



**CITY OF PONDERAY PLANNING & ZONING  
PONDERAY CITY COUNCIL CHAMBERS  
288 4<sup>TH</sup> STREET  
AUGUST 14<sup>TH</sup>, 2019**

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

**Commission member Engel called the meeting to order at 5:30 p.m.**

**Planner Brubaker called the roll: Commission Members Present: Karen Engel, Steve Fox, Arlana Dunkel**

**Staff: Planner KayLeigh Miller**

**ABSENT: Marc Woller, Lawson Tate,**

1. **GENERAL UPDATES:** Ponderay Neighbor Day is coming up on Sept. 14<sup>th</sup> from 1-6 p.m. Looking for volunteers. At the last council meeting the council voted to allow us to proceed with a local options tax on the ballot to look at funding for the Field of Dreams project and the underpass. The council also voted to purchase the old Historic School House as a restoration project. We will be working through negotiations for the purchase of the School House structure and the land that it sits on and we will be pursuing grants to restore.

2. **ACTION ITEMS:** SS19-051 Milestone Investments, LLC – Site plan review

Open public Hearing at 5:33. No conflict of interest or disclosure.

Staff Report: They will be constructing an about five thousand sq. ft. vehicle storage facility and associated stormwater features and sidewalk. Located on Lot 7B-C of the replat of Schweitzer Plaza Lot 7 Block 2, which is at the corner of Schweitzer Plaza Drive and Triangle Drive. Pictures were shown.

- Site Data-This consists of two lots #7B and 7C and is a point six four-acre parcel. Currently contains an existing gravel pad and fence and some native weeds and grasses.
- Access is provided from the Schweitzer Plaza Drive. It is proposed to remain in that location through the development. Lot 7C also has frontage on Triangle Drive.

• Environmental

- The site is relatively flat
- Bonner County GIS mapping indicates the potential presence of wetlands over a very small portion of the subject parcel
  - Ponderay City Code is silent with reference to wetlands

The site does not contain mapped water bodies or floodplain (Zone x)

• Services

- According to the preliminary plat the proposed subdivision will be served by:
  - City of Sandpoint Water
  - Kootenai Ponderay Sewer District
  - Avista (Natural Gas and Power)
  - Northside Fire District
  - Lake Pend Oreille School District

- Standards for Review. This site is in the commercial zoning district requires a twenty five percent minimum open space. The proposed is eighty two percent. Parking requirements is

seven spaces and one loading zone. In this case because the buildings whole purpose is to store vehicles parked inside, we are allowing them to use the five bays within the building as five of those parking spaces with an additional two outdoor parking spaces and a loading zone. The green space, we require ten to twenty five percent at the discretion of the planning commission. They are providing fifty-six-point four percent. The site plan is required to depict sidewalks and bike paths. In this case the property has already been developed along the Eastern boundary and Triangle drive with sidewalks. So, we are proposing sidewalks only along the North boundary, Schweitzer Plaza Drive. Performance standards, these relate to sound vibration, lights. Those are our standard condition B-3. There will be no outdoor storage of commercial or industrial materials or equipment in the front yard setback. Our required trash area states that we have to either be storing trash inside or screening it on a minimum of three sides with a four-foot-tall wall or screening fence.

- Agency comment: No comment from Ponderay PDD, Building official had some recommended structural improvements or requirements that are related to the building codes. We have placed condition A-1 that says the structure has to comply with those building and fire codes. Independent Highway Dist. commented regarding on site easement, handicap parking and the need for curb and gutter. In this case the only street that does have any sort of curb and gutter requirements is Triangle Drive that are already in place. Schweitzer Plaza does not have that consistent so there is no requirement for it. Sandpoint Water indicated that it is in their district boundaries, but they need to pay the tapping fees and meter set fees. Condition A-3 says that before we give them the building permit, they will provide us with documentation that they have worked through that with the City of Sandpoint and there is water service to the site. Kootenai Ponderay Sewer submitted comments that they need to work with the applicant to relocate any sewer lines that were within that location prior to serving the site but they are within the District boundary and will service the site. Planner Miller spoke on the sewer issues and how they would be fixed. City Engineer indicated that this site has an existing gravel pad, but it was never part of any sort of approved site plan process. So, there was never any stormwater review that we could find. So, we allowed them to submit a drainage memo rather than a formal storm water management plan that will address the pre-outlet conditions and post development conditions. We have proposed condition A-4 that says before we give you a building permit you need to work with our City Engineer to his satisfaction to make that stormwater compliant. There was discussion on the easement.
- Staff Recommendation
  - Approval subject to the conditions of approval. Closed Hearing at 5:58 p.m.

**MOTION TO APPROVE:** I move to recommend approval of application, FILE #SS19-051 with conditions of approval as listed. Also prior to issuance of Certificate of Occupancy the applicant shall vacate the sewer easement.

**Roll Call vote, All in favor. Motion approved.**

**WORKSHOP-Zoning Discussion-shelters and group homes**  
-Sign Code

**The Meeting was adjourned at 6:13 p.m.**

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Planning and Zoning Chairperson

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Su Warren, City Clerk-Treasurer