

**SANDPOINT PLANNING COMMISSION MEETING
5:30 P.M. CITY HALL COUNCIL CHAMBERS
MINUTES OF JULY 18, 2017**

COMMISSION MEMBERS PRESENT: Tom Riggs, Yuri Simon, Collin Beggs, Mark Remmetter, Danny Strauss, Cate Huisman,

COMMISSION MEMBERS ABSENT: Tom Russell

STAFF MEMBERS PRESENT: Planning & Community Economic Director Aaron Qualls, City Attorney Scot Campbell, Planner Melissa Bethel (minutes)

Chairman Riggs called the meeting to order at 5:30 p.m.

Matters from the Public: None

Approval of the Consent:

Commissioner Remmetter moved and Commissioner Beggs second to approve the minutes of May 16, 2017. **Motion passes unanimously.**

Public Hearing:

S17-02 Sandpoint Airpark 1st Addition: A request by Pat Feenstra for preliminary subdivision approval to develop 22 Lots on approximately 22.96 acres in the Industrial General "IG" zone. The unplatted property is located at the corner of North Boyer Road and Woodland Drive and described as SENW Less Tax 65 and Plats in Section 10, Township 57 North, Range 2 W.B.M.

Commissioner Beggs stated the applicant is a former client and does not feel it will impact his decision on this application.

Staff presentation:

Qualls read into the record three written comments received after packets were posted. Qualls explained the hearing is for a preliminary subdivision and where the property is located. Qualls explained the subdivision is for 22 lots with private roads. Qualls stated one issue is the developer will need to show access to lots 24-31 which is denoted in condition #20.

Strauss inquired why Flightline Way is not considered access. Qualls explained Flightline Way is common area to Omni Park and there is some discussion on whether the applicant has access. Qualls stated the Planning Commission does not need to determine access to the runway.

Applicant's Presentation:

Scott Dempsey spoke on behalf of the applicant. Dempsey stated originally the concept was higher density, but after talking with the City it was decided larger lots would be better for allowing companies to develop in Sandpoint. Dempsey stated the streets will be private and developed to FAA standards. He stated the stormwater will be developed for the whole development.

Commissioner Huisman inquired about stormwater. Dempsey explained some of the stormwater plan.

Commissioner Beggs inquired if the applicant has reviewed the conditions and has any issues regarding the conditions. Dempsey stated he did address the former Omni POA and recently passed out preliminary drawings to some owners. Dempsey stated he plans to be a good neighbor.

Pat Fenestra the applicant stated his involvement in Quest brought him to Sandpoint. He stated he is a pilot and loves aviation and wants the lots to be a vehicle for capital to come into town. Feenstra stated he knows there is an easement conveyance to the taxi way.

Chairman Riggs opened the public hearing

Public Comment:

In Favor:

Chuck Luetterodt; property and business owner in Omni Park; Mr. Luetterodt read a prepared statement to the Commission addressing concerns regarding snow removal, increased traffic, liability issues and maintenance.

Jim Kaiser; Airports Director; Mr. Kaiser stated the County does not have the money to buy property to develop land for the airport. He stated this development will stimulate the airport economy which in turns stimulates the Sandpoint economy.

Applicant rebuttal: Dempsey stated there is potential for snow to be plowed down both sides of the taxi way and the proposed development will have a snow removal area.

Dempsey discussed parking and object free zones. He stated he expects the new subdivision to be a part of the POA which will see an increase in dues as the POA increases.

Chairman Riggs closed the public hearing

Discussion:

Commissioner Beggs stated the request for preliminary subdivision seems straight forward and is within the goals and policies of the Comprehensive Plan.

Commissioner Huisman agreed with Commissioner Beggs but wondered if there is any conditions the City would want to add that would prevent the development from failing.

The other Commissioners agreed with Commissioner Beggs statement.

Motion:

Commissioner Beggs move and Commissioner Simon second 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.

Subject to the following 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 24-31 (as shown on the preliminary plat) before approval of final plat.

Motion passes unanimously.

Matters from Staff:

Qualls stated city staff is working on a final time line for the U of I property joint meeting.

Qualls updated the Commission on the Hearings for tourist homes and ADU that go before the City Council tomorrow night.

Commissioner Strauss stated he went through the proposed changes for the Tourist Home Ordinance and believes some of the proposed changes are significant enough they should go back to the Planning Commission for discussion.

ADJOURNMENT: The meeting adjourned at 6:30 p.m.