



**Lewiston Planning & Zoning Commission
REGULAR MEETING AGENDA
April 9, 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 26, 2025 MEETING MINUTES (ACTION ITEM)

B. PUBLIC HEARING FOR ZONING CODE AMENDMENT ZA-01-25 LANDSCAPING CODE (ACTION ITEM): The Commission will consider amendments to Lewiston Zoning Code Section 37-153, Landscaping. These amendments vary in nature adding clarification to the current parking lot landscaping purpose and requirements, adding consistency between code section provisions, changing required landscape planter widths, adding provisions for maintenance, and omitting unnecessary and redundant provisions. The Commission will make a recommendation to City Council to approve or deny this proposal. - Action Item

C. CONSIDERATION OF ZONING CODE AMENDMENT INITIATION, TINY HOUSES (ACTION ITEM): The Commission will consider initiating a Zoning Code amendment to establish standards specific to the placement of a tiny house on a lot. - Action Item ()

IV. STAFF-COMMISSION COMMUNICATIONS

A. SOLICITING COMMISSIONER ATTENDANCE FOR THE NEXT REGULARLY SCHEDULED MEETING OF APRIL 23, 2025.

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 26, 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; Emily Wolf, Vice Chair; Kevin Kelly; Maureen Anderson; Shaunita Cable; Cynthia Ball;

COMMISSIONERS EXCUSED: Kathy Branson

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

II. CITIZENS COMMENTS

None

III. ACTIVE AGENDA

A. APPROVAL OF MARCH 12, 2025 MEETING MINUTES (ACTION ITEM)

Commissioners Ball and Cable moved and seconded, respectively, approval of the March 12, 2025 meeting minutes as written. The motion carried 4-0-2 with Commissioners Anderson and Kelly abstaining.

B. PRELIMINARY PLAT AND CONSIDERATION OF THE ASSOCIATED REASONED STATEMENT FOR MARTIN’S MEADOWS 2ND ADDITION (ACTION ITEM):

City Surveyor Mark Weigand verbally summarized the request for the Planning and Zoning Commission.

Commissioner Ball asked clarification questions regarding when the current utilities were installed.

Commissioners Anderson and Ball moved and seconded, respectively, to recommend approval of the Martin’s Meadows 2nd Addition Preliminary Plat to City Council and to approve the related Reasoned Statement. The motion carried 6-0.

IV. STAFF-COMMISSION COMMUNICATIONS:

A. Query of Commissioners for the April 09, 2025 meeting.

Staff Hollingshead stated there is a public hearing scheduled for the April 09, 2025 meeting.

All current commissioners present will be in attendance for the April 09, 2025, meeting besides Commissioner Cable.

V. ADJOURN

There being no further business, Commissioners Kelly and Ball moved and seconded, respectively, to adjourn. The motion carried 6-0 and the Planning and Zoning Commission adjourned at approximately 5:47 p.m.

RESPECTFULLY SUBMITTED,

Dawn Ortiz,
Recording Secretary

Chairperson or Acting Chairperson
Planning and Zoning Commission

Approved this _____ day of _____, 2025.

NOTICE OF **CANCELLATION AND RESCHEDULING OF** **PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the Lewiston Planning and Zoning Commission will conduct a public hearing at which you may provide comments/testimony on

THE MARCH 26, 2025 PUBLIC HEARING ADVERTISED PREVIOUSLY
FOR THE MATTER BELOW HAS BEEN CANCELLED AND
RESCHEDULED FOR
Wednesday April 9, 2025 at 5:30 pm.

COMMUNITY DEVELOPMENT DEPARTMENT BUILDING
2ND FLOOR MEETING ROOM,
215 D STREET LEWISTON, ID 83501

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

This public hearing will be to determine approval or denial of the following proposal:

- I. **ZONING CODE AMENDMENT, ZA-01-25, LANDSCAPING CODE:** The Commission will consider amendments to Lewiston Zoning Code Section 37-153, Landscaping. These amendments vary in nature adding clarification to the current parking lot landscaping purpose and requirements, adding consistency between code section provisions, changing required landscape planter widths, adding provisions for maintenance, and omitting unnecessary and redundant provisions. The Commission will make a recommendation to City Council to approve or deny this proposal.

FOR FURTHER INFORMATION ABOUT THIS PROPOSAL contact Joel Plaskon at the Community Development Department at jplaskon@cityoflewiston.org or (208) 746-1318, ext. 7202.

Submission of Written Comments/Testimony: To ensure that written comments can be forwarded to the Planning and Zoning Commission and relevant city staff prior to the hearing, please submit comments/testimony no later than **5:00 p.m. on Tuesday April 1, 2025** by: Emailing dortiz@cityoflewiston.org or mailing to: Dawn Ortiz, Community Development Department, PO Box 617, Lewiston, ID 83501.

Comments/Testimony for public hearings may also be given in-person at the meeting, during the public hearing.

Public Hearing notice publication date: Sunday March 23, 2025

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CITY ORDINANCE NO. 4942

AN ORDINANCE OF THE CITY OF LEWISTON AMENDING LEWISTON CITY CODE SECTION 37-3 RELATING TO THE DEFINITION OF "PARKING LOT"; AMENDING LEWISTON CITY CODE SECTION 37-153 RELATING TO LANDSCAPING; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF LEWISTON, IDAHO:

SECTION 1: Lewiston City Code § 37-3 is hereby amended as follows:

Sec. 37-3. - Definitions.

As used in this chapter:

...

Parking lot means a ~~parcel of~~ land devoted to the off-street parking spaces for ~~of more than~~ four (4) motor vehicles, contiguously.

...

SECTION 2: Lewiston City Code § 37-153 is hereby amended as follows:

Sec. 37-153. Landscaping.

- (a) Purpose: Landscaping requirements are to be an integral part of ~~all site and parking lot development and redevelopment.~~ The intent is to create shade and reduce heat buildup, reduce the barren appearance of parking lots, create aesthetic environments, buffer adjoining land uses, slow stormwater runoff, and mitigate pollution, buffer incompatible uses, reduce the barren appearance of parking lots, create aesthetic environments, create shade and reduce heat buildup while maintaining design flexibility.
- (b) Landscaping shall be required for all ~~off-street parking areas~~ lots for more than five (5) vehicles, except for those uses enumerated unless otherwise exempted in subsection (j) of this section ~~and to provide landscaped buffers between public rights-of-way and parking lot areas,~~ subject to the following provisions:
 - (1) A five-foot wide minimum buffer/landscape strip is required between ~~the~~ a parking lot and a public rights-of-way with a minimum of one (1) one and one-half-inch caliper shade tree and five (5) shrubs every ~~thirty-five (350)~~ linear feet. The plantings therein shall not interfere with motorist sight distance within a clear vision area, as defined in Section 32-1 of this Code.

- (2) All parking lots under ten thousand (10,000) square feet of vehicular surface area shall have a minimum of ~~two~~ three (3)-foot wide perimeter ~~planting area~~ landscape strip around that portion of the parking ~~area~~ lot not adjacent to ~~the~~ a public rights-of-way. All lots over ten thousand (10,000) square feet are to have a minimum of five-foot perimeter ~~planting~~ landscape strip around that portion of the parking ~~area~~ lot not adjacent to ~~the~~ a public right-of-way. All perimeter planting strips are to have a minimum of one (1) shade street of one and one-half-inch caliper and five (5) shrubs every ~~thirty-five~~ (350) linear feet.
- (3) All landscaping required by this section shall be in healthy condition at the time of planting, planted in soil type and depth appropriate to ensure its growth and health, and maintained to an extent that it furthers the stated purpose of this section. The topping, heading, or stubbing of trees required by this section is prohibited, unless authorized by the City Forester or deemed necessary in writing by a certified arborist.
- (4) All landscape areas required by this section shall contain groundcover appropriate for the continued health of the plantings therein and for the prevention of erosion.
- (35) Interior landscaping is to be a percentage of the total vehicular surface area and is in addition to the perimeter and right-of-way landscaping requirements.

Vehicular surface area	Percent of interior landscaping
2,500—6,999 square feet	3%
7,000—49,999 square feet	5%
50,000—149,000 square feet	8%
150,000 or larger	10%

Interior plantings are to include trees with a minimum size of one and one-half-inch caliper. ~~To ensure proper growth of vegetation, a~~ All interior planting beds shall have a minimum ~~dimension~~ area of five (5) feet by five (5) of six (6) feet at the narrowest point with a soil depth appropriate for the trees selected. See City of Lewiston tree planting standards and techniques for proper tree planting procedures. No shrub landscaping is required for interior planting.

Required shade trees will be of such species and canopy shape to provide a predicted fifty (50) percent canopy cover of the parking lot area after a ten-year growth period.

All tree species shall be classified by the City Tree Selection Guide as drought, insect and disease resistant. Exceptions may be approved by the community development director upon the recommendation of the city forester.

Preservation of healthy trees existing on the site before construction may be used to satisfy species and landscaping requirements.

(46) An irrigation system shall be provided for all required landscaping.

~~(c) In the commercial (C), manufacturing (M) zones, airport (A) and port (P) zone, all required front yard setbacks shall be landscaped. Landscaping shall consist of a minimum of one (1) tree of one and one-half inch caliper and five (5) shrubs per thirty five (35) linear feet.~~

~~(d) In the commercial (C), manufacturing (M), airport (A), and port (P) zones, when abutting a residential zone, the required side and rear yards, which share a common property line with the residential zone, shall be landscaped or fenced except as provided for in this section. Landscaping shall consist of a minimum of sixty (60) percent coniferous plants, a minimum of six (6) feet in height at the time of planting, spaced in a manner to create a complete visual screen between the abutting land uses within three (3) years from time of planting. Fencing shall consist of six-foot-tall wood, slatted chained link or masonry panels. Prior to installation of the landscaping or fencing, the adjacent residential property owner shall be contacted and asked for input whether the buffer will be landscaping or fencing. The adjacent residential owner may also waive the buffer. The adjacent residential property owner shall be given fifteen (15) days to indicate their preference. If no response is provided within fifteen (15) days, the nonresidential property owner may install fencing or landscaping as described above.~~

(ec) Trees and shrubs may be arranged to achieve the desired effect provided the required number is provided.

~~(f) A performance bond may be required to ensure compliance with this section and to cover maintenance for a period not to exceed one (1) year after time of planting.~~

(gd) An occupancy permit shall not be issued by the community development department until the required landscaping is completed. Occupancy of a building is not allowed unless the following condition applies:

(1) If, due to seasonal weather considerations, it is not feasible to install required landscaping, a temporary certificate of occupancy may be issued ~~after a performance bond or other security instrument acceptable to the city attorney has been posted with the city in the amount of one hundred twenty five (125) percent of the value of the required improvements upon showing by the property owner of a written commitment to install the required landscaping by a date certain and calling the Community Development Department for inspection thereof.~~

(he) It is not the intent of this chapter to inhibit creative solutions to land use problems. An alternative design or modification of these requirements may be allowed with the approval of the community development director. This is not a variance of or waiver

of existing standards and the proposed alternative must meet or exceed existing requirements. Requirements may be modified when:

- (1) Soil or slope limitations make strict adherence impractical;
 - (2) Safety considerations are involved, especially in the clear vision triangles;
 - (3) Due to a change of use of an existing site, the required buffer yard is larger than can be provided.
- ~~(i) In all manufacturing and commercial zones, all undeveloped land areas that were disturbed during the construction phase, excluding the building footprints and parking areas, shall be leveled to grade, removing all surface irregularities, weed growth and construction debris in preparation for installation of approved erosion control measures. All areas that were previously disturbed during the construction phase and subsequently prepared for seeding, must be properly planted with specified grass during the first seasonally appropriate planting period. All areas which will not be seeded with grasses shall be stabilized with approved erosion control measures prior to issuance of a certificate of occupancy for the primary structure.~~
- (jf) Exemptions:
- (1) Single-family residential off-street parking areas;
 - (2) Properly licensed auto and vehicle dealers are exempt from providing landscaping within the interior of the sales and display area;
 - ~~(3) Parking areas of less than five (5) contiguous parking spaces.~~

SECTION 3: This ordinance shall take effect and be in full force from and after its passage and publication.

PASSED this _____ day of _____, 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

ORDINANCE NO. 4942
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Sec. 37-126. -- ~~Reserved~~ Tiny houses.

(a) A tiny house, as defined in the International Residential Code adopted in chapter 10 of this code, shall be permitted in any zoning district in which a single-family dwelling is permitted, if placed on a foundation and constructed and inspected to state adopted codes, and located on a lot meeting the minimum lot standards of the applicable zoning district.

(b) Minimum yards shall be as per the applicable zoning district.

(c) Maximum building height shall be twenty (20) feet.

(d) Maximum lot coverage shall be as per the applicable zoning district.

(e) The following lot standards shall be permitted for a tiny house, as defined in the International Residential Code adopted in chapter 10 of this code and if placed on a foundation and constructed and inspected to state adopted codes, in the Normal Hill North, Normal Hill South, Medium Density Residential, Higher Density Residential, North Lewiston Mixed Use Development, and the Bryden Avenue Special Planning Area Zones:

(1) Minimum lot dimensions: forty (40) feet in width and sixty-five (65) feet in depth.

(2) Minimum lot area: two thousand six hundred (2,600) square feet.

(f) A tiny house may have one attached or detached garage or carport not exceeding four hundred eighty (480) square feet; not exceeding sixteen (16) feet in height; and not located closer to a street right of way than the tiny house, except on the street side of a corner lot; however no garage or carport vehicle entrance shall be located less than twenty (20) feet from a street right of way. Any other detached accessory building or structure on the lot shall not exceed two hundred (200) square feet. Yards/setbacks not specified in this section shall be as per the provisions of section 37-131 of this chapter.

(g) Notwithstanding the provisions of the accessory apartments provisions contained in section 37-131.2 of this chapter, a lot containing a tiny house shall not be permitted to have an accessory apartment.

(h) A tiny house on a chassis shall be considered and treated as a recreational vehicle and may only be placed in an approved recreational vehicle park.

Sec. 23-25. Definitions.

For the purposes of this article, the following words and phrases shall have the following meanings:

Recreation area: A space within a recreational vehicle part that has recreational equipment and open space to be used for leisure activities by recreational vehicle park guests.

Recreational vehicle (RV): A vehicular type unit primarily designed as temporary living quarters for recreational, camping, or travel use, which either has its own motive power or is mounted on or drawn by another vehicle, ~~except any park model recreational vehicle, or~~ as defined in Idaho Code Title 39, Chapter 42 ~~as may be amended from time to time~~. The basic entities are travel trailer, camping traller, fifth-wheel ~~campertrailer~~, ~~park model recreational vehicle~~, and motorhome ~~or as listed in the definition of recreational vehicle in Idaho Code Title 39, Chapter 42 as may be amended from time to time~~. For the purposes of this article, RVs shall be classified as either dependent, meaning an RV that does not contain toilet and/or bathing facilities, or independent, meaning an RV that contains toilet and/or bathing facilities.

Recreational vehicle park: A lot, parcel, or tract of land developed, used, or intended to be used for the accommodation of two (2) or more recreational vehicles for visitor or temporary living quarters.

Sanitary dumping station: A facility used for removing and disposing of sewage from recreational vehicle sewage holding tanks.