



PLANNING AND ZONING COMMISSION MEETING AGENDA

August 20, 2024 at 5:30 PM

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

Call to Order

Roll Call

Pledge of Allegiance

Announcements

Meeting Minutes Approval

1. Approval of Commission's July 16, 2024 Meeting Minutes- **Action Item**

Old/Unfinished Business - none

New Business

2. Training with City Attorney and City Staff

Commissioner Roundtable

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.
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>.
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

July 16, 2024 at 5:30 PM

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

Call to Order

Chairman John Hastings called the meeting of the Sandpoint Planning and Zoning Commission to order at 5:32 p.m. on Tuesday, July 16, 2024, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Roll Call

PRESENT

Commissioner Amelia Boyd
 Commissioner John Hastings
 Commissioner Mose Dunkel
 Commissioner Scott Torpie
 Commissioner Wayne Benner

ABSENT

Commissioner Grant Simmons
 Commissioner Ivan Rimar

Pledge of Allegiance

Chairman Hastings led all present in the Pledge of Allegiance.

Announcements

Chairman Hastings announced the availability of assistive listening devices.

The Chairman introduced new City Planner Bill Dean, who had just started with the City the day prior.

Chairman Hastings reminded all present that the City Council would be holding a public hearing the following evening, July 17, as they consider adoption of the updated Comprehensive Plan.

Meeting Minutes Approval

1. Approval of Meeting Minutes

Motion to approve, as presented, the minutes from the Commission's June 18, 2024, meeting.

Motion made by Commissioner Benner, Seconded by Commissioner Dunkel.

Voting Yea: Commissioner Boyd, Commissioner Hastings, Commissioner Dunkel,
 Commissioner Torpie, Commissioner Benner

Public Hearings

2. Public Hearing and Decision on City Application PS23-0001 – Turbine Subdivision

The Chairman announced that the first item on the agenda was a public hearing on a request to create four lots and dedicate a 60-foot public right-of-way for Turbine Drive, providing frontage and access to the proposed lots. The site is legally described as Lot 5 of Kodiak Park and a portion of the Southeast Quarter of Section 9 and the Southwest Quarter of Section 10, Township 57 North, Range 2 West, Boise Meridian, City of Sandpoint, Bonner County Idaho.

Chairman Hastings then recited the order and procedure for this and the second public hearing, followed by the Chairman and all Commissioners each confirming no conflict of interest and no ex parte contact as pertains to this matter.

Interim City Planner Daren Fluke provided an introduction and explanation of the request.

Following Mr. Fluke's presentation, Dave Schuck, representing the Applicant, Daher/Kodiak Aircraft, provided some brief remarks.

Chairman Hastings provided instructions and rules for public testimony, then opened the public hearing. No one testified.

With all who wished to speak having had an opportunity to do so, Chairman Hastings closed the public hearing.

There was no deliberation, and there were no questions from the Commission.

Motion that the Sandpoint Planning and Zoning Commission, after consideration of the criteria and relevant standards of Idaho Code and Sandpoint City Code, recommend approval of City Application Number PS23-0001, Daher #1 Subdivision, Kodiak Aircraft Company's request for approval of a preliminary plat to subdivide 29 acres into four lots on the east side of Great Northern Road on Parcels RPS00000105804A and RPS38630000050A, commonly known as 1200 Turbine Lane. The recommendation is based on the staff report and relevant evidence and testimony contained in the public record and is subject to conditions of approval as noted in the staff report.

Motion made by Commissioner Boyd, Seconded by Commissioner Dunkel.
Voting Yea: Commissioner Boyd, Commissioner Hastings, Commissioner Dunkel, Commissioner Torpie, Commissioner Benner

3. Public Hearing and Decision on City Application PS24-0002 – Turnstone Subdivision

Chairman Hastings announced that the next item on the agenda was a public hearing on a request to subdivide a 3.48-acre parcel, Parcel No. RPD00000273150A, into eight single family residential lots, ranging in size from 14,333 to 20,667 square feet. The property is located on the south side of Ontario Street, approximately 215 feet east of Division Avenue and is zoned Residential Single Family.

The Chairman and all Commissioners each confirmed no conflict of interest and no ex parte contact as pertains to this matter.

Mr. Fluke provided an introduction and explanation of this request and, along with Civil Engineer Brandon Staglund and City Attorney Fonda Jovick, fielded questions from the Commissioners.

Following Mr. Fluke's presentation, applicant Norris Boyd, along with his representative, Nicole Costello, provided information and fielded questions from the Commissioners.

Following the applicant's remarks, Chairman Hastings reminded that the instructions and rules for public testimony, as recited earlier, were still in effect, then opened the public hearing.

The following members of the public testified as neutral to the request: City residents Linda Larson and Gary Reasor, along with John O'Hara, who was not a City resident. No one testified in support or in opposition.

Ms. Costello provided a response to the public testimony and answered final questions from the Commissioners.

With all who wished to speak having had an opportunity to do so, Chairman Hastings closed the public hearing.

The Commission deliberated, with Mr. Fluke, Mr. Staglund, and Ms. Jovick fielding questions from the Commissioners.

Following deliberation, there was a motion that the Sandpoint Planning and Zoning Commission, after consideration of the criteria and relevant standards of Idaho Code and Sandpoint City Code, recommend approval of City Application Number PS24-0002, Turnstone Subdivision, Double Penny Partners' request for approval of a preliminary plat to subdivide a 3.48-acre parcel into eight single-family residential lots at 1207 Ontario Street. The recommendation is based on the staff report and relevant evidence and testimony contained in the public record and is subject to conditions of approval as noted in the staff report.

Motion made by Commissioner Benner, Seconded by Commissioner Boyd.
Voting Yea: Commissioner Hastings, Commissioner Torpie, Commissioner Benner
Voting Nay: Commissioner Boyd, Commissioner Dunkel

Commissioner Roundtable

The Commissioner Roundtable was held, with matters of general discussion amongst the Commissioners and City staff. Information only; no Commission action.

Adjourn

With no further business before the Commission, the meeting adjourned at 7:05 p.m.

I presided over this meeting and can confirm that these minutes, prepared by the City Clerk, were approved by the Sandpoint Planning and Zoning Commission on _____, 2024.

John Hastings, Chair

Attest: _____
Hayley Keys, Commission Clerk