

SANDPOINT PLANNING COMMISSION  
FEBRUARY 10, 2004 MINUTES

COMMISSION MEMBERS PRESENT: Steve Prince, Dick Hutter, Kevin Monahan, John O'Hara, and Steve Lockwood.

COMMISSION MEMBERS ABSENT: Raffat Saied and Christine Kester.

STAFF MEMBERS PRESENT: Associate Planner Joan Bramblee and Recording Secretary Crystal Schoonover.

CONSENT CALENDAR:

**Moved by Commissioner Prince, seconded by Commissioner Hutter**, to approve all items on the Consent Calendar; the written decision for the Power House Condominiums (CUP03-09 & VAR03-02), the Site Plan Review Update, and the Setback Allowance Summary.

The motion carried with no opposition.

NEW BUSINESS:

Summit at Granite Ridge, ACI03-06

Mrs. Bramblee informed the Commission the site is located at the top of Schweitzer Road and is accessed by Edelweiss Drive. She noted that Area of City Impact review of the Summit at Granite Ridge Development was completed in 2001. The Applicant is proposing to replat Lot 1 of said Development to create 5 single-family residential lots and common area on 21.25 acres. The Bonner County Planning and Zoning Commission recommended denial of the conditional use request and proposed preliminary subdivision. The reasons for denial (as stated in Bonner County's minutes) include the following: the project "does not provide a transportation system that is safe, uncongested, and well maintained" and the site "is not physically suitable for the proposed development."

Mrs. Bramblee pointed out the Public Works Director would require the Applicant to verify there would be no cross-connections with the City's water system. Commissioner Hutter noted that two wells are shown on the preliminary plat. Mrs. Bramblee explained that a limited number of City water hook-ups are available to the Summit at Granite Ridge Development. The application does not indicate whether the proposed lots would use the existing wells for water service or require new hook-ups from the City. Commissioner Hutter remarked the site is located uphill of City water sources, which creates the potential for back-flow and contamination of the City water supply.

Mrs. Bramblee informed the Commission that the City's maximum street grade is 10% for those streets not considered through streets. She pointed out that the application states the proposed roads would not exceed a 10% grade. Commissioner Hutter noted the site is north facing and therefore roads are more likely to have ice build-up. Commissioner Monahan asked if Bonner County's main concern was the proposed access to the site. Chairman Lockwood stated the

County minutes seem to indicate the recommendation to deny was based on physical characteristics of the site as well as access issues. Commissioner Prince asked if staff's proposed conditions address the issues raised by the Bonner County Planning Commission. Chairman Lockwood stated the City's Planning Commission should forward comments and conditions to the City Council whether recommending approval or denial. Commissioner Hutter pointed out that if agencies don't respond to the County by a certain date, their approval is assumed.

Commissioner Hutter remarked that the site does not seem appropriate for individual septic systems. He raised a concern over whether the necessary tests, such as percolation tests, have been performed by the Department of Health. Mrs. Bramblee asked if the Commission would like to add a condition requiring percolation tests prior to final plat approval. Commissioner Monahan stated the Commission only has the power to submit recommendations, not to place requirements on the Applicant. Commissioner Prince expressed he does not think the additional condition is necessary. Commissioner Monahan suggested a comment be forwarded to the County stating that the City is concerned over sewage treatment and possible contamination to the City's watershed. Commissioner Hutter noted that if annexation of the property occurs, the Department of Health would expect the City to fix any existing sewer problems.

Commissioner Hutter pointed out the proposed roads would not exceed the City's maximum allowed grade. Chairman Lockwood declared that the majority of County roads are not adequately maintained. Commissioner Monahan remarked that the roads in the proposed development should be built to minimum City standards. Mrs. Bramblee pointed out that it would be difficult to hold the proposed roads to a higher standard than those roads accessing them. Commissioner Hutter asked if the County's public road standards are similar to the City's standards. Mrs. Bramblee stated the road is proposed as private and would meet the City's minimum fire access requirements. Commissioner Monahan suggested forwarding a comment to the Council stating the proposed road should be developed to the City's standards.

Commissioner Monahan brought up the fact that the proposed site has a granite base and a very steep slope. Commissioner Prince pointed out that previous ACI reviews did not question the soil base or slope. Chairman Lockwood noted that sites of previous ACI proposals did not have slopes as steep as the site in question. Mrs. Bramblee informed the Commission that the Department of Health must sign off on the sanitary restriction for each proposed lot prior to installation of a septic system. Commissioner O'Hara inquired as to whether anyone was familiar with the standards of the Westside Fire District. Commissioner Hutter stated their standards are comparable to City's standards. Commissioner O'Hara indicated the City should submit as many comments as possible in case Bonner County approves the proposal.

Chairman Lockwood reiterated that if the proposed subdivision were annexed into the Sandpoint, any failure of the septic systems would be the City's responsibility. Commissioner O'Hara inquired as to whether the City sewer system ends at the Church of Latter Day Saints site. Commissioner Hutter indicated the system extends to the north end of the Bonner County Fairgrounds property. Commissioner Prince asked if all the houses north of the Fairgrounds have septic systems. Mrs. Bramblee indicated there might be some community sewer systems in the area. Commissioner Monahan indicated the City would have to provide services for any annexed property. Mrs. Bramblee stated the City could negotiate to lessen the financial burden of providing services at the time of annexation.

Chairman Lockwood asked for the annexation history of the property. Mrs. Bramblee stated the City initiated forced annexation of the property which was later overturned. A subsequent annexation by the City was also overturned. She pointed out that the City owns a great deal of the watershed north of Sandpoint and part of that watershed was in the area annexed. Commissioner O'Hara indicated that a broad statement summarizing all of the Commission's concerns would be appropriate. Chairman Lockwood suggested the following: "The City has concerns over a possible future liability due to the proposed sewer and roads." Commissioner Hutter asked if the City requires developers to provide dry sewer lines if service is not available at the time of construction. Mrs. Bramblee indicated that she did not know and would have to check with the Public Works Director. Commissioner Monahan stated he does not think the City requires dry lines because his home is within City limits but is on a septic system.

**Moved by Commissioner Hutter, seconded by Commissioner O'Hara,** that the Sandpoint Planning Commission recommend to the City Council that the Bonner County Planning Department be advised the City has the following comments on the proposed preliminary plat and conditional use permit for Replat of Lot 1, Summit at Granite Ridge, County File S1014-03 and C769-03.

1. The proposal meets the minimum lot size requirements of both City Rural Residential zones. The Applicant should be advised of the City's setback requirements and future development should consider these requirements to avoid future nonconformities if the site is ever annexed.

	Rural Residential	Rural Residential
Minimum Lot	½ acre	2 acres
Road Frontage	None	None
Front Yard	25 feet	25 feet
Side Yard	15 feet	25 feet
Rear Yard	15 feet	25 feet
Lot Coverage	30%	25%
Height	None	None

2. The City's *Subdivision Code* requires street grades to be the lowest feasible, with a 5% maximum on through streets and 10% on any other street. A street right-of-way width of 60 feet is required, except by special permit for purely local drives.
3. Connection to the City's system will require payment of new user fees at the time of system connection. If not part of the system, the developer must be required to verify there will be no cross-connection with the City's system (i.e., both systems filling the community fire suppression tank). Idaho Department of Environmental Quality should also be advised if a new community water system is being proposed.

4. The developer should be required to follow NFPA's Protection of Life and Property from Wildfire guidelines, as well as *International Fire Code* minimum requirements for Access Roads, Fire Protection Water Supplies, and Fire Flow Requirements for Buildings.
5. The City has concerns over the ability to provide adequate sewer facilities and safe access to the site in the future.

The motion carried with no opposition.

MATTERS FROM STAFF:

Planning Department Application Fees

Mrs. Bramblee stated the Planning Department is proposing to eliminate the \$100 deposit currently required and simply charge a set fee for each type of application. She noted the most significant changes to the fees would be a new fee for appeal of a Planning Commission decision and changing the home business registration fee to match the City's business registration fee. Currently, the same fee is charged for vacation and zone change applications. However, vacations require one public hearing and zone changes require two hearings. The proposed vacation fee would be equal to the amount proposed for conditional use permit applications, both of which require only one hearing. Commissioner Prince asked if the application fees are meant to recover administrative costs or to generate revenue for the City. Mrs. Bramblee indicated the fees are intended to recover administrative expenses. Chairman Lockwood inquired as to whether the fees recoup said expenses. Mrs. Bramblee stated the fees do not always recover the City's expenses, especially if staff time is factored in.

Commissioner Prince asked if there is a limit on how much the City can charge for application fees. Mrs. Bramblee stated there is no set maximum fee. Commissioner Prince indicated he approves of the proposed changes. Commissioner Saied remarked the \$600 annexation fee seems low and suggested the City base the fee on the number of lots or acres included in each application. The Commission then discussed the annexation process and associated policies. Chairman Lockwood proposed a fixed \$600 annexation application fee, with additional costs to be negotiated. Commissioner Hutter inquired about development impact fees. Mrs. Bramblee indicated that such fees are in the process of being established.

Mrs. Bramblee informed the Commission that there are no hearing items scheduled for the February 24, 2004 meeting. She stated that the Commission could continue their discussion on Smart Growth at that time.

MATTERS FROM COMMISSION: None.

Chairman Lockwood adjourned the meeting at 6:40 p.m.

\_\_\_\_\_  
/s/  
Steve Lockwood, Chairman