

BONNER COUNTY PLANNING DEPARTMENT HEARING EXAMINER STAFF REPORT FOR APRIL 2, 2025



Project Name: Selkirk School

File: CUP0001-25, Conditional Use Permit – Private School

Request: The applicant is requesting a Conditional Use Permit for a private school.

Legal Description: 20-57N-2W N 10FT N2SWSWNE, S2NWSWNE LESS N 20FT SELKIRK SCHOOL

Location: 11014 W Pine St, Sandpoint, ID 8386

Parcel Number: RP57N02W201425A

Parcel Size: 4.840-acres

Applicant/Property Owner: North Idaho Learning Center, Inc.

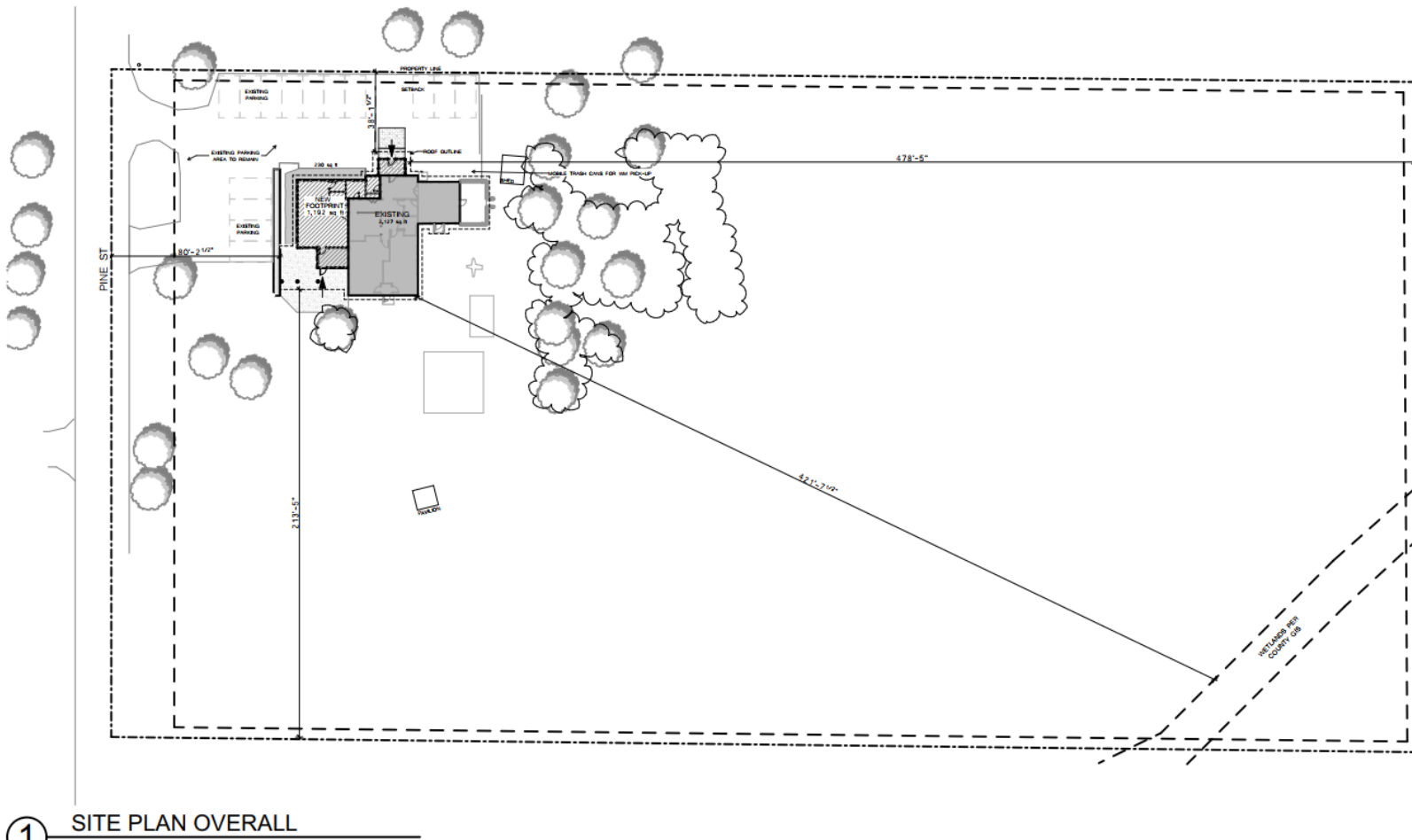
Project Representative: Reid Weber, North Root Architecture
412 Pine St, Sandpoint, ID 83864

Application filed: January 22, 2025

Notice provided: Mail: February 11, 2025
Site Posting: March 5, 2025
Published in newspaper: February 11, 2025

Enclosure: Appendix A – Notice of Public Hearing Record of Mailing

Site Plan



Project summary:

The applicant is requesting a Conditional Use Permit for the expansion of an existing school. The 4.840-acres property is zoned Suburban (S). The project site is located off W Pine Street in Section 20, Township 57 North, Range 02 West, Boise-Meridian.

Applicable laws:

The following sections of BCRC, Title 12, apply to this project:

- BCRC 12-220, et seq, conditional use permit, application and standards
- BCRC 12-335, Schools, Public and Private
- BCRC 12-341: General provisions for nonconforming uses and structures
- BCRC 12-4.2, Performance standards for all uses
- BCRC 12-4.3, Parking standards
- BCRC 12-4.4, Sign standards
- BCRC 12-4.5, Design standards
- BCRC 12-4.6, Landscaping and screening standards
- BCRC 12-7.2, Grading, stormwater management and erosion control
- BCRC 12-7.3, Wetlands

Background:

A. Site data:

- Unplatted
- Size: Approximately 4.480-acres
- Zone: Suburban (S)
- Land Use: Suburban Growth Area (2.5-5 AC)

B. Access:

- West Pine Street, an Independent Highway District owned and maintained public right-of-way.

C. Environmental factors:

- Site does contain mapped slopes from 0-30+%. (USGS)
- Site does contain mapped wetlands. (USFWS/NWI)
- Site does contain an intermittent stream.
- Parcels are located within SFHA Zone X per FIRM Panel Number 16017C1150E, Effective Date 11/18/2009. No further review is required on this proposal.

D. Services:

- Water: Syringa Heights Water District
- Sewage: Individual septic
- Fire: West Side Fire District
- Power: Avista Utilities
- School District: Lake Pend Oreille School District #84

E. Comprehensive Plan, Zoning and Current Land Use

Compass	Comp Plan	Zoning	Current Land Use & Density
Site	Suburban Growth Area (2.5-5 AC)	Suburban (S)	Existing Private School, 4.840-acres
North	Suburban Growth Area (2.5-5 AC)	Suburban (S)	Residential, 4.860-acres
East	Suburban Growth Area (2.5-5 AC)	Suburban (S)	Residential, 11.10-acres
South	Suburban Growth Area (2.5-5 AC)	Suburban (S)	Residential, 1.140-3.480-acres
West	Suburban Growth Area (2.5-5 AC)	Suburban (S)	Residential, 4.950-acres

F. Agency Review

Taxing districts and agencies were notified of this project on February 11, 2025. A full list of the agencies noticed is attached as Appendix A of this Staff Report.

The following agencies commented:

Idaho Department of Environmental Quality – see attached letter
Independent Highway District – see attached letter

The following agencies replied “No Comment”:

Idaho Department of Fish and Game
Idaho Transportation Department
Kootenai Ponderay Sewer District
US Forest Service

All other agencies did not reply.**Public Notice & Comments**

As of the date of the staff report the Planning Department has received public comments on this project.

Standards Review and Staff Analysis:

12-223: CONDITIONAL USE PERMITS, STANDARDS FOR REVIEW OF APPLICATIONS, PROCEDURES:

The Hearing Examiner shall review the particular facts and circumstances of each proposal. To grant a conditional use permit, the Hearing Examiner must find that the proposal is not in conflict with the policies of the comprehensive plan, as found in the adopted Implementation Component, and that the proposed use will neither create a hazard nor be dangerous to persons on or adjacent to the property.

The application was considered complete on January 22, 2025.

BCRC 12-335 Public Use Table

Use	Zoning District								
	F	A/F	R	S	C	I	RSC	REC	AV
Schools, public and private (9)		C (3)	C (3)	C	C		C	C	C

(9) Adequate water supplies for drinking and fire suppression, as well as approval of sewage disposal sites and methods by the Panhandle Health District and/or the State of Idaho, must be demonstrated as appropriate.

Staff: Per the application, Syringa Heights Water District is the water provider for this parcel. Fire protection is provided by West Side Fire District. Neither district provided comment. The applicant did not provide proof of service from Syringa Heights Water District and will be required to do so prior to the issuance of this conditional use permit. Panhandle Health District has not commented on this file; however, the applicant stated

that they have an existing system approved by PHD in 2018. **SEE CONDITIONS OF APPROVAL.**

BCRC 12-341: General provisions for nonconforming uses and structures:

A. Subject to the provisions of this subchapter, a nonconforming use or structure may be continued but may not be extended or altered, unless necessary to comply with a lawful requirement and unless the use or structure is a less intensive use than the permitted uses in the zone (such as a residence in a conforming residential zone which has been rezoned to industrial). Exceptions:

1. The accumulated expansion by up to ten percent (10%) of a commercial, industrial or public use, set forth in BCRC [12-333](#) and [table 3-3, 12-334](#) and [table 3-4, 12-335](#) and [table 3-5](#), or structure in any zoning district that was established prior to November 18, 2008, and that has been in use continuously since November 18, 2008, is permitted, provided no additional land area is being acquired for the expansion.
2. The accumulated expansion of such use identified in subsection A1 of this section by more than ten percent (10%), but no more than fifty percent (50%) is conditionally permitted, provided no additional land area is being acquired for the expansion.

Staff: This private school has been in use continuously since before November 18, 2008. The expansion itself triggered the requirement for the conditional use permit. The applicants are not proposing to acquire more land for this use.

BCRC 12-421, Performance Standards for all Uses:

Staff: The requested use is unlikely to result in fire hazards, radioactivity, or electrical disturbance, noise, vibration, air pollution or water pollution.

BCRC 12-4.3, Parking Standards: Table 4-3 minimum off street parking requirements for public uses requires: 1 space/10 Students and 1 space/employee or teacher within 500 fee of the principle use.

Staff: BCRC 12-432 requires 1 space/10 students and 1 space/employee or teacher. Per the application, the school has 26 students and 4 staff members. Based on the number of students and staff, the applicant is required to have a minimum of 7 parking spaces within 500 feet of the use. The submitted site plan shows 14 existing parking spaces. In the event that additional parking is needed as the student and staff population grows the proposal appears to have enough acreage to accommodate an increase of parking.

BCRC 12-4.4, Sign Standards:

Staff: Per the application, there is an existing sign for the school. Any additional signage or any changes to the existing signage will need to meet the standards outlined in BCRC 12-4.4 and apply for a modification to the Conditional Use Permit, per BCRC 12-2.6. **SEE CONDITIONS OF APPROVAL.**

BCRC 12-4.5, et seq, Design standards:

Staff: This standard does apply to this proposal. The standards in this chapter shall apply to all new development in the commercial, industrial where commercial uses and services are proposed, and rural service center districts and all other commercial, multi-family, public and industrial development in other zoning districts unless otherwise noted.

BCRC 12-452: Site and building plans:

Staff: The addition will require a Building Location Permit to be submitted to the Planning Department. **SEE CONDITIONS OF APPROVAL**

BCRC 12-453(F): Lighting Standards:

1. Lighting shall be directed downward to the intended area to be lighted. All exterior lighting fixtures shall incorporate cutoff shields to prevent spillover into residential areas. Broadcast lighting fixtures that project lighting outward rather than downward are discouraged. Outdoor lighting shall be arranged so that the light is directed downward and away from adjoining properties. Temporary high intensity construction lights should be oriented so as to reduce or eliminate glare onto adjoining properties.
2. Freestanding light fixtures shall be limited to fourteen feet (14') in height.
3. Vehicular roadway and highway lighting shall be subject to the county requirements.
4. Mercury vapor light fixtures are prohibited.
5. When using decorative miniature lighting strings, bulbs larger than eleven (11) watts each shall not be used. Low wattage, light emitting diode devices and other lighting that reduces electrical use is encouraged.
6. Backlit awnings are prohibited.

Staff: The applicant did not submit a lighting plan. A lighting plan, showing compliance with the standards set forth in BCRC 12-453, will need to be submitted. **SEE CONDITIONS OF APPROVAL.**

BCRC 12-4.6, Landscaping and screening standards:

BCRC 12-461: The standards in this subchapter shall apply to all new development in the commercial, industrial and rural service center districts and all other commercial, multi-family, public and industrial development in other districts unless otherwise noted. For remodels or additions, the standards in this subchapter shall apply where the value of the additions equals or exceeds fifty percent (50%) of the market value of the existing structure and/or site improvements as determined by the Bonner County Assessor's office over any five (5) year time period. For other additions or remodels, the landscaping standards shall only apply to the specific areas being improved. For instance, if a commercial use is adding additional parking, the new parking area must feature landscaping per the standards in this subchapter.

Staff: Per BCRC 12-461 these standards only apply to the specific areas being improved. Currently the applicant is not proposing any new parking areas. In the event a new parking area is proposed the standards of this chapter will need to be met and a modification to the CUP may be required. **SEE CONDITIONS OF APPROVAL.**

BCRC 12-7.2, Grading, stormwater management and erosion control:

BCRC 12-720.2 Applicability

The provisions of this subchapter shall be applicable:

C. All public projects, including road construction, undertaken by Bonner County, or undertaken by any other political subdivision of the state of Idaho or public agency over which Bonner County asserts jurisdiction through this title and title 11 of this code, as amended; (Ord. 501, 11-18-2008)

Staff: A Grading, Stormwater Management and Erosion Control Plan shall be required, pursuant to BCRC 12-720.2(C) at the time of Building Location Permit. **SEE CONDITIONS OF APPROVAL.**

BCRC 12-7.3, Wetlands:

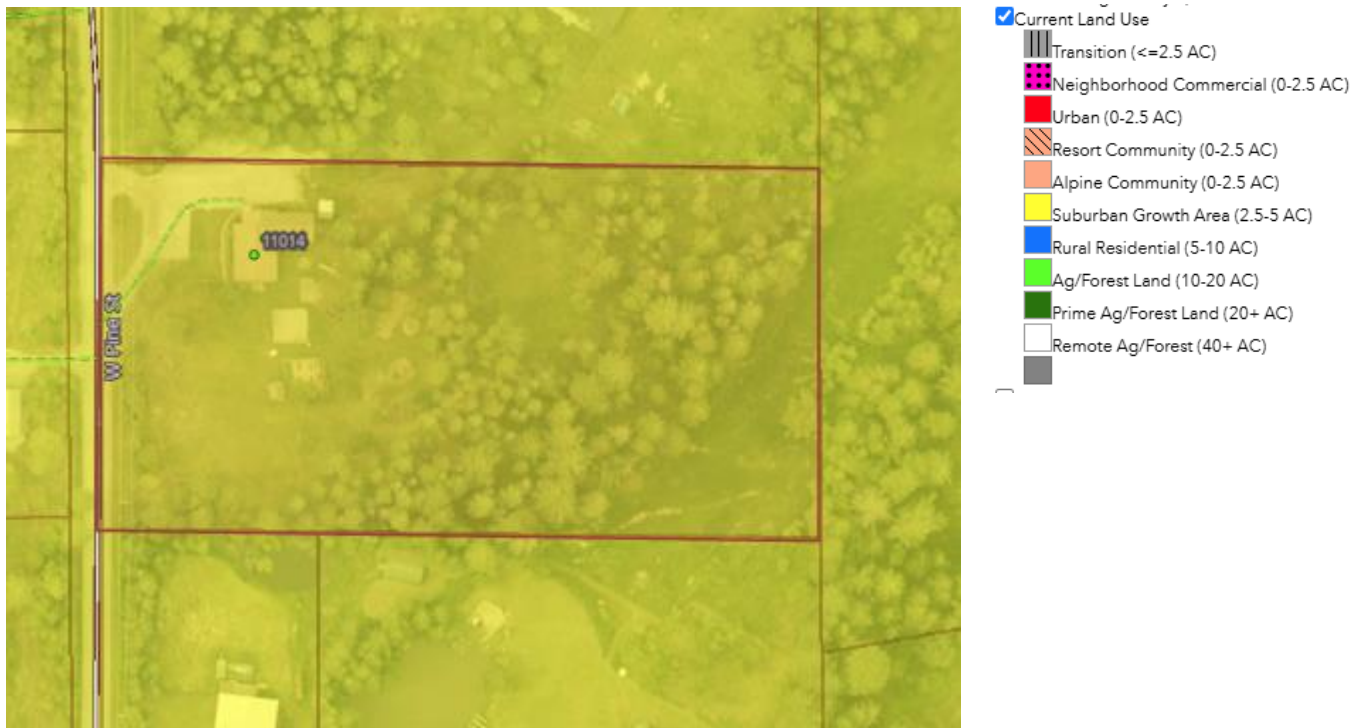
BCRC 12-731(B)(2): Wetland Reconnaissance Required

B. All building location permits, building permits or conditional use permits proposed for site containing mapped wetland as determined from the U.S. fish and wildlife service national wetland inventory maps. The following developments are exempt from this requirement:

2. Conditional use permit applications where the applicant can demonstrate on a site plan that the proposed building site is not within a wetland as determined from the U.S. fish and wildlife service national wetland inventory maps or where the development will not create additional impervious surface.

Staff: The property does contain a wetland on the southeastern portion of the parcel. Based on the submitted site plan, the structure is located 421' from the edge of the wetlands. **SEE CONDITIONS OF APPROVAL.**

G. Comprehensive Plan Land Use Designation



Suburban Growth Area:

The Suburban Growth Area is located on the edges of the incorporated cities or higher density developed communities or areas, where urban sewer and water services may not be available or are not likely to be extended. Access to primary transportation routes and a system of hard-surfaced roads are expected.

Property Rights

Policies:

1. Bonner County should follow the attorney general's checklist, proscribed at Idaho Code §67-8003 and provided in the "Property Rights" component of the county's comprehensive plan, for all land use decisions.
2. For all land use decisions, findings of fact and conclusions of law should be adopted that reflect the justifications for exactions, conditions and restrictions and should confirm that a taking of private property has not occurred.
3. The property rights of the applicant, adjoining and nearby landowners and future generations should be considered, as well as the short-term and long-term consequences of decisions.
4. Bonner County should review all rezoning requests (down-zoning and up-zoning) pursuant to the Idaho State Code, Title 67, Chapter 65 – Local Land Use Planning Act. The approval of conditional rezoning or denial of a request for rezoning may

be subject to the regulatory taking analysis provided for by Idaho Code Section 67-8003.

Staff: The application was routed to neighbors 300' from the property line, informing neighbors of the proposed school; no public comments have been received. This proposal has been reviewed for compliance with Bonner County Revised Code and finding of fact will be adopted with the decision of this project. This proposal does not appear to be in conflict with the policies of this component.

Population

Policies:

1. Population projections should be analyzed regularly to determine if changes need to be made to the Comprehensive Plan goals, objectives and policies and/or the Zoning Ordinance to ensure that the public and community needs are being met through land use decisions.
2. Population forecasts and census data should be used to evaluate housing, and school needs and impacts to the transportation system and other county services.
3. Bonner County should cooperate with its incorporated cities and neighboring counties to address growth challenges within the ACI areas and coordinate planning efforts whenever possible.

Staff: Bonner County, according to 2022 population estimates census data, has seen a 9.1% increase in population since the 2020 census was performed; increasing from 47,105 to an estimated 51,414. With the increase in the population, there is an upward pressure on housing needs in Bonner County, both in the unincorporated portion of the County, and in the incorporated cities. This proposal does not appear to be in conflict with the policies of this component. This project appears to be supported by Policy #2 because it is providing school opportunities for the County.

School Facilities & Transportation

Policies:

1. Current data regarding school capacity and transportation issues as provided by the School Districts will be included in the assessment of all land use proposals.
2. Bonner County should examine the impacts of land use proposals to the school system and should seek mitigation from developers such as providing facilities, safety features, fees or other measures as permitted by Idaho Code, to address the impact of the proposals.

Staff: Lake Pend Oreille School District #84 was notified of the proposed conditional use permit; no comments were received. This proposal will allow the continued use and expansion of an existing private school. It does not appear that this proposal is in conflict with these policies.

Economic Development

Policies:

1. Small scale cottage businesses and home occupations should be allowed in all areas of the county. Reasonable conditions on such uses should be set to minimize adverse impacts to the neighborhood based on factors including, but not limited to, hours of operation and traffic volume generated by the business.
2. Develop land use regulations to allow Bonner County's agricultural heritage to be maintained by enabling local food production, distribution, congregation, and retail sales. Examples include community gardens, school gardens, farm related education programs, farmers or public markets, and other small-scale, collaborative initiatives.
3. Develop standards for commercial and industrial development that are appropriate for the surrounding community, including: appropriate site sizes, use types, buffering and design standards that encourage both attractive and efficient function, while protecting the environment.
4. Review and update land use regulations for employee housing to support the goal of enabling this use in proximity to commercial, industrial and agricultural uses.

Staff: The proposed conditional use permit does not appear to conflict with policies of this component.

Land Use

Policies:

1. Commercial and industrial uses, in areas identified in the Comprehensive plan suitable for such development, should be unconditionally permitted. Evaluation of suitability should be based on availability of urban services, adequate access to hard surfaced publicly maintained roads and other factors that may impact the surrounding community.
2. Commercial and industrial uses may be conditionally permitted in areas not identified for such uses in the Comprehensive Plan if a critical review of the proposed use determines that with appropriate conditions the use will not adversely impact the surrounding area.

Staff: The proposed Conditional Use Permit does not appear to conflict with the policies of this component. The Suburban zoning district does allow for some public uses, either permitted or conditionally permitted, per BCRC 12-3.3. The proposed use is for a school.

Natural Resources

Policies:

1. Watershed standards should be employed in land use codes to protect water quality.

2. Best management practices for waterway setbacks should be instituted to reduce erosion and sedimentation into waterways.
3. Development standards should be designed to encourage clustered development resulting in the preservation of open space and wildlife habitat.
4. Bonner County should recognize its critical wildlife habitat and create development standards to protect these areas and mitigate development impacts to these habitats.
5. Protect water quality by creating standards for development in close proximity to shorelines.
6. Productive farmland, timberland and mining lands should be identified and protected from adverse effects of adjoining developments.

Staff: This proposal does not appear to be in conflict with the policies of this component. Furthermore, Title 12 of Bonner County Revised Code has provisions to protect natural resources.

Hazardous Areas

Policies:

1. Flood mitigation standards should be adopted that meet or exceed the National Flood Insurance Program minimum requirements.
2. Residential, commercial or industrial development within the floodway should be discouraged.
3. Fill within the floodplain should be discouraged.
4. The county's wildland fire, urban/wildland interface policies and plans should be integrated into development standards.
5. Excessive slopes should be identified and development discouraged by providing lower densities within these areas.
6. Multiple points of ingress/egress should be considered for large developments.
7. Development should be avoided in avalanche zones.

Staff: The subject property is not located within a mapped floodplain. Potential damage to property or people due to soil erosion or avalanches are minimal. Furthermore, the property is provided with emergency services. This proposal does not appear to be in conflict with the policies of this component.

Public Services, Facilities & Utilities

Policies:

1. Encourage high-density development to take place within the boundaries of existing sewer and water areas.
2. Bonner County should seek comment from existing service providers on their ability to serve future developments without adversely impacting the ability of the utility providers to serve current users.
3. Bonner County should provide adequate facilities for responsible disposal of solid waste to protect the health and welfare of the public as well as the County's natural resources.

Staff: The parcel has services, including Syringa Heights Water District, Bonner County EMS & Sheriff, and West Side Fire District; all of which were routed for comment and did not respond as to how this proposal could affect their services. Therefore, this proposal does not appear to be in conflict with the policies of this component.

Transportation

Policies:

1. A long-term transportation system plan should be developed and regularly updated to ensure reasonable levels of service can be maintained in the future, and that needs for future road extensions or transportation corridors are identified as early as possible.
2. Development in areas that are not served by county standard roads or where transportation is inadequate should be discouraged.
3. Bike and pedestrian trails should be considered in development proposals to connect the communities with existing and planned bike and walking paths wherever possible.

Staff: This proposal does not appear to be in conflict with the policies of this component.

Recreation

Policies:

1. Bonner County is encouraged to develop a waterways and park access program to preserve and develop access to public recreational lands and waterways. The program should include retaining access parcels that may be acquired from tax sales or private donations.
2. A plan for a system of green belts and pathways (bike and pedestrian) should be considered as areas develop, so that a connected system can be developed and preserved.

3. Under no circumstances, will Bonner County require access easements on private property as a condition of development. This policy does not preclude providing voluntary incentives to developers in return for access easements.

Staff: Current recreational opportunities for the general public that are available in Bonner County are anticipated to remain the same with this proposal.

Special Areas or Sites

Policies:

1. A generalized map of the known pre-historic and historic sites should be developed so that future developments are aware of special areas of concern and are connected with the historical society and Native American tribes for appropriate preservation and protection.
2. Bonner County should implement roadside development standards for recognized scenic byways to protect the view sheds.
3. Special areas should be recognized and addressed when development is proposed in these areas.

Staff: This proposal does not appear to conflict with the policies of this component.

Housing

Policies:

1. Encourage development of a variety of housing options including mobile home parks, tiny home communities and recreational vehicle parks located in areas that are compatible with their density.
2. Work with municipalities and private parties to find solutions for all types of housing projects and developments.
3. Clustering of housing in developments to save on infrastructure and transportation costs should be encouraged through mechanisms such as density bonuses.
4. Bonner County recognizes opportunities should be made for assisted living and group shelters.
5. Enable workforce housing in direct proximity to agricultural, commercial and industrial uses.

Staff: The Suburban zoning district allows for a variety of housing types including, but not limited to, single family dwellings, accessory dwelling units, duplexes, RV Dwelling Units, mobile home and RV parks, workforce housing, and campgrounds. No additional dwelling units are proposed in this Conditional Use Permit. This proposal does not appear to be in conflict with the policies of this component.

Community Design

Policies:

1. To promote and preserve the natural features and rural atmosphere of the community, the county should enact development standards that address development within scenic byways and design standards that account for waterfront setbacks, wildlife corridors, commercial and industrial landscaping, requirements for reduced lighting, cluster development, rural rather than urban setback standards and other design objectives aimed at preserving the rural, natural character of the community.
2. Allow unique and flexible design standards such that new development within older neighborhoods and historic settlements is compatible with those unique neighborhoods.
3. Allow particularized design standards to address waterfront and mountaintop developments which may differ from standard design objectives.

Staff: This proposal does not appear to be in conflict with the policies of this component.

Agriculture

Policies:

1. Residential uses should continue being permitted in Agricultural zoning districts.
2. Protect agricultural uses and activities from land use conflicts or interference created by residential, commercial or industrial development.
3. Land use regulations should support home occupations, cottage industries and farm-based family businesses on agricultural parcels. Examples include farm stands and other agri-business pursuits.
4. Bonner County acknowledges the provisions of Idaho State's Right to Farm Act. Those shall be considered in the land use decisions.

Staff: This proposal does not appear to conflict with the policies of this component.

Planner's Initials: KS **Date:** March 26, 2025

Note: The final decision rests with the governing body after the completion of the public hearing and consideration of all relevant oral and written testimony and evidence.

Decision by the governing body:

HEARING EXAMINER

DECISION TO APPROVE: I approve this project, FILE CUP0001-25, for a private school, located in Section 20, Township 57 North, Range 2 West, Boise Meridian, finding that it is in accord with the Bonner County Revised Code as enumerated in the following conclusions of law:

Conclusion 1

The proposed conditional use permit **is not** in conflict with the policies of the Comprehensive Plan.

Conclusion 2

This proposal was reviewed for compliance with the criteria and standards set forth in BCRC Title 12 - Chapter 3, Subchapter 3.3; Chapter 4, Subchapter 4.2, 4.3, 4.4, 4.5 and 4.6; Chapter 7, Subchapter 7.2, 7.3, and 7.6, Bonner County Revised Code.

Conclusion 3

The proposed use **will not** create a hazard and **will not** be dangerous to persons on or adjacent to the property.

This decision is based upon the evidence submitted up to the time the Staff Report was prepared and testimony received at this hearing. I further adopt the findings of fact and conclusions of law as set forth in the Staff Report (or as amended during this hearing) and direct planning staff to draft written findings and conclusions to reflect this decision and transmit to all interested parties. This action does not result in a taking of private property. The action that could be taken to obtain the approval of the Conditional Use Permit is to complete the Conditions of Approval as adopted.

DECISION TO DENY: I deny this project, FILE CUP0001-25, for a private school, located in Section 24, Township 54 North, Range 3 West, Boise Meridian, based upon the following conclusions:

Conclusion 1

The proposed conditional use permit **is/is not** in conflict with the policies of the Comprehensive Plan.

Conclusion 2

This proposal was reviewed for compliance with the criteria and standards set forth in BCRC Chapter 3, Subchapter 3.3 BCRC Chapter 4, Subchapter 4.2, 4.3, 4.4, 4.5 and 4.6 Title 12, Chapter 7, Subchapter 7.2, 7.3, and 7.6, Title 12, Bonner County Revised Code.

Conclusion 3

The proposed use **will/will not** create a hazard and **will/will not** be dangerous to persons on or adjacent to the property.

This decision is based upon the evidence submitted up to the time the Staff Report was prepared, and testimony received at this hearing. I further adopt the findings of fact and conclusions of law as set forth in the Staff Report as amended during this hearing and direct planning staff to draft written findings and conclusions to reflect this decision and transmit to all interested parties. This action does not result in a taking of private

property. The action that could be taken, if any, to obtain the conditional use permit is to:

1. File a new application with the Planning Department and meet the standards required by Bonner County Revised Code; or
2. Pursue such remedies as may be applicable at Title 67, Chapter 65, Idaho Code.

Findings of Fact

1. The site is zoned Suburban, where school, public and private, are conditionally permitted.
2. The subject property is 4.480-acres.
3. The site is accessed from West Pine Street, an Independent Highway District owned and maintained public right-of-way.
4. The property is served by Avista Utilities and West Side Fire District.
5. The site contains mapped slopes of 0-30% grade per USGS.
6. The site does contain mapped wetlands per NWI, USFWS.
7. The project does have existing signage.
8. The project proposes no activity involving the emittance of harmful radioactivity or electrical disturbance.
9. The project does not propose any activities that would seem to contribute to air or water pollution.
10. The current school has been operating since 1978 and is expanding to allow for the construction of a multi-use space, new restrooms, an entry vestibule and a covered play space.
11. The existing hours of operation are 7:30 am-1:00 pm, Monday-Friday for classes with after school programs from 1:00 pm – 6:00 pm.

Conditions of approval:

Standard continuing permit conditions. To be met for the life of the use:

- A-1** The use shall be developed and shall be operated in accordance with the approved site plan.
- A-2** The Conditional Use Permit shall not supersede deed restrictions.
- A-3** The Conditional Use Permit shall expire if not issued within two (2) calendar years from the date of approval, or once issued, if the use has not commenced within two (2) calendar years from the date of issuance. At any time prior to the expiration date of the Conditional Use Permit, the applicant may make a written request to the Planning Director for an extension of the Conditional Use Permit for a period up to two (2) years. The Hearing Examiner or Zoning Commission may consider such request for extension at any public hearing. The extension request must be approved or denied prior to the expiration date of the Conditional Use Permit.
- A-4** Per BCRC 12-420, all structures located on site in conjunction with this Conditional Use Permit will meet the required street and property line setback standards of BCRC Title 12.

- A-5** Per BCRC 12-4.3, a minimum of 7 parking spaces must be designated.
- A-6** Any additional signage or any changes to the existing signage will need to meet the standards outlined in BCRC 12-4.4.
- A-7** Per BCRC 12-452, any structures or development on site permitted through this Conditional Use Permit is required to obtain appropriate Building Location Permits or other approvals from the Bonner County Planning Department prior to the development on site.
- A-8** Per BCRC 12-7.3, any development in proximity to or within the mapped wetland shall meet the required setback, or be subject to a wetland reconnaissance, as needed.
- A-9** Per BCRC 12-720.2 (E), a Grading, Stormwater management and erosion control plan shall be required.
- A-10** Per BCRC 12-266, Any future additions or changes in conjunction with this Conditional Use Permit would require the applicant to request a modification.

Conditions to be met prior to issuance:

- B-1.** The applicant shall provide documentation approving the approach/driveway permit from the Independent Highway District.
- B-2.** The applicant shall submit a lighting plan that meets the standards of BCRC 12-453. F.
- B-3.** The applicant shall submit proof of service from Syringa Heights Water District.
- B-4.** The applicant shall provide a copy of the approved septic permit from Panhandle Health District.

The complete file is available for review in the Planning Department, 1500 Highway 2, Suite #208, Sandpoint, ID. Staff reports are available online one week before the hearing at www.bonnercountyid.gov Bonner County Revised Code (BCRC) is available at the Planning Department or online.

Appendix A – Notice of Public Hearing Record of Mailing

RECORD OF MAILING

Page 1 of 1

File No.: C U P 0 0 0 1 - 2 5

Record of Mailing Approved By:



I hereby certify that a true and correct copy of the "Notice of Public Hearing" was digitally transmitted or mailed (postage prepaid) on this **11th** day of **February 2025**.



Jessica Montgomery, Hearing Coordinator

Assessor - Email

Bay Drive Recreation District - Email

Bonner County Airport Manager - Email

Bonner County EMS - Email

Bonner County Road & Bridge - Email

Bottle Bay Water & Sewer District - Email

City of Dover - Email

City of Hope - Email

City of Oldtown - Email

City of Priest River - Email

City of Spirit Lake - Email

Coolin-Cavanaugh Bay Fire District - Email

East Bonner Library - Email

Ellisport Bay Sewer - Email

GEM STATE MINER - U.S. Mail

Department of Environmental Quality (DEQ) - Email

Department of Lands - CDA - U.S. Mail

Department of Lands - Navigable Waters & Mining - Email

Idaho Department of Water Resources - IDWR - Email

Transportation Department- District I - Email

Kalispel Bay Sewer & Water - U.S. Mail

KPBX-FM 91 SPOKANE PUBLIC RADIO - U.S. Mail

Laclede Water District - Email

Pend Oreille School District, #84 (Transportation) - Email

Little Blacktail Ranch Water Association - U.S. Mail

Northern Lights, Inc. - Email

Northside Fire District - Email

Panhandle Health District - Email

Priest Lake Public Library District - Email

Sagle Valley Water & Sewer - Email

Schweitzer Fire District - Email

Selkirk Fire, Rescue & EMS - Email

Southside Water & Sewer District - Email

Spokesman-Review - U.S. Mail

Swan Shores Sewer District - U.S. Mail

Tamarack Village Water & Sewer - U.S. Mail

Trestle Creek Sewer District - Email

U.S. Fish & Wildlife Service - Email

West Bonner County Cemetery District - Email

West Bonner Library - Email

West Pend Oreille Fire District - Email

Avista Utilities - Email

Bayview Water & Sewer - Email

BONNER COUNTY DAILY BEE - U.S. Mail

Bonner County Floodplain Review - Email

Bonner County Sheriff - Email

City of Clark Fork - Email

City of East Hope - Email

City of Kootenai - Email

City of Ponderay - Email

City of Sandpoint - Email

Coolin Sewer District - Email

Drainage District #7 - Email

East Priest Lake Fire District - Email

Garfield Bay Water & Sewer District - Email

Granite Reeder Water & Sewer District - Email Idaho

Idaho Department of Fish & Game - Email Idaho

Idaho Department of Lands - Coolin - Email Idaho

Idaho Department of Lands - Sandpoint - Email

Idaho Transportation Department (Aeronautics) - U.S. Mail Idaho

Independent Highway District - Email

Kootenai-Ponderay Sewer District - Email

KSPT-KPND-KIBR RADIO - U.S. Mail

Lake Pend Oreille School District, #84 (Admin Office) - Email Lake

Lakeland Joint School District, #272 - Email

North of the Narrows Fire District - Email

Northland/Vyve Cable Television - Email

Outlet Bay Sewer District - Email

Pend Oreille Hospital District - Email

Priest Lake Translator District - Email

Sam Owen Fire District - Email

SELKIRK ASSOCIATION OF REALTORS - U.S. Mail

Selkirk Recreation District -Email

Spirit Lake Fire District - Email

State Historical Society - Email

Syringa Heights Water Association - Email

Timber Lake Fire District - Email

U.S. Army Corps of Engineers - Email

U.S. Forest Service - U.S. Mail

West Bonner County School District, #83 - Email

West Bonner Water & Sewer District - Email

West Priest Lake Fire District - Email