

**SANDPOINT PLANNING COMMISSION SPECIAL MEETING  
5:30 P.M. CITY HALL COUNCIL CHAMBERS  
MINUTES OF OCTOBER 15, 2013**

**COMMISSION MEMBERS PRESENT:** Cate Huisman, Jeff Kuhns, Tom Russell, Deb Fragoso, Kathleen Hyde-Bordenave

**COMMISSION MEMBERS ABSENT:** Collin Beggs, Yuri Simon

**STAFF MEMBERS PRESENT:** Planning Director Jeremy Grimm, Planner I Melissa Bethel (Minutes)

**COUNCIL PRESENT:** None

Chairman Huisman called the meeting to order at 5:30 p.m.

**Matters from the Public:** None

**Approval of Minutes:**

Commissioner Hyde-Bordenave moved and Commissioner Fragoso second to approve the minutes from October 1, 2013. **Motion passes unanimously.**

**ACI13-02: Area of City Impact review: Lot 10 Larkhaven**

The City has received a Variance application from Bonner County. The application, filed by Jim and Bea Robertson, requests a variance from the required 25 foot front setback. Applications are referred to the Planning and Zoning Commission and City Council for review and comment

**Staff Presentation:**

Grimm gave a brief overview of the area and application request using GIS. Grimm explained there is an annexation agreement with the City in place for this subdivision.

Commissioner Fragoso inquired if the home will comply with the 40 foot water setback. Grimm stated the plot plan drawing shows a 40 ft setback from water. Commissioner Hyde-Bordenave clarified the house is being moved forward to accommodate a deck.

Grimm read the description for Context Area 1.5 from the Comprehensive Plan. Commissioner Huisman inquired how this particular subdivision would be zoned if it was within the City. Grimm stated the subdivision most likely resembles the Single Family Zone.

Chairman Huisman clarified the City only provides comment to the County on the application.

Commissioner Russell clarified the garage would not comply with the 25 foot setback required by the City.

Chairman Huisman stated her concern is in granting these Variances, if the City or County is encouraging developers to sell Lots which are not quite buildable. She questioned if the precedent is being set for allowing developers to develop Lots which may all need Variances to build. Grimm stated the application is requesting a 5 ft setback which is a modest request.

Commissioner Russell pointed out the size of the garage is a large portion of the building, 60% of the house.

Commissioner Kuhns stated if this Variance application was a request of the City, he would be opposed because the owner has not designed a home for this Lot. He stated it appears the owner only wants a Variance to accommodate a huge garage and deck. Commissioner Kuhns stated a differently designed house, maybe smaller garage and deck may fit just fine without a Variance.

Commissioner Fragoso stated she would rather see the house portion moved closer to the front setback and the garage left at the 25 foot setback.

Commissioner Russell stated the County measures from eave overhang not building footprint so they are actually asking for a 21 foot setback as the City would interpret.

**Discussion:**

**Motion:**

Commissioner Russell moved and Commissioner Kuhns second the Sandpoint Planning Commission recommend to the City Council that the Bonner County Planning Department be advised: Due to the existing Annexation Agreement and the availability of City services to this development the City requests the County implement the following regulations which are consistent with the City of Sandpoint Residential Zoning on the proposed Variance Application for County File V440-13.

1. The Applicant should conform to the City’s setback requirements. The following are minimum Lot sizes, setbacks and coverage for the Single Family Zone:

	Single Family
Minimum Lot Size	5,000
Road Frontage	50 ft
Front Yard Setback	20ft house/*25 ft garage
Side Yard Setback	5 feet
Rear Yard Setback	15 feet
Lot Coverage	35% footprint/30% impervious
Height	35 ft.

2. Adhere to the City of Sandpoint Riparian and Shoreline Setbacks:  
The waterfront-building setback for new development and redevelopment (tear downs) along waterfront properties within the City of Sandpoint shall be a minimum of forty feet (40') from the artificial high water mark\*.

New development adhering to the forty foot (40') setback and/or reconstruction that involves issuance of a building permit for greater than twenty-five thousand \$25,000 of improvements, shall be required to plant fifty percent (50%) of the area in the minimum twenty-five foot (25') building setback with native vegetation comprised of a mixture of grasses and shrubs. For the purpose of this section, building permit valuation shall be a cumulative aggregate from the date of the adoption of this ordinance forward.

The City shall assist the applicant in determining appropriate native vegetation required, and will coordinate with the applicant on the planting success the following year.

The building setback can be reduced to twenty-five feet (25') if the setback area is re-vegetated with primarily native vegetation. Establishment of a tree canopy is encouraged. No constructed structures other than those required for waterfront access/docks are allowed within the twenty-five-foot (25') setback. The applicant shall record on the title documentation from the City of Sandpoint confirming that the structure has been built under the flexible setback option and as such, the structure is conforming and the area within the twenty-five foot (25') lakefront setback is to remain planted primarily with native vegetation (as described above).

\* Artificial High Water Mark: For purposes of this Ordinance, artificial high water marks shall be considered according to the North American Vertical Datum of 1988 (NAVD88).

Shoreline Setback Exceptions: Placement of constructed trams, rails, uncovered steps, stairs or walkways, any of which shall be five feet (5') or less in width and installed to provide access to the shoreline, are permitted within the shoreline setback. Such structures shall not be constructed in a manner that is parallel to the shoreline that would create a boardwalk along the waterfront (except where steep slopes require switchback designs).

3. Sandpoint City Code 9- 4 -1-3 E. Garages:

- a. Dimensions:

- (1) The length of the garage wall facing the street may be up to fifty percent (50%) of the length of the street facing unit facade.

- (2) Garages shall be recessed, or may be flush to the primary facade when the primary facade contains an unenclosed porch having a depth of seven feet (7') or

greater and occupying a minimum of twenty five percent (25%) of the linear primary structure facade.

(3) Garages facing the street having building walls greater than twelve feet (12') in height or facade walls greater than twenty four feet (24') in length shall include architectural detail to break up and limit the massive appearance of the wall. Doing so requires utilizing at least two (2) of the following architectural features on street facade:

(A) Dormers;

(B) Gables;

(C) Covered porch entries;

(D) Pillars or posts;

(E) Eaves;

(F) Offsets in building face or roof (minimum of 16 inches);

(G) Window trim;

(H) Bay windows;

(I) Balconies;

(J) An alternative feature providing for visual relief, similar to subsections E3a(3)(A) through E3a(3)(I) of this section.

4. City of Sandpoint Code 9-4-1-3 G 3; requires homes have at least 15% of the square footage area of the façade that faces a street be windows or main entrance doors.
5. Current International Fire Code to apply to the proposed home.
6. Each house should be addressed with numbers that are at least four inches in height and which contrast with their background.

**Motion passes unanimously.**

**Matters from Staff:**

Chairman Huisman advised the Commission Commissioner Kuhns has submitted his resignation.

Grimm stated the Impact Fee Advisory Committee will meet on November 5th.

Grimm advised the sign code changes will probably be delayed until Qualls gets up to speed.

Grimm stated the Community Review gave oral feedback, but has not submitted a written document yet.

**ADJOURNMENT:**

The meeting adjourned at 6:05 p.m.

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Chairman Huisman