



## AGENDA REPORT

### City Council Meeting

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**TODAY'S DATE:** April 14, 2026

**MEETING DATE:** May 6, 2026

**TO:** City Council

**FROM:** Gavin Gilcrease, Fire Chief

**SUBJECT:** Update City Code, TITLE 4, CHAPTER 3 – FIRE PREVENTION AND PROTECTION, ARTICLE A – FIRE DEPARTMENT

#### DESCRIPTION/BACKGROUND:

This ordinance update provides a comprehensive modernization and clarification of Chapter 4-3 of the Sandpoint City Code, addressing Fire Department structure, fireworks regulations, and open burning standards. The revisions retain the foundational framework of the existing code while introducing clearer definitions, enforceable safety requirements, and alignment with current fire service practices and state regulatory expectations.

Key updates to **Article A (Fire Department)** maintain the establishment and general duties of the department, while reinforcing expectations related to response, equipment readiness, and fire prevention activities. Language remains consistent with prior code intent but is clarified for operational consistency.

Revisions to **Article B (Fireworks)** preserve existing prohibitions and enforcement authority while clarifying allowable fireworks consistent with Idaho Code. The permitting authority of the Fire Chief for public displays is reaffirmed, including the ability to impose conditions and establish fees by resolution.

The most substantive changes occur in **Article C (Open Burning Regulations)**, which introduces a structured and enforceable framework for outdoor burning within city limits. This includes:

1. Clearly defined categories of burning (recreational, yard debris, warming fires, and prohibited slash piles)
2. Specific safety requirements such as attendance, clearance distances, weather limitations, and suppression readiness
3. A formal burn permit process with application requirements, issuance criteria, and revocation authority
4. Explicit prohibition of high-risk activities (e.g., slash pile burning within city limits)
5. Strengthened enforcement authority and penalty provisions

These updates improve clarity for residents, enhance firefighter and public safety, and provide defensible enforcement standards for both the Fire and Police Departments.

This ordinance update has been reviewed by the City Attorney and is presented as legally sufficient and consistent with applicable state law.

**STAFF RECOMMENDATION:**

Staff asks Council to consider approving Update request for City Code, TITLE 4, CHAPTER 3 – FIRE PREVENTION AND PROTECTION, ARTICLE A – FIRE DEPARTMENT

**ACTION:**

Staff requests City Council approve update for City Code, TITLE 4, CHAPTER 3 – FIRE PREVENTION AND PROTECTION, ARTICLE A – FIRE DEPARTMENT

**WILL THERE BE ANY FINANCIAL IMPACT? No HAS THIS ITEM BEEN BUDGETED? N/A**

**ATTACHMENTS:**

City Code TITLE 4, CHAPTER 3 – FIRE PREVENTION AND PROTECTION, ARTICLE A – FIRE DEPARTMENT with proposed updates.