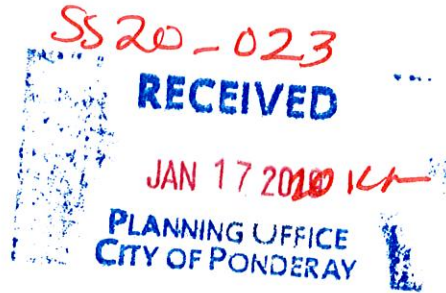


FORESITE
ENGINEERING

January 17, 2020

Ponderay - City Planning
P.O. Box 500 · Ponderay, ID 83852
planner@ponderay.org



RE: THE RETREAT AT BAY TRAIL, SUBDIVISION APPLICATION

Dear City of Ponderay Planners:

The Retreat at Bay Trail is a proposed subdivision with 79 associated parcels. Attached to this cover letter is an application for subdivision, preliminary plat and related attachments.

City of Sandpoint water mains are parallel to the N, E and S property lines. See preliminary plat for conceptual water connection and layout. Initial conversations with the City of Sandpoint revealed that they have the ability to serve the project.

Kootenai Ponderay Sewer District has an existing terminal gravity sewer manhole fronting the project highway frontage. The sewer main within the subdivision will be a pressurized looped force main that will discharge to the existing gravity line. Initial conversations with the district revealed that they have the ability to serve the project.

At the low point of the project, in the northeast corner there is an existing stormwater pipe bore under the railroad that will be utilized to convey stormwater offsite at a predevelopment rate. Roadside swales are proposed to treat and convey the stormwater to the northeast corner. Stormwater pond(s) will be utilized to mitigate increased stormwater generated from changes in land use, reducing flows leaving the site to a pre-development rate.

A 8-ft wide trail is proposed on the northern portion of the property within a 20-ft wide strip of land that is proposed to be dedicated to the City of Ponderay. This will allow connectivity of the trail system west of the project to access the Bay Trail. In addition the stormwater bore under the railroad is within that portion of open space that will allow the city to maintain their stormwater system.

The property is currently zoned residential. In parallel to this application we are requesting a zone change to Commercial for the westerly 14 lots closest to the highway.

Let me know if you need any additional information.



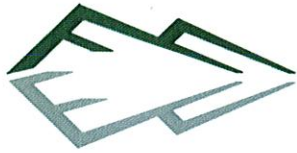
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Thank you,

A handwritten signature in blue ink, appearing to read 'R. Fobes'.

Ryan Fobes, P.E.
FORESITE ENGINEERING, PLLC

Attachments: Subdivision Application, Preliminary Plat, Copy of Purchase Agreement, Title report with Exceptions, Conceptual residential building schematics

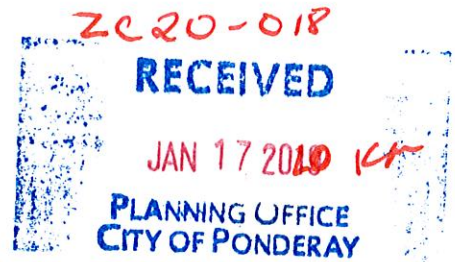


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January 17, 2020

Ponderay - City Planning
P.O. Box 500 · Ponderay, ID 83852
planner@ponderay.org

RE: THE RETREAT AT BAY TRAIL, ZONE CHANGE APPLICATION



Dear City of Ponderay Planners:

This zone change application is in parallel to a subdivision application for The Retreat at Bay Trail, a proposed subdivision with 79 associated parcels. The westerly 14 of the 79 parcels are proposed to be rezoned to commercial. Attached to this cover letter is an application for zone change, mapping exhibit and related attachments.

The proposed amendment is necessary to develop commercial lots fronting the highway. The properties on either side of the highway frontage are zoned commercial. The proposed zoning is in continuity with the surrounding land uses fronting the highway.

The proposed amendment conforms to the comprehensive plan and is harmonious with and in accordance with the general objectives, specifically property rights, population and growth, economic development, public services and utilizes, transportation, parks and recreation, housing, and community design.

The proposed use under the proposed amendment will be designed, constructed, operated and maintained in harmony with the intended character of the general vicinity.

The proposed amendment will not be hazardous or disturbing to existing neighboring uses.

The property will be served adequately by essential public services and utilities such as; highways, streets, police and fire protection, drainage systems, refuse disposal, water and sewer, and schools.

The proposed amendment will not create excessive additional requirements at public cost for public services and utilities nor will it be detrimental to the economic welfare of the community.

The proposed amendment will not lead to uses, activities, processes, materials, equipment and conditions of operation detrimental to any persons, property or the general welfare by reason of traffic, noise, smoke, fumes, glare or odors.

The proposed amendment will have appropriate vehicular approaches that will not to create an interference with traffic on surrounding public roads.



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The proposed amendment will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.

Attached is a vicinity map showing the current zone classifications and existing land uses within three hundred feet (300') of the subject property, as well as the proposed zone change area.

Let me know if you need any additional information.

Thank you,

Ryan Fobes, P.E.
FORESITE ENGINEERING, PLLC

Attachments: Zone Change Application, Mapping Exhibit, Comprehensive-Plan-Worksheet, Copy of Purchase Agreement

File ZC20-018 - Zone Change Request (Residential to Commercial)

1. Ponderay City Code (PCC) 9-6-2(F)(1)(L) Written Narrative, requires that the narrative include a "description of the previous and intended use, including hours of operation or use, number of employees or occupants, the system for delivery of materials, and the general nature of the business or occupancy." Please address this in your narrative. For example, I believe based on our discussions that Lots 25-35 are intended for single family residential use. If the future use of the Lots 1 and 24 are known, please include that information. If not please indicate whether they will be commercially or residentially developed.

Response: The future use of Lots 26-35 is intended for single family residential use only. The future use of Lots 1, 2, 24 & 25 is not known at this time though examples of complimentary uses would include a coffee/ice cream shop, expansion of regional medical services, professional offices, etc.

2. PCC9-6-2(F)(8) Requires submission of a "Site plans showing the location and dimensions of all building setbacks, road frontage, curb cuts, **circulation patterns**, loading service areas, parking, sidewalks, **landscaped** areas, signs, **lighting, easements, utilities and drainage patterns** and **listing the total open space area, impervious surfaces**, lot size and total building floor area." In this case the plat can be the site plan, however, please add the items above shown in red.
3. PCC9-6-2(F)(8)(b) requires the submission of "Floor plans, elevations: front, side and rear, and property lines and roofline dimensions" Please include an option that has a rear loading garage. See comment number "1" for File SS20-023

Response: See Floor plans presented. These are examples of building types and styles that are to be built though they may not be exact. Lots 26-35 will utilize shared curb cuts for driveway approaches to reduce the number of curb cuts by half, attached garages and/or attached wall housing clusters has been suggested by the city and are being considered in order to provide variation of elevations along the frontage. Rear loading garages with an alleyway are not conducive to this area of the subdivision due to impact on northern commercial lots as well as the current residential home site in the southwest corner represented on the map. See Eastern cottage lots which are dedicated to having rear load garages only. Lots 26-35 Shall have a 40' green belt along the western property lines in order to both preserve native trees and vegetation along with providing a good buffer to nearby commercial use.

RECEIVED

JAN 30 2020

PLANNING OFFICE
CITY OF PONDERAY

SS20-023 & ZC20-018

File SS20-023 Preliminary Plat "The Retreat at Bay Trail"

1. PCC 9-5C-15 Conservation and Urban Reserve Density Allocation states that lot sizes may be converted to gross density units per acre when certain standards are met. It further states that the allowance provided in this section is only intended for exception projects that have positive long term consequences for the City of Ponderay as discretionally determined by the planning director with deference to the Comprehensive plan and Idaho Smart Growth Development evaluation resources . It goes on to say that the planning director shall issue a written opinion as to the reasons for allowing or denying the request based on the sketch plan submitted that shall accompany the preliminary plat application (summarized text please refer to the referenced code section for full text). After reviewing the proposed subdivision with Erik Brubaker, Ponderay Planning Director, he has determined that there are site design modifications that are necessary before he will authorize the request to reduce the size of proposed Lots 66-79 using PCC 9-5C-15. They are as follows(Please see the notes provided on the attached mark-up):

- Please provide a structure design that includes a rear loading garage entry

Response: See Floor plans presented. These are examples of building types and styles that are to be built though they may not be exact. These lots, now indicated on the map as lots 69-82, shall be restricted to rear loading garages only where garages exist. Some rear loading parking and/or carports may also be utilized. Street frontage shall have a covered porch included in the front elevation with the setback for the parch to be a 5' minimum and setback for the dwelling to be a 15' minimum. Again, some attached options may be considered in order to create variation of elevations along the frontage.

- Please describe architectural standards that will require the structures built on the lots 66-79 to allow only rear loading garages. This could be handled via a note on the plat as well as CCR's.

Response: Lots are now numbers 69-82. CCR documents are in process and shall include language which indicated building footprints, styles, and design in terms of rear loading garage requirements. Examples include; homes would have a maximum of 1000 sf on the main level with an approx. footprint of 20' x 50' excluding porches, rear load garage footprint to be located in a manner such that a vehicle exiting the garage would be fully outside of the garage prior to approaching the common alleyway (this is for visibility purposes)., carports may be utilized for covered parking at the rear, the alleyway is to be maintained by the homeowners of lots 69-82 to include snow removal and periodic grading and updating.

The restriction to rear loading garages is now noted on the preliminary plat and would be noted on the final plat. See comments above for further clarification.

- Due to this request the City would accept dedication of the green space surrounding lots 66-79

Response: Now indicated as lots 69-82

- Show construction of privately maintained travel lane east of lots 66-79 for access to the rear loading garages.
 2. PCC 8-1-2(2)(a) please add a geographic grid to the preliminary plat
 3. PCC 8-1-2(2)(f) please depict approximate areas subject to inundation of stormwater overflow
 4. PCC 8-1-2(2)(g) please depict existing drainage, channels, overhead and underground utility lines, and culvert within the tract. In the project narrative you mention a culvert to drainage taking water from the site. Please depict its location. Additionally, the labels on the in street utilities are not legible on the provided copy of the plat. Can you see if you can adjust them to make them more legible? Maybe lighten the street color?
 5. PCC 8-1-2(2)(h) please add a note on the face of the preliminary plat that states the proposed method of water supply, sewage disposal, solid waste disposal and storm water control (if applicable)
 6. PCC 8-1-2(2)(i) please depict all easements of record on the preliminary plat in their appropriate locations
 7. PCC 8-1-2(2)(k) please add a note on the face of the plat setting forth the intended use of the proposed lots.
 8. PCC 8-1-2(4) Please provide a written statement describing the purpose of the subdivision (i.e. sale, development, etc) and an intended timeline .

Response: The Retreat at Bay Trail has been created to provide a variety of single-family housing options, incorporating an interior trail system which expands the connectivity to the Ponderay Bay trail and existing City of Ponderay projects in process. The subdivision will consist of mostly "First and Last" housing which is a term describing homes which appeal to both first time homebuyers as well as downsizing "last" home buyers. The variety of housing options shall range from modest single level one and two bedroom homes on "cottage" lots up to more custom homes along the golf course with a range of designs and sizes among the interior lots. By including lots which are both standard single-family size as well as some reduced lot sizes we can provide a diverse set of housing options and price points with the goal of offering some housing products starting at the low \$200k level.

We intend to begin physical development work with preliminary plat approval having all development infrastructure completed in a 90 – 120 day period. We are working with builders who are experienced in our market and through selling of lots to these builders as well as completing some vertical development we hope to see the project fully built out over a 24 month period.

9. PCC 8-1-6 (A) "Minimum Right-of-way width shall be 60 feet." During our pre-application meeting staff agreed that reducing the right of way width for the

northerly section of Lutzke Road to 50-feet in exchange for dedication of the full 20 ft greenbelt and pathway dedication made sense as a request of the planning commission. However, the southerly loop is also depicted on the plan as a 50-foot right-of-way. This area should be 60 feet as is required by code.

10. PCC 8-1-6 (D) Street Trees, states that all road rights of way shall be planted with street trees (subject to the approval of city planning and the City Engineer. Please provide a plan for street trees within the development.