



PLANNING AND ZONING COMMISSION MEETING MINUTES

July 15, 2025 at 5:30 PM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

Call to Order, Roll Call and Pledge of Allegiance

Chairman Mose Dunkel called the regular meeting of the Sandpoint Planning and Zoning Commission to order at 5:30 p.m. on Tuesday, July 15, 2025, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

PRESENT

Commissioner Mose Dunkel, Chair
Commissioner Wayne Benner, Vice Chair
Commissioner Grant Simmons
Commissioner Scott Torpie
Commissioner Reid Weber
Commissioner William Mitchell
Commissioner Ivan Rimar

Chairman Dunkel led all present in the Pledge of Allegiance.

There were no other general announcements or reports from the Commissioners.

Consent Calendar

There were no questions regarding the Consent Calendar and no items removed, and it was **approved** as presented by unanimous vote of the Commissioners present.

Motion made by Commissioner Benner, Seconded by Commissioner Simmons

Voting Yea: Commissioner Dunkel, Commissioner Benner, Commissioner Simmons, Commissioner Torpie, Commissioner Weber, Commissioner Mitchell

1. The minutes from the Commission's June 17, 2025, meeting were approved as presented.

Matters from the Public/General Public Comments

Chairman Dunkel recited the rules and procedure for general public comment, followed by an opportunity for comments from the public regarding items on the agenda not related to a public hearing and other topics relevant to the business of the City of Sandpoint. Information only; no Commission action.

Public Hearings

2. Public Hearing/Decision: Request for consideration of the Preliminary Plat for the Great Northern Commerce Subdivision.

Chairman Dunkel announced that the next item on the agenda was a public hearing and request for Consideration of the Preliminary Plat for the Great Northern Commerce Subdivision and recited the order and procedure for the public hearing.

City Planner Bill Dean provided a staff presentation and fielded questions from Commissioners. Drew Dittman from Lake City Engineering, representing applicant Big Creek Land Company, also provided a short presentation.

Following the presentation, Chairman Dunkel recited instructions for the public hearing, reminding all in attendance of the City's rules of civility and meeting decorum and providing for up to three (3) minutes of testimony from each speaker, with the option for those in the room to donate their time to another speaker in the room, for a total of up to six (6) minutes for a speaker who received gifted time.

The Chairman then **opened the public hearing**.

There was no public testimony on this matter.

With confirmation that all who wished to speak had the opportunity to do so, Chairman Dunkel **closed the public hearing**.

Following closure of the public hearing, the Commissioners deliberated and asked questions of City staff.

Commissioner Simmons then made a motion to recommend to City Council approval of the preliminary plat with the following conditions as recommended by staff:

1. Prior to approval of any Final Plat the developer shall provide CCR's that address common maintenance of parking and landscaped areas to the satisfaction of the City Planner.
2. Final planting locations, tree type, and landscape plan details in final Construction Plans shall be to the satisfaction of the City Forester.
3. Prior to construction of any utilities or street infrastructure within the proposed right of way, final improvement plans, stamped by a professional engineer and marked "released for construction" shall be submitted for review and approval by the City Engineer, and a separate public infrastructure permit shall be issued by the City Engineer, meeting the requirements of Title 10, Chapter 1.
4. Prior to construction of the proposed pressure sewer main shown on the preliminary improvement plans, the applicant shall obtain approval of the plans from the Idaho Department of Environmental Quality. Qualified Licensed Professional Engineer review (QLPE) through the City of Sandpoint is not allowed for pressure sewer mains.
5. Prior to approval of any Final Plat, revise plans and Plat to reflect that the streets of the North Addition to Sandpoint Airpark (to the east) are private and not Public R-O-W. 6. Prior to approval of any Final Plat, a mid-block crossing shall be installed at the driveway entrance to the "Project Bulldog" property to the west, approximately 470 feet south of Woodland Drive to the satisfaction of the City Engineer.

Commissioner Benner seconded the motion, and Commissioners voted as follows:

Voting Yea: Commissioner Weber, Commissioner Mitchell, Commissioner Dunkel, Commissioner Torpie, Commissioner Benner, Commissioner Rimar, Commissioner Simmons

Motion passed, and this matter will be referred to the Sandpoint City Council.

3. Public Hearing/Decision: Request for Elimination of Sandpoint's Area of Impact

Commissioner Dunkel announced that the next item on the agenda was a public hearing and decision on the request to eliminate Sandpoint's Area of Impact

Community Planning and Development Director Jason Welker provided a staff presentation and fielded questions from Commissioners.

Following the presentation, Chairman Dunkel reminded those present that the rules for public testimony recited earlier were still in effect.

The Chairman then **opened the public hearing.**

There was no public testimony on this matter.

With confirmation that all who wished to speak had the opportunity to do so, Chairman Dunkel **closed the public hearing.**

Following closure of the hearing, the Commissioners deliberated, with staff and legal counsel fielding questions.

Commissioner Rimar then made a motion to recommend to City Council the elimination of the City's area of impact. Commissioner Benner seconded the motion, and Commissioners voted unanimously in favor, as follows:

Voting Yea: Commissioner Weber, Commissioner Rimar, Commissioner Torpie, Commissioner Simmons, Commissioner Mitchell, Commissioner Benner, Commissioner Dunkel

4. Public Hearing/Decision: Recommendation Decision for Amending the Definitions in Sandpoint City Code Related to Alleys and Parking Areas.

Commissioner Dunkel announced that the next item on the agenda was a public hearing and decision on a recommendation to City Council to amend the definitions in Sandpoint City Code related to alleys and parking areas.

City Planner Bill Dean provided a staff presentation and fielded questions from Commissioners.

Following the presentation, Chairman Dunkel reminded those present that the rules for public testimony recited earlier were still in effect.

The Chairman then **opened the public hearing.**

There was no public testimony on this matter.

With confirmation that all who wished to speak had the opportunity to do so, Chairman Dunkel **closed the public hearing.**

Following closure of the hearing, the Commissioners deliberated, with staff fielding questions.

Commissioner Simmons then made a motion to recommend to City Council the approval of the proposed amendments to City Code regarding alleys and parking areas, as presented by City staff. Commissioner Benner seconded the motion, and Commissioners voted unanimously in favor, as follows:

Voting Yea: Commissioner Mitchell, Commissioner Rimar, Commissioner Simmons, Commissioner Weber, Commissioner Dunkel, Commissioner Benner, Commissioner Torpie

Old Business – none

New Business

5. Decision: Request for Extension of Conditional Use Permit (PCUP23-0004) – 56 Bridge Street Hotel/Resort

This item was removed from the agenda to be rescheduled for a later date.

Matters from City Staff

There were no general matters from staff.

Commissioner Roundtable

The Commissioners and staff briefly discussed, in general, city area of impact.

Adjourn

With no further business before the Commission, the meeting was adjourned at 7:05 p.m.

I presided over this meeting and can confirm that the foregoing minutes, prepared by the Board Clerk, were approved by the Commission during their meeting held _____, 2025.

Mose Dunkel, Chair

Attest: Mandy Brown, Board Clerk