Gmail

Janna Brown <janna.brown@bonnercountyid.gov>

[EXT SENDER] RE: Deerfield Subdivision - S0001-25

1 message

Bill Dean <bdean@sandpointidaho.gov> Mon, May 12, 2025 at 4:36 PM
To: Jake Gabell <jake.gabell@bonnercountyid.gov>, Jason Welker <jwelker@sandpointidaho.gov>
Cc: Alexander Feyen <alexander.feyen@bonnercountyid.gov>, Janna Brown <janna.berard@bonnercountyid.gov>, Jason Johnson <jason.johnson@bonnercountyid.gov>

Hi Jake, thanks again for routing the Deerfield application to us for review/comment. Our City Council addressed this at last Wednesday's CC mtg and below is the excerpt from the DRAFT minutes which will go to CC next week for approval. Our staff report is here:

> Citing a conflict as the applicant to Bonner County for this development, Councilor Howarth recused himself from this matter and left the dais.
>
> City Planner Bill Dean reviewed his staff report and packet materials with the Council and, along with Mayor Grimm and Mr. Jones, fielded questions. Council approved the comments from the City to Bonner County regarding the Deerfield Subdivision Application, as composed by City staff, with the following amendments:
>
> a. Include a suggestion for a right-of-way dedication on the corners of Lots 9 and 10 in Block 1 for future connectivity to the south and/or west.
> b. Include a suggestion that any access point included in this development onto the property owned by the City of Sandpoint to the east of this development be constructed from public right-of-way stubbed to the City property.
>
> Motion made by Councilor Schreiber, Seconded by Councilor Duquette.
>
> Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Duquette
>
> Abstaining: Councilor Howarth

The minutes will be posted next week after CC approval. Do you need anything else from us? We're happy to further discuss. We'd appreciate you sharing our City Council's requests, as described above and in the linked staff report with the Commissioners.

Thanks, Bill

SANDPOINT
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City of Sandpoint Planning

Bill Dean | City Planner

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From: Jake Gabell <jake.gabell@bonnercountyid.gov>
Sent: Thursday, April 17, 2025 3:56 PM
To: Jason Welker <jwelker@sandpointidaho.gov>; Bill Dean <bdean@sandpointidaho.gov>
Cc: Alexander Feyen <alexander.feyen@bonnercountyid.gov>; Janna Brown <janna.berard@bonnercountyid.gov>; Jason Johnson <jason.johnson@bonnercountyid.gov>
Subject: Deerfield Subdivision - S0001-25

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Good afternoon Gentlemen,

Here is the link to the Deerfield subdivision application and associated documents.

I understand that the applicant is pushing for this to be added to the May Zoning Commission agenda. To accomplish this, we would need something in writing stating that the City is waiving the 40-day notice requirement found in the current ACI agreement. In order to meet our other noticing requirements, we would have to send a public notice to the paper by Tuesday of next week.

I'm completely fine waiting to hold this hearing until June, as currently planned, but if the City is willing to waive its 40-day notice period, then we could hold the hearing sooner. Please note that per Bonner County Code, the Zoning Commission cannot make a decision on a preliminary plat. They make a recommendation to the BOCC, who will hold another hearing and make a decision on this file in the preliminary plat phase.

https://www.bonnercountyid.gov/FileS0001-25

Jake Gabell, Director

Bonner County Planning Department

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Sandpoint, ID 83864

Phone: 208-265-1458

Staff Report

To:	City Council
From:	Bill Dean, City Planner; Brandon Staglund, City Engineer; Maeve Nevins-Lavtar, Parks Planning and Development Manager
Report:	April 23, 2025
Meeting:	May 7, 2025
Item:	City's Area of Impact: Bonner County Application S0001-25 Deerfield Subdivision
Applicant:	Deerfield LLC – Rick Howarth / HMH Engineering – Dan Tadic

Please Note: The Application and all materials related to this request are provided on the City's website at: www.sandpointidaho.gov/currentprojects

1) Executive Summary

An application to subdivide a 32.67-acre parcel into twenty-four (24) 1-arce lots for residential development has been filed with the Bonner County Planning Department. The property in question is located on the south side of Baldy Mountain Rd, partially abutting the City-owned 32-acre undeveloped property commonly known as Baldfoot Disc Golf Course, whose address is 10076 Baldy Mountain Rd. The proposed subdivision is located in Bonner County and within the City's (current) Area of City Impact. Pursuant to the written agreement between Bonner County and the City related to managing the Area of City Impact, applications submitted to the County for development and subdivisions are routed to the City for the opportunity to comment (Attachment A: 1994 Agreement with County). This agenda item satisfies that opportunity, and provides recommendations to the County, related to the subdivision (Attachment B: Application submitted to County). The authority to formally act on the subdivision (approve or deny) rests solely with Bonner County. This staff report contains suggested comments for the City Council to consider submitting to Bonner County, reflecting City policy and codes applicable to subdivisions within the City, acknowledging that the purpose of the Area of City Impact is to identify and potentially entertain future annexation of property located in the Area of City Impact. No application for annexation has been filed, and it is staff's understanding that there is no intent on behalf of the property owner to pursue future annexation to the City.

2) Introduction and Background

Deerfield LLC is requesting approval of a preliminary plat on parcel (RP57N02W164952A) consisting of approximately 33-acres (Attachment C: Deerfield Preliminary Plat). The property is located on the south side of Baldy Mountain Rd, west of the City-owned parcel commonly known as Baldfoot Disc Golf Course, whose address is 10076 Baldy Mountain Rd (Figure 1). The proposed subdivision seeks to create twenty-four lots, 23 lots approximately 1-acre in size, one 3-acre parcel and an approximately 2-acre storm water tract. The proposal also includes a new paved public roadway providing access to each lot within a 60-foot right-of-way (ROW). The new road would contain within the ROW two 12-foot wide travel lanes and 15-feet of ditches on either side along with a 1-foot gravel curb adjacent to the paved lanes.

The property is situated within the County's Suburban Zone district (IG) zone, as are all adjoining properties (Figure 2), with the exception of the City's property which is within the City limits and zoned Residential Single-Family

(RS). All lots will have access and frontage on a public right of way.

Preliminary plats set forth the basic information for the County Commissioners to determine if the proposed subdivision complies with the applicable requirements of the Bonner County Code and Idaho Statutes. Upon approval of a preliminary plat by the County, a permit for public infrastructure improvements may be issued and once complete and accepted by the County, a final plat may be approved by the County and recorded. A final plat is necessary to create and sell new lots.

On April 17, 2025, the application referral was brought to staff's attention. Staff placed this item on the May 6, 2025 agenda for Planning Commission review and potential comment. Any comments received by Planning Commission will be shared with City Council at the May 7, 2025 City Council meeting.

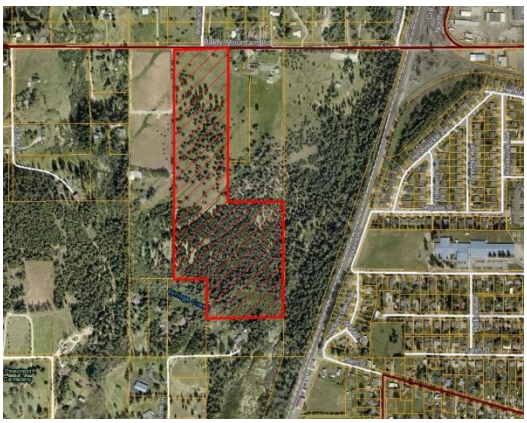


Figure 1 - Vicinity Map

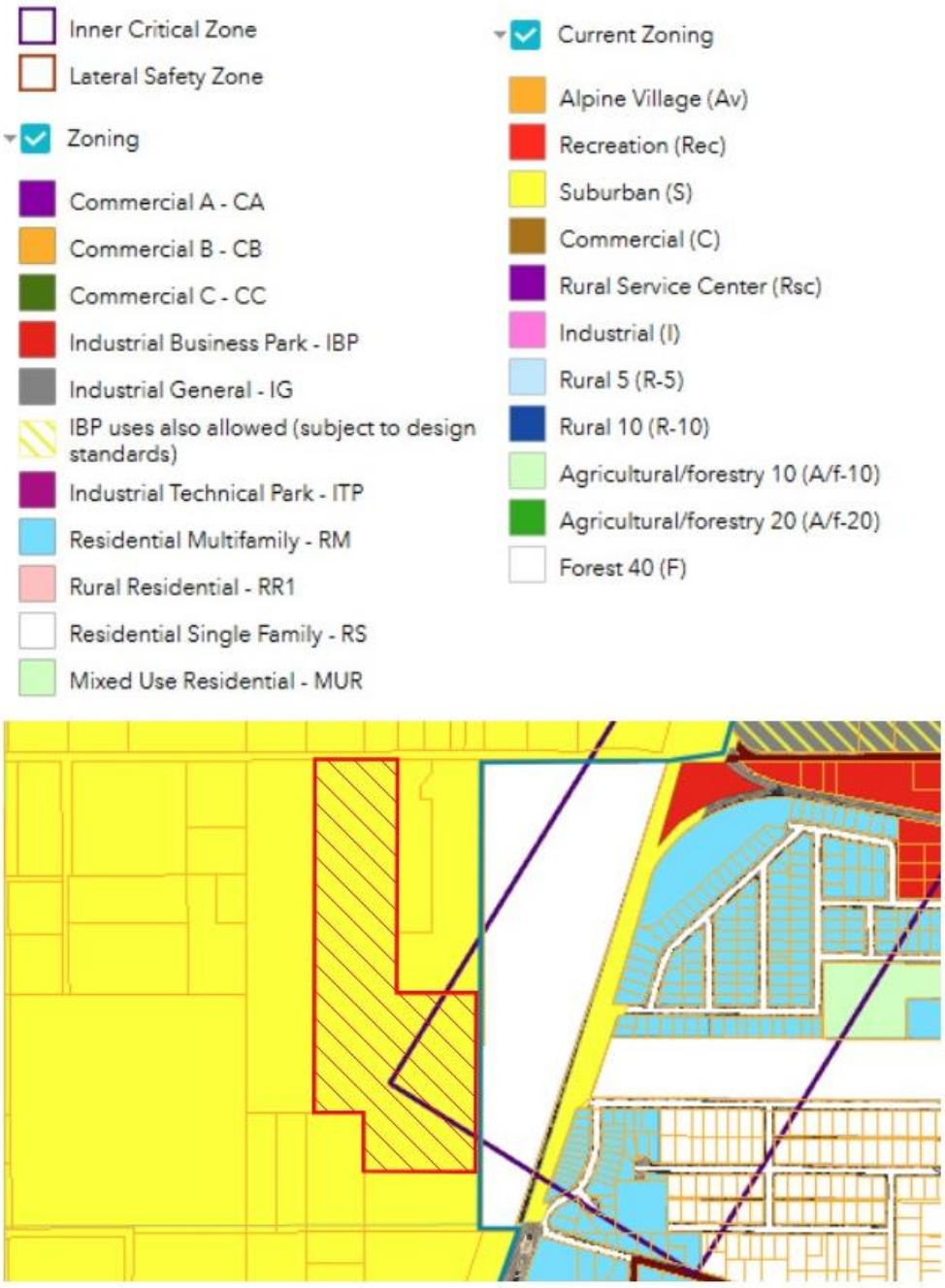
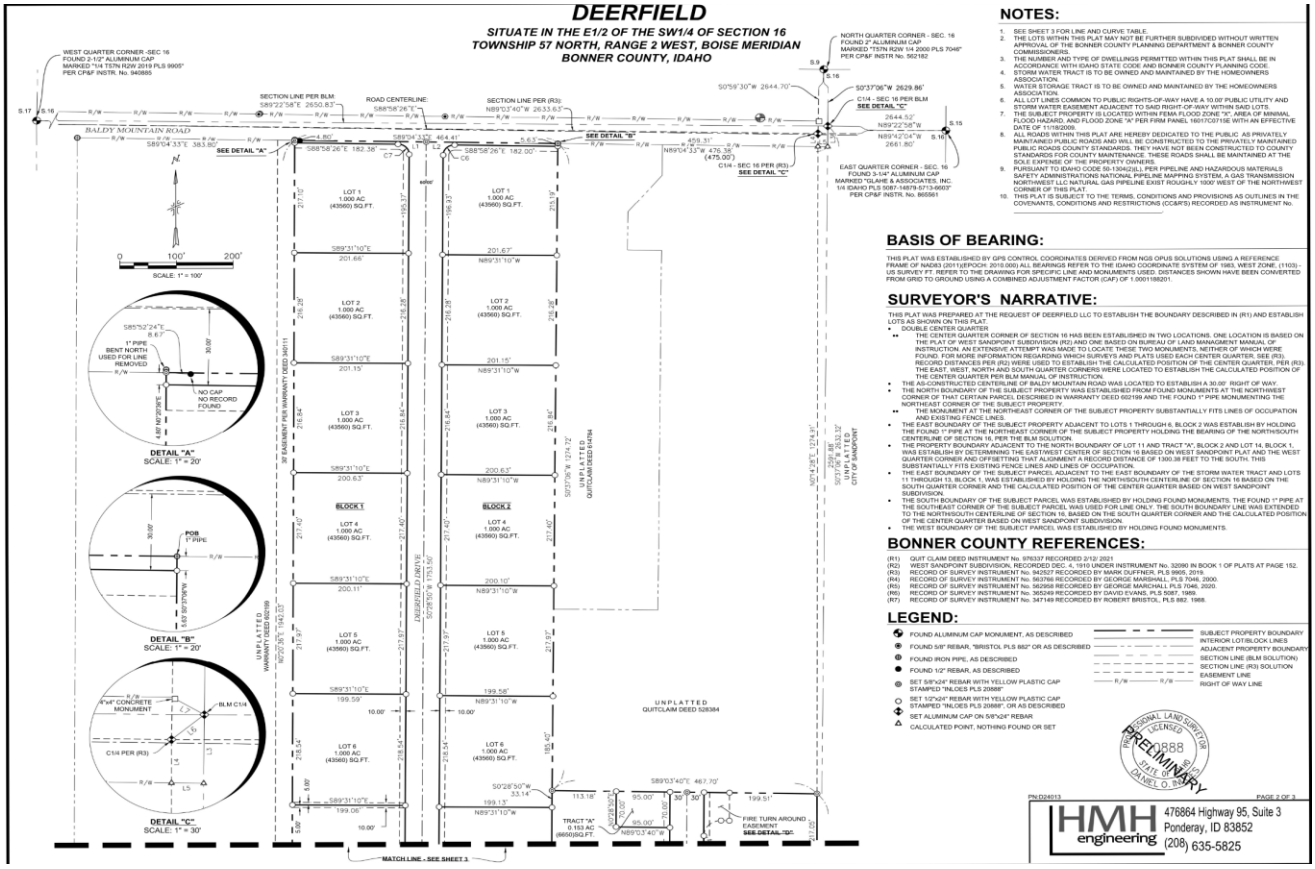


Figure 2 - Zoning Map



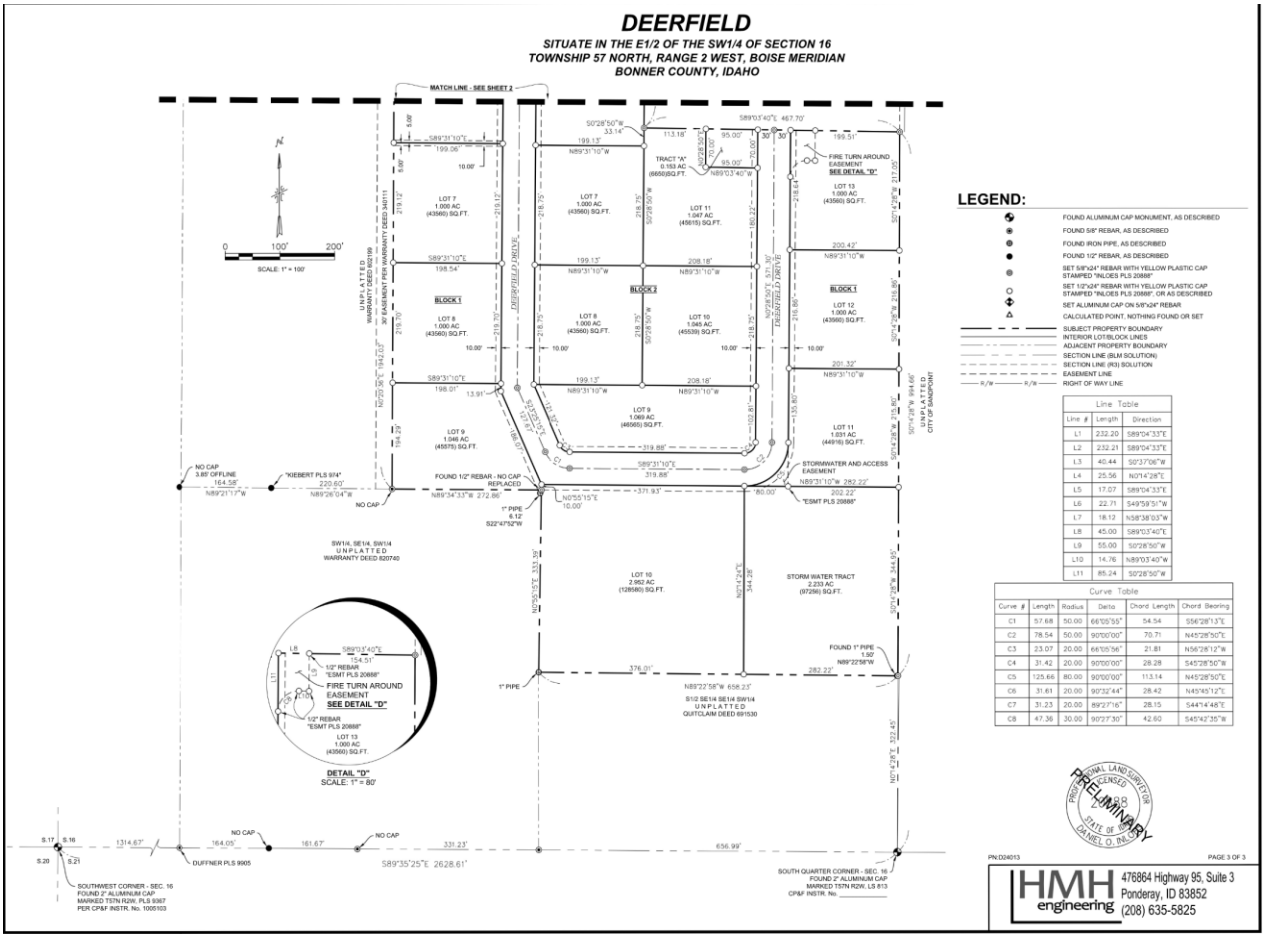


Figure 3 - Preliminary Plat

3) Preliminary Plat Requirements – Basis for City Review

The City standards for subdivision platting differ substantially from those in Bonner County as relates to roads and public utilities. For a subdivision in the City, Title 10, Chapter 1 of Sandpoint City Code establishes the subdivision and new development standards and regulations for preliminary plats. In terms of reviewing this plat, the approach taken by City staff was to consider recommendations to the County based on several of the standards contained in Title 10 of Sandpoint City Code, and City policy documents. Below is a list of typical zoning and infrastructure components of a Preliminary Plat and a recommendation related to each component.

Lot Size: It is staff's understanding that County regulations allow for 1-acre lots where water service is available. The policy in the City's Comprehensive Plan identifies this area as Low-Density Clustered Residential which is:

> ".. a low-density residential development pattern. Areas designated as the Wildland Urban Interface (WUI) by the forest service are also found in this area. This development pattern encourages preservation of wildlife habitat, riparian corridors, and open space through the utilization of cluster development that prefers congregation of dwelling units at slightly higher density in exchange for protection of larger areas of open space and wildfire risk areas. This pattern allows for safe development with adequate space to accommodate an adjacent floodplain or wetland areas while also providing access to recreation. This model of development also promotes connectivity through trails and connected street networks. LDCR is located primarily in the northeast area of the city, adjacent to the City of Ponderay."

City staff has no recommendations related to lot size.

Access to Bike/Pedestrian Trails: The application states the following on page 3:

> "The H0A will have access to the open space/stormwater tract which fronts Syringa Creek. The HOA may choose to install an informal gravel trail along the northern portion of the tract to allow for pedestrian access from Deerfield to the City of Sandpoint owned disc golf property which lies directly to the east of the open space/stormwater tract. This short trail would be utilized by residents only with no public parking provided. This will be dependent on and coordinated with the City of Sandpoint."

City staff recommends that the Owners Certificate and notes on the Preliminary Plat include reference to the intended access across the tract to the City's property. Staff further recommends that prior to Final Plat a revocable pedestrian access easement for benefit of HOA, including the following features: a minimum 4-feet wide gate – pedestrian and bicycle access only, educational signage from east to west stating "private property", and signage stating "no motorized vehicles allowed on public property", and a dog waste station on HOA side of gate.

Additional considerations for trail design in wildlife-rich areas which could be included on the Final Plat or placed as a condition of approval for inclusion in HOA regulations related to the open space/stormwater tract include: avoid critical wildlife habitats, consider circumventing sensitive wildlife or native plant habitats to minimize disturbances; align trail along existing natural or human-made edges to reduce habitat fragmentation; determine appropriate trail width and surface materials that accommodate intended use while minimizing environmental impact. The area suggested may have seasonal flooding, consider utilizing trail hardening materials in the construction of access trail with a firm, stable, compacted surface, ensure trail meets ADA Accessible guidelines to accommodate users of all abilities; incorporate safety measures such as vegetation clearance trail corridor of 6 to 10 feet wide and a minimum of 10 feet high clearance of any overhead or adjacent vegetation for improved safety and site lines, and consider utilizing reflective paint on the signage or solar lighting to identify access point. Re-seeding after construction with native revegetation and native seed mixtures are highly recommended to reduce invasive plant species.

Water: Water is being provided by Syringa Heights Water District, and Fire flow demands will be met with an on-site water tank. **City staff has no recommendations related to water**.

Sewer: Each lot is required to have an on-site septic system permitted and approved through Idaho Panhandle Health; no municipal sewer system is available. **City staff has no recommendations related to water**.

Storm drainage: Subdivisions in Bonner County are required to comply with the stormwater requirements of Bonner County Code 12-724.1 and 12-724.2. **City staff has no recommendations related to stormwater beyond what is required to comply with Bonner County Code**

Roads: Bonner County Road and Bridge has separate standards related to the requirements of road construction of new public roads. City staff has no recommendation related to the construction of the new internal road. The City of Sandpoint Multimodal Transportation Master Plan does include a "long term" capital improvement project to widen Baldy Mountain Road between Great Northern and Boyer Avenue, which includes a possible multiuse path or sidewalk on both sides of Baldy Mountain Road. **Bonner County may consider requiring a multiuse pathway along the south side of Baldy Mountain Road adjacent to this subdivision for potential future connection to the City of Sandpoint's multimodal network.**

4) City Council Action

Per the agreement between the City and County, the City has the opportunity to comment, whereas the County takes action which may or may not include City recommendations. By approving this agenda item, the City Council will be directing the comments listed in the staff report for consideration by the County as they process the Preliminary Plat for the Deerfield project.

5) Attachments

A: Area of City Impact 1994 Agreement with County

B: Deerfield Subdivision Application to Bonner County

C: Deerfield Preliminary Plat