phase 2 generally includes installation of approximately 4,500 linear feet of waterline and 58 service connections. All work will occur within city limits; Pine Villa Estates 2nd Addition is a city subdivision and is separate from Pine Villa Estates and Pine Villa Estates 1st Addition, which are outside the city.

Century West was selected from the city's consultant roster for domestic water distribution. This Agreement authorizes the design and bidding services with Century West for phase 2. Construction management services may be negotiated with Century West following the design phase. City staff will return to City Council with a recommendation and project update following the bidding phase of this agreement, anticipated in early 2027. Construction of phase 2 is expected to occur in 2027. City Staff will provide a brief presentation of this item to City Council.

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

December 19, 2023 – Westwood Water Distribution Project – Design Contract with Century West
April 15, 2025 – Westwood Water Distribution Project – Mid-Design Staff Report
April 7, 2026 – Westwood Water Distribution Replacement Phase 1 – Construction Management Services Agreement

APPROVED OR DIRECTION GIVEN:

Council approved the items noted above.

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

City Council approval authorizes the Mayor to sign the Design Services Agreement with Century West Engineering in the amount of \$63,800.00. In the event additional work or contract changes are required, the Public Works Director or his designee are authorized to approve changes up to a 10% contingency in the amount of \$6,380.00. Council approval is for the requested amount of \$70,180.00. Funding for this project will come from the Water Distribution Design Budget.

BUDGET CODE:

753-462.3225.95500

ATTACHMENTS:

1. Power Point - Design of Westwood Phase 2
2. Westwood Water Ph 2 Consultant Contract 7-27-2026 - Signed

Westwood Water Distribution Phase 2: Design Services Agreement

Jaxon Fleshman
Project Manager, Public Works
August 4, 2026

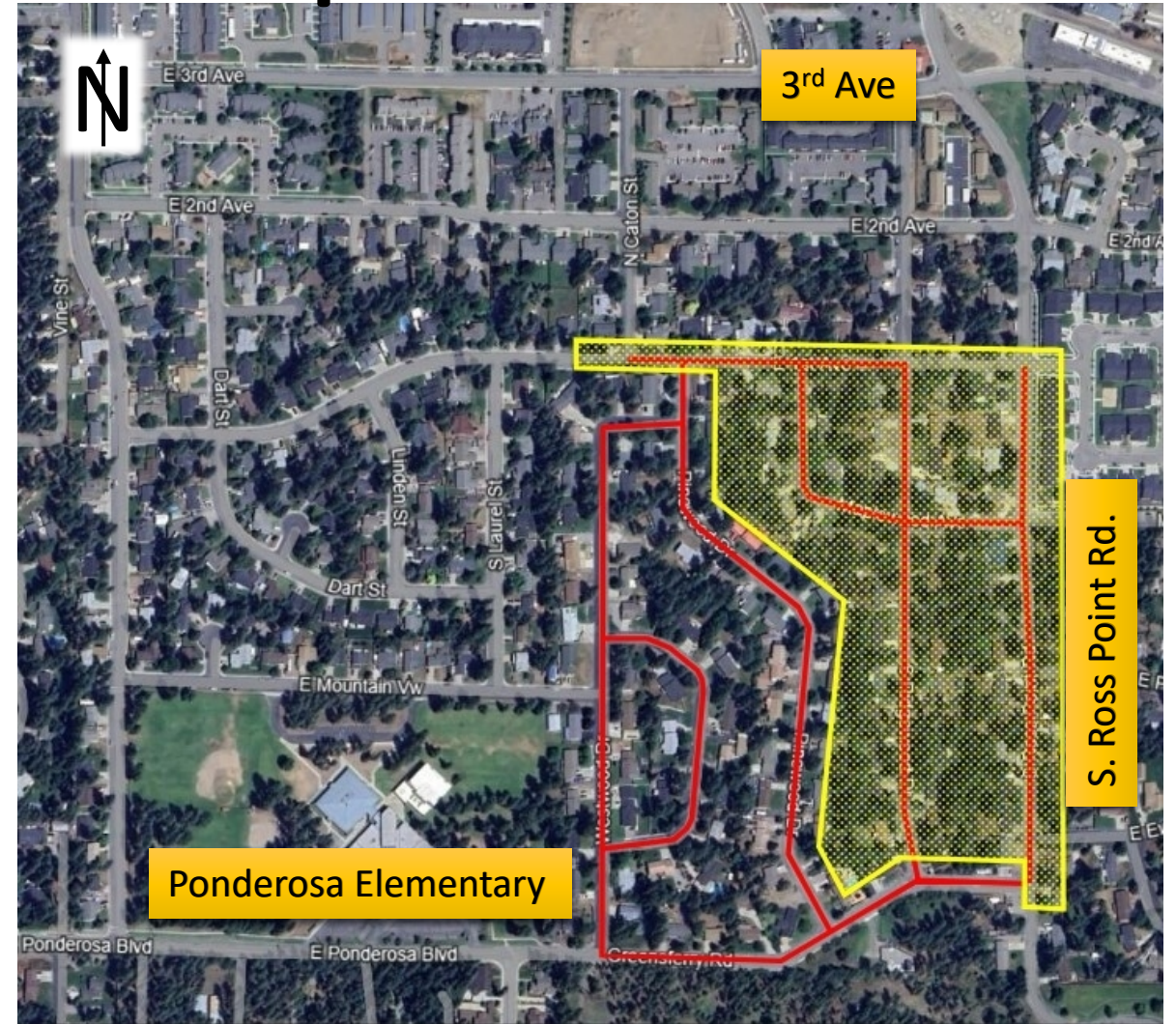


Project Background

- The Water Division maintains a pipeline replacement fund
- 2018 Water System Master Plan – Pipe Replacement Program
 - Recommended 1% of system replaced yearly.
- Area Selection
 - Infrastructure Age, Condition, and Field Investigations.

Project Map

- Area of Pine Villa Subdivision - East of Ponderosa Elementary
- 4,500 ft of pipe replacement (Phase 2)
- Includes Service and Meter Replacements
- Phase 1 Completion – Sept. 2026
- Phase 2 Start – Spring 2027



Phase 2

- Phased Project Approach
- Preliminary Concepts
- Retains Value of Design Completed to Date



Design Agreement Amount

Phase 2 Design	\$ 63,800.00
Requested Contingency (10%)	\$ 6,380.00
Total (Tonight's Request)	\$ 70,180.00

-Funded from the Water Distribution Design Budget,
G.L. Code 753-462.3225.95500

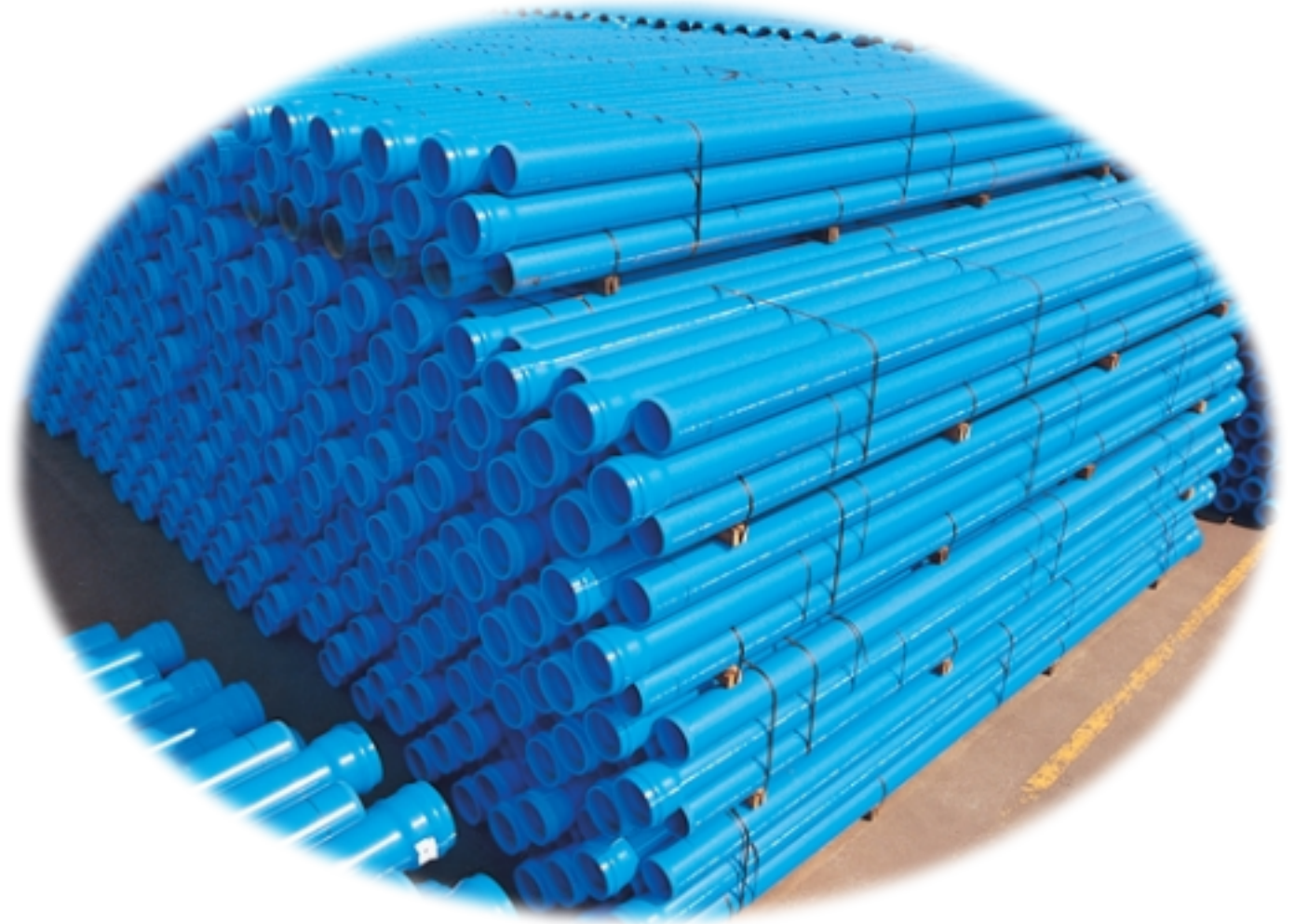
*Construction Contract and CMS Services – Presented
at a future date.

Example Photos – Water Main



Timeline of Next Steps

- Design Completion –
January 2027
- Bidding – Late Winter/Early
Spring 2027
- Phase 2 Construction –
Spring 2027



Questions?



CITY OF POST FALLS:

City of Post Falls Idaho
C/O City of Post Falls Public Works Department
408 N. Spokane Street
Post Falls, ID 83854

City Contract Administrator: John Beacham, Public Works Director. Phone: (208) 457-3374
Email: jbeacham@postfalls.gov

City Project Manager: Jaxon Fleshman, Project Manager. Phone: (208) 262-7357.
Email: jfleshman@postfalls.gov

CONSULTANT:

Century West Engineering Corp.
2120 N Lakewood Dr. Suite B, Coeur d’Alene, ID 83814
Firm Project Manager: Rawley Voorhies, P.E., Vice-President. Phone: 208-758-0620
Email: rvoorhies@centurywest.com

THIS AGREEMENT made and entered into by and between the City of Post Falls, a political subdivision of the State of Idaho, having offices for the transaction of business at 408 N. Spokane Street, Post Falls, Idaho 83854, hereinafter referred to as the “**City**,” and Century West Engineering Corp. having offices for the transaction of business at 2120 N Lakewood Dr. Suite B, Coeur d’Alene, ID 83814 hereinafter referred to as the “**Consultant**” jointly, hereinafter referred to along with the City as the “Parties.”

WITNESSETH:

WHEREAS, the City desires to obtain professional design services for the Westwood Water Distribution Replacement – Phase 2, within the City; and

WHEREAS, the Consultant has been selected by the City to prepare such.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions set forth herein, the Parties mutually agree as follows:

ARTICLE 1. SUBJECT AND PURPOSE

1.1. **PURPOSE:** The City hereby agrees to engage the Consultant, and the Consultant hereby agrees to perform the services hereinafter set forth, which are generally described within **Exhibit “A”**, which is incorporated herein by this reference.

ARTICLE 2. SCOPE OF WORK AND PERSONNEL

2.1. PROJECT LOCATION: This project will be in the City of Post Falls.

2.2. SCOPE/STATEMENT OF WORK: The Consultant will provide the professional services described in the Scope of Services attached hereto as **Exhibit “A”**, which is incorporated herein by reference. All services required hereunder will be performed by the Consultant or under the Consultant’s direct supervision, and all personnel engaged in the work shall be fully qualified and authorized under state and local law to perform such services. The Consultant must coordinate work with the City Project Manager or their representative.

2.3. PERSONNEL: The Consultant represents that it has or will secure all personnel required to perform its services at its own expense under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the City. It is expected that the Project Manager and other key employee(s) upon which the Consultant based its qualifications to perform the work will be the ones who perform the services on behalf of the Consultant. The Consultant may not replace the Project Manager or other key employee(s) without obtaining the City’s approval, which the City will not unreasonably withhold. The written request for substitution must describe why the action is being requested and be accompanied by the documentation for the person(s) as called for in the Request for Qualification’s criteria section dealing with the competence of personnel and any relevant specialized experience. Based upon the City’s review of the Consultant’s documentation, and any supplemental information that the City may request, the City may, at its sole option: (1) approve the Consultant’s request in writing; or (2) deny the Consultant’s request and call for other substitute(s) or replacement(s) to be submitted for review; or (3) terminate this Agreement for cause and remove the Consultant from the project.

2.4. ASSIGNABILITY: The Consultant may not assign or transfer any interest in this Agreement without the prior written consent of the City thereto. However, claims for money due or to become due to the Consultant from the City under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. The Consultant must provide notice of any such assignment or transfer promptly to the City. Likewise, the Consultant may not delegate duties or otherwise subcontract work or services under this Agreement without the prior written approval of the City.

2.5. RELATIONSHIP OF THE PARTIES: The Consultant shall perform its obligations hereunder as an independent contractor of the City. The City may administer this Agreement and monitor the Consultant’s compliance with this Agreement but shall not supervise or otherwise direct the Consultant except to provide recommendations and approvals according to this Agreement.

2.6. TERM: Services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the work. Upon request of the City, and subject to the City’s approval, a schedule for the performance of the services, which may be adjusted as the project proceeds, shall be submitted for review and approval. The schedule shall include allowances for periods required for the City’s review and the receipt of submissions by authorities having jurisdiction over the project.

ARTICLE 3. COMPENSATION

3.1. BASIS OF COMPENSATION: Consultant will be paid at an hourly rate based on the rates listed in the budget section of **Exhibit “A”**. Total reimbursement to the Consultant, including reimbursable expenses, will not exceed \$63,800.00 without a change order approved in writing by both parties. Prices

and rates shall remain firm for the duration of this Agreement unless formally amended or changed by Change Order to the Agreement.

3.2. REIMBURSABLE EXPENSES: Reimbursable expenses must have the prior written approval of the City. Reimbursable expenses will be billed at cost unless otherwise approved in writing by the Contract Administrator. Such reimbursable expenses are subject to the total compensation limit addressed in Section 3.1 of this Article. Reimbursable expenses include costs by the Consultant and the Consultant's employees in the interest of the project.

3.3. EXCLUSIONS FROM COMPENSATION: Except as otherwise provided in this Agreement, the City shall not offer any additional compensation, payment, use of facilities, service, or other value to the Consultant in connection with the performance of this Agreement. The parties understand and agree that except as otherwise provided in this Article, administrative overhead, and other indirect or direct costs the Consultant may incur in the performance of its obligations under this Agreement, including but not limited to fees, licenses, and permits, have already been included in the computation of the Consultant's price and may not be charged to the City.

3.4. TIME OF PAYMENT: Payments will be made monthly based on an invoice for services rendered and costs incurred during the previous month. Each invoice will contain the project or contract number and be sequentially numbered beginning with "Pay Request 1". The invoice will be addressed to the Project Manager at the above address. The invoice will be paid within thirty (30) days of receipt by the City, contingent upon review and authorization by the City's Contract Administrator and Project Manager. Each monthly invoice must reflect the total work performed and approved to date. Past due amounts may bear a finance charge as stipulated by law not to exceed 1% of the past due amount per month.

3.5. METHOD OF PAYMENT: The City, in its sole discretion, may elect to make payment by warrant (check), credit card (payment card or "P" card), Automated Clearing House (ACH), or Electronic Payment (E-payment or E-payables). The pricing submitted by the Consultant and accepted by the City includes applicable payment terms and any fees incurred by the Consultant through their financial institutions in taking any of the above-referenced payment methods. No additional fees or charges to the City shall apply unless otherwise pre-approved by the City.

3.6. FINAL INVOICE: For the Parties to close their books and records, the Consultant will state "final invoice" or other words to that effect on its final or last billing to the City for the work of the Agreement. Since this Agreement will be closed and any budget balances deleted, the Consultant agrees that any further charges not adequately included on this or previous billings will be waived in their entirety.

ARTICLE 4. INSURANCE

4.1. INSURANCE: The Consultant will maintain, at a minimum, the insurance coverages outlined in this Article. Any exclusions must be pre-approved by the City of Post Falls Finance Department. Work under this Agreement may not commence until evidence of all required insurance is provided to, and approved by, the City's Legal Department. The Consultant's insurer must have a minimum A.M. Best's rating of A-VII and must be licensed to do business in the State of Idaho. Evidence of such insurance shall consist of a completed copy of the certificate of insurance, signed by the insurance agent for the Consultant. The insurance policy or policies will not be canceled, materially changed, or altered without forty-five (45)

days prior notice submitted to the City. The policy must be endorsed, and the certificate must reflect that the City of Post Falls is named as an additional insured on the Consultant's general liability policy concerning activities under this Agreement. The policy must provide, and the certificate must reflect that the insurance afforded applies separately to each insured against whom a claim is made, or suit is brought except with respect to the limits of the company's liability. Additionally, the policy must be endorsed, and the certificate must reflect that the insurance afforded therein shall be primary insurance for the Consultant. The certificate holder shall be City of Post Falls C/O City of Post Falls Public Works Department, 408 N. Spokane Street, Post Falls, Idaho 83854. Any insurance or self-insurance carried by the City shall be excess and not contributory insurance to that provided by the Consultant.

4.2. GENERAL LIABILITY INSURANCE: The Consultant must have Commercial General Liability Insurance with limits of \$1,000,000.00 per occurrence, which includes general aggregate, products, completed operation, personal injury, and fire damage. The General Liability Insurance must state that the City of Post Falls, its officers, agents and employees, and any other entity required explicitly by the provisions of this Agreement will be specifically named additional insured(s) for all coverage provided by this policy of insurance and shall be fully and completely protected by this policy from all claims.

4.3. AUTOMOBILE INSURANCE: The Consultant must carry, for the duration of this Agreement, comprehensive automobile liability coverage of \$1,000,000.00 for any vehicle used in conjunction with the provision of services under the terms of this Agreement. The policy must provide that it will not be canceled, materially changed, or renewed without forty-five (45) days prior written notice to the City of Post Falls.

4.4. WORKERS COMPENSATION: The Consultant agrees to maintain Workmen's Compensation coverage on all employees, including employees of subcontractors, during the term of this Agreement as required by Idaho Code and to provide proof of Worker's Compensation coverage by providing its State Industrial Account Identification Number to the City. Should the Consultant fail to maintain such insurance during the entire term hereof, the Consultant will indemnify the City against any loss resulting from such failure, either by compensation or additional premium liability.

4.5. PROFESSIONAL LIABILITY INSURANCE: The Consultant will carry Professional Liability insurance coverage in the minimum amount of this Agreement or \$1,000,000.00, whichever is more.

4.6. FAILURE TO COMPLY: Failure of the Consultant to fully comply with the above insurance requirements during the term of this Agreement will be considered a material breach of this Agreement and could be cause for immediate termination of the Agreement at the City's sole discretion. Alternatively, the City may procure and maintain, at the Consultant's sole expense, insurance up to the amount of the required coverage(s). The City may offset the cost of such insurance against any payment due to the Consultant for work performed under this Agreement.

ARTICLE 5. CONTRACT TERMINATION

5.1. TERMINATION BY CONSULTANT: This Agreement may be terminated by the Consultant upon thirty (30) days prior written notice to the City in the event of substantial failure by the City to perform under the terms of this Agreement through no fault of the Consultant.

5.2. TERMINATION BY CITY: The City may terminate this Agreement with or without cause immediately upon written notice to the Consultant. In the event of termination of a Contract through no fault of the Consultant, the City agrees to pay the Consultant for services rendered to the City's satisfaction up to the date of termination based upon actual costs and expenses incurred according to this Agreement. Payment will be based upon the Consultant's itemized breakdown and documentation that services have been performed to the date of termination and acceptance of said documentation by the City. In the event of termination for cause, the Consultant must reimburse the City for all reasonable costs associated with the replacement of the Consultant with a different entity to complete the work that is the subject of this Agreement.

5.3. CLOSE-OUT OF WORK: Immediately after sending a Termination Notice to the City or receiving a Termination Notice from the City, and except as otherwise directed by the City, the Consultant must:

- (1) Stop work on the date and to the extent specified; and
- (2) Terminate and settle all orders and subcontracts relating to the performance of the terminated work; and
- (3) Transfer all work in process, completed work, and other material related to the terminated work to the City; and
- (4) Continue and complete all parts of the work that have not been terminated.

ARTICLE 6. INDEMNIFICATION

6.1. CONSULTANT TO INDEMNIFY CITY: The Consultant agrees to indemnify, defend (at the City's sole option), and hold the City harmless from any and all claims, including but not limited to reasonable attorney fees, demands, losses and liabilities to or by third parties to the extent arising from, resulting from, a negligent act, error or omission of the Consultant performed under this Agreement by the Consultant, its agents or employees to the fullest extent permitted by law. The Consultant's duty to indemnify the City shall not apply to liability for damages arising from bodily injury to persons or damage to property caused by or resulting from the negligence of the City, its agents, or employees. The Consultant's duty to indemnify the City for liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the concurrent negligence of (a) the City, its agents or employees, and (b) Consultant, its agents or employees shall apply only to the extent of negligence of the Consultant or its agents or employees. Consultant's duty to defend (at the City's sole option), indemnify, and hold the City harmless shall include, as to all claims, demands, losses, and liability to which it applies, the City's personnel-related costs, reasonable attorney's fees, court costs, and all other claim-related expenses. The Consultant's defense obligation under the indemnity paragraph shall include only the reimbursement of reasonable defense costs to the extent of the Consultant's actual, proportional indemnity obligation as determined by a court of law.

6.2. PROFESSIONAL LIABILITY: The Consultant's professional liability to the City (including Consultant's officers, directors, employees, and agents) is limited to the amount payable under this Agreement or one million dollars (\$1,000,000), whichever is more. In no case will the Consultant's professional liability to third parties be limited in any way. This limitation applies to all lawsuits, claims, or actions identified under any legal theory related to the Consultant's services under this Agreement and any continuation or extension of such services.

6.3. U.C.C., LIENS, ETC. The Consultant's indemnification shall expressly include all claims for loss or liability because of wrongful payments under the Uniform Commercial Code or other statutory or contractual liens or rights of third parties, including taxes accrued or accruing as a result of this Agreement or work performed or materials furnished directly or indirectly because of this Agreement.

ARTICLE 7. INSTRUMENTS OF SERVICE/RECORDS

7.1. CITY OWNS INSTRUMENTS OF SERVICE: Drawings and other documents, including those in electronic form, prepared by the Consultant and Consultant's subcontractors are Instruments of Service. The City shall own all rights, title, and interest in all of the Instruments of Service and all of the other materials conceived or created by the Consultant or its employees or subcontractors, either individually or jointly with others, which arise out of the performance of this Agreement, including any inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer-based training modules, electronically, magnetically or digitally recorded material, and other work in whatever form (hereafter "Materials"). All finished or unfinished Materials prepared by the Consultant under this Agreement shall be the property of the City whether or not the project is completed or this Agreement is canceled before expiration.

7.2. CONSULTANT TO ASSIGN RIGHTS: The Consultant hereby assigns to the City all rights, titles, and interests to the Materials. Upon request of the City, the Consultant will execute all papers and perform all other acts necessary to assist the City in obtaining and registering copyrights, patents, or other forms of protection provided by law for the Materials, such work being at additional expense to the City. The Materials created under this Agreement by the Consultant, its employees, or subcontractors, individually or jointly with others, shall be considered "works made for hire" as defined by the United States Copyright Act. All of the Materials, whether in a paper, electronic, or another form, shall be remitted to the City by the Consultant, its employees, and any subcontractors, and the Consultant shall not copy, reproduce, allow, or cause to have the Materials copied, imitated or used for any purpose other than the performance of the Consultant's obligations under this Agreement without the prior written consent of the City except that the Consultant may retain copies necessary for record-keeping, documentation and other such business purposes related to the Agreement.

7.3. STANDARD ELEMENTS: The preceding shall not be construed to mean that the City shall acquire an exclusive possessory right, by copyright or otherwise, to the exclusion of the Consultant, in standard elements found in the Materials (such as standard details) generated and authored by the Consultant for its regular, repeated and ongoing use in designs, plans and drawings for its customers in the ordinary course of its business. The City further waives any claim against the Consultant for errors or omissions arising specifically from changes made by the City or others to the Materials after completing the work provided by this Agreement. This waiver does not extend to errors or omissions in the Materials unrelated to any such changes by the City or others.

7.4. INFRINGING ON OTHERS INTELLECTUAL PROPERTY: The Consultant represents and believes that Materials produced or used under this Agreement do not and will not infringe upon any intellectual property rights of another, including but not limited to patents, copyrights, trade secrets, trade names, and service marks and names. The Consultant shall indemnify and defend (at the City's sole option) the City at the Consultant's expense from any action or claim brought against the City to the extent that it is based on a claim that all or part of the Materials infringes upon the intellectual property rights of

another. The Consultant shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including, but not limited to, reasonable attorney fees arising out of this Agreement, amendments, and supplements thereto, which are attributed to such claims or actions. This paragraph shall not apply to claims that arise from Materials specifically required by the City or to portions of the Materials which the City directed the Consultant to include within said Materials. If such a claim or action arises, or in the Consultant's or the City's opinion is likely to arise. In that case, the Consultant will, at the City's discretion, either procure for the City the right or license to continue using the Materials at issue or replace or modify the allegedly infringing Materials. This remedy shall be in addition to and shall not be exclusive to other remedies provided by law.

7.5. FINDINGS CONFIDENTIAL: Any reports, information, data, etc., given to or prepared or assembled by the Consultant under this Agreement which the City requests to be kept confidential shall not be made available to any individual or organization by the Consultant without the prior written approval of the City.

7.6. MAINTENANCE OF RECORDS: The Consultant will maintain, for at least three (3) years after completion of this Agreement, all relevant records concerning this Agreement. The Consultant shall make available to the City, at any time during their regular operating hours, all records, books, or pertinent information which the Consultant shall have kept in conjunction with this Agreement and which the City may be required by law to include or make part of its auditing procedures, an audit trail or which may be necessary for funding the services contracted for herein.

7.7. APPROVAL OF DOCUMENTS: The City's approval of documents resulting from the services provided by the Consultant does not relieve the Consultant from its responsibility to comply with the standard of care for the performance of its services outlined in this Agreement.

7.8. ARTICLE APPLICABLE TO SUBCONTRACTORS: The Consultant shall ensure that the substance of the preceding subsections is included in each subcontract for the work under this Agreement.

ARTICLE 8. GENERAL CONDITIONS

8.1. PAYMENT OF TAXES: This Agreement is for the employment of the Consultant as an independent contractor. The Consultant acknowledges that they are an independent contractor doing business as listed above and is solely responsible for paying any and all taxes associated with the work of this Agreement, including but not necessarily limited to income and social security taxes.

8.2. ENFORCEMENT COSTS: If any legal action or other proceeding is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default, or misrepresentation in connection with any provisions of this Agreement, the successful or prevailing Party or Parties shall be entitled to recover reasonable attorney's fees, court costs, and all expenses (including taxes) even if not taxable as court costs (including, without limitation, all such fees, costs, and expenses incident to appeals), incurred in that action or proceeding, in addition to any other relief to which such Party or Parties may be entitled.

8.3. COMPLIANCE WITH LAWS: The Parties hereto expressly agree to observe federal, state, and local laws, ordinances, and regulations to the extent that they may have any bearing on either providing any money under the terms of this Agreement or the services provided under the terms of this Agreement.

8.4. **MODIFICATION:** No modification or amendment to this Agreement will be valid until the same is reduced to writing, in the form of a change order, and executed with the same formalities as this present Agreement.

8.5. **VENUE STIPULATION:** This Agreement has and shall be construed as having been made and delivered in the State of Idaho, and the laws of the State of Idaho shall apply to the construction and enforcement of this Agreement or any provision hereto. Any civil action arising from this Agreement shall be brought in the District Court for the First Judicial District of the State of Idaho at Coeur d'Alene, Kootenai County, Idaho, and may not thereafter be removed to any other state or federal court.

8.6. **WAIVER:** No officer, employee, agent, or otherwise of the City has the power, right, or authority to waive any of the conditions or provisions of this Agreement. No waiver of any breach of this Agreement shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this Agreement or law shall be taken and construed as cumulative, in addition to every other remedy provided herein or by law. Failure of the City to enforce at any time any of the provisions of this Agreement or to require at any time performance by the Consultant of any provision hereof shall in no way be construed to be a waiver of such provisions, nor in any way affect the validity of this Agreement or any part thereof, or the right of the City to enforce every such provision hereafter.

8.7. **HEADINGS:** This Agreement's Article and Section headings have been inserted solely for convenience and ready reference. In no way do they purport to, and shall not be deemed to, define, limit, or extend the scope or intent of the Articles or Sections they appertain.

8.8. **OTHER EMPLOYMENT:** This Agreement is not an exclusive services agreement. The Consultant may take on other professional assignments while completing work under this Agreement.

8.9. **RECOVERY OF FUNDS:** Whenever, under this Agreement, any sum of money shall be recoverable from or payable by the Consultant to the City, the same amount may be deducted from any sum due to the Consultant under this Agreement or any other contract between the Consultant and the City including reasonable attorney fees and or any additional collection costs. The rights of the City are in addition and without prejudice to any other right the City may have to claim the amount of any loss or damage suffered by the City on account of the acts or omissions of the Consultant.

8.10. **SEVERABILITY:** In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Agreement, which can be given effect without the invalid term, condition, or application. To this end, the terms and conditions of this Agreement are declared severable.

8.11. **NOTIFICATION:** All notices called for or provided for in this Agreement shall be in writing and must be served on any of the Parties either personally or by United States Mail to their respective addresses set forth above. All notices or other communications given hereunder and sent or delivered to the Party at the address set forth for such shall be deemed received: (1) when certified mail is deposited in the United States mail, postage prepaid; or (2) on the third day following the day on which the same have been mailed by first class delivery, postage prepaid; or (3) on the day such notices or other communications are received when sent by personal delivery, prepaid.

8.12. INTEREST OF MEMBERS OF CITY AND OTHERS: No officer, member, or employee of the City and no member of its governing body, and no other public official of the governing body shall participate in any decision relating to this Agreement which affects their interest or the interest of any corporation, partnership, or association in which they are, directly or indirectly, interested or has any personal or financial interest, direct or indirect, in this Agreement or the proceeds thereof.

8.13. INTEREST OF CONSULTANT: The Consultant covenants that they presently have no interest and shall not acquire any direct or indirect interest that would conflict in any manner or degree with the services required to be performed under this Agreement. The Consultant further covenants that in the performance of this Agreement, the Consultant shall employ no person having any such interest.

8.14. PERMITS: The Consultant shall acquire and maintain in good standing all permits, licenses, and other documents necessary to its performance under this Agreement.

8.15. INTEGRATION: This instrument and all appendices and amendments hereto embody the parties' entire Agreement. There are no promises, terms, conditions, or obligations other than those contained herein, and this Agreement shall supersede all previous communications, representations, or agreements, either oral or written, between the parties.

8.16 NONDISCRIMINATION: The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Consultant shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such actions shall include, but not be limited to, the following: employment, upgrading, demotions, or transfers; recruitment or recruitment advertising; layoffs or terminations; rates of pay or other forms of compensation; selection for training, including apprenticeship; and participation in recreational and educational activities. The Consultant agrees to post in conspicuous places available for employees and applicants for employment notices to be provided, setting forth the provisions of this nondiscrimination clause. The Consultant shall keep such records and submit such reports concerning the racial and ethnic origin of applicants for employment and employees as the City may require. The Consultant further agrees to comply with all the Nondiscrimination Requirements contained in Exhibit "B", which is incorporated herein by this reference.

8.17. ADDITIONAL REQUIREMENTS OF THE STATE OF IDAHO: The clauses in this Section are required by the State of Idaho. The inclusion of these clauses in this Agreement by the City does not indicate the City's support or opposition to these clauses nor acknowledgment by the City that these clauses are relevant to the subject matter of this Agreement. Instead, these clauses are included solely to comply with Idaho state law.

- a. **Boycotting Israel:** If payments under this Agreement exceed one hundred thousand dollars (\$100,000) and the Consultant employs ten (10) or more persons, then the Consultant certifies that it is not currently engaged in and will not, for the duration of this Agreement, engage in a boycott of the goods or services of the state of Israel or territories under its control as those terms are defined in the "Anti-Boycott Against Israel Act" (Idaho Code 67-2346).
- b. **Boycotting Certain Sectors:** If payments under this Agreement exceed one hundred thousand dollars (\$100,000) and the Consultant employs ten (10) or more persons, then the Consultant certifies that it is not currently engaged in and will not, for the duration

of this Agreement, engage in a boycott of the goods or services of companies engaged in or supporting the exploration, production, utilization, transportation, sale, or manufacture of fossil fuel-based energy, timber, minerals, hydroelectric power, nuclear energy, or agriculture; or the manufacture, distribution, sale, or use of firearms as those terms are defined in Idaho Code 67-2347A.

- c. **Government of China:** Consultant certifies that it is not and will not, for the duration of this Agreement, be owned or operated by the government of China as those terms are defined in Idaho Code Title 67, Chapter 23.
- d. **Contract with Abortion Providers:** To the extent this Agreement is subject to the use of public funds, Consultant certifies that it is not, and will not, for the duration of this Agreement, become an abortion provider or an affiliate of an abortion provider as those terms are defined in the “No Public Funds for Abortions Act” (Idaho Code Title 18, Chapter 87).

8.18. ADDITIONAL REQUIREMENTS OF THE CITY OF POST FALLS: The clauses in this section reflect requirements adopted by the City of Post Falls in furtherance of its procurement policies and contractual standards. These provisions are intended to supplement, and not replace, obligations to comply with all applicable federal, state, and local laws.

- a. **Employment Eligibility and Immigration Compliance:** Consultant certifies that it complies, and will continue to comply for the duration of this Agreement, with all applicable federal and state laws governing the employment of workers, including but not limited to the Immigration Reform and Control Act of 1986, as amended (8 U.S.C. § 1324a). Consultant further certifies that it does not knowingly employ, contract with, or retain any individual who is not authorized to work in the United States and that it requires the same certification of compliance from all subcontractors performing work under this Agreement. Nothing in this provision will be construed to require the City to verify employment eligibility or to assume any duty of enforcement beyond the remedies otherwise available under this Agreement or applicable law.

ARTICLE 9. CONTRACT DOCUMENTS

9.1. CONTRACT DOCUMENTS: The Contract Documents consist of this Agreement, the other documents listed below, and all modifications and change orders issued subsequent thereto. These form a contract; all are as entirely a part of the contract as if attached to this Agreement or repeated herein. In the event of any inconsistency between the provisions of this Agreement and the documents listed below, the provisions of this Agreement will control, and the order of precedence will be in the order listed. An enumeration of the contract documents is set forth below:

- 1. Change Orders; and
- 2. This Agreement; and
- 3. Exhibit “A” Scope of Work; and
- 4. Exhibit “B” Nondiscrimination Requirements; and
- 5. Consultant response to the Request for Qualifications.

END OF ARTICLES

EXHIBIT A
City of Post Falls – Westwood Water Distribution Replacement – Phase 2,
Design Phase Services
Scope of Work

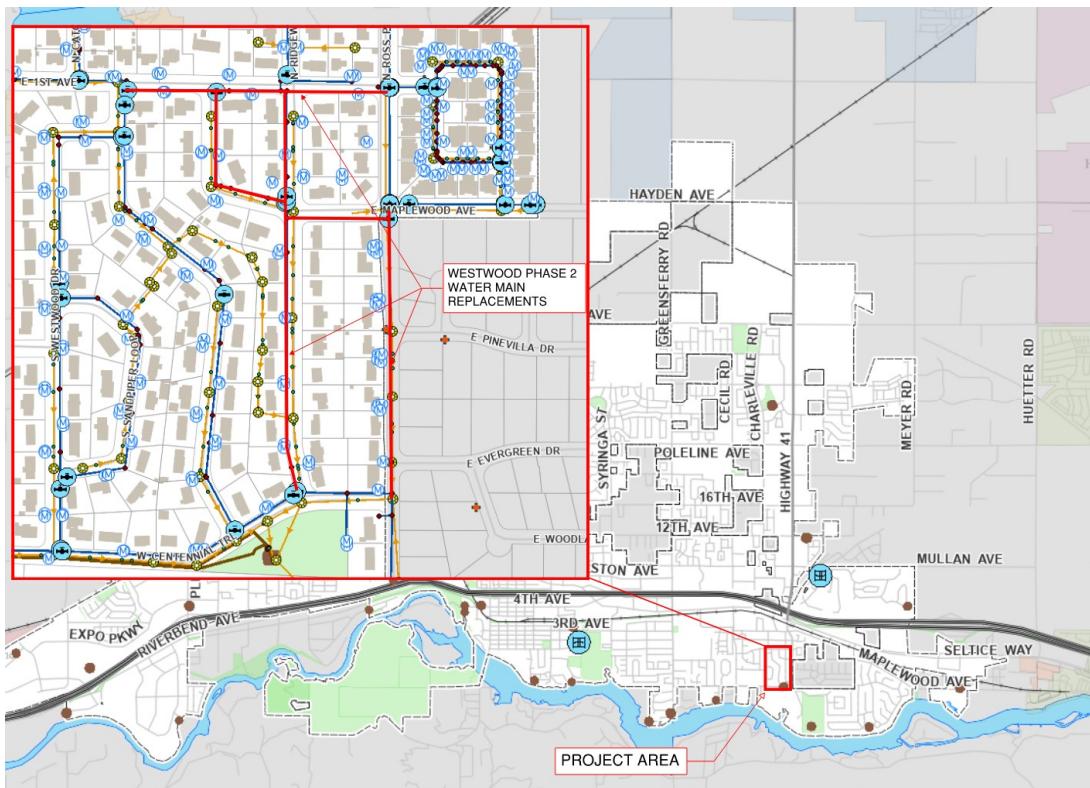
Owner: City of Post Falls, Idaho (City)
Consultant: Century West Engineering Corporation
Project Title: Westwood Water Distribution Replacement – Phase 2
Work Description: Design Phase

Description:

Segments of the City of Post Falls water distribution system are in need of replacement due to age and deterioration. The City has committed to an annual replacement program to make these improvements. The need for the improvements is documented in the City's 2018 Water System Master Plan.

Improvements intended for the 2027 construction season include water lines within Ridgewood Drive, Ross Point Road, Maplewood Avenue, and 1st Avenue.

The project location and components are illustrated in the following figure.



Scope of Work

Task 2000, Preliminary Design –

- A. The Consultant shall prepare electronic base maps using field survey data and drawings provided by utility companies. The base map shall include topography, known underground utilities, and physical features of project site.
- B. The Consultant will provide design for construction of new water mains as recommended and described in the Water System Master Plan. Design will include establishment of horizontal and vertical layout of water line, profile, and typical cross sections. Improvements shall generally include the following:
 - a. Replace Water Mains:
 - i. S. Ridgewood Drive; E. 1st Ave. to E. Ponderosa Blvd. (1,400 LF)
 - ii. S. Ross Point Road; Maplewood Ave. to E. Ponderosa Blvd. (1,020 LF)
 - iii. E. 1st Avenue; N. Caton St. to Ross Point Rd. (1,100 LF)
 - iv. Maplewood Avenue; E. 1st Ave to Ross Point Rd. (980 LF)
- C. Preliminary Design Documents shall generally consist of preliminary design criteria, drawings, and specifications.
 - a. The bidding and contract requirements will generally follow “Idaho Standards for Public Works Construction” 2020 edition (ISPWC) standard format.
 - b. Improvements design shall be in accordance with DEQ “Idaho Rules for Public Drinking Water Systems”.
 - c. Civil work shall generally follow ISPWC and City of Post Falls Standard Plans.
 - d. The plan sets will be provided in 11”x17” format.
- D. Consultant will provide two sets of preliminary plans, specifications, and cost estimates to the City for the purpose of review and comment. This review will be the last opportunity for significant changes to the plans.

Task 2300, Final Design –

- A. Upon receipt of comments from the City, Consultant shall update and prepare final bidding documents. These shall include final plans, specifications, and cost estimate.
- B. Consultant shall provide two copies of final PS&E package to the City and one set to DEQ for final approval. The plan sets will be provided in 11”x17” format.

Task 5000, Project Coordination & Management –

- A. General Project Coordination and Project Management: This will consist of daily management and oversight of the project and involve administrative tasks that are required during the course of the project including project accounting and monitoring project schedule. The project manager shall also coordinate the work and tasks of the design team, including subconsultants, to ensure proper execution of the design effort.

- B. The Project Engineer shall attend up to four meetings with the City's representative to present and discuss plans for the project. The first and second meetings shall be held to discuss preliminary design data and refinement of proposed improvements. The third meeting shall be held to present preliminary plans, prior to refinements and finalization of the bid documents. The last meeting shall be held to present final plans and specifications to the City's representative for approval.
- C. The Consultant shall coordinate and communicate with the Department of Environmental Quality (DEQ) and other applicable agencies throughout design. The Consultant shall complete status reports for the City as required.

Task 6000, Advertise, Bid, and Award –

- A. Consultant shall prepare Advertisement for Bids in accordance with City requirements.
- B. Consultant shall provide contract documents to prospective bidders through an online plan center.
- C. Consultant shall respond to bidders' inquiries, issue clarifications and/or prepare addendums as required.
- D. Consultant shall attend bid opening, evaluate bids, prepare bid tabulation and recommend award of construction contract.
- E. All bidding will be performed in accordance with City requirements.

Project Schedule:

Upon execution of the Agreement, Consultant shall diligently pursue work on the project to achieve the City's goals and objectives. Assuming a notice to proceed issued no later than July 15, 2026, progress of work shall proceed as follows:

- A. Preliminary Design (50%) submitted to the City no later than August 31, 2026.
- B. Final Design (90%) submitted to the City no later than October 31, 2026.
- C. Final Bid Documents submitted to the City no later than December 31, 2026.
- D. Advertisement for Bid prepared no later than January 21, 2027.

Additional Information:

The following Additional Services are outside of the current scope but may be added by amendment for additional scope and fee:

- 1. Environmental Review
- 2. Geotechnical Investigation
- 3. Construction Easements
- 4. Right of Way Determination / Certification
- 5. Construction Management/Administration/Inspection Services

Documents Prepared by the Consultant:

1. Preliminary Plans, Specifications, and Cost Estimate (50% Complete)
2. Final Plans, Specifications, and Cost Estimate (90% Complete)
3. Final Bid Documents

To be furnished by the City:

Utility maps and available information at project site.

Exhibit A - Budget
City of Post Falls
Westwood Water Distribution Replacement - Phase 2 Design
51033.003.01

Employee Type Activity Code (see below) Rate TASK NUMBER DESCRIPTION		PERSONNEL & LABOR RATE								MAN HOURS	LABOR COST	ITEMIZED EXP	SUB COST	TOTAL COST
		Vice President	Senior Project Manager	Project Manager II	Engineer-in- Training II	Engineer-in- Training I	Senior Engineering Tech/Inspector	Staff Technician	Project Coordinator/Cle rical II					
		163	102	165	195	188	142	147	118					
		\$335.00	\$240.00	\$225.00	\$135.00	\$120.00	\$152.00	\$115.00	\$130.00					
3000	Expenses									0	\$0	\$0		\$0
2000	Preliminary Design			40	100	16				156	\$24,420	\$50		\$24,470
2300	Final Design		4	32	80	16				132	\$20,880	\$0		\$20,880
5000	Project Management	2	2	24					8	36	\$7,590	\$0		\$7,590
6000	Ad, Bid, & Award			32	20	8				60	\$10,860	\$0		\$10,860
										0	\$0	\$0		\$0
										0	\$0	\$0		\$0
										0	\$0	\$0		\$0
										0	\$0	\$0		\$0
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										0	\$0	\$0		\$0
										0	\$0	\$0		\$0
										0	\$0	\$0		\$0
										0	\$0	\$0		\$0
										0	\$0	\$0		\$0
										0	\$0	\$0		\$0
	Total Manhours	2	6	128	200	40	0	0	8	384				
	Total Labor Cost	\$670	\$1,440	\$28,800	\$27,000	\$4,800	\$0	\$0	\$1,040		\$63,750	\$50		
	Total Cost	\$670	\$1,440	\$28,800	\$27,000	\$4,800	\$0	\$0	\$1,040		\$63,750	\$50	\$0	\$63,800

Exhibit B Nondiscrimination Requirements

This Attachment is to be inserted in every contract subject to Title VI of the Civil Rights Act of 1964 and associated Regulations.

During the performance of this contract, the contractor/consultant, for itself, its assignees and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

1. Compliance with Regulations

The Contractor shall comply with the Regulations relative to non-discrimination in federally assisted programs of United States Department of Transportation (USDOT), Title 49, Code of Federal Regulations, part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

2. Non-discrimination

The Contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-contractors, including procurement of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3. Solicitations for Sub-contracts, Including Procurement of Materials and Equipment

In all solicitations either by competitive bidding or negotiations made by the Contractor for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-contractor or supplier shall be notified by the Contractor of the Contractor’s obligations under this contract and the Regulations relative to non-discrimination on the grounds of race, color, sex, or national origin.

4. Information and Reports

The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the contracting agency or the appropriate federal agency to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to ITD or the USDOT as appropriate, and shall set forth what efforts it has made to obtain the information.

5. Sanctions for Non-compliance

In the event of the Contractor’s non-compliance with the non-discrimination provisions of this contract, the contracting agency shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to:

- Withholding of payments to the Contractor under the contract until the Contractor complies, and/or;
- Cancellation, termination, or suspension of the contract, in whole or in part.

Incorporation of Provisions

The Contractor shall include the provisions of paragraphs (1) through (5) in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any sub-contractor or procurement as the contracting agency or USDOT may direct as a means of enforcing such provisions including sanctions for non-compliance.

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request ITD enter into such litigation to protect the interests of the state and, in addition, the Contractor may request the USDOT enter into such litigation to protect the interests of the United States.

**CITY OF POST FALLS
AGENDA REPORT
NEW BUSINESS
MEETING DATE: 8/4/2026**

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: Janet Best, Human Resources Director, Field Herrington, City Attorney

SUBJECT: Personnel Policy: Compassionate Separation

ITEM AND RECOMMENDED ACTION:

Staff recommends that the City Council approve an amendment to the Personnel Policy adding the proposed Compassionate Separation section. The amendment would restore a benefit included in the City's prior personnel policies, update the documentation and eligibility requirements, and increase the one-time health reimbursement contribution from \$10,000 to \$11,000.

DISCUSSION:

The City Council originally adopted the Compassionate Separation Benefit on August 2, 2022, through Resolution No. 22-07. The benefit was included in the City's prior policy as Section 713 but was inadvertently omitted when the Personnel Policy was reorganized into its current structure.

The prior policy provided a one-time \$10,000 health reimbursement contribution to a full-time employee who resigned because of a terminal medical diagnosis. The employee was required to have at least one year of service and provide written verification from the attending physician addressing both the terminal condition and the employee's life expectancy.

The proposed section restores the benefit while updating its terms. Under the proposed language, an eligible employee must be a regular full-time employee and must have completed at least twelve consecutive months of employment immediately before separation. An employee on approved paid or unpaid leave may remain eligible.

The employee must submit a written request before separation and provide documentation from a licensed physician or other health-care provider confirming a terminal medical condition. A specific diagnosis, medical records, treatment records, or a precise life-expectancy estimate would generally not be required. The City could request additional information when reasonably necessary to determine eligibility. This change reduces the burden placed on an employee and health-care provider during a difficult time while allowing the City to obtain the information needed to administer the benefit.

The request should be submitted to Human Resources at least thirty days before the intended separation date or as soon as practicable. The Human Resources Director would make the initial eligibility determination. An employee could request review of an adverse determination by the City Administrator, whose decision would be final.

The proposed language also addresses situations in which an employee has exhausted available protected leave and has not been released to return to work. After applicable leave and accommodation obligations have been satisfied, the City could separate the employee and provide the Compassionate Separation benefit.

Staff proposes increasing the contribution from \$10,000 to \$11,000 as a partial adjustment for inflation since the benefit was adopted. Cumulative inflation from the 2022 annual average through June 2026

was approximately 14.11%, or an average of 3.43% per year. A fully inflation-adjusted amount would be approximately \$11,411. The proposed \$11,000 benefit is a rounded and more conservative increase.

The proposed section provides for an annual review of the benefit amount during the budget process. Future adjustments could not exceed cost-of-living adjustments approved for other wage or benefit amounts and would remain subject to available funds approved by the City Council.

The City Council may approve the amendment as presented, direct staff to revise the proposed language, or decline to restore the benefit. Approval would return the Compassionate Separation benefit to the Personnel Policy under the new policy structure.

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

August 2, 2022 — Adoption of Resolution No. 22-07 adding Policy 713, Compassionate Separation Benefit, to the Personnel Policy.

APPROVED OR DIRECTION GIVEN:

The City Council approved Resolution No. 22-07, adopting the Compassionate Separation Benefit and related amendments to the Personnel Policy.

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

The fiscal impact would be a one-time health reimbursement contribution of \$11,000 for each eligible employee approved for the benefit. This is an increase of \$1,000 over the amount authorized under the prior policy. No expense would occur unless an employee qualifies for and receives the benefit. Any contribution and future adjustment would be subject to available budgeted funds.

BUDGET CODE:

ATTACHMENTS:

1. 2022 Resolution
2. Compassionate Separation Benefit Resolution
3. Exhibit A - Compassionate Separation

RESOLUTION NO. 22-07

**RESOLUTION ADDING THE COMPASIONATE SEPERATION POLICY TO THE
PERSONNEL POLICY**

WHEREAS, The City of Post Falls undertakes periodic updates to the City's adopted personnel policies; and

WHEREAS, The City's Human Resources Director has recommended adding a new Policy 713, entitled Compassionate Separation Benefit, to the personnel policy as well as amendments to Policy 802, entitled Catastrophic Account, and

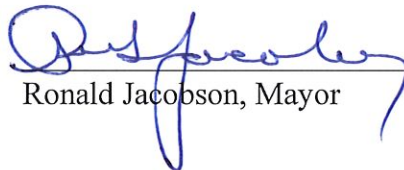
WHEREAS, The City Council of the City of Post Falls finds that the adopting the proposed changes are reasonable and necessary to allow the City to recruit and retain dedicated employees and to ensure fair working conditions and benefits for City employees.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Post Falls that the amendments to the Personnel Policy attached hereto as **Exhibit A** are adopted.

APPROVED by the City Council on this 2nd day of August, 2022.



CITY OF POST FALLS


Ronald Jacobson, Mayor

ATTEST:


Shannon Howard, City Clerk

Upon a motion made by a council member, seconded by a council member, the following vote was recorded:

AYES: Thoreson, Melton, Borders, Shove
NAYES: None
ABSENT: Walker, Ziegler

713 Compassionate Separation Benefit

The City will provide a one-time health reimbursement contribution of \$10,000 to full-time employees who are resigning due to a terminal medical diagnosis to assist with on-going medical insurance premiums or other medical costs. For consideration, employees must be employed with the City for a minimum of one year.

To qualify, the employee must submit a written request for the Compassionate Separation benefit along with a written resignation and provide medical verification of terminal condition and life expectancy from the attending physician to Human Resources at least 30 days prior to termination date or as soon as practicable under the circumstances. In any event a request for the Compassionate Separation benefit must be requested prior to the date of separation. The contribution will be made with the next scheduled HRA distribution.

802 Catastrophic Account (CAT)

CAT Procedures

A. CAT Uses:

1. The Catastrophic Account is reserved for non-intermittent Family Medical Leave absences and may be used once Comp Time has been exhausted and 40 hours of PTO has been used.
2. Benefits-eligible employees must have worked for the City for one year and worked at least 1250 hours within the last 12 months to qualify for use of CAT.
3. Employees or qualifying family members who have a covered event that will require the employee to be absent for longer than three (3) working days or 24 hours per qualifying condition, are required to contact their immediate supervisor and Human Resources. FMLA notification, designation and coordination procedures can be found in Section 803 of the Personnel Policy.
4. The City reserves the right to allow an employee to use some or all CAT hours for personal illness in the event that the time-off might otherwise create a leave without pay situation outside above-listed procedures.

Examples that might qualify:

- An employee who does not otherwise qualify for Family Medical Leave
- A new employee who has not accrued enough time and becomes ill;

B. Increasing CAT Account Hours

An employee's individual CAT account will be established upon hire with an initial City contribution of 24 hours into the account. Employees build hours in their CAT account by rolling

hours from their PTO into their CAT account once maximum accrual limits are met or by voluntarily requesting Payroll to transfer PTO on a quarterly basis.

C. PTO to CAT Conversion Election:

To build up CAT accounts for future Family Medical Leave, employees may elect to automatically roll a quarterly portion of PTO into CAT. There is no City match on these hours and once transferred the hours may not be returned to the PTO Account. To participate, fill out the PTO to CAT Conversion Form located on the intranet under HR Forms page.

Employees may accrue a maximum of 960 hours in their CAT account.

D. CAT and Overtime:

CAT hours are not counted as hours worked for purposes of calculating overtime. Employees may not use CAT hours to increase their hours beyond their normal work week.

E. Separation from Service:

Remaining PTO hours will be paid out at 100% employee's current hourly wage upon separation. CAT hours are not reimbursable upon separation ~~under this program.~~

**RESOLUTION ADOPTING THE COMPASSIONATE SEPERATION BENEFIT AND
DIRECTING ITS INCORPORATION INTO THE CITY OF POST FALLS PERSONNEL
POLICY**

WHEREAS, the City of Post Falls periodically reviews and updates it's adopted personnel policy to address employee benefits and administrative needs; and

WHEREAS, the City Council previously adopted a Compassionate Separation Benefit through Resolution No. 22-07 on August 2, 2022; and

WHEREAS, the Compassionate Separation Benefit was included in the City's prior personnel policies but was inadvertently omitted when the Personnel Policy was reorganized into its current structure; and

WHEREAS, the Human Resources Director has recommended restoring the Compassionate Separation Benefit and updating its eligibility, documentation, administration, and benefit provisions as set forth in **Exhibit A**; and

WHEREAS, the City Council finds that restoring the Compassionate Separation Benefit is reasonable and appropriate and supports the fair treatment of eligible City employees facing a terminal medical condition.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Post Falls that the amendments to the Personnel Policy attached hereto as **Exhibit A** are approved and adopted, and the Human Resources Director is directed to incorporate the Compassionate Separation Benefit into the existing Personnel Policy in the section and location they determine to be most appropriate.

APPROVED by the City Council on this _____ day of August, 2026.

CITY OF POST FALLS

Randy Westlund, Mayor

ATTEST:

Rhiannon O'Neil, Deputy City Clerk

Compassionate Separation

The City recognizes that, following a terminal medical diagnosis, an employee may determine that continued employment is no longer practicable, or the City may determine that separation is appropriate after applicable leave and accommodation obligations have been satisfied. Subject to the terms of this policy and the governing benefit-plan documents, the City may provide a one-time health reimbursement contribution of \$11,000 to an eligible employee who resigns or separates from City employment due to their medical condition.

To be eligible, the employee must:

- Be a regular full-time employee at the time of the request, including an employee on approved paid or unpaid leave; and
- Have completed at least twelve consecutive months of employment immediately before separation, regardless of any approved leave taken during that period.

To apply, the employee must:

- Submit a written request for the benefit, including an intended separation date; and
- Provide documentation from a licensed physician or other health-care provider confirming the employee's terminal medical condition. A specific diagnosis, medical records, treatment records, or a precise life-expectancy estimate is generally not required. However, the City may request additional information when reasonably necessary to determine eligibility.

The request should be submitted to Human Resources at least thirty (30) days prior to the separation date or as soon as practicable under the circumstances. In any event, a request for the benefit must be made prior to the date of separation. The contribution will be made with the next scheduled HRA distribution.

The Human Resources Director will determine initial eligibility under this policy. An employee may request a review of an adverse determination by the City Administrator. The City Administrator's decision will constitute the City's final administrative determination.

Alternatively, if the employee has exhausted all available protected leave and has not been released to return to work, the City may elect to dismiss the employee and provide the employee with the compassionate separation benefit.

The benefit amount will be reviewed annually as part of the City's budget process and may be adjusted by an amount not to exceed the cost-of-living adjustments approved for other wage or benefit amounts. Any adjustment is subject to the availability of budgeted funds as approved by the City Council.

CITY OF POST FALLS
AGENDA REPORT
ADMINISTRATIVE / STAFF REPORTS
MEETING DATE: 8/4/2026

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM:

SUBJECT: Special Council Workshop Scheduling

ITEM AND RECOMMENDED ACTION:

Staff is trying to schedule a longer budget workshop. Please bring your calendars so that we can find a date that works for the Council.

DISCUSSION:

The workshop will be to discuss the Starter Home Subdivision Code update. We would like to schedule it in late September to early October. Dates that won't work for staff are September 14-22, 24-29.

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

APPROVED OR DIRECTION GIVEN:

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

N/A

BUDGET CODE:

ATTACHMENTS:

None