



PLANNING AND ZONING COMMISSION MEETING AGENDA

December 02, 2025 at 5:30 PM

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

Call to Order, Roll Call and Pledge of Allegiance

Announcements

Consent Calendar

- 1.** Approval of Minutes from the Commission's November 18, 2025, Meeting - **action item**
- 2.** Written Decision and Reasoned Statement - Chosen Motors PCUP25-0002 - **action item**

Matters from the Public - General Comments

Public Hearing - none

Old/Unfinished Business

- 3.** Lot Coverage and Lot Size Code Amendments in RM & RS - update for PZ Commission

New Business - none

Matters from City Staff

Commissioner Roundtable

Adjourn

Public Participation Notice

Before the meeting, comment in writing: Email 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.



PLANNING AND ZONING COMMISSION MEETING MINUTES
November 18, 2025 at 5:30 PM
Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

Call to Order, Roll Call and Pledge of Allegiance

Vice Chairman Wayne Benner called the regular meeting of the Sandpoint Planning and Zoning Commission to order at 5:30 p.m. on Tuesday, November 18, 2025, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

PRESENT

Commissioner Wayne Benner, Vice Chair
 Commissioner Reid Weber
 Commissioner William Mitchell
 Commissioner Ivan Rimar

ABSENT

Commissioner Mose Dunkel, Chair
 Commissioner Grant Simmons
 Commissioner Scott Torpie

Commissioner Benner led all present in the Pledge of Allegiance.

There were no other general announcements or reports from the Commissioners.

Consent Calendar

There were no questions regarding the Consent Calendar and no items removed, and it was **approved** as presented by unanimous vote of the Commissioners present.

Motion made by Commissioner Rimar, Seconded by Commissioner Mitchell

Voting Yea: Commissioner Benner, Commissioner Mitchell, Commissioner Rimar,
 Commissioner Weber

1. The minutes from the Commission's November 4, 2025, meeting were approved as presented.

Matters from the Public/General Public Comments

Vice Chairman Benner recited the rules and procedure for general public comment, followed by an opportunity for comments from the public regarding items on the agenda not related to a public hearing and other topics relevant to the business of the City of Sandpoint. Information only; no Commission action.

Public Hearings

2. Public Hearing/Decision: Conditional Use Permit (PCUP25-0002) – Chosen Motors

Vice Chair Benner announced that the next item on the agenda was a public hearing and request for a decision and recited the order and procedure for the public hearing.

City Planner Bill Dean provided a staff presentation and fielded questions from Commissioners. The applicant Craig Leoni also presented and fielded questions from Commissioners.

Following the presentation, Commissioner Benner recited instructions for the public hearing, reminding all in attendance of the City's rules of civility and meeting decorum and providing for up to three (3) minutes of testimony from each speaker, with the option for those in the room to donate their time to another speaker in the room, for a total of up to six (6) minutes for a speaker who received gifted time.

The Vice Chairman then **opened the public hearing**.

There was no public testimony.

With confirmation that all who wished to speak had the opportunity to do so, Commissioner Benner **closed the public hearing**.

Following closure of the public hearing, the Commissioners had no further questions.

Commissioner Mitchell then made a motion to accept the CUP with the conditions provided.

Commissioner Benner seconded the motion, and Commissioners voted as follows:

Voting Yea: Commissioner Benner, Commissioner Weber, Commissioner Mitchell, Commissioner Rimar

Motion passed.

3. Public Hearing/ Recommendation Decision: Amendment to Sandpoint City Code Title 3 Chapter 12 Short Term Rental of Dwelling Units

Vice Chairman announced that the next item on the agenda was a public hearing and request for a recommendation decision and recited the order and procedure for the public hearing.

Director Jason Welker provided a staff presentation and fielded questions from Commissioners.

Following the presentation, Vice Chair Benner recited instructions for the public hearing, reminding all in attendance of the City's rules of civility and meeting decorum and providing for up to three (3) minutes of testimony from each speaker, with the option for those in the room to donate their time to another speaker in the room, for a total of up to six (6) minutes for a speaker who received gifted time.

The Vice Chairman then **opened the public hearing**, with Sandpoint resident and non-residents alike providing comments.

With confirmation that all who wished to speak had the opportunity to do so, Vice Chair Benner **closed the public hearing**.

Following closure of the public hearing, the Commissioners asked further questions of city staff.

Commissioner Rimar made a motion to continue the public hearing on December 16, 2025 to allow time for additional review of occupancy and parking standards, and preservation of neighborhood character.

Commissioner Weber seconded the motion, and Commissioners voted as follows:

Voting Yea: Commissioner Benner, Commissioner Weber, Commissioner Rimar

Voting No: Commissioner Mitchell

Motion passed.

Old Business

4. Finally on the agenda was a continuation on the discussion of Amendments to Sandpoint City Code Title 9-1-3 "Definitions," 9-4-1-3 "Residential Single Family Development Standards" and 9-4-2-3 "Residential Multifamily Development Standards," 9-4-4 "Rural Residential 1," and 9-4-5.

Director Jason Welker and presented and fielded further questions from Commissioners along with input from City Planner Bill Dean.

New Business – none

Commissioner Roundtable

There were no topics for discussion during commissioner roundtable.

Adjourn

With no further business before the Commission, the meeting was adjourned at 8:13 p.m.

I presided over this meeting and can confirm that the foregoing minutes, prepared by the Board Clerk, were approved by the Commission during their meeting held _____, 2025.

Wayne Benner, Vice Chair

Attest: Mandy Brown, Board Clerk

**CITY OF SANDPOINT
NOTICE OF DECISION
PCUP25-0002 – Chosen Motors**

Applicant: Craig Leoni - Chosen Motors, LLC

Location: 1213 Highway 2, Sandpoint, Idaho

Zone: Commercial C

Public Hearing Date: November 18, 2025

Meeting Type: Regular Planning and Zoning Commission Meeting – Public Hearing, Deliberation, and Decision

Summary of Decision

On November 18, 2025, the Sandpoint Planning and Zoning Commission held a duly noticed public hearing to consider a Conditional Use Permit for a Vehicle Sales lot on a property located at 1213 US-2. The site contains a vacant commercial structure that was most recently used for a Real Estate Sales office. The Planning Commission considered the staff report, applicant presentation, and responses to questions. The discussion and deliberation centered on access to the property from Highway 2 where Commissioners were interested in the wide shared approach to the subject property and adjacent lot. No special conditions were placed on the project related to access and staff verified that the project had been routed to both the Idaho Transportation Department and the Independent Highway District, neither of which responded with specific concerns or special conditions. Commissioners inquired about where the approximately eighteen (18) square feet of landscaping would be located and staff responded that the landscaping would be located close the existing building on site and not closer to the highway. The applicant shared that while the site may accommodate up to twelve (12) vehicles, his typical inventory rarely exceeds seven (7) vehicles. No adjoining property owners, or any commentors whether in favor or opposed submitted comments or provided testimony at the hearing, aside from the owner/applicant who answered questions about his business operation and interest in serving the community with his business.

Following deliberation, the Planning and Zoning Commission voted to approve the conditional use permit with conditions, finding pursuant to Sandpoint City Code §9-9-1 et seq., that the application is consistent with Sandpoint City Code provisions, and is consistent with the City's Comprehensive Plan. In motioning to approve the project, the Commissioners made verbal reference to the findings contained in the staff report, and the conditions of approval, summarized below.

Findings

1. **Compliance with Zoning** – The proposed land use is located within the Commercial C (CC) zone and complies with applicable standards. The application establishes motor vehicle sales of less than 12 pursuant to SCC 9-2-1-3.
2. **Consistency with Comprehensive Plan** – The proposal is consistent with the 2024 Comp Plan future land use designation is Mixed Use Corridor; and the proposal is consistent with economic development goals.
3. **Public Hearing & Notice** – Public notice was provided in compliance with Idaho Code and Sandpoint City Code requirements.

Conditions of Approval

The following conditions were included in the P&Z approval to ensure compliance with the nine(9) CUP criteria and to address issues as noted in the staff report:

1. Pursuant to §9-9-6-7 of Sandpoint City Code, once a CUP is approved, work shall commence within one (1) year following the date of approval and shall be diligently pursued or said approval and permit shall be rendered null, void and of no right or recourse.
2. Prior to commencing the land use, applicant shall submit to the City a revised site plan demonstrating the removal of the westernmost parking space.
3. Prior to commencing the land use, applicant shall restripe parking spaces to city standard per site plan less the westernmost space as addressed in condition 2.
4. Prior to commencing the land use, Applicant shall remove privacy slats and paint chain link black per application, prior to display of inventory.
5. Any future parking lot lighting and/or building lighting shall comply with SCC§9-5-8 and SCC§8-4 or as amended.
6. Prior to commencing the land use, applicant shall submit to the City an amended site plan showing at least 18 square feet of planting, landscaping, flower bed, raised bed or similar; to the satisfaction of the Community Planning and Development Director.

Effective Date of the Conditional Use Permit: This permit is effective upon adoption by Sandpoint Planning and Zoning Commission and remains valid subject to applicable expiration provisions of Sandpoint City Code.

Approved by:

Mode Dunkle, Chair
City of Sandpoint Planning and Zoning Commission

Attest:

Mandy Brown, Administrative Assistant

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Approved by:

Mode Dunkle, Chair
City of Sandpoint Planning and Zoning Commission

Attest:

Mandy Brown, Administrative Assistant