

**CITY OF SANDPOINT
AGENDA REPORT**

DATE: June 17, 2025
TO: Planning and Zoning Commission
FROM: Brandon Staglund, P.E., City Engineer
SUBJECT: Amendments to City Code 7-3-10-H, related to timing of infrastructure requirements for short plats.

Note: This is a revised version of a proposed code amendment that was previously presented and approved by the Planning and Zoning Commission on March 4, 2025. However, since that approval, staff have had further discussions and have decided to propose a revised version of the proposed code amendment, which is presented here.

BACKGROUND:

Title 10 of city code, related to land subdivisions, includes separate chapters describing the process and requirements for “subdivisions,” “short plats,” and “lot line adjustments.” A short plat is a subdivision of land that results in 4 or fewer lots, without dedication of a new public street, more fully described in 10-2-2. A lot line adjustment moves existing common property lines between two or more separate lots without creating any new lots.

Code Changes related to Sidewalk Requirements

The proposed code amendment allows the payment of in-lieu fee for sidewalk, for lots created by short plats or lot line adjustments. This would allow lots created by short plat to be created and sold without having to wait to construct the frontage improvements before final plat. The current code specifically excludes short plats and lot line adjustments from paying the sidewalk in-lieu fee. The sidewalk in-lieu fee would still be at the discretion of staff, as described in 7-3-10-H-6, and typically only used where there is not nearby existing sidewalk.

The following pros and cons are anticipated by staff if the proposed code amendments are approved by City Council:

Pros

- Allows short plats and lot line adjustments to create lots without having to physically construct sidewalk and curb up front, which can sometimes take months depending on contractor availability and weather.
- Allows staff to reduce the number of “sidewalks to nowhere” that do not connect to the rest of the existing sidewalk network and instead redirect those resources to other areas within the same neighborhood where sidewalk construction makes more sense.

Cons

- Delays construction of some sidewalks. With the existing code, all short plats and lot line adjustments are required to construct sidewalks up front before final plat or recording of the record of survey.

RECOMMENDED ACTION:

Move to:

Revise Sandpoint City Code sections 7-3-10-H, as shown on the attached draft code amendments.

WILL THERE BE ANY FINANCIAL IMPACT? Additional potential for collection of sidewalk in-lieu fees.

HAS THIS ITEM BEEN BUDGETED? n/a

ATTACHMENTS:

1. Draft code amendments to Sandpoint City Code 7-3-10-H.