

SITE PLAN REVIEW PERMIT/BUILDING PERMIT CHECKLIST

SANDPOINT PLANNING DEPARTMENT

208.263.3370

GENERAL INFO – 413 AND 417 CHURCH STREET “FARMIN FLATS” MULTI-FAMILY PSPR25-0003 AND PSPR25-0005 SITE PLAN REVIEW PERMIT

Owner/Applicant:	Scott Harwood OZ Development QOZB, LLC (owner of Building #1 site) 195 N State Street, Lindon, UT 84042 and Karen Wilkinson (owner of Building #2 site) 417 Church St, Sandpoint, ID 83864			Date:	3/26/25	
Job Address:	413 and 417 Church Street			Building Type:		
Zoning:	Commercial A	Use:	88 MF units + ground floor commercial	PUD?	No	
Lot Size (SF):	.32 acres, approx. 13,939 SF	Use Change?	No	Corner Lot?	No	
Legal Desc:	Lots 4 and 5, Block 9 Farmin's Addition, CITY OF SANDPOINT, BONNER COUNTY, IDAHO			Plat Checked?	Yes	
Known Easements:	20' sewer easement			Sewer?	yes	
Floodplain issues?	N/A	Historic Dist?	No	DEQ?	No	Deed?

§9-2-1-4: BUILDING FOOTPRINT & IMPERVIOUS SURFACE

Maximum Allowed (%):	N/A for CA
Existing Building Footprint (SF):	
+ Proposed (SF)	Bldg#1 5,128 sf footprint, with 21,247 sf; Bldg#2 4,714 sf with 20,888 sf, for a total of 42,135 sf
= Building Footprint (%)	N/A

§9-2-1-5: HEIGHT, FRONTAGE, MISC.

Height (max):	65ft when residential is 50% of floor area exceeding 35ft. Any structure within 50ft of res <u>zone</u> has max height of 35'. All enclosed portions of structures along street frontages exceeding 35ft required to be set back from lower portions of the building for that portion of the building from 45' to 65' high; setback is 10% of the greater of lot depth or width, not to exceed 20 ft.
Height:	45', Compliant.

§9-2-1-4: SETBACKS

REQUIRED

PROVIDED

Front, Third Street:	Building:	0'/10'	Yes, Bldgs comply b/c they sit at PL, or have#1 civic space. 50 % of the width of lot is 25ft. Building width at zero ft is 21'10"., or 39'10" when including civic space covered patio
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	Other:	0'/10'	N/A
Side (east and west) (9-2-1-6B5):	Building:	0'/10'	Yes, 5 ft
	Other:	0'/10'	N/A
Rear (9-2-1-6B5):	Building:	0'/10' if adj. to res./20' if no alley	Yes, Bldg set back approx. 5'8", and Bldg #2 set back approx. 25'
	Accessory:	5'	N/A
Side (see above):	Building:		See above
	Accessory:	5'	N/A

§9-2-1-6: BUILDING DESIGN STANDARDS FOR NEW BUILDINGS

§9-2-1-6-A	Building Size, Bulk, Scale, Mass	Bldgs. are approximately 15 ft shorter than bank bldg across the street to the north. Bldg is considerably taller than adjacent sf homes to the east. Bldg is approximately 7 ft taller than Bernklau bldg. on nearby Pine St. Bldg. contains articulation in front façade to mimic articulation of bank bldg. First floor is separated with awning to define ground level entrance and civic space. Awnings provided over first floor windows (west side).
§9-2-1-6-B	Building Orientation	See below
§9-2-1-6-B-1	Primary Entrance	Primary entrance is to Church St
§9-2-1-6-B-2	Corner Building Entrances	N/A
§9-2-1-6-B-3	Secondary Entrance	Provided on east side of each bldg.
§9-2-1-6-B-4	Off-Street Parking	No off-street parking provided for bldg. #1, Bldg. #2 provides 3 off-street parking spaces.
§9-2-1-6-B-5	50% of CA buildings required to be 0'	100% of bldg. or civic space is provided at PL (zero ft setback)
§9-2-1-6-B-6	Accessibility	Accessibility to Church St provided
§9-2-1-6-B-7	Surface Parking	N/A, located within parking exempt area
§9-2-1-6-C	Storefront Design	Bldg contains storefront windows, civic space, awning mimicking downtown awnings
§9-2-1-6-C-1	Consistent Spacing of Similar Windows	yes
§9-2-1-6-C-2	Large Display Windows	yes
§9-2-1-6-C-3	Decorative cornice on flat roofs	Yes
§9-2-1-6-C-4	Cornices differentiating stories	To distinguish ground floor from floors above the ground floor contains awnings, display windows/storefront windows and an insert entry beyond the civic space.
§9-2-1-6-C-5	Projections/Recessions in Facade >50'	Yes, provided. At 39'11" approximately 8 feet of the façade is required to be set back by 5 ft. This standard is achieved by a >6' recess that is approximately 9' wide.
§9-2-1-6-C-6	Structures Abutting Sand Creek	N/A

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§9-2-1-6-D	Exterior Stone, Brick, Finished Wood	Yes.
§9-2-1-6-D-1	Other Materials Compatible	Yes.
§9-2-1-6-D-2	Building materials shall not create glare	Complies
§9-2-1-6-D-3	Clear glass windows for storefront	Yes, will be a Condition of Approval
§9-2-1-6-D-4	Architectural Treatment on sides/rear	Complies
§9-2-1-6-D-5	Certain materials not permitted	Complies
§9-2-1-6-E	At least two civic spaces required	Complies: patio, awning, and seating provided

§9-2-1-8: SPECIAL STANDARDS FOR PARKING AND LOADING AREAS

§9-2-1-8-A	Parking oriented to certain areas	Complies, no parking or driveways provided.
§9-2-1-8-A	Primary Frontage Parking	Complies, no parking provided
§9-2-1-8-A	Parking garage requirements	Complies, no parking garage proposed
§9-2-1-8-B	Trash and loading areas	Complies, interior to building

Special Conditions

1. Building parapet shall not exceed a total of 45 feet in height, bldg. shall maintain decorative cornice per 9-2-16-C-3.
2. Exterior lighting shall be provided in civic/storefront area pursuant to 9-2-1-6-C-4

Complete Application Date: _____ Reviewed on: 3/27/25 and 4/23/2025 By: _____
BD