



**Lewiston City Council
WORK SESSION AGENDA
August 5, 2024 - 3:00 PM
Lewiston Bell Building – Second Floor Conference Room – 215 D Street
Lewiston, Idaho 83501**

Seating will be available on a first-come, first-served basis. All others who wish to observe this meeting may watch and listen to the livestream on their own device(s) by visiting the City of Lewiston's website at cityoflewiston.org.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. CITIZENS COMMENTS

This is an opportunity for citizens to address the Council on agenda items or other items they wish to bring to the attention of the Council. Citizens are encouraged to discuss operational issues in advance with the Mayor. In consideration of others wishing to speak, please limit your remarks to three minutes.

IV. DISCUSSION ITEMS

Please note that identifying an item as an "Action Item" does not require the City Council to vote on that item.

A. CEMETERY PROPERTY SURPLUS OPTIONS: Review of the Cemetery property surplus options - Action Item (City Attorney Tengono)

B. FACILITY FEASIBILITY ANALYSIS: Review and discussion of the Facility Feasibility Analysis - Action Item (Mayor Johnson)

V. UNFINISHED AND NEW BUSINESS

A. CITY COUNCILOR COMMENTS: Comments shall not be related to an item currently before the City Council or an item that may come before the City Council in the foreseeable future, and shall be limited to comments, not discussion.

B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES

C. MAYOR COMMENTS

D. AGENDA TOPICS: - Action Item

1. RESCHEDULING VA-01-2024: Considering moving discussion of VA-01-2024 from August 12 to August 26 due to City Attorney availability - Action Item

VI. ADJOURNMENT - Action Item

The City of Lewiston is committed to providing access and reasonable accommodation in its services, programs, and activities and encourages qualified persons with disabilities to participate. If you anticipate needing any type of accommodation or have questions about the physical access provided at this meeting, please contact the City Clerk's Office at least forty-eight (48) hours in advance of the meeting at 208-746-3671, ext. 6202.



SURPLUS SALE: CEMETERY PROPERTY

Overview of the property on the southern end of the City's Normal Hill Cemetery to be sold at public auction.



Selling Surplus Property

- Idaho Code § 50-1401 and the City's Purchasing Policy provides the City can sell real property it owns that is underutilized or not used for public purposes.
- Statutory process set forth in Title 14, Chapter 50 of Idaho Code.
 - Declare the value or minimum price, if any.
 - May be appraised under terms and conditions deemed appropriate by City Council.
 - Declaration of intent to sell must be made on the record at a public meeting of the City Council.
 - City Clerk to publish summary of action taken by the City Council in the newspaper and provide notice of public hearing.
 - Notice of public hearing shall be published at least 14 days before date of public hearing.



Selling Surplus Property

- Statutory process continued:
 - Following public hearing, City Council may proceed to sell the property at a public auction to the highest bidder.
 - No bids shall be accepted for less than the minimum declared value.
 - If no bids received, City Council shall have authority to sell property as it deems in the best interest of the City.
 - Proceeds received from the sale shall be utilized in a manner consistent with provisions of law regarding revenues received by the City.



The Property

There are 6.3 acres of potential expansion land to the south of the Normal Hill Cemetery owned by the City. The rights of way across these properties have been vacated to consolidate the land parcel.



Important Details of Property - Zoning

USES BY RIGHT NORMAL HILL SOUTH ZONE

SOUTH

Church, subject to the special conditions of section 37-20.1 of this Code	X
Class A manufactured home	X
Commercial uses legally established as of December 31, 2004, and which have maintained a valid business and occupation permit	X
Family day care (six (6) or fewer children), subject to the special conditions of section 37-13.1 of this Code	X
Intensification, or expansion of commercial uses of ten (10) percent of the building area or more which were legally established and licensed for business and occupation	X
Park, subject to the special conditions of section 37-20.1 of this Code	X
School or preschool, subject to the special conditions of section 37-20.1 of this Code	X
Single-family dwelling	X
Two-family dwelling	X



Important Details of Property - Zoning

CONDITIONAL USES NORMAL HILL SOUTH ZONE

SOUTH

Bed and breakfast facilities, subject to the special conditions of section 37-13.1 of this Code	X
Day care center (thirteen (13) or more children), subject to the special conditions of section 37-20.1 of this Code	X
Dormitory, subject to the special conditions of section 37-44.1 of this Code	X
Group day care (seven (7) to twelve (12) children), subject to the special conditions of section 37-13.1 of this Code	X
Hospital	X
Intermediate-term care facility, subject to the special conditions of section 37-44.1 of this Code	X
Long-term care facility, subject to the special conditions of section 37-44.1 of this Code	X
Multifamily dwelling meeting the standards of section 37-124.1 of this Code	X
Public use, or any use conducted by a private company or nonprofit organization that is substantially the same as or substantially similar to a use normally conducted by a public agency	X
Re-establishment of a commercial use which was legally established but where the business and occupation license has lapsed and no use of lesser intensity has been established for a period exceeding twelve (12) consecutive months	X
Semi-public use, or any use conducted by a private company or nonprofit organization that is substantially the same as or substantially similar to a use normally conducted by a semi-public agency	X
Zero lot line residential development	X

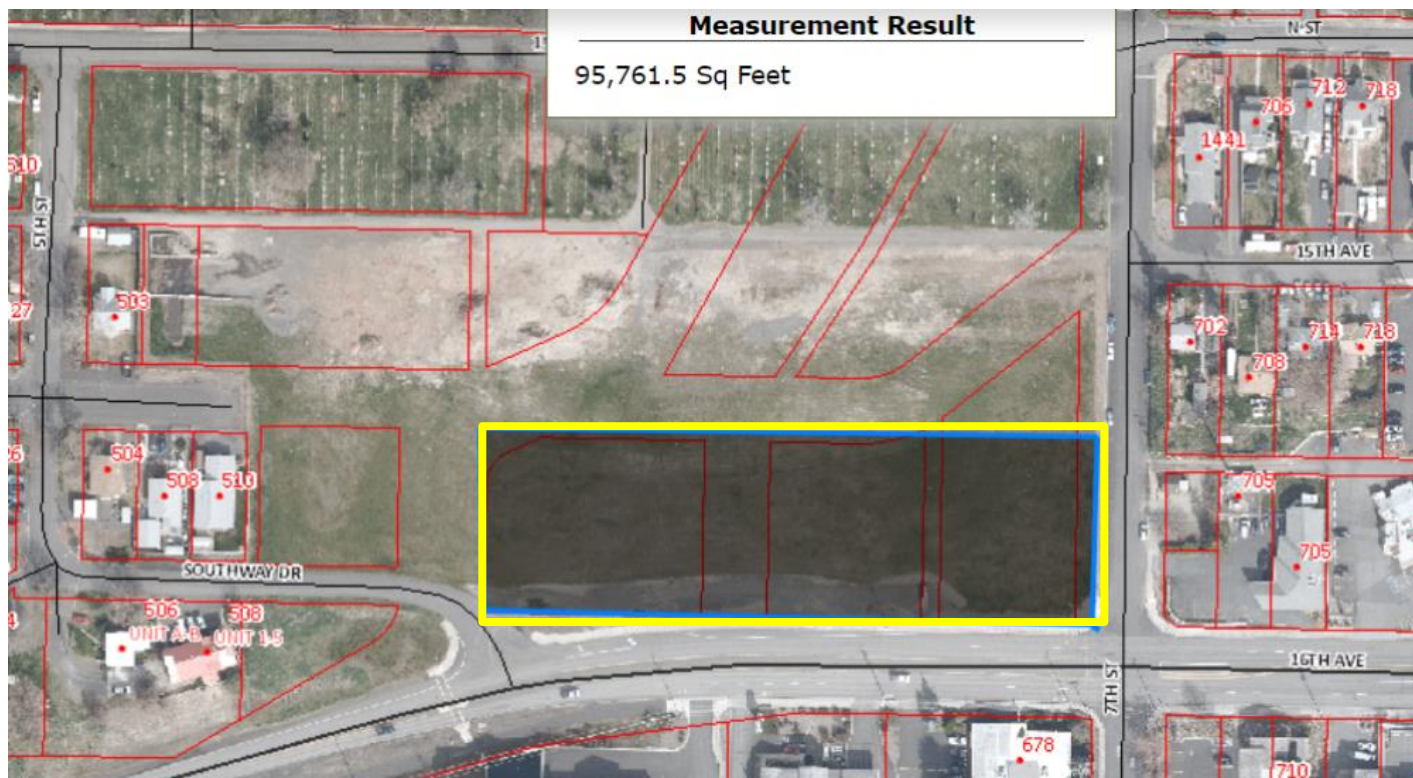
The Surplus Property

Proposed at June 3, 2024 City Council meeting was 100 ft x 500 ft portion.



The Surplus Property

Proposed by Gary Bergen, Team BMC
Real Estate.



Proposed Property to be Surplused

Gary Bergen, with Team BMC Real Estate (sold Bollinger Building) provided his opinion about the most desirable/valuable parcel. His recommendation was as follows:

A parcel that was approx. 557 ft. west to east, running along the southern edge of vacated 16th Avenue extension to 7th Street. Then north to south a minimum of 170 ft.

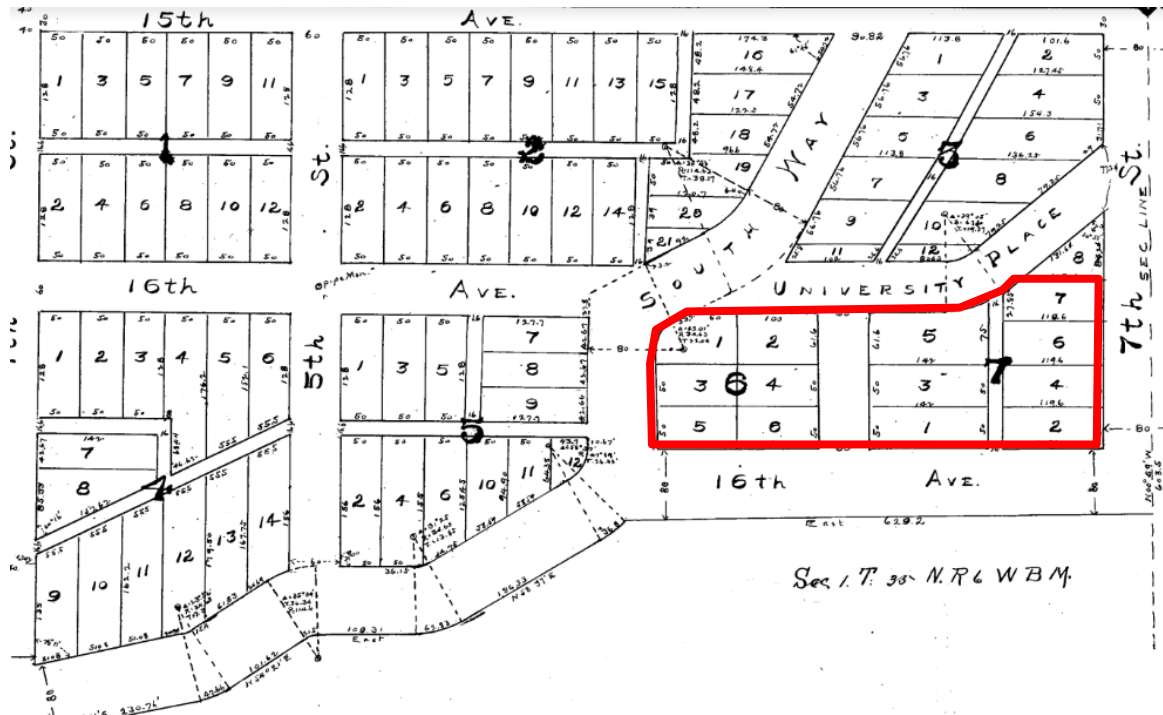
- He advised that this would provide a developer with enough space for a viable retail/office space and sufficient parking.
- Total size estimated about 95,761.5 square feet or 2.2 acres
- Suggested price: \$1.6 million



The Property

Recommendation is to adjust the property lines to follow as detailed below.

- Can sell according to lot lines or redraw lot lines (requires lot line adjustment prior to sale).
- Property sold would include ½ vacated rights of way.



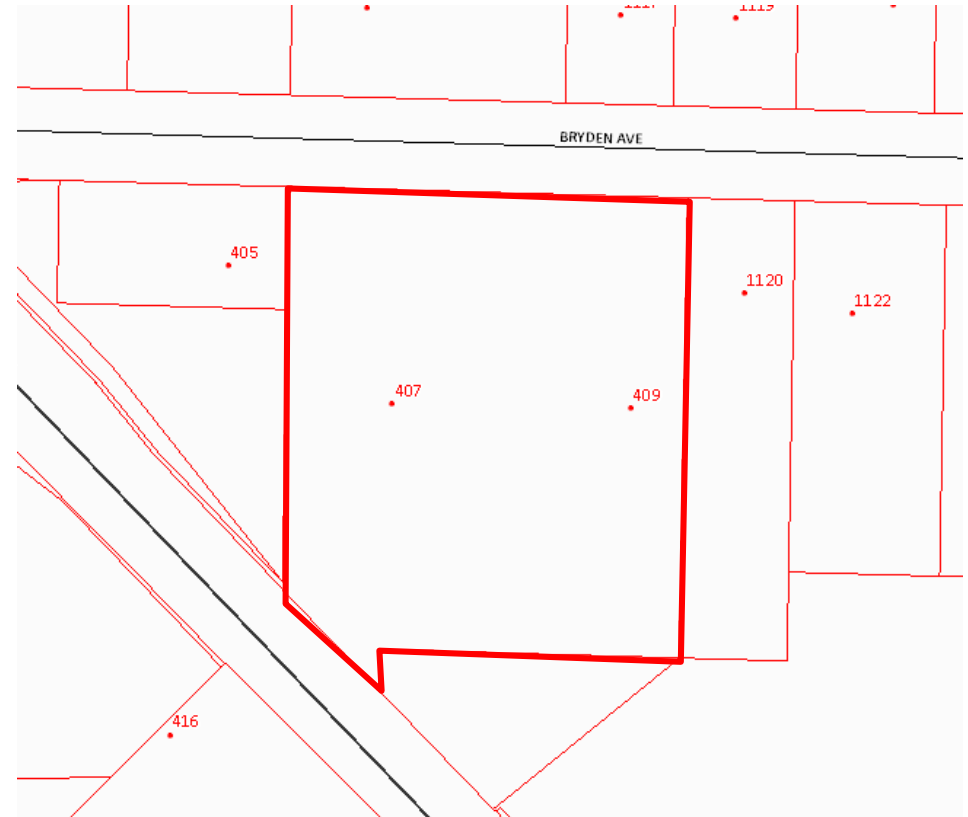
Possible Comparables

Location: 407/409 Thain Road

Size: 1.7 acres

Purchased privately (\$1,000,000)

Zoned: C-4 General Commercial Zone



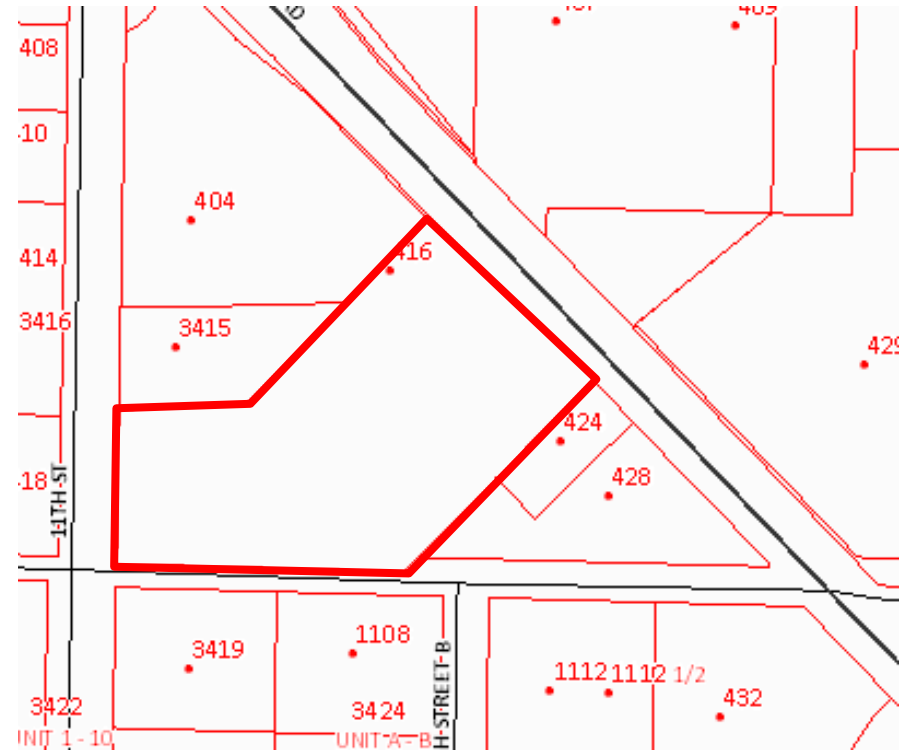
Possible Comparables

Location: 416 Thain Road

Size: 1.6 acres

Price: \$999,999 (\$625K per acre) for sale

Zoned: C-4 General Commercial Zone



Next Steps...

Receive recommendation from Cemetery Commission.

Determine the area that the City wishes to surplus – if any.

- If selling according to lot lines, nothing further needed, except to add vacated ROWs.
- If selling something different, need to do lot line adjustments before any proposed sale.

Follow the statutory process.

- Declaration of intent to sell
- Public Notice/Public Hearing

Conduct the public auction.



QUESTIONS?





SURPLUS SALE: CEMETERY PROPERTY

Follow up on proposed surplus sale of the property on the southern end of the City's Normal Hill Cemetery to be sold at public auction.



Selling Surplus Property

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 - No bids shall be accepted for less than the minimum declared value.
 - If no bids received, City Council shall have authority to sell property as it deems in the best interest of the City.
 - Proceeds received from the sale shall be utilized in a manner consistent with provisions of law regarding revenues received by the City.
 - ❖ Funds for City properties typically comes from the General Fund. Money can be returned to General Fund or used elsewhere as the City Council deems appropriate.

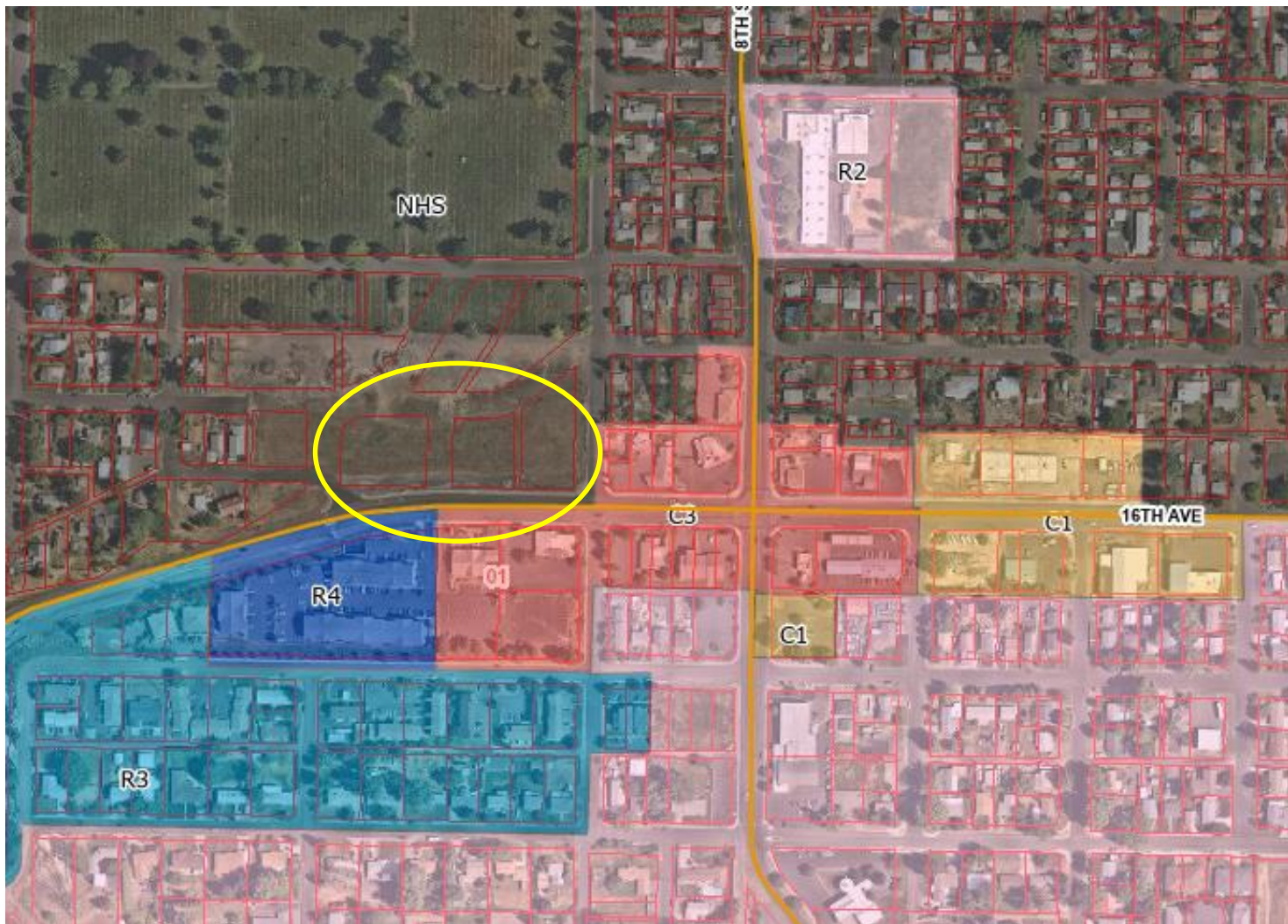


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There are 6.3 acres of potential expansion land to the south of the Normal Hill Cemetery owned by the City. The rights of way across these properties have been vacated to consolidate the land parcel.



City's Zoning Map



The Property is in the Normal Hill South (NHS) land use zoning classification.

Adjacent to:

- R-4 (Higher Density Residential)
- C-3 (Community Commercial) zones

Nearby Zones:

- R-2 (Low Density Residential)
- C-1 (Local Commercial)



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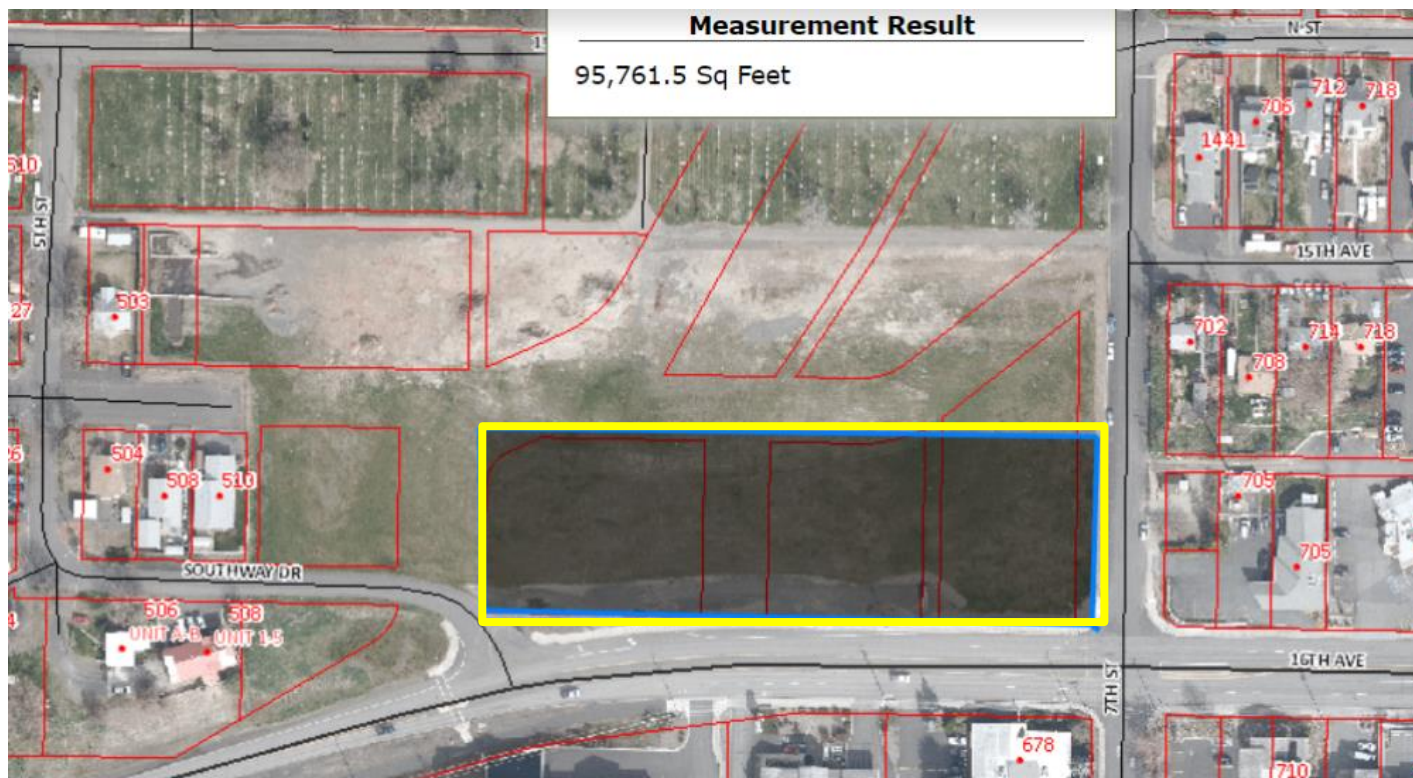
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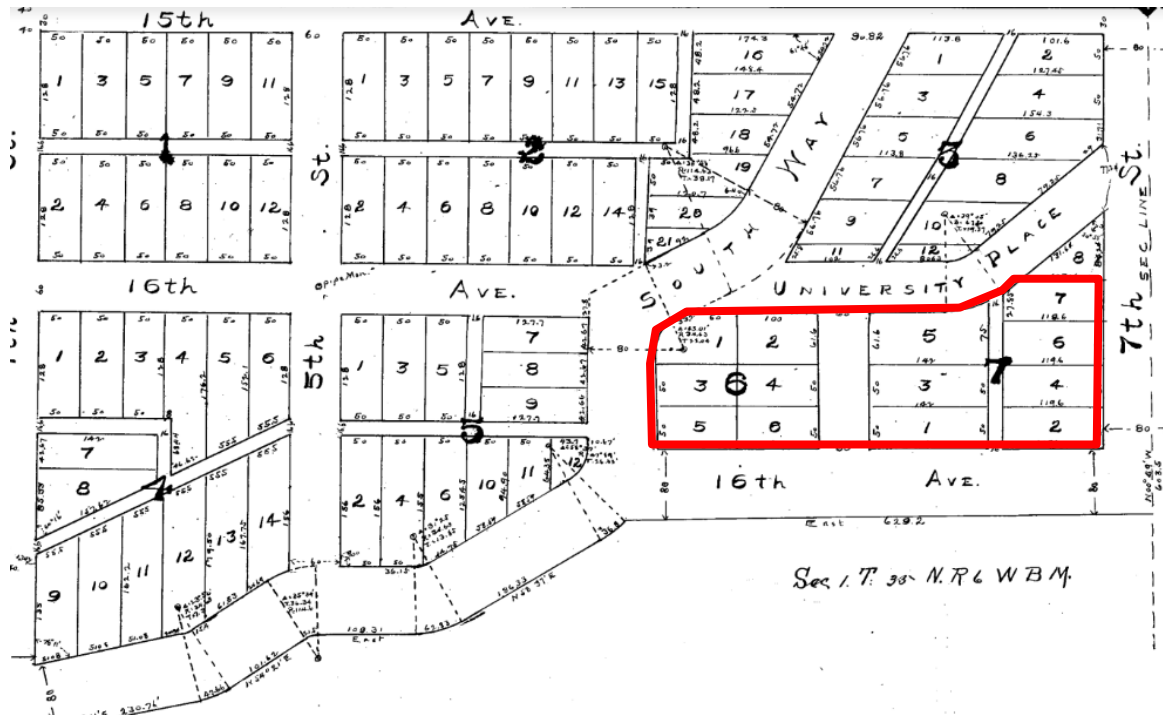
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Recommendation is to adjust the property lines to follow as detailed below.

- Can sell according to lot lines or redraw lot lines (requires lot line adjustment prior to sale).
- Property sold would include vacated rights of way between Blocks 6 & 7.
- Could include $\frac{1}{2}$ of vacated ROWs or exclude them around Property



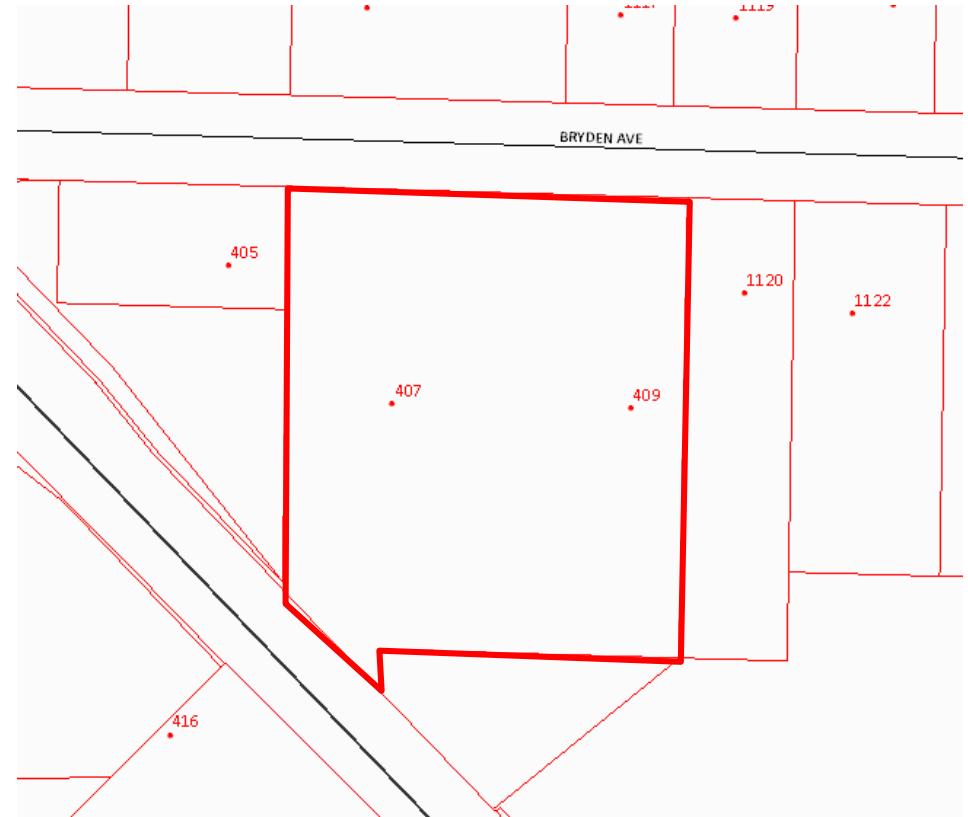
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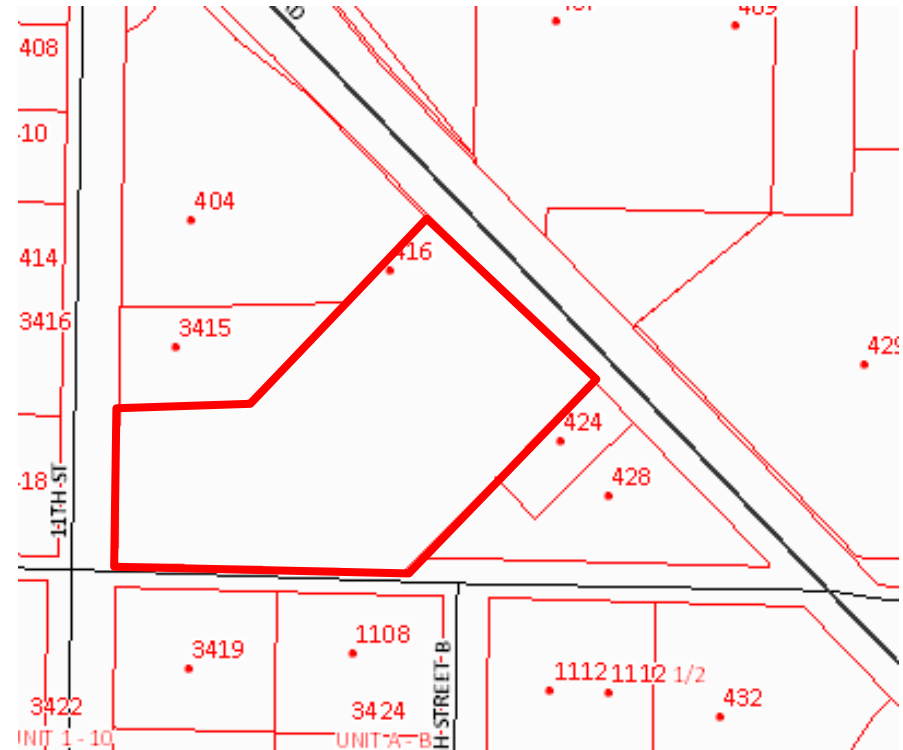
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