

Lewiston Urban Forestry and Cemetery Commission Agenda

July 24, 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 and June Parks and Recreation Department Monthly Reports

5. **NEW BUSINESS**

A. Cemetery Southside Undeveloped Property Discussion

B. City Arborist Position

C. Idaho Department of Lands Assistance

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. City Council Work Session August 5, 2024 @3PM at the Bell Building
- B. City Council Budget Hearings August 12, 19, 26 @6PM at the Lewiston Library
- C. UFCC August 28, 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

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.

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

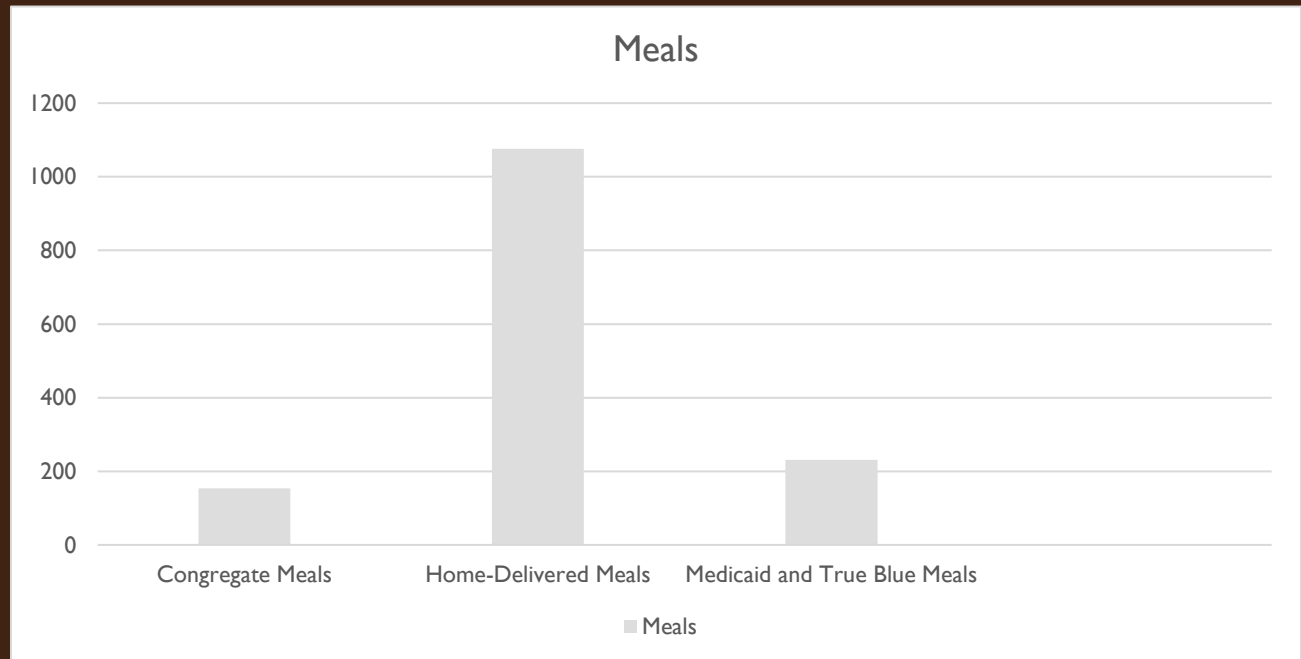


Projects:

- 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



PARKS & RECREATION

JUNE 2024

MONTHLY REPORT

ADMINISTRATION

- Director, members of the LC Valley Pickleball Club, as well as members of the community gathered at the brand new Pickleball complex at Sunset Park to celebrate the completion of the project. This is an outstanding facility that will be utilized for many years to come and could not have been possible without the assistance from the local club and their fundraising of over \$126,000 towards the project and future amenities.
- Director met with staff from the Nez Perce Tribe Enterprises to discuss future partnership opportunities.
- Director had multiple interviews this month to promote various projects and programs within the department which were shared through both local print and tv.
- Director met and worked with the organizers of this year's Down and Dirty Mud Run which will be held once again at Community Park this coming August.
- Director continues to meet with JUB for the creation of an irrigation feasibility study for Community Park. This study will identify the most economical option for the park related to irrigation sources once development occurs.

CEMETERY

- Assisted in planning 4 cremation burials
- Assisted in planning 2 full casket burial
- Sold 4 standard adult graves
- Sold 1 Mausoleum Niche space
- Performed 4 cremation burials
- Performed 2 niche placements
- Performed 3 monument stakings



PARKS

- As of the end of June, Part-time employees Ted Wicks and Gary Heimgartner retired from their positions. We extend our best wishes to them both as they begin their retirement.
- Seven mature trees were recently removed from Pioneer Park due to safety concerns related to their age and condition.
- Additionally, two large red fir trees were removed from the Cemetery, and a significant Silver Maple tree fell.
- Addressing irrigation issues has been our primary focus, by ongoing construction on the bridge.
- Subsequent repairs to valves at the Cemetery.
- Staff successfully installed a new 4' fence at Airport Fields 1 and 2, enhancing security and aesthetics.
- Staff completed new ballfield surfacing material on Airport's fields.
- Planter beds at D Street Parking lot were cleaned out and rock is planned to be placed there.

RECREATION



Programming:

- Completed the Youth T-Ball program.
 - 137 kids participated in this year's program.
- Took a group of seniors to Dining on the Edge in Orofino, ID as part of our First Friday Lunch Program for our Senior Activities.
 - We had 7 participants for this trip.
- Rec Mobile started this month. This free program goes around to local parks to play organized games with kids at the park. All ages are welcomed and activities are based on the number of participants and age appropriateness.
 - There is a morning session (10am-12pm) and afternoon session (1:30pm-3:30pm).
 - A full schedule of what parks our Rec Mobile is at can be found at <https://www.cityoflewiston.org/531/Rec-Mobile>
 - Rec Mobile is averaging 16 kids per session with 422 kids attending this month
- Completed the 2024 Men's and Women's Slow-Pitch Softball Season and began the postseason. Postseason games will conclude on July 2nd.
 - Games are at Airport Field 2, Sunset Field, and P1FCU/Hereth fields.
 - Happy Day Restaurants sponsored a Team Sportsmanship Award (Umpires and Scorekeepers give scores for teams rating their sportsmanship/interactions after every game. The teams with the highest point totals will receive a prize from Happy Day Restaurants). We hope to continue this for the Coed season.
 - This year's Men's & Women's Team Sportsmanship Award winners were: Ball Hogs, Mad Hatters, D&R Trees, Bob's Pet and Pond, and The Silver Bullets.
- Completed Registration for the 2024 Coed Slow-Pitch Softball season.
 - 24 teams signed up, equal to 2023 and 1 more than 2022.
 - Games will be at Sunset field and P1FCU/Hereth field and begin Monday, July 15.
- Completed Registration for the new summer program, Summer Outdoor Volleyball.
 - 11 teams signed up, 5 for the 4v4 league and 6 for the 6v6 league.
 - This new program will offer 6v6 and 4v4 leagues. Games will be played in the outfield of field 2 at Airport Park and begin Sunday, July 14.

- Started our Movies Under the Stars movie series on June 14th. This 6-week series takes place Friday evening at Pioneer Park. The series will skip June 28th and July 5th but will start back up on July 12th
 - A complete schedule of upcoming movies can be found at <https://www.cityoflewiston.org/548/Movies-Under-the-Stars>
- Held our annual Star Spangled Celebration Event on June 29th at Pioneer Park. We had many food and craft vendors on site like Lola's Red Hot Grill, Board and Brush, Goody's Snack Shake, and M+D
- Charming Designs, along with Nelly Broadcasting and their annual Corn hole tournament, and our event sponsor P1FCU

Meetings:

- Staff continued talks with the Babe Ruth (BR) representation about the upcoming season.
- Staff held three interviews with applicants for part-time Recreation Leader positions.
- Staff met with Mark Thompson several times about holding Little League Districts at our fields. Airport Fields 1 & 2 were decided as the best locations to hold the event. The event will be held July 12th-14th.
- Staff met with Nelly Broadcasting about the Star Spangled Celebration event.
- Staff met with Sparklight about ways to provide internet to Pioneer Park for our Movie Under the Stars and Community Events that take place in the park.
- Staff met with Steve Lisenbee, president of the LC Pickleball Club, to discuss program and clinic opportunities utilizing the Pickleball Courts at Sunset Park.

Ball Field Rentals:

- The month of June had 22 paid rentals including 4 tournaments (two youth Baseball & two Adult Slow-Pitch Softball).
- Lewiston Little League (LL) had 40 different field uses during the month of June that included over 24 games over 6 separate dates.
- Babe Ruth had 19 different field uses during the month of June that included over 25 games on 13 separate dates.

Fenton Gym Rentals:

- There were 40 Fenton Gym rentals this month
- Lewiston Boys and Girls Club utilized the gym from 11-3 Monday through Friday as part of their gym rotation for their Challengers Summer Club.

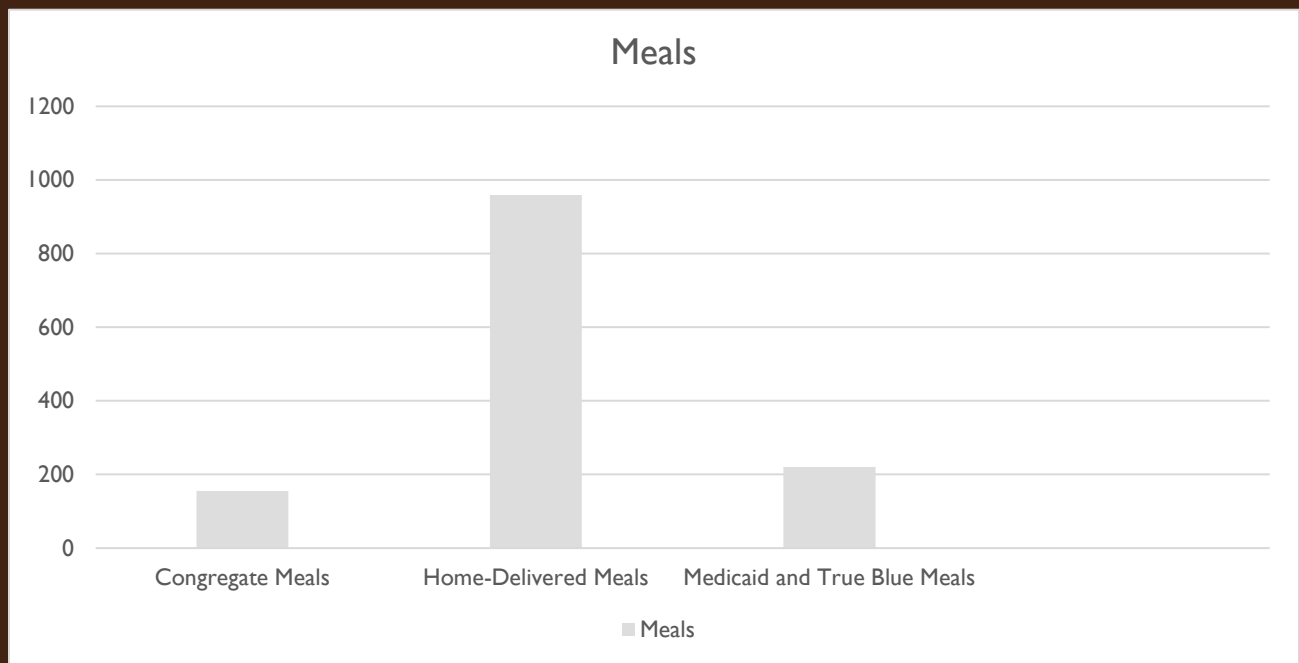
Aquatics:

- Orchards Pool opened for the 2024 Pool Season on June 10th and will run through August 10th.
 - The pool is open for early bird lap swim from 6am-7am and noon lap swim from 12pm-1pm Monday through Friday.
 - General swim (1pm-4pm) and Family Swim (5:30pm-7:30pm) runs daily with every Saturday being free swim Saturday's for families accompanied by an adult.
 - Session 1 of swim lessons was completed with 206 registrations.
 - Swim lessons are 30-minute sessions with 10 sessions per lesson.
 - There are available session times from 9:30am-12pm and 4pm-5pm.
 - Registration for Session 2 swim lessons runs from July 5th-7th with the lessons taking place from July 8th-19th Monday through Friday.
 - Registration for Session 3 swim lessons runs from July 18th-21st with the lessons taking place from July 22nd-August 2nd Monday through Friday.
 - Registration must be done at the pool. Registration runs from 12pm-6pm during the registration period.
 - The pool is averaging about 165 participants per day

- Bert Lipps Pool remains closed for the 2024 Pool Season.

SENIOR NUTRITION

- Congregate Meals served this month = 155
- Home-Delivered Meals served this month = 959
- Medicaid and True Blue Meals served this month = 220
- Volunteer hours = 129, Volunteers = 6



BUILDING MAINTENANCE

Projects:

- Finished Fire Station 2 abatement and began Fire Station 1.
- Installed new hard flooring in Fire Station 1 to make it easier to sanitize.
- Working on HVAC repairs as the weather heated up quickly.
- Electrical repairs as needed.
- Worked on summer tasks.
- Installed new flooring in Old City Hall on the second floor
- Hired new Facility Maintenance Technician position that starts in July.



RESERVATIONS

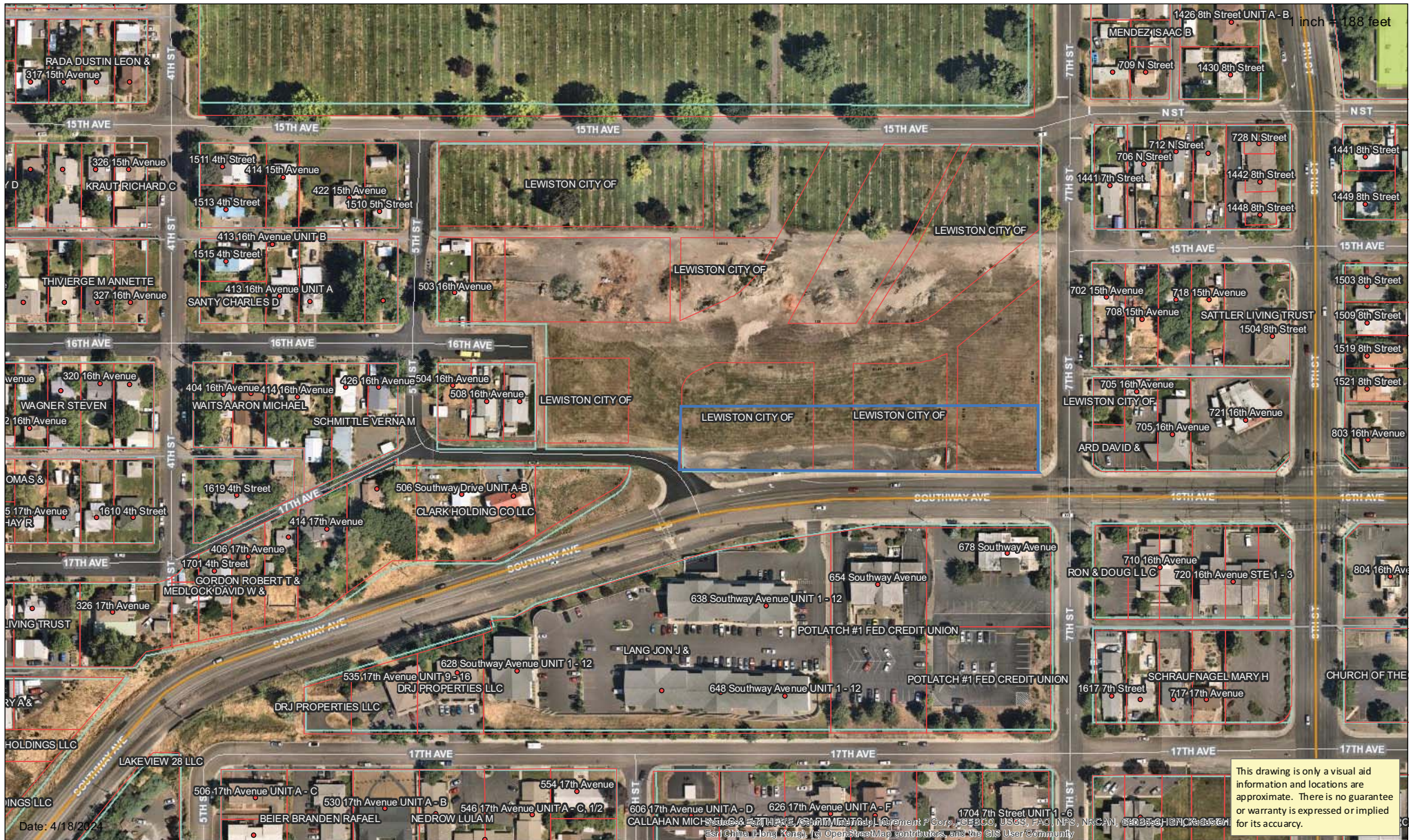
Community Center Reservations:

- There were sixty three meetings and or events in the Community Center in June with approximately one thousand seven hundred attendees and another approximately two hundred drop ins.

Parks:

- There were ninety nine reservations in the parks in June with approximately five thousand five hundred people attending weddings, family reunions, graduation parties, church services, and birthday parties. The Lewiston Library was in various parks with Story time and Parks and Recreation hosted two Movies Under the Stars in Pioneer Park and Rec Mobile in various city parks in June.

City of Lewiston





AGENDA **DEVELOPMENT REVIEW COMMITTEE** **BELL BUILDING JUNE 26, 2024** **8:30 A.M. – WEDNESDAY**

8:30 AM: PRT for City Staff Only

PERMITS ISSUED (6/13/2024 TO 6/19/2024)

Applicant Name	Project Address	Permit#	Issue Date	Valuation	Type
MCPEAK ROOFING & DECKING LLC	1053 21ST ST	BP24-000267	06/18/2024	\$ 206,500.00	Commercial
QUALITY DESIGN HOMES	1531 Frontier DR	BP24-000254	06/14/2024	\$ -	Residential Foundation Only
MCPEAK ROOFING & DECKING LLC	1053 21ST ST	BP24-000266	06/18/2024	\$ 206,500.00	Commercial
MCPEAK ROOFING & DECKING LLC	1023 21st ST	BP24-000265	06/18/2024	\$ 206,500.00	Commercial
SMART BUILD	428 VISTA AVE	BP24-000222	06/14/2024	\$ 33,297.62	Residential Accessory Buildings (Small)
MCPEAK ROOFING & DECKING LLC	1053 21ST ST	BP24-000264	06/18/2024	\$ 206,500.00	Commercial
MCPEAK ROOFING & DECKING LLC	1019 21ST ST	BP24-000263	06/18/2024	\$ 206,500.00	Commercial
Nations Roof Mountain, LLC	1602 21st AVE BLDG B	BP24-000260	06/18/2024	\$ 158,200.00	Commercial - Misc.
MCPEAK ROOFING & DECKING LLC	1053 21ST ST	BP24-000268	06/18/2024	\$ 206,500.00	Commercial
CHRISTIANSEN 1999 REVOC LIV TR	1002 8TH ST	BP24-000120	06/17/2024	\$ 25,676.00	Residential Accessory Buildings (Small)
DALEY BREANNA N	716 Warner AVE	BP24-000170	06/18/2024	\$ 10,000.00	Residential Remodel
DOUBLE DIAMOND CONSTRUCTION	3719 Skyview DR	BP24-000233	06/14/2024	\$ 419,793.54	Residential - SFD
DOUBLE DIAMOND CONSTRUCTION	2226 Powers DR	BP24-000198	06/14/2024	\$ 378,662.45	Residential - SFD
STERLING'S QUALITY HOME CARE AND CONSTRUCTION LLC	3732 11TH ST	BP24-000251	06/18/2024	\$ 2,922.42	Residential - Misc.
POLE BARN WILLY, LLC	3618 13TH ST	BP24-000255	06/18/2024	\$ 27,452.78	Residential Accessory Buildings (Small)
POLE BARN WILLY, LLC	3732 14TH ST E	BP24-000256	06/18/2024	\$ 22,877.32	Residential Accessory Buildings (Small)
POLE BARN WILLY, LLC	3539 18th ST	BP24-000258	06/18/2024	\$ 22,877.32	Residential Accessory Buildings (Small)

SUBMITTED FOR REVIEW (6/13/2024 TO 6/19/2024)

Type	ApplicationDate	Property Address	Description	Applicant Name	Permit#
Commercial - Misc.	06/14/2024	1602 21st AVE BLDG B	Tear off existing roof, install ISO R-30, Install 60 mil TPO.	Nations Roof Mountain, LLC	BP24-000260
Residential Remodel	06/14/2024	1918 BIRCH DR	Create bathroom, living room, storage rooms in unfished basement. License #RCE-44878	BONEBRAKE CONSTRUCTION LLC	BP24-000261
Residential Remodel	06/17/2024	2319 7TH ST	Replace windows, doors, drywall, insulation, paint, roof shingles, and flooring Replace windows, doors, drywall, insulation, paint, roof shingles, and flooring. License #RCE-29877	CLEVELAND CONSTRUCTION	BP24-000262
Commercial	06/18/2024	1019 21ST ST	Install Duro Last over existing roofing material. License#RCT-13721	MCPEAK ROOFING & DECKING LLC	BP24-000263
Commercial	06/18/2024	1053 21ST ST	Install Dura Last over existing roofing material. License #RCT-13721	MCPEAK ROOFING & DECKING LLC	BP24-000264
Commercial	06/18/2024	1023 21st ST	Install Dura Last over existing roofing material. License #RCT-13721	MCPEAK ROOFING & DECKING LLC	BP24-000265
Commercial	06/18/2024	1053 21ST ST	Install Dura Last over existing roofing material. License #RCT-13721	MCPEAK ROOFING & DECKING LLC	BP24-000266
Commercial	06/18/2024	1053 21ST ST	Install Dura Last over existing roofing material. License #RCT-13721	MCPEAK ROOFING & DECKING LLC	BP24-000267
Commercial	06/18/2024	1053 21ST ST	Install Dura Last over existing roofing material. License #RCT-13721	MCPEAK ROOFING & DECKING LLC	BP24-000268
Residential - SFD	06/18/2024	1738 Pathway CT	NEW SINGLE FAMILY DWELLING - 1814 LIVING S.F. - 440 GARAGE S.F. - 412 PORCH/PATIO S.F.	JL CONSTRUCTION	BP24-000269
Residential Accessory Buildings (Small)	06/18/2024	822 WARNER AVE	New 24'x40'x16', 960 SF Detached Garage	COMBS CONSTRUCTION, LLC	BP24-000270



AGENDA DEVELOPMENT REVIEW COMMITTEE BELL BUILDING JULY 3, 2024 8:30 A.M. – WEDNESDAY

8:45 AM: Paige Connair, 208-510-6289, paige.connair@kimley-horn.com. 2115 Thain Grade. Major Commercial, 5,200 SF Convenience Store with attached 1,458 SF carwash, fuel canopy with 6 fuel dispensers, 3 underground fuel tanks. Wants to discuss adding additional RI/RO only access off of Thain Rd.

9:30 AM: **No Meeting**

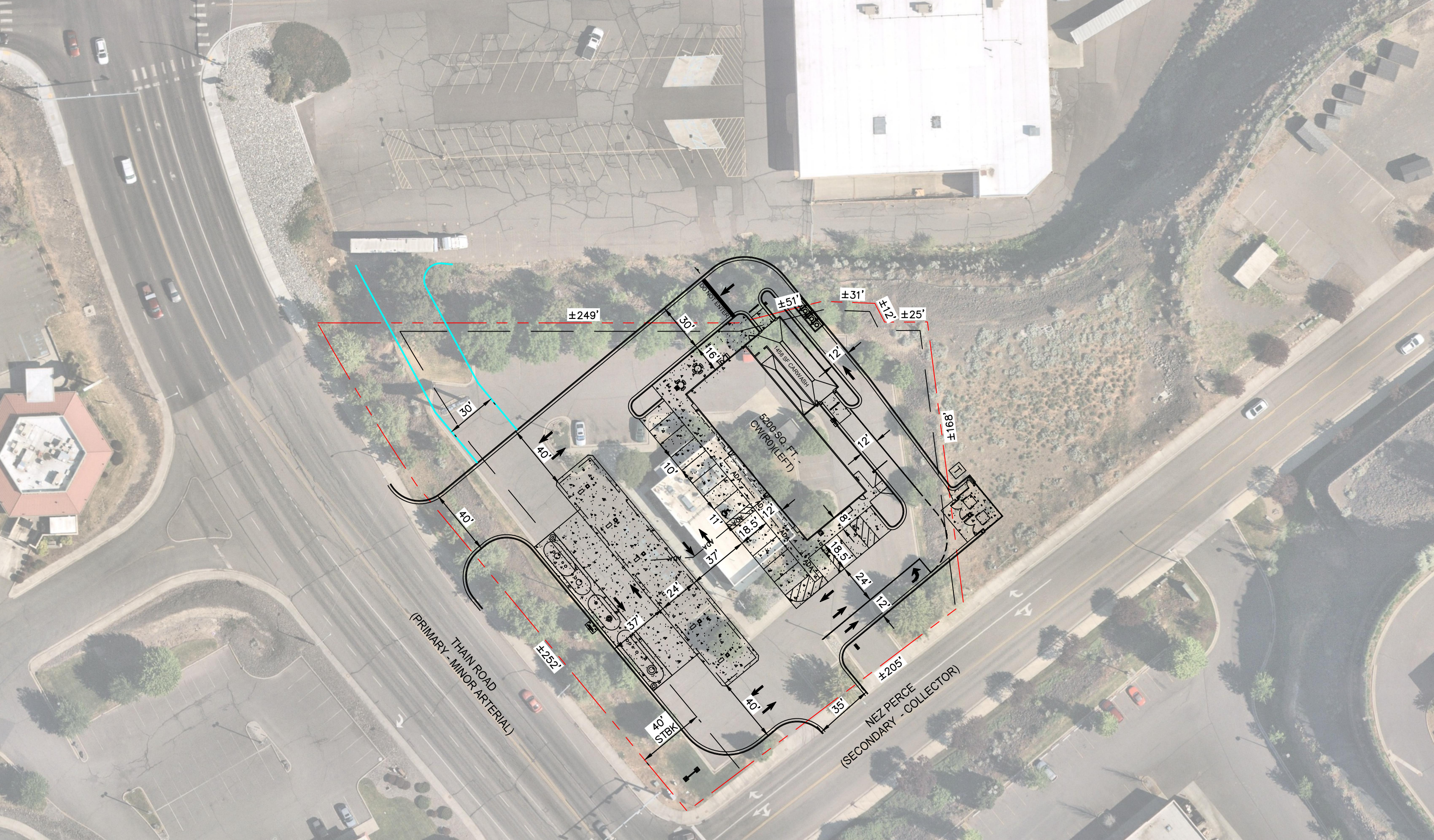
PERMITS ISSUED (6/20/2024 TO 6/26/2024)

Applicant Name	Project Address	Permit#	Issue Date	Valuation	Type
CLARKSTON GLASS	3522 9TH ST	BP24-000272	06/20/2024	\$ 2,800.00	Residential - Misc.
CLARKSTON GLASS	1236 ALDER AVE	BP24-000273	06/20/2024	\$ 5,300.00	Residential - Misc.
MCPEAK ROOFING & DECKING LLC	1049 21ST	BP24-000276	06/21/2024	\$ -	Commercial - Misc.
MCPEAK ROOFING & DECKING LLC	1037 21ST ST STE A	BP24-000277	06/21/2024	\$ -	Commercial - Misc.
	1325 21st ST Suite 103	BP24-000252	06/24/2024	\$ 10,500.00	Minor Commercial
BRIAN MCDERMOTT CONSTRUCTION	627 CEDAR AVE	BP24-000227	06/25/2024	\$ 57,771.00	Residential Accessory Buildings (Small)
DOUGLAS AND PATRICIA ROBERTS	3610 15th	BP24-000278	06/24/2024	\$ 8,700.00	Residential - Misc.
HOMETOWN MHP LLC	928 Warner AVE 9	BP24-000214	06/21/2024	\$ 649.43	Carport / Deck
CHILDERS FAMILY CONSTRUCTION	1519 MAIN ST Suite C	BP24-000191	06/24/2024	\$ 1,000.00	Commercial - Misc.
KEVIN & LAURIE GLASPELL	1827 AIRWAY AVE	BP24-000259	06/26/2024	\$ -	Residential Foundation Only
MARK CALENE	1737 Golden Hills DR	BP24-000248	06/24/2024	\$ 356,179.06	Residential - SFD
BONEBRAKE CONSTRUCTION LLC	1918 BIRCH DR	BP24-000261	06/24/2024	\$ 38,980.00	Residential Remodel
SETH BLOUNT	2236 POWERS DR	BP24-000220	06/25/2024	\$ 77,028.00	Residential Accessory Buildings (Large)

SUBMITTED FOR REVIEW (6/20/2024 TO 6/26/2024)

Type	ApplicationDate	Property Address	Description	Applicant Name	Permit#
Commercial Multi-Family	06/20/2024	325 1ST AVE A-H	Commercial Remodel - Scope of work for life safety improvements. Installation of fire sprinkler system, replace windows and doors as required, egress lighting, egress signage, new siding, remove deck/ladder on north side.	CLEVER FOX ARCHITECTURE, PLLC	BP24-000271

			Repair fire damage as required.		
Residential - Misc.	06/20/2024	3522 9TH ST	Replace 7 windows with same. License #RCE-7647	CLARKSTON GLASS	BP24-000272
Residential - Misc.	06/20/2024	1236 ALDER AVE	Replace 6 windows with same. License #RCE-7647	CLARKSTON GLASS	BP24-000273
Residential - SFD	06/20/2024	2132 Ripon AVE	New SFD; 1900 SF Livable, 920 SF Garage, 364 SF Porch	COOK JOSEPH	BP24-000274
Commercial - Misc.	06/21/2024	541 THAIN RD	Reduce Occupant Load with Fixed Seating	ANDREWS KYLE & ANDREWS SAMANTHA	BP24-000275
Commercial - Misc.	06/21/2024	1049 21ST	INSTALL DURO LAST OVER EXISTING ROOFING MATERIAL. (FEES, VALUATIONS, & INSPECTIONS UNDER BP24-000264)	MCPEAK ROOFING & DECKING LLC	BP24-000276
Commercial - Misc.	06/21/2024	1037 21ST ST STE A	INSTALL DURO LAST OVER EXISTING ROOFING MATERIAL. (FEES, VALUATIONS, & INSPECTIONS UNDER BP24-000264)	MCPEAK ROOFING & DECKING LLC	BP24-000277
Residential - Misc.	06/24/2024	3610 15th	Replace (10) windows like for like	DOUGLAS AND PATRICIA ROBERTS	BP24-000278
Residential - SFD	06/24/2024	1743 Golden Hills	New Single Family Dwelling - 2016 Living Sq. Ft. - 604 Garage Sq. Ft. - 277 Covered Porch Sq. Ft.	JACK JORGENSEN	BP24-000279
Residential Foundation Only	06/26/2024	1509 Horizon CT	Foundation Only	QUALITY DESIGN HOMES	BP24-000280
Commercial - Misc.	06/26/2024	2708 7TH AVE N	Create office space and mezzanine in Shop	THORNTON TAD N &	BP24-000281





AGENDA

DEVELOPMENT REVIEW COMMITTEE

BELL BUILDING JULY 10, 2024

8:45 A.M. – WEDNESDAY

8:45 AM: PRT – City Staff

9:30 AM: **No Meeting**

PERMITS ISSUED (6/27/2024 TO 7/02/2024)

Applicant Name	Project Address	Permit#	Issue Date	Valuation	Type
CLEVELAND CONSTRUCTION	1618 Alder AVE	BP24-000202	07/02/2024	\$ 57,771.00	Residential Accessory Buildings (Small)
QUALITY DESIGN HOMES	1509 Horizon CT	BP24-000280	07/01/2024	\$ -	Residential Foundation Only
JL CONSTRUCTION	1738 Pathway CT	BP24-000269	07/01/2024	\$ 337,130.34	Residential - SFD
CLEVELAND CONSTRUCTION	2319 7TH ST	BP24-000262	07/02/2024	\$ 250,000.00	Residential Remodel
CLEVELAND CONSTRUCTION	1433 Frontier DR	BP24-000246	07/02/2024	\$ 62,135.92	Residential Accessory Buildings (Small)
EDMONSON JERRY D	2503 6TH AVE	BP24-000292	07/02/2024	\$ 4,000.00	Residential - Misc.
HAVICUS COURTNEY	157 SHILOH DR	BP24-000231	06/27/2024	\$ 199,135.34	Residential Additions
MICHAEL BOWEN & CHERYL BOWEN	3637 22ND ST	BP24-000229	07/01/2024	\$ 338,545.17	Residential - SFD

SUBMITTED FOR REVIEW (6/27/2024 TO 7/02/2024)

Type	ApplicationDate	Property Address	Description	Applicant Name	Permit#
Residential Remodel	06/28/2024	3633 20TH ST	Frame walls for bathroom/laundry room in basement	JH CONSTRUCTION	BP24-000287
Residential - SFD	06/28/2024	332 Park DR	New SFD, 1344 SF Livable, 484 SF Garage, 318 SF Porch.	STEVE CARLTON CONSTRUCTION INC	BP24-000282
Residential - SFD	06/28/2024	342 Park DR	New SFD 1344 SF Livable, 484 SF Garage, 318 SF Porch	STEVE CARLTON CONSTRUCTION INC	BP24-000283
Residential Accessory Buildings (Small)	06/28/2024	1701 PIONEER DR	New outbuilding/shed - 240 Sq. Ft.	MY ARCHITECT LLC	BP24-000284
Residential - Duplex & Townhouse	06/28/2024	333 Park DR Unit A	New Townhouse, 1660 SF livable, 570 SF Garage, 45 SF Porch. License#RCE-7663	STEVE CARLTON CONSTRUCTION INC	BP24-000285
Residential - Duplex & Townhouse	06/28/2024	333 Park DR Unit B	New Townhouse, 1660 SF livable, 570 SF Garage, 45 SF Porch (All reviews, and fees located on permit BP24-	STEVE CARLTON CONSTRUCTION INC	BP24-000286

			000285)		
Carport / Deck	07/01/2024	1221 GRELLE AVE	Add back Patio 12' X 36', 432 SF, and single car covered parking 32' X 12', 384 SF, concrete floor. 816 total SF.	UMPHENOUR JASPER J	BP24-000288
Residential - SFD	07/01/2024	406 Highwater ST	New SFD, Livable 2,787 SF, Garage 1,223.10 SF, Deck 1,239.13 SF.	Bryan Moree	BP24-000289
Solar Panels	07/01/2024	203 1ST AVE	New 8.730 DC KW solar array on detached garage, 57.2 KWH backup with (20 parallel sol-ark 15KW inverters wot supply 1-200 amp sub panel - License No. 049205	ROCK SOLID ELECTRIC, LLC	BP24-000290
Residential Additions	07/02/2024	618 21st AVE	RENOVATION OF EXISTING BATHROOM AND KITCHEN & CONVERSION OF AN EXISTING PORCH INTO A LAUNDRY ROOM	BAILEY CALHON	BP24-000291
Residential - Misc.	07/02/2024	2503 6TH AVE	Enlarge bathroom door to be ADA compliant - 36"	EDMONSON JERRY D	BP24-000292



AGENDA **DEVELOPMENT REVIEW COMMITTEE** **BELL BUILDING JULY 17, 2024** **8:30 A.M. – WEDNESDAY**

8:45 AM: PRT for City Staff

9:30 AM: Heather Calkins, 509-252-5867, Heather.Calkins@deainc.com. 0000 Holbrook Way, Development of the Port of Lewiston Confluence Riverfront site. Discussion on review comments for U24-000014, L24-000001, PP24-000241

PERMITS ISSUED (7/3/2024 TO 7/10/2024)

Applicant Name	Project Address	Permit#	Issue Date	Valuation	Type
ACME BUILDING COMPANY	227 LARKSPUR LN	BP24-000241	07/08/2024	\$ 10,553.18	Carport / Deck
WADSWORTH CONCRETE AND CONSTRUCTION	344 Park DR	BP24-000247	07/09/2024	\$ 306,258.41	Residential - SFD
JH CONSTRUCTION	3633 20TH ST	BP24-000287	07/09/2024	\$ 5,000.00	Residential Remodel
COOK JOSEPH	2132 Ripon AVE	BP24-000274	07/08/2024	\$ 381,215.03	Residential - SFD
JACK JORGENSEN	1743 Golden Hills	BP24-000279	07/08/2024	\$ 378,383.08	Residential - SFD
POLE BARN WILLY, LLC	622 AIRWAY DR	BP24-000253	07/09/2024	\$ 30,503.09	Residential Accessory Buildings (Small)

SUBMITTED FOR REVIEW (7/3/2024 TO 7/10/2024)

Type	ApplicationDate	Property Address	Description	Applicant Name	Permit#
Residential - SFD	07/09/2024	1531 Frontier DR	New Single Family Dwelling - 2730 Living Sq. Ft. (main floor and 1194 sq. ft. basement), 342 Sq. Ft. Unfinished Basement, 528 Sq. Ft. Garage, 134.40 Sq. Ft. Covered Porch, 100 Sq. Ft. Deck (Trades under separate permit)	QUALITY DESIGN HOMES	BP24-000293
Residential Accessory Buildings (Small)	07/09/2024	1435 Hoizon CT	Construct detached shop - 660 Sq. Ft.	CITY OF LEWISTON	BP24-000294
Residential Accessory Buildings (Small)	07/09/2024	908 N ST	Install a 288 sq. ft. carport (kit)	HENDRICK-WORMELL LESLIE	BP24-000295
Residential Remodel	07/09/2024	804 11TH ST	Change (2) storage rooms into bedrooms adding (2) windows and adding (1) bathroom	MANLEY BENNETT & MANLEY SPOHEE C	BP24-000296
Residential Accessory	07/09/2024	1435 Horizon CT	Construct new 660 Sq. Ft. detached shop	HAUG JAMES M & HAUG	BP24-000297

Buildings (Small)				DAWN L	
Residential - SFD	07/10/2024	2231 Powers DR	New Single Family Dwelling	FOCUS CONTRACTING	BP24-000298
Residential Remodel	07/10/2024	1517 AIRWAY AVE	Remodel of basement due to flood and partial ground level	VAUGHAN RENOVATIONS LLC	BP24-000299

No image found for
this file, click here to
upload an image.



PERMIT PROJECT

FILE #: 24-001421

0000 HOLBROOK WAY LEWISTON ID 83501

75% PLANS - DEVELOPMENT OF THE PORT OF LEWISTON CONFLUENCE
RIVERFRONT SITE.

BB 074-509-777



ROUTE NAME	PERMIT #	STATUS
PLUMBING (COMMERCIAL) BB 074-509-777	PP24-000241	COMPLETE
BB 074-509-777		

ACTIVITY TYPE	DEPARTMEN	ASSIGNED T	STATUS	DUE	COMPLETED	
Initial Permit Review Complete	Building Permits	Permit Center	Completed	06/25/2024	06/28/2024	
Commercial Permit Review	Pretreatment	Kevin Evans	Approved	06/25/2024	06/13/2024	
Commercial Permit Review	Fire Department	Fire Department	Complete	06/25/2024	06/13/2024	
Plans do not provide any details indicating compliance with IFC Chapter 36 (Marinas) or NFPA 303 (Fire Protection Standard for Marinas and Boatyards). Details indicating fire department access, fire protection and water supply will be required prior to project approval. JESIV						
Commercial Permit Review	Waste Water		Approved with Conditions	06/25/2024	06/25/2024	
Any connections to City Sanitary Sewer System must comply with all provisions of Lewiston City code Chapter 36, Article III. Any questions contact 208-750-1195 ke						
Commercial Permit Review	Water		Corrections Required	06/25/2024	06/25/2024	
See attached comments under Utility Permit U24-000014						
Commercial Permit Review	Building Permits	Kevin Moffett	Corrections Required	06/25/2024	06/17/2024	
Double check valves are no longer permitted as backflows for sprinkler systems a Reduced Pressure principle backflow is required.						
Commercial Permit Review	Public Works	Public Works1	Complete	06/25/2024	06/05/2024	
Commercial Permit Review	Cross Connection	William Arnold	Approved	06/25/2024	06/13/2024	

UNDERGROUND UTILITY BB 074-509-777	U24-000014	COMPLETE
BB 074-509-777		

ACTIVITY TYPE	DEPARTMEN	ASSIGNED T	STATUS	DUE	COMPLETED	
Commercial Permit Review	Engineering	Engineering Department	Corrections Required	06/25/2024	06/25/2024	
See attached comments.						
Commercial Permit Review	Pretreatment	Kevin Evans	Approved	06/25/2024	06/13/2024	

				DUE	COMPLETED	
Commercial Permit Review	Fire Department	Fire Department	Complete	06/25/2024	06/13/2024	
	Plans do not provide any details indicating compliance with IFC Chapter 36 (Marinas) or NFPA 303 (Fire Protection Standard for Marinas and Boatyards). Details indicating fire department access, fire protection and water supply will be required prior to project approval. JESIV					
Commercial Permit Review	Waste Water		Approved with Conditions	06/25/2024	06/25/2024	
	Any connections to City Sanitary Sewer System must comply with all provisions of Lewiston City code Chapter 36, Article III. Any questions contact 208-750-1195 ke					
Commercial Permit Review	Public Works	Public Works1	Complete	06/25/2024	06/05/2024	
Commercial Permit Review	Building Permits	Permit Center	Complete	06/25/2024	06/28/2024	
Commercial Permit Review	Cross Connection	William Arnold	Approved	06/25/2024	06/13/2024	
Commercial Permit Review	Water		Corrections Required	06/25/2024	06/25/2024	
	See attached comments.					

PARKING LOT BB 074-509-777	L24-000001	COMPLETE	
BB 074-509-777			

ACTIVITY TYPE	DEPARTMEN	ASSIGNED T	STATUS	DUE	COMPLETED	
Commercial Permit Review	Engineering	Engineering Department	Corrections Required	06/18/2024	06/18/2024	
	See Utility Permit comments.					

				DUE	COMPLETED	
Commercial Permit Review	Planning & Zoning	Katie Hollingshead	Complete	06/18/2024	06/10/2024	
	Heliports in the Port Zone require a Conditional Use Permit. Please define if the Heliport is private or public. Heliport means an area, either at ground level or elevated on a structure, used for the landing and take-off of helicopters. b.Classification of heliports.1.Public use. A heliport shall be classified public when it is used for transportation by the general public.2.Private use. A heliport that is used privately for a special-use facility without scheduled air taxi operations for the public shall be classified private.3.Classes of heliports shall be as follows:A.Class I - Private.B.Class II - Public (small).C.Class III - Public (large).4.Subclassification of heliports is based upon support facilities and shall be as follows:A.Subclass A: Minimum support facilities - No buildings, maintenance or fueling.B.Subclass B: Limited support facilities - No maintenance or fueling.C.Subclass C: Complete support facilities - Including maintenance and fueling.c.General site considerations. For the purposes of reviewing heliport sites under conditional use, the planning and zoning commission shall encourage approach-departure paths over watercourses, beaches, parks, golf courses, industrial areas, vacant land or highways with minimum amount of obstructions. Highly populated areas including residential developments, playgrounds, schools and shopping districts shall not be used for approach-departure paths to the heliport.d.Heliport dimensions.1.The length and width of the landing and take-off area shall be one and five-tenths (1.5) times the overall length of the helicopter.2.The peripheral area surrounding the landing and take-off area shall have a minimum width of one-fourth (¼) the overall length of the helicopter, but not less than ten (10) feet.3.A safety barrier along the outside edge of the peripheral area shall consist of a chain link fence constructed to three (3) feet in height which shall be the minimum and maximum height. A heliport used for private use shall not be required to construct the safety barrier if the heliport property is enclosed within a security fence.4.No heliport shall be constructed or continued to be operated where the touchdown area is located within a horizontal distance to the nearest building as measured on an obstruction clearance slope ratio of two (2) feet distance to one (1) foot height of the nearest building except for structures built for the operation of any heliport. A touchdown area for a heliport located on a building roof shall have either the same or a higher elevation of the nearest building as measured on the obstruction clearance slope ratio of two (2) feet distance to one (1) foot height.5.The landing and take-off area shall be paved with plant mix asphalt or Portland cement concrete.e.Conditional use for heliport. The planning and zoning commission may grant a conditional use permit for a heliport for a period of five (5) years, which shall be reviewed by the planning and zoning commission within six (6) months of its expiration. The commission is hereby authorized to terminate the conditional use permit upon such review should land use development within the vicinity warrant revocation at the expiration of the initial five-year period. The proposed parking lot meets the dimensional and landscaping standards. City Code does not have a category for required number of parking stalls for the type and density of the port activities proposed. I would suggest that the Port find other ports with similar developments and how much parking they are providing for those developments. This could be helpful for the future phases of development and expansion on the property. KDH					
Commercial Permit Review	Fire Department	Fire Department	Complete	06/18/2024	06/13/2024	
	Plans do not provide any details indicating compliance with IFC Chapter 36 (Marinas) or NFPA 303 (Fire Protection Standard for Marinas and Boatyards). Details indicating fire department access, fire protection and water supply will be required prior to project approval. JESIV					
Commercial Permit Review	Building Permits	Permit Center	Complete	06/18/2024	06/20/2024	
Commercial Permit Review	Cross Connection	William Arnold	Approved	06/18/2024	06/13/2024	
Commercial Permit Review	Pretreatment	Kevin Evans	Approved	06/18/2024	06/13/2024	

				DUE	COMPLETED	
Commercial Permit Review	Building Permits	Brandon Cunningham	Complete	06/18/2024	06/13/2024	
	nothing to review					

PROJECT REVIEW COMMENT

PROJECT: Riverfront Development
DATE: 4/29/24
REVIEW TYPE: 1st Review
PERMIT REVIEWED: U24-000014
NC= NO COMMENT
NR=NO RESPONSE
A=ACCEPT COMMENT - WILL BE CORRECTED, ADDED, OR CLARIFIED
E=DESIGNER WILL EVALUATE
D=DISAGREE WITH COMMENT, NO ACTION WILL BE TAKEN

ROUTED FOR COMMENTS: REQUEST COMMENTS BY:	
ROUTED TO:	Review Completed:
PAT SEVERANCE	
LUKE ANTONICH	
ED GEORGE	
IRIS HEIDORN	

ALL COMMENTS NEED TO HAVE A RESPONSE ENTERED AND SUBMITTED WITH REVISIONS
BB# 031-033-927 Stamped: Preliminary Dated April 29, 2024

ITEM NO.	PAGE, SHEET, GENERAL (G)	COMMENT	RESPONSE	EVALUATION	VERIFIED
	General				
		Comments have some opened ended questions that are intended to create a dialogue between City and Design Team. Coordinate meeting with Engineering at your convenience.			
		Preliminary Engineering Report and DEQ Approval required for water main and sewer extensions. Will Serve to be created after City meets with Design Team.			
		Health Department review on septic abandonment			
		20 min. easement width for utilities outside of ROW. Show easements. No significant structures over mains, such as helipads.			
		Agreement from RR required? Are there fees associated with public utilities crossing RR?			
		Stormwater Report required			
		Wastewater flow meter required at public/private connection			
		Traffic Impact Statement required			
		Franchise utilities to be coordinated independently by developer			
		Coordinate access improvements with ITD			
		Reference City Standards where applicable. Any deviation from City Standard requires a written request and approval from City Engineer.			
	Plans				
	C6	Follow City Plans Submittal Guide and submit with next review.			
		Detail watermain fittings. Gate valves and fittings use flange connections (where possible).			
		Connection fees/EBIs based on one 4 inch fireline, two 2 inch domestic meter, one 1.5 inch irrigation meter, 4 or 6 or 8 inch sewer main (based on where public/private connection location)			
		No lateral sewer connections to manholes			
		Discuss with City the private lateral/City main utility ownership boundaries. Existing 6 inch watermain should be abandoned where proposed 8 inch main can supply water needs.			
		All new public watermain is typically min. 8 inch. Hydrant leaders under 100 feet can be 6 inch. Four foot bury depth. No water laterals off of hydrant leader.			
		Review construction process, phasing, pressure testing and chlorination.			
		Review valving for maintenance operations			
		Cap all lateral abandonments at main.			
		Double check that 3 inch sanitary service is allowable.			
	C7	Construction details on culvert crossing for both sewer and water			
		Wastewater slope appears too shallow for maintaining cleaning velocities. Calculate flow velocities for typical daily use and velocities for cruise ship discharges to determine min. allowable slopes. Appears culvert crossing is forcing shallow slope, Is another type of crossing more appropriate?			
	Standard				
		Pre-Construction meeting with Engineer, Developer and Contractor required. It is recommended that all impacted Utility Providers are included in the Pre-Construction Meeting.			
		Developer (or Developer designee) is required to coordinate with all Utility providers including LOID, Avista, Century Link, LOSD, COSD, Cable One, etc.			

		Variances from standards or approved design require written approval prior to construction by the City Engineer			
		All construction not specifically mentioned or shown shall conform to City Ordinances and Standards			
		Record Drawings requirements: 1) Hardcopy Complete Set with Engineers Stamp Signature and Date 2) Electronic Complete Set Vector PDF			
		A right-of-way permit shall be obtained through the Public Works Department prior to any work beginning within Public right-of-way. A certified traffic control supervisor is required to submit a plan for any vehicular or pedestrian traffic modifications.			
		Site distances for abutting properties driveways and intersections shall be maintained.			
		Erosion and dust control measures must be used during construction to reduce or eliminate blowing dust, excessive runoff and soil erosion across property lines and into streets and right-of-way, and to eliminate tracking soil and mud onto streets from construction equipment and vehicles. The developer is responsible for street cleanup at the end of each shift.			



AGENDA DEVELOPMENT REVIEW COMMITTEE BELL BUILDING JULY 24, 2024 8:30 A.M. – WEDNESDAY

8:45 AM: Scott Becker, 208-882-3520, scottbecker@moscow.com. 1127 Warner Ave – Annexation, rezone, Comp Plan Amendment and Development of Storage Units, Rv Storage and climate-controlled units.

9:30 AM: Michell Radamaker, 509-552-3463, mradamaker@cleverfoxarchitecture.com. 2207 Main St – Construction of Transitional Housing from Youth Resource Center

PERMITS ISSUED (7/11/2024 TO 7/17/2024)

Applicant Name	Project Address	Permit#	Issue Date	Valuation	Type
CLARKSTON GLASS	918 CEDAR DR	BP24-000304	07/15/2024	\$ 3,700.00	Residential - Misc.
KENASTON CORPORATION	419 Snake River AVE Bldg B	BP24-000300	07/16/2024	\$ 175,000.00	Commercial Foundation Only
MY ARCHITECT LLC	1701 PIONEER DR	BP24-000284	07/12/2024	\$ 15,405.60	Residential Accessory Buildings (Small)
STEVE CARLTON CONSTRUCTION INC	342 Park DR	BP24-000283	07/12/2024	\$ 260,182.11	Residential - SFD
CLARKSTON GLASS	1009 GRELLE AVE	BP24-000307	07/17/2024	\$ 28,855.00	Residential - Misc.
STEVE CARLTON CONSTRUCTION INC	332 Park DR	BP24-000282	07/12/2024	\$ 260,182.11	Residential - SFD
BAILEY CALHON	618 21st AVE	BP24-000291	07/12/2024	\$ 20,000.00	Residential Additions
PREMIER VALLEY CONTRACTING	1102 GRELLE AVE	BP24-000250	07/12/2024	\$ 8,000.00	Carport / Deck
RICHARD LEITERMAN	1002 15TH AVE	BP24-000225	07/15/2024	\$ 25,000.00	Residential Remodel
UMPHENOUR JASPER J	1221 GRELLE AVE	BP24-000288	07/17/2024	\$ 16,560.37	Carport / Deck

SUBMITTED FOR REVIEW (7/11/2024 TO 7/17/2024)

Type	ApplicationDate	Property Address	Description	Applicant Name	Permit#
Commercial Foundation Only	07/11/2024	419 Snake River AVE Bldg B	Foundation Only for New Bridge Housing Facility with 98 Beds	KENASTON CORPORATION	BP24-000300
Residential Remodel	07/11/2024	3019 CYPRESS ST	FINISH BASEMENT W/ ELEVATOR INSTALLATION	BASHAW ERIC C	BP24-000301
Residential Swimming Pool	07/12/2024	227 2ND AVE	Install a 14x28 inground swimming pool with automatic pool cover. License#RCE-61752	HELLS CANYON POOLS, LLC	BP24-000302
Residential Accessory	07/15/2024	1224 GRELLE AVE	Detached 960 Sq. Ft. Shop	ENDEBROCK EDWARD N &	BP24-000303

Buildings (Small)				ENDEBROCK BEVERLY	
Residential - Misc.	07/15/2024	918 CEDAR DR	Replacing 1 window with same. License#RCE-7647	CLARKSTON GLASS	BP24-000304
Residential - SFD	07/16/2024	1304 9TH AVE	New Single Family Dwelling - Living Sq. Ft. - 1673 - Garage Sq. Ft. - 480 - Covered Porch Sq. Ft. - 24	CASTLE BUILDERS OF IDAHO LLC	BP24-000305
Commercial - Misc.	07/16/2024	2239 3RD AVE N	Install Duro Last single ply membrane roofing system.RCE-65726	J M ROOFING & FLAT ROOF SYSTEMS	BP24-000306
Residential - Misc.	07/17/2024	1009 GRELLE AVE	Replace 27 windows with same. License#RCE-7647	CLARKSTON GLASS	BP24-000307
Residential - Misc.	07/17/2024	2887 Knoll Crest DR	Remove non-load bearing interior pony wall and coat closet door at living room entrance and frame new living room side door to master closet	ISSAC CLS	BP24-000308

July 10, 2024

Dawn Ortiz
City of Lewiston
Permit Representative
215 D Street
Lewiston, ID 83501

Re: Merrell's 1127 Warner Ave DRC Meeting Request

Dawn,

Cody Merrell is requesting a DRC meeting for the proposed 1127 Warner Ave site. The following is a list of the DRC meeting requirements:

Location: Property is located at 1127 Warner Ave. directly east of Ziggy's.

Applicants Names: Owner, Cody Merrell – Engineer, Scott Becker

Applicants Phone Number: Cody Merrell: 208-669-1488, Hodge: (208) 882-3520

Applicants Emails: cody@merrell-enterprises.com, scottbecker@moscow.com

Project Description: The project is a proposed Annexation, Rezone, Comp Plan Map Amendment, and Development of Storage Units. The storage units are proposed to include RVs, mini storage, and climate-controlled units. Access would be at the southwest portion of the lot onto Warner Ave.
See Enclosed Drawings

Questions for development committee:

1. Does the City anticipate any obvious issues with annexation and development before we move forward with the applications and site plan.
2. How many interior Fire Hydrants would be required.

Sincerely,

Scott Becker



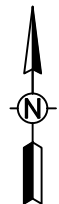
MERRELL PROPERTY
1127 WARNER AVE

Ziggy's Home

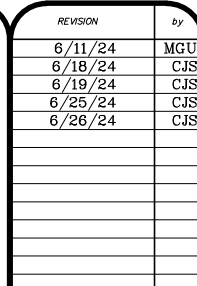
Warner Ave

Warner Ave

Veterans of Foreign Wars



SCALE: 1"=100'



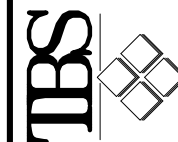
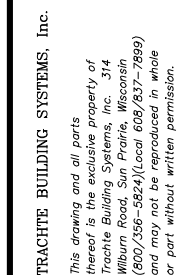
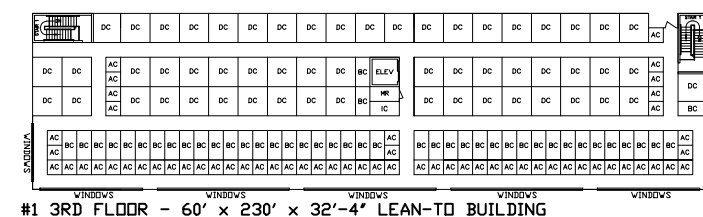
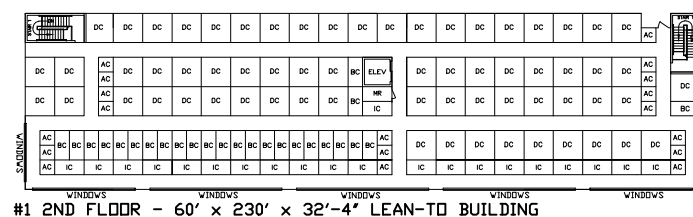
LABEL	UNIT	SIZE	# UNITS	%	SQ. FEET
B	5	x 10	29	17.2	1450
D	10	x 10	25	14.8	2500
E	10	x 15	15	8.9	2250
F	10	x 20	30	17.8	6000
G	10	x 25	32	18.9	8000
H	10	x 30	13	7.7	3900
N	11	x 10	2	1.2	220
MH	14	x 45	23	13.6	14490
	TOTAL		169	100	38810

OVERALL
PROJECT

UNIT MIX						
LABEL	UNIT	SIZE	# UNITS	%	SQ. FEET	INSULATED
A	5	x 5	3	0.4	75.0	N
AC	5	x 5	78	10.2	1950.0	Y
B	5	x 10	38	5.0	1900.0	N
BC	5	x 10	73	9.5	3650.0	Y
C	5	x 15	6	0.8	450.0	N
IC	10	x 5	32	4.2	1600.0	Y
D	10	x 10	44	5.7	4400.0	N
DC	10	x 10	127	16.6	12700.0	Y
E	10	x 15	62	8.1	9300.0	N
EC	10	x 15	9	1.2	1350.0	Y
F	10	x 20	115	15.0	23000.0	N
FC	10	x 20	8	1.0	1600.0	Y
M2	10	x 22.5	1	0.1	225.0	Y
G	10	x 25	56	7.3	14000.0	N
GC	10	x 25	8	1.0	2000.0	Y
H	10	x 30	54	7.0	16200.0	N
HC	10	x 30	8	1.0	2400.0	Y
TC	10	x 7	17	2.2	1190.0	Y
N	11	x 10	2	0.3	220.0	N
MH	14	x 45	23	3.0	14490.0	N
OFF1	15	x 20	1	0.1	300.0	Y
RF	20	x 20	1	0.1	400.0	Y
SQ.FT. NON-INSULATED					84035	
SQ.FT. INSULATED					29365	
TOTAL			766	100	113400.0	

PHASE 1
UNIT MIX

LABEL	UNIT	SIZE	# UNITS	%	SQ. FEET	INSULATED
A	5	x 5	3	0.5	75.0	N
AC	5	x 5	78	13.1	1950.0	Y
B	5	x 10	9	1.5	450.0	N
BC	5	x 10	73	12.2	3650.0	Y
C	5	x 15	6	1.0	450.0	N
IC	10	x 5	32	5.4	1600.0	Y
D	10	x 10	19	3.2	1900.0	N
DC	10	x 10	127	21.3	12700.0	Y
E	10	x 15	47	7.9	7050.0	N
EC	10	x 15	9	1.5	1350.0	Y
F	10	x 20	85	14.2	17000.0	N
FC	10	x 20	8	1.3	1600.0	Y
M2	10	x 22.5	1	0.2	225.0	N
G	10	x 25	24	4.0	6000.0	Y
GC	10	x 25	8	1.3	2000.0	Y
H	10	x 30	41	6.9	12300.0	N
HC	10	x 30	8	1.3	2400.0	Y
TC	10	x 7	17	2.8	1190.0	Y
OFF1	15	x 20	1	0.2	300.0	Y
RF	20	x 20	1	0.2	400.0	Y
SQ.FT. NON-INSULATED					45225	
SQ.FT. INSULATED					29365	
TOTAL			597	100	74590.0	



PROPOSED MINI-STORAGE SYSTEM for:
CODY MERRELL
LEWISTON ID

Sheet Title
SITE PLAN

Date 6/3/24

Drawn by MGU

Checked by _____

Scale $1'' = 30'-0''$

Plan No.	P-60234
----------	---------

Sheet No.

SITE



RE: DRC_YOUTH RESOURCE CENTER-TEEN TRANSITIONAL HOUSING DEVELOPMENT

1 message

mradamaker@cleverfoxarchitecture.com <mradamaker@cleverfoxarchitecture.com>

Wed, Jul 17, 2024 at 9:01 AM

To: Dawn Ortiz <dortiz@cityoflewiston.org>

Dawn,

Here are some additional drawings I should have sent with the site plan.

My questions to date are:

1. Storm water ditch. Can a culvert be installed?
2. What R.O.W. Improvements will be required on 22nd Street? Corner accessibility Ramp? E. Main Street?
3. Parking – will it be allowed as existing; backing out onto 22nd Street?
4. P&Z. Review site layout to confirm all provisions for transitional housing have been addressed.

Michell Radamaker

Clever Fox Architecture

From: Dawn Ortiz <dortiz@cityoflewiston.org>

Sent: Wednesday, July 17, 2024 8:35 AM

To: mradamaker@cleverfoxarchitecture.com

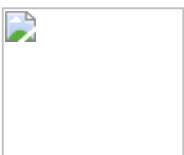
Subject: Re: DRC_YOUTH RESOURCE CENTER-TEEN TRANSITIONAL HOUSING DEVELOPMENT

Good morning Michell. I have you down for 7/24/2024 and 9:30 am. Are there any particular questions or just discuss the plan you have?

Dawn Ortiz

Community Development Specialist

City of Lewiston



T 208.746.1318 Ext 7265

215 D Street

P.O. Box 617

On Tue, Jul 16, 2024 at 3:36 PM <mradamaker@cleverfoxarchitecture.com> wrote:

Dawn,

Here is what I would like to submit for review for the meeting time you were holding for me on the 24th. Throw out Blue Ribbon Linen and submit this please.

Remind me what time slot I have? If I have to pick, I'll take the earliest slot open.

Thank you.



Michell Radamaker
Clever Fox Architecture PLLC
Principal Architect
(509) 552-3463 Work
(509) 552-3463 Mobile
[mradamaker@cleverfoxarchitect...](mailto:mradamaker@cleverfoxarchitecture.com)
0201 1s Street Studio B
Lewiston, Id. 83501
www.cleverfoxarchitecture.com

[City of Lewiston]

Notice : This email message is covered by the Electronic Communications Privacy Act, 18 U.S.C. 2510-2521, and is confidential and may be privileged. It is intended only for the designated recipient(s). If you are not the designated recipient, retention, distribution or copying of this email message is prohibited and may be unlawful. Please reply to the sender if you have received this message in error, then delete the message.

2 attachments

240630-YRC-SLEEP UNITS_2024.07.11S.pdf
412K

240630-YRC-SERVICE BLDG_PRELIM A.2-2024.07.11.pdf
432K

PARKING REQUIREMENTS (VERIFY)

(E) BUILDING = 5 space for staff
SLEEPING UNITS = 13 x .33 = 5 spaces

TOTAL PARKING = 10 spaces total

KEYED NOTES

- 1 Storm water infiltration trench per city standards. Required trench drain length based on area north of ditch only. Approx. sub-grade trench size to be 3' x 3' x ±10'-0"L.
- 2 Existing accessible ramp. What improvements are required?
- 3 What R.O.W. improvements will be required along 22nd Street? Which city standards should be used?
- 4 Will parking be allowed along 22nd Street as it is now?



PROPERTY LINE INFORMATION PROVIDED BY OTHERS. THE CONTRACTOR SHALL VERIFY LOCATION OF ALL PROPERTY LINES, SETBACKS, EASEMENTS, & THE LOCATION OF THE BUILDING ON THE SITE.

YRC-PRELIM B.1-SITE.DWG

YOUTH RESOURCE CENTER TRANSITIONAL HOUSING
PRELIMINARY OPTION B.1

2207 Main Street Lewiston Idaho

SITE PLAN

CLEVER FOX
ARCHITECTURE

(509) 552-3463
office@cleverfoxarchitecture.com
0201 1st Street, Studio B, Lewiston, ID 83501
cleverfoxarchitecture.com

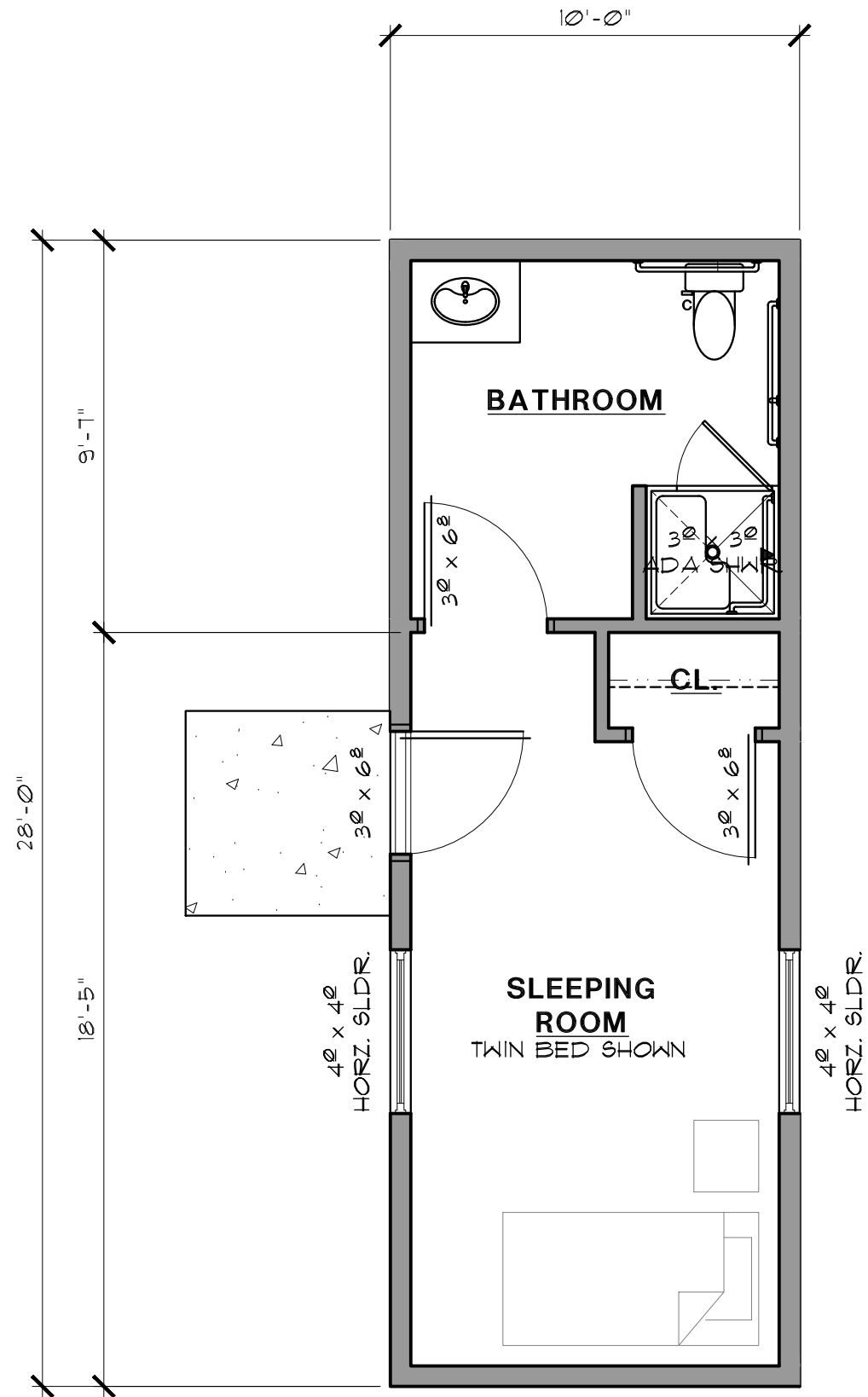
DRAWN BY: MR
CHECKED BY: MR
DATE: 7/11/2024
JOB NO: 24-06-30
REVISION DATE:

SHEET NO:

2

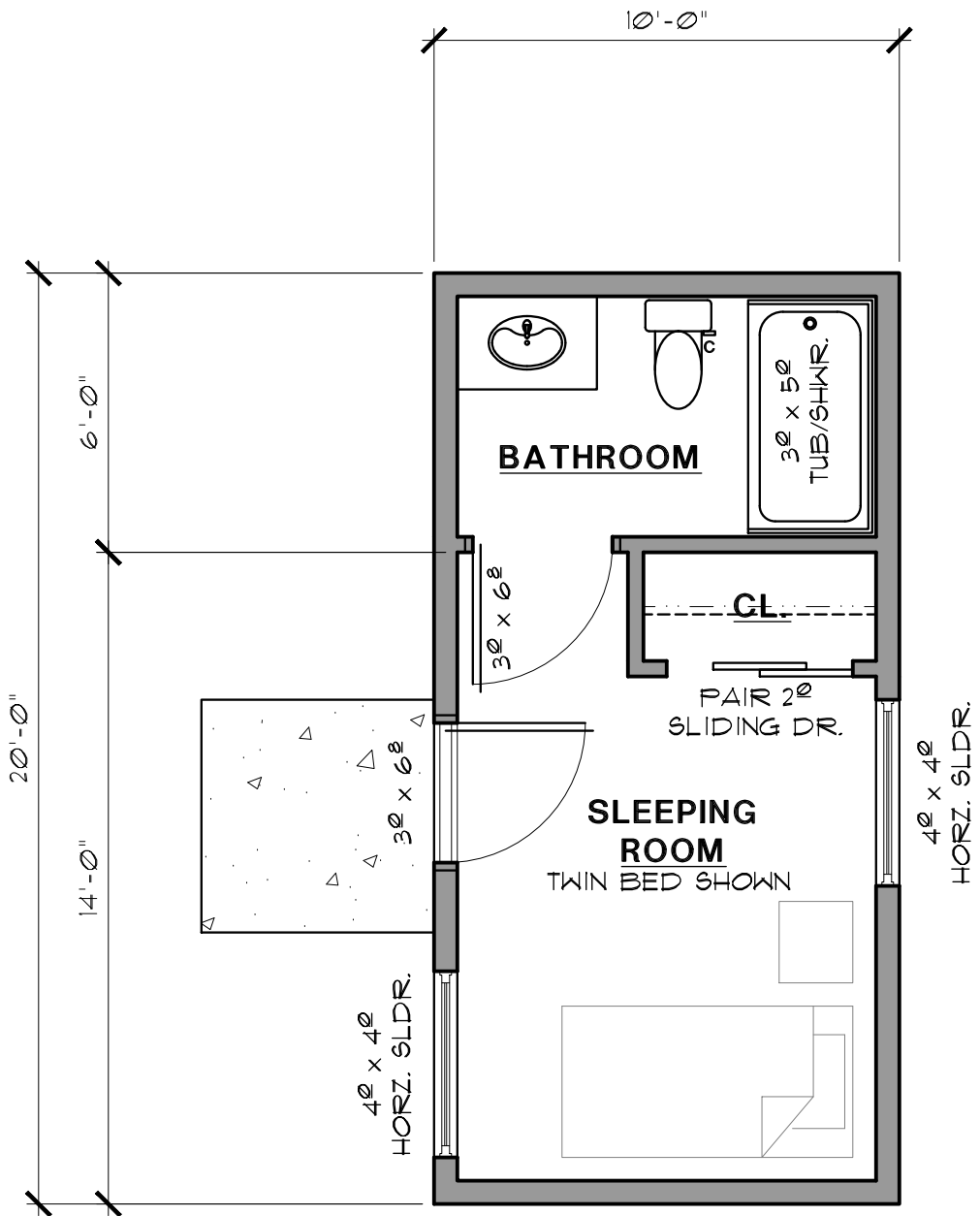
2

PRELIMINARY ONLY - NOT FOR CONSTRUCTION



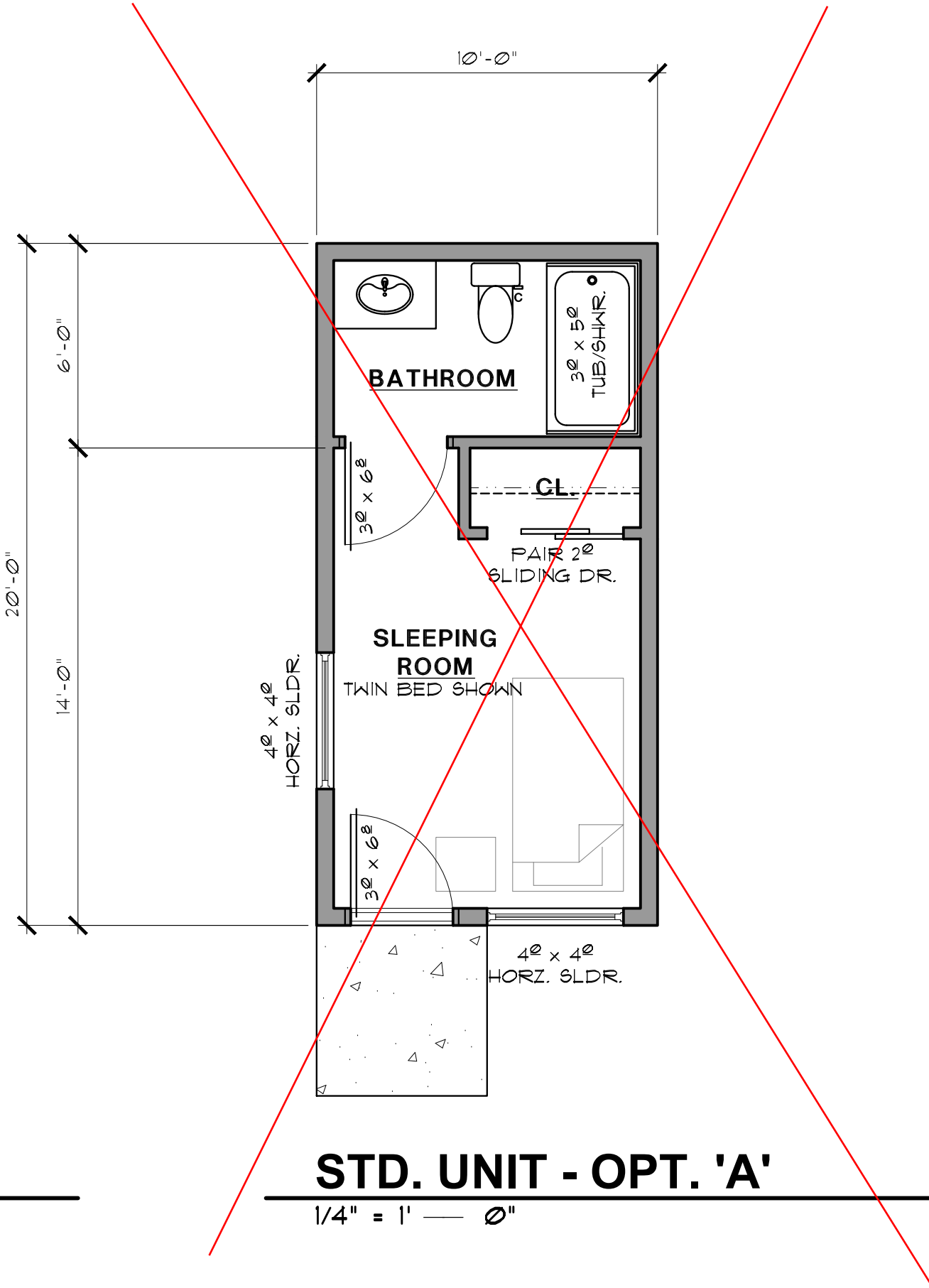
ADA UNIT

1/4" = 1' — 0"



STD. UNIT - OPT. 'B'

1/4" = 1' — 0"



STD. UNIT - OPT. 'A'

1/4" = 1' — 0"

PRELIMINARY ONLY - NOT FOR CONSTRUCTION

DRAWN BY: MR
CHECKED BY: MR
DATE: 7/10/2024
JOB NO: 24-06-30
REVISION DATE:

SHEET NO:
00
00



CLEVER FOX

ARCHITECTURE

 (509) 552-3463

 office@cleverfoxarchitecture.com

 0201 1st Street, Studio B, Lewiston, ID 83501

 cleverfoxarchitecture.com

YRC-PRELIM-FODS.DWG

YOUTH RESOURCE CENTER TRANSITIONAL HOUSING

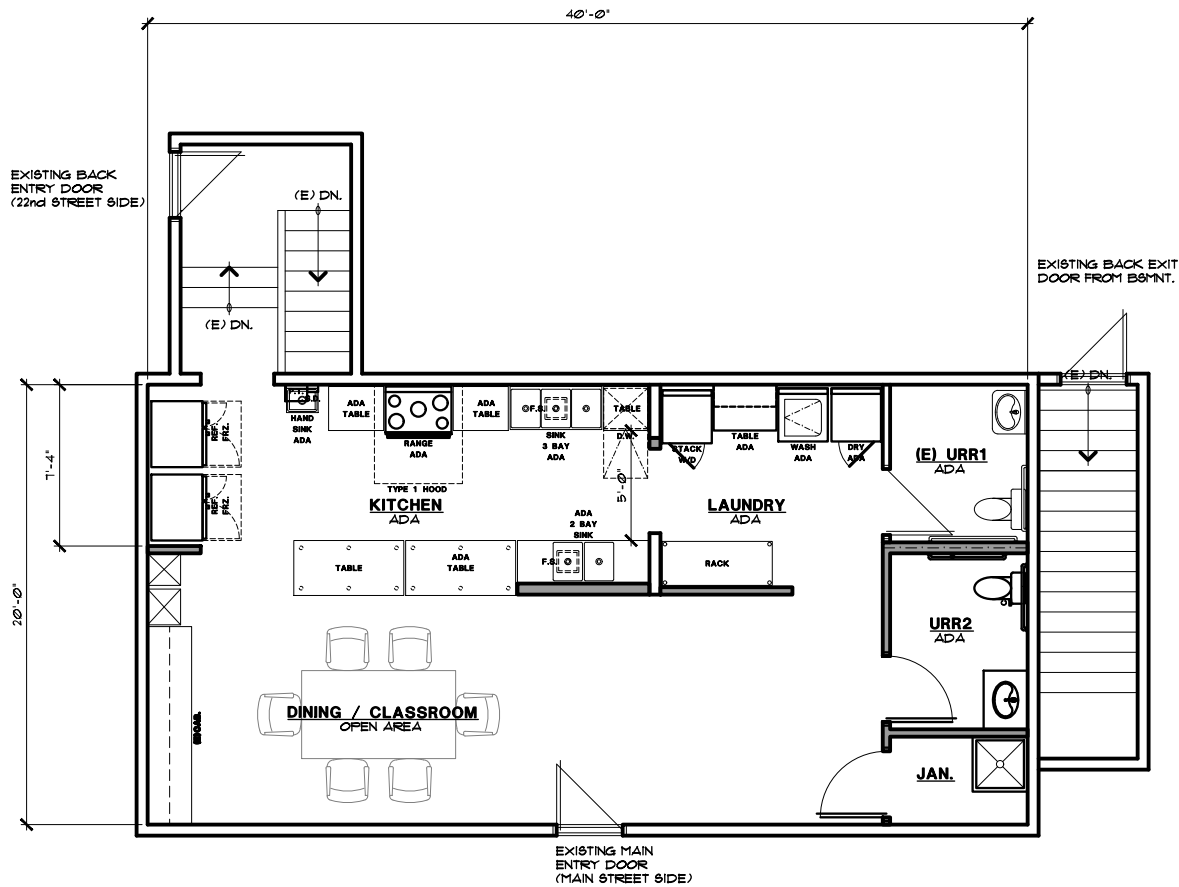
PRELIMINARY SLEEPING UNIT LAYOUTS

2207 Main Street

Lewiston

Idaho

FLOOR PLAN - SLEEPING UNITS



MAIN FLOOR PLAN - PRELIMINARY

1/4" = 1' - 0"



1. GREASE TRAP TO BE LOCATED IN THE BASEMENT. VERIFY WITH CITY OF LEWISTON WASTEWATER MANAGEMENT.

FLOOR PLAN LEGEND	
 EXISTING WALL	DOORS:  EXISTING  NEW
 EXISTING MASONRY WALL	
 NEW WALL	
 NEW HALF WALL	
 NEW MASONRY WALL	
 NEW BEARING WALL	
DEMOLITION PLAN LEGEND	
 EXISTING WALL	DOORS:  EXISTING  REMOVE
 EXISTING CMU WALL	
 WALL TO BE REMOVED	

PRELIMINARY ONLY - NOT FOR CONSTRUCTION

YRC-PRELIM A.2.P_MAIN.DWG

YOUTH RESOURCE CENTER TRANSITIONAL HOUSING
PRELIMINARY OPTION A.2

2207 Main Street Lewiston Idaho

MAIN FLOOR PLAN - EXISTING

CLEVER FOX
ARCHITECTURE

(509) 552-3463

office@cleverfoxarchitecture.com

0201 1st Street, Studio B, Lewiston, ID 83501

cleverfoxarchitecture.com

DRAWN BY: MR
CHECKED BY: MR
DATE: 1/11/2024
JOB NO: 24-06-30
REVISION DATE: