



**Lewiston Planning & Zoning Commission
REGULAR MEETING AGENDA
March 26, 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 MARCH 12, 2025 MEETING MINUTES

B. PRELIMINARY PAT AND CONSIDERATION OF THE ASSOCIATED REASONED STATEMENT FOR MARTIN'S MEADOWS 2ND ADDITION: THE MARTIN'S MEADOWS 2ND ADDITION PRELIMINARY PLAT PROPOSES TO RE-PLAT APPROXIMATELY 2.41 ACRES OF LOT 7 OF THE ORIGINAL MARTIN'S MEADOWS ADDITION ADMINISTRATIVE PLAT INTO 7 RESIDENTIAL LOTS.

IV. STAFF-COMMISSION COMMUNICATIONS

A. SOLICITATING COMMISSIONER ATTENDANCE FOR THE NEXT REGULARLY SCHEDULED MEETING OF APRIL 9, 2025 (PUBLIC HEARING).

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.

March 12, 2025

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

I. CALL TO ORDER

COMMISSIONERS PRESENT: Gabriel Iacoboni, Chair; Shaunita Cable; Cynthia Ball; Kathy Branson via Zoom;

COMMISSIONERS EXCUSED: Emily Wolf, Vice Chair; Kevin Kelly; Maureen Anderson;

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner; Dawn Ortiz, Community Development Office Supervisor; Jennifer Tengono, City Attorney

II. CITIZENS COMMENTS

None

III. ACTIVE AGENDA

A. APPROVAL OF FEBRUARY 26, 2025 MEETING MINUTES (ACTION ITEM)

Commissioner Branson and Chair Iacoboni moved and seconded, respectively, approval of the February 26, 2025 meeting minutes as written. The motion carried 4-0.

B. APPROVAL OF THE REASONED STATEMENT FOR CONDITIONAL USE PERMIT APPLICATION CUP25-1 BY LEWIS CLARK EARLY CHILDHOOD PROGRAM (ACTION ITEM):

Commissioner Cable provided corrections and recommendations for changes to the Reasoned Statement for CUP25-1.

Commissioners Ball and Branson moved and seconded, respectively, to approve the Reasoned Statement for CUP25-1 as amended. The motion carried 4-0.

IV. STAFF-COMMISSION COMMUNICATIONS:

A. Query of Commissioners for the March 26, 2025 meeting.

Staff Hollingshead stated there is a public hearing for code amendments on landscaping and a preliminary plat.

All current commissioners present will be in attendance for the March 26, 2025 meeting.

V. ADJOURN

There being no further business, Commissioner Branson and Cable moved and seconded, respectively, to adjourn. The motion carried 4-0 and the Planning and Zoning Commission adjourned at approximately 5:49 p.m.

RESPECTFULLY SUBMITTED,

Dawn Ortiz,
Recording Secretary

Chairperson or Acting Chairperson
Planning and Zoning Commission

Approved this _____ day of _____, 2025.



March 18, 2025

To: Lewiston Planning and Zoning Commission

Re: Martin's Meadows, 2nd Addition - Preliminary Plat

Commissioners:

The Martin's Meadows, 2nd Addition preliminary plat proposes to re-plate approximately 2.41 acres of Lot 7 of the original Martin's Meadows Addition administrative plat into 7 residential lots. Martin's meadows 2nd Addition is located on the south side of Alder Avenue between 17th Street and 18th Street. An existing single family residence currently occupies Lot 7 of the Martin's Meadows Addition, and the existing residence will occupy Lot 4 of the proposed Martin's Meadows 2nd Addition. The remaining developable property is located in the center of the block, and a new public street, approximately 419 feet in length, and associated public utilities will need to be constructed or completed to service the seven new lots of the finished subdivision. The new street, proposed to be named Martin Court, has 50 feet of available right-of-way width available to connect to Alder Avenue at the north end, and will incorporate a cul-de-sac turn-around with a 50 foot right-of-way radius at its southerly terminus. The developer has requested that the proposed Martin Court be constructed with sidewalk on only one side of the street. In conformance with the requirements for cul-de-sac roadways less than 500' in length, as defined in City drawing 3-5, the developer will be required to provide a fee-in-lieu-of construction, for the omitted sidewalk. With the construction and dedication of the new proposed public street, all seven proposed lots will be "standard" lots that have frontage on an improved public street that meets or exceeds the minimum lot width for the applicable RI Zone. When providing utility services for the existing residence, the developer constructed the new infrastructure to standards that should be appropriate for servicing all seven of the proposed lots. The developer indicated that service stubs will still need to be installed for each of the proposed lots, but it appears that roadway improvements will comprise the majority of the public improvements yet to be constructed. The proposed subdivision is located in the Lewiston Orchards Irrigation District, and Central Orchards Sewer District, and the utility districts have indicated their intent to provide service for the proposed lots. Avista Utilities, CenturyLink/Lumen Technologies, and Sparklight have also confirmed their intent to provide utility service.

The subject property is currently zoned R1, and the proposed lot configurations adhere to the requirements of that zone as outlined in the City of Lewiston Zoning Ordinance, City Code Chapter 37.

The preliminary plat is presented at a scale of 60' to the inch when printed at full scale, which differs from the 100' to the inch standard specified in Section 32-20(a) of subdivision code. Because the 60' to 1" scale provides for better "clarity of lines, bearings, and dimensions" as specified in Title 50-1304 (1) of Idaho Code, City staff recommends that the 60' to 1" scale be accepted as exceeding the code requirement of the specified 100' to 1" scale. With the exception of the noted difference in scale, the preliminary plat complies with the applicable requirements of the City of Lewiston Subdivision Ordinance, City Code Chapter 32.

City Staff recommends that the Lewiston Planning and Zoning Commission recommend to the Lewiston City Council approval of the North Lewiston Business Park preliminary plat as presented. A draft reasoned statement, which incorporates information contained in the staff report, has been prepared for your consideration or use, at your discretion.

Sincerely,



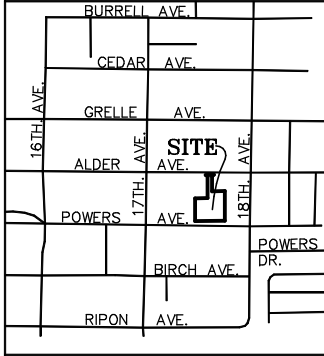
Mark Weigand, PLS
City Surveyor

PRELIMINARY

MARTIN'S MEADOWS 2ND. ADDITION

A SUBDIVISION OF LOT 7 MARTIN'S MEADOWS PLAT, INS. NO.633285
BEING A SUBDIVISION OF
LOT 7, BLOCK 86 , LEWISTON ORCHARDS
TRACT NO. 12, BEING PART OF SECTION 15, T.35N., R.5W., BOISE MERIDIAN
CITY OF LEWISTON, COUNTY OF NEZ PERCE, STATE OF IDAHO

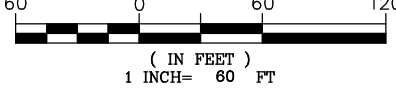
VICINITY MAP



LEWISTON ORCHARDS TRACT 12, BLOCK 86

CONTOUR AND VERTICAL INFORMATION SHOWN
HEREON IS RELATED TO NAVD 88 DATUM AND
WAS DERIVED FROM A POST PROCESSED OPUS/
DPOS SOLUTION OF OVER 4 HOURS.

GRAPHIC SCALE



LEGEND

- ▲ = CALCULATED POSITION ONLY, NO CORNER SET THIS SURVEY.
- = FOUND MONUMENT AS SHOWN.
- = SET OR PREVIOUSLY SET 5/8" DIA BY 30" LONG REBAR & CAP MK'D. "PLS 7379" UNLESS OTHERWISE STATED.
- () = RECORDED BEARINGS OR DISTANCES.
- = EXISTING WATER LINE.
- = EXISTING SEWER LINE.
- = EXISTING ELECTRIC LINE.
- = EXISTING GAS LINE.
- ⊕ = EXISTING WATER VALVE.
- ⊗ = EXISTING WATER METER.
- ⊙ = EXISTING SEWER MANHOLE.
- = EXISTING FENCE LINE.

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS SURVEY IS 1983 IDAHO STATE PLANE COORDINATE SYSTEM WEST ZONE, AND WAS DEVELOPED FROM AN OPUS/ DPOS POST PROCESSED POSITION OF OVER 4 HOURS. LOCAL BASIS OF BEARINGS IS THE CENTERLINE OF POWERS AVENUE AS SHOWN.

EXISTING ZONING: R1 RESIDENTIAL

TOTAL ACREAGE: 2.41 ACRES

TOTAL NUMBER OF LOTS: 7

STORM WATER NOTE:

STORM WATER WILL BE REQUIRED TO BE DETAINED ON SITE.

UTILITY SERVICE PROVIDERS:

AVISTA, CENTURYLINK, SPARKLIGHT, C.O.S.D. & L.O.I.D. HAVE AGREED TO PROVIDE SERVICES.

LEGAL DESCRIPTION

COMMENCING AT THE INTERSECTION OF EIGHTEENTH STREET AND POWERS AVENUE; THENCE NORTH 89°40'14" WEST, A DISTANCE OF 358.20 FEET; THENCE NORTH 01°03'11" EAST, A DISTANCE OF 152.00 FEET TO THE TRUE POINT OF BEGINNING; THENCE NORTH 89°40'14" WEST, A DISTANCE OF 330.09 FEET; THENCE NORTH 01°02'40" EAST, A DISTANCE OF 246.59 FEET; THENCE SOUTH 89°44'16" EAST, A DISTANCE OF 140.04 FEET; THENCE NORTH 01°03'14" EAST, A DISTANCE OF 242.72 FEET TO A POINT OF CURVE TO THE LEFT HAVING A RADIUS OF 20.00 FEET AND A CENTRAL ANGLE OF 90°47'30"; THENCE NORTHWESTERLY ALONG THE ARC, A DISTANCE OF 31.69 FEET; THENCE SOUTH 89°44'16" EAST, A DISTANCE OF 90.01 FEET TO THE POINT OF CURVE OF A NON TANGENT CURVE TO THE LEFT, OF WHICH THE RADIUS POINT LIES SOUTH 00°15'44" WEST, A RADIAL DISTANCE OF 20.00 FEET; THENCE SOUTHWESTERLY ALONG THE ARC, THROUGH A CENTRAL ANGLE OF 89°12'30", A DISTANCE OF 31.14 FEET; THENCE SOUTH 01°03'14" WEST, A DISTANCE OF 167.27 FEET; THENCE SOUTH 89°44'16" EAST, A DISTANCE OF 140.09 FEET; THENCE SOUTH 01°03'11" WEST, A DISTANCE OF 322.98 FEET TO THE TRUE POINT OF BEGINNING.

CITY ENGINEER'S CERTIFICATE

I, HEREBY CERTIFY THAT I HAVE CHECKED THIS PLAT AND THAT IT COMPLIES WITH THE REQUIREMENTS OF TITLE 50, CHAPTER 13, IDAHO CODE AND THE SUBDIVISION ORDINANCES OF CITY OF LEWISTON.

ENGINEER, CITY OF LEWISTON, IDAHO

DATE

CITY CLERK'S CERTIFICATE

I HEREBY CERTIFY THAT THIS PLAT AND DEDICATIONS SHOWN HEREON HAVE BEEN APPROVED AND ACCEPTED BY THE CITY COUNCIL OF LEWISTON, IDAHO AT A MEETING HELD ON THE _____ DAY OF _____, 2024

CITY CLERK, CITY OF LEWISTON, IDAHO

DATE

CITY SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THIS PLAT HAS BEEN EXAMINED AND APPROVED.

SURVEYOR, CITY OF LEWISTON, IDAHO

DATE

SURVEYOR'S CERTIFICATE

I, TERRY T. GOLDING, PROFESSIONAL LAND SURVEYOR IN THE STATE OF IDAHO, HEREBY CERTIFY THAT I HAVE SURVEYED MARTIN'S MEADOWS 2ND. ADDITION TO THE CITY OF LEWISTON, IDAHO AS SHOWN HEREON AND THAT THIS PLAT REPRESENTS A SURVEY PERFORMED BY ME, UNDER MY DIRECTION AND COMPLIES WITH THE APPLICABLE REQUIREMENTS OF TITLE 50, CHAPTER 13, AT THE REQUEST OF BRIAN MARTIN IN FEBRUARY, 2025.

Terry T. Golding 03/05/2025
TERRY T. GOLDING DATE
IDAHO PROFESSIONAL LAND SURVEYOR # 7379



COUNTY TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT ALL AD VALOREM TAXES AND ASSESSMENTS FOR THE PROPERTY HEREON DESCRIBED HAVE BEEN PAID FOR THE YEAR 2025 AND ALL PRECEDING YEARS.

NEZ PERCE COUNTY TREASURER

DATE

PUBLIC HEALTH-IDAHO NORTH CENTRAL DISTRICT

SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE TITLE 50, CHAPTER 13, HAVE BEEN SATISFIED. SANITARY RESTRICTIONS MAY BE REIMPOSED, IN ACCORDANCE WITH SECTION 50-1326, IDAHO CODE BY ISSUANCE OF A CERTIFICATION OF DISAPPROVAL

ENVIRONMENTAL HEALTH SPECIALIST DATE
NORTH CENTRAL HEALTH DEPARTMENT.

OWNER'S DEDICATION CERTIFICATE

WE, THE UNDERSIGNED OWNERS OF THE HEREON DESCRIBED AND PLATTED PROPERTY DO HEREBY CERTIFY THAT WE INTEND TO SUBDIVIDE SAID PROPERTY AS INDICATED BY THIS INSTRUMENT. THEREFORE, KNOW ALL PERSONS BY THESE PRESENTS, THAT WE HEREBY DEDICATE TO THE PUBLIC FOREVER, THOSE STREETS AND EASEMENTS AS SHOWN PLATTED HEREON.

BRUCE D. MARTIN DATE SUSAN K. MARTIN DATE

BRAD A. MARTIN DATE CONNI JO MARTIN DATE

BRIAN L. MARTIN DATE

ACKNOWLEDGMENT

STATE OF IDAHO } SWORN STATEMENT
COUNTY OF NEZ PERCE
BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, PERSONALLY APPEARED

KNOWN TO ME TO BE THE PERSON(S) WHO EXECUTED THE FOREGOING OWNERS CERTIFICATE, A FREE AND VOLUNTARY ACT AND DEED.

IN WITNESS THEREOF, THIS _____ DAY OF _____, 19____
I SET MY HAND AND AFFIX MY SEAL.

NOTARY PUBLIC IN AND FOR THE STATE OF IDAHO.
RESIDING AT _____
MY COMMISSION EXPIRES _____

GOLDING

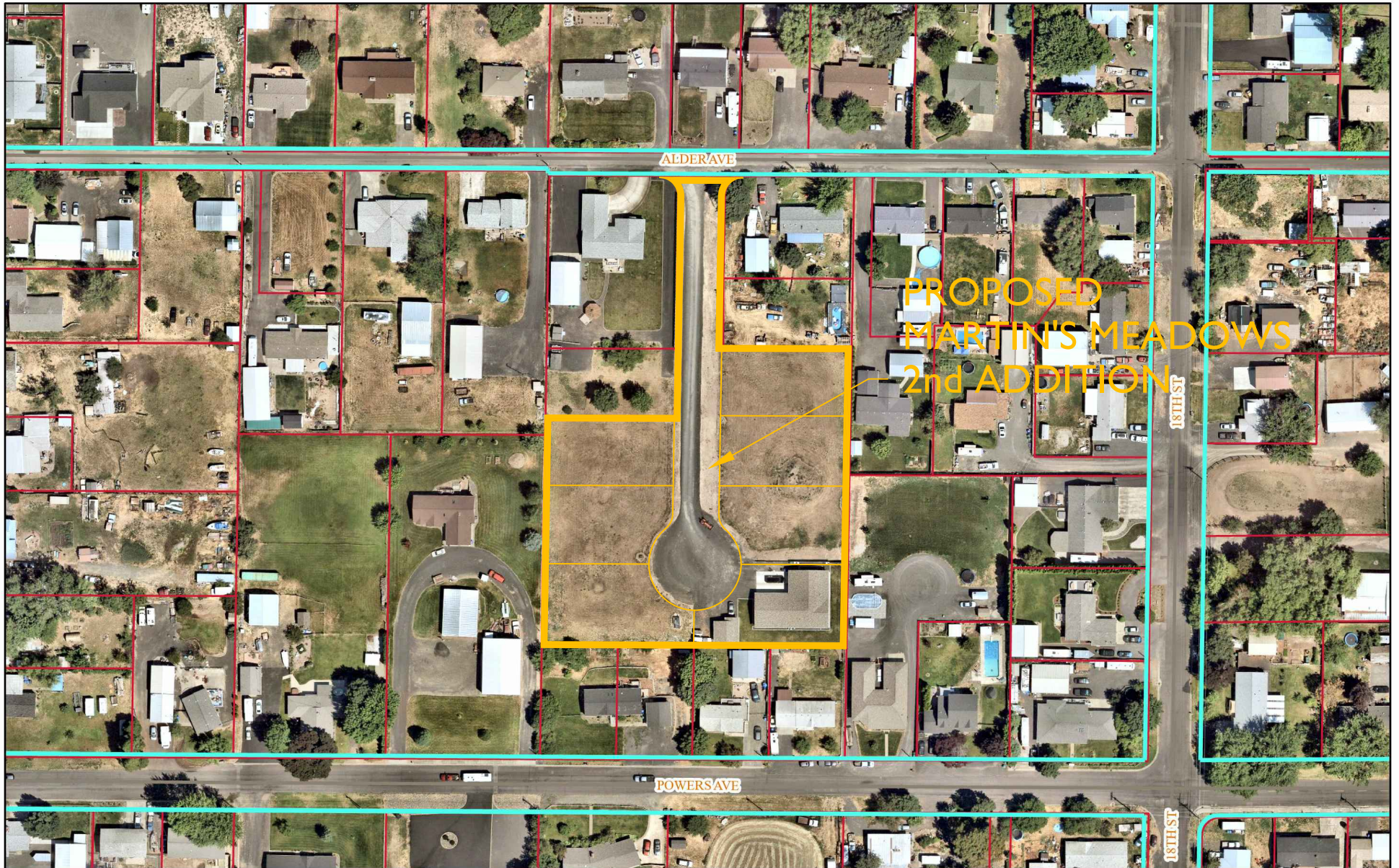
SURVEYING

& MAPPING

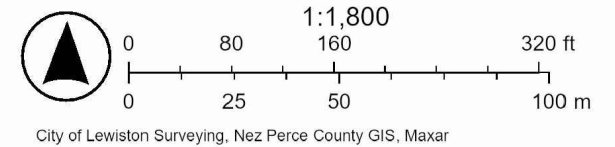
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P.O. BOX 1818 • LEWISTON, IDAHO • 83501 • (208) 746-5720

City of Lewiston



3/18/2025, 3:25:47 PM



**CITY OF LEWISTON PLANNING AND ZONING COMMISSION
REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS
RECOMMENDING APPROVAL, APPROVAL WITH CONDITIONS, OR
DENIAL OF A SUBDIVISION PRELIMINARY PLAT TO THE LEWISTON
CITY COUNCIL**

This document shall serve as memorialization of the rationale for the recommendation to Lewiston City Council, approving, approving with conditions, or denial of a Subdivision Preliminary Plat, which shall be based upon relevant criteria and standards, including the Lewiston Comprehensive Plan, Lewiston City Code, and Idaho Code. See I.C. § 67-6535.

- I. **APPLICATION NUMBER:**
SUB24-000009
- II. **APPLICANT'S NAME AND ADDRESS:**
Brian Martin
1728 Alder Avenue
Lewiston ID, 83501
- III. **IDENTIFICATION AND/OR LOCATION OF SUBJECT PROPERTY:**
A re-plat portions of Lot 7 of the original Martin's Meadows Addition administrative plat, consisting of 2.41 acres, located on the south side of Alder Avenue between 17th Street and 18th Street, Lewiston, Idaho.
- IV. **IDENTIFICATION OF ZONING DISTRICT AND FUTURE LAND USE DESIGNATION OF SUBJECT PROPERTY:**
Suburban Residential (R-1) Zone, Neighborhood Residential
- V. **DATE OF CONSIDERATION:**
March 26, 2025
- VI. **NAME OF GOVERNING BODY:**
City of Lewiston Planning and Zoning Commission
- VII. **NATURE OF SUBJECT APPLICATION:**
Application for approval of subdivision preliminary plat.
- VIII. **DECISION:**
The Lewiston Planning and Zoning Commission recommends **APPROVAL of SUB24-000009 (Martin's Meadows, 2nd Addition - Preliminary Plat).**

IX. RELEVANT CONTESTED FACTS RELIED UPON:

The relevant contested facts relied upon are:

None.

X. RELEVANT CRITERIA AND STANDARDS:

The following relevant criteria, standards, facts, and considerations are hereby declared as reasons for the decision on this subdivision administrative plat:

1. The proposed subdivision **will** be in compliance with the intents and purposes of Chapter 32 (Subdivisions) of the Lewiston City Code. Lewiston City Code § 32-2 (Purpose and Intent) states:
 - (a) The purpose of this chapter is to provide for the orderly growth and harmonious development of the City of Lewiston, to insure adequate traffic circulation through coordinated street systems with relation to major thoroughfares, adjoining subdivisions, and public facilities; to achieve individual property lots of reasonable utility and livability; to secure adequate provisions for water supply, drainage, sanitary sewerage, and other health requirements; to insure consideration for adequate sites for schools, recreation areas, and other public facilities; to promote the conveyance of land by accurate legal descriptions; and to provide logical procedures for the achievement of this purpose.
 - (b) Its interpretation and application, the provisions of this chapter are intended to provide a common ground of understanding and a sound equitable working relationship between the public and private interests to the end that both independent and mutual objectives can be achieved in the subdivision of land. Applicable commentary:

The Martin's Meadows, 2nd Addition preliminary plat proposes to re-plat approximately 2.41 acres of Lot 7 of the original Martin's Meadows Addition administrative plat into 7 residential lots. Martin's meadows 2nd Addition is located on the south side of Alder Avenue between 17th Street and 18th Street. An existing single family residence currently occupies Lot 7 of the Martin's Meadows Addition, and the existing residence will occupy Lot 4 of the proposed Martin's Meadows 2nd Addition. The remaining developable property is located in the center of the block, and a new public street, approximately 419 feet in length, and associated public utilities will need to be constructed or completed to service the seven new lots of the finished subdivision. The new street, proposed to be named Martin Court, has 50 feet of available right-of-way width available to connect to Alder Avenue at the north end, and will incorporate a cul-de-sac turn-around with a 50 foot right-of-way radius at its southerly terminus. The developer has requested that the proposed Martin Court be constructed with sidewalk on only one side of the street. In conformance with the requirements for cul-de-sac roadways less than 500' in length, as defined in City drawing 3-5, the developer will be required to provide a fee-in-lieu-of construction, for the omitted sidewalk. With the construction and dedication of the new proposed public street, all seven proposed lots will be "standard" lots that have frontage on an improved public street that meets or exceeds the minimum lot width for the applicable R-1 Zone.

2. The proposed subdivision **will** be in compliance with the intents and purposes of Chapter 37 (Zoning Code) of the Lewiston City Code. Lewiston City Code § 37-2 (Purpose) states: “The purpose of this chapter is to promote the orderly development of the city according to the comprehensive plan; to conserve and stabilize the value of property; and otherwise to promote the public health, safety, and general welfare.” Applicable commentary:

The proposed plat adheres to the requirements for the R-1 Zone which were established to promote the orderly development of the city according to the comprehensive plan; to conserve and stabilize the value of property; and otherwise to promote the public health, safety, and general welfare.

3. The proposed subdivision **will** be in compliance with Chapter 37 (Zoning) of the Lewiston City Code standards (unless otherwise waived by Conditional Use Permit or Variance) to include meeting the minimum lot depth, minimum lot width, and minimum lot area standards as set forth by the zoning district which it is located in. Applicable commentary:

The proposed subdivision was reviewed by the City of Lewiston Community Development Department, and Community Development staff confirmed that the proposed subdivision is in compliance with applicable standards contained in Chapter 37 of Lewiston City Code, and meets the lot configuration requirements for lot width, lot depth, and lot size as established for the applicable R-1 zone.

4. The proposed subdivision **will** be in conformance with the Lewiston Comprehensive Plan’s requirements and objectives. Applicable commentary:

The proposed subdivision is in conformance with the Lewiston Comprehensive Plan which includes the subject property in the Neighborhood Residential - Future Land Use Designation area. The proposed subdivision promotes the desired Neighborhood Residential characteristics by providing a relatively low intensity residential neighborhood with adequate street and utility access.

5. The proposed subdivision **does** include the entire tract of land, unless an approved preliminary plat, planned unit development (PUD), or approved development master plan shows development in phases. Applicable commentary:

The plat area includes the applicant’s entire parcel as determined by a survey in the field conducted by an Idaho Licensed Land Surveyor.

6. The proposed subdivision **has** been reviewed by applicable public utility providers.

Representatives of applicable public utility providers have reviewed the plat proposal and affirmed their ability and intent to provide service by signing the utility services acceptance form contained in the preliminary plat application packet.

7. The applicant **has** complied with all elements of Lewiston City Code § 32.20. Applicable commentary:

The plat was reviewed by the City Surveyor and Public Works Staff under the direction of the City Engineer. The preliminary plat is presented at a scale of 60' to the inch when printed at full scale, which differs from the 100' to the inch standard specified in Section 32-20(a) of subdivision code. Because the 60' to 1" scale provides for better "clarity of lines, bearings, and dimensions" as specified in Title 50-1304 (1) of Idaho Code, City staff recommends that the 60' to 1" scale be accepted as exceeding the code requirement of the specified 100' to 1" scale. With the exception of the noted difference in scale, the preliminary plat contained the information required by Section 32.20 of the City Subdivision Code.

8. The proposed subdivision **does not** contain all or any part of the site of a proposed park, school, flood control facility, or other public area as shown by the City's Comprehensive Plan or future acquisitions map.

The approved City Comprehensive plan does not propose any public areas at this location.

9. The proposed subdivision **is not** within a known floodplain. Applicable commentary:

Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRMs) do not indicate that the platted property is located in a designated floodplain.

10. The proposed subdivision **does not** have, in whole or in part, terrain having an average slope exceeding ten percent (10%).

The native slopes of all land located within the plat area are less than the 10% threshold. All constructed improvements will be designed by an Idaho licensed engineer.

11. The proposed subdivision **is** in conformance with the City's Master Transportation Plan and/or neighborhood plan. Applicable commentary:

The current adopted Transportation Plan does not address, or make recommendations for the property located within the applicants proposed development.

12. The proposed subdivision's street name(s) **are** in conformance with Lewiston City Code § 31-85. Applicable commentary:

Martin Court is a unique name for the local emergency services dispatch area and adhere to the requirements established for cul-de-sac streets.

Pursuant to Idaho Code § 67-6519(5)(c), if the decision on this application is to deny it and the applicant **could not** take actions to obtain approval, the explanation is:

Not applicable.

Pursuant to Idaho Code § 67-6519(5)(c), if the decision on this application is to deny it and the applicant **could** take actions to obtain approval, such actions might include:

Not applicable.

NOTICE TO APPLICANT AND AFFECTED PERSONS: The Planning and Zoning Commission's recommendation to the City Council is not a final decision, and thus, shall not be subject to reconsideration or appeal.

By: _____
Signature of Planning and Zoning Commission Chair or Vice Chair or Acting Chair

Printed: _____

Date of Signature: _____

ATTEST: _____
Dawn Ortiz, Community Development Specialist





