



**CITY COUNCIL SPECIAL MEETING/COMPREHENSIVE PLAN WORK SESSION
AGENDA**

June 20, 2024 at 4:00 PM

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

Call to Order

Roll Call

Pledge of Allegiance

Council-Staff Work Session

- 1.** Review of Proposed Edits to Chapters 6-12 of the Updated Comprehensive Plan

Public Participation Options and Information

This is a work session between City Council, the Mayor and staff. Public comment will not be taken during this session. A public hearing will be held prior to adoption of the updated Comprehensive Plan, at which time public testimony will be requested.

Attend in person: See above for meeting location. Seating available on first-come, first-served basis.
Watch/listen live on Zoom: 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.



AGENDA REPORT

City Council Meeting

TODAY'S DATE: June 11, 2024

MEETING DATE: June 20, 2024

TO: Mayor and City Council

FROM: Jason Welker, Community Planning & Development Director

SUBJECT: Consideration of proposed edits to chapters 6-12 of updated Comprehensive Plan

I. PURPOSE AND SUMMARY

The purpose of this workshop is to bring the proposed edits of the new City Council members to the whole council for consideration to be implemented into the final draft of the updated Comprehensive Plan.

II. PROJECT BACKGROUND

Between 2019 and 2023, 23 public meetings were held at the Planning & Zoning level and through community townhalls, open houses, and joint P&Z and city council workshops to develop and revise the update to Sandpoint's 2009 Comprehensive Plan. In December 2023 the "final" draft of the Comp Plan update was brought to the City Council for adoption, and, at the time, the decision was made to postpone adoption until the incoming council and mayor had had the chance to weigh in. Subsequently, between February and April of 2024 three additional Comp Plan workshops were held, at which the Planning & Zoning Commission (most of whom were new commissioners since the process began in 2019) and the new council and mayor went line by line, chapter by chapter through the plan, making it through five of the twelve chapters after approximately 8 hours of public workshops.

Given the lengthy timeframe over which this plan update has been in the works (five years now), the mayor directed City staff to reach out to the new council members in late April and request they submit their proposed edits to Planning staff for organization into a single proposed edits document, including the proposed edits from the three workshops held earlier in the year.

Today we are considering the combined proposed edits from the three workshops and individual council members' suggestions, which, if accepted, will be sent to Logan Simpson (our Comp Plan consultant) for implementation into a final draft, which will be brought back to Council at the July 17th meeting for a public hearing and to consider for adoption.

III. Action

No action is needed tonight, only a discussion about the edits being proposed to chapters 6-12. (Chapter 1-5 edits were previously discussed in public at our February – April meetings).

IV. Attachments

1. Comprehensive Plan review workshop changes & edits


City of Sandpoint Comprehensive Plan

Review workshop changes & edits

Notes taken by Planning staff, encompassing the suggestions made during the work sessions on chapters 1-5 and additional edits suggested by councilors via email on chapters 6-12.

Acknowledgements & Introduction	
i.i.	updating Acknowledgements page to include new Mayor and Councilors; confirming Steering Committee participation is reflected correctly;
i.v.	removing Appendix E, Downtown Waterfront Design Competition Report, and removing reference to the report within Chapter 3 Alternative: Leave Downtown Waterfront Design Competition Report as an Appendix and clarify in Chapters 3 and 12 that only selected recommendations from the Report will be implemented.
Chapter 1 Introduction	
5	updating public participation data to reflect recent engagement events: <u>“26 Board, Commission, and Steering Committee Meetings.”</u>
8	3 rd paragraph, revise to: “Northwest Company fur trader David Thompson was one of the first settlers to establish a relationship with tribes in the area, including the Kalispel, and helped establish fur trading in the area in 1809.”
9	Update timeline bubbles as follows: Bubble number: 1: Pre-1810: The local Native tribes utilized Sandpoint as their summer encampment. 2: Change date to 1810: European fur trader David Thompson, establishes trading posts 3. Remove third bubble (1890) 5. 1898: Farmin family acquires title to 160 acres west across Sand Creek and plats a new townsite 6. 1901: Humbird Lumber Company is established, employing hundreds of workers 7. 1907: Sandpoint becomes a City with a Mayor/Council form of government 8. 1910: Long Wooden Bridge over Lake Pend d’ Oreille is completed
9	3 rd paragraph, revise to: “In 1892, Great Northern Railroad arrived in what is now Bonner County. Its first agents were L.D. Farmin and his wife Ella Mae. The Farmins acquired the title to 160 acres along the west edge of Sand Creek, a portion of which they soon had platted for a new townsite. Fires in the 1890s, coupled with regular floods and limited room to grow, nudged commercial businesses east of the creek to relocate to the new townsite west of Sand Creek. To this day, most commercial sites in Sandpoint still border the west side of Sand Creek, within the Farmin’s original platted townsite.

9	6 th paragraph, revise to: “By mid-1908, work had begun on the Long Wooden Bridge bridge connecting Sandpoint and Sagle. It was completed in 1910 and was just under two miles in length. The bridge was replaced and dedicated in 1934 and replaced again in 1956.
Chapter 2 Community Vision	
20	Revise bullet points as follows: <ul style="list-style-type: none"> • Sandpoint’s natural beauty, open space, and scenic views should be protected through thoughtful development patterns. • Growth close to daily needs and existing services should be prioritized and future city expansion managed to preserve natural features and wildlife habitat and ensure services are not overburdened. • A mix of land uses and high-quality development that fosters walkable, accessible and enduring neighborhoods should be encouraged. • Recreational access to the surrounding lake, forests, and other natural features should be balanced with environmental protection and stewardship. • Our clean water, air quality, dark skies, and other natural resources should be safeguarded.
Chapter 3 Community Character & Design	
27	Under the “Highlights” section, revise: “Several City Boards and Commissions work to preserve and enhance the city’s character, including the Sandpoint Arts, Culture and Historic Preservation Commission and Tree Committee Urban Forestry Commission. ”
28	1 st paragraph, revise to: “Sandpoint celebrates a thriving culture supported by its rich history and strong arts council arts organizations. ”
28	2 nd paragraph, revise to: “ Festivals Events such as the Sandpoint Music Fest Festival at Sandpoint, Arts and Crafts Fair...”
30	Revise, “In an effort to increase the urban canopy beyond public spaces, the “NeighborWoods” was a former program was created to provide trees at no cost to property owners in exchange for their commitment to care for and nourish the new trees along the public right of way...”
35	Goal 4, D, revise to “D. Secure Establish diversified and sustainable funding to bring...”
Chapter 4 Land Use & Growth	
38	Revise the subheading “Heavy commercial/Industrial” to “ Light Industrial ” Change “Heavy Commerical/Industrial” to “ Light industrial ” in first sentence beneath this subheading
39	Revise, “Due to pending legislative changes passed into Idaho law in 2024 that will affect that affected ACI requirements, the negotiation of a new boundary and agreement are included as implementation steps in Appendix A”
41	Revise the 1 st bullet point under “Low Density Residential (LDR)” to: “Lot sizes: 4,000 5,000 – 7,000 square feet

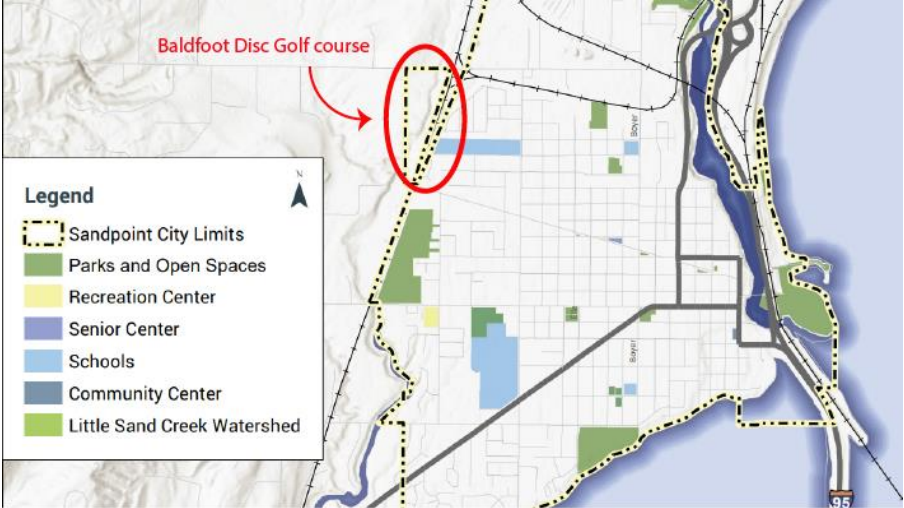
42	Update all references to “industrial” to <u>“light industrial”</u>
43	Under “Very Rural (CA-VR): Revise, “Very Rural areas are appropriate for designation as sending areas if a formal <u>transfer of development rights (“TDR”)</u> program is implemented by the City.
44	<p>Revise the future land use map to put the western edge of the former University of Idaho property into “neighborhood mixed-use”, where it is currently designated as Low Density residential, Medium Density Residential, and High Density Residential.</p> <p>On the map this means adopting the proposed edit shown on the left.</p> <div style="display: flex; justify-content: space-around; align-items: center;">  </div>
44	Future land use map: Change names of N/S Avenues from “1 st , 5 th ...” to <u>“First Ave, Fifth Ave.”</u> We do not use numerals in our downtown street names, rather the spelled-out words. This change needs to be implemented to all maps showing downtown street names.
45	Same edit to street names as described for page 44
46	Goal 2, B: Revise to “Reasonably mitigate the effects of new development on existing neighborhoods, <u>creating standards that encourage protecting heritage trees and native vegetation.</u> ”
46	Goal 2, add: <u>“G: Encourage sustainable building practices for residential construction.”</u>
48	Goal 5, A, revise from “Renegotiate the ACI as an area that can reasonably be served by the City in the next ten (10) years.” To, <u>“Continually collaborate with Bonner County and adjacent cities to renegotiate the ACI as an area that can reasonably be served by the City as required by law.”</u>
48	Goal 5, add: <u>“I: Discourage extension of urban level utilities in the ACI for low density development, and consult other municipalities when providing services in their ACIs.”</u>

Chapter 5 Housing & Neighborhoods

52	<p>Revise, “Of the available housing in Sandpoint, around 15% is vacant. According to the Idaho Housing and Finance Association (IHFA), a healthy vacancy rate is around 6%. Close to half of vacant housing is rented for seasonal, recreational, or occasional use. In comparison, Bonner County has close to 30% vacancy rate, with over three quarters used for seasonal, recreation or occasional use.”</p> <p>To... <u>“According to the U.S. Census Bureau, approximately 20% of housing units in Sandpoint are used for seasonal, recreational, or occasional use. In Bonner County, this number is around 30%. These high numbers reflect the area’s appeal as a destination for vacation homes and part-time residences, significantly impacting the overall housing market dynamics in the region.”</u></p>
53	<p>Revise 3rd paragraph,</p> <p><u>“According to the Census Bureau, the estimated median monthly rent has increased by about 32% 40.8% since between 2010 and 2020, from \$738 to \$945 \$1,039. The 2020 American Community Survey by the Census Bureau (ACS) estimated the median housing value at \$282,600, but more recent analysis shows that the current housing market supports a median sales price closer to \$515,000, with rents thought to have risen proportionally since 2020. With HUD’s 30% cost burdened metric, analysis shows that with Sandpoint’s median household income of \$46,742 \$60,208 (ACS 2020), homeownership and even rental housing in Sandpoint is out of reach for many without becoming cost-burdened.”</u></p>
57	<p>Goal 1, B: Revise, “Encourage housing above retail in mixed-use and commercial centers for year-round and short-term <u>seasonal</u> housing options and to enhance community vitality.”</p>
57	<p>Goal 1, E: Revise, “Encourage development of single-family housing on small parcels (less than 5,000 square feet) within traditional and medium-density neighborhoods.”</p>
57	<p>Goal 1, add: <u>“F: Explore alternatives to parking requirements to encourage a variety of housing types for a broad spectrum of income levels and age groups.”</u></p>
57	<p>Goal 2, revise wording: “Housing is available to meet the needs of low and moderate income households <u>workers</u>.”</p>
57	<p>Goal 2, B: Revise to, “Encourage workforce housing through density bonuses <u>various means as allowed by law</u>.”</p>
57	<p>Goal 2, C, revise to “Integrate smaller infill accessory units to allow for mixed-income residents.”</p>
57	<p>Goal 2, D: revise to “Coordinate regionally on a housing <u>action plan focused on</u> strategies for low- and moderate-income populations through a housing authority or other mechanism.”</p>
57	<p>Goal 2, add: <u>“F: Consider alternate impact fee structures to promote diversity of home sizes and types.”</u></p>
58	<p>Goal 3, B, revise to, “Support the formation of active neighborhood organizations to advocate for the needs and improvements of existing <u>all</u> neighborhoods.”</p>

58	Goal 3, C, revise to, “Continue to manage short-term rentals to mitigate adverse impacts on year-round residential neighborhoods <u>as allowed by law.</u> ”
58	Goal 3, E, revise to, “Maintain the historic architectural integrity of <u>all</u> neighborhoods.”
58	Goal 3, I, revise to: “Maintain and enhance neighborhood tree canopies <u>through incentives and other accommodations.</u> ”
58	Goal 4, add: “ <u>F: Encourage green building and energy efficient design.</u> ”
Chapter 6 Multimodal Transportation	
66	3 rd paragraph: Revise to, “Highway 2 has many access points in the form of wide driveways and intersections that are often confusing and unsafe. Proposed improvements include limiting many of these driveways to be right-in and right-out only and reconfiguring intersections to allow for better safety for auto traffic as well as pedestrians. <u>In the long run, the City supports exploring the feasibility of a western bypass for Highway 2.</u> ”
68	Goal 1, A: Revise to “Enhance access to businesses, shops, restaurants, and other destinations through on-street parking, a sufficient supply of car and bike parking, parking management solutions, and convenient, accessible parking areas <u>parking management solutions ensuring convenient, accessible parking areas for cars and bicycles.</u> ”
68	Goal 1,B, revise to: “Improve and enhance safety and traffic circulation to preserve an acceptable level of service (LOS) at intersections <u>without jeopardizing pedestrian safety.</u> ”
68	Goal 1, E: Revise “ Limit the number of approaches onto collectors and arterials to minimize safety conflicts between pedestrians, bicyclists, and cars and trucks and preserve the function of the multimodal corridor. <u>Balance the benefits of a limited number of approaches onto arterials with the benefits of gridded streets.</u> ”
68	Goal 1, F: REMOVE COMPLETELY
68	Goal 1, G: revise to, “Review and implement a strategy to improve street lighting for improved safety while maintaining a balanced approach with the dark sky ordinance, <u>replacing existing lights with LEDs whenever possible.</u> ”
69	Add a Goal 3, D: “ <u>Explore parking options at the entrances to town, encouraging efforts to reduce car-dependence such as ride-sharing and bike-share programs.</u> ” Add a Goal 3, E: “ <u>Implement wayfinding and place-making signage at parking lots to direct visitors to key shopping and dining areas within Sandpoint’s commercial center.</u> ”
69	Goal 4, E: revise to, “Ensure that transportation projects include measures such as native plantings in landscaping, and use of green stormwater infrastructure, <u>and efforts to reduce carbon emissions.</u> ”
70	Goal 6, add “ <u>F: Evaluate opportunities for development of electric vehicle (EV) charging infrastructure to make Sandpoint an attractive destination for EV owners.</u> ”

Chapter 7 Parks, Recreation, & Trails

74	<p>1st paragraph under “Framework.” Change “A watershed recreation master plan for this property is currently being developed to balance the needs of the many users, while safeguarding water quality.” to...</p> <p><u>“In 2023 a watershed recreation master plan was adopted (Appendix F of this plan), which balances the needs of the many users with safeguarding water quality.”</u></p> <p>Delete the sentence, “When completed, the plan will be incorporated into the Comprehensive Plan as Appendix F.”</p>
76	<p>Parks and Community Facilities Map: Current map does NOT show the 32.2 acre Baldfoot property described in the “Framework” section of the chapter.</p> <p>Shade this area of public open space and add it to the legend as “Baldfoot Disc Golf Course.”</p> 
77	<p>Goal 1, A, revise to “Improve and expand trail and pathway connectivity to continually enhance community walkability and bike-ability <u>with conservation in mind.</u>”</p>
77	<p>Goal 1, C, revise to “Explore additional land acquisition for new parks <u>(including passive parks)</u> near newer or underserved neighborhoods.”</p>
77	<p>Goal 1, E, revise to “Cultivate partnerships to support additional recreational facilities and amenities <u>that are equitably distributed across Sandpoint to benefit all residents.</u>”</p>
77	<p>Goal 1, F, revise to “Increase, <u>enhance, and protect</u> public access to <u>open spaces and</u> the community’s shorelines, <u>including existing rights-of-way.</u>”</p>
77	<p>Goal 1, G, revise to “Explore alternative uses for community open space such as plazas, or community gardens, <u>and dog parks.</u>”</p>
77	<p>Goal 1, H, revise to “Design and work toward a zero waste parks and recreation system <u>by implementing recycling efforts at parks and outdoor events.</u>”</p>

Public Facilities, Services, & Utilities

89	<p>Goal 1, F, revise to “Explore and support use of renewable energy sources such as <u>roof-top</u> solar and wind <u>and other clean energies in local economic development efforts.</u>”</p>
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89	Goal 1, I, revise to “Continue to improve the community’s stormwater management infrastructure, <u>educating the public on issues relating to stormwater management.</u> ”
90	Goal 4, add: “ <u>D: Explore opportunities for waste reduction and transition to sustainable materials within city government.</u> ”
90	Goal 4, A, revise to “Develop and support local markets for <u>compost</u> , recycled materials and products.”
91	Goal 5, E, revise to “Use regional partnerships, emergency planning and shared resources to reduce loss of life and property from hazards (<u>climate-related hazards such as fire and flooding, train derailment, etc.</u>)”
92	Goal 8, A, Rrvise to “Continually improve governmental outreach to and engagement with citizens and businesses <u>through such means as public surveys, townhalls, and workshops.</u> ”
Chapter 9 Jobs & Economic Developmenet	
103	To the green box situation and possible options for the Baldy/Utility Property; Possible Options: Add bullet “ <u>City Park/Open Space</u> ”
103	To the green box for the City Parking lot, add a possible option: “Refurbish existing lot, add paid parking.” Remove 2 nd bullet point “development + additional city structured parking.”
105	Goal 1, add: “ <u>G: Balance and diversity local economy while maintaining environmental compatibility.</u> ”
105	Goal 1, Add: “ <u>H. Encourage appropriate businesses to locate in Neighborhood Mixed-Use zones to minimize the distance traveled for everyday goods/services and employment.</u> ”
107	Goal 5, B: Revise to “Cultivate an active and vibrant street life with outdoor seating, comfortable sidewalks and pedestrian crossings, convenient bicycle parking, and transit stops, <u>promoting Sandpoint as a true walking town.</u> ”
Chapter 10 Airport Facility	
Chapter 11 Natural Resources & Hazards	
121	3 rd Paragraph, Revise: “...efforts to improve water quality and <u>eliminate control</u> invasive species will continue.” See comment #218 for reasoning. 5 th Paragraph, “... <u>Douglas-fir</u>western <u>white</u> pine...”
126	Goal 1, A: Revise “...natural areas within the Area of City Impact (ACI), within city limits, <u>and on City-owned property</u> to maintain...”
127	Goal 4, F: Revise to “Educate and inform residents of how to mitigate <u>climate-induced</u> impacts from wildfires, winter storms...”
127	Goal 4, add: “ <u>H: Collaborate with Bonner County to develop a count-wide disaster preparedness plan that addresses community needs.</u> ”

12. Implementation		
1	Row 2: Remove entirely	Removes “Incorporate the results of the Downtown Waterfront Competition into the Comprehensive Plan.”
1	Row 3: Remove entirely	Removes “Implement the projects and code updates necessary to implement the Downtown Waterfront Vision”
1	Row 3: Alternative revision: <u>“Implement selected recommendations and code updates from Downtown Waterfront Design Report around Downtown Design Guidelines, Art & Culture Programming Recommendations, and Ecological Policy Recommendations.”</u>	Preserves some of the “soft” recommendations that could be implemented to preserve the character and charm of downtown Sandpoint.
1	Row 10: Revise Summary to, “Develop and implement a workforce housing strategy and priority plan, including a regional housing authority. ”	The housing authority idea has been scrapped, removes reference to it.
2	Row 2: Revise Summary <u>“Amend Multimodal Transportation Plan to incorporate additional public input.”</u>	Current language: “Implement projects and programs identified in the Multimodal Transportation Plan as funding allows.”
2	Row 3: Revise Summary “Update Title 10 and the UATP to ensure standards <u>minimize lane widths and</u> provide sufficient space for sidewalks, street trees, and snow storage.”	Current language: “Update Title 10 and the UATP to ensure standards provide sufficient space for sidewalks, street trees, and snow storage.”
2	Row 9: Remove entirely	Removes “Implement the site-specific Master Plans for City Beach, Downtown Waterfront, Travers Park, and the Little Sand Creek Watershed Recreation Master Plan.”
3	Row 4: Revise to, “Educate the public on solid waste reduction options; <u>look at ordinances to reduce or eliminate plastic bags and Styrofoam use.</u> ”	Suggests exploring possibility of taxing or banning plastic bags and non-compostable food packaging. (May be legal barriers to such bans in Idaho).
3	Row 5: Revise to, “Revisit and refine public engagement to detail the various methods of engagement to be used for different projects or processes; <u>create a community involvement best practices policy</u> ”	Articulates objective of adopting a policy for community engagement
3	Row 9: Remove entirely	Removes “Construct a parking structure as part of a public-private partnership.”
3	Row 9: Replace existing objective with: <u>“Explore options for paid parking at</u>	New effort to implement paid parking in downtown locations.

	<u>city beach and downtown parking lot.</u>	
4	Row 8: Revise to, “Reduce light pollution: Review Title 8, Chapter 4 for possible updates to improve dark sky compliance and incorporate best management practices for energy consumption; <u>enforce existing ordinances by requiring new homes/developments to follow lighting code.</u> ”	Beefs up dark sky compliance