

Oneida County Planning & Zoning Commission

Regular Meeting Minutes

Location Oneida County Event Center

Date: September 3, 2025

Time: 7:04 PM

1. Call to Order & Roll Call

Chair **Josh Paskett** called the meeting to order at 7:04pm

Roll Call:

- **Present:** Josh Paskett (Chair), Rich Moore, Bucky Reeder, Steve Daniels
- **Absent:** Alaina Schrenk, Tallen Boyer

2. Accessory/Connex Buildings and Permitting

- Discussion regarding accessory buildings (e.g., shipping containers/connex units) placed on properties prior to obtaining a primary residence building permit.
- Concern noted that approving permits for such structures before a primary residence is permitted could violate county code.
- Consensus to **withhold approval of building permits #25074 and #25072** until compliance with primary residence requirements is demonstrated and the building inspector is satisfied.

3. Addressing and Emergency Access

- Reviewed addressing for permit #25071 (3255 N / 4900 W).
- Clarified requirements for private lanes over ¼ mile, including installation of a named private lane sign for emergency services and compliance with Next Gen 911 mapping.
- No change to the motion approving the permit, but staff will verify address and signage prior to issuing a certificate of occupancy.

4. Approval of Previous Minutes

- **August 6 Regular Meeting Minutes** – Approved as written.
- **August 6 Public Hearing (Zone Change) Minutes** – Approved as written.
- **August 6 Public Hearing (CUP) Minutes** – Approved with corrections to spelling of names (Alaina's surname and David Little).

5. Code Amendment Proposals – Presentation by Kathleen Atkinson

Kathleen presented three proposed amendments for Commission consideration:

1. One-Time Division Process

- Streamlines requirements by removing mandatory survey and new parcel number issuance when adequate legal descriptions already exist.
- Commission discussion included Idaho Code references on subdivision and survey requirements; clarified that only the parcel being divided must be surveyed if necessary.
- Discussion centered around contiguous parcels and if some one decided to sell a full parcel that was already surveyed that they would not need a new survey as long as no new pins or boundaries were changed. As far as any new lots being made with new pins or boundaries being made the survey would still be required.
- Discussion led to further work on the wording with red-line and adjustments and present again later.

2. Boundary Line Adjustments

- Proposal to remove boundary line agreement language from Planning & Zoning code, noting such adjustments primarily involve ownership records.
- Commission discussed Idaho Code §67-6513 and case law confirming that boundary changes can affect zoning compliance and generally require oversight and survey. Proposal removed.

3. Residential Areas & Original Parcel Requirement

- Suggested creating a new code section for residentially designated areas to remove the “original parcel” requirement, allowing subdivision to one-acre lots while still protecting agricultural land.
- Discussion included challenges for property owners paying residential taxes but unable to subdivide under current rules. It was explained all properties can be subdivided if they meet size and density and the property in question could be subdivided through the full/large subdivision process. Proposal removed.

6. Other Discussion

- Clarified how surveying practices and right-of-way deductions can impact acreage calculations and building-right determinations (one dwelling per 40 acres in AG zones).
- Emphasized need for clear code language regarding contiguous parcels, surveys, and building-right calculations.
- Slaughterhouse/Butcher shop wording needing to clarify what areas they can be located and what number of animals are the threshold of what would make it a commercial location.
- 4-A-8 Contiguous parcel section, discussed that need to strike through with the exception of number 4 needs to be added to the definition.
- Violations amendment looked good, should be put through to public hearing when all others go.

7. Adjournment

No further business. Meeting adjourned after completion of code amendment discussion.