



Janna Brown &lt;janna.brown@bonnercountyid.gov&gt;

**[EXT SENDER] Fwd: Notice of Public Hearing - File CUP0001-25**

1 message

**Julie Bishop** <ihdclerk@gmail.com>

Mon, Mar 3, 2025 at 9:52 AM

To: Jessica Montgomery &lt;planning@bonnercountyid.gov&gt;

Good morning, Jessica,

Please see the comments below from our engineer, Ryan Luttmann, and IHD Board Chairman, Mel Bailey, plus related attachments.

Julie Bishop

Clerk/Administrative Assistant  
Independent Highway District  
PO Box 700  
Ponderay, ID 83852  
208-255-8121  
Fax: 208-255-7804

----- Forwarded message -----

From: **Mel Bailey** <ihdm Bailey@gmail.com>

Date: Thu, Feb 27, 2025 at 6:59 PM

Subject: Re: Notice of Public Hearing - File CUP0001-25

To: Julie Bishop &lt;ihdclerk@gmail.com&gt;

Cc: Brett Engel &lt;ihdbengel@gmail.com&gt;

Ryan's comments describe the requirements that improve the safety of the driveways. This area has significant traffic when parents are transporting children to or from the school. The IHD has no other comments.

Thank you,

Mel Bailey IHD

On Thu, Feb 27, 2025, 4:29 PM Julie Bishop &lt;ihdclerk@gmail.com&gt; wrote:

Mel and Brett,

Would either of you like to add any additional comments prior to my responding to the County's comment request with Ryan's Memo?

Julie Bishop

Clerk/Administrative Assistant  
Independent Highway District  
PO Box 700  
Ponderay, ID 83852  
208-255-8121  
Fax: 208-255-7804

----- Forwarded message -----

From: **Ryan Luttmann** <RLuttmann@centurywest.com>

Date: Thu, Feb 27, 2025 at 12:01 PM

Subject: RE: Notice of Public Hearing - File CUP0001-25

To: ihdclerk@gmail.com &lt;ihdclerk@gmail.com&gt;

Julie,

I have attached my review comments with the information provided to IHD by Bonner County Planning. For reference, I have also attached the Record of Survey for the Selkirk School that was recorded at Bonner County.

Let me know if you have any questions.

Thank you,

Ryan

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**From:** Julie Bishop <[ihdclerk@gmail.com](mailto:ihdclerk@gmail.com)>  
**Sent:** Wednesday, February 19, 2025 9:28 AM  
**To:** Ryan Luttmann <[RLuttmann@CenturyWest.com](mailto:RLuttmann@CenturyWest.com)>  
**Subject:** Fwd: Notice of Public Hearing - File CUP0001-25

**ALERT** Our analysis shows that phishing attacks frequently exploit this domain. Be careful with this email.  
Powered by TitanHQ™.

Good morning, Ryan,

Forwarded for your review and comment.

Julie Bishop

Clerk/Administrative Assistant

Independent Highway District

PO Box 700

Ponderay, ID 83852

208-255-8121

Fax: 208-255-7804

----- Forwarded message -----

From: **Bonner County Planning Department** <[planning@bonnercountyid.gov](mailto:planning@bonnercountyid.gov)>

Date: Tue, Feb 11, 2025 at 4:57 PM

Subject: Notice of Public Hearing - File CUP0001-25

To: Army Corps of Engineers <[CENWW-RD-CDA@usace.army.mil](mailto:CENWW-RD-CDA@usace.army.mil)>, Assessors Office Group <[assessorsgroup@bonnercountyid.gov](mailto:assessorsgroup@bonnercountyid.gov)>, Avista Corp - Jay West <[jay.west@avistacorp.com](mailto:jay.west@avistacorp.com)>, Bay Drive Recreation District <[kirbymc45@gmail.com](mailto:kirbymc45@gmail.com)>, Bayview Water & Sewer <[bwds637@gmail.com](mailto:bwds637@gmail.com)>, BC Airport Manager Dave Schuck <[dave.schuck@bonnercountyid.gov](mailto:dave.schuck@bonnercountyid.gov)>, BC EMS Jeff Lindsey <[jeff.lindsey@bonnercountyid.gov](mailto:jeff.lindsey@bonnercountyid.gov)>, Bonner Sheriff <[bonnersheriff@bonnerso.org](mailto:bonnersheriff@bonnerso.org)>, Brenna Garro <[Brenna.Garro@oer.idaho.gov](mailto:Brenna.Garro@oer.idaho.gov)>, Bryan Quayle <[quaylelanduseconsulting@gmail.com](mailto:quaylelanduseconsulting@gmail.com)>, City of Clark Fork <[city@clarkforkidaho.org](mailto:city@clarkforkidaho.org)>, City of Dover <[cityclerk@cityofdoverydaho.org](mailto:cityclerk@cityofdoverydaho.org)>, City of East Hope <[easthope.city@gmail.com](mailto:easthope.city@gmail.com)>, City of Hope <[hopecityclerk@gmail.com](mailto:hopecityclerk@gmail.com)>, City of Kootenai - Ronda Whittaker <[cityclerk@cityofkootenai.org](mailto:cityclerk@cityofkootenai.org)>, City of Oldtown <[cityofoldtown@hotmail.com](mailto:cityofoldtown@hotmail.com)>, City of Ponderay KayLeigh Miller <[klmiller@ponderay.org](mailto:klmiller@ponderay.org)>, City of Priest River <[layers@priestriver-id.gov](mailto:layers@priestriver-id.gov)>, City of Sandpoint <[cityplanning@sandpointidaho.gov](mailto:cityplanning@sandpointidaho.gov)>, City of Spirit Lake <[cityclerk@spiritleakeid.gov](mailto:cityclerk@spiritleakeid.gov)>, Coolin Sewer <[coolinsewer@gmail.com](mailto:coolinsewer@gmail.com)>, Coolin-Cavanaugh Bay Fire District <[coolinfirechief@gmail.com](mailto:coolinfirechief@gmail.com)>, DEQ <[deqcomments@deq.idaho.gov](mailto:deqcomments@deq.idaho.gov)>, Drainage District #7 Kim Hoodenpyle <[kjh5345@gmail.com](mailto:kjh5345@gmail.com)>, East Bonner Library <[vanessa@ebonnerlibrary.org](mailto:vanessa@ebonnerlibrary.org)>, East Priest Lake Fire Chief Tom Renzi <[epfldchief@gmail.com](mailto:epfldchief@gmail.com)>, Ellisport Bay Sewer District <[clerk@ebsewerdistrict.com](mailto:clerk@ebsewerdistrict.com)>, Facilities Director LPOSD #84 <[matt.diel@lposd.org](mailto:matt.diel@lposd.org)>, Garfield Bay Water and Sewer District Clerk <[garfieldbaywsd@hotmail.com](mailto:garfieldbaywsd@hotmail.com)>, Granite Reeder Sewer District <[granitereeder@gmail.com](mailto:granitereeder@gmail.com)>, ID State Historical Society - Dave Everhart <[dan.everhart@ishs.idaho.gov](mailto:dan.everhart@ishs.idaho.gov)>, Idaho Department of Fish & Game <[merritt.horsmon@idfg.idaho.gov](mailto:merritt.horsmon@idfg.idaho.gov)>, IDL - Mike Ahmer <[mahmer@idl.idaho.gov](mailto:mahmer@idl.idaho.gov)>, IDL - Nav. Waters Ryan Zandhuisen <[RZandhuisen@idl.idaho.gov](mailto:RZandhuisen@idl.idaho.gov)>, IDL - Pend Oreille Lake Supervisory <[esjoquist@idl.idaho.gov](mailto:esjoquist@idl.idaho.gov)>, IDL - Priest Lake Supervisory Area <[dbrown@idl.idaho.gov](mailto:dbrown@idl.idaho.gov)>, IDWR Chase Bell <[chase.bell@idwr.idaho.gov](mailto:chase.bell@idwr.idaho.gov)>, Independent Hwy Dist - Julie Bishop <[ihdclerk@gmail.com](mailto:ihdclerk@gmail.com)>, ITD <[D1Permits@itd.idaho.gov](mailto:D1Permits@itd.idaho.gov)>, Jack Schenck Vyve/Northland Cable <[Jack.schenck@vyvebb.com](mailto:Jack.schenck@vyvebb.com)>, Jason Johnson <[jason.johnson@bonnercountyid.gov](mailto:jason.johnson@bonnercountyid.gov)>, Kenny Huston <[kenny.huston@oer.idaho.gov](mailto:kenny.huston@oer.idaho.gov)>, Kootenai Ponderay Sewer District <[CJohnson@kootenaiponderaysewerdistrict.org](mailto:CJohnson@kootenaiponderaysewerdistrict.org)>, Laclede Water District <[LWDistrict@frontier.com](mailto:LWDistrict@frontier.com)>, Lakeland Joint School District #272 <[cpursley@lakeland272.org](mailto:cpursley@lakeland272.org)>, Lakeland Joint School District #272 Jessica Grantham <[jessica.grantham@lakeland272.org](mailto:jessica.grantham@lakeland272.org)>, Lisa Rosa <[hr@ebonnerlibrary.org](mailto:hr@ebonnerlibrary.org)>, North of the Narrows Fire Dept <[Huckbay2501@gmail.com](mailto:Huckbay2501@gmail.com)>, Northern Lights - Kristin Mettke <[kristin.mettke@nli.coop](mailto:kristin.mettke@nli.coop)>, Northside Fire District - Karen Quenell <[kquenell@northsidefire.org](mailto:kquenell@northsidefire.org)>, Outlet Bay Sewer District <[outletbaysewer@gmail.com](mailto:outletbaysewer@gmail.com)>, Pend Orielle Hospital District <[kim.kichenmaster@bonnergeneral.org](mailto:kim.kichenmaster@bonnergeneral.org)>, PHD <[EHApplications@phd1.idaho.gov](mailto:EHApplications@phd1.idaho.gov)>, Priest Lake Public Library District <[plplibrary@hotmail.com](mailto:plplibrary@hotmail.com)>, Priest Lake Translator District - Frankie Dunn <[Frankiejedunn@hotmail.com](mailto:Frankiejedunn@hotmail.com)>, Road & Bridge - Matt Mulder <[matt.mulder@bonnercountyid.gov](mailto:matt.mulder@bonnercountyid.gov)>, Ruen Yeager <[planning@ruenyeager.com](mailto:planning@ruenyeager.com)>, Sagle Valley Water & Sewer District <[saglewatersewer@gmail.com](mailto:saglewatersewer@gmail.com)>, Sam Owen Fire Rescue Sam Owen Fire Rescue <[sofd@wow-tel.net](mailto:sofd@wow-tel.net)>, School District #83 - Joseph Kren <[joekren@sd83.org](mailto:joekren@sd83.org)>, School District 84 Transportation - James Koehler <[james.koehler@lposd.org](mailto:james.koehler@lposd.org)>, Schweitzer Fire, Spencer Newton <[firedistrict@msn.com](mailto:firedistrict@msn.com)>, Selkirk Association of Realtors Danielle <[danielle@selkirkaor.com](mailto:danielle@selkirkaor.com)>, Selkirk Fire Gavin Gilcrease <[ggilcrease@sandpointidaho.gov](mailto:ggilcrease@sandpointidaho.gov)>, Selkirk Recreation District <[selgar@mac.com](mailto:selgar@mac.com)>, Southside Water and Sewer <[southsidewaterandsewer@swsdidaho.org](mailto:southsidewaterandsewer@swsdidaho.org)>, Spirit Lake Fire Dept. (Debbie Carpenter) <[chief@spiritleakefire.com](mailto:chief@spiritleakefire.com)>, Superintendent No. 84 Becky Meyer <[becky.meyer@lposd.org](mailto:becky.meyer@lposd.org)>, Superintendent School Dist 84 <[kelly.fisher@lposd.org](mailto:kelly.fisher@lposd.org)>, Syringa Heights Water <[allwater49@outlook.com](mailto:allwater49@outlook.com)>, Timberlake Fire <[kwright@timberlakefire.com](mailto:kwright@timberlakefire.com)>, Trestle Creek Sewer District Janice Best <[janicesb@televar.com](mailto:janicesb@televar.com)>, US Fish & Wildlife Services - Christy Johnson Hughes <[FW1idahoconsultationrequests@fws.gov](mailto:FW1idahoconsultationrequests@fws.gov)>, West Bonner Library <[meagan@westbonnerlibrary.org](mailto:meagan@westbonnerlibrary.org)>, West Pend Oreille Fire District <[wpofd1@gmail.com](mailto:wpofd1@gmail.com)>, West Priest Lake Fire Josh Gilbert <[WPLFD.Chief@gmail.com](mailto:WPLFD.Chief@gmail.com)>

Cc: Alexander Feyen <[alexander.feyen@bonnercountyid.gov](mailto:alexander.feyen@bonnercountyid.gov)>, Jacob Gabell <[jake.gabell@bonnercountyid.gov](mailto:jake.gabell@bonnercountyid.gov)>

The above-named application has been submitted to the Bonner County Planning Department for processing.

Please review the application relative to your agency's area of expertise and include any recommended conditions of approval and supporting code sections. Please see attached for details.

Thank you,

**Jessica Montgomery, Hearing Coordinator**

**Bonner County Planning Department**

**(208) 265-1458 x1277**

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**3 attachments**

 **Notice of Public Hearing - CUP000125\_Approved.pdf**  
220K

 **CUP0001-25 Review Memo.pdf**  
300K

 **Instrument 857006 Selkirk School ROS.pdf**  
1281K

# NOTICE OF PUBLIC HEARING



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

A handwritten signature in cursive script that reads "Jessica Montgomery".

Jessica Montgomery, Hearing Coordinator

This notice was mailed to political subdivisions, property owners within 300 feet of the subject property, and the media on **Tuesday, February 11, 2025**.

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**NOTICE IS HEREBY GIVEN** that the Bonner County Hearing Examiner will hold a public hearing at **1:30 pm** on **Wednesday, April 2, 2025** in the Bonner County Administration Building, 1500 Highway 2, Sandpoint, Idaho, by Zoom teleconference, and YouTube Livestream to consider the following request:

**File CUP0001-25 – Conditional Use Permit – Private School**

The applicant is requesting a Conditional Use Permit for the expansion of an existing school. The 4.840-acre 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.

For details regarding this application, Zoom teleconference, or YouTube livestream, visit the Planning Department web site at [www.bonnercountyid.gov/departments/Planning](http://www.bonnercountyid.gov/departments/Planning). Staff reports are available online or may be viewed at the planning department approximately a week before the scheduled hearing.

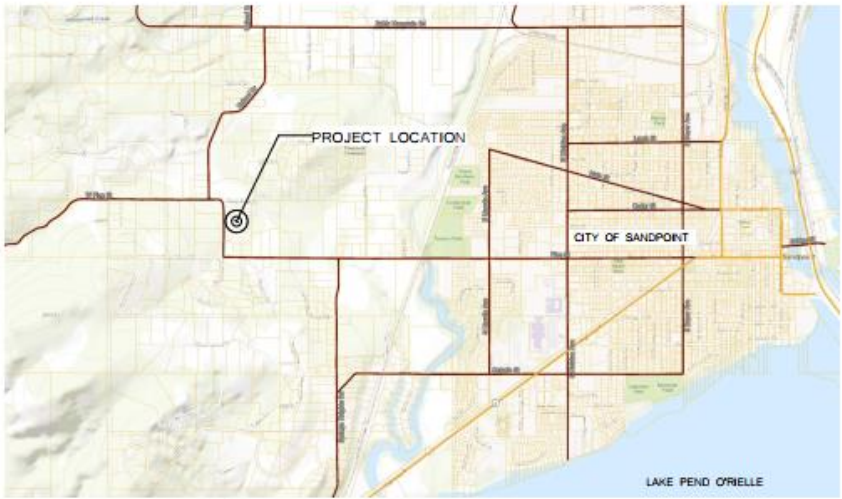
**Written statements must be submitted to the planning department record no later than seven (7) days prior to the public hearing.** Written statements not exceeding one standard letter sized, single spaced page may be submitted at the public hearing. Statements can be sent to the Bonner County Planning Department at 1500 Highway 2, Suite 208, Sandpoint, Idaho 83864; faxed to 866-537-4935 or e-mailed to [planning@bonnercountyid.gov](mailto:planning@bonnercountyid.gov). The referenced start time stated above reflects the beginning of the hearing. Specific file start time and hearing duration vary.

During the hearing for this application, the public will be given an opportunity to provide testimony and/or evidence regarding how the proposal does or does not comply with the applicable approval criteria of the Bonner County Revised Code. At the close of the public hearing, the governing body will make a decision on the application that may include, but is not limited to, approval, denial, remand, or continuance of the public hearing. Any person needing special accommodations to participate in the public hearing should contact the Bonner County Planning Department at (208) 265-1458 at least 48 hours prior to the scheduled hearing.

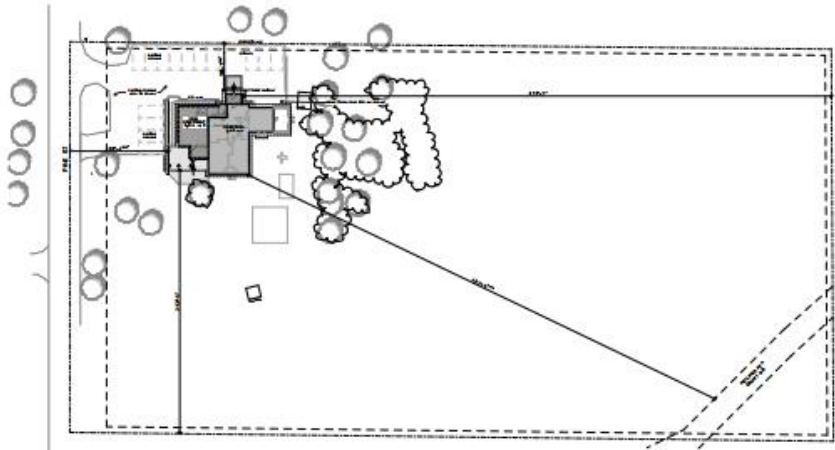
**If you have no comment or response, you may indicate below and return this form to the Planning Department.**

NO COMMENT \_\_\_\_\_  
Name

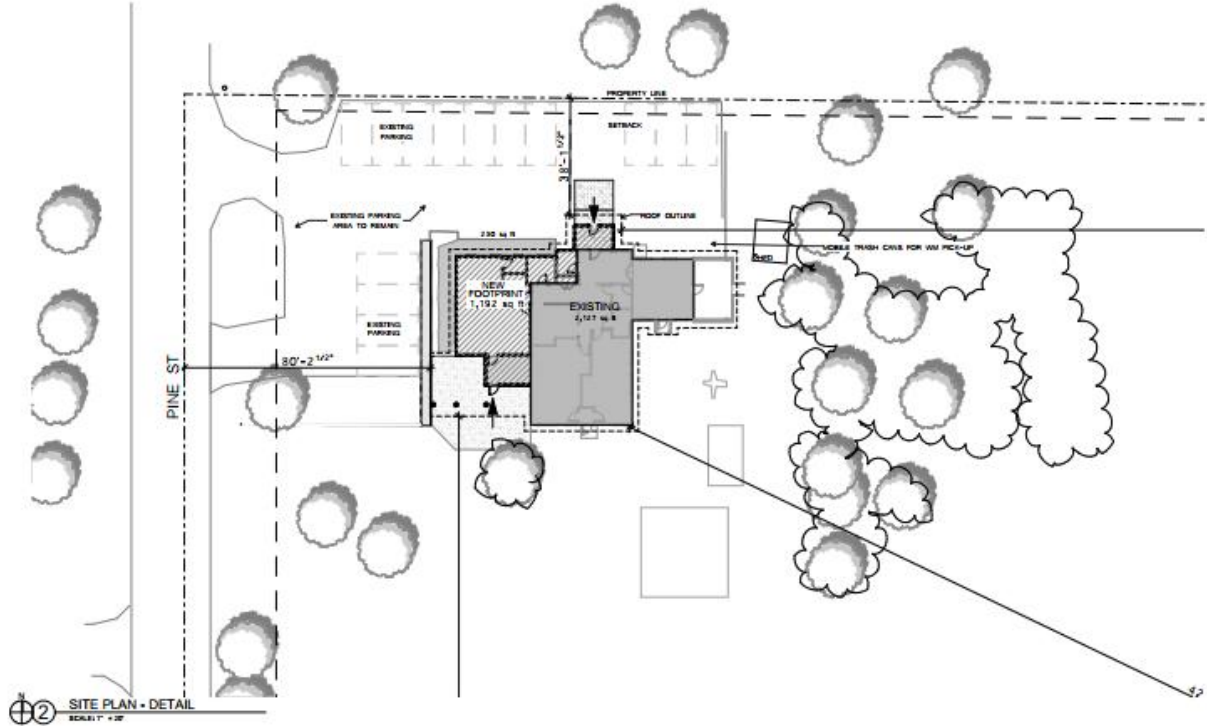
\_\_\_\_\_  
Date



VICINITY MAP (NOT TO SCALE)



① SITE PLAN OVERALL  
SCALE: 1" = 80'



② SITE PLAN - DETAIL  
SCALE: 1" = 20'

| ISSUE | ID | CHANGE NAME | DATE |
|-------|----|-------------|------|
|       |    |             |      |
|       |    |             |      |
|       |    |             |      |
|       |    |             |      |

# SELKIRK SCHOOL ADDITION

11014 W. Pine Street  
SANDPOINT, ID

info@northwoodarchitects.com  
NORTHWOODARCHITECTS.COM  
208.255.8041

SITE PLAN

A01

1/15/2025



## MEMO

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**To: Independent Highway District, Board of Commissioners**

**From: Ryan Luttmann, PE**

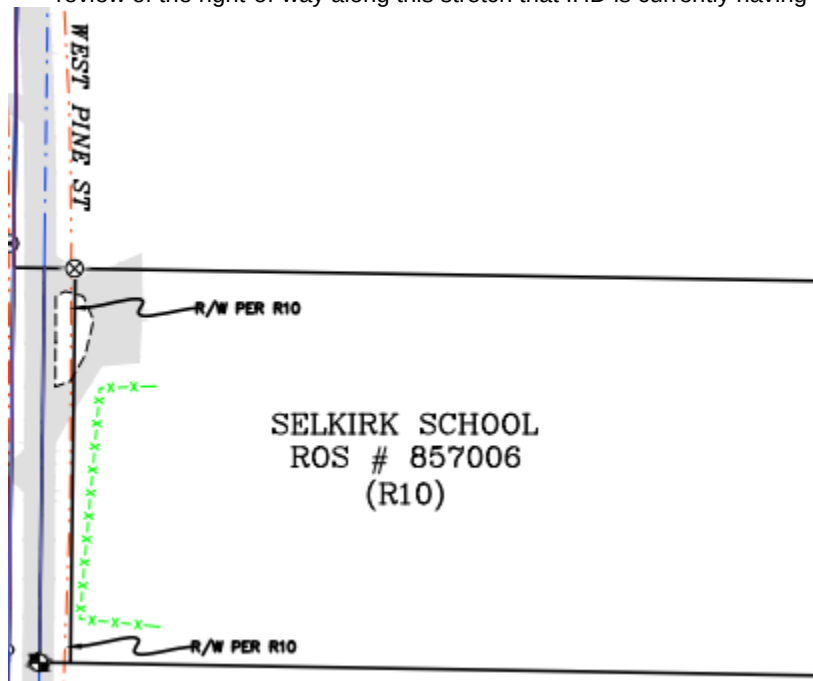
**Date: February 27, 2025**

**Re: CUP0001-25 North Idaho Leaning Center Inc. – Selkirk School Expansion**

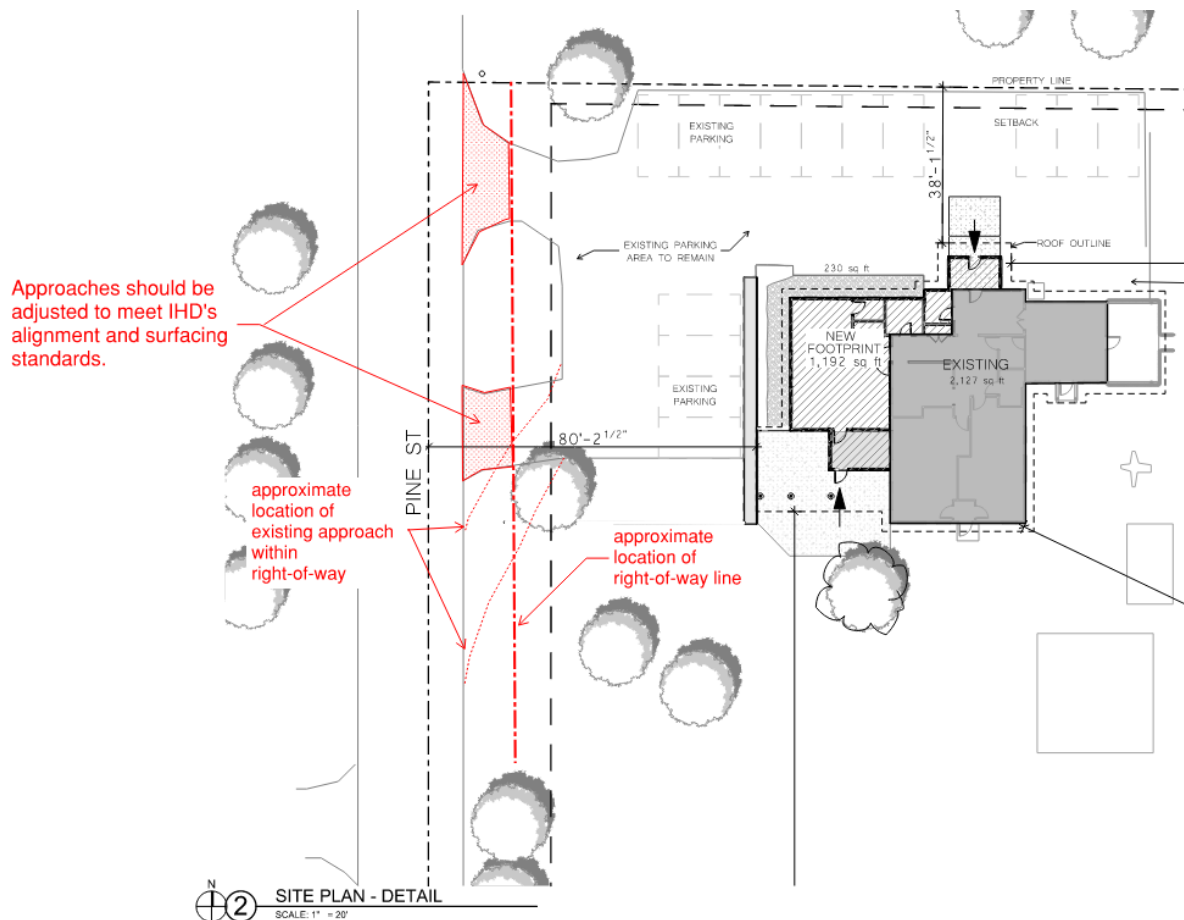
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I have reviewed CUP0001-25 that was provided by Bonner County Planning for the Independent Highway District review. It appears the applicant is proposing to construct additional multi-use space for the existing Selkirk School but is not proposing to increase the number of students or staff. I offer the following for consideration:

- The application provides a legal description, and the Bonner County file includes a warranty deed (instrument # 475247). The legal description and warranty deed both contain the language, "LESS the Pine Street Loop County Road right of way therein." The site plan includes a property line with setbacks to the building, but the location of the property line along Pine Street Loop (officially named W. Pine Street on the County GIS) does not appear to be shown in a location that matches a previous survey for this property. A record of survey for this property was recorded on March 13, 2014 (Instrument # 857006) and shows the location of a survey marker that was set 50' east of the center of the section line.
  - Bonner County should ask the applicant to review Instrument # 857006, confirm the location of the public right-of-way/Selkirk School property line, and adjust the building setbacks to the right-of-way line. Bonner County should also ask the applicant to adjust the road name to match the official road name for Bonner County. The screenshot below is from a preliminary review of the right-of-way along this stretch that IHD is currently having a surveyor perform.



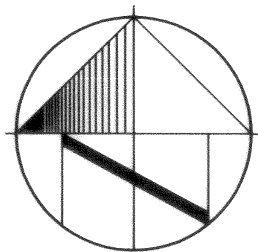
- The existing site currently has two approaches. The northern approach appears to be constructed within the 80° to 90° perpendicular alignments allowed within the IHD Road Standards Manual. The southern approach currently has a skewed alignment, however, the site plan provided with the application has drawn the southern approach to be more perpendicular. The southern approach should be adjusted to match the current IHD Road Standards Manual alignment requirements for approaches. Both existing approaches are gravel and the current design requirements within Appendix E, Detail 3 of the IHD Road Standards Manual require the approach aprons to be paved from the roadway surface to the right-of-way.
- Bonner County should include a condition that the applicant will need to complete an application for approach/driveway permit with the Independent Highway District and adjust the existing approaches to comply with the current IHD Road Standards Manual.





RECORD OF SURVEY FOR SELKIRK SCHOOL

LOCATED IN A PORTION OF SECTION 20, TOWNSHIP 57 NORTH,  
RANGE 2 WEST, BOISE MERIDIAN, BONNER COUNTY, IDAHO.



NORTH  
SCALE 1" = 60 FEET  
TRUE NORTH  
60 30 0 60 120

LEGEND

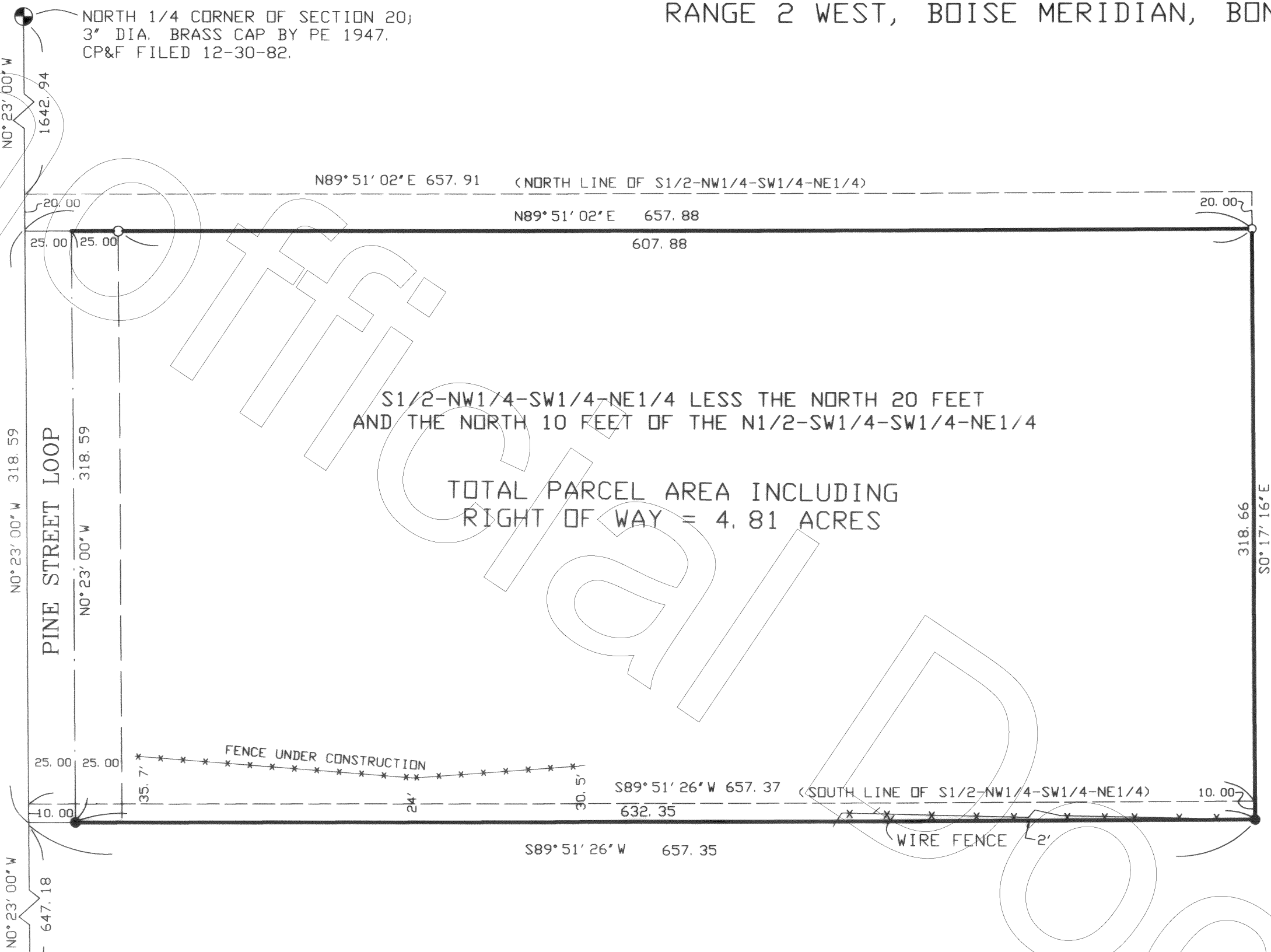
- SET 5/8" DIA. X 30" LONG REBAR WITH YELLOW PLASTIC CAP MARKED 'PLS 6107'.
- MONUMENTATION AS NOTED.
- SET 5/8" DIA. X 30" LONG REBAR WITH YELLOW PLASTIC CAP MARKED 'PLS 6107' IN A PREVIOUS SURVEY.

SURVEY DATE NOTE:

THIS SURVEY WAS PERFORMED IN FEBRUARY OF 2004 AND FENCES, ETC. SHOWN HEREON ARE AS EXISTED AT THAT TIME.

BASIS OF BEARING

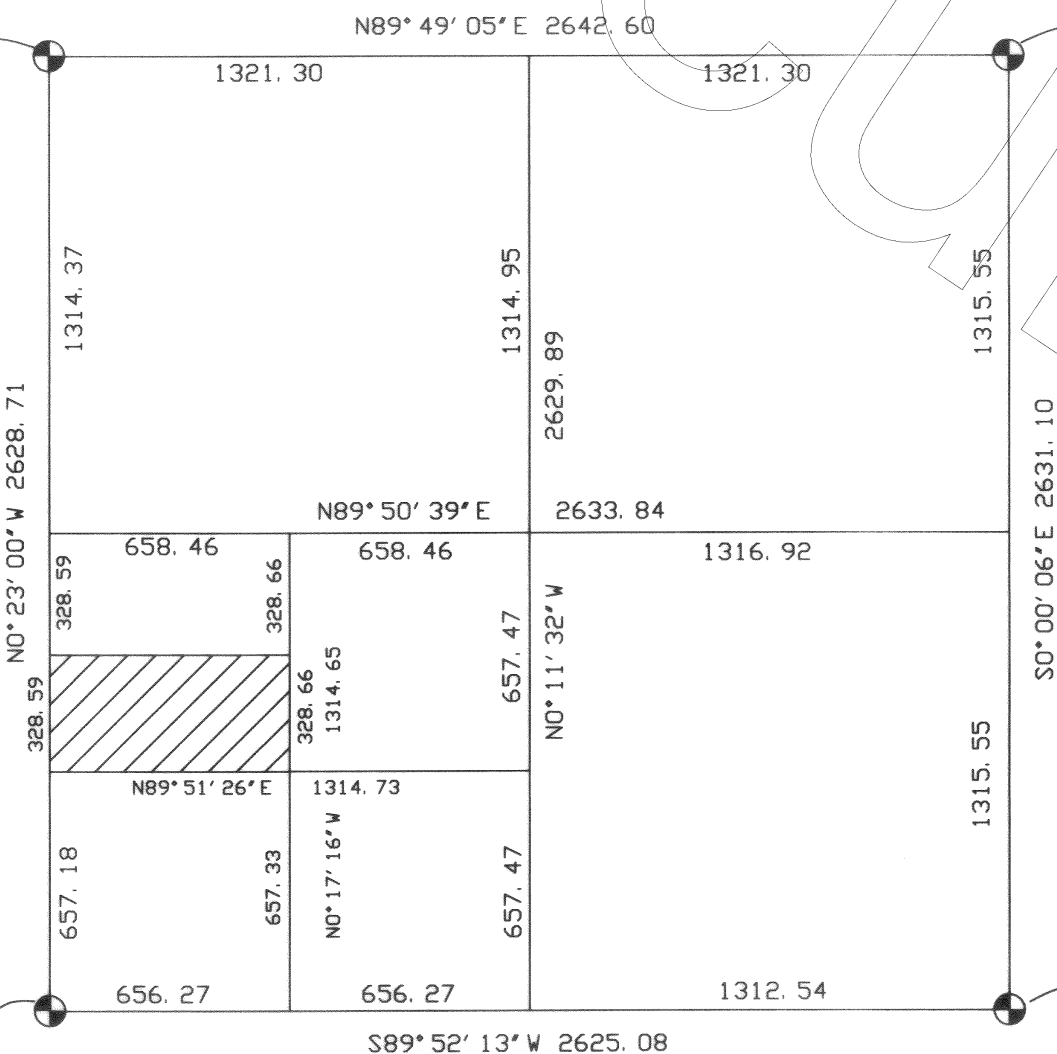
THE BEARINGS SHOWN HEREON ARE BASED UPON A BEARING OF N0°23'00"W ON THE WEST LINE OF THE NE1/4 OF SECTION 20, THE SAME AS SHOWN ON THE PLAT OF SAWTOOTH ESTATES, AS RECORDED IN BOOK 4 OF PLATS, PAGE 175, RECORDS OF BONNER COUNTY, IDAHO.



NORTH 1/4 CORNER OF SECTION 20;  
3" DIA. BRASS CAP BY PE 1947.  
CP&F FILED 12-30-82.

NORTHEAST CORNER OF SECTION 20;  
3-1/4" DIA. ALUMINUM CAP BY  
PLS 813. CP&F FILED 09-25-84.

CENTER OF SECTION 20;  
NOT FOUND OR SET.  
REFERENCED FROM THE  
PLAT OF SAWTOOTH  
ESTATES, BOOK 4 OF  
PLATS, PAGE 175.



CENTER OF SECTION 20;  
NOT FOUND OR SET.  
REFERENCED FROM THE  
PLAT OF SAWTOOTH  
ESTATES, BOOK 4 OF  
PLATS, PAGE 175.

EAST 1/4 CORNER OF SECTION 20;  
RAILROAD SPIKE. CP&F FILED  
09-25-84.

NE1/4 SECTION 20 DETAIL  
NOT TO SCALE



Instrument # 857006  
BONNER COUNTY, SANDPOINT, IDAHO  
3-13-2014 12:05:06 No. of Pages: 1  
Recorded for: LANCE G MILLER  
R. ANN DUTSON-SATER Ex-Officio Recorder Deputy Fee: 5.00  
Index to: RECORD OF SURVEY

SURVEYOR'S CERTIFICATE

I, LANCE G. MILLER, IDAHO LAND SURVEYOR NO. 6107,  
DO HEREBY CERTIFY THAT THE PLAT HEREON IS A TRUE  
AND CORRECT REPRESENTATION OF A SURVEY MADE BY ME  
OR UNDER MY SUPERVISION IN CONFORMANCE WITH THE  
LAWS OF THE STATE OF IDAHO (IDAHO CODE 31-2709, 1973)  
AND ACCEPTED METHODS AND PROCEDURES OF SURVEYING.

RECORDER'S CERTIFICATE

FILED THIS 13 DAY OF March 2014  
AT THE REQUEST OF Lance G. Miller INSTRUMENT NO. 857006  
R. Ann Dutson-Sater COUNTY RECORDER & 500 Deputy

NOTE:  
THIS DRAWING DOES NOT ATTEMPT TO SHOW ALL EASEMENTS  
OF RECORD, PERSCRIPTIVE EASEMENTS, OR PHYSICAL  
FEATURES OF THE PROPERTY. I MAKE NO INVESTIGATION AS  
TO THE LEGAL OWNERSHIP OF THE PROPERTY.

LANCE G. MILLER, P. L. S.

PO BOX 2523  
SANDPOINT, ID. 83864  
(208) 263-1533

|            |                |
|------------|----------------|
| Drawn by   | Date           |
| Checked by | Job # Sheet of |