



## Staff Report

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**To:** City Council  
**From:** Daren Fluke, Consulting City Planner  
**Report:** March 28, 2025  
**Hearing:** April 16, 2025  
**Item:** PS23-0001: Daher #1 Subdivision  
**Applicant:** Kodiak Aircraft Company / Quest Aircraft – C/O Dave Schuck

*Please Note: The Application and all materials related to this request are provided on the City's website at:*  
[www.sandpointidaho.gov/currentprojects](http://www.sandpointidaho.gov/currentprojects)

### 1) Introduction and Background

Kodiak Aircraft Company is requesting approval of a preliminary plat on two parcels (RPS38630000050A and #RPS00000105804A) consisting of approximately 29 acres. The property is located east of Great Northern Road and west of the Sandpoint Airport (Figure 1). The proposed subdivision seeks to create four lots, ranging from approximately 2 to 18 acres and includes the existing Kodiak Aircraft Company manufacturing facility and associated parking areas. The applicant states that the intent of the proposal is to bring the common lot line between (proposed) Lot 1, 2 and 3 into alignment with the existing parking lot serving the industrial facility on Lot 2. Further, the action separates the western parcel into three lots, two (proposed lot 1 & 3) with frontage on Great Northern Road and the 4th separated and south of the existing Turbine Drive, a private road that will be dedicated and improved as public right-of-way through this application.

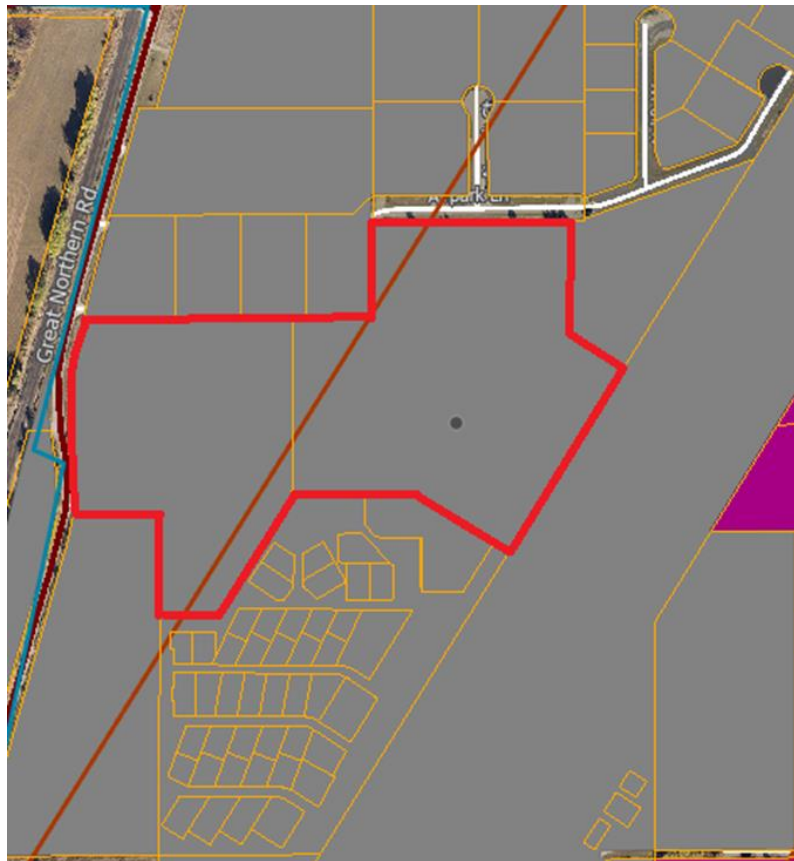
The property is situated within the Industrial General (IG) zone, as are all adjoining properties (Figure 2). All lots will have access and frontage on a public right of way (Lot 1 on Great Northern Rd. and Lots 2-4 on Turbine Dr.).

Preliminary plats set forth the basic information for the City Council to determine if the proposed subdivision complies with the applicable requirements of the Sandpoint City Code and Idaho Statutes. Upon approval of a preliminary plat by City Council, a permit for public infrastructure improvements may be issued and once complete and accepted by the city, a final plat may be approved by City Council and recorded. A final plat is necessary to create and sell new lots and no building permits may be issued prior to the recordation of the final plat.

On July 16, 2024, the Planning and Zoning Commission voted to recommend approval of PS23-0001 to the City Council with six (6) conditions of approval (see pg. 5 of this report).



Figure 1 - Vicinity Map



- Zoning**
- Zone**
- Commercial A - CA
  - Commercial B - CB
  - Commercial C - CC
  - Industrial Business Park - IBP
  - Industrial General - IG
  - IBP uses also allowed (subject to design standards)
  - Industrial Technical Park - ITP
  - Residential Multifamily - RM
  - Rural Residential - RR1
  - Residential Single Family - RS
  - Mixed Use Residential - MUR

Figure 2 - Zoning Map

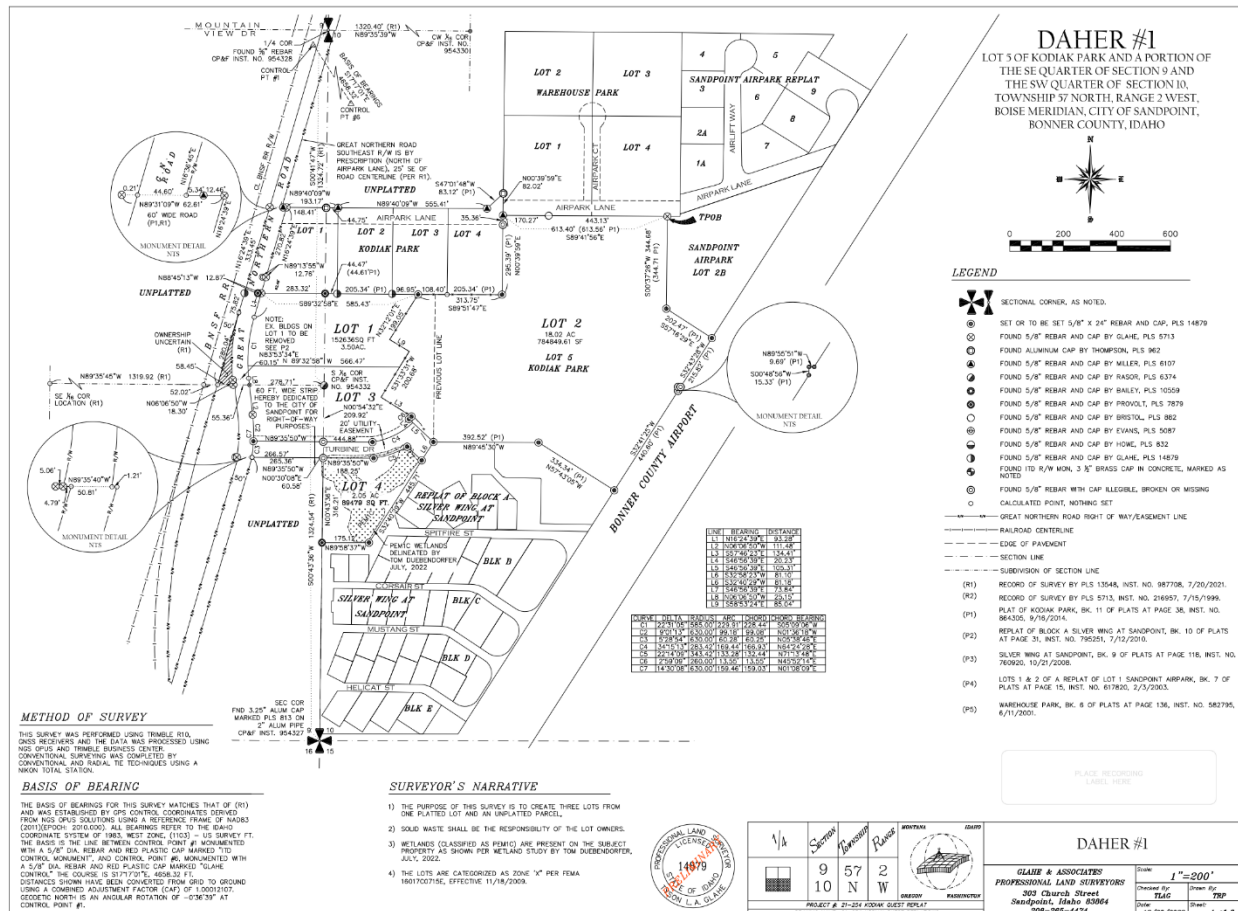


Figure 3 - Preliminary Plat

## 2) Agency Comments

Per Idaho Code and Sandpoint City Code, all applicable jurisdictions and agencies have been notified of the proposal including, but not limited to:

REVIEWING DEPARTMENTS & AGENCIES:				
City of Sandpoint	Local Agencies & Districts	State & Federal	Bonner County	Other
<input checked="" type="checkbox"/> Building <input checked="" type="checkbox"/> Fire Marshal <input checked="" type="checkbox"/> Planning <input checked="" type="checkbox"/> City Engineer <input checked="" type="checkbox"/> Operations	<input checked="" type="checkbox"/> Independent Highway District <input checked="" type="checkbox"/> Pend Oreille School District <input checked="" type="checkbox"/> Panhandle Health District <input checked="" type="checkbox"/> City of Dover <input checked="" type="checkbox"/> City of Ponderay	<input checked="" type="checkbox"/> Idaho Dept. of Lands <input checked="" type="checkbox"/> Idaho Dept. of Environmental Quality <input checked="" type="checkbox"/> Idaho Transportation Dept. <input checked="" type="checkbox"/> USACE <input checked="" type="checkbox"/> Idaho Dept. of Water Resources	<input checked="" type="checkbox"/> Surveyor <input checked="" type="checkbox"/> Sandpoint Airport <input checked="" type="checkbox"/> Planning <input checked="" type="checkbox"/> Bonner County EMS <input checked="" type="checkbox"/> Commission	<input checked="" type="checkbox"/> Avista Utilities <input checked="" type="checkbox"/> Northern Lights <input checked="" type="checkbox"/> Utility and Service Providers <input checked="" type="checkbox"/> BNSF Railroad
X = Request for review/comments sent to department or agency.				

At the time of this report draft, the city has received three (3) agency responses to the application and one response from a landowner, which can be found [here](#). Any additional comments received will be forwarded to the City Council.

### Staff response to comments:

ITD and DEQ responded with “no comment”. Independent Highway District comments have been incorporated into the conditions of approval as appropriate. A landowner on Jenny Lane north of Schweitzer Cutoff Road indicated that they did not support the proposal but did not provide a reason.

## 3) Preliminary Plat Requirements

Title 10, Chapter 1 establishes the subdivision and new development standards and regulations for preliminary plats. **Section 10-1-C.1** establishes the required elements to be shown on a proposed preliminary plat.

**Findings:** All relevant requirements of §10-1-C are present on the preliminary plat and/or within the application materials.

**Section 10-1-5** requires connection to city water and sewer mains, **Section 10-1-6** establishes the specific requirements for the design and construction of streets and **Section 10-1-7** establishes the general requirements for other required utilities and improvements.

**Findings:** The preliminary plat and application materials generally show compliance with the required improvements. A sewer main extension will be required at the time of building permit in order to serve any new development on any lot. A 6-foot-wide asphalt path along the frontage of the newly dedicated Turbine Drive right of way will be required at the time of building permit on any lot. Before final plat approval, a development agreement shall be recorded between the applicant and the City of Sandpoint, describing these required improvements. A fire turnaround, meeting the requirements of the International Fire Code and approved by the City of Sandpoint, will be required at the east end of Turbine Drive before final plat approval.

## 4) Conformance with existing plans, policies, and regulations

### A. Multimodal Transportation Master Plan

City Code, Title 10, Section 6 requires conformance with the Transportation Plan and provides that streets shall be designed in accordance with the development standards of the city of Sandpoint. The Multimodal Transportation Master Plan (MTMP) adopted in 2021 provides vision, goals, and objectives against which developments can be evaluated. The Urban Area Transportation Plan (UATP) serves as the current standards, specific to access management and traffic analysis. The relevant goals, objectives and standards for which a subdivision should be evaluated are noted below, with staff review noted in the **Findings Section**.

**MTMP Goal 1.** Provide a balanced approach to mobility. Objectives:

- Improve and enhance safety and traffic circulation and preserve an acceptable level of service (LOS) at intersections; strive to maintain a LOS of D or better for peak hour traffic at intersections on City streets.
- Limit the number of approaches onto collectors and arterials in order to minimize safety conflicts between modes and preserve the function of the multimodal corridor.
- Continue to require compliance with roadway access management standards as part of land use application approval process.

**Findings:** The subdivision application is requesting that Turbine Drive be dedicated as 60' public right-of-way to provide frontage and access to Lot 2 and 4. Lot 1 will have access from Great Northern Road.

**MTMP Goal 2.** Provide a walkable and bikeable network throughout the community. Objectives:

- Continue to enhance the walkability and bike-ability of not only Downtown, but also the entire community and improve walking and bicycling routes throughout the community.
- Continue to require development proposals to provide complete streets in a manner consistent with design standards, as applicable.

**Findings:** Great Northern is planned for expansion with the addition of a 12-foot Shared Use Path. The applicant will be required to dedicate the needed right-of-way once the design of Great Northern is finalized to a point that the future right-of-way can be determined. Construction of frontage improvements along Turbine Drive will be required as a condition of any building permit.

**MTMP Goal 4.** Support a resilient, livable and sustainable multimodal system. Objectives:

- Consider the long-term functionality and maintenance obligations when developing right-of-way design standards and through the subdivision approval process.
- Require compliance with adopted street design standards.

**Findings:** The preliminary plat includes the dedication of Turbine Drive (an existing private road) as a public right-of-way. A fire turnaround, meeting the requirements of the International Fire Code and approved by the City of Sandpoint, will be required at the east end of Turbine Drive before final plat approval.

**MTMP Goal 8.** Proactively plan for an increase in demands Objectives:

- Continue to implement requirements for traffic analyses and mitigation measures resulting from private development and changes in use.
- With new development projects, encourage the design and construction of local streets to improve multimodal connectivity and safety; encourage well-connected, grid type street patterns with new development.

**Findings:** A traffic impact analysis is not required at this time. City Code 10-1-6-A-18 requires that "Development contributing three hundred (300) or more vehicle trips per day to the city street system shall require a traffic impact analysis." No development is being proposed at this time, and the subdivision is not expected to create an addition of greater than 300 average day trips. All four proposed lots in the subdivision will be analyzed individually at the time of site plan review to determine whether they meet this threshold to require a traffic impact analysis.

## **B. Urban Area Transportation Plan**

### **Chapter 7 - Transportation Master Plan**



The purpose of this chapter is to provide a comprehensive plan for the transportation system within the Urban Area. The Urban Transportation Plan covers all the transportation modes that exist and are interconnected throughout and expected to exist in the combined ACI's.

**Findings:** Chapter 7 identifies Great Northern to be expanded as Arterial 3-B1 from Gooby Road to Woodland Drive, of which this proposed subdivision is along. An Arterial 3-B1 will require a 12-foot shared use path. Great Northern is currently in design and the applicant will be required to dedicate the necessary right-of-way prior to construction of the realigned and expanded Great Northern Road, including the shared use path.

#### **Appendix E - Developer Packet**

Provides a checklist for ensuring design coherence with urban area development standards.

**Findings:** The proposed subdivision, and any required improvements as part of a future construction agreement, is generally in compliance with the Urban Area Transportation Plan.

#### **Appendix G - Access Management Policy**

Access management is the proactive management of vehicular access points to land parcels adjacent to all manner of roadways to promote safe and efficient use of the transportation system. This local policy is consistent with national engineering best practices.

**Approach Location:** Approaches shall be located so as not to create undue interference with, or hazard to, the free movement of normal street or pedestrian traffic, or cause areas of congestion.

**Approach Spacing:** Spacing standards limit the number of driveways on a roadway by mandating a minimum separation distance between driveways. This reduces the potential for collisions as motorists enter or exit the roadway and encourages joint access, where appropriate. Table G-4 provides the Minimum Intersection and Approach Spacing Requirements, specifying that driveways on a collector street shall be a minimum of 150' apart and on Local (residential) streets allows for access to each lot. The UATP also provides that the spacing between intersections shall be no less than 250'.

**Findings:** All elements applicable to the preliminary plat appear to conform with Appendix G as no new intersections nor access points are being proposed. Any future driveway on Great Northern Road will be reviewed and approved in accordance with these standards and the prior to the issuance of a building permit.

### **C. Zoning Code Requirements (City Code, Title 9)**

Sandpoint City Code Title 9 is the city's zoning ordinance. Chapter 9-3 regulates land uses, setbacks, lot size, public street frontage, and may also contain certain design standards for resulting development with the Industrial General (IG) Zone.

**Findings:** The proposed lots as dimensioned on the preliminary plat meet the lot size and frontage requirements and any future land uses and buildings will be regulated through the zoning and/or building permit processes for compliance with all applicable standards of Chapter 9-3.

### **5) P&Z Recommended Conditions of Approval**

Based upon the requirements of City Code relative to preliminary plats and other evidence and testimony in the public record, the following conditions of approval are provided for inclusion in a motion to approve the PS23-0001:

1. Compliance with Section 10-1-5, 10-1-6, and 10-1-7 of the Sandpoint City Code are required prior to approval of the final plat.
2. Construction of a fire turnaround, meeting the requirements of the International Fire Code and approved by the City of Sandpoint, providing frontage and access to Lots 2, 3, 4 and the Silver Wing at Sandpoint Subdivision, will be required at the east end of Turbine Drive before final plat approval. The existing gate leading into Silver Wing at Sandpoint may need to be relocated, at the expense of the applicant, so that it is situated or located outside of the final-right-of-way for Turbine Drive.
3. Dedication of the needed right-of-way for the expansion of Great Northern Road, including a separated, 12-foot multi-use path is required at such time as the needed right-of-way is known and/or required for

construction of the road.

4. The existing buildings on Lot 3 shall be demolished and removed pursuant to a demolition permit prior to approval of the final plat.
5. The final plat shall include the wetland as delineated on Lot 4 on the preliminary plat and a note stating: "Development of Lot 4 is subject to the issuance of a permit issued by the Army Corp of Engineers. No grading, drainage, or building permits may be issued for Lot 4 without the express written approval of the Army Corps of Engineers."
6. Prior to the approval of the final plat the applicant shall enter into a construction agreement with the City agreeing to fund, design, and construct the required sewer main extension and 6-foot-wide asphalt path on the north side of the newly dedicated Turbine Drive right-of-way. Said improvements are required to be constructed prior to the issuance of building permits on any lot within the plat.

## 6) Action

Per Sandpoint City Code §9-9-5, notice has been provided to property owners within 300 feet of the parcel boundaries on which the proposal is being considered. Notice has also been posted at the site 7 days in advance of the hearing and a summary has been provided in the official newspaper of general circulation 21 days prior to the hearing date.

Following public testimony and subsequent deliberations, the City Council may take one of the following actions in accordance with Sandpoint City Code §9-9-9 (B):

1. Concur with the recommendation of the planning commission if the findings are deemed accurate and correct and grant the application, and, where action requires an ordinance to be adopted by the city council, proceed according to Idaho Code section 50-902.
2. Postpone consideration of the application to consult with the planning commission and its advisors and staff so that, within forty (40) days, after hearing the planning commission's recommendation, the application shall be approved, conditionally approved, or denied.
3. Deny the application.

## 7) Application History

1/13/2023	Application submittal
2/15/2023	Application complete
6/7/2024	P&Z hearing notice published/mailed to property owners within 300 feet and sent to agencies
6/7/2024	P&Z hearing notice posted on site
7/16/2024	Planning and Zoning Commission hearing
7/17/2024	Notice of Action letter sent to applicant
03/27/2025	CC hearing notice published/mailed to property owners within 300 feet and sent to agencies
03/27/2025	CC hearing notice posted on site
4/16/2025	City Council hearing

**8) Attachments:** The full application packet, including application materials, additional documents, and noticing documents, are found on the [project page](https://www.sandpointidaho.gov/community-planning-development/page/daher-1-subdivision) on the City website.

(<https://www.sandpointidaho.gov/community-planning-development/page/daher-1-subdivision>)

1. Application materials including:
  - A. Revised Application Form
  - B. Owner Authorization
  - C. Narrative
  - D. Deeds for both parcels (RPS00000105804A & RPS38630000050A)
  - E. Wetland Delineations
  - F. Preliminary plat
2. Noticing Documents
  - A. Notice of Planning & Zoning Public Hearing – 7.16.2024
  - B. Notice of First City Council Public Hearing – 8.21.2024
  - C. Notice of Second City Council Public Hearing – 4.16.2025
3. Agency and Public Comment Received
  - A. Application & PZC Comments from 2024 Noticing
  - B. Council Comments for 4.16.2025
4. Hearing Action Notifications
  - A. Planning & Zoning Action Notification
  - B. City Council Action Notification