



## PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE MEETING AGENDA

April 09, 2026 at 11:30 AM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

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### Call to Order

### Roll Call

### Meeting Minutes Approval

1. Approval of Minutes from the Committee's March 12, 2026, Meeting - **action Item**

### Old/Unfinished Business

2. Update of Downtown Streets Revitalization Phase 3 Advisory Committee - Radley Peterson
3. North Boyer Rectangular Rapid Flashing Beacon - Relocation - Holly Ellis - **action item**
4. Discussion: Work Team Reports
5. General Updates from Staff - Erik Brubaker - Holly Ellis

### New Business

6. Bikeways Presentation - Erik Brubaker

### Committee Roundtable

### Adjourn

### Public Participation Options and Information

Before the meeting, comment in writing: Email [cityclerk@sandpointidaho.gov](mailto:cityclerk@sandpointidaho.gov) or deliver to City Hall.  
Attend in person: See above for meeting location. Seating available on first-come, first-served basis.  
Attend remotely: Register at <https://www.sandpointidaho.gov/meetings>  
After the meeting, view the recording on YouTube: <https://www.youtube.com/c/CityofSandpoint>  
For questions or requests for special accommodation: At least 48 hours prior to the meeting, send a message to the email address above or call (208) 263-3310.



## PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE MEETING MINUTES

March 12, 2026 at 11:30 AM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

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### Call to Order

Vice Chair Erin Billings called the meeting of the Sandpoint Pedestrian and Bicycle Advisory Committee to order at 11:30 a.m. on Thursday, March 12, 2026, in Council chambers at City Hall, 1123 W. Lake Street, Sandpoint, Idaho.

### Roll Call

#### PRESENT

Cate Huisman, Chair (*remote*)  
Molly O'Reilly (*remote*)  
Erin Billings  
Julie Perchynski  
Sally Lankamer  
Jennifer Heller (*arrived at 12:24 p.m.*)  
Katie Stepleton

#### ABSENT

Radley Peterson

Also present were staff liaison Associate Planner Erik Brubaker, Project Manager Erik Bush, Public Works Director Holly Ellis, Council liaison Kyle Schreiber and Community Planning & Development Administrative Assistant Mandy Brown serving as board clerk.

### Meeting Minutes Approval

1. Committee member O'Reilly made a motion to approve the Committee's February 12, 2026, meeting minutes with an amendment to include the members of the Bicycle/Wheels working group and clarify a sentence in the Work Team Reports.

Motion made by O'Reilly, Seconded by Lankamer.

Voting Yea: Huisman, O'Reilly, Billings, Perchynski, Lankamer, Stepleton

### Old/Unfinished Business

2. Update of Downtown Streets Revitalization Phase 3 Advisory Committee

Mr. Peterson was absent from the meeting. This agenda item was combined with item #3.

3. Discussion: Downtown Streets Phase 3

Public Works Director Holly Ellis introduced Project Manager Erik Bush, and both gave updates on the Downtown Revitalization Phase 3 Project. Committee Members gave their opinions on the proposed designs for the sidewalks and pedestrian/bicycle paths.

Vice Chair Billings then allowed for public comment on this agenda item.

4. Discussion: Work Team Reports

Committee Members Lankamer and Stepleton provided an update on the Wheels Work Team focusing on the pedestrian priority network and priority streets that the Committee

could have an impact on in the future. Mr. Schreiber also provided input on future projects.

5. General Updates from Staff

Mr. Brubaker provided updates on the Tribute Multi-family Project and stated that the applicant withdrew their application for the time being. There was also an update shared on the potential downtown zoning changes.

**New Business**

6. Bikeways Presentation

Mr. Brubaker stated he would like to table this discussion until the next meeting to allow for time during the Committee Roundtable.

**Committee Roundtable Discussion**

The Committee discussed bike racks, bike routes, and road crossings. Mr. Schreiber made the Committee aware of the next Strategic Planning Workshop with City Council.

**Adjourn**

The meeting was adjourned at 1:01 p.m.

I presided over this meeting and can confirm that these minutes, prepared by the board clerk, were approved by the Committee during their meeting on \_\_\_\_\_, 2026.

\_\_\_\_\_  
Cate Huisman, Board Chair

\_\_\_\_\_  
Attest: Mandy Brown, Board Clerk



City of Sandpoint  
Downtown Revitalization Phase 3  
March 2026 Open House  
Summary Report

### **Overview of Public Meeting**

On Tuesday, March 24, 2026, the City of Sandpoint, in coordination with J-U-B ENGINEERS, Inc., and Welch Commer held a public meeting to present information on the effort of the City's 3<sup>rd</sup> Phase of their Downtown Revitalization Project. The Langdon Group, a J-U-B ENGINEERS, Inc. subsidiary company specializing in public involvement and facilitation, was contracted to assist in the planning and facilitation of the public meeting. Fliers were posted around town, shared via the city's social media page, an advertisement was sent to the Daily Bee (Exhibit A)

The information was presented in a drop-in style public meeting, held from 4:00 – 7:00 pm held at the Sandpoint Community Hall. Upon arrival attendees were greeted by a team member and encouraged to sign in, they were then given a brief explanation of the information being shared during the open house. Additionally, attendees were directed to take a comment card to record their feedback. During this time, they were able to review project boards (Exhibit B), look at a map of the project site and talk through potential design elements with a project engineer, ask questions, participate in two dot voting activities, a penny jar voting activity, and provide feedback to the project team.

The dot voting activities asked the public to balance their priorities and vote on a style that think fits the downtown best. The penny dot voting activity asked participants to place marbles in the jars that represented items that were most important to their downtown.

In total, about 51 members of the public attended the open house. Attendees shared they heard about the open house through the Daily Bee, social media posts, and word of mouth through neighbors. 7 comment cards were turned in during the open house (Exhibit C). Participants were encouraged to take a comment card and then later drop it off at the city or send an email to the project team with their questions, feedback, or concerns.

## **Balancing Priorities- Voting Results**

Participants were asked to place their dot in the space of which user they thought should be prioritized. They were then asked to place a second dot in the space of which elements they thought should be prioritized

The following is a summary of comments heard and the result of the dot voting activity

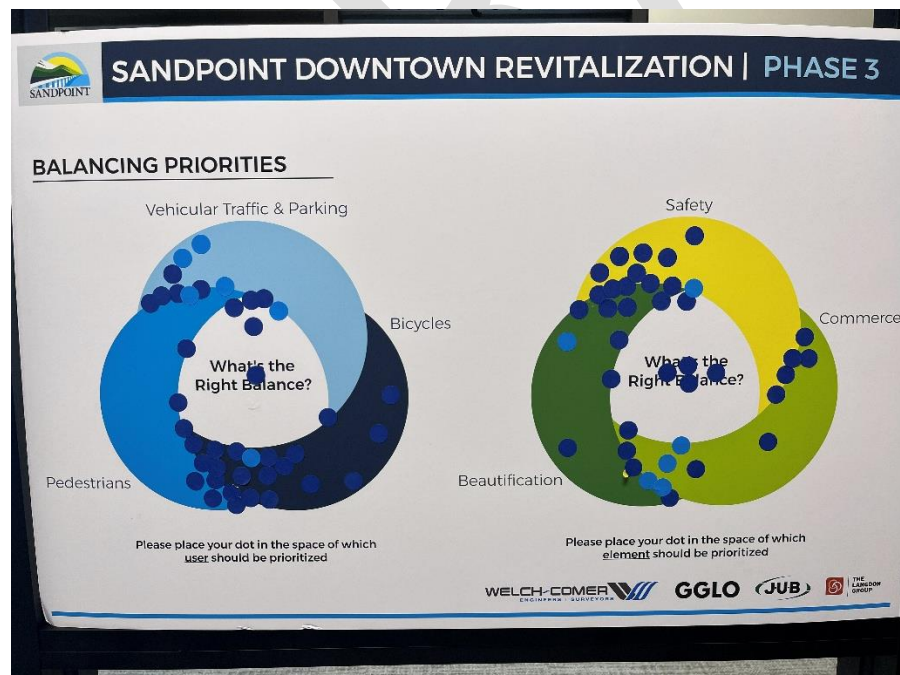
### Users:

- Most participants felt that pedestrians are the top priority downtown.
- Participants also recognized the continued importance of vehicle access and parking, particularly for those who cannot easily walk downtown.
- Bicycles were viewed as important for access to downtown, with the expectation that cyclists would transition to walking once they arrive.
- It is important for cars and bikes to get downtown, and it is important for pedestrians to have safe access once downtown.

### Elements:

- There was strong consensus that commerce, safety, and beautification are all important and interconnected.
- Some felt downtown is already relatively safe, so safety may not need to be emphasized as a standalone priority.
- Commerce was seen as essential to a successful downtown, though not at the expense of safety or overall experience.

### Dot Voting Results



### **What Should Downtown Sandpoint Look Like? – Voting Results**

Participants were asked to place a sticky dot on the style that they thought best fits Downtown Sandpoint.

Early feedback noted that the photo of the existing downtown appeared less favorable compared to the example images (darker, zoomed out, less polished). It was clarified that the existing photo was included for reference only, and participants were being asked to select a preferred direction for Phase 3 from the other options.

The following is a summary of comments heard and the result of the dot voting activity

- One participant noted that the “rustic” option did not fully reflect what they think of rustic character, though several people responded positively to the weathered steel elements.
- Several people commented that the modern small city options felt too much like Spokane, but many people still favored it.
- Many participants were split between the more modern “small city” aesthetic and the rustic direction. There may be an opportunity to blend elements of both into a cohesive approach.
- Some participants asked how any new direction for Phase 3 would be integrated with Phases 1 and 2 to maintain overall consistency.
- There were also comments about long-term maintenance, particularly regarding wood materials, with interest in exploring more durable, low-maintenance alternatives that achieve a similar look.

#### Dot Voting Results

- Natural Rustic- 19
- Small Town Vibrant- 15
- Elevated Traditional – 7

**SANDPOINT DOWNTOWN REVITALIZATION | PHASE 3**

**WHAT SHOULD DOWNTOWN SANDPOINT LOOK LIKE?**

CURRENT DOWNTOWN

NATURAL RUSTIC

SMALL TOWN VIBRANT

ELEVATED TRADITIONAL

Place a sticky dot on the style that you think best fits Downtown Sandpoint.

WELCH-COMER WELCH-COMER ARCHITECTS & INTERIORS GGLO (JUB) THE SANDPOINT GROUP

**Penny Jar Voting Activity – Results**

Participants were asked to place their coins in the jars to show which items are most important to them for downtown. They could put all their pennies in one jar or spread them across several to reflect their priorities.

- Bike Racks - 17
- Picnic Areas - 10
- Benches - 14
- Flowers - 19
- Street Lighting - 21
- Street Trees - 34
- Café Seating - 16

DRAFT

**Summary of Public Comments Heard**

The following is a summary of the conversations had during the public meeting.

- A local business owner shared that this was the most effective open house he had attended and expressed a desire to see greater participation from other business owners.
- Overall, participants appeared to appreciate the interactive format and the opportunity to provide input.

DRAFT

## **Comment Cards Received During Open House**

Comment cards were scanned and then transcribed.

- Voiced concerns about traffic flow during construction with a slow slow year downtown due to economy and mild winters. Construction timing for this fall will be extremely difficult for downtown businesses that are easily down in sales 30-40%. Some have closed already. I don't know enough of speed bump design but in general, most are not a fan and how does it impact snow and ice removal?  
Concerned, we are this close to project and there isn't a detour plan in place so businesses can prepare.  
Appreciate Jason's team taking time to thoroughly share vision/ plan and answer questions.
- I am very happy about the expanded sidewalk and safety measure. I'm super excited for the future roundabout coming into town to slow down traffic and safety for any walking and biking into town.  
I'd love to see the empty lots on 1<sup>st</sup> finally set developed and \_\_\_\_\_ of the back streets behind 1<sup>st</sup>. There is so much opportunity to have a vibrant town but still a lot of unused storefronts/too many real estate offices. Fastening the connection from 1<sup>st</sup> to city beach and 2<sup>nd</sup> and eventually connecting is more to \_\_\_\_\_ would be what I envision while maintaining the historic feel. It would be amazing to have a historic preservation district in fourth Sandpoint to save the original homes and educate the public on how to preserve them before they are torn down as more people discover Sandpoint.
- I would like to see the roundabout on 1<sup>st</sup> and Superior. Please no traffic light but a roundabout instead with a welcoming Sandpoint inspired Soul plane.
- South Pine 60' – Can bike lanes be printed? Curbed bike lane can get damaged in winter with snow removal. Shared ped/bike have their own issues a well  
Both phases make sure to maintain good visual corridors at any intersection, trees, signage and even. Many on our existing intersection have poor visual corridors and you have to enter traffic to see around parked cars.
- I would continue with the same esthetic used in Phase 1 & 2. Changing it up would be incohesive.  
I would explore acquiring and repurposing the parking lots south of Bridge St. Swoop the walking/biking lanes alongside the buildings and provide on-street parallel parking adjacent to First Ave.  
Love the proposed roundabout at Superior.

- My thought pertains to the parking directly across from Bridge Street.  
Two parallel spots are in the design, essentially blocking those businesses – the only ones with a potential for a view to the lake/from Bridge Street – from having that view.  
Given that those are the only two spots that are preventing that potential view. I would prioritize moving those spots to create a view for restaurants down Bridge Street instead at the side of a car.
- I like the roundabout at Superior and 1st - this will be much safer.

DRAFT



## AGENDA REPORT

### City Council Meeting

**TODAY'S DATE:** March 25, 2026

**MEETING DATE:** April 1, 2026

**TO:** MAYOR AND CITY COUNCIL

**FROM:** Erik Bush PLA, Project Manager, City Forester

**SUBJECT:** Downtown Revitalization Phase 3 – Basis of Design

#### BACKGROUND:

On December 5, 2012, City Council adopted the Downtown Streets Plan and Design Guide, envisioning Downtown Sandpoint as the “Hub of the Inland Northwest”—a vibrant and welcoming destination for dining, entertainment, shopping, art, and recreation, fostering a strong sense of community throughout the year. The effort to revitalize Downtown Sandpoint began in the early 2000s, with significant contributions from business owners, property owners, community members, consultants, and City representatives working collaboratively to plan, design, secure funding, and implement improvements.

On May 5, 2021, City Council adopted the Multimodal Transportation Plan (MTMP), which refined the concept for completing the third/final phase of the SURA-funded Downtown Revitalization Project. This phase involves a full reconstruction of First Avenue from Church Street to at least Lake Street, as well as short-term improvements identified in the MTMP at Bridge Street and First Avenue.

On November 15, 2023, City Council adopted an additional report recommending improvements to First Avenue to support new development. These improvements include specialty paving, planting beds, street trees, street furnishings, wayfinding, and signage. A new intersection configuration at Bridge Street and First Avenue is also planned to improve pedestrian safety and improve traffic flow. South of Bridge Street, the plan incorporates expanded sidewalks to accommodate a multi-use pathway and angled parking. The Report also envisions a traffic circle at First and Superior, under a phase 4 improvement.

Phases 1 and 2, completed between 2018 and 2021, improved Cedar Street (from Fifth Avenue to First Avenue) and First Avenue (from Cedar Street to Church Street). These improvements, funded by the Sandpoint Urban Renewal Agency (SURA), provided upgraded pedestrian sidewalks, reconstructed roadway, improved stormwater management, improved lighting, tree planting, and enhanced public spaces.

The Professional Services agreement for the design of the Downtown Revitalization Phase 3 project (Resolution 25-048) was executed on December 3, 2025. This phase will align with the Downtown Streets Plan and Design Guide, the Multimodal Transportation Master Plan, and the Comprehensive Plan. The key objectives of this revitalization effort are to enhance downtown connectivity, improve multimodal infrastructure, and support economic growth.

Phase 3 will extend the improvements along First Avenue from Church Street to approximately Lake Street, including portions of Bridge Street. The project scope includes:

- Road reconstruction
- Wider sidewalks to improve pedestrian accessibility.

- Street furniture and landscaping to enhance public spaces and aesthetics.
- Parking upgrades to improve downtown functionality and access.
- Bioretention cells for stormwater treatment before discharge into Sand Creek.
- Incorporation of public art installations to enhance Sandpoint's cultural identity.

On February 18, 2026, the project team presented initial concepts to City Council for discussion. On March 2, 2026, the Technical Advisory Group (TAG), an ad hoc group established for this project, convened for its first meeting. The project was subsequently presented to the Pedestrian and Bicycle Commission. A public open house was held on March 24, 2026 to gather community input.

#### **DESCRIPTION:**

Welch Comer prepared conceptual roadway sections and intersection improvement concepts, which were presented at the February 18 City Council meeting. These concepts illustrate how limited corridor space can be allocated to reflect community priorities and balance the needs of pedestrians, bicyclists, vehicles, gathering spaces, trees, stormwater infrastructure, and café space.

The concepts were subsequently presented at the first Technical Advisory Group (TAG) meeting on March 2. Feedback from TAG informed refinements to the concepts, which were then presented to the Pedestrian and Bicycle Advisory Committee on March 12 for confirmation prior to being shared with the public at the open house on March 24.

Feedback from the TAG meeting is included in Attachment 2. Public input and conceptual drawings are available on the [Downtown Phase 3 Project webpage](#). At the Pedestrian and Bicycle Advisory Committee meeting, an informal (no committee action) poll was conducted to understand member preferences for allocating space among users. There was general agreement that the east side of First Avenue is the preferred location for a bicycle facility. While a dedicated facility is desired, given space constraints, the committee generally supported a well-designed multi-use path (on the east side) as the preferred approach.

The purpose of presenting these design alternatives was to gather input on preferred space allocation within the Phase 3 project area, including the Bridge Street and First Avenue intersection, for vehicles and parking, bicyclists, pedestrians, commerce, safety, and streetscape elements.

Based on this input, Welch Comer's Basis of Design Memo (Attachment 1) provides a recommended direction to advance the project to 30% design.

**STAFF RECOMMENDATION:** Recommend approving Basis of Design memo for the phase 3 project and proceeding to 30% design.

**WILL THERE BE ANY FINANCIAL IMPACT? YES HAS THIS ITEM BEEN BUDGETED? YES;  
within FY26 budget.**

#### **ATTACHMENTS:**

1. Basis of Design Memo
2. Technical Advisory Group Meeting Minutes March 2, 2026
3. Link to the [Project Page](#).

#### **ACTION:**

Recommend approving Basis of Design memo for the phase 3 project and proceeding to 30% design.