



PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE MEETING AGENDA

April 10, 2025 at 11:30 AM

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

Call to Order

Roll Call

Meeting Minutes Approval

1. Approval of Minutes from the Committee's March 13, 2025, Meeting - **action item**

Public Comments

Old/Unfinished Business

2. Selection of Presiding Officer when Committee Chair and Vice Chair are unavailable to attend in person

New Business

3. Introduction of New Committee Clerk, Samantha Branscome
4. Events Subcommittee Report
5. Intersection Subcommittee Report
6. MTMP Subcommittee Report
7. Development Review Subcommittee Report
8. Staff Presentation: Division Ave Corridor Improvements, Phase II
9. Discuss the *Great Northern Commerce Park* Subdivision Preliminary Plat

General Announcements/Comments

Adjourn

Public Participation Options and Information

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. Chambers overflow areas offer live meeting audio/video.

Attend remotely: Register at <https://www.sandpointidaho.gov/your-government/meetings>.

After the meeting, view the recording on YouTube: <https://www.youtube.com/c/CityofSandpoint>.

Contact the City Clerk with questions or requests for special accommodation: Email address above or call (208) 263-3310. Assisted listening devices available in chambers for use during public meetings.



PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE MEETING MINUTES

March 13, 2025 at 11:30 AM

White Pine Conference Room, City Hall Second Floor - 1123 W. Lake St. Sandpoint, Idaho

Call to Order

Chair Cate Huisman called the meeting of the Sandpoint Pedestrian and Bicycle Advisory Committee to order at 11:30 a.m. on Thursday, March 13, 2025, in Council chambers at City Hall, 1123 W. Lake Street, Sandpoint, Idaho.

Roll Call

PRESENT

Cate Huisman, Chair
 Jennifer Heller
 Evan Lewis
 Radley Peterson
 Reid Weber
 Erin Billings

ABSENT

Molly O'Reilly, Vice Chair
 Julie Perchynski

City Engineer Brandon Staglund, staff liaison to the Committee, City Council liaison Deb Ruehle, Board clerk Heather Faircloth, Deputy City Clerk Hayley Keys, and Mayor Jeremy Grimm were also in attendance.

Chair Huisman advised that any public comment during the meeting would need to adhere to the City's rules of civility and meeting decorum and that those speaking would have up to three minutes for their comments.

Meeting Minutes Approval

1. The minutes from the Committee's February 13, 2025, meeting were approved as presented. Motion made by Evan Lewis, seconded by Reid Weber. All Committee members present voted in favor.

Old/Unfinished Business

2. Selection of Presiding Officer when Committee Chair and Vice Chair are unavailable to attend in person.
 Following a brief explanation, this item was continued to the next Committee Meeting when Mr. Staglund will provide more information on this topic.

New Business

3. Staff Presentation: Daher #1 Subdivision Preliminary Plat

Mr. Staglund provided a presentation on the Daher #1 Subdivision Preliminary Plat. Information was shared on the previous Great Northern Road Project that will not be pursued, resulting in this project/plan option. Committee members shared their thoughts on both projects and how they affected pedestrian and public sidewalk possibilities.

4. Development Review Subcommittee Report/Presentation

Subcommittee members Erin Billings and Jennifer Heller summarized the subcommittee's recent meeting and shared the subcommittee's frustration with the current methods of information gathering on current projects through the City's website. Mayor Grimm touched on the current process and shared that it is being reviewed by City Engineer Brandon Staglund and City Planner Bill Deal for improvements. The Development Review Subcommittee will wait for a project to be brought to them before they schedule their next meeting.

5. Intersection Subcommittee Report and Proposed Recommendation on Construction of Curb Ramps

Jennifer Heller presented on the subcommittee's discussion on City's inconsistent curb ramp directions and widths. Mr. Staglund and Mayor Grimm shared knowledge on how to properly measure curb ratios and studies on curb ratio impact on traffic turns. Due to Vice Chair Molly O'Reilly's absence, the topic of curb ratios is being continued to the Committee's next scheduled meeting. The committee discussed intersections that are shared with the State of Idaho and the protocol for making suggestions for said intersections. Mr. Staglund and Mayor Grimm reminded Committee members that, as private citizens, they can contact other agencies regarding their concerns, but, as Committee members, they cannot contact other agencies under the pretense of being direct representatives of the City. *No action was taken on this item.*

6. Other Subcommittee Reports

Reid Weber summarized the information from the Multimodal Transportation Master Plan subcommittee meeting notes. The subcommittee has decided to focus on the Downtown Phase 3 project and has come up with a plan to compose a list of recommendations to bring to the full Committee for possible recommendation to City Council.

Chair Cate Huisman presented an update from the Events Subcommittee, noting that a speaker from Pend Oreille Pedalers will be attending the next Subcommittee meeting to speak on their upcoming "Bike to Work" event.

7. Staff Presentation: Fourth Avenue Sidewalk Project

Mr. Staglund presented the Fourth Avenue Sidewalk Project and suggested that committee members walk the area that the City has identified for this project so they can provide their thoughts and recommendations.

8. Staff Presentation: Phase 3 Downtown Revitalization Project

Mr. Staglund presented on the Phase 3 Downtown Revitalization Project, and Mayor Grimm shared the project timeline, noting that funding will come from Urban Renewal monies. The Committee discussed the streets affected by this project, and it was suggested that Committee members walk said streets and compose their thoughts and suggestions.

General Announcements/Comments

Chair Huisman offered members of the public an opportunity to speak during the Committee's General Announcements and Comments portion of the meeting. Information only; no Committee action.

Adjourn

The meeting was adjourned at 12:54 pm.

I presided over this meeting and can confirm that these minutes were approved by the Committee during their meeting on _____, 2025.

Cate Huisman, Chair

Attest: Samantha Branscome, Board Clerk

Intersection Subcommittee**Requests to be made at April 10 meeting of the full Ped-Bike Advisory Committee**

Hwy 2 speed limit is supposed to be 25 mph, but it is incorrectly posted as 35 mph. No response from ITD. Next steps?

Request full committee feedback on our proposed suggestions for city re Hwy 2 X Boyer Ave.:

Short term:

- Repaint crosswalk on Hwy 2 between Smokesmith and Dub's
- Post a "Watch for Pedestrians" sign southbound (like the one that is posted northbound)
- Provide orange flags for pedestrians (like the ones on 5th Ave.)

Long term:

- Move the crosswalk between Smokesmith and Dub's to the corner (even though the distance is longer; this will be safer because pedestrians will be more visible, and vehicles will not have accelerated as much as they have by the time they reach the crosswalk where it is now)
- Provide a light that pedestrians could activate when they enter the crosswalk
- Consider 7-second lead time for pedestrian crossing light
- Consider in-pavement lighting
- Consider mid-street pedestals like the ones on 5th (in summer)

Inquire how to present suggestions to city

Notes MTMP subcommittee 3/27/2025

Present: Radley, Reid, Molly, Evan

Not Present: Deb

Notes: Evan

Broad Priorities for Phase 3 of MTMP:

- Need to accommodate for safe bike and foot traffic in all directions at intersections
- Test temporary solutions to better accommodate bicycles and pedestrians if possible before committing resources to a final implementation
- Create dedicated bicycling lanes downtown both directions
- Strive to create barriers between bicycling and cars
- Focus on high ROI enhancements such as lane painting
- Tie into existing Oak St bicycling route to help steer downtown biking routes
- Consider roundabout at 1st and Superior, single lane with flashing beacons activated for pedestrian crossing on North, East and West side
- Create, separate dedicated lanes for each mode of transport whenever possible
- Strive for tight / 8ft radii consistently (consistent with intersection committee)
- Consider speed reduction engineering throughout downtown year-round or during “peak” season / summer, i.e., temp speed bumps
- Connect existing trails / sidewalks / bike paths to link non-car access between the Long Bridge, City Beach and Sand Creek trail

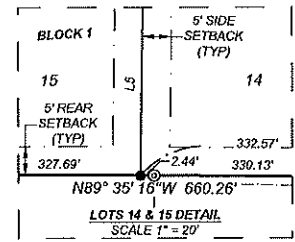
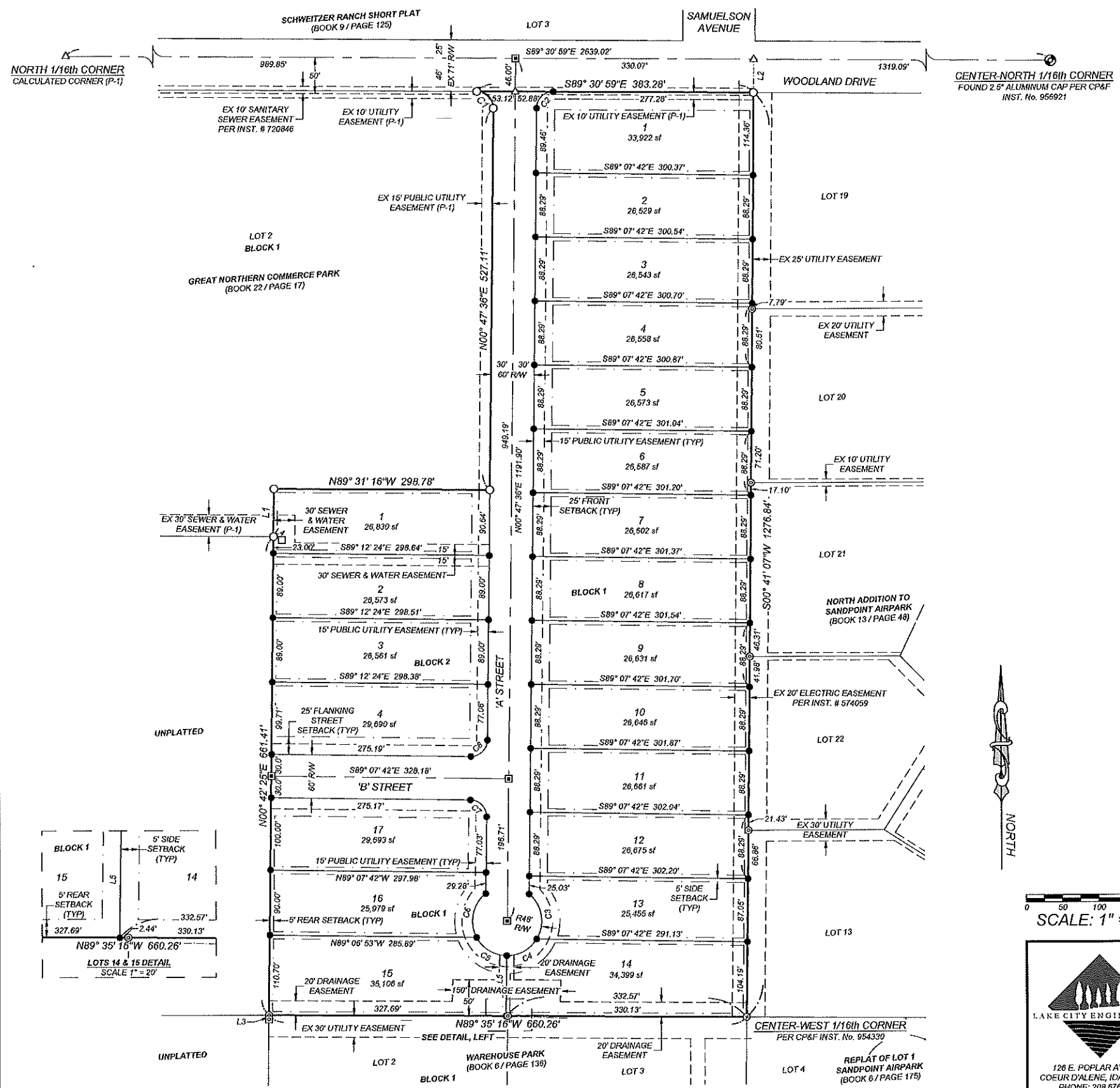
Next Steps

- Share notes with Ped & Bike Committee for discussion
- Post-discussion, share summary with city council for review
- After the council has chance to review, considering sharing specific recommendations
- Continue meeting the last Thurs of each month at 12 Noon at City Hall; we can cancel the meeting if there isn't an agenda for an upcoming meeting; potential next meeting on April 24th
- Submit final notes from sub-committee meeting by Weds April 2nd at 5pm

GREAT NORTHERN COMMERCE PARK FIRST ADDITION

PRELIMINARY PLAT

A REPLAT OF LOT 1, BLOCK 1 OF THE PLAT OF GREAT NORTHERN COMMERCE PARK LYING IN THE NORTHWEST QUARTER OF SECTION 10, TOWNSHIP 57 NORTH, RANGE 2 WEST, BOISE MERIDIAN, CITY OF SANDPOINT, BONNER COUNTY, IDAHO



BASIS OF BEARING

THE BASIS OF BEARING FOR THIS SURVEY IS S89°30'59"E, SHOWN HEREON AND ON (P-1) AS THE CENTER LINE OF WOODLAND DRIVE, FROM THE NORTH SIXTEENTH CORNER TO THE CENTER-NORTH SIXTEENTH CORNER AS MEASURED.

REFERENCE DOCUMENTS

- (P-1) PLAT OF GREAT NORTHERN COMMERCE PARK PREPARED BY TRUE LINE SURVEYING AND FILED AT BOOK 22 OF PLATS, PAGE 77, INSTRUMENT No. 1042097, RECORDS OF BONNER COUNTY, IDAHO.
- (P-2) SHORT PLAT OF WAREHOUSE PARK PREPARED BY TRUE NORTH, INC. AND FILED AT BOOK 6 OF PLATS, PAGE 135, INSTRUMENT No. 582795, RECORDS OF BONNER COUNTY, IDAHO.
- (P-3) PLAT OF TIMELINE ESTATES PREPARED BY TUCKER, BROWN & VERMEER, LLC AND FILED AT BOOK 9 OF PLATS, PAGE 63, INSTRUMENT No. 745806, RECORDS OF BONNER COUNTY, IDAHO.
- (P-4) SHORT PLAT OF SCHWEITZER RANCH 2ND ADDITION PREPARED BY PREPARED BY ADVANCED TECHNOLOGY SURVEYING & ENGINEERING AND FILED AT BOOK 10 OF PLATS, PAGE 105, INSTRUMENT No. 818096, RECORDS OF BONNER COUNTY, IDAHO.
- (P-5) PLAT OF NORTH ADDITION TO SANDPOINT AIRPARK PREPARED BY LANCE G. MILLER, P.L.S. AND FILED AT BOOK 13 OF PLATS, PAGE 48, INSTRUMENT No. 928768, RECORDS OF BONNER COUNTY, IDAHO.
- (R-1) RECORD OF SURVEY PREPARED BY TUCKER, BROWN & VERMEER, LLC AND FILED AT INSTRUMENT No. 681802, RECORDS OF BONNER COUNTY, IDAHO.
- (R-2) RECORD OF SURVEY PREPARED BY GLAHE & ASSOCIATES AND FILED AT INSTRUMENT No. 787238, RECORDS OF BONNER COUNTY, IDAHO.
- (R-3) RECORD OF SURVEY PREPARED BY ADVANCED TECHNOLOGY SURVEYING & ENGINEERING AND FILED AT INSTRUMENT No. 788823, RECORDS OF BONNER COUNTY, IDAHO.
- (R-4) RECORD OF SURVEY PREPARED BY MECKEL ENGINEERING & SURVEYING AND FILED AT INSTRUMENT No. 980165, RECORDS OF BONNER COUNTY, IDAHO.
- (R-5) RECORD OF SURVEY PREPARED BY GLAHE & ASSOCIATES AND FILED AT INSTRUMENT No. 987708, RECORDS OF BONNER COUNTY, IDAHO.

LEGEND

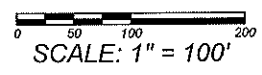
- SET 5/8" X 30" REBAR WITH YELLOW PLASTIC CAP MARKED "H2 PLS 12110"
- SET 5/8" X 30" REBAR WITH ALUMINUM CAP MARKED "H2 PLS 12110"
- FOUND 5/8" REBAR WITH YELLOW PLASTIC CAP MARKED "PLS 13727"
- ⊙ FOUND 5/8" REBAR WITH YELLOW PLASTIC CAP MARKED "MILLER PLS 6107"
- ⊗ FOUND 5/8" REBAR WITH YELLOW PLASTIC CAP MARKED "PLS 5087"
- ⊠ FOUND 5/8" REBAR WITH YELLOW PLASTIC CAP MARKED "PROVOLT PLS 7879"
- FOUND 5/8" REBAR
- △ CALCULATED POINT, NOTHING FOUND OR SET
- BOUNDARY LINE
- LOT LINE
- ADJACENT LOT LINE
- - - EASEMENT LINE
- - - CENTER LINE
- - - SETBACK LINE

NOTES

1. THERE WAS NO ATTEMPT MADE TO SHOW ALL OF THE PHYSICAL FEATURES OF THIS PROPERTY, NOR ANY EASEMENTS OF RECORD, EXCEPT FOR THOSE SHOWN HEREON.
2. PROJECT BOUNDARY AREA : 15.58 ACRES
3. SANITARY SEWER PROVIDED BY CITY OF SANDPOINT.
4. DOMESTIC WATER PROVIDED BY CITY OF SANDPOINT.
5. SETBACKS : FRONT : 25'
REAR / SIDE : 5'
FLANKING STREET : 25'

Curve #	Length	Radius	Delta	Bearing	Chord
C1	36.25'	23.00'	090°18'35"	S44°21'41"E	32.61'
C2	36.00'	23.00'	089°41'25"	N45°38'19"E	32.44'
C3	68.78'	48.00'	082°06'10"	N09°28'23"W	63.05'
C4	49.61'	48.00'	059°12'55"	N61°11'09"E	47.43'
C5	51.06'	48.00'	060°57'05"	S58°43'51"E	48.69'
C6	67.33'	48.00'	080°21'59"	S11°55'41"W	61.94'
C7	36.10'	23.00'	089°55'19"	N44°10'03"W	32.50'
C8	36.16'	23.00'	090°04'41"	N45°49'57"E	32.55'

Line #	Bearing	Length
L1	S00°42'25"W	66.00'
L2	N00°41'07"E	46.00'
L3	S00°03'41"W	6.07'
L4	S67°50'42"E	12.33'
L5	N00°47'38"E	83.37'



CHECKED BY:	JAB
DRAFTED BY:	SMA
SCALE:	1" = 100'
DATE:	2/25/2025
JOB NO:	LCE 24-059

