



**Lewiston Planning & Zoning Commission
REGULAR MEETING AGENDA
January 22, 2025 - 5:30 PM
Bell Building – Second Floor Conference Room – 215 D Street
Lewiston, Idaho 83501**

Seating will be available on a first-come, first-served basis.

I. CALL TO ORDER

II. CITIZENS COMMENTS

An opportunity for citizens to address the Commission with comments and/or questions about Planning and Zoning Commission-related matters that are not a public hearing action item on this agenda. Citizens are asked to limit their time to three (3) minutes each.

III. ACTIVE AGENDA

A. APPROVAL OF MEETING MINUTES OF JANUARY 8, 2025 REGULAR MEETING (ACTION ITEM)

- B. CITY OF LEWISTON ENVISION LEWISTON 2044 (COMPREHENSIVE PLAN) IMPLEMENTATION WORK PLAN FOR 2024-2025 (ACTION ITEM)::** The Commission will review the Implementation Work Plan created by the Comprehensive Plan Work Plan Development Committee and recommend approval or denial to City Council.
- Action Item ()

IV. STAFF-COMMISSION COMMUNICATIONS

A. SOLICITING COMMISSIONER ATTENDANCE FOR THE NEXT REGULARLY SCHEDULED MEETING OF FEBRUARY 12, 2025 (PUBLIC HEARINGS).

V. 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 Nikki Province, ADA Coordinator, at least forty-eight (48) hours in advance of the meeting at 208-746-3671 x 6211.

January 08, 2025

The LEWISTON PLANNING AND ZONING COMMISSION met in the Community Development Department Second Floor Conference Room at 215 "D" Street. Chair Ball called the meeting to order at 5:30 p.m.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Cynthia Ball, Chair; Gabriel Iacoboni, Vice Chair; Maureen Anderson; Kevin Kelly; Kathy Branson; Emily Wolf; Shaunita Cable

COMMISSIONERS EXCUSED: None

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner; Jennifer Tengono, City Attorney

II. ELECTION OF CHAIR AND VICE CHAIR FOR 2025 (ACTION ITEM)

Commissioner Branson nominated Commissioner Iacoboni for Chair.

Upon roll call, the vote was as follows:

Commissioner Maureen Anderson voted for Commissioner Iacoboni
Commissioner Kathy Branson voted for Commissioner Iacoboni
Commissioner Gabriel Iacoboni voted for Commissioner Iacoboni
Commissioner Kevin Kelly voted for Commissioner Iacoboni
Commissioner Shaunita Cable for Commissioner Iacoboni
Commissioner Emily Wolf for Commissioner Iacoboni
Commissioner Cynthia Ball voted for Commissioner Iacoboni

Commissioner Branson nominated Commissioner Anderson for Vice Chair.

Commissioner Cable nominated Commissioner Wolf for Vice Chair.

Chair Iacoboni nominated Commissioner Kelly for Vice Chair.

Upon roll call, the vote was as follows:

Commissioner Maureen Anderson voted for Emily Wolf
Commissioner Kathy Branson voted for Maureen Anderson
Chair Gabriel Iacoboni voted for Maureen Anderson
Commissioner Kevin Kelly voted for Emily Wolf
Commissioner Shaunita Cable voted for Emily Wolf
Commissioner Emily Wolf voted for Kevin Kelly
Commissioner Cynthia Ball voted for Emily Wolf

III. CITIZEN COMMENTS

None

IV. ACTIVE AGENDA

A. APPROVAL OF DECEMBER 11, 2024 MEETING MINUTES (ACTION ITEM)

Commissioners Anderson and Branson moved and seconded, respectively, approval of the December 11, 2023 meeting minutes. The motion carried 7-0.

B. PUBLIC HEARING AND RECOMMENDATION TO COUNCIL ON ZONING CODE AMENDMENT, ZA-05-24 (ACTION ITEM):

Chair Iacoboni explained the public hearing process, opened the public hearing and asked for a staff presentation.

Staff Hollingshead provided a verbal summary of the amendments to ZA-05-24

There being no further questions for staff, Chair Iacoboni asked for public testimony.

Nathaniel Tucker, 326 Main St. Lewiston Idaho stated that for the past 18 years there has been a problem with businesses not wanting college students to park in front of their downtown business, which is fair. But this makes it so the people who live downtown not able to park in front of their homes. For ladies, like my wife, this becomes a safety problem because of various factors. He would like to start the conversation to allow for people who live downtown a variance to be able to park in front of their apartment.

Staff Tengono stated the parking code was being reviewed because there are several resolutions and the City needs to make sure those resolutions do not contradict each other.

Chair Iacoboni recommended Mr. Tucker to contact Staff, City Council and the Mayor after the meeting to discuss this issue and moving forward with it.

Mr. Tucker mentioned that there are passes for parking in municipal lots such as the Library and asked if a similar pass could be created to be able to park on the street.

There being no further testimony, Chair Iacoboni closed the public hearing.

After deliberation Commissioner Anderson and Chair Iacoboni moved and seconded, respectively, to recommend approval of ZA-05-24 to the City Council. Motion passed 7-0.

C. PUBLIC HEARING AND RECOMMENDATION TO COUNCIL ON ZONING CODE AMENDMENT, ZA-04-24.

Chair Iacoboni explained the public hearing process, opened the public hearing and asked for a staff presentation.

Staff Hollingshead provided a verbal summary of the amendments to ZA-04-24 and handed out the photo provided by Citizen Dan Yonge. See attached.

There being no further questions for staff, Chair Iacoboni asked for public testimony.

Dan Yonge, Lewiston Id stated he started this code change process back in September due to a building permit being denied by Zoning. He does not agree with the current code for the small lot development code nor the new recommended small lot development code. The new code will not fix problems, but make is harder to developers to build and City Staff to enforce. Mr. Yonge verbally stated the changes he would like to see instead of the proposed code changes by City Staff. The consumer is going to be the one taking the hit due to the builder having to meet the 5 of 10 in the code and it costing the builder more.

There being no further testimony, Chair Iacoboni closed the public hearing.

After deliberation Commissioner Anderson and Chair Iacoboni moved and seconded, respectively, to recommend approval of ZA-04-24 to the City Council. Motion passed 5-2.

V. STAFF-COMMISSION COMMUNICATIONS:

A. Query of Commissioners for January 22, 2025 meeting.

All current commissioners present plan to be in attendance for the January 22, 2025 meeting besides commissioners Branson and Wolf will not be in attendance. Commissioner Branson will not be able to attend the February 12th meeting either.

VI. ADJOURN

There being no further business, Commissioner Anderson and Chair Iacoboni moved and seconded, respectively, to adjourn. The motion carried 7-0 and the Planning and Zoning Commission adjourned at approximately 6:51 p.m.

RESPECTFULLY SUBMITTED,

Dawn Ortiz,
Recording Secretary

Chairperson or Acting Chairperson
Planning and Zoning Commission

Approved this _____ day of _____, 2025.

Below Document was handed out during public comment at section C.



CITY OF LEWISTON ENVISION LEWISTON 2044
(COMPREHENSIVE PLAN) IMPLEMENTATION WORK PLAN 2024-
2025

Envision Lewiston 2044 Chapter 11, Implementation, calls for the adoption of a Work Plan to implement its Goals, Objectives, and Actions. The Lewiston City Council established a committee consisting of the Mayor, two City Council members, and three Planning and Zoning Commission members to create the Work Plan, with the assistance of City Staff. The Work Plan should consider the following criteria in laying out what initiatives to pursue to implement the Comprehensive Plan:

Improvements to Community Health, Safety, and Welfare: actions that involve projects that improve public health, safety, and welfare.

Compliance with Code: actions ensure code compliance.

Ease of Implementation: actions that capitalize on opportunities to be easily implemented (i.e., low cost with large gains, staff capacity, development-ready projects, vacant property, etc.).

Contributes to Community: actions that provide benefit to a large number of people within the community, contribute to Community Vision and Themes, and balance needs across the community.

Allows Partnerships for Funding: actions that leverage partnerships for funding (i.e., regional partners, federal or state grants, private sources, etc.).

Satisfies an Urgent Need: actions that satisfy urgent needs within the community (i.e., transportation and safety improvements).

Completes Phasing of Current Projects: actions that complete phases of current projects that are yet to be completed.

Pursuant to Envision Lewiston 2044 Chapter 11, Implementation, the Work Plan should at minimum identify the following:

- The overall progress on the Action Plan and the status of all actions recommended in the Action Plan (not started, underway, or completed).
- Evaluation of progress from the previous Work Plan including an identification of which tasks were not

completed as planned or are currently underway.

- Compiled task list of actions to be started, completed, or continued in the designated time period.
- Identification of which department, group or party is responsible for carrying out each action.
- Identification of projected timeline for each action to be worked on and the anticipated completion date for the Work Plan.
- Identification of funding resources for actions as needed.
- Recommended amendments to the Action Plan to ensure actions are still relevant to both market conditions and compatible with the goals and objectives of the Comprehensive Plan.

The Committee determined a list of initiatives to pursue in furtherance of the Comprehensive Plan in the years 2024 and 2025. This list is contained in a spreadsheet which shall be adopted as an addendum hereto and which also lists the related Actions, Objectives, and Goals in the Comprehensive Plan that the initiatives implement, partially implement, or further, as well as the primary responsible party, related funding & resources, timeline for completion, and status of the initiative. This spreadsheet will be used to track the implementation of Envision Lewiston 2044 over time. This Work Plan is the first one since the adoption of Envision Lewiston 2044.

This Work Plan will be brought to the Planning and Zoning Commission for their recommendation to City Council to approve, reject, amend, or remand to the Committee and thereafter brought to City Council for approval. It will be reviewed and updated at minimum every six months over its intended two-year lifespan and reported to the Planning and Zoning Commission and to the City Council at minimum once annually. At the end of its intended two-year lifespan or upon completion of all of its initiatives, whichever comes first, the Work Plan will be recreated by the Committee, the members of which shall be re-appointed or replaced by City Council, subject to approval of re-establishment or continuation of the Committee pursuant to the formation of an ad hoc committee provisions of Lewiston City Code Section 2-41(b).

ENVISION LEWISTON 2044 COMPREHENSIVE PLAN WORK PLAN 2024-2025, ADDENDUM

ACTUAL INITIATIVE PURSUED	RELATED ACTION PLAN ACTION(S) LISTED IN PLAN	RELATED OBJECTIVE(S) LISTED IN PLAN	RELATED GOAL(S) LISTED IN PLAN	RESPONSIBLE PARTY	FUNDING & OTHER RESOURCE(S) NEED(S) & AVAILABILITY	TIMELINE FOR COMPLETION	STATUS
Zoning code amendments to add a requirement for an outdoor recreation area to be provided for multi-family development in residential and mixed-use zones, to add flexibility to uses permitted in the R-4 Zone, to decrease the maximum allowable building height in the R-4 Zone, and to add multi-family residential as a conditional use in the C-6 Zone.	PR.1.1.1 Identify and install age-friendly amenities. Lewiston's growing older adult population has different recreational needs than other demographics, and improvements to City parks and recreational facilities should be accessible and accommodate ADA residents. TC 2.1.3 Support land use policies that promote mixed use development and density of housing and employment to support alternative modes of transportation. LU 2.1.1 Conduct a review of the Land Use Code and implement modifications to facilitate diverse, scale-appropriate housing options across Lewiston. ED.2.3.2 Attract an increased variety of housing types to accommodate new workers. ED.4.3.3 Evaluate the commercial zoning districts in the zoning code	PR.1.1 Accommodate a wide range of ages. Expand recreation offerings to align with community needs by installing age-friendly amenities at City park spaces. TC 2.1 Enhance traditional transit and on-demand transit access and service. Increase mobility for users who rely on transit services. LU.2.1 Diversify possible housing options. Ensure that a variety of types, scale and density-appropriate housing can be constructed throughout Lewiston, promoting neighborhoods that cater to residents of all incomes, ages, family structures and cultures. ED.2.3 Improve housing affordability for lower-income households. Housing is a critical element in the attraction and long term retention of employees, and is needed at all levels of income but is mostly in demand at lower price points. ED.4.3 Re-envision underutilized	PR.1 Diversify recreational offerings to meet the needs of the community. TC 2 Improve livability while addressing the needs of all transportation modes. LU.2 Provide housing choices throughout Lewiston. ED.4 Continue developing unique places and explore emerging areas for revitalization. H 2 Diversify housing options.	Comp Plan Work Plan Dev Committee & CDD staff	No funding needed. Other resource need is staff time, which is being allocated, as appropriate & available.	Feb-24	Mostly completed. City Council approved on 1/13/25, via Ordinance 4936, minus the addition of the requirement for outdoor recreation areas for multi-family residential developments.

Rezone (upzone) along 21st St and Thain corridors & in the Sunset Neighborhood area from R2 and R2A to R3 and R4.	LU 1.1.1 Conduct a comprehensive review of the Land Use Code to identify and modify zoning regulations that do not align with the desired development outlined in the future land use map and land use category designations. LU 2.1.1 Conduct a review of the Land Use Code and implement modifications to facilitate diverse, scale-appropriate housing options across Lewiston. ED.2.3.2 Attract an increased variety of housing types to accommodate new workers. H 1.1.2 Explore opportunities for increasing production of affordable housing by increasing the supply of rental units serving residents currently receiving rental subsidies, or by getting involved in the development of public housing. This may include pursuing public-private partnerships to fund development, establishing a	City park spaces. ED.2.3 Improve housing affordability for lower-income households. Housing is a critical element in the attraction and long term retention of employees, and is needed at all levels of income but is mostly in demand at lower price points. H.1.1 Improve quality of and access to affordable housing. Implement related existing plans and identify solutions for housing access. H 1.3 Evaluate regulations for barriers to housing. Assess and amend subdivision and zoning regulations to change factors that limit the ability to build new housing where appropriate. H 2.2 Reduce barriers to missing middle housing typologies. Study and reduce or eliminate barriers to allow for additional housing typologies that are not currently being built. H 2.4 Incentivize a variety of housing types. Enable additional tools and incentives	LU 1 Accommodate future development and redevelopment. ED.2 Attract and retain a skilled workforce. H 1 Increase housing quality and production. H 2 Diversify housing options.	Comp Plan Work Plan Dev Committee & CDD staff	Funding needed is for postage for May or June 2024 notification mailings to property owners. The CDD postage budget will be impacted and could be overrun. This is yet tbd, as of 12/4/24.	Properties identified. Need send notification letters to property owners & have P&ZC initiate.
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Zoning code amendments to small lot development standards	LU 1.2.2 Incentivize quality development by establishing urban design and architectural criteria that would allow development to qualify for expedited review/permitting and/or reduced fees. LU 2.1.1 Conduct a review of the Land Use Code and implement modifications to facilitate diverse, scale-appropriate housing options across Lewiston. LU 2.2.2 Develop and implement design standards that guide the development of denser residential projects to ensure compatibility with existing neighborhoods. Considerations should include transition, scale, sight lines, and architectural characteristics. H 3.1.1 Identify areas within walking distance of existing or planned transit services and direct resources to encourage missing-middle and denser housing types in those locations.	LU 1.2 Encourage quality development. Streamline processes and regulations for catalyst projects and development that fills gaps in services, provides housing or employment, or meets other community needs. LU 2.1 Diversify possible housing options. Ensure that a variety of types, scale and density-appropriate housing can be constructed throughout Lewiston, promoting neighborhoods that cater to residents of all incomes, ages, family structures and cultures. LU 2.2 Allow for density by ensuring compatibility. Build additional housing types in a scale appropriate way that fits into existing neighborhoods. H 3.1 Capitalize on existing plans. Focus resources in areas planned for additional density.	LU 1 Accommodate future development and redevelopment. LU 2 Provide housing choices throughout Lewiston. H 3 Target housing production in opportunity zones.	CDD staff.	No funding needed. Other resource need is staff time, which is being allocated, as appropriate & available.	Feb-25	In progress, with P&ZC having recommended on 1/8/25 approval by City Council. City Council hearing is scheduled for 2/10/25.
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Evalutate and amend landscape code.	NH 2.1.1 Allocate resources and exceed baseline funding requirements to invest in programs like Tree City USA, promoting and expanding the urban tree canopy. Focus efforts on areas with less tree coverage. NH 2.1.2 Incentivize or require tree planting in new developments, especially along streets and in and around parking lots. Incorporate street tree planting standards into the subdivision code. NH 2.1.3 Explore allocating resources or incentives for existing commercial properties with large paved parking areas to incorporate trees to mitigate urban heat islands.	NH 2.1 Expand the urban tree canopy. Promote and expand the urban tree canopy where possible.	NH 2 Increase resilience and sustainability by being good stewards of the environment	Comp Plan Work Plan Dev Committee & CDD staff	No funding needed. Other resource need is staff time, which is being allocated, as appropriate & available.	April or May 2024	First committee mtg scheduled for 1/8/25.
Off-street parking code amendments	H 1.3.3 Study and act to overcome barriers to housing development for housing types that are not currently being built (e.g., multifamily and missing-middle housing). Barriers may include parking requirements, state restrictions on uses of funding, environmental review, developer infrastructure investments, permitting timelines, land availability, lack of land zoned for these housing types, lack of zoning code use by right allowance for these housing types, and others.	H 1.1 Increase housing quality and production.	H 1 Increase housing quality and production.	Comp Plan Work Plan Dev Committee & CDD staff	No funding needed. Other resource need is staff time, which is being allocated, as appropriate & available.	Feb-24	In progress, with P&ZC having recommended on 1/8/25 approval by City Council. City Council hearing is scheduled for 2/10/25.

H 2.2 Reduce barriers to missing middle housing typologies. Study and reduce or eliminate barriers to allow for additional housing typologies that are not currently being built. **H 2.4** Incentivize a variety of housing types. Enable additional tools and incentives for development of ADUs and other housing types that tend to be lower in cost and result in increased density.

H 2 Diversify housing options.

PR 1 Diversify recreational offerings to meet the needs of the community

PR 3 Develop an updated Parks Plan

ED 2.2 Support partners to mitigate barriers to employee retention. Collaborate with appropriate organizations to help retain Lewiston's workforce.

ED 2 Attract and retain a skilled workforce

ED 2.3 Improve housing affordability for lower-income households. Housing is a critical element in the attraction and long term retention of employees, and is needed at all levels of income but is mostly in demand at lower price points.

ED 2 Attract and retain a skilled workforce

	LU 2.1.1 Conduct a review of the Land Use Code and implement modifications to facilitate diverse, scale-appropriate housing options across Lewiston.	LU 2.1 Diversify possible housing options. Ensure that a variety of types, scale and density-appropriate housing can be constructed throughout Lewiston, promoting neighborhoods that cater to residents of all incomes, ages, family structures and cultures.	LU 2 Provide housing choices throughout Lewiston				
	ED 3.1.3 Evaluate the zoning code to ensure define and recognize small scale manufacturing uses and identify areas it would be appropriate.	ED 3.1 Support the emerging base of small-scale advanced manufacturing. Continue bringing quality jobs to Lewiston by attracting new companies and entrepreneurs in existing and emerging industries.	ED 3 Build on industry strengths while exploring new opportunities				
Complete rewrite/update of Parks & Open Space Master Plan	PR.3.1.1 Identify and plan for additional recreational offerings in areas with fewer existing facilities. Consider demographic and geographic factors to identify areas that need increased recreationa opportunities and prioritize their construction including small scale pocket parks and corner parks in underserved areas. PR.3.1.2 Secure sites for future recreational infrastructure. Minimize costs by planning for and early acquisition of land for parks and trails to serve future residents.	PR.3.1 Evaluate future recreational locations. Prioritize future recreational development to distribute parks, open space, and trails more equitably. Consolidate where appropriate and repurpose existing properties based on community needs.	PR.3 Develop an updated Parks Plan.	P&RD staff and Parks & Recreation Commission	Shannon to fill this in.	Shannon to fill this in.	Shannon to fill this in.

PR.3.2.1 Plan and implement a citywide trail network. Include various walking routes, track spaces, park pathways, and more.

PR 3.2 Establish a citywide interconnected trail system. Encourage non-motorized transportation with connectivity and safety to align with the Bike and Sidewalk Master Plans, and creates pedestrian friendly connections to and from the waterfront.

PR.3.2.2 Increase access to parks and trails for those walking or biking by developing strategies to improve access. Identify and address barriers to access, including transportation infrastructure and safety considerations.

PR.3.2.3 Evaluate area trails that can serve as safe routes to schools and prioritize those segments in implementation time frames.

PR.3.2.4 Install wayfinding signage, unique paint, and lighting to enhance the trail experience.



January 14, 2025

The Lewiston Comprehensive Plan Work Plan Development Committee met in the Bell Building First Floor Conference Room at 215 "D" Street. Chair Iacoboni called the meeting to order at 12:02 p.m.

I. CALL TO ORDER

COMMITTEE MEMBERS PRESENT: Committee Chair, Gabe Iacoboni (Planning & Zoning Commission); Committee Vice Chair, Emily Wolf (Planning & Zoning Commission); Mayor Dan Johnson; Kathy Schroeder (City Council); Jessica Klein (City Council)

Committee Chair Iacoboni called the meeting to order at 12:02.

COMMITTEE MEMBERS EXCUSED: Maureen Anderson (Planning & Zoning Commission)

STAFF MEMBERS PRESENT: Joel Plaskon, City Planner; Shannon Grow, Community Development Director

II. REVIEW DRAFT COMPREHENSIVE PLAN WORK PLAN FOR RECOMMENDATION TO THE PLANNING AND ZONING COMMISSION (ACTION ITEM)

Planner Plaskon recalled for the Committee their decision at their last meeting on November 26, 2024 to have staff draft a Work Plan, in accordance with The Comprehensive Plan's Implementation Chapter, based upon the Committees prior meeting discussions. He described the contents and structure of the draft Work Plan for the Committee.

The Committee discussed the contents thereof. Committee member Johnson said that the City Council would soon begin working on a Strategic Plan and how that would relate to and interact with the Work Plan, and related discussion ensued. The Committee also discussed the Council's ability to approve or reject products brought to them that are the result of the initiatives contained in the Work Plan, as well as how different city departments and commissions would be involved in implementation of the Work Plan. There was consensus among the Committee that they liked the Work Plan drafted by staff.

Committee member Schroeder moved and Committee Chair Iacoboni seconded that the Committee recommend to the Planning and Zoning Commission that they recommend to City Council approval of the draft Work Plan, City of Lewiston Envision Lewiston 2044

(Comprehensive Plan) Implementation Work Plan 2024-2025. The motion passed, unanimously.

III. NEXT STEP(S)

Planner Plaskon said he would schedule the draft Work Plan for review by the Planning and Zoning Commission at their January 22nd meeting and that if the Planning and Zoning Commission recommends to City Council approval of the Work Plan, he would schedule it for the February 10th meeting. Once approved by City Council, the Work Plan will go through the implementation process. The Committee will reconvene intermittently to review the status of the Work Plan and recommend additional initiatives be added as others are completed.

IV. ADJOURNMENT

There being no further business, Chair Iacoboni adjourned the meeting at 12:37 p.m.

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 City Clerk Kari Ravencroft at least forty-eight (48) hours in advance of the meeting at 208-746-3671, ext. 6203.