



Staff Report

To: Planning Commission
 From: Planning Staff
 Report: July 11, 2017
 Meeting: July 18, 2017
 Item: S17-02 Sandpoint Airpark Subdivision

General Information

Applicant:	Pat Feenstra
Requested Action:	Preliminary Subdivision Approval
Purpose:	To subdivide an approx. 22 acre parcel into 22 Lots.
Location:	The the unplatted property is located at the corner of North Boyer Road and Woodland Drive.
Size:	Total parcel is approximately 22.96 acres Lots proposed: 22 (12,500 sq ft – 94,982 sq. ft.)
Existing Zoning & Context Area:	Zone: Industrial General (IG) Context Area: Industrial
Surrounding Land Use and Zoning:	<u>North:</u> undeveloped land (IG, MUR) <u>South:</u> Hangars (IG) <u>East:</u> Hangars (IG) <u>West:</u> undeveloped land (IG)
Included in Staff Report:	<ol style="list-style-type: none"> 1. Staff Overview 2. Public Hearing Procedure 3. Relevant Portions of the Comprehensive Plan 4. Staff Recommended Conditions 5. Motion for Proposed Decision
Attached:	<ol style="list-style-type: none"> 1. Subdivision application with supporting materials 2. Written comments received at time of this report 3. Title 10, Chapter 1 4. Industrial General “IG” code

1. Staff Overview

City Code 9-3-4 requires development of Lots within the IG Zone to be a minimum 1 acre with 60 foot of frontage and 60 foot depth (see attached Industrial General “IG” Code). However, Note 1 states, “Parcels within an integrated development may vary from the minimum lot size and dimensions, with recordation of cross easements to guarantee access and common maintenance of all parking and landscape areas”. Based on the proposed subdivision’s unique position and access to the airport runway, it will be fenced (Required by the Sandpoint Airport and FAA) and gated. Two entries into the development are proposed off Woodland. The “roads” within the development may also serve as taxiways and remain private. Streetscape requirements will be imposed along N. Boyer. Woodland Drive streetscape will be developed consistent with the Bonner County Area Transportation Plan.



Figure 1

2. Public Hearing Procedure

Per Sandpoint City Code § 9-9-5, notice has been provided to property owners within 300 feet of the parcel boundaries on which the proposal is being considered. Notice has also been posted at the site 7 days in advance of the hearing and a summary has been provided in the official newspaper of general circulation 21 days prior to the hearing date.

Order of Public Hearing

1. Explanation of subject of the hearing by city staff.
2. Presentation by applicant. Commission members should address their questions to the applicant at this time.
3. Opening of the public hearing in which the public may provide testimony. Questions should be asked of the person testifying before leaving the podium. Those wishing to testify are required to fill a signup sheet, which will be provided by the City. The order for those providing testimony should be as follows:
 - a. In favor
 - b. Neutral
 - c. Opposed
4. Rebuttal testimony from applicant. Final questions may be asked of the applicant at this time. If new facts are elicited, however, the public must be given an opportunity to comment on new facts.
5. Close the public hearing.
6. Commission deliberates (no new information may be provided at this time and questions may be directed only to city staff during deliberations).

3. Relevant Portions of the Comprehensive Plan

Existing Industrial designations remain largely intact under this plan, representative of the important roll that manufacturing plays in the local economy. Some industrial area has been reduced on the comprehensive plan map, south of Baldy Road, to provide for future commercial development within walking distance to residences in the vicinity

Chapter 6: Transportation:

Goal T-5: Airport: Maintain Sandpoint Airport as a viable and safe part of the community.

Policies:

A: Ensure surrounding land uses are compatible with continued aircraft operations.

D: Promote appropriate land uses adjacent to the airport which would be both compatible and beneficial to the airport and community.

Chapter 9: Economic Development:

Goal E-1: Economic Diversity: Create a vibrant and diverse economy in Sandpoint.

Policy: C: *Attract industries that provide jobs for graduates of higher education programs and vocational-technical schools.*

4. Staff Recommended Conditions

1. Development of the lots will be subject to all current requirements in place at the time of permit application.
2. Development of the lots will trigger requirements for improvements to utilities and adjoining rights-of-way for frontage and streetscape improvements. Right of-way dedication, drainage and utility easements, pathways and roadway improvements along the property frontage shall be in accordance with the proposed typical sections in the Urban Area Transportation Plan for an Arterial 3 roadway.
3. The applicant is proposing the internal streets to be private. A note on the plat shall be included which states that the roads within the subdivision are private and have not been constructed to City Standards for maintenance.
4. The applicant is proposing to have gated access to each of the approaches and a street light for illumination at these locations will be required. Streetlights are required by City Code. The developer shall coordinate with Avista as to whether the standard wood pole and cobra head fixture will be used. A street lighting, signage, and striping plan shall be included with the water, sewer, and street plan design drawings, prior to construction.
5. The applicant is proposing to access to the airport. A letter from Bonner County approving access to the airport from the proposed development should provided prior to final approval.
6. The owner/developer shall attend a planning meeting with affected utilities prior to submittal of construction drawings. The developer's engineer shall be required to attend the meeting. Installation of utilities will not begin until drawings have been approved for this purpose by the Public Works Department.
7. An Idaho licensed Civil Engineer shall prepare plans for any water and sewer main extensions. The water and sewer systems will be reviewed by the Public Works Department. Three copies of the design drawings are required for each system. The water system will be looped and the mains shall be sized appropriately with a minimum of 8-inch diameter.
8. Developer shall pay all City fees required for inspection and review of plans including: Engineering Review Fees and lot inspection fees. Prior to construction of the water and sewer system tap fees (deposit towards the time and materials for the Public Works Department to perform the work) shall also be paid.
9. Individual water or sewer easements shall be 20 feet wide. A joint water and sewer easement shall be a minimum of 30 feet wide.
10. In the absence of a pressure component to the sewer, the City will be responsible for sewer system review.

11. A storm water management plan for the entire subdivision designed by a licensed engineer in the State of Idaho is required. The plan shall include a construction period erosion control plan and a section for long - term maintenance and operation in a format to be recorded. The stormwater outfall and existing stormwater drainage area shall be reviewed and incorporated in the findings of the stormwater management plan to verify that no downstream or upstream impacts will occur with this development. Easements may be required to accommodate existing and future stormwater drainage patterns.
12. The Environmental Protection Agency requires a National Pollutant Discharge Elimination System storm water permit for land disturbances of one acre or more. If disturbance exceeds 1 acre, possession of an NPDES permit shall be required prior to approval of grading permit. The required grading permit will include a construction period erosion control plan and show planned methods for keeping tracked mud and dirt off streets.
13. Regulatory and street name signs, mounting hardware and posts shall be provided to the City. The Public Works Department shall be contacted for applicable standards prior to purchase of signs. Streets shall be named in accordance with the Bonner County requirements.
14. International Fire Code standards shall be followed. A looped water system will be required for fire hydrants to be located in the following places:
 - a. Within the area of the cul de sac
 - b. The entrance of the west gate
 - c. Within the road/taxi area north of proposed Lot #23

Hydrant fire flow requirements are 1,500 G.P.M. with two-hour flow duration.
15. International Fire Code requirements for structures will be applied during the building permit process.
16. A 60 foot clearance will be maintained on all road/taxi ways.
17. Knox key/access to all entry gates shall be provided to Fire and Police Departments.
18. Sandpoint City Code §10-1-6-C requires “ Street trees shall be planted (at least 1 every 25 feet) in accordance with a city approved plan. All proposed trees shall be from the city's currently approved tree list.” Trees must have a minimum of 1 ½ inch caliper when planted and The Urban Forester shall approve the final tree planting plan. Street trees will be required along Woodland Drive and N. Boyer Avenue.
19. The plat shall stipulate any development on the Lots within this subdivision shall be subject to the City of Sandpoint’s Airport Overlay District and require approval from the FAA.
20. Developer will provide proof of access for Lots 24-30 (as shown on the preliminary plat) before approval of final plat.

6. Motion for Proposed Subdivision Recommendation:

If Approving:

“I move the Sandpoint Planning Commission, after consideration of the criteria and relevant standards of Idaho Code and Sandpoint City Code, recommend the City Council **APPROVE** the request for preliminary subdivision by Pat Feenstra. The proposed 22 Lot Subdivision is located in the Industrial General “IG” Zone and located on the corner of N. Boyer and Woodland Drive. The approval is subject to the conditions as recommended by staff. Based on evidence, records, and testimony, the reasons for approving this request are:

- 1. Staff has followed the notice procedures applicable to Subdivisions contained in *Sandpoint City Code* Title 9, Chapter 9.
- 2. Based on information presented at the hearing and the placement of limitations through conditions, the application is in compliance with the subdivision and zoning requirements in *Sandpoint City Code*.
- 3. The proposed subdivision is consistent with the overall planning goals and objectives outlined in the Comprehensive Plan.

If Denying:

“I move the Sandpoint Planning Commission, after consideration of the criteria and relevant standards of Idaho Code and Sandpoint City Code, recommend the City Council **DENY** the request for preliminary subdivision by Pat Feenstra for a 22 Lot Subdivision in the Industrial General “IG” zone.

Based on evidence, records, and testimony, the reasons for denying this request are:

- 1. Staff has followed the notice procedures applicable to Subdivisions contained in *Sandpoint City Code* Title 9, Chapter 9.
- 2. Based on information presented at the hearing the application is not in compliance with the subdivision and zoning requirements of City Code.
- 3. The proposed subdivision is not consistent with the overall planning goals and objectives outlined in the Comprehensive Plan.