

# LINCOLN COUNTY PLANNING BOARD MINUTES

TUESDAY, MAY 5, 2026 – 5:30PM

LINCOLN COUNTY COURTHOUSE – LIBBY | NORTH ANNEX VIDEO CONFERENCE

MEETING CALLED TO ORDER: 5:31 PM

## BOARD MEMBERS PRESENT:

<input checked="" type="checkbox"/> <u>John Damon</u>	<input checked="" type="checkbox"/> <u>Veronica Bovee Anderson, Chair</u>	<input checked="" type="checkbox"/> <u>Paul Johnson</u>
<input checked="" type="checkbox"/> <u>John Boyke</u>	<input checked="" type="checkbox"/> <u>Roberta McCanse</u>	<input checked="" type="checkbox"/> <u>Jim Gibson</u>
<input type="checkbox"/> <u>Kurt West</u>	<input checked="" type="checkbox"/> <u>Scott Mattheis</u>	<input type="checkbox"/> <u>Doug Fryer</u>

**STAFF:** Jesse Haag (Online), Kristin Smith, Alisha Osborne

**PUBLIC:** Kirk Kraft, Vicki Hunt.

## AGENDA

- Meeting called to order at 17:31.
- Approval of March 17, 2026 Meeting Minutes.
  - J. Damon motions to approve.
  - R. McCanse seconds the motion. All in favor, motion passes.
- Subdivision Regulations Update – Public Meeting
  - K. Smith presents the regulations update. She presents a slideshow and a summary list of the updates to the board. She explains the changes were guided by a steering committee consisting of realtors, landowners, developers, engineers and fire industry folks. The document reflects changes in state law; guidance from MACo; clarification and structural changes; and streamlining wherever possible. She presents a summary of the proposed revisions and streamlined processes.
  - K. Smith asks if there are questions or comments.
  - P. Johnson requests clarification on condition amendments and expirations, and whether it covers the changes.
  - K. Smith confirms that if applicants miss a filing date without an extension, the applicant must re-apply. She explains that there are also changes addressing the Department of Natural Resources and Conservation (DNRC) Notice of Intent (NOI); required letters from service providers, and the potential for groundwater monitoring from the Health Department. The proposed road changes are for width reduction based on the low-volume (AASHTO) manual. The proposed reduction is from twenty four (24) to twenty two (22) feet.
  - The Board discusses the proposed changes to the road width, including the safety aspects. Several members dissent, citing safety concerns.

- K. Smith asks if the preference is to leave it at twenty-four feet.
- V. Bovee-Anderson refers to the Board for discussion.
- The Board discusses the differences in standards for roads and allowing non-professional engineers to sign off on roads based on certain criteria. Several suggested criteria are presented for consideration.
- S. Mattheis agrees. K. Smith recommends corresponding language on the final plat process. She asks if there are suggested changes or comments.
- V. Bovee-Anderson asks if there is anything else.
- K. Smith clarifies the proposed changes as amended are the addition of the floodplain language; leaving the road width requirements at twenty-four feet; that a P.E. may not always be required; and the language that additional documentation may be required.
- V. Bovee-Anderson asks for a motion.
- S. Mattheis motions to approve the proposed changes as amended to the Subdivision Regulations. P. Johnson seconds the motion. All in favor, motion passes.
- K. Smith presents the Buildings for Lease or Rent (BLR) proposed regulations. She provides the historical background on the original regulations and explains the recent regulatory reassignment of Recreational Vehicle and Mobile Home Parks to the BLR regulations. She explains the addition of Tiny Homes, and the streamlined process. There is still a DEQ requirement and road standards, and provisions with buffers. Six (6) or more lots will be noticed to adjacent landowners and the Planning Board will review it. She asks if there are any questions. There is a short discussion on terminology concerning parcels and density of development. K. Smith briefly explains the section on DEQ standards.
- The Board discusses the burden of verification, and adjacent landowner noticing requirements.
- R. McCanse asks for clarification on the requirement for adjacent landowner notices, and seeks to ensure that it is consistent with the subdivision regulations where it concerns minor or major. She suggests changing it to three (3), but has reservations that it would not be consistent with the subdivision regulations.
- K. Smith asks if they want to change it.
- V. Bovee-Anderson says it should be consistent with the subdivision regulations language.
- The board has a brief discussion on terminology and easement requirements.
- V. Hunt asks about easement requirements for expanding access to tiny home villages.
- K. Smith explains the provisions.
- The Board discusses easement requirements, and proposed language regarding easements would be added, including that it must meet standards defined in the subdivision regulations referring to the access easement.
- P. Johnson asks if the projects will be listed online again.

- V. Bovee-Anderson asks if there are other comments. Hearing none, she called for a motion.
  - K. Smith clarifies the additional language for the roads concerning the granting of legal access requirements, and the change to reflect the consistency with the subdivision regulations.
  - P. Johnson motions to approve the changes to the Buildings for Lease or rent Regulations as amended. J. Boyke seconds the motion.
  - V. Bovee-Anderson calls for the vote. R. McCause opposes. All else in favor. Motion passes.
- Growth Policy 5-year Review (Postponed)
  - Planning Staff Update
    - J. Haag says the workload is unsustainable and more assistance is needed. A budget meeting is coming up soon. He explains how another county has its Planning Board review all items, including exempt surveys, minor subdivisions and violations. Impact fees may come up soon, to be incorporated with emergency services and law enforcement and enforcement and Planning, in order to quantify and make the cost of responding fair across the board. He says that Missoula County implemented impact fees a couple of years ago, and explains that it must be determined how to attach the fees, as there are no building permits in unincorporated Lincoln County. He explains the enforcement issues and lack of time and that he is burnt out.
  - Public Comment on Non-Agenda Planning Board Items.
    - None.
  - Adjournment at 19:17