

Lewiston Urban Forestry and Cemetery Commission Agenda

June 26, 2024 – 4:00PM

**LEWISTON COMMUNITY CENTER
1424 Main Street, Lewiston**

1. **CALL TO ORDER**

Roll Call

2. **CITIZEN COMMENTS**

This is an opportunity for citizens to address the Commission on agenda items or other items they wish to bring to the attention of the Commission or Staff.

Comments may be made: (1) in-person, (2) by emailing the Parks and Recreation Director at tbarker@cityoflewiston.org or (3) by calling (208) 746-2313 x6102 and leaving a message.

Comments submitted by email or phone will be forwarded to the Parks and Recreation Commission. If you would like your comment to be read aloud during the meeting, please so indicate in your message. Members of the public who wish to provide in person comment, but who are unable to secure a seat in the designated meeting space and/or overflow room(s) due to occupancy or gathering limits, will be rotated in and out of the designated meeting space in order to provide comment.

3. **CONSENT AGENDA**

A. Approval of Minutes from May 22, 2024 (Action Item)

4. **REPORTS Presentations, Communications and Correspondence**

A. May Parks and Recreation Department Monthly Report

5. **NEW BUSINESS**

A. Cemetery Southside Undeveloped Property

6. **OLD BUSINESS**

A. Commission Applications

B. Damaged Headstone Project

C. Current and Upcoming Development Review

a. Development Review Committee Items from the past month

7. **COMMISSION MEMBER COMMENTS**

8. **CITY COUNCIL LIAISON COMMENTS**

9. **UPCOMING MEETINGS**

A. UFCC July 24, 2024 @4PM at the Lewiston Community Center

10. **FUTURE AGENDA TOPIC**

A. Normal Hill Cemetery Master Plan Update

B. Tree Selection Guide

C. Urban Forestry Management Plan Review

D. UFCC Presence at Community Events to Promote Urban Forestry

11. **ADJOURNMENT**

Lewiston Urban Forestry and Cemetery Commission

May 22, 2024 – 2:00PM

NORMAL HILL CEMETERY 1122 7th Street, Lewiston

1. CALL TO ORDER

Roll Call

Commission Members Present: Maxine Miller, Brian Hensley, Elizabeth Goetzinger & Shirley Philips

City Council Liaison Absent: Jessica Klein

Staff in Attendance: Tim Barker, Parks and Recreation Director

The meeting was called to order by Chair Philips at 2:00PM

2. CITIZEN COMMENTS

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There were no citizen comments at the meeting.

3. CONSENT AGENDA

A. Approval of Minutes from May 1, 2024 (Action Item)

A motion to approve the minutes was made by Commissioner Miller which was seconded by Commissioner Goetzinger. All were in favor of approving the minutes as presented.

4. REPORTS **Presentations, Communications and Correspondence**

A. April Parks and Recreation Department Monthly Report

There were no commission member comments

B. Fiscal Year 2025 Capital Requests

Director Barker noted that on Monday at the City Council Budget Work Session that he presented a request for \$100,000 towards the purchase of cremation options, grading and getting the area outside of the mausoleum prepared for future development. The \$100,000 request would be above and beyond what has been earmarked to date from previous requests to the council. The Mayor and Finance Director will decide if the funding will be built into the budget or be an additional item for the council to consider as part of the budget hearing process in August.

5. **OLD BUSINESS**

- A. Current and Upcoming Development Review
 - a. Development Review Committee Items from the past month

6. **NEW BUSINESS**

- A. Annual Walking Tour of the Cemetery
 - a. Ossuary location and discussion
 - b. Damaged headstones and discussion on ideas to raise funds
 - c. Bill Malcom tree
 - d. General cemetery maintenance

Following discussion of old business, the commission ended the business portion of the meeting to take their site tour and to discuss the above listed items as they walked around the site.

7. **COMMISSION MEMBER COMMENTS**

Commissioner Philips provided comments related to the headstone restoration project and the need to move forward with the creation of a program. The topic will continue to be included within the agendas moving forward until the group is able to solidify a plan to raise funds for necessary repairs.

8. **CITY COUNCIL LIAISON COMMENTS**

9. **UPCOMING MEETINGS**

- A. June 26, 2024 @ 4PM at the Lewiston Community Center

10. **FUTURE AGENDA TOPIC**

- A. Normal Hill Cemetery Master Plan Update
- B. Tree Selection Guide
- C. Urban Forestry Management Plan Review
- D. UFCC Presence at Community Events to Promote Urban Forestry

11. **ADJOURNMENT**

There was a motion to adjourn the meeting by Commissioner Goetzinger and seconded by Commissioner Miller The meeting was adjourned at 2:26PM prior to the site tour.

PARKS & RECREATION

MAY 2024

MONTHLY REPORT

ADMINISTRATION

- Director met with the League of Women's Voters to decide upon a layout for their kiosk, bench, garbage can and trees at Community Park as part of a donation that they will be making to the park. Their project should be completed by early/mid-August prior to their planned meeting at the site of the membership.
- Director continues to work with the Bureau of Reclamation to update our use agreement at Hereth Park. The park is one of a number of facilities that the department maintains and uses as a park within our system, which is owned by another governmental agency.
- Director met with the Community Development Director to discuss programs that the two departments could exchange. Currently the P&R Department manages the Residential Parking Permit Program and CD manages the Community Event Boards. The two departments would exchange those programs so they are better matched with the type of services that each department provides to the community. An exact transfer date is yet to be determined as each group is gathering information to evaluate the programs and to ensure a smooth and seamless transition.
- The Director and Recreation Supervisor were both recently voted in and became board members for the Idaho Recreation and Park Association. The Director continues as the North Idaho District Representative and the Rec Supervisor is now the Treasurer for the association. The association also recently hired an Executive Director to manage their day-to-day business which will take a lot of pressure off of the roles the professionals serve on the board.

CEMETERY

- Assisted in planning 6 cremation burials
- Assisted in planning 2 full casket burials
- Sold 2 standard adult graves
- Sold 1 cremation grave
- Performed 7 cremation burials
- Performed 5 monument staking's
- Prepared the office and the cemetery grounds for the Memorial Day Weekend.



PARKS

- Cemetery looked really nice for Memorial Day.
- Completed annual Cemetery walk-thru with the Cemetery/Urban Forestry Commission.
- Completed Pickle ball Court Project.
- Cemetery front lawn was hydro seeded and is growing in very nicely.
- Completed tree pruning and removals at the Cemetery.
- Completed the Driving Range Netting Project at Bryden Canyon Golf Course.
- Cart Storage Building Project at Bryden Canyon Golf Course is in progress. We are settling in on a design. Building quotes are back and base quotes are in progress.
- Staff added 4 tons of crumb rubber to Airport Park's artificial turf.
- Irrigation repair has been ongoing in all areas.
- Seasonal Labor continues to be an issue, we utilized inmate labor to complete string trimming at Hereth, Airport, Sunset, Fenton, Jewett Parks, Police Training Center, and the Canoe Sculpture.
- In progress an herbicide application to all of the areas that have been string trimmed.

RECREATION



Programming:

- New program, Mother-Child Spring Dance, took place at the Community Center on May 3rd. This Center on May 3rd. This event is similar to our Daddy-Daughter Dance we host in the fall.
 - 83 tickets were sold for the event.
- Held the 30th Annual Jill Andrews Memorial Softball Clinic for ages 5-10 coordinating with lead instructor Sue Andrews. This 1-day clinic takes place at Airport Park Softball fields. Participants are taught age appropriate fundamentals of the game followed by game-like play.
 - We had 69 participants this year.
- Youth T-Ball Program started this month. This is a 6-week program that includes 2 Saturdays of clinic based instruction and 4 Saturdays of games.
 - 137 participants are signed up for this year's program.
- Orchards Pool played host for the LC Neptunes Swim Meet May 17th-19th where swim teams from around the region compete. There were over 250 athletes that competed in the swim meet. We provided lifeguards for the event.
- Our Certified Water Safety Instructor Aquatic staff in partnership with the Lewiston School District held the 3rd grade swim program this month at Orchards Pool.
 - This program is a two-session program per school where 3rd graders from Lewiston School District Elementary Schools learn basic water safety and skills.
- Completed the first half of the Men's and Women's Slow Pitch Softball Season.
- Started registration for the 2024 Coed Softball Season. Registration will run until June 28th. This is a 10 regular season league followed by a double elimination tournament. Teams are split into different divisions based on skill level and playing availability. Games take place at P1FCU Field and Sunset Ball Field Monday through Thursday evenings.

- Started registration for a Summer Outdoor Volleyball League. This is a new program that offers a 6v6 and a 4v4 format. Games will be played on Sunday and Monday evenings on Airport Field 2 outfield. Registration will run until June 28th.

Meetings:

- Staff held a T-Ball coaches meeting to go over expectations of the program and what to expect.

Ball Fields:

- There were 23 ball field rentals 2 of which were multi-day, multi-field all day tournaments.
- Lewiston High School had 20 different field uses during May which included the Freshmen Baseball District tournament and an LHS Softball playoff game
- Lewiston Little League had 68 different field uses during May including over 100 games.
- Lewiston Babe Ruth had 14 different field uses during May including over 25 games.

Fenton Gym Rentals:

- There were 24 Fenton Gym rentals this month.

RESERVATIONS

Community Center:

There were forty meetings or events in the Community Center in May 2024 with approximately one thousand two hundred people attending those events and another three hundred drop ins.

Parks:

There were forty five reservations in May 2024 with approximately two thousand two hundred people attending those events. Another approximately two thousand people visiting the parks without reservations.

FACILITY MAINTENANCE

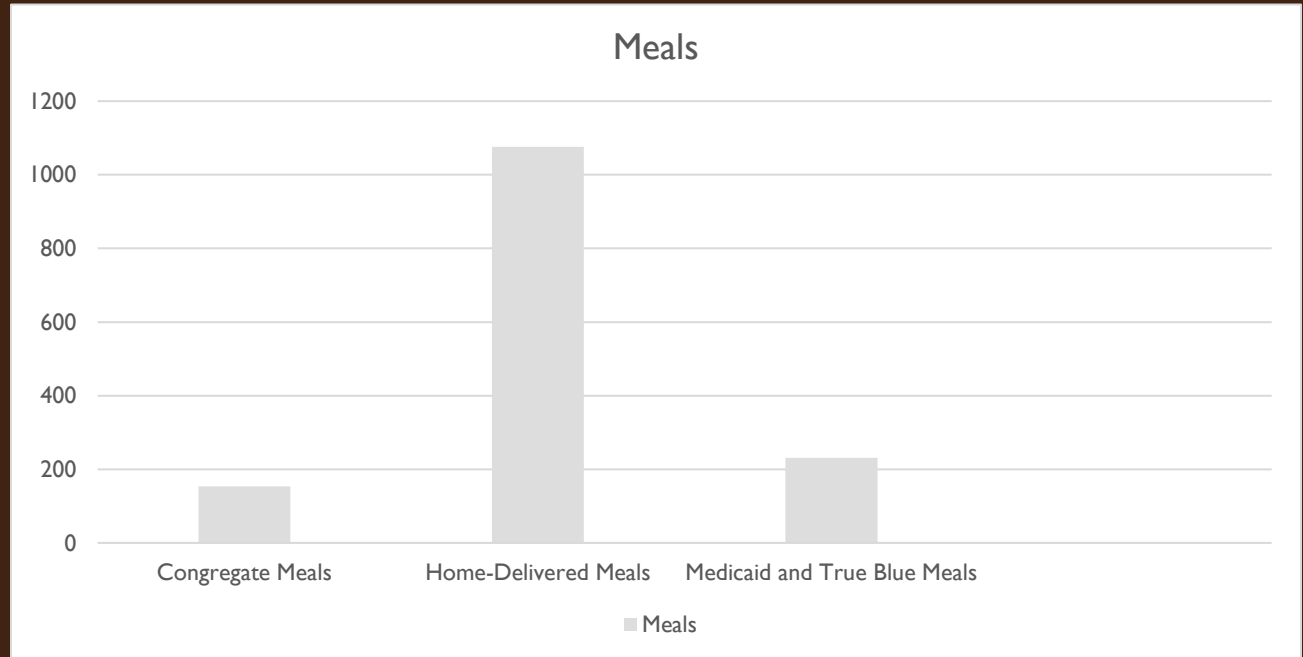


Projects:

- Monthly HVAC maintenance to prep for Spring
- Finished Fire Station 4 Abatement and began Fire Station 2
- Installed new hard flooring in Fire Station 4 and 2 where carpet was to make it more able to sanitize.
- Worked on preparing Orchards Pool for Annual open on June 10th.
- Working on HVAC maintenance and prep for summer.
- Electrical repairs as needed.
- Began spring cleaning by washing exteriors of buildings.
- Bryden Canyon Golf The walk in coolers life ran out and we are working on a new updated one. The concrete pad is ready for it. New one should be installed by end of June.
- Advertised for Facility Maintenance Technician position

SENIOR NUTRITION

- Congregate Meals served this month = 154
- Home-Delivered Meals served this month = 1076
- Medicaid and True Blue Meals served this month = 231
- Volunteer hours = 150, Volunteers = 8





AGENDA **DEVELOPMENT REVIEW COMMITTEE** **BELL BUILDING MAY 29, 2024** **8:30 A.M. – WEDNESDAY**

8:45 AM: PRT Meeting – City Staff Only

- Review Permits in review and waiting corrections

9:30 AM: NO MEETING

PERMITS ISSUED (5/16/2024 TO 5/22/2024)

Applicant Name	Project Address	Permit#	Issue Date	Valuation	Type
MIKE'S POLE BARNs LLC	3504 5TH ST	BP24-000197	05/20/2024	\$ 31,456.31	Residential Accessory Buildings (Small)
QUALITY DESIGN HOMES	1507 Horizon CT	BP24-000201	05/20/2024	\$ 301,227.42	Residential - SFD
LEER CONSTRUCTION	913 MAIN ST	BP24-000204	05/17/2024	\$ 10,000.00	Commercial - Misc.
QUALITY DESIGN HOMES	626 THAIN RD	BP24-000209	05/21/2024	\$ 30,000.00	Commercial - Misc.
GRECO CONSTRUCTION INC	3975 Ridgewater DR	BP24-000132	05/16/2024	\$ 656,362.01	Residential - SFD
KING SERVICES INC	2602 9TH AVE	BP24-000216	05/17/2024	\$ 45,000.00	Residential - Misc.
MCPEAK ROOFING & DECKING LLC	600 21ST ST	BP24-000217	05/20/2024	\$ 26,000.00	Commercial - Misc.
HAMMEKE JUSTIN & HAMMEKE KATIE	1715 CEDAR AVE	BP24-000211	05/22/2024	\$ 8,219.30	Residential - Misc.
LEONARD JOE	1215 16TH AVE	BP24-000215	05/16/2024	\$ 4,200.00	Residential - Misc.
BURCHAM BUILT CONSTRUCTION, LLC	717 CEDAR AVE	BP24-000160	05/16/2024	\$ 5,609.00	Residential - Misc.

SUBMITTED FOR REVIEW (5/16/2024 TO 5/22/2024)

Type	ApplicationDate	Property Address	Description	Applicant Name	Permit#
Change of Use	05/16/2024	710 MAIN ST	Change of Use - M to B	MY ARCHITECT LLC	BP24-000213
Residential - Misc.	05/16/2024	928 Warner AVE 9	Construct deck two 4 x 4 decks on new mobile home with stairs	HOMETOWN MHP LLC	BP24-000214
Residential - Misc.	05/16/2024	1215 16TH AVE	Replace windows and exterior doors like for like	LEONARD JOE	BP24-000215
Residential - Misc.	05/17/2024	2602 9TH AVE	Remove and replace drywall and insulation throughout residence due to flood	KING SERVICES INC	BP24-000216
Commercial - Misc.	05/20/2024	600 21ST ST	Replace roof	MCPEAK ROOFING & DECKING LLC	BP24-000217
Commercial	05/22/2024	405 20TH ST N	Construct a 26' x 12' enclosed	MIKE'S POLE	BP24-000218

Addition			lean-to addition to existing 25' x 42' building. Intent is to store a Loomis armored van in building. Facility not open to public.	BARNS LLC	
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DISTRIBUTION LIST:

City Mayor: Dan Johnson

Community Development: Shannon Grow, Joel Plaskon, Jeff Wolfe, Russ Harper, Shelby Anderson, Katie Hollingshead, Brandon Cunningham, Dawn Ortiz, Chelsey Rake, Brian Beasley, Kevin Moffett, Lorrie Tanguay, Chad Cook

Public Works: Dustin Johnson, Jill Tolman, Iris Heidorn, Pat Severance, Ed George, Mark Weigand, Luke Antonich, Bryan Lacy, Jon Ruark, Greg Creviston, Kevin Evans, Morgan Schwartz, Bill Arnold

Fire Department: Chief Greg Rightmier, Julian Sorrell, Casey Strong, Jamie Mowery

Public Health: Sherise Bruce, Bonnie Waldemarson



AGENDA

DEVELOPMENT REVIEW COMMITTEE

BELL BUILDING JUNE 05, 2024

8:30 A.M. – WEDNESDAY

8:45 AM: NO MEETING, NO PRT

9:30 AM: NO MEETING, NO PRT

PERMITS ISSUED (5/23/2024 TO 5/29/2024)

Applicant Name	Project Address	Permit#	Issue Date	Valuation	Type
BLOUNT CONSTRUCTION, LLC	3503 7th ST	BP24-000168	05/24/2024	\$ 297,522.70	Residential - SFD
MY ARCHITECT LLC	710 MAIN ST	BP24-000213	05/28/2024	\$ -	Change of Use
CLARKSTON GLASS	2246 BURRELL AVE	BP24-000219	05/23/2024	\$ 4,700.00	Residential - Misc.
B & R ROOFING SERVICES, LLC	216 6TH AVE	BP24-000228	05/28/2024	\$ 2,000.00	Residential - Misc.
AIDAN MANLEY	321 1ST AVE Unit B	BP24-000112	05/24/2024	\$ 40,000.00	Accessory Dwelling Unit
STORY NATHANIAL DAVID & STORY AMANDA LYNN	1108 15TH AVE	BP24-000136	05/28/2024	\$ 10,000.00	Residential Swimming Pool

SUBMITTED FOR REVIEW (5/23/2024 TO 5/29/2024)

Type	ApplicationDate	Property Address	Description	Applicant Name	Permit#
Residential - Misc.	05/23/2024	2246 BURRELL AVE	Replace one window like for like	CLARKSTON GLASS	BP24-000219
Residential Accessory Buildings (Large)	05/23/2024	2236 POWERS DR	30x40, 1200 SF Detached Shop, Wood Frame Construction	SETH BLOUNT	BP24-000220
Residential - SFD	05/24/2024	3211 Blackhawk CT	New single family dwelling spec house - Living Sq. Ft. 1512 Garage Sq. Ft. 517 Front/Rear Porch Sq. Ft. 169	JEREMIAH JOHNSON'S NEW BEGINNINGS	BP24-000221
Residential Accessory Buildings (Small)	05/24/2024	428 VISTA AVE	Construct 20' wide x 36' long x 14' tall pole building with a 12' x 12' office space and a 12' x 24' covered patio - 3/12 pitch roof with a 16" soffit, 6 x 6 laminated posts, 12" centers, 2 x 6 girts 2' on center, 2 x 8 perkins 2' on center	SMART BUILD	BP24-000222
Residential - SFD	05/24/2024	1718 Pathway CT	New single family dwelling - Living Sq. Ft. 2089.54 - Garage Sq. Ft. 580.46 - Porch Sq. Ft. - 244	CASTLE BUILDERS OF IDAHO LLC	BP24-000223
Residential - SFD	05/24/2024	1502 Horizon CT	New Single Family Dwelling - 1345 Sq. Ft. Living - 525 Sq. Ft. Garage - 176 Sq.	QUALITY DESIGN HOMES	BP24-000224

			Ft. Patio		
Residential Remodel	05/24/2024	1002 15TH AVE	Remodel of kitchen - remove load bearing wall between dining room and kitchen, install new beam and new island	RICHARD LEITERMAN	BP24-000225
Residential - SFD	05/24/2024	2218 Powers DR	New single family dwelling - Living Sq. Ft. 2285 - Garage Sq. Ft. - 673 - Porches/Patios - 729.2 Sq. Ft.	DALLAS VANHORN	BP24-000226
Residential Accessory Buildings (Small)	05/28/2024	627 CEDAR AVE	New detached garage	BRIAN MCDERMOTT CONSTRUCTION	BP24-000227
Residential - Misc.	05/28/2024	216 6TH AVE	Re-roof replacing with 7/16" sheathing	B & R ROOFING SERVICES, LLC	BP24-000228
Residential - SFD	05/28/2024	3637 22ND ST	New single family dwelling - Living Sq. Ft. 1800 - Garage S. F. 440 - Covered Porches Sq. Ft. 596	MICHAEL BOWEN	BP24-000229
Residential - Misc.	05/28/2024	1402 BURRELL AVE	Construct new 8' x 12' composite deck with stairs and handrail	DOUGLAS REMODELERS	BP24-000230
Residential Additions	05/29/2024	157 SHILOH DR	Addition - 23'x36', 828 SF above garage, 11'X17, 187SF Main Floor & 11'x17', 187 SF Garage	HAVICUS COURTNEY	BP24-000231
Residential - Misc.	05/29/2024	2502 SEAPORT DR	Remove existing 2nd story deck and roof from home on south side. Infill exterior doors leading to deck	SAGER JAN	BP24-000232
Residential - SFD	05/29/2024	3719 Skyview	New single family dwelling - Living sq. ft. 2,112 - Garage 836 Sq. Ft. - Covered Porch Sq. Ft. - 800	DOUBLE DIAMOND CONSTRUCTION	BP24-000233

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AGENDA

DEVELOPMENT REVIEW COMMITTEE

BELL BUILDING JUNE 12, 2024

8:30 A.M. – WEDNESDAY

8:45 AM: My Architect, Tim Lynch, 208-743-5902, tim.lynch@myarchitectaia.com.

Tenant Improvement – Relocation of Path Lab.

9:30 AM: Joe Richartz, 208-748-9436, jbrichartz@gmail.com. 27th St and 5th Ave, Construction of Single Family Dwelling.

PERMITS ISSUED (5/30/2024 TO 6/05/2024)

Applicant Name	Project Address	Permit#	Issue Date	Valuation	Type
MY ARCHITECT LLC	644 THAIN RD	BP23-000402	05/31/2024	\$ 747,043.95	Major Commercial
SHANN PROFITT CONSTRUCTION	828 GRELLE DR	BP24-000203	05/31/2024	\$ 18,000.00	Carport / Deck
SOUND WINDOW & DOOR, INC dba RENEWAL BY ANDERSON OF WASHINGTON	3704 14TH ST C	BP24-000238	05/31/2024	\$ 25,700.00	Residential - Misc.
WALTON'S TINT & WINDOW	0115 23RD ST	BP24-000156	05/30/2024	\$ 10,000.00	Residential - Misc.
ICON CORPORATION	2230 3RD AVE N	BP24-000236	05/31/2024	\$ 28,000.00	Commercial - Misc.
CLARKSTON GLASS	623 AIRWAY DR	BP24-000243	06/03/2024	\$ 2,400.00	Residential - Misc.
MY ARCHITECT LLC	644 THAIN RD	BP23-000403	05/31/2024	\$ -	Major Commercial
DOUGLAS REMODELERS	0115 23RD ST	BP24-000205	06/05/2024	\$ 65,000.00	Residential Remodel
DOUBLE DIAMOND CONSTRUCTION	3719 Skyview DR	BP24-000237	06/05/2024	\$ -	Residential Foundation Only
SHANN PROFITT	2102 ALDER AVE B	BP22-000136	05/31/2024	\$ 578,635.33	Residential - Duplex & Townhouse
SHANN PROFITT	2102 ALDER AVE A	BP22-000134	05/31/2024	\$ 578,635.33	Residential - Duplex & Townhouse

SUBMITTED FOR REVIEW (5/30/2024 TO 5/22/2024)

Type	ApplicationDate	Property Address	Description	Applicant Name	Permit#
Minor Commercial	05/30/2024	2311 5TH AVE N	Modify roof structure and add ventilation and detection to upgrade ice making equipment.	SELWAY CONSTRUCTION GROUP, LLC	BP24-000234
Minor Commercial	05/30/2024	2311 5TH AVE N	Modify roof structure and add ventilation and detection to upgrade ice making equipment.	SELWAY CONSTRUCTION GROUP, LLC	BP24-000235
Residential - SFD	05/31/2024	1441 Horizon CT	New single family dwelling - 1901 Living Space - 882 Garage - 256 Covered Porches	QUALITY DESIGN HOMES	BP24-000239
Residential Foundation Only	05/31/2024	3719 Skyview DR	Foundation Only	DOUBLE DIAMOND CONSTRUCTION	BP24-000237
Commercial	05/31/2024	2230 3RD AVE N	Install a new 60-mil TPO over the	ICON	BP24-000236

- Misc.			existing TPO roof	CORPORATION	
Residential - Misc.	05/31/2024	3704 14TH ST C	Like for like window replacement. Replacing 7 Windows	SOUND WINDOW & DOOR, INC dba RENEWAL BY ANDERSON OF WASHINGTON	BP24-000238
Minor Commercial	06/03/2024	77 SOUTHWAY AVE SUITE C	Create sauna and cold plunge room with new changing room	M&M CUSTOM CONTRACTING, LLC	BP24-000242
Residential - Misc.	06/03/2024	238 RESERVOIR DR	Basement egress window installation, existing gym arch, remove drywall frame ro, install 22 x 8 head support with trimmers	ASPEN CONSTRUCTION, LLC	BP24-000240
Carport / Deck	06/03/2024	227 LARKSPUR LN	Replace existing deck under new covered deck roof	ACME BUILDING COMPANY	BP24-000241
Residential - Misc.	06/03/2024	623 AIRWAY DR	Replace Seven (7) windows like for like	CLARKSTON GLASS	BP24-000243
Commercial - Misc.	06/05/2024	1840 9th AVE	Install Duro Last single-ply membrane roofing system	J M ROOFING & FLAT ROOF SYSTEMS	BP24-000244
Commercial Addition	06/05/2024	634 BRYDEN AVE	Addition to existing commercial building - Adding new entry, reception area and open office; rebuild bathroom; exterior remodel	DAN ANDERSON CONSTRUCTION LLC	BP24-000245

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Public Health: Sherise Bruce, Bonnie Waldemarson



Lewiston

Dawn Ortiz <dortiz@cityoflewiston.org>

Re: DRC Agenda

1 message

Timothy P. Lynch <tim.lynch@myarchitectaia.com>

Wed, Jun 5, 2024 at 6:05 PM

To: Dawn Ortiz <dortiz@cityoflewiston.org>

Project Description**Location** - 1035 21st Street**What** - Tenant Improvement of Path Lab relocation (6,000 to 7,500 sqft)

- 1) open lab area
- 2) Enclosed lab area
- 3) 6-7 Offices
- 4) Blood draw site
- 5) Breakroom
- 6) Conference Room

Known deficiencies -

- 1) Change of Occupancy (M to B)
- 2) Power upgrade - more capacity
- 3) Generator
- 4) New HVAC
- 5) New restrooms - 1 each for Staff / 1 public unisex
- 6) Parking?
- 7) Existing Fire sprinklers?

I don't have any drawings at this time

-----_/_)-----

Tim Lynch

Project Architect

MY ARCHITECT, LLC

504 Main Street, Suite 480
Lewiston, ID 83501
208-743-5902

On 6/5/2024 4:15 PM, Dawn Ortiz wrote:

Hello Tim. If you would like to remain on the DRC next week I need to have a description of the project and plans if possible by tomorrow morning, please. Let me know if you have any questions.

Dawn Ortiz

Community Development Specialist
City of Lewiston

**T 208.746.1318 Ext 7265**

215 D Street
P.O. Box 617
Lewiston, ID 83501
www.cityoflewiston.org

[City of Lewiston]

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Lewiston

Dawn Ortiz <dortiz@cityoflewiston.org>

DRC 27th St and Lot for Sale

1 message

Pat Severance <pseverance@cityoflewiston.org>

Fri, May 31, 2024 at 1:34 PM

To: Dawn Ortiz <dortiz@cityoflewiston.org>, jbrichartz@gmail.com

Joe Richartz
jbrichartz@gmail.com
 208 748 9436

DRC 27th St and 5th Ave

Lot for sale is being marketed for SFD. Several prospective buyers have been calling in regarding the requirements for development. This 100 year old subdivision has numerous development deficiencies that need to be addressed prior to a single family building permit issuance.

This lot does not have readily available sewer access. An easement will be required from the adjacent eastern parcel in order to connect to the public sewer. A substandard 4 inch non looped water main to provide water service. This lot does not front and is not adjacent to a developed right of way/street.

The Development Review Committee should discuss this parcel and provide a response that details the needed improvements required in order for an applicant to obtain a single family building permit.

Listing found:



Listed by Brittany Roberts • Realtor Realty

FOR SALE - ACTIVE

NKA 27th St, Lewiston, ID 83501

\$55,000

Est. \$370/mo Get pre-approved

—

Beds

—

Baths

10,759

Sq Ft (Lot)

Map not available

Thinking of buying?

FRIDAY

24

MAY

SATURDAY

25

MAY

SUNDAY

26

MAY

Tour in person

Tour via video chat

Request showing

OR

Ask a question

You'll hear from a local agent in about 4 minutes

Start an offer

About this home

Nestled in Historic Lewiston, this .247-acre vacant lot presents a unique opportunity for those seeking to craft their dream property. With its proximity to the Clearwater river & Beautiful Downtown Lewiston, this parcel offers the perfect canvas for your future home or investment. With approximately .247 acres of land at your disposal, design & build your custom dream home, complete with all the features & amenities that suit your lifestyle. Alternatively, consider this as an investment opportunity! While utilities may not be on-site, this parcel's proximity to the downtown area makes connecting to essential services a straightforward process, ensuring your future property will have all the necessary infrastructure. Lewiston boasts a strong sense of community & a rich history. Become a part of this close-knit town, where neighbors become friends, & the town's events & festivals provide year-round entertainment. Note: Buyer to verify all property details, including utility access & zoning regulations.

Pat Severance, P.E.

Development Supervisor
 City of Lewiston

T 208.746.1316

C 208.553.6809

F 888.397.8634

215 D Street Suite B
 P.O. Box 617
 Lewiston, ID 83501-1930
www.cityoflewiston.org

"To provide excellent public service with entrusted resources."



GIS.pdf
563K

City of Lewiston



This drawing is only a visual aid information and locations are approximate. There is no guarantee or warranty is expressed or implied for its accuracy.



AGENDA

DEVELOPMENT REVIEW COMMITTEE

BELL BUILDING JUNE 18, 2024

2:30 P.M. – WEDNESDAY

2:30 PM: Kyle Bode, 612-790-0849, kyle.bode@ghd.com. RPL365W0327204, Wood Utility Pole Peeling Yard for Bell Lumber and Pole.

PERMITS ISSUED (6/06/2024 TO 6/12/2024)

Applicant Name	Project Address	Permit#	Issue Date	Valuation	Type
QUALITY DESIGN HOMES	1502 Horizon CT	BP24-000224	06/06/2024	\$ 261,509.93	Residential - SFD
QUALITY DESIGN HOMES	1441 Horizon CT	BP24-000239	06/12/2024	\$ 376,749.66	Residential - SFD
ASPEN CONSTRUCTION, LLC	238 RESERVOIR DR	BP24-000240	06/12/2024	\$ 1,200.00	Residential - Misc.
M&M CUSTOM CONTRACTING, LLC	77 SOUTHWAY AVE SUITE C	BP24-000242	06/07/2024	\$ 15,000.00	Minor Commercial
J M ROOFING & FLAT ROOF SYSTEMS	1840 9th AVE	BP24-000244	06/10/2024	\$ 211,000.00	Commercial - Misc.
CLARKSTON GLASS	820 BRYDEN DR	BP24-000249	06/07/2024	\$ 6,013.98	Residential - Misc.
MIKE'S POLE BARN LLC	405 20TH ST N	BP24-000218	06/07/2024	\$ 14,000.00	Commercial Addition
319 TRENTON LLC	1325 21st ST Suite 103	BP24-000252	06/12/2024	\$ 10,500.00	Minor Commercial
DALLAS VANHORN	2218 Powers DR	BP24-000226	06/12/2024	\$ 436,554.62	Residential - SFD
DOUGLAS REMODELERS	1402 BURRELL AVE	BP24-000230	06/06/2024	\$ 1,948.28	Residential - Misc.
CASTLE BUILDERS OF IDAHO LLC	1718 Pathway CT	BP24-000223	06/07/2024	\$ 388,385.70	Residential - SFD
SAGER JAN	2502 SEAPORT DR	BP24-000232	06/12/2024	\$ 2,339.00	Residential - Misc.

SUBMITTED FOR REVIEW (6/06/2024 TO 6/12/2024)

Type	ApplicationDate	Property Address	Description	Applicant Name	Permit#
Residential Accessory Buildings (Small)	06/06/2024	1433 Frontier DR	Construct detached garage	CLEVELAND CONSTRUCTION	BP24-000246
Residential - SFD	06/06/2024	344 Park DR	New Single Family Dwelling - 1650 Living Sq. Ft. - 462 Garage Sq. Ft. - 160 Covered Porch Sq. Ft.	WADSWORTH CONCRETE AND CONSTRUCTION	BP24-000247
Residential - SFD	06/06/2024	1737 Golden Hills DR	New Single Family Dwelling - 1864 Living Sq. Ft - 676 Garage Sq. Ft. - 196 Covered Patio Sq. Ft.	MARK CALENE	BP24-000248
Residential - Misc.	06/07/2024	820 BRYDEN DR	Replace 8 windows with same	CLARKSTON GLASS	BP24-000249
Carport /	06/10/2024	1102 GRELLE AVE	Remove existing deck and rebuild; new	SAJCZUK	BP24-000250

Deck			lumber and footings	JAYMES JW & SAJCZUK KAITLYN	
Residential - Misc.	06/10/2024	3732 11TH ST	Attach 12 x 12 covered porch over front door	STERLING'S QUALITY HOME CARE AND CONSTRUCTION LLC	BP24-000251
Minor Commercial	06/12/2024	1325 21st ST Suite 103	Tenant Improvement - conversion of empty "B" Occupancy to Office "B" Occupancy FRAME (2) OFFICES (OFFICE 1 WITH 2 WINDOWS AND DOOR AND OFFICE 2 WITH 1 WINDOW AND 1 DOOR); (2) LOCKING KNOBS, INSULATION BETWEEN OFFICES FOR SOUND; WALL AND INTERIOR DOOR STORAGE; GROUND TO CEILING SHEET ROCK, TEXTURE AND PAINT; EXTERIOR SHEET ROCK, TEXTURE, REPAIRED AND PAINTED.-	319 TRENTON LLC	BP24-000252
Residential Accessory Buildings (Small)	06/12/2024	622 AIRWAY DR	30' X 32' X 16', 960 SF, Pole barn	POLE BARN WILLY, LLC	BP24-000253
Residential Foundation Only	06/12/2024	1531 Frontier DR	Install foundation only	QUALITY DESIGN HOMES	BP24-000254
Residential Accessory Buildings (Small)	06/12/2024	3618 13TH ST	24' x 36' x 14', 864 SF, Pole Barn.	POLE BARN WILLY, LLC	BP24-000255
Residential Accessory Buildings (Small)	06/12/2024	3732 14TH ST E	24' X 30' X 12', 720' SF, Pole Barn.	POLE BARN WILLY, LLC	BP24-000256
Residential - SFD	06/12/2024	0000 Airway AVE	New SFD, 2304 SF Livable Space	Kevin and Laurie Glaspell	BP24-000257
Residential Accessory Buildings (Small)	06/12/2024	3539 18th ST	24' X 30' X 10, 720' SF, Pole Barn.	POLE BARN WILLY, LLC	BP24-000258
Residential Foundation Only	06/12/2024	0000 AIRWAY AVE	Foundation Only for Detached Garage		BP24-000259

900 Long Lake Road, Suite 200
St. Paul, Minnesota 55112
United States
ghd.com



Our ref: 005480-LTR-38

SUBMITTED VIA EMAIL TO [dortiz@cityoflewiston.org]

RETURN RECEIPT REQUESTED

May 31, 2024

**Planning & Zoning Commission
City of Lewiston Planning & Zoning Commission
215 D Street
Lewiston, Idaho 83501**

**Site Development Meeting Request
Bell Timber, Inc.
New Brighton, Minnesota**

Dear Planning & Zoning Commission:

On behalf of Bell Timber, Inc (Bell), GHD is submitting this Site Development Meeting Request package for a leased property located at 3321 East Main Street in Lewiston (Site). The Site parcel (parcel ID: RPL365W0327204) is zoned for heavy industrial use. The proposed improvements will enable the Site to meet the operational needs of a wood utility pole peeling yard classified under SIC code 2411. Figure 1 provides the Conceptual Site layout.

Site Development

Planned activities for the site include pole storage, peeling, and handling. The yard will have a mobile office/trailer. It is expected that expanding utilities for electrical, water, gas, and sanitary sewer will be necessary. Bell intends to begin storing unpeeled poles (barkies) on the site beginning the week of June 3, 2024 and begin peeling operations the week of July 15, 2024.

Improvements to the Site will include the following:

- Peeler and associated concrete foundation.
- Office trailer building
- Sanitary sewer connection (if available) to office trailer
- Stormwater retention pond (location on site to be determined)
- Parking area and driving pathways
- Truck scale

The potential approvals and permits for development are as follows:

- Building Permit
- Mechanical Permit
- Electrical Permit
- Utilities Permit
- Site Plan Review

- Idaho Air Construction Permit
- Idaho Stormwater Construction Permit

Regular Operation

Once operational, the facility is expected to operate between 7:00 AM and 3:30 PM. An estimated 6 full-time employees will be employed at the facility. For traffic concerns, it is anticipated that 7-9 trucks will visit the facility per day.

The anticipated approvals/permits for regular operation are as follows:

- Idaho Industrial Stormwater Permit
- Air Permit evaluation

Preliminary Questions

The following preliminary questions are submitted for your review prior to the meeting:

- What city codes (electrical, mechanical, building, etc.) need to be addressed based upon locations of the described improvements as shown in the Site Layout figure?
- What city stormwater codes need to be addressed?
- What are the applicable city ordinances regarding operation hours, noise, etc.?
- What are the applicable county permitting requirements?

Should you have any questions, please contact me at (612) 524-6859 or Mark Posner of Bell at (612) 790-0849.

Regards,

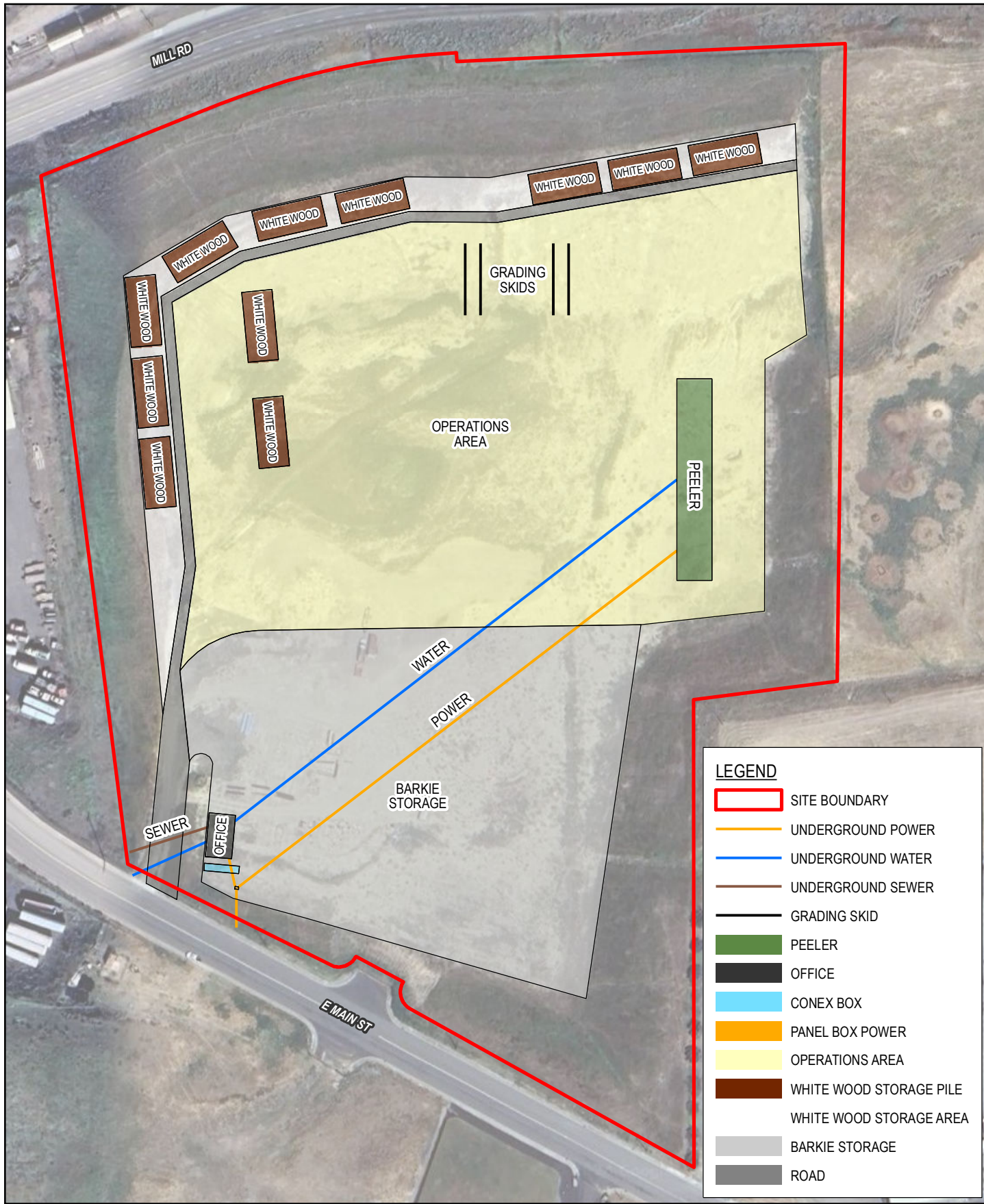


Shannon Froiland
Engineer

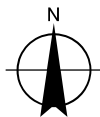
+1 612 524-6859
shannon.froiland@ghd.com

SF/ls/LTR-38

Encl.



Paper Size ANSI A
0 50 100 150
Feet



BELL TIMBER INC.
LEWISTON, IDAHO

Project No. 005480-56
Revision No. -
Date 05/28/2024

Map Projection: Transverse Mercator
Horizontal Datum: North American 1983
Grid: NAD 1983 StatePlane Idaho West FIPS 1103 Feet

CONCEPTUAL SITE LAYOUT

FIGURE 1