

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING SANDPOINT CITY CODE TITLE 9, CHAPTER 1, DEFINITIONS, AND CHAPTER 5, OFF-STREET PARKING AND LOADING FACILITIES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS: The City's parking code has been amended from time to time, with the last holistic evaluation and amendments occurring in 2005 and in 2018.

WHEREAS: This proposed ordinance stems from an effort beginning in 2022 for the evaluation of parking demands to arrive at policy and regulations that will maximize parking efficiency in downtown Sandpoint, as well as efforts and strategies to support vibrancy and activity downtown. The outcome of these efforts are the recently adopted Downtown Parking Management Plan and a proposed ordinance amending sections of the City's zoning code to implement policy contained in the Plan.

WHEREAS: The principal objective of this code amendment is implementation of a change in requirements for off-street parking facilities for residential land uses downtown and creation of an in-lieu payment for such requirements as a means to balance parking capacity with future public parking investments. Accompanying this requirement is an expansion of the parking exempt zone to capture additional lands zoned Commercial A to further incentivize property investment consistent with the vision and goals of the Sandpoint Comprehensive Plan.

WHEREAS: In addition, staff's efforts resulted in a holistic review of the Code, resulting in the additional goals of adding clarity to existing regulations, with several proposed minor amendments throughout the ordinance clarifying, for example, requirements for hard surfacing, adequate sight-distance measurements, and use of wheel blocks. The proposed ordinance also amends, for clarity, the definitions in the zoning code for streets, alleys and parking areas. Overall, these amendments are a continuation of recent efforts to deregulate parking in the downtown area and throughout the City.

WHEREAS: The Sandpoint Planning and Zoning Commission reviewed the proposed code amendments during their meeting on May 6, 2025, and held public hearings on June 17 and July 15, 2025, at which time they voted to make some changes to the proposal and ultimately unanimously recommended adoption by City Council.

WHEREAS: The Sandpoint City Council held a public hearing regarding the proposed amendments on August 6, 2025, and deliberated on August 20, 2025, ultimately approving the code amendments as presented.

NOW THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Sandpoint that:

ORDINANCE SECTION 1 – AMENDMENTS TO CITY CODE 9-1-3:

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Specific definitions listed under Sandpoint City Code 9-1-3 are hereby amended as follows:

ALLEY: ~~A street or way~~ public passageway for vehicles shown on the official plat of the city or its additions and designated thereon as an alley.

PARKING AREA/FACILITY, PRIVATE: ~~An open area for the parking of privately owned automobiles and not for public use~~ Any privately owned off-street area, lot, structure, or portion thereof, that is designated and used for the temporary storage and maneuvering of motor vehicles. This includes surface parking lots, parking garages or structures, and all internal driveways, drive aisles or circulation areas necessary for vehicle ingress, egress, and movement within the facility. A private parking facility does not include public rights-of-way, on-street parking spaces, or areas designated exclusively for the loading or unloading of trucks or delivery vehicles.

PARKING AREA/FACILITY, PUBLIC: An open area, other than street, used for the temporary parking of more than four (4) automobiles and available for public use whether free, for compensation or as an accommodation for clients or customers.

STREET: The entire width between the right-of-way lines of every way for vehicular and pedestrian traffic and includes the terms "road", "highway", "lane", "place", "avenue", ~~and "alley"~~, and other similar designations.

ORDINANCE SECTION 2 – AMENDMENTS TO CITY CODE TITLE 9, CHAPTER 5

Sandpoint City Code Title 9, Chapter 5, Off-Street Parking and Loading Facilities, is hereby amended as follows, as noted by underline and strikeout in the applicable sections:

9-5-1: - General Provisions:

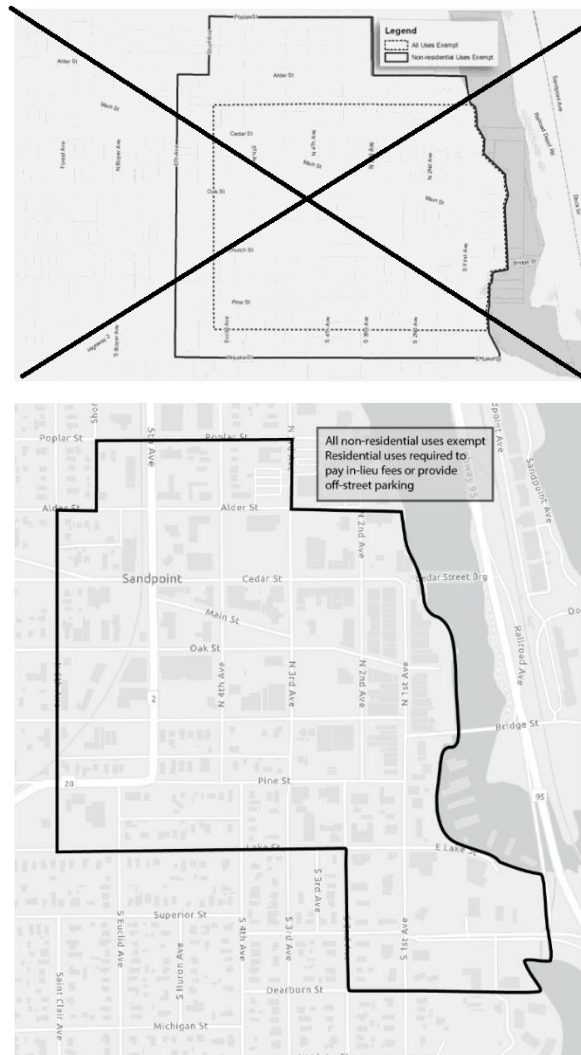
- A. Off-Street Parking and Loading Spaces Provided: No building or structure shall be erected, substantially altered (requiring a building permit), or its use changed unless permanently maintained off-street parking and loading spaces have been provided in accordance with the provisions of this chapter.
- B. ~~Additional Parking After Enlargement or Change~~ up to 50% in Floor Area: Whenever a building or structure ~~existing prior to the effective date of this chapter changes use or~~ is enlarged up to fifty percent (50%) in floor area, number of employees, seating capacity, number of dwelling units, or otherwise, to create a need for an increase in the number of ~~existing~~ parking and loading spaces, ~~additional parking and loading spaces must~~ shall be provided on the basis of the enlargement or change.
- C. ~~Buildings Enlarged Meet Requirements~~: ~~Whenever a building or structure existing prior to the effective date of this chapter is enlarged to the extent of fifty percent (50%) or more in floor area, number of employees, seating capacity, number of dwelling units, or otherwise, to create a need for an increase in the number of existing parking and loading spaces, said building or structure must then and thereafter comply with~~

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~~the full parking requirements set forth herein~~Additional Parking After Enlargement greater than 50% in Floor Area: Whenever a building or structure is enlarged greater than 50% in floor area, number of employees, seating capacity, number of dwelling units, or otherwise, to create the need for an increase in the number of parking and loading spaces, such additional spaces must be provided on the basis of the enlargement or change and shall be developed in accordance with the screening and landscaping provisions of this chapter.

- D. ~~Buildings With Other Changes Meet Requirements: Whenever a building or structure constructed after the effective date of this chapter changes use or is enlarged in floor area, number of employees, number of dwelling units, seating capacity, or otherwise, to create a need for an increase in the number of existing parking and loading spaces, said building or structure must then and thereafter comply with the full parking requirements set forth herein~~Additional Parking After Change in Use or Occupancy: Whenever a building or structure has a change in use or occupancy that would increase the number of spaces being required, such additional spaces shall be provided on the basis of the change.
- E. ~~Parking Demand Analysis: Minimum or maximum parking space requirements may be reduced or expanded by the relevant permit approval authority, either the planning director, planning and zoning commission, or city council upon completion of a Parking Demand Analysis demonstrating the actual demands of the project are less than the minimum or more than the maximum requirements of this code. A Parking Demand Analysis must be prepared by a registered professional traffic engineer licensed in the State of Idaho and must include analysis of multi-modal transportation and proximity to transit.~~
- F. ~~Exemptions: Buildings~~Non-residential development within the boundaries depicted on the map in subsection G below is exempt from the parking minimum and location requirements of this chapter. Residential development within the boundary as shown in subsection G below is exempt from the parking minimum and location requirements of this chapter, provided in-lieu payments are made pursuant to City Code 9-5-18, In Lieu Parking Fees of First Avenue, Cedar Street, Fifth Avenue and Pine Street plus one-half (½) block extending outward are exempt from the parking minimum requirements of this chapter.
- G. ~~Exempted Non-Residential Use Boundaries: Non-residential uses within the following boundaries are exempt from the parking minimum requirements of this chapter: Beginning at the intersection of Short Ave and Poplar St; thence East to the intersection of Poplar St and Third Ave; thence South to the intersection of Alder St and Third Ave; thence East to the high water mark of Sand Creek; thence Southerly along the artificial high water mark of Sand Creek (defined as 2,066.4' using the NAVD88 vertical datum or 2062.5' using the NGVD29 vertical datum) to its intersection with Lake St; thence West to the intersection of Lake St and Euclid Ave; thence West one-half (½) block; thence North to the intersection of Sixth Ave and Alder St; thence East to the intersection of Alder St and Short Ave; thence north to the point of beginning.~~

~~HG.~~ Map of Exempted Areas: Map of exempted minimum parking space requirements per subsections F and G of this section:



H. For the purposes of this chapter, an alley is not a public street.

~~I. Construction and Repaving: Construction and the repaving of parking lots must be in accordance with title 11, chapter 3, "Stormwater Management Ordinance", of this code.~~

(This ordinance does not amend any portion of City Code 9-5-2; therefore, this section is excluded from this ordinance and should remain intact as currently codified.)

9-5-3: Shared Parking Reduction:

A. Shared Parking or Parking Facilities Approval: Subject to compliance with other applicable requirements of eCity eCodes, relevant permit approval authority, either the planning director, planning and zoning commission, or city council, may approve shared development or use of parking facilities for two (2) or more uses if:

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1. A convenient pedestrian connection between the properties or uses exists; and
 2. The properties are within one thousand feet (1,000') of each other.
- B. Parking Requirements; Hours: Where the uses to be served by shared parking do not overlap their hours of operation, the property owner or owners must provide parking stalls equal to the greater of the applicable individual parking requirements. Where a use change occurs within the development causing an overlapping of use hours, parking requirements must be reassessed. For the purposes of this provision, residential parking use hours shall be from five o'clock (5:00) p.m. to sixty thirty-o'clock (6:30) a.m. daily.
- C. ~~Parking Stall~~Space Reduction: Where the uses to be served by shared parking have overlapping hours of operation, the relevant permit approval authority, either the planning director, planning and zoning commission, or city council, may approve a reduction of the total required parking ~~stalls~~spaces if the reduction is supported by a parking demand analysis performed by a registered professional traffic engineer licensed in the State of Idaho.
- D. Documentation Required: Prior to establishing shared parking or any use to be served thereby, the property owner or owners must file with the ~~County Recorder's Office~~ or its successor agency, a written agreement approved by the planning director providing for the shared parking use. A copy of the written agreement must be retained by the planning director in the project file. The agreement must be recorded on the title records of each affected property.

9-5-4: Access and Maneuvering Area:

- A. Any parking area must be designed in such a manner that any vehicle entering or leaving the parking area from or onto a public or private street must be traveling in a forward motion. ~~Residential uses with a density of less than ten (10) units per acre are exempt from this requirement.~~Development of six or fewer units on a site, including single-family, duplexes, multi-family dwellings, and accessory dwelling units, are exempt from this requirement.
- B. ~~Access of driveways for parking areas or loading spaces must be located in such a way that any vehicle entering or leaving such lot must be clearly visible for a reasonable distance to any pedestrian or motorist approaching the access or driveway from a public or private street.~~Driveways shall be located so that any obstructions do not prevent adequate sight distance between a vehicle stopped at the edge of the right of way and any approaching vehicle or pedestrian on the adjacent street. The required sight triangle shall be determined using the guidance of "A Policy on Geometric Design of Highways and Streets" (Green Book), published by the American Association of State Highway and Transportation Officials (latest edition), or another method approved by the city engineer or public works director.
- C. All maneuvering areas, ramps, access drives, etc., must be provided on the property on which the parking facility is located; however, if such facility adjoins an alley, such alley may be used as a maneuvering area.

9-5-5: Minimum Distance and Setbacks:

- A. ~~No portion of any parking facility, except driveways and approaches, shall be located within five feet (5') of the front or side property lines. Commercial and industrial uses are exempt from this requirement.~~
- B. ~~No portion of any parking facility shall obstruct the visibility, for a reasonable distance, of motorists using any public or private street. No portion of any parking facility shall obstruct the sight triangle of an adjacent street or driveway access, as determined by an analysis using the guidance of "A Policy on Geometric Design of Highways and Streets" (Green Book) published by the American Association of State Highway and Transportation Officials (latest edition), or another method approved by the city engineer or public works director.~~

9-5-6: Surfacing:

- A. Hard surfacing of all parking facilities shall be required. All hard surfacing must comply with all other applicable provisions of eCity eCodes, including the Stormwater Management Code.
1. ~~All hard surfacing must be completed before a certificate of occupancy is issued. In the event that hard surfacing cannot be timely completed due to inclement weather, the city may issue a temporary certificate of occupancy if an agreement secured by a bond or other security acceptable to the city in an amount of one hundred fifty percent (150%) of the costs of the hard surfacing is provided to the city. In the event a cash security is provided, no interest shall accrue to the party providing the cash. All agreements must include such terms as may be reasonable in the circumstances including a requirement that the paving be completed within six (6) months of the agreement and if not that the city in the city's sole discretion use the security to complete the hard surfacing.~~
- B. ~~Driveways and approaches to a parking facility abutting a street improved with curbs and gutters must be paved with hard surfacing to their full width for a minimum of twenty feet (20') in depth from the street right-of-way, or where there is a lesser setback, the hard surfacing must be from the street to the parking facility. Hard surfacing, for the purposes of this chapter, shall be defined as asphalt pavement, concrete pavement, or as otherwise determined by the city engineer or public works director.~~
- C. ~~Any building lot in a Commercial Zone used in whole or in part as a parking facility and which abuts a city street with curbs and gutters must be improved with sidewalks in accordance with city specifications. All hard surfacing must be completed before a certificate of occupancy is issued. In the event that hard surfacing cannot be timely completed due to inclement weather, the city may issue a temporary certificate of occupancy if an agreement secured by a bond or other security acceptable to the city in an amount of one hundred fifty percent (150%) of the costs of the hard surfacing is provided to the city. In the event a cash security is provided, no interest shall accrue to the party providing the cash. All agreements must include such terms as may be reasonable under the circumstances, including a requirement that the paving be~~

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completed within six (6) months of the agreement and, if not, that the city, in the city's sole discretion, use the security to complete the hard surfacing.

D. Driveways and parking facilities abutting a public right of way shall include hard surfacing from the edge of right of way to the parking facility. Driveway approaches within the public right of way shall be constructed pursuant to City Code 7-3-9, New Construction of Curbs, Gutters and Drainage Appurtenances, and city standard details.

E. If a parking facility is accessed from a public alley, a minimum of 12 feet in width of the alley shall be constructed with hard surfacing for the entire length of the alley between the adjacent public streets at either end of the alley. The driveway approaches accessing either end of the alley on the adjacent public streets shall be constructed pursuant to City Code 7-3-9, New Construction of Curbs, Gutters and Drainage Appurtenances, and city standard details. Hard surfacing of alleys shall be included, as needed, in an approved stormwater management plan that meets the requirements of City Code Title 11, Chapter 3, Stormwater Management Ordinance, as determined by the public works director.

~~D~~F. Exceptions to hard surfacing requirement of parking ~~spaces~~ facilities:

1. Within the Industrial General (IG) Zone, the hard-surfacing requirement may be waived, with certain conditions, by the city engineer the exception that, for the first 25 feet on private property from the right-of-way, the width of the driveway shall be hard surfaced.
2. A ~~D~~etached single-family homes, with or without an ADU, or a duplexes, with or without an ADU, accessory dwelling units and any residential parking area within a Residential Zone that is not accessed from a street or is accessed from an alley shall be exempted from the hard-surfacing requirement. Any residential development of greater intensity shall be required to adhere to the hard surfacing requirements.

G. Construction and the repaving of parking facilities must be in accordance with the Stormwater Management Ordinance, Title 11, Chapter 3, of this code.

9-5-7: Maintenance:

- A. The owner of property used for parking and/or loading shall maintain the facility in accordance with good practice without holes and free of all snow, dust, trash and other debris.
- B. Failure to keep the parking ~~lot~~ facility surfaces reasonably clean of snow and debris, failure to keep storm catch basins properly clean and functioning, and failure to remove and replace dead plant material or to remove noxious weeds shall be specifically included in the term "failure to maintain the facility in accordance with good practice" and shall be deemed a violation of this title and therefore subject to the penalties as established.

- C. The city shall not be responsible for maintenance, repair, upkeep, or reconstruction of any parking facility located on private property or any hard surfacing of alleys required by City Code 9-5-6, Surfacing.

9-5-8: Lighting:

- A. Any parking area which is intended to be used during non-daylight hours shall be properly illuminated ~~to avoid accidents~~in accordance with the regulations set forth below and in the Outdoor Lighting provisions of Title 8, City Code. ~~Residential uses are exempt from this requirement.~~
- B. Any lights used to illuminate a parking lot must be so arranged as to reflect the light away from the adjoining property.
- C. Parking ~~lot~~area lighting must be designed to provide the minimum lighting necessary to ensure adequate vision ~~and comfort~~ in parking areas while avoiding glare and direct illumination of adjacent properties or streets. All parking ~~lot~~area lighting requirements must also apply to interior drives and other areas on the property used by vehicles.
1. Lighting Fixtures: All lighting fixtures providing illumination for parking lots must direct light downward (in keeping with Illuminating Engineering Society of North America, IESNA, standards).
 2. Maximum Mounting Height: The maximum mounting height for all parking lot illuminating light fixtures shall be twenty feet (20').
 3. Timers Required: Lighting must be on a timer or utilize photocells which turns off all unnecessary lights when the lot is not in use to reduce glare in the surrounding neighborhoods and to save energy.

9-5-9: Wheel Blocks:

- A. Whenever a parking ~~lot~~space extends to a property line, wheel blocks or other suitable devices must be installed to prevent any part of a parked vehicle from extending beyond the property line, assuming a 24-inch vehicle overhang from the vehicle-side face of the wheel block.
- B. ~~Where parking stalls abut sidewalks or walkways that leave less than a four foot (4') wide pedestrian travel zone due to vehicle overhang, wheel blocks or other suitable devices may be required by the city in order to maintain accessibility. Wider sidewalks or pathways, however, shall be preferred.~~Where parking spaces abut sidewalks or walkways, wheel blocks shall be provided to prevent vehicle overhang on the sidewalk or walkway. Wheel blocks shall be placed so that the distance between vehicle-side face of the wheel block and the opposite side of the sidewalk or walkway is at least seven (7) feet.
- C. Whenever wheel blocks are used, the parking space depth, as specified under Design and Dimensional Standards, section 5 of this chapter, shall be measured from the vehicle-side face of the wheel block.

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- D. Whenever any obstruction greater than eight (8) inches in height, including walls or fences, is located directly adjacent to a parking space, wheel blocks shall be provided at least two (2) feet from the obstruction, and the "stall depth from curb edge", as shown under column D in the chart provided in section 5 of this chapter, shall be measured from the vehicle-side face of the wheel block.

(This ordinance does not amend any portion of City Code 9-5-10; therefore, this section is excluded from this ordinance and should remain intact as currently codified.)

9-5-11: Striping:

~~All parking areas with a capacity over ten (10) vehicles must be striped with double lines, two inches (2") in width and six inches (6") both sides of center between stalls, to facilitate the movement into and out of the parking~~All parking areas shall be striped with minimum four inches (4") wide white striping, meeting the dimensional standards of City Code 9-5-14, Design and Dimensional Standards.

9-5-12: Screening and/or Landscaping:

- A. ~~Parking Lot~~Area Minimum Landscaping: A minimum of ten percent (10%) of gross paved ~~parking~~ areas used for parking lots within the City of Sandpoint must be landscaped. ~~Slopes and other areas between a parking area and sidewalks, street rights-of-way or property lines must be landscaped with a minimum five foot (5') buffer containing grass, hardy shrubs, trees or evergreen ground cover and must be maintained in a consistent condition acceptable to the city. A minimum of fifty percent (50%) of the required buffer yard must be made up of hardy shrubs, fifty percent (50%) of which shall be evergreen and shall reach a height of four feet (4') within five (5) years. The five foot (5') buffer may be reduced when at least five feet (5') of landscaped area exists between the sidewalk and curb. Dead landscaping must be replaced. It shall be a violation of this chapter if an owner fails to replace dead landscaping with the same or other landscaping approved by the city within one month of notification by the city or as is seasonably acceptable.~~
- B. ~~Proximity Standards:~~ Whenever a parking area providing more than ten (10) vehicle spaces is located in or adjacent to a Residential District, dwelling unit, school, hospital, church or other institution for human care, it must be effectively screened on all sides abutting any such property by a five foot (5') buffer area with an acceptably designed wall, fence or planting screen. Alternatively, the buffer area may be reduced to three feet (3') if a decorative screen fence is erected with evergreen shrubs of at least two (2) gallon size planted at the base. Such fence, wall or planting screen must not be less than four feet (4') nor more than six feet (6') in height and maintained in good condition. The space between such fence, wall or planting screen, and the lot line of the adjoining premises in any Residential District must be landscaped with grass, hardy shrubs, or evergreen ground cover and maintained in good condition. In the event that terrain or other natural features are such that the erection of such fence, walls or planting screen will not serve the intended purpose, the planning director may waive specifically this requirement~~Slopes and other areas between a parking area and sidewalks, street~~

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rights-of-way or property lines must be landscaped with a minimum five foot (5') buffer containing grass, hardy shrubs, trees or evergreen ground cover and must be maintained in a consistent condition acceptable to the city. A minimum of fifty percent (50%) of the required buffer yard must be made up of hardy shrubs, fifty percent (50%) of which shall be evergreen and shall reach a height of four feet (4') within five (5) years. The five foot (5') buffer may be reduced when at least five feet (5') of landscaped area exists between the sidewalk and curb. Dead landscaping must be replaced. It shall be a violation of this chapter if an owner fails to replace dead landscaping with the same or other landscaping approved by the city within one month of notification by the city or as is seasonably acceptable.

- C. ~~Parking Facilities Abutting Street Right-of-Way: Parking facilities which abut a street right-of-way must provide one street tree for every twenty-five feet (25') of property abutting such right-of-way. Should the planting of such a street tree be physically unfeasible, the Public Works and/or planning department may require suitable landscaping abutting the street right-of-way~~Proximity Standards: Whenever a parking area providing more than ten (10) vehicle spaces is located in or adjacent to a residential district, dwelling unit, school, hospital, church or other institution for human care, it must be effectively screened on all sides abutting any such property by a five foot (5') buffer area with an acceptably designed wall, fence or planting screen. Alternatively, the buffer area may be reduced to three feet (3') if a decorative screen fence is erected with evergreen shrubs of at least two (2) gallon size planted at the base. Such fence, wall or planting screen must not be less than four feet (4') nor more than six feet (6') in height and maintained in good condition. The space between such fence, wall or planting screen, and the lot line of the adjoining premises in any residential district must be landscaped with grass, hardy shrubs, or evergreen ground cover and maintained in good condition. In the event that terrain or other natural features are such that the erection of such fence, walls or planting screen will not serve the intended purpose, the planning director may waive specifically this requirement.
- D. ~~Material and Planting Requirements: Parking lot landscaping must consist of, but not be limited to, a mix of deciduous trees, evergreen shrubs, and ground cover. Tree species must be of the types listed on the "City of Sandpoint approved street tree list" (as adopted by resolution), or approved by the Urban Forester. All trees must be planted with a minimum 1.5-inch caliper. All interior planting beds must have a minimum dimension of six feet (6') at the narrowest point with a soil depth appropriate for the trees selected~~Parking Facilities Abutting Street Right-of-Way: Parking facilities which abut a street right-of-way must provide one street tree for every twenty-five feet (25') of property abutting such right-of-way. Should the planting of such a street tree be physically unfeasible, the public works director may require suitable landscaping abutting the street right-of-way.
- E. ~~Parking Lots Between Twenty To Thirty Spaces: One tree for every ten (10) parking spaces or the larger fraction thereof must be provided~~Material and Planting Requirements: Parking area landscaping must consist of, but not be limited to, a mix

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of deciduous trees, evergreen shrubs, and ground cover. Tree species must be of the types listed on the "City of Sandpoint approved street tree list" (as adopted by resolution), or approved by the urban forester. All trees must be planted with a minimum 1.5-inch caliper. All interior planting beds must have a minimum dimension of six feet (6') at the narrowest point with a soil depth appropriate for the trees selected.

- F. Parking Area Between Twenty (20) and Thirty (30) Spaces: One tree for every ten (10) parking spaces or the larger fraction thereof must be provided.~~Parking Lots Exceeding Thirty Spaces: The following additional regulations apply:~~
- ~~1. Parking areas must include a minimum fifteen foot (15') landscaped buffer from Residential Zones, and be divided into smaller areas interconnected by landscaped aisles to reduce vehicle speed and protect pedestrians. No parking space shall be more than sixty feet (60') from a landscaped area, and there must be at least one tree for each three hundred (300) square feet of required landscape area.~~
 - ~~2. Required shade trees must be of such species and canopy to provide a minimum of thirty percent (30%) canopy cover of the parking area at maturity. Eligible tree canopy must be directly over parking lot.~~
 - ~~3. A timed and automated irrigation system shall be provided for all required landscaping and maintained in a workmanlike manner.~~
- G. Parking Lot Directional Signs: Parking lots not visible from streets must have clearly visible directional signs approved during the site plan review process.~~Parking Areas Exceeding Thirty (30) Spaces: The following additional regulations apply:~~
1. Parking areas must include a minimum fifteen foot (15') landscaped buffer from residential zones and be divided into smaller areas interconnected by landscaped aisles to reduce vehicle speed and protect pedestrians. No parking space shall be more than sixty feet (60') from a landscaped area, and there must be at least one tree for each three hundred (300) square feet of required landscape area.
 2. Required shade trees must be of such species and canopy to provide a minimum of thirty percent (30%) canopy cover of the parking area at maturity. Eligible tree canopy must be directly over parking area.
 3. A timed and automated irrigation system shall be provided for all required landscaping and maintained in a workmanlike manner.
- H. ~~Screening Equipment; Noise: Mechanical equipment, utility facilities, and garbage containers must be screened in such a manner so as not to be visible from abutting residential property owners. A fence may be used to provide this screening. Mechanical equipment creating noise must be placed as far from residential uses as practical and in keeping with access and maintenance requirements, and must have noise buffering if placed in the vicinity of residential uses~~Parking Area Directional

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Signs: Parking area not visible from streets must have clearly visible directional signs approved during the site plan review process.

- I. ~~Snow Storage: Areas for snow storage must be designated in site plans and provided for in development or redevelopment of property.~~ Screening Equipment; Noise: Mechanical equipment, utility facilities, and garbage containers must be screened in such a manner so as not to be visible from abutting residential property owners. A fence may be used to provide this screening. Mechanical equipment creating noise must be placed as far from residential uses as practical and in keeping with access and maintenance requirements, and must have noise buffering if placed in the vicinity of residential uses.
- J. ~~Pedestrian Access: Parking lots must be designed so that pedestrian and automobile patrons have a clearly marked path from each business entrance to the nearest sidewalk to each adjacent street. This must be accomplished utilizing decorative pavers or sidewalk type walkways. The planning commission may waive this requirement for lots smaller than thirty (30) spaces when it creates undue hardship.~~ Snow Storage: Areas for snow storage must be designated in site plans and provided for in development or redevelopment of property.
- K. Pedestrian Access: Parking areas must be designed so that pedestrian and automobile patrons have a clearly marked path from each business entrance to the nearest sidewalk to each adjacent street. This pedestrian path shall meet the requirements for an accessible route as described in the latest edition of the ADA Standards for Accessible Design of the Americans with Disabilities Act. Exemptions:
- ~~1. Single-Family Residential: Single-family residential off-street parking areas are exempt from this subsection.~~
 - ~~2. Auto and Vehicle Dealers: Auto and vehicle dealers are exempt from providing landscaping within the interior of the sales and display area.~~
 - ~~3. Landscaping Requirement Modifications: Landscaping requirements may be modified by the planning director for a specific site when soil or slope limitations make strict adherence impractical, when safety considerations are involved, especially in the clear vision triangle.~~
 - ~~4. Industrial General Zone: Parking areas within the Industrial General Zone shall only be required to adhere to the requirements of subsection A, "Parking Lot Minimum Landscaping", of this section.~~
 - ~~5. Existing Parking Lots: Expansions of existing parking lots shall not be exempt.~~
- L. Exemptions:
1. Single-Family Residential: Single-family and duplex residential off-street parking areas are exempt from this subsection.
 2. Auto and Vehicle Dealers: Auto and vehicle dealers are exempt from providing landscaping within the interior of the sales and display area.

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3. Landscaping Requirement Modifications: Landscaping requirements may be modified by the planning director for a specific site when soil or slope limitations make strict adherence impractical, when safety considerations are involved, especially in the clear vision triangle.
4. Industrial General Zone: Parking areas within the Industrial General Zone shall only be required to adhere to the requirements of subsection A of this section, "Parking Area Minimum Landscaping".
5. Existing Parking Areas: Expansions of existing parking areas shall not be exempt.

(This ordinance does not amend any portion of City Code 9-5-13; therefore, this section is excluded from this ordinance and should remain intact as currently codified.)

9-5-14: Design and Dimensional Standards:

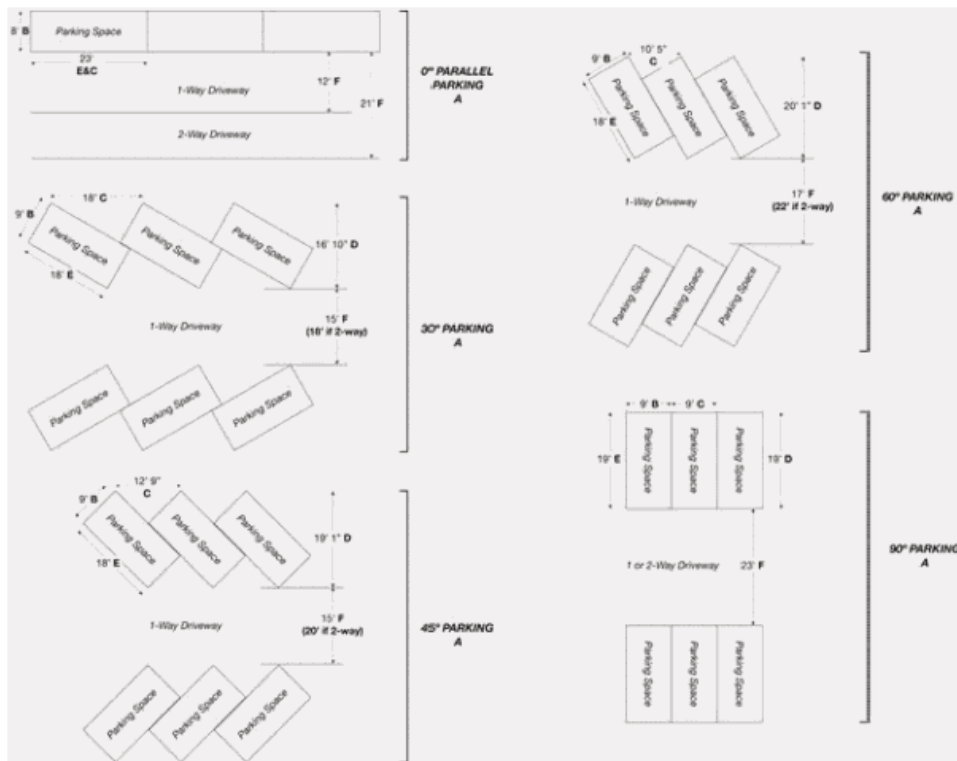
- A. ~~City Standards Mandatory:~~ All parking facilities must be designed to city standards. Plans for parking facilities are required prior to construction and shall indicate ingress, egress, grade, drainage facilities, location of all plantings, base and surface materials.
- B. ~~Bicycle Spaces: All nonresident parking facilities with more than twenty (20) parking spaces shall provide the equivalent of four (4) bicycle spaces for every twenty (20) parking spaces included in the facility, for the temporary storage of bicycles. Space for bicycle storage shall be designed to accommodate bikes parked parallel to the rack and support bicycles upright by their frame at two (2) points of contact. The minimum distance between side by side racks should be thirty-six inches (36") or greater. The minimum distance between end to end racks should be sixty inches (60") or greater. Racks shall be permanently anchored into a hard surface. Bicycle spaces shall be located within fifty feet (50') of the building entrance and well lit.~~
- CB. Minimum Standards: Letters in the following chart are referenced in subsection DC of this section, Diagram, Parking Space Minimum Design and Dimensions (For Standard Vehicles). Off-street parking spaces must be provided in accordance with the following minimum standards:

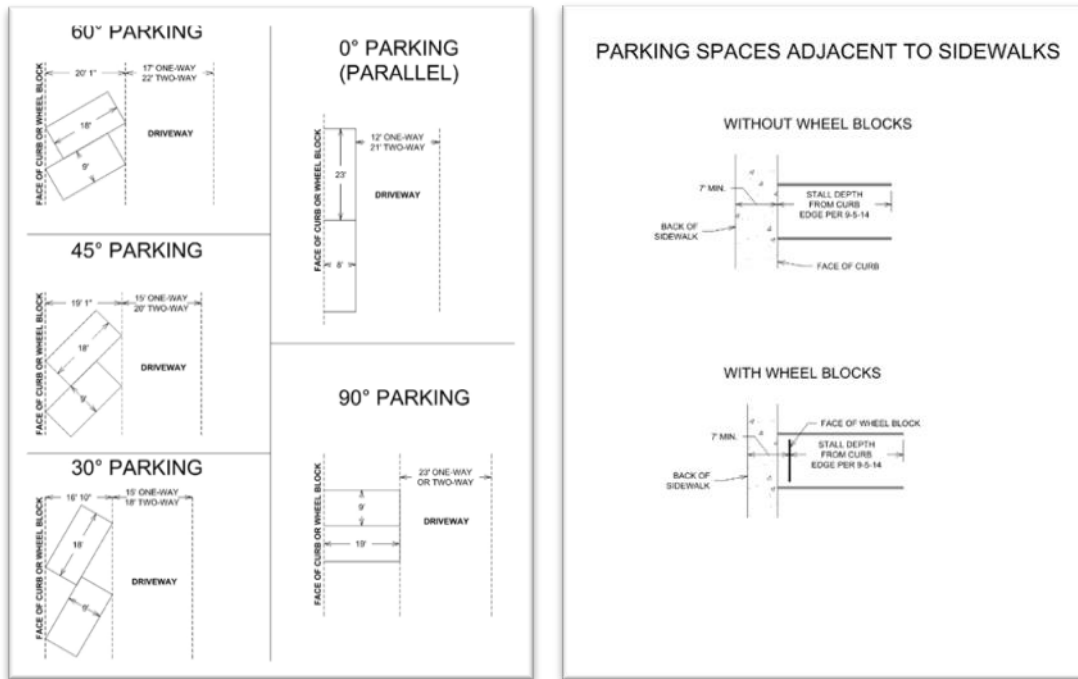
Parking Angle A	Parking Space Width B	Curb Length Per Stall C	Stall Depth From Curb Edge D	Parking Space Depth E	1-Way Driveway Width F	2-Way Driveway Width F
For standard vehicles:						
0°	8 feet	23 feet	8 feet	23 feet	12 feet	21 feet
30°	9 feet	18 feet	16 feet, 10 inches	18 feet	15 feet	18 feet
45°	9 feet	12 feet, 9 inches	19 feet, 1 inch	18 feet	15 feet	20 feet
60°	9 feet	10 feet, 5 inches	20 feet, 1 inch	18 feet	17 feet	22 feet
90°	9 feet	9 feet	19 feet	19 feet	23 feet	23 feet

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For compact vehicles:						
0°	7 feet, 6 inches	18 feet	7 feet, 6 inches	18 feet	12 feet	21 feet
30°	7 feet, 6 inches	15 feet	14 feet	15 feet	15 feet	18 feet
45°	7 feet, 6 inches	10 feet, 7 inches	15 feet, 11 inches	15 feet	15 feet	20 feet
60°	7 feet, 6 inches	8 feet, 8 inches	16 feet, 9 inches	15 feet	15 feet	22 feet
90°	7 feet, 6 inches	7 feet, 6 inches	15 feet	15 feet	23 feet	23 feet

DC. Diagram, Parking Space Minimum Design and Dimensions (For Standard Vehicles):





ED. Additional Standards for Compact Car Parking:

1. If the total number of required parking spaces is less than ten (10), no compact car spaces shall be provided.
2. If the total number of required parking spaces equals ten (10), then one parking space may be for compact cars. For each four (4) spaces in excess of ten (10), one space for compact cars may be provided.
3. Each compact car parking space shall be marked for such use.

9-5-15: Minimum and Maximum Surface Parking Space Requirements:

A: Table 1: Required Parking by Land Use

Type of Use	Parking Spaces Required
A.	Residential outside of Exempt Area: Values shall be held as the minimum:
Accessory dwelling units	1 for each unit
Apartments, duplexes, townhouses or multi-family dwellings over 1,200 square feet of living space per unit	1.4 for each unit
Apartments, duplexes, townhouses or multi-family dwellings equal to or under 1,200 square feet of living space per unit	1 for each unit
Boarding, lodging, or rooming house	1 for each sleeping room
Cottage developments in accordance with chapter 4 of this title	1 for each unit
Detached single-family homes with more than 3 bedrooms	2 for each unit

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	Detached single-family homes with 3 bedrooms or less	1 for each unit
	Group homes	2 for each unit
<u>B.</u>	<u>Residential within Exempt Area</u>	
	<u>Any residential land use</u>	1 for every 1000 sf, not to exceed 1.5 for each unit
<u>BC.</u>	Commercial: Values shall be held as the minimum. The maximum amount of parking spaces allowed shall be no more than 20 percent above the minimum requirement. Structured parking shall be exempt from the parking maximum requirements.	
	Banks, financial institutions and similar uses	1 for every 500 square feet of floor area
	Bowling alleys	2 for each alley
	Dance floors, skating rinks	1 for every 500 square feet of floor area
	Dining rooms, restaurants, taverns, nightclubs, etc.	1 for every 300 square feet of floor area
	Funeral parlors, mortuaries	1 for every 100 square feet of floor area open to the public
	Hostels	1 for every 4 beds
	Hotels, motels	1 space for each room or unit; plus, as required for accessory uses, such as restaurants, meeting halls, etc.
	Medical or dental clinics	1 for every 500 square feet of floor area of examination, treatment, office, and waiting rooms
	Offices, public or professional administration and services	1 for every 500 square feet of floor area
	Retail sales and services of large items, such as appliances, furniture and equipment	1 for every 800 square feet of floor area
	Retail stores	1 for every 350 square feet of floor area
	Service stations providing repair, public garages	1 for each 2 gasoline pumps and 2 for each service bay
	All other types of business or commercial uses permitted in any Commercial Zone	1 for each 350 square feet of floor area
<u>GD.</u>	Entertainment and Recreation: Values shall be held as the minimum. The maximum amount of parking spaces allowed shall be no more than 20 percent above the minimum requirement. Structured parking shall be exempt from the parking maximum requirements:	
	Auditoriums, sport arenas, theaters and similar uses	1 for each 5 seats; 20 inches of bench shall be considered 1 seat
	Fitness centers	1 for every 400 square feet of floor area
	Private clubs or lodges	1 for every 350 square feet of floor area
	Swimming pools, public or community clubs	1 for each 5 persons' capacity plus 1 for each 4 seats or 1 for each 30 square feet of floor area used for seating purposes, whichever is greater
<u>DE.</u>	Institutional: Values shall be held as the minimum:	
	Churches and other places of religious assembly	1 for each 5 seats; 20 inches of bench shall be considered 1 seat
	Hospitals	1 for each bed
	Libraries, museums, art galleries	1 for each 500 square feet of floor area
	Sanatoriums, homes for the aged, nursing homes, children's homes and similar uses	1 for each 2 beds
<u>EF.</u>	Schools (Public, Private Or Parochial): Values shall be held as the minimum:	
	Business, technical and trade schools	1 for each 2 students

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	Colleges, universities	1 for each 4 students
	Elementary, high schools	1 for every teacher and employee, 1 for every 4 students normally enrolled that are over the legal driving age, and 1 for every 4 seats in auditoriums, gymnasiums or stadiums. Parking spaces provided for the school may be considered as parking for the public assembly areas
	Kindergartens, daycares, childcare centers, nursery schools and similar uses	Where the number of children plus employees is less than 13, 2 off-street parking spaces shall be provided. Where the number of children is equal to or greater than 13, 1 off-street parking space for each 5 children or a fraction thereof shall be provided
FG.	Industrial: Values shall be held as minimum:	
	All types of manufacturing, storage, wholesale and freight uses permitted in any Industrial District	1 for each 1,000 square feet of floor area

Parking spaces for other permitted or conditional uses not listed in this section shall be determined by the planning director.

B. Bicycle Spaces: All nonresident parking facilities with more than twenty (20) parking spaces shall provide the equivalent of one (1) bicycle space for every five (5) parking spaces included in the facility for the temporary storage of bicycles. Space for bicycle storage shall be designed in accordance with the bicycle parking standards adopted by city council resolution.

9-5-16: Parking Credits:

- A. Bicycle Parking: For every six (6) nonrequired bicycle parking spaces created within any Commercial or Industrial Zone which adhere to the standards set forth in section 9-5-14, "Design and Dimensional Standards", of this chapter, motor vehicle parking space requirements may be reduced by one space; up to a maximum of two (2) off-street parking spaces.
- B. Motorcycle Parking: For every two (2) motorcycle parking spaces provided for any multifamily, commercial or industrial project, the number of standard vehicle spaces may be reduced by one space up to a maximum of two (2) spaces. Motorcycle parking spaces must be at least four feet (4') wide and ten feet (10') deep with a minimum of ten feet (10') of backup space provided. Backup space shall be on private property within an access aisle or other area not otherwise designated as a parking space.
- C. Affordable Housing Deed Restrictions: The minimum parking space requirements for developments that contain a deed restriction for affordable housing shall be reduced by twenty percent (20%). Such development must adhere to the following standards:
 1. At least fifty percent (50%) of the units must be deed restricted to provide for affordable rental housing.

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2. At a minimum, the deed restriction must accommodate households making less than eighty percent (80%) of area median income according to the Department of Housing and Urban Development (HUD). Such accommodation must provide affordable units such that no more than forty percent (40%) of tenant household income shall go towards the payment of rent. The deed restriction must remain in effect for a minimum of ten (10) years.
3. Applicants awarded this credit must submit annual reports verifying the standards above to remain in good standing of this provision.

(This ordinance does not amend any portion of City Code 9-5-17; therefore, this section is excluded from this ordinance and should remain intact as currently codified.)

9-5-18: In Lieu Parking Fees:

- A. Purpose: The purpose of these provisions is to allow ~~businesses~~ development to satisfy the off-street parking requirements by making in lieu payments to reduce the number of on-site parking spaces through payment so as to meet the requirements set forth in this chapter. ~~These businesses will be allowed to make payments into a special dedicated fund the city will use to develop parking. These provisions may be utilized for parking required for new construction or for an increase in required parking resulting from the change of use of an existing building.~~
- B. Goals: The in-lieu program is voluntary and has the following goals:
 1. To creatively reduce parking requirements ~~where appropriate~~;
 2. To reduce the cost of development by reducing the funds required for building and maintenance of parking lots;
 3. To facilitate the construction and improvement of public parking;
 4. To improve urban design;
 5. To encourage shared parking; and
 6. To support historic preservation.

C. Definitions:

IN LIEU PAYMENT: A onetime optional payment made to the city Parking Improvement Fund fulfilling all or part of the parking requirements for ~~a business within the defined parking in-lieu area~~ development.

PARKING IMPROVEMENT FUND: A special dedicated fund to collect revenue from in lieu parking payments. Revenue collected is used to improve general public parking in the ~~designated parking in-lieu area~~ city, to purchase or lease land for public parking, to improve, create, or expand city parking facilities, and to offset administrative expenses.

D. Applicability: These provisions may be utilized in lieu of providing parking in the following situations:

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1. New residential development within the parking exempt area as defined in City Code 9-5-1-F, Exemptions.
2. Non-residential development and residential development outside the exempt area as defined in City Code 9-5-1-F, Exemptions.
3. Non-residential development within the exempt area shall be exempt from this section.
4. A Parking Demand Analysis, as established in City Code 9-5-1-E, Parking Demand Analysis, shall not be eligible to determine the required number of parking spaces for the purposes of establishing an in lieu payment.

DE. Payment Calculation:

- 4.—~~The parking requirements set forth in the Parking Code may be satisfied in whole or in part by the payment of a nonrefundable parking improvement in lieu fee of ten thousand dollars (\$10,000.00) per space an amount set by city council resolution, which may be amended from time to time to approximate changes in costs of implementing the Parking Improvement Fund.~~
- 2.—~~Payment of fees must be made in conjunction with the issuance of a building permit. Upon payment of in lieu fees, applicant will receive a nontransferable certificate for each space that would otherwise be required by city parking requirements.~~
- 3.—~~The city council may amend the fee by resolution to approximate increases in costs of providing parking.~~

EF. Parking Fund Use:

- 4.—~~The "Parking Improvement Fund", a dedicated fund, is hereby created to receive revenue from in lieu payments. The fund shall be used to provide and enhance public parking facilities, including buying or leasing land, constructing parking facilities, offsetting administrative expenses directly related to managing the account and the construction of facilities, coordinating parking planning, and erecting signage.~~

EG. Limitations:

- 4.—~~In the event a business an application for development outside of the parking exempt area that requires a site plan review permit or a conditional use permit, as established in Title 9, City Code, intends to satisfy more than fifty percent (50%) of the parking requirement by payment of parking in lieu fees, such application shall require review and approval of the planning commission as part of the development application review. Proposed parking requests shall be reviewed at a regular meeting of the planning commission. Notice of such review shall be sent to all adjacent property owners of the property for which parking is requested and affected property owners shall have the right to comment. Public notice of the development application shall reference the parking reduction sought. Any such request for parking may be denied or reduced if the planning~~

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commission finds that permitting such request would have an adverse impact on the surrounding area or neighborhood.

ORDINANCE SECTION 3 - REPEAL AND SEVERABILITY:

- A. Any provision of the *Sandpoint City Code* found to be inconsistent with this Ordinance is hereby repealed.
- B. Should any provision of this Ordinance be deemed unlawful or unconstitutional, such finding shall not affect the remaining provisions of this Ordinance.

ORDINANCE SECTION 4 – PUBLICATION AND EFFECTIVE DATE:

This Ordinance shall be in full force and effect from and after its passage, approval, and publication according to law.

PASSED AND ADOPTED AS AN ORDINANCE OF THE CITY OF SANDPOINT, IDAHO,
AT A REGULAR SESSION OF THE SANDPOINT CITY COUNCIL ON _____, 2025.

Jeremy Grimm, Mayor

Attest: _____
Melissa Ward, City Clerk