

City of Kootenai
Special MEETING MINUTES
DATE: October 20, 2021
TIME: 6:00 p.m.

Comprehensive Plan Review Workshop

Members Present: Mayor Lewis, Councilwoman Bauer via phone, Councilman Schock, and Councilwoman Mjelde. Councilman Sundquist was not able to attend.

Staff Present: City Clerk/Treasurer, Ronda L. Whittaker, City Planner, Clare Marley, Assistant Planners Tessa Vogel, and Susan Bowman.

Others Present from the Sign-In Sheet: None

Mayor Lewis brought the meeting to order at 6:05 p.m.

Comprehensive Plan Review – Council and Staff discussed the following:

- 2020 U.S. Census Data Release

Tessa advised that the release was scheduled to be released on March 31, 2021, but the 2020 census DEC redistricting data for race was released and included total population with the specific race population breakdown on September 16, 2021. The full 2020 population data has not been released. She advised that the released data indicates that the city of Kootenai population is at 941 which is a jump of 54% over the last decade and is an increase of 39%. She also stated that the data shows that the city of Kootenai is 91% white. She advised that the complete data with appendix will be added once it is received.

- Land Use Designations - Naming

Clare advised that there had been a previous discussion about how to label the different zoning areas on the City Map. She suggested to simplify by using initials such as AG- for Agricultural and RU- for Rural, etc. Council agreed.

- Policies/Goals

Clare explained the importance of policies and goals. She advised that the Comprehensive Plan was not an abstract document or a “coffee table” or “shelf book”. She explained that it is a foundation of all land use codes and is used to guide Council actions for future zone change requests, zoning code updates, which must be in accord with the Plan, decisions on special use permits, which may not be in conflict with the Plan, grant requests, City development objectives, capital improvements, Area of City Impact Responses, decisions on pathways, parks & amenities, and service extensions. She went on to explain that goals are to be “lofty or overarching desires” and short statements. Policies are broader statements of what City actions, programs, government coordination, or developer requirements are expected to carry out goals, and action plans are specific City programs, plans, code updates, funding, etc. That carry out goals and policies. She continued on with Council of a review of the following goals, policies, & action plans, specifically:

- Population – Council agreed that there were a couple of policies that should be moved from population to other areas of interest within the Plan:
 - Policy 2 – Provide opportunities for larger lot, lower density developments should be moved to community design.
 - Policy 4 – Provide city services to ensure and enhance the quality of life of the population should be moved into the Services portion of the Plan.

They then suggested that the Action Plan for this section:

- Action Plan 1 – Update/append 2020 census details should be revised to not restrict the update to a specific year. Council agreed.
- Economic Development – Council suggested that:
 - Policy 2 – Become a member of the North Idaho Chamber of Commerce for more positive visibility should not be restricted to a specific name of the Chamber as it has changed over the years and to just state “Local” Chamber of Commerce.

- Land Use – Council discussed several policies that needed revision:
 - Policy 4 – Maintain the historical look along SH200 by limiting building. Try to develop a “village” look. Clare questioned if Council had meant to encourage a historic look or to allow certain building types or uses. Council agreed that this policy was outdated. They agreed that the neighborhood office overlay zoning area north of Hwy 200 was meant for small businesses with living quarters above or behind them and/or single-family residential homes. They did not want to see car washes or box stores in that “residential” area. Susan Bower advised that Council be aware of box housing too. They agreed that the policy needed to be re-worded not to restrict a historical or village look, but to ensure that the area have a pleasing impression. They did however discuss the southern vacant area along SH200 and agreed that at one time this area was visioned to be a downtown hub of the City and is now an outdated vision. They discussed the need for maybe a strip mall which would include a restaurant and small business boutiques, maybe even a car wash. Maybe even an apartment complex, which Council discussed the need for affordable housing. Councilwoman Bauer expressed her concern that a business may build “affordable housing” for their employees, and then resell them at some point.
 - Policy 6 – Single family residential areas should be larger, suburban lots of not less than 16,650 sq. Ft. (1/4 acre). Council agreed that this policy be more general.
 - Policy 7 – Provide an area for a higher density residential, mixed use or “multi-family” buffer in residential area, adjacent to Commercial/Industrial zones along the western end of Second Avenue, in the vicinity of McGhee Road. Council agreed that this statement should not be restricted to a specific area and agree to strike “along the western end of Second Avenue, in the vicinity of McGhee Road”.
 - Policy 11 – The ACI Agreement should limit subdivision to densities consistent with the City’s future land use map. Council agreed that “limit” should be edited to “in accordance.”

Council also discussed the Action Plans related to this section.

- Action Plan 1 – Renegotiate the Area of City Impact (ACI) Agreement with Bonner County to allow City to have meaningful voice in land uses and development within the ACI. Council agreed that “Renegotiate” should be edited to “Review.”
- Action Plan 2 – Proactively work with landowners to promote a downtown center. Council discussed that they should continue to work with property to “develop” a downtown center.
- Natural Resources – Council discussed several policies that needed revision:
 - Policy 2 - Review and enforce effective stormwater treatment regulations to minimize impact to Lake Pend Oreille. Council agreed that “surrounding properties, surface waters, and groundwater should be added to this policy.
 - Policy 6 – Develop zoning regulations that allow for small wind energy systems on appropriately sized lots, and large-scale wind energy systems in appropriate area, and to encourage and support sustainable energy practices. Council agreed that this policy should be eliminated as it is more of a City Code issue but did agree that the policy should read: Encourage sustainable energy practices.
 - Policy 7 – Clare suggested that this policy be added: Recognize and protect wetland resources within the City and then an action plan should be added. Council agreed.

Council also discussed the Action Plans related to this section.

- Action Plan 1 – Clare suggested that specifics should be added as an action plan such as mapping of wetlands in subdivision; encourage functional, related wetlands where practical. Proactivity work to ensure stormwater systems continue to function. Council agreed and thought the deep swales edging Highway 200 should be added to this action plan. There was discussion and about the upkeep of stormwater areas and it was agreed that this issue should be brought up at Code Regulation workshop and maybe add some guidance for upkeep in order to help guide residents.
- Hazardous Areas – Council discussed this section:

➤ Policy 4 – Develop appropriate regulations for roof design load requirements. Council agreed to remove this policy as it relates to Building Code Regulations.

Council also discussed Action Plans associated with Hazardous Areas. Clare advised that there had been no action plans for this area and that she would update All-Hazards.

- Public Services – Council discussed several policies related to this section:

- Policy 1 – Coordinate with outside service providers to assure the community is provided all necessary services in an efficient and economical manner. Council discussed the necessity to know what the City water service and Kootenai-Ponderay boundaries were and what are current and projected capacities and growth potentials. The also discussed looking at alternatives.
- Policy 9 – Explore and evaluate the potential for creation of a City police force and/or contracting with another local police agency, such as Ponderay, to increase local police patrols and improve police responsiveness in the future. Council agreed that the City has provided this policy and advised that the policy should be edited to exchange the word “explore” to “retain”.
- Police 18 – Recognize and respect the property rights of all members of the community in the administration of local government. Council agreed that this policy was not necessary as it had already been discussed in the Property Rights section.

- Transportation – Council discussed several policies that needed revision:

- Policy 7 – Construct improvements to McGhee Road, as identified in the UATP. Council agreed that this is not a policy but an action. Therefore, it should be eliminated from the policy section.
- Policy 8 – Encourage the development of a bus connection to Ponderay, Dover and Sandpoint. Council agreed that the City already supports the Selkirk Pend Oreille Transit system and advised that the policy be revised to “Encourage the development of a bus connection where needed.”
- Policy 12 – Annex adjacent subdivisions in the unincorporated County to improve road maintenance and provide better connectivity. Council agreed that this policy needed more review.
- Policy 14 – Construct sidewalks for pedestrian safety, particularly on N. Main Street, and in and around Kootenai Elementary School. Council agreed that the City as improved its pedestrian safety with the addition of sidewalks around the Kootenai Elementary School and the paved path on N. Main Street and suggested that the word “construct” be edited to “continue.”
- Policy 15 – Design and develop a safe and convenient pedestrian corridor linking the north and south sides of the community in coordination with Idaho Department of Transportation and the Union Pacific Railroad. Council agreed that this should be moved into the action section.
- Policy 16 – Expand Railroad Avenue for bicycle-pedestrian connectivity from Ponder Point and the Seven Sisters area. Council agreed that this should be moved to the action section.
- Policy 17 – Develop visible crosswalks in key areas throughout the City. Council agreed that this is more of an action but suggested that the word “develop” be changed to “continue.”
- Policy 18 – Provide opportunities for development of off-street bicycle and pedestrian paths. Council agreed that this statement is redundant, but the word “continue to” should be added to the policy.
- Policy 19 – Require development of pedestrian and bicycle paths through new development. Again, Council felt this policy is redundant and the Policy 17-19 should be consolidated.
- Policy 22 – Obtain right-of-way from Keegan Acres to Helena Street, from Seven Sisters to Kootenai Meadows Loop, and from Jeffery Drive to Humbird Street for bicycle/pedestrian access and connectivity. Council agreed that this policy was outdated and should be removed.

- Policy 24 – Work with the railroad and ITD to address railroad crossing danger on Kootenai Bay in the vicinity of Whiskey Jack. Council agreed that this is more of an action and should be consolidated with other pedestrian actions.

Clare advised that there is no action plans associated to this section and that she will insert actions as indicated.

- Recreation – Council discussed several policies related to this section:
 - Policy 2 – Explore alternative funding sources of the development and improvement of park and recreation facilities in coordination with local service groups and various entities. Council discussed this policy and agreed that the City has been looking at different opportunities and expressed the desire to keep doing so. Ronda stated that Councilman Sundquist could not be at this workshop but had expressed his desire to continue to improve all City owned properties, specifically Maggie's Park at Brittany Loop and the dedicated park lot at the McGhee Subdivision.
 - Policy 4 – Explore the establishment of a larger city hall or other community meeting hall to allow for community functions. Council agreed that this policy should be moved into the action section.
 - Policy 5 – Explore the establishment of a Parks and Recreation Center. Council agreed that this policy should be moved into the action section.
 - Policy 6 – Seek to develop or support the development of local sports/recreational fields. Council agreed that this policy should be moved into the action section.
 - Policy 7 – Explore the development of a dog park. Council agreed that this policy should be moved into the action section.
 - Policy 8 – Evaluate opportunities for the provision of a community garden Council agreed that this policy be moved to the action section.
 - Policy 12 – Plan for development of future expanded city hall park. Council agreed that this policy should be moved to the action section.

Council agreed that the City should always continue to look at options and grants to address the need for recreational facilities, trail connectors, and parks to ensure a better quality of life for its community. Clare stated that she would move all policies that are intended to be action plans to that section as there were no action plans mentioned within the Plan related to this section.

- Special Areas or Sites – Council discussed several policies related to this section:
 - Policy 5 – Create historical markers and/or centralized historical map with way-finding information. Council agreed that this policy should be moved to the action portion of this section.
 - Policy 6 – Encourage the preservation of old mill company houses and the historic Kootenai Community Church building. Council agreed that this policy was outdated as the Kootenai Community Church building has been turned into a residence and old mill company houses have since been reconstructed or removed by property owners. There are very few historic buildings left within the City and they are not owned by the City. They agreed that historic marker efforts should continue. Council agreed that this policy should be removed.

Clare advised that there were no actions plan items associated to these policies other than policy 5 as addressed. Council agreed that the City should continue to look at options for connectivity such as the Pend Oreille Bay Trail and to support the establishment of a local museum with a parking lot.

- Housing – Council discussed several policies related to this section:
 - Policy 5 – Preserve areas with a larger minimum lot size for family housing. Council agreed that the City's Building Code regulates lot sizes and that there really is no options for enlarging lot sizes. Council agreed that this policy should be removed.

Council discussed assessor dwelling units and vacation rentals. Council agreed that most lots within the City are not large enough for accessory dwelling units. They agreed that vacation rentals would be considered a business and a review would need to be conducted to ensure that there was enough parking availability, but other than that they could not see where this issue was addressed in the City's Zoning Code. They stated that this should be a subject discussed during a code regulation workshop. Council wanted to ensure that the City regulated density. Clare advised that there no actions to date

related to this section and that she would add some for Council to consider at a future review.

- Community Design – Council discussed several policies related to this section:
 - Policy 1 – Incorporate Street trees and sidewalks in all new development, and in transportation system improvement projects. Council agreed that the zoning regulations set up in the City’s Code is working well. They agreed that they have been working with the Department of Lands to address a revision to their zoning regulations specifically related to trees; the upkeep of them and the best type to plant and where to plant, which will be beneficial to the community.
 - Policy 5 – Establish community gardens, particularly in areas where higher residential densities may be allowed. Council agreed that this policy should be moved into the action section.

Council felt that they had worked well in updating the Comprehensive Plan and that there were just a few more items that could be discussed. They discussed on how to get the community involved with the review. Councilman Schock suggested putting a 5 questionnaire on the City’s website hoping that minimalizing the form will be more inviting to answer. Councilwoman Mjelde suggested working with services to send out something with their quarterly billing.

Mayor adjourned the workshop at 8:30 p.m.

Ronda L. Whittaker/City Clerk

SECTION 3: GOALS, POLICIES, & ACTION PLANS

PROPERTY RIGHTS

Goal: Ensure that ordinances, policies, and land use decisions do not violate private property rights, adversely impact property values or create unnecessary technical limitations on land use.

Policies:

1. Draft and apply ordinances recognizing that private property ownership is a basic constitutional right, worthy of protection and vigilant oversight.
2. Comply with state law regarding regulatory takings.
3. Administer ordinances, including provisions such as variances or special exceptions, to allow reasonable use of private lands consistent with the maintenance of public health, safety, and general welfare.
4. Review land use actions against the Attorney General's checklist to ensure that no unconstitutional takings of private property will occur.

Action Plans:

1. Review standard conditions, decision letter templates, staff reports, legal notices, and other land use documents and form letters to ensure they contain the minimum notices regarding the rights to a regulatory taking analysis, rights of appeal, and reference to the standards used to reach decisions.
2. Refer to city attorney land use policies, ordinances, or procedures prior to adoption to ensure continued compliance with state law.

POPULATION

Goal: Use U.S. Census data to guide future development and maintain the small town character and rural feel of the City of Kootenai and the lands within its area of city impact.

Policies:

1. Develop and maintain land use ordinances to promote the quality and character of existing and future development and to meet the land use and community design goals of the comprehensive plan.
 2. Provide opportunities for larger lot, lower density development.
 3. Provide opportunities for multi-family apartments near the commercial-industrial zone.
 4. Provide city services to ensure and enhance the quality of life of the population.
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Action Plans:

1. Insert specific: update/append 2020 census details

SCHOOL FACILITIES & TRANSPORTATION

Goals: 1) Involve the local school district in the planning process concerning future development or improvements whenever local school operations might be directly affected. 2) Continue to collaborate and cooperate with Lake Pend Oreille School District #84 School Board in support of Kootenai Elementary School.

Policies:

1. Inform local school district of growth and development plans early in the process, requesting input and coordination efforts.
2. Coordinate community activities with local schools.
3. Develop infrastructure to ensure that Kootenai is a safe place for children to walk and bike to and from Kootenai Elementary.
4. Continue to work with the school district to maintain and expand multi-use of facility for adult, teen and youth activities year-round.

Action Plans:

1. Insert: any specifics with bus routing through city streets, drawing school district into subdivision discussions, reviewing sidewalk plans specifically
- 2.

ECONOMIC DEVELOPMENT

Goals: 1) Maintain, promote, and enhance a healthy business environment to attract a variety of new businesses, while minimizing the number of vacant commercial structures. 2) Encourage the development of diversified and environmentally sound commercial and light industrial activities in locations where supportive infrastructure is available, while protecting the integrity of residential neighborhoods and the community.

Policies:

1. Encourage development of business providing services to the local community.
2. Become a member of the North Idaho Chamber of Commerce for more positive visibility.

3. Promote and coordinate the improvement of diversified and environmentally sound commercial and light industrial activities in location where supportive infrastructure is available, while protecting the integrity of residential neighborhoods and the community.
4. Create opportunities within land development regulations for the creation of more visible and accessible retail and service establishments.
5. Encourage and promote the location of more quality, visible commercial retail and service business that would be central to residential areas and enhance the quality of life for City residents, including but not limited to such businesses as:
 - Coffee Shop;
 - Small, Neighborhood Grocery Store;
 - Locally owned Restaurant;
 - Neighborhood Taverns
6. Support and encourage the filling of existing, vacant commercial/industrial buildings with appropriate uses.
7. Create provisions in land development regulations that allow for commercial-residential uses, with living quarters over commercial businesses for owner and/or employees.
8. Support and encourage the development of new light industrial uses that do not create noise, fumes, dust and protect against impacts to water or air quality.
9. Develop land use regulations that discourage the location of businesses and industry that store hazardous materials and/or that create negative impacts to residents and existing businesses within the City.
10. Explore and acquire alternative funding sources for the improvement, expansion, development and maintenance of local infrastructure in coordination with service providers.

Action Plans:

1. Insert specifics: code updates to Downtown or Commercial? (brewery e.g. for Downtown)

LAND USE

Goals: 1) Enhance the existing pattern of land use and direct future land use to best meet the goals, policies and projected land use map, while protecting natural environments through consideration of the intrinsic suitability of the area. 2) Develop land use ordinances and regulations consistent with the community's vision, goals and adopted future land use map.

Policies:

1. Allow Commercial and Commercial/Industrial at either end of SH200. In residential areas fronting on SH200, allow for home occupations and low impact commercial uses, with adequate buffering.
2. Create a “downtown” commercial center on the south side of SH200.
3. Allow small, locally owned family restaurants; require a conditional use permit for proposed drive-throughs.
4. Maintain the historical look along SH200 by limiting building. (Did plan mean encourage historic look? Try to develop a “village” look? Certain building types or uses?)
5. Residential growth to the north and east of the currently developed portions of the city should be single family residential in character.
6. Single family residential areas should be larger, suburban lots of not less than 10,650 sq. ft. (1/4 acre).
7. Provide an area for a higher density residential, mixed use or “multi-family” buffer in residential areas, adjacent to Commercial/Industrial zones along the western end of Second Avenue, in the vicinity of McGhee Road.
8. Allow for assisted living facilities and nursing homes in commercial areas along with single-family home settings as permitted by state law.
9. Ensure a “soft” edge to the City, with the current area of city impact to the north and east providing for residential development on 5 acres, and outer edges of 10 to 20 acres where small horse ranches and established agriculture is allowed.
10. The ACI should continue to include old Kootenai (south of BSNF/Montana Rail Link) and Ponder Point, along the lake to the end of Whiskey Jack, including the western half of Kootenai Point (did we mean eastern half?).
11. The ACI Agreement should limit subdivision to densities consistent with the City’s future land use map.
12. The ACI Agreement should require infrastructure improvements consistent with City of Kootenai’s infrastructure standards.
13. The ACI Agreement should provide Kootenai’s city engineer the opportunity to review and comment on stormwater plans required for all construction and subdivisions within Kootenai’s ACI.

Action Plans:

1. Renegotiate the Area of City Impact (ACI) Agreement with Bonner County to allow city to have meaningful voice in land uses and development within the ACI.
2. Proactively work with landowners to promote a downtown center (museum property discussion?)

NATURAL RESOURCES

Goal: Protect existing natural resources to assure long-term preservation to benefit the community through time.

Policies:

1. Adopt standards for the preservation, protection and enhancement of water quality in Lake Pend Oreille.
2. **Review** and enforce effective stormwater treatment regulations to minimize impacts to Lake Pend Oreille and **surrounding properties, surface waters, and groundwater.**
3. Provide public information promoting public awareness concerning protection of the community's natural resources.
4. Develop and enforce land use ordinances addressing impacts of current and future development on the natural environment.
5. Support efforts of the City of Sandpoint and Kootenai-Ponderay Sewer District to protect water sources and to provide efficient and environmentally sound service.
BELONGS IN PUBLIC SERVICE ELEMENT
6. Develop zoning regulations that allow for small wind energy systems on appropriately sized lots, and large-scale wind energy systems in appropriate areas, and to encourage and support sustainable energy practices.
7. **Recognize and protect wetland resources within the City.**

Action Plans:

1. Insert specifics: mapping of wetlands in subdivision; encourage functional, created wetlands where practical. Proactively work to ensure stormwater systems continue to function. Any city stormwater specific projects.

HAZARDOUS AREAS

Goal: Guide development to protect the community from current and potential environmental and manmade hazards.

Policies:

1. Ensure all new development provides adequate and appropriate stormwater treatment facilities designed to prevent conveyance of stormwater runoff to adjacent properties and to protect the water quality of Lake Pend Oreille.
2. Restrict activities that have the potential to cause natural hazards or environmental problems.
3. Develop and maintain land use ordinances that address development activity along the shoreline and in other areas of concern to minimize the impact on the natural environment.
4. Develop appropriate regulations for roof design load requirements to address potential life-safety hazards associated with a ground snow load of **11 lb/sq. ft. 104 is current city design, but this specific info is not appropriate to Plan,** to ensure preservation of like and protection of property.
5. Discourage the location of business and industry that store hazardous materials and/or that create negative impacts to residents and existing businesses within the City.

6. Continue participation in mitigation planning with Bonner County Emergency Management to ensure an adequate response plan is in place for handling of hazardous materials incidents, as may potentially occur with material transport through Kootenai via SH200, and/or via rail transport. Coordinate with Bonner County All-Hazards Mitigation Plan and have rail and highway emergency plan in place and practice.

Action Plans:

1. Insert specifics: updated All-Hazards; any highway or rail projects or issues?

PUBLIC SERVICES

Goals: Ensure convenient, efficient and economical public services, facilities and utilities are provided throughout the community to meet local demand in an environmentally sound manner. Minimize negative impacts of public service structures and facilities on the community. Maintain a cooperative, efficient and effective City government structure and character.

Policies:

1. Coordinate with outside service providers to assure the community is provided all necessary services in an efficient and economical manner. **ANALYSIS: WHAT ARE CITY WATER SERVICE AND KOOTENAI-PONDERAY BOUNDARIES? WHAT ARE CURRENT AND PROJECTED CAPACITIES AND GROWTH POTENTIALS? WHAT ARE THE ALTERNATIVES?**
2. Require all existing and future development to hook up to sewer and water service where available. Explore expansion of water and sewer service where currently unavailable in coordination with the City of Sandpoint and Kootenai-Ponderay Sewer District.
3. Continue to provide City services in an efficient and economical manner. Explore the expansion of City services where viable.
4. Assist in the coordination of orderly expansion and improvement of public utilities and services.
5. Explore and acquire alternative funding sources for the improvement, expansion, development and maintenance of local infrastructure in coordination with service providers.
6. Require all new development to connect to public water and sewer services.
7. Explore and evaluate the potential formation of a regional water district.
8. Continue to work with Kootenai-Ponderay Sewer District for safe and quality sewer service to Kootenai residents and businesses.
9. Explore and evaluate the potential for creation of a City police force and/or contracting with another local police agency, such as Ponderay, to increase local police patrols and improve police responsiveness in the future.

10. Continue to work with and support Northside Fire District in the provision of efficient and effective fire protection services to the Kootenai residents and businesses.
11. Continue to work with and support Bonner County EMS in the provision of efficient and effective emergency medical services for Kootenai residents and businesses.
12. Develop and maintain land use ordinances to promote the quality and character of public service structures and facilities, minimizing the impact on the community.
13. Maintain friendly, efficient, and helpful staff.
14. Maintain the City administration at levels sufficient to provide necessary services with minimal bureaucratic intervention and interference.
15. Continue to grow and maintain positive working relationships with Ponderay, Sandpoint, Dover and Bonner County officials.
16. Coordinate with other utilities to provide services to new development as needed.
17. Establish a means to enforce City codes when needed, to assure and protect quality of life for all residents.
18. Recognize and respect the property rights of all members of the community in the administration of local government. MOVE TO PROPERTY RIGHTS IF KEEPING

Action Plans:

1. Insert: Impact fees for fire? Coordinate with Sandpoint on water study?

TRANSPORTATION

Goals: 1) Maintain an efficient and safe transportation system providing vehicular, pedestrian and bicycle connectivity within the existing city boundaries and connections to Ponderay, Ponder Point and Whiskey Jack, and within all new development. 2) Maintain a high-quality street structure assuring safe and accessible local access throughout the community. 3) Provide infrastructure to ensure pedestrian and bicycle safety and connectivity throughout the community. 4) Develop and implement solutions to address existing transportation system safety concerns.

Policies:

1. Coordinate all components of the city transportation system with neighboring jurisdictions including, but not limited to the State of Idaho, Bonner County, the cities of Sandpoint, Dover and Ponderay, the Independent Highway District and railroads. WHAT IS THE STATUS OF NEW WEST MOBILITY/QUAD CITY PLAN WITH RESPECT TO CITY REVIEW AND/OR ENDORSEMENT? URBAN AREA TRANSPORTATION PLAN IS OUTDATED. SHOULD GOALS INCLUDE NEW PLAN? ARE OTHER CITIES READY FOR THAT? REFERENCE TO NEW UATP.
2. Assess current and potential traffic controls and regulations to assure the safety of all vehicular and pedestrian traffic.

3. Enforce traffic and roadway regulations in coordination with Bonner County, the State of Idaho, the City of Ponderay and other applicable entities.
4. Maintain transportation system capacity to ensure efficient traffic flows throughout Kootenai, onto the state highway, into Ponderay and into the county.
5. Allow for safety and adequate capacity in the transportation network around Kootenai Elementary School.
6. Complete and adopt SH200 corridor study, and construct improvements to SH200 to address safety and capacity issues. **BE INVOLVED W/ STATE HIGHWAY IN PLANS TO IMPROVE CORRIDOR. LIKELY AN ACTION ITEM IF KEPT**
7. Construct improvements to McGhee Road, as identified in the UATP. **ACTION PLAN**
8. Encourage the development of a bus connection to Ponderay, Dover and Sandpoint. **UPDATE. SPOT NOW EXISTS. ARE THERE ROUTE ADDITIONS OR OTHER GOALS?**
9. Review proposed development to determine its impact on existing streets.
10. Require roads within new developments to be constructed at standards that provide a safe and durable road structure.
11. Continue to work with the Independent Highway District to effectively maintain and improve roadways within the City.
12. Annex adjacent subdivisions in the unincorporated County to improve road maintenance and provide better connectivity. **HOW? WHERE? ACTION PLAN?**
13. Plan for financial capacity to maintain paved streets through chip and crack sealing as needed.
14. Construct sidewalks for pedestrian safety, particularly on N. Main Street, and in and around Kootenai Elementary School. **ACTION**
15. Design and develop a safe and convenient pedestrian corridor linking the north and south sides of the community in coordination with Idaho Department of Transportation and the Union Pacific Railroad. **ACTION**
16. Expand Railroad Avenue for bicycle-pedestrian connectivity from Ponder Point and the Seven Sisters area. **ACTION**
17. Develop visible crosswalks in key areas throughout the City. **POSSIBLE ACTION**
18. Provide opportunities for development of off-street bicycle and pedestrian paths.
19. Require development of pedestrian and bicycle paths through new development.
20. Incorporate traffic calming features in new street design to discourage speeding.
21. Collaborate with adjacent jurisdictions and community groups in support of the development of the Pend Oreille Bay Trail. **ACTION PLAN**
22. Obtain right-of-way from Keegan Acres to Helena Street, from Seven Sisters to Kootenai Meadows Loop, and from **Jeffery Drive** to Humbird Street for bicycle/pedestrian access and connectivity. **ACTION PLAN**
23. Work with Idaho Transportation Department (ITD) to establish safe and convenient bicycle and pedestrian crossings on SH200.
24. Work with the railroad and ITD to address railroad crossing danger on Kootenai Bay Road in the vicinity of Whiskey Jack. **UPDATE OR ELIMINATE/ NEW CROSSING FEATURES**
25. Work with the railroad to improve existing railroad crossings on N. Kootenai Road and McGhee Road by installing 'arms', signals and/or other safety measures with annexation and build out in those areas. **ACTION**

26. Work with the railroad to provide another at grade or underpass railroad crossing into the Whiskey Jack area, east of the current crossing. **AND W/ THE COUNTY. ACTION PLAN**
27. Consider establishment of a truck route along McGhee Road and/or load limits to limit the number of large trucks traveling on N. Main Street. **ACTION PLAN**

Action Plans:

1. Insert

RECREATION

Goals: 1) Maintain and improve recreational areas and opportunities within the community. 2) Provide for the protection of sustainable open space and development of pocket parks and recreational facilities throughout the City of Kootenai. 3) Develop a Parks and Recreation Strategic Plan to guide the development of parks and the creation of recreational opportunities within the City.

Policies:

1. Encourage recreational activities in coordination with local agencies and the school district. **WHAT TYPES?**
2. Explore alternative funding sources for the development and improvement of park and recreation facilities in coordination with local service groups and various entities.
3. Support the development of park facilities by local service groups providing administrative and staff assistance wherever affordable and possible.
4. Explore the establishment of a larger city hall or other community meeting hall to allow for community functions. **ACTION**
5. Explore the establishment of a Parks and Recreation Center. **ACTION**
6. Seek to develop or support the development of local sports/recreational fields. **ACTION**
7. Explore the development of a dog park. **ACTION**
8. Evaluate opportunities for the provision of a community garden. **ACTION**
9. Require development of parks within new residential subdivisions.
10. Maintain positive, cohesive working relationships with the cities of Ponderay and Sandpoint, and involve community groups in the development of the Pend Oreille Bay Trail.
11. Support the development of public lake access from Kootenai to Ponderay's Black Rock and Sandpoint City Park via the Pend **d'** Oreille Bay Trail and evaluate opportunities to provide public lake access at Ponder Point.
12. Plan for development of future expanded city hall park. **ACTION**

13. Create a City Park Committee/Commission that would help plan and facilitate development of park facilities and recreation opportunities for residents of Kootenai. **FUNDING?**
14. Identify potential sites for future parks and recreational facilities within the City.
15. Develop park design standards to guide future parks development.
16. Develop a capital improvement plan for parks, to serve as a basis for possible future grants and/or parks impact fees.
17. Explore and evaluate the potential for implementing Parks Impact Fees as a means to ensure provision of adequate parks facilities to serve new development.

Action Plans:

1. Insert specifics. Pickle ball court; finish McGhee Park; funding/programs/other. Trail connectors w/ Pend d'Oreille Bay Trail.

SPECIAL AREAS OR SITES

Goal: Preserve and enhance existing natural assets and special sites, areas and structures in the community for the use and enjoyment of future generations.

Policies:

1. Promote the protection and preservation of architectural and historical structures and sites.
2. Minimize the impact of current and future development activity on environmentally sensitive areas.
3. Collaborate with adjacent jurisdictions and community groups in support of the development of the Pend Oreille Bay Trail, and the proposed trail head in the City of Kootenai.
4. Coordinate and cooperate with the Bonner County Historical Society in support of the establishment of a local museum with a parking lot at the proposed Pend d'Oreille Bay Trailhead in Kootenai.
5. Create historical markers and/or centralized historical map with way-finding information. **ACTION**
6. Encourage the preservation of old mill company houses and the historic **Kootenai Community Church building.**

Action Plans:

1. Insert specifics. Museum property?

HOUSING

Goals: 1) Encourage and promote the provision of safe, sanitary, and affordable housing in appropriate areas of the community for all socio-economic groups. 2) Designate appropriate areas for housing that will meet the needs of a broad range of household incomes.

Policies:

1. Explore and adopt appropriate enforcement policies and ordinances concerning building codes and/or regulations as might be required to assure that housing is constructed and maintained in a safe and sanitary manner.
2. Encourage the rehabilitation of substandard housing.
3. Provide adequate infrastructure to assure safe and healthy housing.
4. Protect the continuity and character of existing residential areas in any future planning and zoning decisions.
5. Preserve areas with a larger minimum lot size for family housing. **What is meant by family?**
6. Develop zoning code that encourages and supports the development of quality rental housing and affordable housing of all types.
7. Develop regulations that allow for manufactured/mobile homes, while providing standards to assure safety and to preserve and enhance the existing character of the community.
8. **ADUS? ARE VACATION RENTALS AN ISSUE?**

Action Plans:

1. Insert specifics.

COMMUNITY DESIGN

-
- 1. Goal: Develop land use regulations and development standards that preserve and promote a community design that preserves community values and enhances the community's image, living environment and quality of life.***
-

Policies:

1. Incorporate street trees and sidewalks in all new development, and in transportation system improvement projects. **WORKING WELL?**
2. Encourage, promote and develop bicycle, pedestrian and vehicular interconnectivity throughout the community.
3. Ensure that all development adequately treats stormwater on site.
4. Develop an expanded city hall or encourage and support the development of a community meeting place.

5. Establish community gardens, particularly in areas where higher residential densities may be allowed. **ACTION**
6. Maintain Kootenai's "small town feel" and "rural quality of life".
7. Ensure provision of adequate buffering between residential and commercial/industrial uses.
8. Promote a positive local identity.
9. Maintain a "soft" edge to the City, with the ACI to the north and east providing residential development on 5 acres and outer edges of 10 or 20 20 acres where small horse ranches and established agriculture is allowed.

Action Plans:

2. Insert SPECIFICS. Any programs codes to achieve

AGRICULTURE

Goal: Preserve, protect and enable the continuation of agricultural uses in the Area of City Impact.

Policies:

1. Maintain minimum lot sizes of 10 to 20 acres in the northern most area of city impact, where small horse ranches and established agriculture will be allowed.
2. Provide a buffer between residential densities within the city and agricultural uses to the north, in the current area of city impact, directly to the north and east by providing an area where residential development will be allowed on minimum lot sizes of 5 acres.

Action Plans:

1. Insert SPECIFICS; MAYBE COMMUNITY GARDENS HERE. WHAT ABOUT FARMERS MARKETS?

IMPLEMENTATION

Goal: Provide process, plan, and funding to implement City vision, goals, and policies. (Review page 48)

Policies: THIS EXISTING SECTION IS REPETITIVE TO ALL PREVIOUS POLICIES. COULD PARE DOWN TO ADVISE GOALS/POLICIES ARE TO BE IMPLEMENTED THROUGH THE ACTION PLANS AND SUGGEST YEARLY AUDIT OF PROGRESS. COPIED HERE FOR DISCUSSION.

An agenda for action aimed at working toward meeting the community vision and goals of the Plan is outlined below. The policies under the various goals, many of which are included below, also provide direction to meet the goals of the plan.

IV-C-1: AGENDA FOR ACTION SOMEWHAT REPETITIVE. CONSIDER CONSOLIDATION. REVIEW W/ COUNCIL TO ENSURE STILL VALID

- Maintain the City administration at levels sufficient to provide necessary services with minimal bureaucratic intervention and interference. Continue to resolve issues and generate solutions by working closely with members of the community and those directly involved. Explore the expansion of City services where viable.
- Provide support and assist in the coordination of community efforts to enhance the quality of living throughout the community.
- Update Zoning Ordinance, consistent with the goals & policies identified in Land Use & Community Design, and consistent with the Future Land Use Map
- Update Subdivision Ordinance to promote the quality and character of existing and future development and to meet the goals of the comprehensive plan.
- Establish requirements & standards for provision of parks within residential development
- Require provision of sidewalks in new residential development
- Create city standards regarding transportation infrastructure, parks, stormwater facilities, etc.
- Require all new development provide adequate stormwater treatment facilities, consistent with city standards
- Renegotiate Area of City Impact Agreement with County:
 - ACI to continue to include old Kootenai (south of BSNF/Montana Rail Link) and Ponder Point, along lake to the end of Whiskey Jack, to include the western half of Kootenai Point
 - Limit subdivisions to densities consistent with City's future land use map
 - Require infrastructure improvements consistent with City of Kootenai's infrastructure standards

- Provide Kootenai's city engineer the opportunity to review and comment on stormwater plans required all construction & subdivision with Kootenai's ACI
- Renegotiate density requirements (e.g. "point system") with City of Sandpoint regarding extension of public water service NOT ANALYZED IN PLAN. IMPORTANT ISSUE BEARS FURTHER DISCUSSION
- Create a Parks & Recreation Committee/Commission to plan & facilitate the development of parks & recreational opportunities for City residents
- Develop a Parks & Recreation Strategic Plan, to include:
 - Capital Improvement Plan
 - Park design & development standards
- Evaluate the potential for implementing impact fees in support of parks facilities and transportation system improvements
- Explore and acquire alternative funding sources, including grants and donations, for the improvement, expansion, development and maintenance of parks and recreational facilities and transportation system infrastructure in coordination with other local and regional governmental agencies and community groups.
- Periodically benchmark progress in implementation, & update the Comp Plan as needed to keep the Plan a living document

NATIONAL INTEREST ELECTRIC TRANSMISSION CORRIDOR

This element is not included in the City of Kootenai Plan because there are no known high-voltage transmission lines (115,000 volts or structures 40 feet or taller) planned within the city limits or the Area of City Impact.

PUBLIC AIRPORT FACILITIES

This element is not included in the City of Kootenai Plan because it does not own or operate a public airport. The commercial and economic interests of the city are influenced by the nearby Bonner County airport, which are noted within this Plan.

LAND USE

The Projected Land Use Map found in Section 4 depicts the general patterns of projected land uses reflecting the community's vision statement, goals, and policies. The Projected Land Use Map is a general guide to the future and provides a view of the community's desires for development. The map is not a zoning map. The map is to be used as a reference when making decisions regarding future land use ordinances, service policies, amendments to the zoning map, proposed developments, and other land uses decisions.

The Projected Land Use Map designations and policies for development are as follows:

- **Agricultural: Forest/Farmland 10: AG-10:** The uses in this designation include rural-residential one- and two-family homesite development, small ranches, agricultural and forestry production, opportunities for on-site sales of agricultural products, and through special use permits certain community facilities such as schools, churches, daycares, and parks. The general lots sizes are 10 acres and larger.
- **Rural: Forest/Farmland 5: RU-5:** The Rural map designation is similar to the Agricultural designation, allowing larger tracts of land and farm and forestland uses, with general community facilities allowed through special use permitting. General lot sizes range from 5 to 10 acres.
- **Rural-Suburban Transition: Transition: RT-1:** This area serves as a transition between rural and more urbanized residential densities and uses. One- and two-family dwellings and associated residential uses and community facilities are permitted in areas designated Rural-Suburban Transition. Lot sizes of 1 acre and larger and appropriate in this transition area.
- **Single-Family Residential: Residential: SF¼:** One- and two-family residential housing units and uses associated with residential development, such as daycares, schools, parks, public utilities, and community facilities are expected in this mapping designation. General lot size minimums are about ¼ acre and larger. This mapping designation includes the historic 50-foot wide Kootenai Townsite platted lots of about 0.15 of an acre.
- **Multi-Family Residential: Mixed Residential: MR¼:** This mapping designation provides for a wide range of housing opportunities, from single- to multi-family units. Apartment complexes and housing units larger than four-plexes would require special use permits. Standards to provide open space/recreational areas, adequate parking, connected pathways, utilities, landscaping, and transportation systems shall be established. Child care centers, schools, community facilities, parks, and other such uses associated with residential development are included through the special use permit process. Lot size minimums for single-family dwelling uses are generally ¼ acre, with greater unit density permitted for multi-

family housing, with adequate buffering required between single-family residential zones and multi-family uses.

- **Recreational: Mixed Recreational: RC¼:** This map designation is established for areas where waterfront access, existing private resorts, trails, or other land and development features provide an opportunity for a mix of housing and commercial uses related to recreational activities. Use of conservation development designs and dedication of open space/green belts to protect sensitive environmental features and reduce infrastructure costs are encouraged. The anticipated uses in this map designation include single-family housing, community facilities, and public parks. Through special use permits, resort/recreational facilities and limited commercial uses associated with recreational ventures could be permitted. Lot sizes may vary from ¼ acre to 1 acre.
- **Residential/Neighborhood Office: Mixed Residential/Commercial: RN:** The purpose of this mapping designation is to provide low-impact commercial uses to be integrated into the traditional single-family neighborhood of Railroad Avenue and State Highway 200, by setting appropriate standards to mitigate potential impacts. Neighborhood businesses such as professional offices, personal care businesses, galleries, or low-impact commercial uses such as eateries or coffee shops could be allowed through the special use permit process, where potential neighborhood impacts could be mitigated through conditions.
- **Commercial: Mixed Commercial: CM:** Existing commercial/retail ventures and the future expansion of the downtown core are encompassed in this mapping unit. Proximity to developed residential areas makes this area suitable for a mixture of housing opportunities, while retaining the emphasis on commercial development. Small retail, personal services, banks, eating and drinking establishments, professional offices, medical clinics and limited light industrial are envisioned as uses permitted outright, while special use permits would be required for larger ventures such as small-scale event centers, hotels/motels, retail centers, and multi-family housing. Lot sizes shall be sufficient to accommodate the structure, required setbacks, parking, landscaping, and stormwater needs.
- **Commercial/Light Industrial: Mixed Light Industrial: CI:** A mixture of retail, service, limited residential, mini-storage, medical/dental, professional offices, and low-impact industrial and assembly operations are contemplated for this map unit. Residential units would be permitted or specially permitted provided the intent of the commercial/light industrial development is retained. Larger, more intense retail/commercial developments, distribution centers, or medical facilities could be considered through the special use permit process.
- **Industrial: Mixed Industrial: IM:** Uses associated with the manufacture, assembly, or production of products are proposed for this area. Retail/wholesale sales and services associated with the industrial production, storage, repair

centers, animal clinics, and community facilities and utilities are permitted. Limited food services to accommodate the industrial centers and public in general are included in this mapping unit. Large-scale, intensive uses such as slaughterhouses, junk yards, or rendering plants are not contemplated as allowed uses.

SECTION 4: PROJECTED LAND USE MAP

COMPREHENSIVE PLAN MAP

Insert designations and map