

**SANDPOINT PLANNING COMMISSION MEETING  
5:30 P.M. CITY HALL COUNCIL CHAMBERS  
MINUTES OF APRIL 2, 2019**

**COMMISSION MEMBERS PRESENT:** Cate Huisman, Slate Kamp, John Hastings, Danny Strauss

**COMMISSION MEMBERS ABSENT:** Jason Meyer, Tom Riggs

**STAFF MEMBERS PRESENT:** Planning & Community Development Director Aaron Qualls, Planner Ryan Shea (minutes)

Vice Chairman Strauss called the meeting to order at 5:33 p.m.

**Matters from the Public:** None.

**Approval of the Consent:**

Commissioner Hastings moved to approve and Commissioner Huisman seconded to approve the minutes of March 19, 2019. **Motion passes unanimously.**

**Agenda Item B: Comprehensive Plan Update – Defining the Scope**

Qualls said that the Commission is reviewing all the chapters of the comp plan (comprehensive plan) to do two things: review and define a scope and prepare for a comp plan update. Previously, the Commission went over the ACI (Area of City Impact) and two other components. The comp plan is not a regulatory document but is a pre-requisite for zoning ordinances and regulations. In total, there should be 17 elements to a comp plan with the current comp plan is missing 2.

Qualls said that tonight we are starting with Chapter 3: Community Design which is basically the future vision of the design and character of the City. Qualls went through the different sections of Chapter 3:

- Historic Town: said that the vision when the comp plan was adopted focused on preserving the historic character of Sandpoint.
- Resource Conservation: focusing development into the city as opposed to pushing outward, ensuring that we develop in a fiscally responsible manner
- Quality Growth.
- Resource Conservation.

Huisman said that she is concerned that focusing on recreation first gives the impression that the City is prioritizing tourism. Huisman also felt that downtown has developed with structures that have not respected the historic nature of downtown. Huisman asked if the Commission could explore more ways to allow more people to live her more affordably. Qualls said yes, this will be discussed in a later section of the comp plan.

Huisman also stated that she is concerned about sustainability and would like to see it considered more as the Commission reviews the comp plan.

Qualls asked the Commission if there are any other comments on updating this Chapter.

Hastings asked about the Historic component and asked if the regulations could be strengthened in the future. Qualls said that it could be through things like the recently created Historic Design Standards Citizen Advisory Committee.

Hastings said that it would be interesting to include local energy production in the Sustainability section.

Huisman said she feels that these goals and policies all sound like they are good. Qualls said that it sounded like the Commission believes this Chapter only needs some slight refinements.

Qualls next moved onto Chapter 4: Land Use. Qualls said that in this section there is the Future Land Use Map which designates how and where the community should grow. Qualls went over one of the goals: Efficient Land Use. Qualls said that this goal describes the city as having traditional development patterns – grid system, balancing the automobile with other modes of transportation, multimodal considerations.

Kamp asked if decreasing lot size is the direction the City wants to go? Qualls said that this is generally the direction the City has been taking since the adoption of the comp plan as the goals/policies support smaller lot size. Qualls reminded the Commission that the comp plan is very top level and broad-based and we can get into the finer details at a later date.

Qualls asked for a general sense on Chapter 4 and if the Commission had any particular element in the Chapter that needed updating. Hastings said that in general this Chapter looks good as is. Huisman agreed. The Commission spoke about height standards and how they relate to the comp plan.

Qualls next moved onto Chapter 5: Housing. Qualls said that around the adoption of the comp plan in 2008 there was a housing study completed that coincidentally mirrored some of the recommendations in the City's comp plan. Qualls said that the data in this chapter is too old to be informative. Moving forward with a new comp plan would necessitate obtaining new/updated information – most likely through hiring a consultant. Huisman pointed out that there is a section of the comp plan referencing the inventory of affordable housing being a priority. Qualls said that the City has begun collecting data to speak to this and will help inform a comp plan update. Huisman said that this Chapter, in terms of the content, really needs to be updated primarily due to the outdated data. Strauss agreed and said that this section seems extremely important to the future of our community.

Huisman wondered if encouraging formation of active neighborhood groups would be good for the comp plan update. Qualls said that this could be an option – involving the community in creative ways and going out to the neighborhoods will be vital to involve them more in the process. Hastings commented that Washington Elementary has more of a community atmosphere compared to Farmin Stidwell because it serves a smaller area. Qualls said that youth engagement could occur with this comp plan update.

Qualls asked the Commission if there is anything else in this Chapter that may need updating, besides outdated data. Hastings said that encouraging more public space is not mentioned in Goal H-3: New Neighborhoods. Qualls said that perhaps preserving open space may be more suitable elsewhere, such as outside the City in the Area of City Impact. Kamp asked about amount of park space in the City. Qualls said that he doesn't remember the exact number but that the City has about 10 acre per 1,000 people. Our impact fees are structured for 8 acres per 1,000. The Commission agreed that in general, the numbers and data needs updating but the goals and objectives are generally in line.

**MATTERS FROM STAFF:** Staff went over the Historic Design Standards Citizen Advisory Committee and said that it will most likely be starting in about a month or so. Kamp said he was interested while Hastings and Huisman said they may be if needed.

Qualls invited the Commission to a Wildfire Workshop taking place in Coeur d'Alene on Thursday, April 18 from 10am – 2pm.

**ADJOURNMENT:** The meeting adjourned at 7:03 p.m.