



**CITY OF PONDERAY PLANNING & ZONING  
PONDERAY CITY COUNCIL CHAMBERS  
288 4<sup>TH</sup> STREET  
SEPTEMBER 11<sup>TH</sup>, 2019**

**CALL MEETING TO ORDER - THE PLEDGE OF ALLEGIANCE WAS RECITED.**

**Commission member Woller called the meeting to order at 5:37 p.m.**

**Planner Brubaker called the roll: Commission Members Present: Marc Woller, Steve Fox, Lawson Tate, Arlana Dunkel  
Staff: Planner Kayleigh Miller  
ABSENT: Karen Engel,**

**CONSENT AGENDA:** Motion to approve Minutes of June 12<sup>th</sup> and July 10, 2019 regular meeting.  
**Tate/Fox all in favor, approved.**

1. **PLANNING UPDATES:** Ponderay Neighbor Day is coming up on Sept. 14<sup>th</sup> from 1-6 p.m. Thanks to the volunteers that mowed the field.

We are handing out some information to the voters about the ballot measure to add 1% sales tax.

Compliance issue at Hwy 200 and 95, where they come together, Ponderay Works has been operating and seems to be going the wrong direction in cleaning up. Mayor would like us to follow up with a letter to them.

We have been working hard to make improvements at City Hall.

S&W property is moving forward with a building permit to remodel the hotel and they are moving forward with their site plan.

We have members of the Eagle scouts working at the park and along the trail on projects.

The City Gateway sign has been painted and we are getting a back plate, so it stands out even better.

No plans for the School House yet. We are going to be working with an organization, that came out of the woodwork, and we will see how much energy and funds that they have to help us with the restoration. There is no real urgency to work on it.

What is the status of the sidewalk from the Schweitzer Bridge to Starbucks? There was supposed to be a concrete path running up the hill from Sand Creek. What are the plans? Planner said that we had brought it up to the developer and his attorney last time we met. We are also working with them on several other projects. Planner Brubaker felt that one of these projects will be the trigger point for them to move forward. We have the ability to force the issue there. They have been very co-operative, and they are not skirting the issue. We need to get that going so that it doesn't fall through the cracks.

2. **ACTION ITEMS: SS18-017 McNearney Mill Subdivision-Preliminary Plat Modification**

We do not have a presentation on this. It is a very simple plat modification. Basically Mr. McNearney has rearranged the lines on lots 1-2-3 to better serve the existing tenants there and possibly create a larger lot three. In terms of the City standards and the things that we review for there is no substantive changes. The access easement still comes through from the North where we anticipate a future road along the south side of the Field of Dreams. The conditions on the

original Plat will carry forward. One of the things that they are doing is not bonding for the infrastructure, they are going to put it in themselves. So we do have an agreement in place if needed. As far as all the other conditions they will carry forward. The right-of-way is the same.

**MOTION TO APPROVE:** I move to recommend approval of application, FILE #SS18-017 Fox/ Tate. Roll Call vote, All in favor. Motion approved.

**File SP19-052 Jerrod Paul and Kiley Fournier – site plan review**

**Open public hearing at 6:45 p.m. No conflicts of interest or disclosure**

This Site plan is for a Four Thousand Three Hundred twenty foot retail facility at the intersection of Kootenai Cut-Off Road and Vermeer Drive. It is a one of the few remaining undeveloped lots in the Vermeer area. These lots are zoned commercial. What is being proposed is a three by multifunctional unit that will have potential retail, potential office space, depending on the tenants that they get. The floor plan is a shared bathroom with each of the bays having access. There is a drainage way that serves the properties to the rear. This project meets all the required open space. It meets parking space requirement and our greenspace requirements. Parking site review is based on retail. No wetlands on site. It is within the service boundaries of the Kootenai-Ponderay Sewer, Lake Pend Oreille School, Northside Fire. One of the bigger challenges on a smaller site like this managing the storm water. We have a permit from our City Engineer, Justin Shaw noted that he reviewed the submitted storm water design report and civil drawings and that a number of technical questions needed to be addressed and he inquired about sidewalks and the number of parking spaces. We resolved the parking space concern. We added the condition to require their sidewalk to be built or off-site fees in lieu of to be paid. Some of the storm water concerns are not completely addressed so there is a condition that the design engineer meet the requests of our City Engineer in finalizing that. Site is served by City of Sandpoint water-Kootenai Ponderay Sewer-no concerns. Why are we not requiring sidewalks on that side of Kootenai Cut-Off? Planner Brubaker said that we could be. We can take fees in-lieu-of, instead of building the sidewalk. Commission members think that we need sidewalks on our busiest street. Commissioner Tate stated that the Planner said that the ingress/egress is OK because it is beyond the radius arch. It might meet the standards but it is not OK. Having an approach that is twenty five feet wide, is going to invite both vehicles turning in and vehicles leaving. The vehicles leaving is where the danger is to people coming around the corner and making a left hand turn, we all know how that works. If that approach was moved to the north or if that approach was narrowed down to a single lane where it is like a diagonal, where it is hard to get out, I think that would help this site. The other things is, I was looking at some of the measurements on the parking, they are really cramming in their space. They have a couple parking spots that are seven and half feet wide. This is really tight. If there is a sidewalk along Vermeer and there is also a storm water collection system, this is going to get even tighter. Planner Brubaker said that the civil review includes our standards. They have reconciled that with our City standards. Commission Member Fox asked if in a commercial zone can't you have a forty foot and only have one approach and move it down in the center instead of having two. Planner Brubaker said that it doesn't help that much. There was more discussion on ingress/egress, parking, entry way, where to move, etc. A couple solutions would be, get rid of a couple parking spaces, and same them for a hammer head tee. so you have a turnaround spot. You could put a twelve foot apron into this swale and put a culvert underneath so you can turn around there and they could get out or reconfigure your building slightly. Planner Brubaker said that if the applicant does meet our standards it makes it difficult to say no to their site plan. They have met the standards. Commission member Woller said that with a plot like we have here, there is no good fix that is going to make this work the way that we would all like it to. Depending on what is put in these three buildings it could be an even bigger disaster. If we made parking spot #13 to be not parking, loading only, that will solve the issue. If we added three conditions: ingress/egress vs. parking, the entrance way, and the sidewalk. Also, what about the six-inch corrugated pipe that is going to get plugged and crushed? The Engineer has addressed this. Staff recommends approval of this site plan. Close public hearing at 6:31 p.m.

**Conditions:** 1) Entrance way, move it to the north and narrow it down to a single lane. With attention to shifting the southern access north and make it a thirty foot single lane.

2) Sidewalks, The applicant shall install sidewalks along Vermeer Drive.

3) Parking Space: Applicant shall remove parking space # 13 at the loading area for a turn around.

**MOTION TO APPROVE:** I move to recommend approval of application, FILE #SP19-052 with conditions, A.1-2-3 as written, A-4 to the satisfaction of the City Engineer amended to address the storm water concerns and underground pipe. Shifting the southern approach, northerly and narrowing it down to a single ingress lane. Amendment to A-5 to install sidewalks along Vermeer Drive. Adding A-6 that would eliminate parking space #13 to act as a turn around.

**Tate/Fox. Roll Call vote, All in favor. Motion approved.**

**WORKSHOP**-Draft Text amendment, PCC9-4C-4 Special uses, Commercial Zone

**The Meeting was adjourned at 7:03 p.m.**

---

Planning and Zoning Chairperson

---

Su Warren, City Clerk-Treasurer