



Lewiston City Council
AMENDED 04/18/2023
REGULAR MEETING AGENDA
April 24, 2023 - 6:00 PM
Lewiston City Library – Second Floor Event Space – 411 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 Facebook page or the City'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. PRESENTATIONS

- A. VETERANS OF FOREIGN WARS STATE AWARDS:** Presentation of the State Veterans of Foreign Wars Paramedic of the Year, Firefighter of the Year and Dispatcher of the Year awards
- B. BEAUTIFUL DOWNTOWN LEWISTON:** Presentation by Brenda Morgan regarding the activities financed with City funds
- C. PROCLAMATION - ARBOR DAY:** Declaring April 28, 2023, as Arbor Day in the City of Lewiston (Tim Barker)
- D. IRRIGATION RESTRICTIONS:** Update provided by Public Works Director Johnson
- E. FINANCIAL REPORT - SIX MONTHS ENDED MARCH 31, 2023:** Report for the six months ended March 31, 2023, in accordance with Idaho Code § 50-208 - Oral Report (Aimee Gordon)

V. PUBLIC HEARINGS AND RELATED ACTION ITEMS

- A. PUBLIC HEARING: VA-04-2022 - VACATION OF PUBLIC RIGHT-OF-WAY - PETITIONER: DICK GOODSON:** Accepting testimony on a request to vacate the public right-of-way for an alley located north of East Main Street and east of 30th Street, with the condition that a public utility easement be reserved within the vacated right-of-way area (Mark Weigand)
- B. RESOLUTION 2023-4:** Considering vacating the public right-of-way in VA-04-2022 and reserving an easement - Action Item (Mark Weigand)

- C. **PUBLIC HEARING: VA-01-2023 - VACATION OF PUBLIC UTILITY EASEMENT - PETITIONERS: BRAD AND JANA PEER:** Accepting testimony on a request to vacate the southerly five feet of the ten-foot-wide public utility easement located at the north end of Lot 2, Block 2, of the Sea Port Second Addition (1003 Richardson Avenue) so they can use the area to construct a detached shop building on their property (Mark Weigand)
- D. **RESOLUTION 2023-17:** Considering vacating a portion of public utility easement in VA-01-2023 - Action Item (Mark Weigand)
- E. **PUBLIC HEARING - CPA23-000002:** Accepting testimony on a request to amend the Comprehensive Plan Land Use Designation from Low Density Residential to Medium Density Residential for 8.96 acres generally located east of 18th Street, north of Airway Avenue and south of unimproved Bryden Avenue (Katie Hollingshead)
- F. **RESOLUTION 2023-16:** Considering implementing the City Council's decision in CPA23-000002, amending the "Future Land Use Map Neighborhood No. 7 - East Orchards" of Chapter 6.7 of Lewiston's Comprehensive Land Use Plan - Action Item (Katie Hollingshead)
- G. **PUBLIC HEARING - ZNC23-000002:** Accepting testimony on a request to rezone approximately 8.96 acres generally located east of 18th Street, north of Airway Avenue and south of unimproved Bryden Avenue from Suburban Residential (R-1) Zone to Medium Density Residential (R-3) Zone (Information for this item included under Item V.E.) (Katie Hollingshead)
- H. **ORDINANCE 4880 (FIRST READING):** Implementing the City Council's decision in ZNC23-000002, declaring that certain real property be removed from the Suburban Residential (R-1) Zone and included in the Medium Density Residential (R-3) Zone and amending the official zoning map of the City of Lewiston - Action Item (Katie Hollingshead)

VI. **CONSENT AGENDA**

All items on the Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion on these issues unless a councilor so requests, in which case the item will be removed from the Consent Agenda and considered on the Active Agenda under "Items Moved from the Consent Agenda".

- A. **CITY COUNCIL MINUTES:** 04/03/23 Executive Session; 04/03/23 Work Session; 04/10/23 Regular - Action Item
- B. **ADVISORY BOARD & COMMISSION MINUTES:** 03/02/23 and 03/16/23 Historic Preservation Commission; 02/14/23 and 03/21/23 Urban Renewal Agency; 03/22/23 Planning & Zoning Commission; 03/15/23 Parks & Recreation Commission - Action Item
- C. **VOUCHER'S PAYABLE:** 03/24/23 -04/06/23 in the amount of \$1,276,655.10 - Action Item

VII. **ACTIVE AGENDA**

- A. **COMPREHENSIVE PLAN SERVICES AGREEMENT AMENDMENT:** Considering approval of the Comprehensive Plan Services Agreement amendment - Action Item (Joel Plaskon)
- B. **RESOLUTION 2023-9:** Considering accepting a public wastewater utility and access easement for

Alexander Investors, LLC to the City of Lewiston - Action Item (Dustin Johnson)

C. ORDINANCES

1. FIRST READING

- a. **ORDINANCE 4881**: Amending Section 2-42(c)(1) of the Lewiston City Code to expand the membership of the Public Works Advisory Commission; amending Section 2-49(i)(1) of the Lewiston City Code to include "stormwater" - Action Item (Dustin Johnson)

2. SECOND/THIRD READINGS

- a. **ORDINANCE 4873**: Amending Section 8-22 of the Lewiston City Code to amend, add, and delete definitions related to dogs; amending Section 8-31 to add an aggressive dog at large provision and the associated penalty; amending Section 8-43 to remove the penalty for dogs at large; amending Section 8-45 related to vicious dogs. - Action Item (Brianne Drury)
- b. **ORDINANCE 4877**: Implementing the City Council's decision in ANX23-000001 to annex land into the Lewiston City limits - Action Item (Katie Hollingshead)

3. ADOPTION AND APPROVAL OF ORDINANCE SUMMARIES

- a. **ORDINANCE 4873**: - Action Item (Brianne Drury)
- b. **ORDINANCE 4877**: - Action Item (Katie Hollingshead)

- D. **RESOLUTION 2023-14**: Considering implementing the City Council's decision in CPA23-000001, amending two Neighborhood No 7 - East Orchards Maps of Chapter 6.7 of Lewiston's Comprehensive Land Use Plan - Action Item (Katie Hollingshead)

E. ORDINANCES

1. SECOND/THIRD READINGS

- a. **ORDINANCE 4878**: Implementing the City Council's decision in ZNC23-000001, declaring that certain newly-annexed real property be included in the City of Lewiston Suburban Residential (R-1) Zone; amending the official zoning map of the City of Lewiston - Action Item (Katie Hollingshead)
- b. **ORDINANCE 4879**: Amending Section 39-1 of the Lewiston City Code to update the City of Lewiston Area of City Impact Boundary Map - Action Item (Katie Hollingshead)

2. ADOPTION AND APPROVAL OF ORDINANCE SUMMARIES

- a. **ORDINANCE 4878**: - Action Item (Katie Hollingshead)
- b. **ORDINANCE 4879**: - Action Item (Katie Hollingshead)

- F. **REASONED STATEMENT - SKYVIEW ESTATES**: Considering approval of the Reasoned Statement for ZNC23-000001 - Action Item (Katie Hollingshead)

VIII. ITEMS MOVED FROM THE CONSENT AGENDA - Action Item

IX. 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. ADVISORY BOARD AND COMMISSION APPOINTMENTS - Action Item

E. AGENDA TOPICS - Action Item

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



OFFICIAL PROCLAMATION

WHEREAS in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, *and*

WHEREAS this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, *and*

WHEREAS Arbor Day is now observed throughout the nation and the world, *and*

WHEREAS trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, *and*

WHEREAS trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, *and*

WHEREAS trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, *and*

WHEREAS trees — wherever they are planted — are a source of joy and spiritual renewal.

NOW, THEREFORE, I, _____, Mayor of the City of _____, do hereby proclaim _____ as **ARBOR DAY**

In the City of _____, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, *and*

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

DATED THIS _____ day of _____, _____

Mayor _____

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Six Months Ended March 31, 2023

[See comment/footnote on last page](#)

GENERAL FUND

UNDEFINED

	<u>MTD</u> <u>REVENUES</u>	<u>YTD</u> <u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u> <u>EXPENSES</u>	<u>YTD</u> <u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
Grants	\$ -	\$ -	\$ 381,540	0.00%				
Intergovernmental	1,097,944	2,281,273	5,014,900	45.49%	\$ -	\$ -	\$ -	
Licenses & Permits	582	3,298	8,000	41.23%	-	-	-	
Other	31,028	49,172	1,925,720	2.55%	-	-	-	
Property Tax	93,461	8,437,135	16,287,680	51.80%	-	-	-	
Service Charges	115,832	694,992	1,445,140	48.09%	-	-	-	
Interest	65,209	306,900	272,210	112.74%	-	-	-	
Total	\$ 1,404,056	\$ 11,772,770	\$ 25,335,190	46.47%	\$ -	\$ -	\$ -	

LEGISLATIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 13,843	\$ 82,631	\$ 164,940	50.10%
Supplies and Materials	-	-	-		20	112	2,150	5.20%
Services and Charges	-	-	-		5,888	125,771	288,070	43.66%
Capital	-	-	-		-	119	4,750	2.50%
Total	\$ -	\$ -	\$ -		\$ 19,751	\$ 208,632	\$ 459,910	45.36%

EXECUTIVE

Personnel Services	\$ -	\$ -	\$ -		\$ 24,056	\$ 138,019	\$ 386,650	35.70%
Supplies and Materials	-	-	-		37	640	3,050	20.98%
Services and Charges	-	-	-		7,313	36,682	82,610	44.40%
Capital	-	-	-		-	-	2,500	0.00%
Total	\$ -	\$ -	\$ -		\$ 31,406	\$ 175,341	\$ 474,810	36.93%

HUMAN RESOURCES

Personnel Services	\$ -	\$ -	\$ -		\$ 25,604	\$ 145,472	\$ 325,150	44.74%
Supplies and Materials	-	-	-		1,944	1,952	8,300	23.51%
Services and Charges	-	-	-		7,858	43,403	141,540	30.67%
Capital	-	-	-		-	-	1,600	0.00%
Total	\$ -	\$ -	\$ -		\$ 35,406	\$ 190,827	\$ 476,590	40.04%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Six Months Ended March 31, 2023

	<u>MTD</u>	<u>YTD</u>			<u>MTD</u>	<u>YTD</u>		
	<u>REVENUES</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>% USED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>% USED</u>
LEGAL								
Personnel Services	\$ -	\$ -	\$ -		\$ 36,401	\$ 189,554	\$ 501,690	37.78%
Supplies and Materials	-	-	-		18	295	3,430	8.60%
Services and Charges	-	-	-		16,346	114,636	251,610	45.56%
Capital	-	-	-		-	100	1,080	9.26%
Total	\$ -	\$ -	\$ -		\$ 52,765	\$ 304,585	\$ 757,810	40.19%
PARKS & FACILITIES								
Other	\$ 450	\$ 1,523	\$ 11,500	13.24%	\$ -	\$ -	\$ -	
Service Charges	40	40	43,200	0.09%	-	-	-	
Personnel Services	-	-	-		150,786	736,701	1,994,380	36.94%
Supplies & Materials	-	-	-		18,505	90,160	260,070	34.67%
Services & Charges	-	-	-		79,938	581,203	1,122,240	51.79%
Capital	-	-	-		-	16,503	32,000	51.57%
Total	\$ 490	\$ 1,563	\$ 54,700	2.86%	\$ 249,228	\$ 1,424,567	\$ 3,408,690	41.79%
POLICE								
Grants	\$ 21,769	\$ 50,637	\$ 33,500	151.16%	\$ -	\$ -	\$ -	
Other	3,308	6,740	65,500	10.29%	-	-	-	
Service Charges	165	102,782	228,660	44.95%	-	-	-	
Personnel Services	-	-	-		706,777	3,186,425	7,464,850	42.69%
Supplies & Materials	-	-	-		10,647	85,877	224,140	38.31%
Services & Charges	-	-	-		63,566	430,438	1,138,670	37.80%
Capital	-	-	-		-	11,821	437,090	2.70%
Total	\$ 25,242	\$ 160,159	\$ 327,660	48.88%	\$ 780,990	\$ 3,714,561	\$ 9,264,750	40.09%
FIRE								
Grants	\$ -	\$ 19,000	\$ 54,000	35.19%	\$ -	\$ -	\$ -	
Intergovernmental	66,588	133,623	250,000	53.45%	-	-	-	
Licenses & Permits	420	9,741	20,200	48.22%	-	-	-	
Other	200	(431)	6,460	-6.67%	-	-	-	
Service Charges	186,099	1,144,482	2,750,000	41.62%	-	-	-	
Personnel Services	-	-	-		791,506	3,908,149	8,158,490	47.90%
Supplies & Materials	-	-	-		18,670	143,071	340,400	42.03%
Services & Charges	-	-	-		77,679	453,072	1,020,290	44.41%
Capital	-	-	-		49,898	55,676	291,730	19.08%
Total	\$ 253,307	\$ 1,306,415	\$ 3,080,660	42.41%	\$ 937,753	\$ 4,559,968	\$ 9,810,910	46.48%
COMMUNITY DEVELOPMENT								
Grants	\$ -	\$ -	\$ 1,500	0.00%	\$ -	\$ -	\$ -	
Licenses & Permits	\$ 118,933	\$ 666,364	\$ 1,149,000	58.00%	\$ -	\$ -	\$ -	
Service Charges	6,316	15,536	2,400	647.33%	-	-	-	
Personnel Services	-	-	-		106,609	619,021	1,360,450	45.50%
Supplies & Materials	-	-	-		1,510	7,730	35,850	21.56%
Services & Charges	-	-	-		24,783	116,237	452,780	25.67%
Capital	-	-	-		-	3,504	17,700	19.80%
Total	\$ 125,248	\$ 681,900	\$ 1,152,900	59.15%	\$ 132,902	\$ 746,492	\$ 1,866,780	39.99%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Six Months Ended March 31, 2023

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
RECREATION								
Intergovernmental	\$ -	\$ -	\$ 4,000	0.00%				
Other	4,150	19,325	21,100	91.59%	\$ -	\$ -	\$ -	
Service Charges	19,484	162,556	413,000	39.36%	-	-	-	
Interest	-	-	-	-	-	-	-	
Personnel Services	-	-	-		33,804	152,120	392,000	38.81%
Supplies & Materials	-	-	-		7,081	49,155	159,650	30.79%
Services & Charges	-	-	-		7,805	64,807	166,020	39.04%
Capital	-	-	-		-	430	3,500	12.29%
Total	\$ 23,634	\$ 181,881	\$ 438,100	41.52%	\$ 48,690	\$ 266,512	\$ 721,170	36.96%
FINANCE								
Service Charges	\$ 16,378	\$ 99,224	\$ 200,000	49.61%	\$ -	\$ -	\$ -	
Personnel Services	-	-	-		95,357	535,108	1,146,540	46.67%
Supplies & Materials	-	-	-		5,492	33,218	71,800	46.27%
Services & Charges	-	-	-		17,910	127,381	280,280	45.45%
Capital	-	-	-		511	511	4,500	11.36%
Total	16,378	99,224	200,000	49.61%	119,270	696,219	1,503,120	46.32%
CONTINGENCY								
Services and Charges			\$ -		\$ -	\$ 7,865	\$ 120,000	6.55%
Total	\$ -	\$ -	\$ -	0.00%	\$ -	\$ 7,865	\$ 120,000	6.55%
PROPERTY IMPROVEMENTS								
Other (Reserves)	\$ -	\$ -	\$ 4,026,310		\$ -	\$ -	\$ -	
Property Tax	-	-	1,650,000	0.00%	-	-	-	
Capital					24,867	65,876	6,826,310	0.97%
Total	\$ -	\$ -	\$ 5,676,310	0.00%	\$ 24,867	\$ 65,876	\$ 6,826,310	0.97%
GOLF COURSE								
Capital			\$ -		\$ -	\$ 241,000	\$ -	0.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ -	\$ 241,000	\$ -	0.00%
OPIOID SETTLEMENT								
Other	\$ -	\$ 159,974	\$ -					
Services & Charges					\$ -	\$ 30	\$ -	
Total	\$ -	\$ 159,974	\$ -	0.00%	\$ -	\$ 30	\$ -	0.00%
INSURANCE TRUST								
Other	\$ -	\$ -	\$ 25,000	0.00%	\$ -	\$ -	\$ -	
Interest	44	234	500	46.82%	-	-	-	
Supplies & Materials	-	-	-		-	-	450	0.00%
Services & Charges	-	-	-		-	320,068	399,720	80.07%
Total	\$ 44	\$ 234	\$ 25,500	0.92%	\$ -	\$ 320,068	\$ 400,170	79.98%
UNCOLLECTIBLE ACCOUNTS								
Services and Charges	\$ -	\$ -	\$ -		\$ 15,000	\$ 90,000	\$ 200,000	45.00%
Total	\$ -	\$ -	\$ -	0.00%	\$ 15,000	\$ 90,000	\$ 200,000	45.00%
TOTAL GENERAL FUND	\$ 1,848,399	\$ 14,364,120	\$ 36,291,020	39.58%	\$ 2,448,028	\$ 13,012,544	\$ 36,291,020	35.9%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Six Months Ended March 31, 2023

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
CAPITAL PROJECTS FUND								
PARKS & FACILITIES								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	2,605	17,466	293,960	5.94%	-	-	-	
Property Tax	-	100,000	100,000	100.00%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	2,945	12,545	100	12545.21%	-	-	-	
Capital					9,900	30,545	394,060	7.75%
Total	\$ 5,550	\$ 130,011	\$ 394,060	32.99%	\$ 9,900	\$ 30,545	\$ 394,060	7.75%
TRANSPORTATION								
Grants	\$ 23,902	\$ 142,748	\$ 79,690	179.13%	\$ -	\$ -	\$ -	
Intergovernmental	214,000	466,633	1,005,440	46.41%	-	-	-	
Other	-	566	161,910	0.35%	-	-	-	
Property Tax	-	675,500	1,375,500	49.11%	-	-	-	
Service Charges	-	-	-	0.00%	-	-	-	
Interest	20,335	80,949	900	8994.37%	-	-	-	
Capital	-	-	-		200,438	303,903	2,623,440	11.58%
Total	\$ 258,237	\$ 1,366,396	\$ 2,623,440	52.08%	\$ 200,438	\$ 303,903	\$ 2,623,440	11.58%
LIBRARY								
Other	\$ 196	\$ 21,029	\$ 90,000	23.37%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%	-	-	-	
Interest	223	1,066	-	0.00%	-	-	-	
Capital	-	-	-		-	-	90,000	0.00%
Total	\$ 418	\$ 22,095	\$ 90,000	24.55%	\$ -	\$ -	\$ 90,000	0.00%
TOTAL CAPITAL PROJECTS FUND	\$ 264,205	\$ 1,518,503	\$ 3,107,500	48.87%	\$ 210,338	\$ 334,448	\$ 3,107,500	10.8%
WORKERS COMP TRUST								
INSURANCE TRUST								
Other	\$ 503,361	\$ 503,361	\$ 544,000	92.53%	\$ -	\$ -	\$ -	
Interest	4,913	28,369	22,000	128.95%	-	-	-	
Supplies & Materials	-	-	-		-	-	500	0.00%
Services & Charges	-	-	-		172,431	494,826	565,500	87.50%
TOTAL WORKERS COMP FUND	\$ 508,274	\$ 531,730	\$ 566,000	93.95%	\$ 172,431	\$ 494,826	\$ 566,000	87.4%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Six Months Ended March 31, 2023

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
WATER FUND								
WATER								
Grants	\$ -	\$ -	\$ 60,000	0.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	36,420	0.00%	-	-	-	
Other	12,507	7,638,247	4,939,820	154.63%	-	-	-	
Service Charges	427,030	3,059,913	7,329,730	41.75%	-	-	-	
Interest	33,594	115,921	900	12880.16%	-	-	-	
Personnel Services	-	-	-		210,041	1,053,476	2,282,970	46.14%
Supplies & Materials	-	-	-		12,089	97,392	455,720	21.37%
Services & Charges	-	-	-		226,704	1,319,355	3,061,760	43.09%
Capital	-	-	-		955,643	9,704,226	5,220,190	185.90%
TOTAL WATER FUND	\$ 473,131	\$ 10,814,082	\$ 12,366,870	87.44%	\$ 1,404,477	\$ 12,174,450	\$ 11,020,640	110.5%
WASTEWATER FUND								
WASTEWATER								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Intergovernmental	290,113	1,570,673	3,707,910	42.36%	-	-	-	
Other	28,569	3,382,008	1,459,430	231.73%	-	-	-	
Service Charges	576,157	3,538,674	6,802,870	52.02%	-	-	-	
Interest	73,338	305,500	20,000	1527.50%	-	-	-	
Personnel Services	-	-	-		176,871	991,516	2,339,690	42.38%
Supplies & Materials	-	-	-		28,956	125,117	426,900	29.31%
Services & Charges	-	-	-		220,632	1,363,312	3,124,650	43.63%
Capital	-	-	-		395,141	2,758,668	6,089,830	45.30%
TOTAL WASTEWATER FUND	\$ 968,177	\$ 8,796,855	\$ 11,990,210	73.37%	\$ 821,600	\$ 5,238,614	\$ 11,981,070	43.7%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Six Months Ended March 31, 2023

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
SANITATION FUND								
SANITATION								
Grants	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Other	2,897	14,754	138,880	10.62%	-	-	-	
Service Charges	586,174	3,512,425	7,172,010	48.97%	-	-	-	
Interest	17,144	68,641	11,240	610.69%	-	-	-	
Personnel Services	-	-	-		41,588	212,552	512,460	41.48%
Supplies & Materials	-	-	-		1,271	5,943	31,100	19.11%
Services & Charges	-	-	-		457,596	2,780,780	6,454,190	43.08%
Capital	-	-	-		-	4,134	349,500	1.18%
TOTAL SANITATION FUND	\$ 606,215	\$ 3,595,820	\$ 7,322,130	49.11%	\$ 500,455	\$ 3,003,409	\$ 7,347,250	40.9%
GOLF COURSE FUND								
GOLF COURSE								
Other	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	
Service Charges	-	-	158,370	0.00%	-	-	-	
Interest	264	1,161	10	11609.60%	-	-	-	
Services & Charges	-	-	-		4,280	60,936	152,410	39.98%
Debt Service	-	-	-		-	-	47,500	0.00%
Capital	-	-	-		-	-	-	-
GOLF COURSE FUND	\$ 264	\$ 1,161	\$ 158,380	0.73%	\$ 4,280	\$ 60,936	\$ 199,910	30.5%
CEMETERY FUND								
CEMETERY								
Other	\$ 108	\$ 1,026	\$ 29,440	3.49%	\$ -	\$ -	\$ -	
Property Tax	-	150,000	150,000	100.00%	-	-	-	
Service Charges	2,209	16,115	53,650	30.04%	-	-	-	
Interest	1,484	5,475	30	18251.13%	-	-	-	
Interfund Transfer	-	-	100,000	0.00%	-	-	-	
Personnel Services	-	-	-		8,441	41,784	127,650	32.73%
Supplies & Materials	-	-	-		-	1,556	11,500	13.53%
Services & Charges	-	-	-		2,143	17,536	111,370	15.75%
Capital	-	-	-		-	-	82,600	0.00%
TOTAL CEMETERY FUND	\$ 3,801	\$ 172,616	\$ 333,120	51.82%	\$ 10,584	\$ 60,876	\$ 333,120	18.3%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Six Months Ended March 31, 2023

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
ECONOMIC DEVELOPMENT FUND								
ECONOMIC DEVELOPMENT								
Grants	\$ -	\$ 62,933	\$ 529,860	11.88%	\$ -	\$ -	\$ -	
Licenses & Permits	-	-	-	0.00%	-	-	-	
Other	-	56,927	5,761,790	0.99%	-	-	-	
Interest	22,843	115,734	7,530	1536.97%	-	-	-	
Capital	-	-	-		10,063	166,086	6,299,180	2.64%
TOTAL ECONOMIC DEVELOPMENT	\$ 22,843	\$ 235,593	\$ 6,299,180	3.74%	\$ 10,063	\$ 166,086	\$ 6,299,180	2.6%
TRANSPORTATION & ENGINEERING FUND								
TRANSPORTATION								
Grants	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Intergovernmental	175,287	390,431	1,312,840	29.74%	-	-	-	
Licenses & Permits	2,138	10,679	15,000	71.20%	-	-	-	
Other	122	4,983	299,770	1.66%	-	-	-	
Property Taxes	-	2,314,600	2,314,600	100.00%	-	-	-	
Service Charges	210,718	498,021	892,230	55.82%	-	-	-	
Interest	7,277	25,260	1,000	2525.96%	-	-	-	
Personnel Services	-	-	-		230,852	1,093,755	2,699,210	40.52%
Supplies & Materials	-	-	-		34,753	235,011	416,930	56.37%
Services & Charges	-	-	-		144,882	692,621	1,586,700	43.65%
Capital	-	-	-		-	35,265	132,600	26.60%
TOTAL TRANSPORTATION FUND	\$ 395,542	\$ 3,243,973	\$ 4,835,440	67.09%	\$ 410,487	\$ 2,056,652	\$ 4,835,440	42.5%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Six Months Ended March 31, 2023

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
LIBRARY FUND								
LIBRARY								
Grants	\$ 1,000	\$ 9,000	\$ 7,500	120.00%	\$ -	\$ -	\$ -	
Intergovernmental	-	-	200	0.00%				
Other	5,532	11,996	135,630	8.84%				
Property Taxes	-	1,375,500	1,375,500	100.00%				
Service Charges	488	2,147	4,500	47.71%				
Interest	4,471	15,301	200	7650.32%	-	-	-	
Personnel Services					83,394	473,984	1,123,780	42.18%
Supplies & Materials					15,797	62,557	139,750	44.76%
Services & Charges					13,857	112,792	246,500	45.76%
Capital	-	-	-		999	33,142	13,500	245.50%
TOTAL LIBRARY FUND	\$ 11,491	\$ 1,413,944	\$ 1,523,530	92.81%	\$ 114,047	\$ 682,476	\$ 1,523,530	44.8%
FLEET MAINTENANCE								
FLEET								
Grants	\$ -	\$ 158,813	\$ 164,000	96.84%	\$ -	\$ -	\$ -	
Intergovernmental	3,421	3,456	15,700	22.01%				
Other	2,000	20,804	200	10402%				
Service Charges	161,142	989,310	2,004,330	49.36%				
Interest	6,610	24,801	1,000	2480.08%	-	-	-	
Personnel Services					49,943	265,948	584,790	45.48%
Supplies & Materials					14,756	93,711	244,530	38.32%
Services & Charges					75,875	444,151	911,080	48.75%
Capital	-	-	-		4,999	5,363	1,325,000	0.40%
TOTAL FLEET MAINTENANCE	\$ 173,173	\$ 1,197,183	\$ 2,185,230	54.79%	\$ 145,572	\$ 809,172	\$ 3,065,400	26.4%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Six Months Ended March 31, 2023

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
INFORMATION SYSTEMS								
INFORMATION SYSTEMS								
Grants	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	
Other	100	1,800	3,400	52.94%	\$ -	\$ -	\$ -	
Service Charges	106,156	636,795	1,263,670	50.39%				
Interest	1,429	6,205	-	0.00%	-	-	-	
Personnel Services					48,448	268,215	592,790	45.25%
Supplies & Materials					95	285	1,300	21.91%
Services & Charges					72,221	375,468	536,500	69.98%
Capital	-	-	-		16,212	98,326	170,000	57.84%
TOTAL INFORMATION SYSTEMS	\$ 107,684	\$ 644,800	\$ 1,267,070	50.89%	\$ 136,976	\$ 742,294	\$ 1,300,590	57.1%
SPECIAL ASSESSMENTS								
BUSINESS IMPROVEMENT DISTRICT								
Assessments	\$ -	\$ 166,212	\$ 200,000	83.11%				
Services & Charges					\$ 16,734	\$ 83,131	\$ 200,000	41.57%
TOTAL SPECIAL ASSESSMENTS	\$ -	\$ 166,212	\$ 200,000	83.11%	\$ 16,734	\$ 83,131	\$ 200,000	41.6%
POLICE RETIREMENT								
POLICE RETIREMENT								
Other	\$ 96,229	\$ 1,324,500	\$ 1,078,000	122.87%	\$ -	\$ -	\$ -	
Property Tax	-	-	-	0.00%				
Interest	36,124	123,963	236,000	52.53%				
Services & Charges					96,118	594,103	1,288,000	46.13%
TOTAL POLICE RETIREMENT	\$ 132,353	\$ 1,448,463	\$ 1,314,000	110.23%	\$ 96,118	\$ 594,103	\$ 1,288,000	46.1%

CITY OF LEWISTON
MONTHLY FINANCIAL REPORT
For the Six Months Ended March 31, 2023

	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>	<u>MTD</u>	<u>YTD</u>	<u>BUDGET</u>	<u>% USED</u>
	<u>REVENUES</u>	<u>REVENUES</u>			<u>EXPENSES</u>	<u>EXPENSES</u>		
TRANSIT FUND								
TRANSIT								
Grants	\$ (20,740)	\$ 129,550	\$ 1,375,000	9.42%	\$ -	\$ -	\$ -	
Intergovernmental	6,856	55,077	93,700	58.78%	-	-	-	
Other (Fund Balance Stabilization)	-	-	196,320	0.00%	-	-	-	
Property Tax	-	353,500	353,500	100.00%	-	-	-	
Service Charges	3,778	19,760	43,200	45.74%	-	-	-	
Interest	2,708	10,003	-	0.00%				
Personnel Services					81,368	387,685	934,770	41.47%
Supplies & Materials	-	-	-		5,809	35,360	92,200	38.35%
Services & Charges					8,273	102,551	247,250	41.48%
Capital	-	-	-		24,152	25,744	787,500	3.27%
TOTAL TRANSIT FUND	\$ (7,398)	\$ 567,890	\$ 2,061,720	27.54%	\$ 119,602	\$ 551,339	\$ 2,061,720	26.7%
CEMETERY PERPETUAL CARE								
CEMETERY PERPETUAL CARE								
Other	\$ 44,833	\$ 78,721	\$ 80,000	98.40%	\$ -	\$ -	\$ -	
Service Charges	121	531	4,000	13.28%				
Interest	4,901	9,893	17,000	58.19%				
Services & Charges	-				733	1,452	4,000	36.29%
Interfund Transfers	-	-	-		-	-	100,000	0.00%
TOTAL PERPETUAL CARE	\$ 49,855	\$ 89,145	\$ 101,000	88.26%	\$ 733	\$ 1,452	\$ 104,000	1.4%
GRAND TOTAL OF ALL FUNDS	\$ 5,558,009	\$ 48,802,090	\$ 91,922,400	53.09%	\$ 6,622,524	\$ 40,066,806	\$ 91,524,370	43.78%

[Citizens are invited to inspect the detailed supporting records of the above financial statements](#)

CITY OF LEWISTON
TREASURY REPORT - 03/31/2023

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
GENERAL	WELLS FARGO	\$ 6,484,358	\$ -	\$ -	\$ -	\$ -	\$ 6,484,358
	LCCU	-	-	-	-	5	5
	P1FCU	-	456,849	-	-	41	456,890
	ICCU	-	-	-	-	25	25
	FNWCU	-	250,000	-	-	5	250,005
	STATE TREASURER	-	-	7,089,702	3,321,145	-	10,410,847
	UMPQUA	-	-	-	-	604,047	604,047
	ZIONS	-	-	-	-	169,311	169,311
	STCU	-	250,709	-	-	-	250,709
GENERAL FUND TOTAL		\$ 6,484,358	\$ 957,558	\$ 7,089,702	\$ 3,321,145	\$ 773,435	\$ 18,626,198
CAPITAL	WELLS FARGO	3,628,146	-	-	-	-	3,628,146
	STATE TREASURER	-	-	2,982,161	-	-	2,982,161
CAPITAL FUND TOTAL		\$ 3,628,146	\$ -	\$ 2,982,161	\$ -	\$ -	\$ 6,610,306
WORKER'S COMP	WELLS FARGO	340,785	-	-	-	-	340,785
	MOUNTAIN WEST	-	-	-	-	25,000	25,000
	STATE TREASURER	-	-	309,449	1,586,146	-	1,895,595
WORKER'S COMP FUND TOTAL		\$ 340,785	\$ -	\$ 309,449	\$ 1,586,146	\$ 25,000	\$ 2,261,380
WATER	WELLS FARGO	5,998,274	-	-	-	508,380	6,506,654
	BANNER BANK	-	-	-	-	109,112	109,112
	STATE TREASURER	-	-	2,284,684	604	-	2,285,289
WATER FUND TOTAL		\$ 5,998,274	\$ -	\$ 2,284,684	\$ 604	\$ 617,492	\$ 8,901,055
WASTEWATER	WELLS FARGO	10,037,129	-	-	-	178,442	10,215,572
	BANNER BANK	-	-	-	-	1,071,337	1,071,337
	P1FCU	-	-	-	-	-	-
	ICCU	-	250,000	-	-	-	250,000
	STATE TREASURER	-	-	9,689,250	679,862	-	10,369,112
WASTEWATER FUND TOTAL		\$ 10,037,129	\$ 250,000	\$ 9,689,250	\$ 679,862	\$ 1,249,779	\$ 21,906,020
SANITATION	WELLS FARGO	2,309,518	-	-	-	-	2,309,518
	LCCU	-	251,025	-	-	-	251,025
	P1FCU	-	353,943	-	-	-	353,943
	STATE TREASURER	-	-	2,043,013	-	-	2,043,013
SANITATION FUND TOTAL		\$ 2,309,518	\$ 604,968	\$ 2,043,013	\$ -	\$ -	\$ 4,957,500
GOLF	WELLS FARGO	73,768	-	-	-	-	73,768
GOLF FUND TOTAL		\$ 73,768	\$ -	\$ -	\$ -	\$ -	\$ 73,768

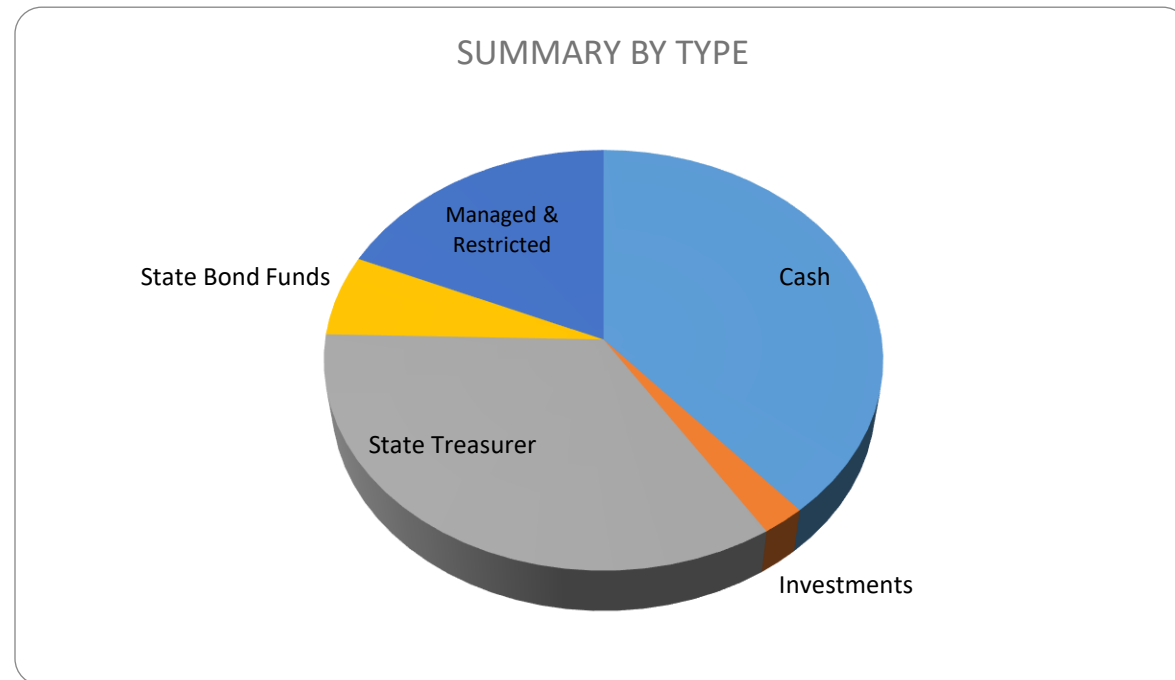
CITY OF LEWISTON
TREASURY REPORT - 03/31/2023

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
CEMETERY	WELLS FARGO	407,623	-	-	-	-	407,623
CEMETERY FUND TOTAL		\$ 407,623	\$ -	\$ -	\$ -	\$ -	\$ 407,623
ECONOMIC DEVELOPMENT	WELLS FARGO	616,769	-	-	-	-	616,769
	STATE TREASURER			5,630,734			5,630,734
ECONOMIC DEVELOPMENT FUND TOTAL		\$ 616,769	\$ -	\$ 5,630,734	\$ -	\$ -	\$ 6,247,503
TRANSPORTATION	WELLS FARGO	1,583,310	-	-	-	-	1,583,310
	ZIONS	-	250,000	-	-	-	250,000
	STATE TREASURER	-	-	197,368	-	-	197,368
TRANSPORTATION FUND TOTAL		\$ 1,583,310	\$ 250,000	\$ 197,368	\$ -	\$ -	\$ 2,030,678
LIBRARY	WELLS FARGO	1,086,171	-	-	-	-	1,086,171
	STATE TREASURER			105,844			105,844
LIBRARY FUND TOTAL		\$ 1,086,171	\$ -	\$ 105,844	\$ -	\$ -	\$ 1,192,015
FLEET	WELLS FARGO	1,429,042	-	-	-	-	1,429,042
	STATE TREASURER	-	-	510,761	-	-	510,761
FLEET FUND TOTAL		\$ 1,429,042	\$ -	\$ 510,761	\$ -	\$ -	\$ 1,939,802
IT	WELLS FARGO	215,432	-	-	-	-	215,432
	STATE TREASURER			204,240			204,240
IT FUND TOTAL		\$ 215,432	\$ -	\$ 204,240	\$ -	\$ -	\$ 419,672
POLICE RETIREMENT	US BANK	-	-	-	-	12,966,860	12,966,860
POLICE RETIREMENT FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 12,966,860	\$ 12,966,860
PUBLIC TRANSIT	WELLS FARGO	691,861	-	-	-	-	691,861
PUBLIC TRANSIT FUND TOTAL		\$ 691,861	\$ -	\$ -	\$ -	\$ -	\$ 691,861
PERPETUAL CARE	US BANK	-	-	-	-	972,076	972,076
PERPETUAL CARE FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 972,076	\$ 972,076
GRAND TOTALS		\$ 34,902,186	\$ 2,062,526	\$ 31,047,206	\$ 5,587,757	\$ 16,604,642	\$ 90,204,317

Other Includes: Fiduciary Funds, Equity Buy-in Funds, Funds Reserved for Debt Repayment, Unemployment Reserves and Funds Held in Trust

CITY OF LEWISTON
TREASURY REPORT - 03/31/2023

FUND	BANK	CASH IN BANK	MM & CD INVESTMENTS	STATE TREASURER'S POOL	DIVERSIFIED BOND FUNDS	OTHER	TOTAL
SUMMARY BY BANK	WELLS FARGO	\$ 34,902,186	\$ -	\$ -	\$ -	\$ 686,822	\$ 35,589,009
	BANNER BANK	-	-	-	-	1,180,449	1,180,449
	FNWCU	-	250,000	-	-	5	250,005
	ICCU	-	250,000	-	-	25	250,025
	LCCU	-	251,025	-	-	5	251,030
	P1FCU	-	810,792	-	-	41	810,833
	STCU	-	250,709	-	-	-	250,709
	MOUNTAIN WEST	-	-	-	-	25,000	25,000
	STATE TREASURER	-	-	31,047,206	5,587,757	-	36,634,963
	UMPQUA	-	-	-	-	604,047	604,047
	ZIONS	-	250,000	-	-	169,311	419,311
	US BANK	-	-	-	-	13,938,936	13,938,936
TOTALS		\$ 34,902,186	\$ 2,062,526	\$ 31,047,206	\$ 5,587,757	\$ 16,604,642	\$ 90,204,317





CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE PUBLIC HEARING: VA-04-2022 - VACATION OF PUBLIC RIGHT-OF-WAY - PETITIONER: DICK GOODSON	AGENDA NO. V. A. AGENDA DATE: April 24, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) The subject alley runs through the center of Block 3 of the Porter and McCloud Addition to the City of Lewiston, which was originally platted and filed for record on March 17, 1906. There is currently no maintained public street within the subject right-of-way, and it appears that the historical use of the right-of-way is limited to access for the adjacent private properties.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. In compliance with the current City of Lewiston vacation ordinance, the applicant has submitted the necessary application and fees. Certified letters consenting to the proposed vacation were received from the adjacent landowners. As required by state law and the City's existing franchise utility agreements, comments were solicited from affected public service providers, and a summary of the received comments is attached to this staff report. Avista Utilities currently has natural gas distribution infrastructure in the proposed vacation area, and has requested that a public utility easement be retained within the vacated right-of-way area. Notice for the public hearing was published in the Lewiston Morning Tribune, and certified letters have been sent to all landowners within 330 feet of the proposed vacation area. A "Public Hearing Notice" sign was also posted at the proposed vacation site. As of 4-12-2023, the City of Lewiston Public Works Department has received no questions or comments regarding this proposed action.	
BUDGET IMPACT The proposed vacation action should not have an effect on Public Works' staff and budgets.	

ACTION PROPOSED

The City of Lewiston Public Works staff recommends that the City Council vote to conditionally approve VA-04-2022, on the condition that a Public Utility Easement be retained on the entire vacated area, so long as a public hearing by the Council determines that no property rights will be affected adversely or damaged, and that such vacation is expedient for the public good. Resolution 2023-4 has been placed on this meeting's active agenda for Council action.



**FINAL STAFF REPORT FOR
VA-04-2022**

PETITIONER(S): Dick Goodson

NATURE OF REQUEST: The applicant filed a petition requesting that the City vacate the public right-of-way for an alley located north of East Main Street, and east of 30th Street.

LOCATION: The un-named alley located north of East Main Street, and east of 30th Street, which runs through the center of Block 3 of the Porter and McCloud Addition to the City of Lewiston.

HISTORY: The subject alley runs through the center of Block 3 of the Porter and McCloud Addition to the City of Lewiston, which was originally platted and filed for record on March 17, 1906. There is currently no maintained public street within the subject right-of-way, and it appears that the historical use of the right-of-way is limited to access for the adjacent private properties.

DISCUSSION: In compliance with the current City of Lewiston vacation ordinance, the applicant has submitted the necessary application and fees. Certified letters consenting to the proposed vacation were received from the adjacent landowners. As required by state law and the City's existing franchise utility agreements, comments were solicited from affected public service providers, and a summary of the received comments is attached to this staff report. Avista Utilities currently has natural gas distribution infrastructure in the proposed vacation area, and has requested that a public utility easement be retained within the vacated right-of-way area. Notice for the public hearing was published in the Lewiston Morning Tribune, and certified letters have been sent to all landowners within 330 feet of the proposed vacation area. A "Public Hearing Notice" sign was also posted at the proposed vacation site. As of 3-2-2023, the City of Lewiston Public Works Department has received no questions or comments regarding this proposed action.

RECOMMENDATIONS: The City of Lewiston Public Works staff recommends that the City Council vote to conditionally approve VA-04-2022, on the condition that a Public Utility Easement be retained on the entire vacated area, so long as a public hearing by the Council determines that no property rights will be affected adversely or damaged, and that such vacation is expedient for the public good. Resolution 2023-4 has been placed on this meeting's active agenda for Council action.

COMMENTS FOR VA-04-2022

PETITIONER(S): Dick Goodson (Alley North of 3017 E Main Street)

GENERAL LOCATION: see attached map

NATURE OF REQUEST: see attached narrative

DISCUSSION:

STAFF RESPONSE:

Comments in quotes are taken directly from the response received by the utility or department involved. *No comment* means that the “No Comment” box was checked. No response means that the Request for Comments was not received by the time the staff report was written. Every effort is made to contact non-respondents. N/A means the listed utility was not contacted because they are not in the service area. The following comments were received:

Community Development Director: “Approved.”

City Planner: “No objection to this one.”

Lewiston Transit: No Response

City Engineer: “I can support this vacation pending the necessary easement being retained for utilities.”

City Surveyor: “I do not oppose this request so long as existing utility infrastructure is protected by reserving easements where appropriate.”

Fire Department: No Response

Police Department: “I do not see any issues with this as far as law enforcement is concerned.”

Lumen (Centurylink): “Lumen has no issue with this vacation.”

Avista Utilities: “Avista gas facilities running down this alley way so a utility easement will be needed. Otherwise we have no objection to the vacation.”

Sparklight: “Sparklight has no issue with this vacation.”

COSD: Outside District

LOSD: Outside District

LOID: Outside District

Water Manager – City of Lewiston: No Response

Wastewater Manager – City of Lewiston: “Wastewater is good with this.”

City Attorney: No Response

Street Maintenance Manager: No Response

Solid Waste (Sunshine Disposal): No Response

Parks & Recreation: “I have no comments or concerns with the proposed right-of-way vacation request.”

School District: No Response

Airport Manager: Outside District

Storm Water Program Coordinator: No Response

Lewis-Clark Valley Metropolitan Planning Organization: “No comment.”



June 27, 2022

Dick Goodson
205 18th Street
Lewiston, ID 83501

RE: Notice of Intent To File A Vacation Petition (VA-04-2022)

Mr. Goodson,

The City Public Works Department has received comments from City service and public utility providers concerning your vacation request for a portion of public right-of-way for an alley north of 3017 E Main Street. A copy of the comment request packet, and summary of the comments received is attached for your information.

As was explained to you in the pre-application meeting, along with providing you a summary of the comments received, we are also required to inform you of what the staff recommendation to City Council will be if you choose to continue with the vacation process, and submit a Vacation Petition.

In reading through the comments, the only concern appears to be existing natural gas infrastructure maintained by Avista Utilities. In compliance with our franchise utility agreement, Avista has requested that we retain an easement for underground utilities within the easement area should we proceed with the vacation. As an option, you could contact Avista and inquire if it may be possible to relocate the existing utilities at your cost, in order to remove this request.

In consideration of this request, should you choose to continue the vacation process and submit a formal Vacation Petition, City of Lewiston staff could provide a recommendation to the Lewiston City Council in support of your proposed vacation with the condition that a public utility easement be reserved for the vacated area.

June 27, 2022

Page 2 of 2

If you have any questions or comments, please feel free to contact me at (208)790-8810 or by e-mail at mweigand@cityoflewiston.org.

Sincerely,



Mark Weigand, PLS
City Surveyor

cc: Dustin Johnson, Public Works Director
Luke Antonich, City Engineer
Pat Severance, Development Review Supervisor

City of Lewiston



(Above space for Recorder's use)

RESOLUTION 2023-4

A RESOLUTION VACATING THE PUBLIC RIGHT-OF-WAY IN VA-04-2022 AND RESERVING AN EASEMENT

WHEREAS, pursuant to application and subsequent to public notice and a public hearing held on _____, 2023 in regards to VA-04-2022, the City Council determines that the owners of the abutting properties have consented to the vacation, proper notice was given for said vacation, and the public interest will not be prejudiced by said vacation.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO:

SECTION 1: The City Council hereby approves VA-04-2022.

SECTION 2: The portions of property to be vacated are described in Exhibit A, attached hereto and incorporated herein (collectively referred to as the "Property").

SECTION 3: A visual depiction of the Property is attached hereto and incorporated herein as Exhibit B.

SECTION 4: The portion of the Property identified as Parcel A in Exhibit A shall revert to the adjacent property owner, Dick L. Goodson, whose mailing address is 205 18th Street Lewiston, Idaho 83501. The portion of the Property identified as Parcel B in Exhibit A shall revert to the adjacent property owners, Brian Todd and Hidie Todd, husband and wife, whose mailing address is 1030 Reams Road Moscow, Idaho 83843. The portions of the Property identified as Parcel C and Parcel E in Exhibit A shall revert to the adjacent property owner, the United States of America, acting through the United States Department of the Army, Corps of Engineers, whose mailing address is 201 North 3rd Avenue Walla Walla, Washington 99362.

SECTION 5: The City of Lewiston hereby reserves an above ground and below ground public utility and access easement over the Property.

SECTION 6: The City Clerk is hereby authorized and directed to record this Resolution 2023-4 with the Nez Perce County Recorder's Office.

SECTION 7: This Resolution shall take effect and be in full force as of the date that the signed Resolution is recorded by the Nez Perce County Recorder.

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Kari J. Ravencroft, City Clerk

STATE OF IDAHO)
) ss.
County of Nez Perce)

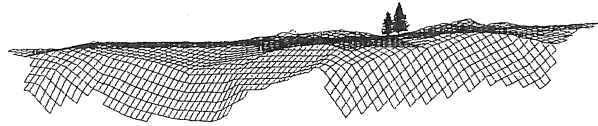
On this _____ day of _____ 2023, before me, a Notary Public, personally appeared Daniel G. Johnson and Kari J. Ravencroft, known or identified to me as the Mayor and City Clerk, respectively, of the City of Lewiston, and stated that they have the authority to execute this instrument on behalf of the City of Lewiston, and did execute this instrument on behalf of the City of Lewiston.

Notary Public for the State of Idaho
Commission Expires _____

EXHIBIT A
to
Resolution 2023-4

Golding Surveying & Mapping

P.O. Box 1818, Lewiston, Idaho 83501
(208) 746-5720



Terry T. Golding
Idaho P.L.S.#7379
California L.S.#6007

LEGAL DESCRIPTION – PARCEL A

Part of Block 3, Porter and McCloud Addition, per the record plat thereof filed in Nez Perce County on March 17, 1906 as instrument number 24876 being part of the northwest one-quarter of the southeast one-quarter of Section 32, Township 36 North, Range 5 West, B.M., City of Lewiston, County of Nez Perce, State of Idaho more particularly described as follows:

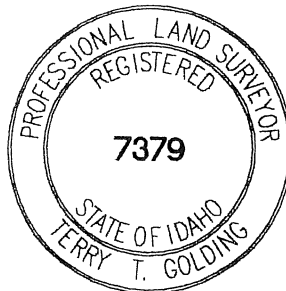
Commencing at the centerline intersection of East Main Street and 30th Street, marked by a brass capped monument; thence North 01°04'51" East, along the centerline of 30th Street, a distance of 139.19 feet to intersection of the westerly extension of the existing alley centerline; thence North 74°11'47" East, along said centerline, a distance of 70.90 feet to a rebar being the **TRUE POINT OF BEGINNING**; thence North 74°11'47" East, along said centerline, a distance of 50.04 feet to intersection of the westerly line of Lot 9 extended southerly, marked by a rebar; thence North 00°46'49" East, a distance of 7.83 feet to the southwest corner of Lot 9, marked by a rebar; thence North 74°11'47" East, along the northerly alley right of way line, a distance of 124.31 feet to a rebar; thence South 31°00'07" East, a distance of 15.54 feet to the southerly alley right of way line, marked by a rebar; thence South 74°11'47" West, along the southerly alley right of way line, a distance of 182.94 feet to the northwest corner of Lot 2, marked by a rebar; thence North 01°04'51" East, a distance of 7.84 feet to the **TRUE POINT OF BEGINNING**.

Said parcel of land contains 0.05 acres, more or less.

Subject to any easements, restrictions or reservations of record or use.

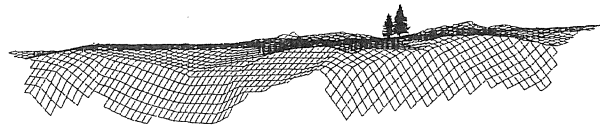
Terry T. Golding 9/23/2022

Terry T. Golding date
Idaho Professional Land Surveyor #7379
ref.:JN1647PARCELADES.doc



Golding Surveying & Mapping

P.O. Box 1818, Lewiston, Idaho 83501
(208) 746-5720



Terry T. Golding
Idaho P.L.S.#7379
California L.S.#6007

LEGAL DESCRIPTION – PARCEL B

Part of Block 3, Porter and McCloud Addition, per the record plat thereof filed in Nez Perce County on March 17, 1906 as instrument number 24876 being part of the northwest one-quarter of the southeast one-quarter of Section 32, Township 36 North, Range 5 West, B.M., City of Lewiston, County of Nez Perce, State of Idaho more particularly described as follows:

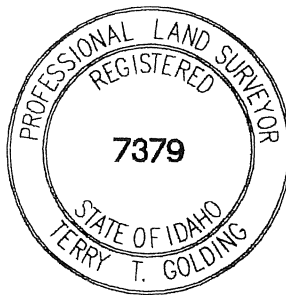
Commencing at the centerline intersection of East Main Street and 30th Street, marked by a brass capped monument; thence North 01°04'51" East, along the centerline of 30th Street, a distance of 139.19 feet to intersection of the westerly extension of the existing alley centerline; thence North 74°11'47" East, along said centerline, a distance of 20.90 feet to the **TRUE POINT OF BEGINNING**; thence North 74°11'47" East, along said centerline, a distance of 50.00 feet to the northerly extension of the east line of Lot 1, Block 3 marked by a rebar; thence South 01°04'51" West, a distance of 7.84 feet to the northeast corner of said Lot 1, marked by a rebar; thence South 74°11'47" West, a distance of 50.00 feet to the northwest corner of said Lot 1 and the easterly right of way line of 30th Street; thence North 01°04'51" East, along said easterly right of way line, a distance of 7.84 feet to the **TRUE POINT OF BEGINNING**.

Said parcel of land contains 0.01 acres, more or less.

Subject to any easements, restrictions or reservations of record or use.

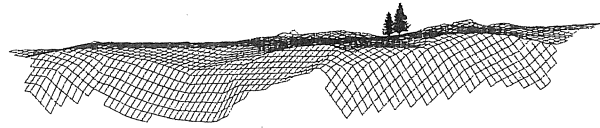
Terry T. Golding 9/23/2022

Terry T. Golding date
Idaho Professional Land Surveyor #7379
ref.:JN1647PARCELBDES.doc



Golding Surveying & Mapping

P.O. Box 1818, Lewiston, Idaho 83501
(208) 746-5720



Terry T. Golding
Idaho P.L.S.#7379
California L.S.#6007

LEGAL DESCRIPTION – PARCEL C

Part of Block 3, Porter and McCloud Addition, per the record plat thereof filed in Nez Perce County on March 17, 1906 as instrument number 24876 being part of the northwest one-quarter of the southeast one-quarter of Section 32, Township 36 North, Range 5 West, B.M., City of Lewiston, County of Nez Perce, State of Idaho more particularly described as follows:

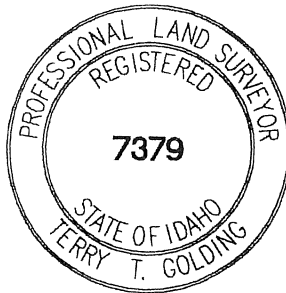
Commencing at the centerline intersection of East Main Street and 30th Street, marked by a brass capped monument; thence North 01°04'51" East, along the centerline of 30th Street, a distance of 139.19 feet to intersection of the westerly extension of the existing alley centerline; thence North 74°11'47" East, along said centerline, a distance of 20.90 feet to easterly right of way line of 30th Street, being the **TRUE POINT OF BEGINNING**; thence North 01°04'51" East, along said easterly right of way line, a distance of 7.84 feet to the southwest corner of Lot 11, Block 3; thence North 74°11'47" East, a distance of 100.00 feet to the southeast corner of Lot 10, Block 3, marked by a rebar; thence South 00°46'49" West, a distance of 7.83 feet to the centerline of the existing alley marked by a rebar; thence South 74°11'47" West, along said centerline, a distance of 100.04 feet to the **TRUE POINT OF BEGINNING**.

Said parcel of land contains 0.02 acres, more or less.

Subject to any easements, restrictions or reservations of record or use.

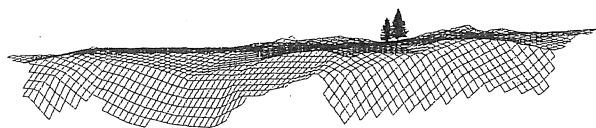
Terry T. Golding 9/23/2022

Terry T. Golding date
Idaho Professional Land Surveyor #7379
ref.:JN1647PARCELCDES.doc



Golding Surveying & Mapping

P.O. Box 1818, Lewiston, Idaho 83501
(208) 746-5720



Terry T. Golding
Idaho P.L.S.#7379
California L.S.#6007

LEGAL DESCRIPTION – PARCEL E

Part of Block 3, Porter and McCloud Addition, per the record plat thereof filed in Nez Perce County on March 17, 1906 as instrument number 24876 being part of the northwest one-quarter of the southeast one-quarter of Section 32, Township 36 North, Range 5 West, B.M., City of Lewiston, County of Nez Perce, State of Idaho more particularly described as follows:

Commencing at the centerline intersection of East Main Street and 30th Street, marked by a brass capped monument; thence North 01°04'51" East, along the centerline of 30th Street, a distance of 139.19 feet to intersection of the westerly extension of the existing alley centerline; thence North 74°11'47" East, along said centerline, a distance of 249.53 feet to a rebar being the **TRUE POINT OF BEGINNING**; thence North 31°00'07" West, a distance of 7.77 feet to the northerly alley right of way line, marked by a rebar; thence North 74°11'47" East, along the northerly alley right of way line, a distance of 57.42 feet to the southeasterly corner of Lot 7, Block 3; thence South 07°55'13" East, on a southerly extension of said Lot 7, a distance of 15.14 feet to the southerly alley right of way line, also being the northeasterly corner of Lot 6, Block 3; thence South 74°11'47" West, along the southerly alley right of way line, a distance of 51.27 feet to a rebar; thence North 31°00'07" West, a distance of 7.77 feet to the **TRUE POINT OF BEGINNING**.

Said parcel of land contains 0.02 acres, more or less.

Subject to any easements, restrictions or reservations of record or use.

Terry T. Golding 11/28/2022

Terry T. Golding date
Idaho Professional Land Surveyor #7379
ref.:JN1647PARCELEDES.doc

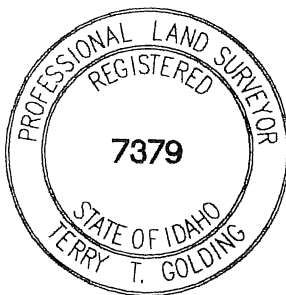
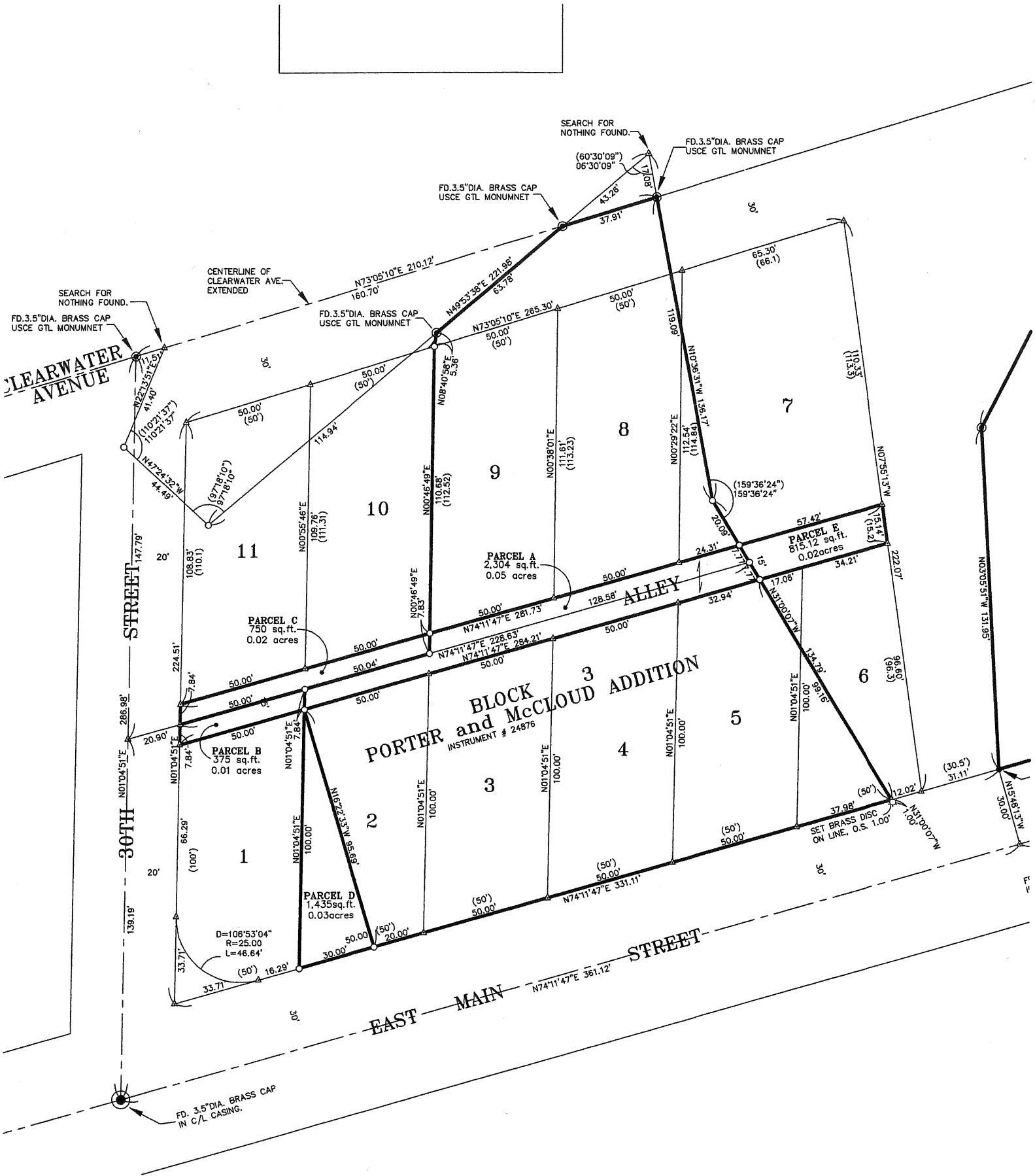


EXHIBIT B
to
Resolution 2023-4





CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE PUBLIC HEARING: VA-01-2023 - VACATION OF PUBLIC UTILITY EASEMENT - PETITIONERS: BRAD AND JANA PEER	AGENDA NO. V. C. AGENDA DATE: April 24, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) The property was originally subdivided as part of the Lewiston Orchards Tract No. 7 plat in August of 1913. In September of 2014, the Sea Port Second Addition further subdivided all of Lots 7 and 8 of Block 54 of the Lewiston Orchards Tract No. 7, into 28 lots, in the 2 Blocks of the Sea Port Second Addition. As part of the Sea Port Second Addition, 10' Public Utility Easements were dedicated adjacent to the back lot lines of all of the created lots.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. Although the easement was included in the Sea Port Second Addition for the use of public utilities, no utility infrastructure has yet been installed in the subject easement. All of the serving public utilities have determined that the easement proposed to be vacated is not necessary for the continued operation of their utility and they consent to the proposed vacation. In compliance with the current City of Lewiston vacation ordinance, the applicants have submitted the necessary application and fee. As the proposed vacation is a public utility easement and not located within a public right-of-way, all serving utilities must provide a signed and notarized document consenting to the proposed vacation. A notarized consent for vacation has been signed by the Lewiston City Engineer, and signed and notarized consent letters have also been received from Avista, Cable One, Centurylink, the Central Orchards Sewer District, and the Lewiston Orchards Irrigation District. Notice for the public hearing was published in the Lewiston Morning Tribune, and certified letters have been sent to all landowners within 330 feet of the proposed vacation area. A "Public Hearing Notice" sign was also posted at the proposed vacation site. As of 4-12-2023 The City of Lewiston Public Works Department has received no questions or comments regarding this proposed action.	
BUDGET IMPACT This vacation action should not have an effect on Public Works' staff and budgets.	

ACTION PROPOSED

The City of Lewiston Public Works staff recommends that the City Council vote to approve VA-01-2023, if following the public hearing, the Council determines that no property rights will be adversely affected, and that such vacation is expedient for the public good. Resolution 2023-17 has been placed on this meeting's active agenda for Council action.



FINAL STAFF REPORT FOR VA-01-2023

PETITIONER(S): Bradley and Jana Peer

NATURE OF REQUEST: The applicants filed a petition requesting that southerly 5 feet of a 10 foot wide public utility easement across the north end of their property be vacated so they can use the area to construct a detached shop building.

LOCATION: Lot 2 of Block 2 of the Sea Port Second Addition to the City of Lewiston, ID (1003 Richardson Avenue).

HISTORY: The property was originally subdivided as part of the Lewiston Orchards Tract No. 7 plat in August of 1913. In September of 2014, the Sea Port Second Addition further subdivided all of Lots 7 and 8 of Block 54 of the Lewiston Orchards Tract No. 7, into 28 lots, in the 2 Blocks of the Sea Port Second Addition. As part of the Sea Port Second Addition, 10' Public Utility Easements were dedicated adjacent to the back lot lines of all of the created lots.

DISCUSSION: Although the easement was included in the Sea Port Second Addition for the use of public utilities, no utility infrastructure has yet been installed in the subject easement. All of the serving public utilities have determined that the easement proposed to be vacated is not necessary for the continued operation of their utility and they consent to the proposed vacation. In compliance with the current City of Lewiston vacation ordinance, the applicants have submitted the necessary application and fee. As the proposed vacation is a public utility easement and not located within a public right-of-way, all serving utilities must provide a signed and notarized document consenting to the proposed vacation. A notarized consent for vacation has been signed by the Lewiston City Engineer, and signed and notarized consent letters have also been received from Avista, Cable One, Centurylink, the Central Orchards Sewer District, and the Lewiston Orchards Irrigation District. Notice for the public hearing was published in Lewiston Morning Tribune, and certified letters have been sent to all landowners within 330 feet of the proposed vacation area. A "Public Hearing Notice" sign was also posted at the proposed vacation site. As of 4-12-2023 The City of Lewiston Public Works Department has received no questions or comments regarding this proposed action.

RECOMMENDATIONS: The City of Lewiston Public Works staff recommends that the City Council vote to approve VA-01-2023 if following the public hearing, the Council determines that no property rights will be adversely affected, and that such vacation is expedient for the public good. Resolution 2023-17 has been placed on this meeting's active agenda for Council action.

Sea Port Second Addition

INST. NO. 401224

PLAT NO. 105

*11 FEB 75 *2 31

Leopold Builders, Inc.

Leslie
Rosen

City Engineer's Certificate

I hereby certify that I have checked this Plat and Survey and find that they comply with the Laws relating thereto, hence, the same are hereby approved.

James H. Mat 2-22-77
City Engineer date

City Clerk's Certificate

I hereby certify that this Plat was approved by the Mayor and Council of the City of Lewiston, Idaho, at a meeting held on the 31 day of January, 1977. Witness my hand and the official seal of the City of Lewiston this 23 day of February, 1977.

Alvin Whit (Seal)
Lewiston City Clerk

City Attorney's Certificate

I hereby certify that the dedications and certifications shown hereon are correct in form.

Michael E. Gonne 2-25-77
Lewiston City Attorney date

County Clerk's Certificate

I hereby certify that this Plat was approved by the Board of Commissioners of Nez Perce County at a meeting held on the _____ day of _____, 19____.

Nez Perce County Clerk date

Property Description

All of Lots 7 and 8 in Block 54 of Lewiston Orchards Tract No Seven, according to the Recorded Plat thereof, and more specifically described as follows:

Beginning at the monument marking the point of intersection of the centerlines of Tenth Street and Richardson Avenue; thence traverse East 592.3 feet along said centerline of Richardson Avenue; thence N.0°04'W. 677.37 feet along the West line of Sea Port Addition, as shown on the recorded Plat thereof, being a point on the centerline of Hemlock Avenue; thence N.89°39'37"W. 601.23 feet along said centerline of Hemlock Avenue to the monument marking its point of intersection with the said centerline of Tenth Street; thence S.00°48'59"E. 681.00 feet along said Tenth Street centerline to the Point of Beginning. (Block One = 3.654 ac. • Block Two = 3.801 ac. • RTW = 1.843 ac.)

Owner's Dedication Certificate

Donald G. Renn and his wife Lou Jean Renn, with Arlen R. Rogers and his wife Catherine A. Rogers, with Donald D. Knapp and his wife Lee Knapp, with Russell L. Edwards and his wife Georgia L. Edwards, with Charles M. King, Joseph W. Condon, and Charles R. Gabby, hereby certify that they are the owners of the above described property and that they intend to subdivide same as indicated by this Plat.

Therefore, know all men by these presents, that said owners hereby dedicate, grant and convey to the City of Lewiston, Nez Perce County, Idaho, forever, all of the land shown hereon as Hemlock Avenue, Hemlock Drive, Richardson Avenue and Tenth Street within the above described boundary, for use of the Public as streets, alleys, thoroughfares or other public grounds.

In Witness thereto, the undersigned hereunto set their hands and seals.

Donald G. Renn Lou Jean Renn

Arlen R. Rogers

Charles R. Gabby Catherine A. Rogers

Russell L. Edwards Georgia L. Edwards

Donald D. Knapp Lee Knapp

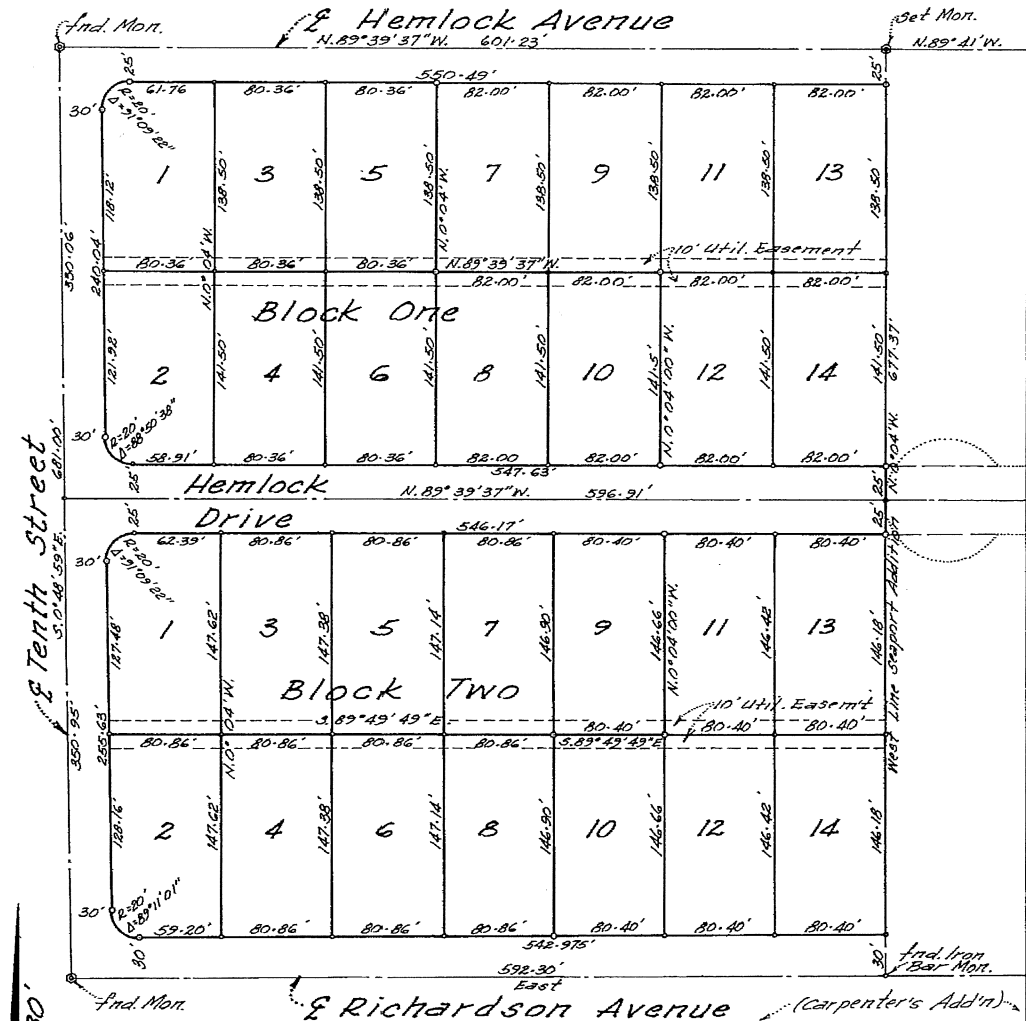
Charles M. King Joseph W. Condon

State of Idaho, County of Nez Perce - S.S.

On this 18 day of February, 1977, before me, the undersigned Notary Public, personally appeared Donald G. Renn, Lou Jean Renn, Arlen R. Rogers, Catherine A. Rogers, Donald D. Knapp, Lee Knapp, Russell L. Edwards, Georgia L. Edwards, Charles M. King, Joseph W. Condon, and Charles R. Gabby, known to me to be the persons whose names are subscribed to the within instrument, and acknowledged to me that they each executed the same.

William J. McPherson
Notary Public, residing at Lewiston, Idaho.

Scale: 1"=80'



Note: All Lot Corners and Points of Curvature thereof are Marked with 1/2" ϕ x 24" Iron Bars

Surveyor's Certificate

I hereby certify that this Plat represents Property as Surveyed and Staked under my direction according to the requirements of the Laws relating thereto.

James W. Graw
James W. Graw & Associates

1839 Idaho Street

Lewiston, Idaho

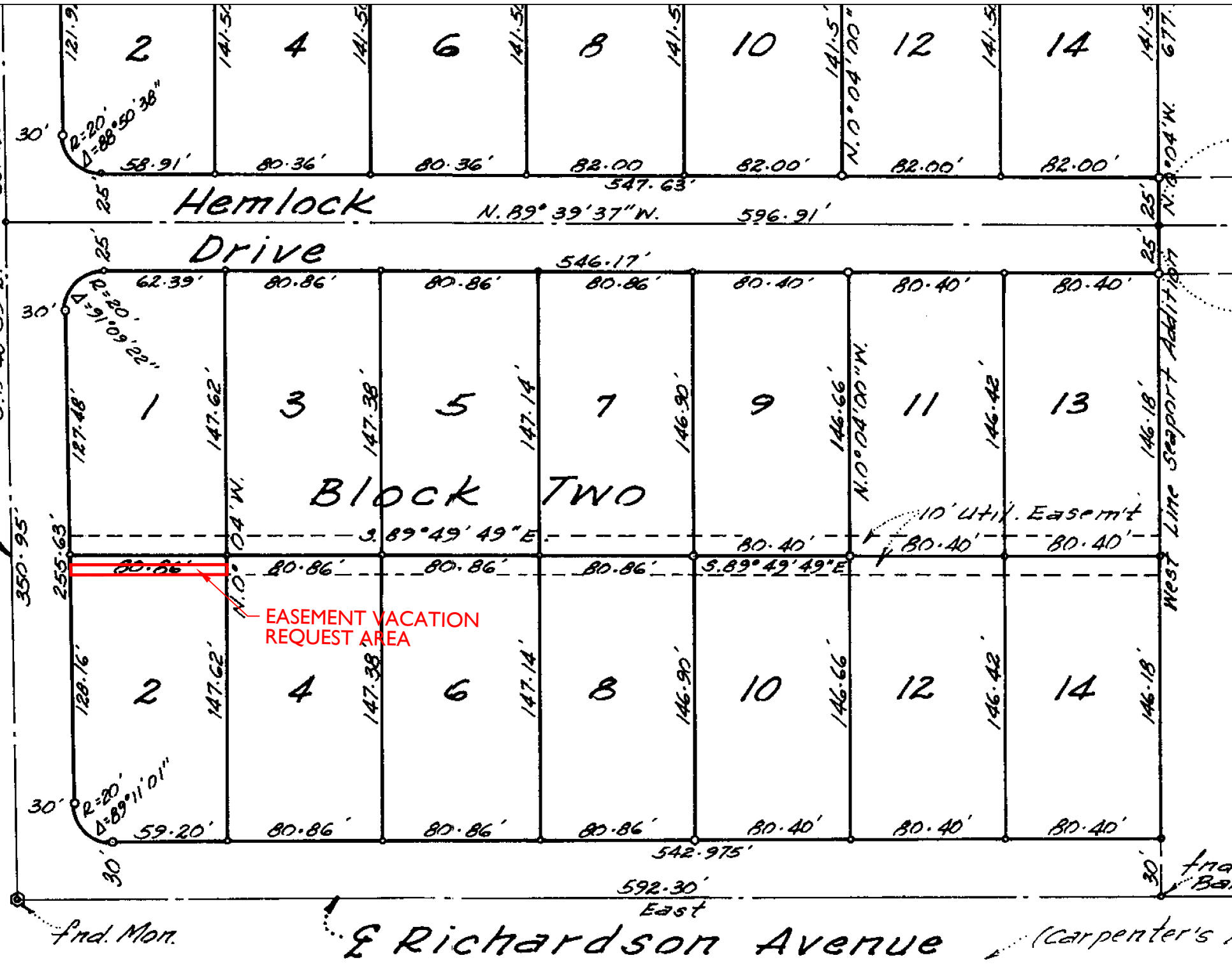
Engineering • Surveying • Mapping

12

My commission expires 11/1/78

10th Street

"=80'



(Above space for Recorder's use)

RESOLUTION 2023-17

A RESOLUTION VACATING A PORTION OF A PUBLIC UTILITY EASEMENT IN VA-01-2023.

WHEREAS, a public utility easement was dedicated to the City of Lewiston through the Sea Port Second Addition Plat, recorded with the Nez Perce County Recorder's Office as Instrument No. 401224 (hereafter "Easement");

WHEREAS, the Easement crosses the Northerly ten feet (10') of Lot 2 of Block 2 of the Sea Port Second Addition ("Property");

WHEREAS, Brad Peer and Angela Peer, the current owners of the Property, petitioned the City of Lewiston, through VA-01-2023, to vacate a portion of the Easement;

WHEREAS, a duly-noticed public hearing regarding the vacation of a portion of the Easement was held on April 10, 2023 in accordance with Lewiston City Code § 31-116; and

WHEREAS, the Lewiston City Council, taking into account the Easement vacation petition VA-01-2023, public testimony, and the staff report and recommendation of the Public Works Director, determined that all utility companies with valid rights to the Easement have consented to vacating a portion of the Easement, proper notice was given for vacation of a portion of the Easement, and the public interest will not be prejudiced by vacation of a portion of the Easement.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO:

SECTION 1: The foregoing recitals are hereby incorporated into and made part of this resolution, including all defined terms therein.

SECTION 2: The City Council hereby approves VA-01-2023.

SECTION 3: The property to be vacated is described in Exhibit A, attached hereto and incorporated herein.

SECTION 4: A visual depiction of the portion of the right-of-way being vacated is attached hereto and incorporated herein as Exhibit B.

SECTION 5: That this resolution shall take effect and be in full force as of the date that the signed resolution is recorded by the Nez Perce County Recorder.

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Kari J. Ravencroft, City Clerk

STATE OF IDAHO)
) ss.
County of Nez Perce)

On this _____ day of _____ 2023, before me, a Notary Public, personally appeared Daniel G. Johnson and Kari J. Ravencroft, known or identified to me as the Mayor and City Clerk, respectively, of the City of Lewiston, and stated that they have the authority to execute this instrument on behalf of the City of Lewiston, and did execute this instrument on behalf of the City of Lewiston.

Notary Public for the State of Idaho
Commission Expires _____

EXHIBIT A
TO RESOLUTION 2023-17

The Southerly five (5) feet, of the ten (10) foot wide Public Utility Easement located at the northerly end of Lot 2 of Block 2 of the Sea Port Second Addition, according to the recorded plat thereof, Instrument Number 401224, records of Nez Perce County, Idaho, located in the City of Lewiston, Nez Perce County, Idaho.

EXHIBIT B
TO RESOLUTION 2023-17

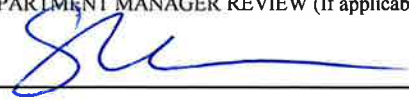


CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE PUBLIC HEARING - CPA23-000002	AGENDA NO. V. E. AGENDA DATE: April 24, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) The Lewiston City Council held a public hearing on these applications on March 27, 2023 and voted to hold an additional public hearing on April 24, 2023.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. On February 22, 2023, the Planning and Zoning Commission held a public hearing to consider (1) CPA23-000002, an application submitted by DK Holdings, LLC, and Idaho limited liability company, to amend the Comprehensive Plan to change the future land use designation for the subject property (a parcel of land generally located east of 18 th Street, north of Airway Avenue and south of unimproved Bryden Avenue) from Low Density Residential to Medium Density Residential; and (2) ZNC23-000002, an application submitted by DK Holdings, LLC, to rezone the subject property from Suburban Residential, R1, Zone to Medium Density Residential, R3, Zone. Following the public hearing, the Planning and Zoning Commission voted 6-0 to recommend approval of CPA23-000002 to Council. Additionally, the Planning and Zoning Commission voted 6-0 to direct staff to draft the Reasoned Statement recommending approval of ZNC23-000002 to Council. On March 8, 2023, the Planning and Zoning Commission approved its Reasoned Statement – formally recommending approval of ZNC23-000002 to Council at that time.	
BUDGET IMPACT	
ACTION PROPOSED The Planning and Zoning Commission recommends that the Council approve CPA23-000002 (Comprehensive Land Use Map Amendment) via Resolution 2023-16, and ZNC23-000002 via Ordinance 4880.	

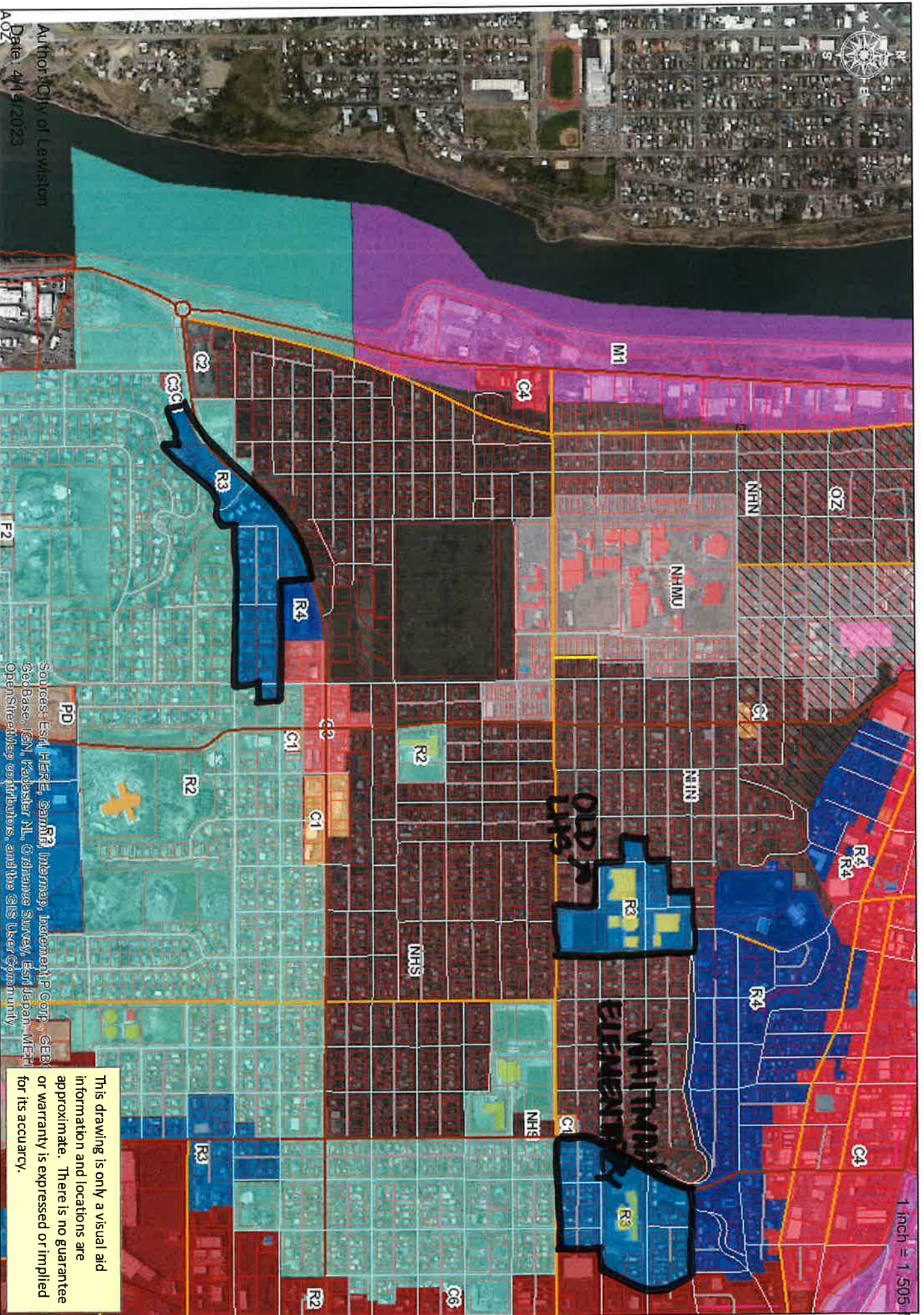
CITY COUNCIL MEETING

AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE Comprehensive Plan Amendment, CPA23-000002 (Resolution 2023-16) and Zone Change Application, ZNC23-000002 (Ordinance 4880) by DK Holdings, LLC		AGENDA NO. _____ AGENDA DATE 4/24/23 CONSENT: ☐ ACTIVE: ☐	1ST READING _____ 2ND READING _____ 3RD/ADOPTION _____
ORIGINATING SOURCE Planning and Zoning Commission Date: February 22, 2023		FUNDING CERTIFICATION (IF APPLICABLE) Date: _____	
DIVISION MANAGER REVIEW (If applicable)  Date: 4/14/23		DEPARTMENT MANAGER REVIEW (If applicable)  Date: 4/14/23	
RECOMMENDED FOR COUNCIL ACTION	MAYOR Date: _____		
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) The Lewiston City Council held a public hearing on these applications on March 27, 2023 and voted to hold an additional public hearing on April 24, 2023.			
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. On February 22, 2023, the Planning and Zoning Commission held a public hearing to consider (1) CPA23-000002, an application submitted by DK Holdings, LLC, and Idaho limited liability company, to amend the Comprehensive Plan to change the future land use designation for the subject property (a parcel of land generally located east of 18 th Street, north of Airway Avenue and south of unimproved Bryden Avenue) from Low Density Residential to Medium Density Residential; and (2) ZNC23-000002, an application submitted by DK Holdings, LLC, to rezone the subject property from Suburban Residential, R1, Zone to Medium Density Residential, R3, Zone. Following the public hearing, the Planning and Zoning Commission voted 6-0 to recommend approval of CPA23-000002 to Council. Additionally, the Planning and Zoning Commission voted 6-0 to direct staff to draft the Reasoned Statement recommending approval of ZNC23-000002 to Council. On March 8, 2023, the Planning and Zoning Commission approved its Reasoned Statement – formally recommending approval of ZNC23-000002 to Council at that time.			
ACTION PROPOSED The Planning and Zoning Commission recommends that the Council approve CPA23-000002 (Comprehensive Land Use Map Amendment) via Resolution 2023-16, and ZNC23-000002 via Ordinance 4880.			

R3 ZONE IN BLUE

City of Lewiston

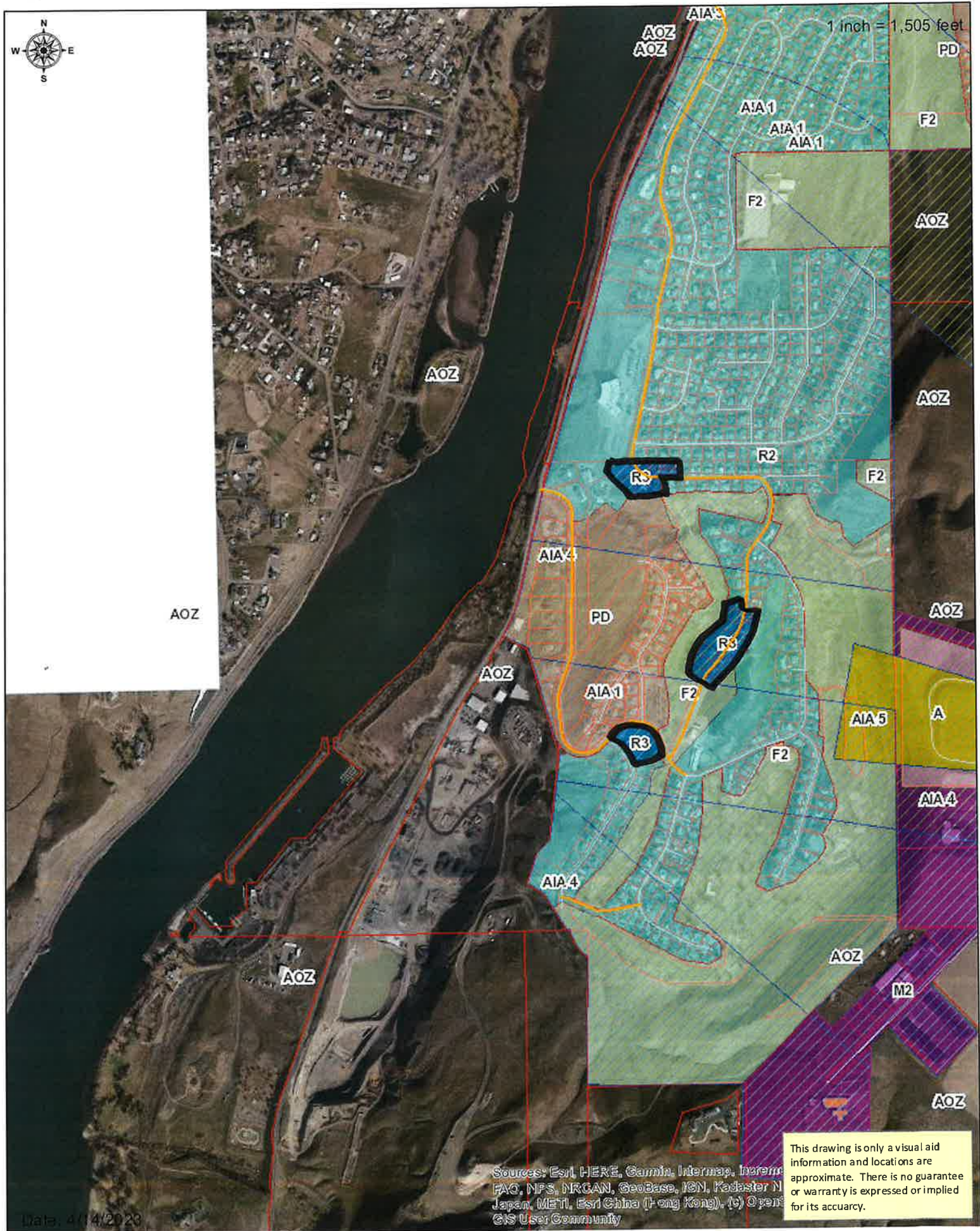


Author: City of Lewiston
Date: 4/15/2023
A02

Sources: Esri, HERE, Garmin, Intermap, INCREMENT P, Corp., GEBCO, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, OpenStreetMap contributors, and the GIS User Community

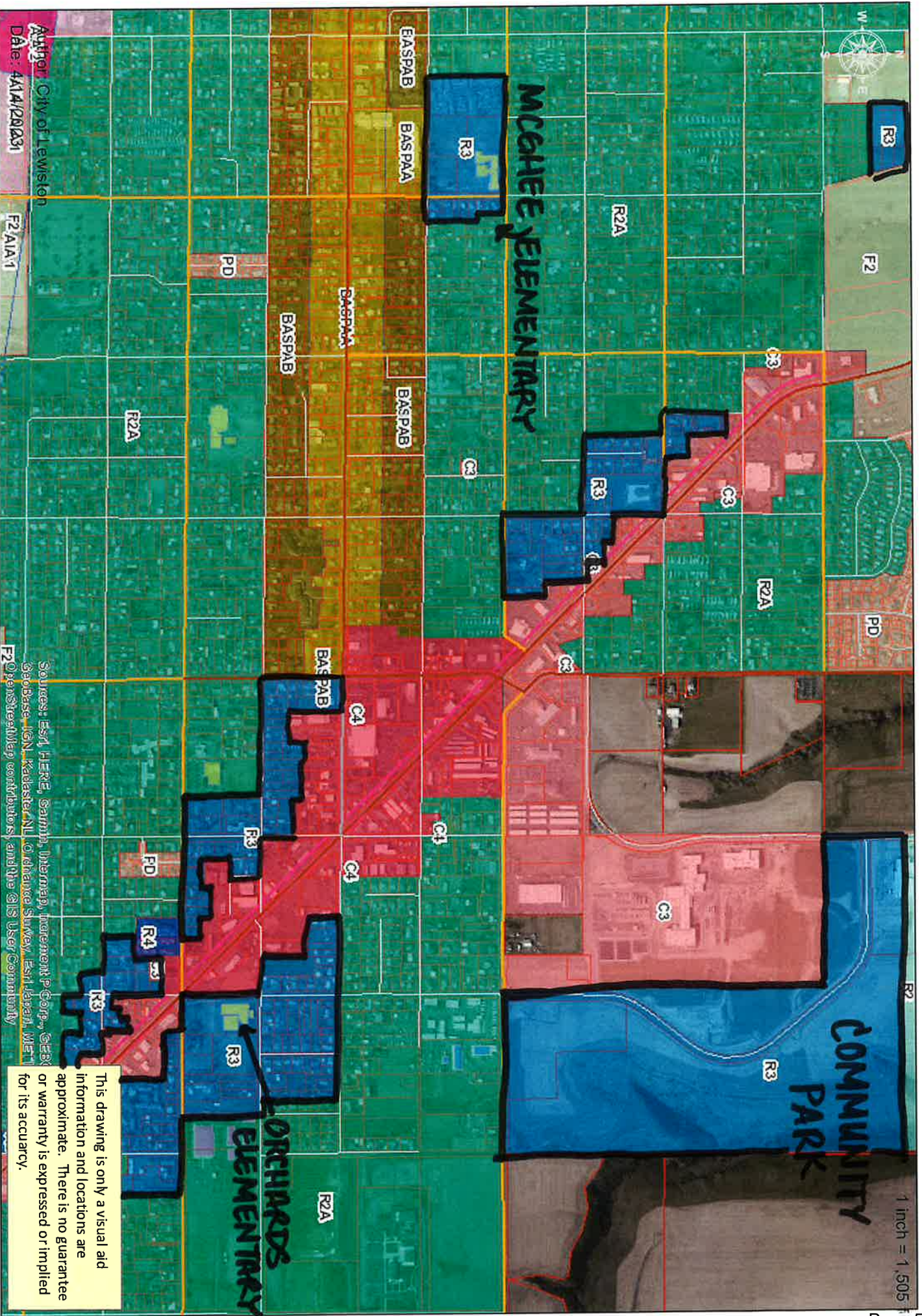
This drawing is only a visual aid information and locations are approximate. There is no guarantee or warranty is expressed or implied for its accuracy.

City of Lewiston



R3 ZONE IN BLUE

City of Lewiston



Author: City of Lewiston
Date: 4/14/2023

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, and the GIS User Community

This drawing is only a visual aid information and locations are approximate. There is no guarantee or warranty is expressed or implied for its accuracy.

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Lewiston City Council will conduct a public hearing at which you may provide testimony. This public hearing will be held at a meeting which may have additional public hearings on the agenda.

MONDAY APRIL 24, 2023 at 6:00 P.M.
LEWISTON CITY LIBRARY
2ND FLOOR MEETING ROOM,
411 D STREET LEWISTON, ID 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 Facebook page or the City's website at cityoflewiston.org.

Testimony for public hearings may be made: in-person at the meeting, by emailing Kari Ravencroft at kravencroft@cityoflewiston.org, or by calling (208) 746-3671 ext 6203.

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

APPLICATION CPA23-000002 COMPREHENSIVE PLAN MAP AMENDMENT BY DK HOLDINGS, LLC: The applicant proposes to amend the Comprehensive Plan Land Use Designation from Low Density Residential to Medium Density Residential, the tax parcel RPL0097003000A, consisting of approximately 8.96 acres and general located east of 18th Street, north of Airway Avenue and south of unimproved Bryden Avenue. The Planning and Zoning Commission recommended that the City Council approve this proposal after their public hearing conducted on February 22, 2023. **A previous public hearing on this land use action was held by City Council on March 27, 2023. This is an additional public hearing on the same action to allow for additional comment and deliberation to be entered into the record.**

APPLICATION ZNC23-000002 ZONE CHANGE PROPOSAL BY DK HOLDINGS, LLC: The applicant proposes to rezone from Suburban Residential, R1, Zone to Medium Density Residential, R3, Zone, the tax parcel RPL0097003000A, consisting of approximately 8.96 acres and general located east of 18th Street, north of Airway Avenue and south of unimproved Bryden Avenue. The Planning and Zoning Commission recommended that the City Council approve this proposal after their public hearing conducted on February 22, 2023. **A previous public hearing on this land use action was held by City Council on March 27, 2023. This is an additional public hearing on the same action to allow for additional comment and deliberation to be entered into the record.**

Any person (or persons) may support or oppose the applicant's request. **Persons receiving this notice are encouraged to provide testimony/comment.**

**FOR FURTHER INFORMATION AND TO SUBMIT TESTIMONY,
contact the City Clerk at (208) 746-3671, ext. 6203.**

Notice of this public hearing was mailed on 3/30/23 and 39 persons were noticed.

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 meeting coordinator at least forty-eight (48) hours in advance of the meeting at (208) 746-1318, ext. 7202.

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Lewiston City Council will conduct a public hearing at which you may provide testimony on Monday April 24, 2023. The meeting will begin at 6:00 p.m.

**LEWISTON CITY LIBRARY
2ND FLOOR MEETING ROOM
411 D STREET
LEWISTON, ID 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 Facebook page or the City's website at cityoflewiston.org.

Testimony for public hearings may be made: in-person at the meeting, by emailing Kari Ravencroft at kravencroft@cityoflewiston.org, or by calling (208) 746-3671 ext 6203.

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APPLICATION ZNC23-000002 ZONE CHANGE PROPOSAL BY DK HOLDINGS, LLC:

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FOR FURTHER INFORMATION AND TO SUBMIT TESTIMONY, contact the City Clerk at (208) 746-3671, ext. 6203.

Hearing notice publication date: Sunday April 2, 2023.

Megan Anderson, early childhood provider in the Valley, said she is grateful that the Proclamation for the Week of the Young Child is being presented this evening. Early childhood education is something everyone should be concerned about as it affects the entire community.

IV. PRESENTATIONS

- A. PROCLAMATION: WEEK OF THE YOUNG CHILD: Recognizing April 1-7, 2023, as the Week of the Young Child

Mayor Johnson read aloud the Proclamation recognizing April 1-7, 2023, as the Week of the Young Child and presented it to Alicia Robertson, Lewis-Clark State College Associate Professor/Early Childhood Development.

- B. PROCLAMATION: STRENGTHENING FAMILIES MONTH; CHILD ABUSE PREVENTION AND AWARENESS: Recognizing the month of April 2023 as Strengthening Families Month; Child Abuse Prevention and Awareness

The Proclamation declaring April 2023 as Strengthening Families Month; Child Abuse Prevention and Awareness was read by Mayor Johnson and presented to Shelly Weimer, North Central District Health Department.

- C. FINANCIAL REPORT: Financial report for February 2023, in accordance with Idaho Code 50-208 - No oral report (Aimee Gordon)

V. PUBLIC HEARINGS AND RELATED ACTION ITEMS

- A. PUBLIC HEARING RE: ZNC23-000002 & CPA23-000002: Accepting testimony on a proposal to amend the Comprehensive Plan Land Use Designation from Low Density Residential to Medium Density Residential and rezone from Suburban Residential, R-1, Zone to Medium Density Residential, R-3, Zone for approximately 8.96 acres generally located east of 18th Street, north of Airway Avenue and south of unimproved Bryden Avenue (Hollingshead)

Mayor Johnson announced that this evening was the date and time advertised for the public hearing regarding ZNC23-000002 & CPA23-000002. He declared the hearing open and asked that a staff report be provided.

Assistant Planner Hollingshead explained this is request to rezone approximately 8.96 acres generally located east of 18th Street, north of Airway Ave and south of unimproved Bryden Avenue. Though the Council will not be approving a Plat at this time, the applicant plans to construct duplex homes with shared lot lines. The Planning & Zoning Commissions voted unanimously to approve the Reasoned Statement and recommends approval of both the Cup and rezone to the Council.

Councilor Kleeburg said that Neighborhood No. 7 is more rural in nature than other neighborhoods in town. Though he doesn't have an issue with infill development, he stated that it

doesn't seem to comply with the Comprehensive Plan. Ms. Hollingshead reassured the Council that the number of homes proposed for this development do comply with the number of houses allowed and fall under the zoning designation of Low Density Residential.

Council President Liedkie said she wants to respect long-term residents who live in this neighborhood that want to continue with animal rights and live in a more rural area. Ms. Hollingshead indicated that the current Comprehensive Plan was written in the late 90's and staff is working with a consultant on a rewrite that will take about 18 months. There will be feedback from the community and an opportunity for things to change in the plan during that time. The Comprehensive Plan states that growth should be done in a compact manner utilizing existing services and infill development is encouraged on some of the parcels that will be able to connect to existing services. As for density, Ms. Hollingshead said there are a number of lots in the immediate area that don't meet the standards to keep any animals other than chickens. This proposed development will probably look more like what is within the Canyon Crest Subdivision, but would definitely be denser than the 2.8-acre neighbor next door. She also confirmed that all development would be subject to City standards.

Councilor Kleeburg emphasized that residents in this neighborhood have strongly expressed their desire for the retention of animal rights. Higher density uses are not appropriate for this area except when included within a Planned Unit Development where their appropriateness can be evaluated. Ms. Hollingshead indicated that the type of buyers who would be interested in the proposed product do not want 5-acre lots or animal rights, but rather smaller yards, less upkeep, paved streets, sidewalks, etc.

Councilor Schroeder stated that this is an opportunity for those with 5-acre lots to keep them or sell them to do something different. It will serve as a good mix moving forward and will assist in Lewiston's housing needs.

Testimony, both in favor and in opposition, was sought by Mayor Johnson.

City Clerk Ravencroft read a letter from Noah Prescott who said he believes the location of this development is poor land use within the City. He addressed the issue of additional traffic in this neighborhood and the need for maintenance of three new streets. Further, he said he believes there are better solutions to Lewiston's housing problems.

Ken Krahn stated that the Council should deny any development in southeast Lewiston until the water system and City streets are improved. He noted there is plenty of property east of Thain and near the airport that would be better suited.

B. RESOLUTION 2023-16: Implementing the City Council's decision in CPA23-000002, amending the "Future Land Use Map Neighborhood No. 7 – East Orchards" of Chapter 6.7 of Lewiston's Comprehensive Land Use Plan (Hollingshead)

A motion and second were made by Councilors Schroeder and Kleeburg, respectively, to approve Resolution 2023-16.

Councilor Kleeburg said he understands the need for additional housing, but is not sure if Neighborhood No. 7 is the right location.

Councilors Kleeburg and Schroeder withdrew their motion and second in order for the Council to review the rezone criteria further, which Ms. Hermann read aloud.

Councilor Kleeburg moved to table Resolution 2023-16 to the April 10, 2023, regular meeting. Council President Liedkie seconded the motion.

Council President Liedkie said she would like to hear from the applicant. Though she appreciates the traffic plan, she wants to make sure that everyone is doing their due diligence to ensure this action will move the entire city forward and that it's not just the idea of improving housing options.

City Attorney Hermann explained that if it is the Council's desire to accept additional testimony or evidence, then an additional public hearing would need to be noticed and held.

Therefore, Councilor Kleeburg offered an amended motion to table the Public Hearing and Resolution 2023-16 to the April 24, 2023, regular Council meeting. Council President Liedkie seconded the motion. ROLL CALL VOTE: VOTING AYE: Liedkie; Forsmann; Kleeburg; Schroeder; Spickelmire. VOTING NAY: None. EXCUSED: Tousley.

C. **ORDINANCE 4880 (FIRST READING):** Implementing the City Council's decision in ZNC-23-000002, declaring that certain real property be removed from the Suburban Residential (R-1) zone and included in the Medium Density Residential (R-3) Zone and amending the official zoning map of the City of Lewiston (Hollingshead)

Councilor Kleeburg offered a motion to table the first reading of Ordinance 4880 to April 24, 2023. Councilor Forsmann seconded the motion. ROLL CALL VOTE: VOTING AYE: Liedkie; Forsmann; Kleeburg; Schroeder; Spickelmire. VOTING NAY: None. EXCUSED: Tousley.

VI. **CONSENT AGENDA**

Mayor Johnson explained that all items on the Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion on these issues unless a Councilor so requests, in which case the item will be removed from the Consent Agenda and considered on the Active Agenda under "Items Moved from the Consent Agenda".

Council President Liedkie and Councilor Schroeder moved and seconded, respectively, adoption of the Consent Agenda. ROLL CALL VOTE: VOTING AYE: Liedkie; Forsmann; Kleeburg; Schroeder; Spickelmire; Tousley. VOTING NAY: None.

Case Number:

Hearing Date:

2-22-23



APPLICATION FOR COMPREHENSIVE PLAN AMENDMENT

BY SUBMITTING THIS APPLICATION TO THE CITY OF LEWISTON, YOU ARE ENTERING A QUASI-JUDICIAL PROCESS. AS SUCH, YOU MUST NOT DISCUSS THE APPLICATION WITH ANY MEMBER OF THE LEWISTON PLANNING AND ZONING COMMISSION, OR THE LEWISTON CITY COUNCIL, OUTSIDE OF THE PUBLIC HEARING AT WHICH THIS MATTER WILL BE HEARD.

****NOTE: INCOMPLETE APPLICATIONS CANNOT BE ACCEPTED****

APPLICANT INFORMATION

Full Name: DK HOLDINGS LLC Date: 1/18'23
Last First M.I.
 Address: 247 THAIN RD. #107
Street Address Apartment/Unit #
LEWISTON ID 83501
City State ZIP Code
 Phone: 2087985000 Email: dan@qdplans.com
 Property Owner Name: DK HOLDINGS LLC Phone: SAME
 Mailing Address: SAME

PROPERTY INFORMATION

Street Address of Subject Property: 18TH STREET AND AIRWAY AVE
 Subdivision Name: LO Tract #12 Block: 97 Lot: 3 & 4

OR attach a metes and bounds description if not part of a subdivision.

NATURE OF YOUR REQUEST

The current Comprehensive Plan Designation of this property is: Low density residential

The **proposed** Comprehensive Plan Designation of this property is: Medium density residential

Please provide a statement fully describing your request for a Comprehensive Plan Amendment. What conditions have changed in the area to cause the need to amend the Comprehensive Plan? How will the requested amendment address those changes?

Due to the demand for residential housing and the existence of other residential neighborhoods in the area, this in-fill property seems best suited for residential use

APPLICANT'S CHECKLIST

In order to properly process your request for a Comprehensive Plan Amendment, please be sure to include the following material with your completed application:

- ☐ Completed and signed application, including supporting documents;
- ☐ Site Plan (11 x 17) or 8 ½ x 11) to scale;
- ☐ A correct legal description of the property;
- ☐ Filing fee payable to the City of Lewiston

APPLICANT'S CERTIFICATION

The applicant(s) hereby certifies that the information contained in this application is true and correct to the best of my/our knowledge.

Signature of Applicant: Dan York

Date: 1/18/23

The Property Owner hereby authorizes this application:

Signature of Owner: Dan York

Date: 1/18/23

COMPREHENSIVE PLAN AMENDMENT APPLICATION PROCESS

1. The applicant submits the completed application form to the Community Development Department requesting the amendment to the Comprehensive Plan. **All materials included in the application must be provided at this time.** The representative of the Department reviews the application for completeness prior to further processing.
BY SUBMITTING THIS APPLICATION TO THE CITY OF LEWISTON, YOU ARE ENTERING A QUASI-JUDICIAL PROCESS. AS SUCH, YOU MUST NOT DISCUSS THE APPLICATION WITH ANY MEMBER OF THE LEWISTON PLANNING AND ZONING COMMISSION, OR THE LEWISTON CITY COUNCIL, OUTSIDE OF THE PUBLIC HEARING AT WHICH THIS MATTER WILL BE HEARD.
2. The Community Development Department sets the public hearing date for the application according to the public hearing schedule. The Planning and Zoning Commission holds public hearings on the second and fourth Wednesdays of each month. Completed applications must be submitted approximately four (4) weeks prior to the public hearing date. You will be notified of the hearing date when you submit your application. Because the State of Idaho limits the number of times each year a municipality may amend the comprehensive plan, your hearing dates may be delayed.
3. The Community Development Department notifies all residents, by mail, within 300 feet of the property for which you are requesting the Comprehensive Plan Amendment. This notifies them of the nature of your application, the date of the public hearing, and solicits comments from them.
4. The Community Development Department solicits comments from public agencies and City Departments so a recommendation can be made.
5. After comments have been received, the Community Development Department prepares a staff report and recommendation for the Planning and Zoning Commission. You will receive a copy of this report and recommendation in advance of the meeting.
6. The Planning and Zoning Commission holds a public hearing on the request. You are invited to speak as well as others who wish to provide testimony whether in support or opposition of the request. **It is strongly recommended that you be in attendance at this meeting.**
7. The Planning and Zoning Commission will make a recommendation to the City Council. This recommendation is forwarded to the City Mayor for submittal to the City Council.
8. The City Council sets a public hearing date, generally several weeks away to allow sufficient time for legal notice. The property owners who received notice for the Planning and Zoning public hearing will again receive notice of the City Council public hearing.
9. The City Council holds a public hearing on the request.
10. If the City Council approves the Comprehensive Plan Amendment request, the City Attorney prepares an Ordinance for the Council.

11. At subsequent public meetings, the City Council holds the first, second, and third readings of the Ordinance. Following the third reading and adoption of the ordinance, the ordinance is published in the newspaper, after which the Comprehensive Plan Amendment becomes final.

Case Number:

Hearing Date: 2.22.23



APPLICATION FOR ZONE CHANGE

By submitting this application to the City of Lewiston you are entering a quasi-judicial process. As such, you must not discuss the application with any member of the Lewiston Planning and Zoning Commission, or the Lewiston City Council, outside of the public hearing at which this matter will be heard.

APPLICANT INFORMATION

Full Name: DK Holdings, LLC Date: _____
Last First M.I.

Address: 247 Thain Rd. Ste 107 _____
Street Address Apartment/Unit #
Lewiston ID 83501
City State ZIP Code

Phone: 208/798-5000 Email _____

Property Owner: DK Holdings, LLC Phone: 208/798-5000

Property Owner Mailing Address: 247 Thain Rd. Ste 107, Lewiston, ID 83501

DESCRIPTION OF PROPERTY

Street Address of Subject Property: North of Airway Ave. / East of 18th St.

Subdivision Name: Canyon Crest South

Block: Lewiston Orchards Tract No. 12 Lot: Lots 3 & 4
Ninety Seven (97)

OR, if not part of a subdivision, attach a metes and bounds description

NATURE OF REQUEST

Change **FROM** Zone District: R1 Suburban Res. **TO** Zone District: R3 Medium Density

The Planning and Zoning Commission shall evaluate a requested amendment to a zoning district to determine the nature and extent of the requested change. If it is an accord with the adopted comprehensive plan, the commission may recommend and the council may adopt or reject the requested change. The commission may request documentation of land use impacts, both existing and proposed, through studies, presentations, or other documents, and may require said documentation to be stamped and signed by professionals deemed qualified by the commission.

Please provide **WRITTEN** responses to the following questions:

1. What is the Comprehensive Plan Designation of the property and of the adjoining properties? Describe how the requested zoning classification conforms to the adopted Comprehensive Plan map and text.

The Comp. Plan Designation for subject property is Low Density Residential as well as the property to the South and the West. The requested zoning classification of R3 Medium Density is similar to the developed PUD property to the North, particularly the single family lots (60' wide) North of and fronting Clearview Point Drive, the first East/West street North of subject property

2. Describe how the subject land is at least as well suited or is better suited for the proposed zoning district than the existing zoning district.

This property seems best suited for R3 residential. It matches with the existing subdivision and surrounding properties.

3. Describe how the proposed rezone does not present foreseen, immitigable impacts of incompatible uses or development being located in the same vicinity.

The develop will integrate nicely with the rest of the area.

4. Describe how the effects of the proposed rezone are not anticipated to place undue burden upon delivery of services provided by any political subdivision (i.e. taxing entity) within the planning jurisdiction, including school districts.

According to the master plan this change seems complementary

to what is planned for the area. Public utilities are capable of handling
the proposed.

5. Describe how the size, type, intensity and density of development expected to occur on the subject property as a result of this rezoning is suitable for the area and will not unduly burden the neighborhood, public infrastructure or environmental resources.

The development is planned to happen in phases with about 25 lots
a year ready for homes. 15 to 20 homes are planned to be built
and occupied. That translates to several years for the total build out
allowing integration with the valley to happen at a comfortable pace.

6. If the subject property is located within a designated historic district, describe how the requested zone change will not be in conflict with the intents and purposes of Lewiston City Code Chapter 19.5, Historic Districts (A Certificate of Appropriateness from the Lewiston HPC is required).

N/A

APPLICANT'S CERTIFICATION

The applicant(s) hereby certifies that the information contained in this application is true and correct to the best of my/our knowledge.

Signature: *Dan Gunge* Date: 1/18/23

The Property Owner hereby authorizes this application:

Signature: *Dan Gunge* Date: 1/18/23

**** INCOMPLETE APPLICATIONS CANNOT BE ACCEPTED ****

QUESTIONS? Contact City Planner Joel Plaskon at 208-746-1318 x 7202

APPLICATION PROCESS

1. The applicant submits the completed application to the Community Development Department requesting the Zone change. The representative of the Department reviews the application for completeness prior to further processing.

ALL MATERIALS INCLUDED IN THE APPLICATION MUST BE PROVIDED AT THIS TIME. INCOMPLETE APPLICATIONS CANNOT BE ACCEPTED.

PLEASE NOTE: By submitting this application to the City of Lewiston, you are entering a quasi-judicial process. As such, you must not discuss the application with any member of the Lewiston Planning and Zoning Commission and/or the Lewiston City Council outside of the public hearing at which this matter will be heard.

2. The Community Development Department sets the public hearing date for the application according to the public hearing schedule. The Planning and Zoning Commission holds public hearings on the second and fourth Wednesday of each month. The Commission will make a recommendation on a zone change application to the City Council, who will also conduct a public hearing on the matter and render the decision. The City Council holds public hearings on the second and fourth Monday of each month. **Completed applications must be submitted at least four weeks prior to the public hearing date.** You will be notified of the hearing date when you submit your application.
3. The Community Development Department notifies all residents within 300 feet of the property for which you are requesting the Zone Change. This notifies them of the nature of your application, the date of the public hearing, and solicits comments from them.
4. The Community Development Department solicits comments from public agencies and City Departments so a recommendation can be made.
5. After all comments have been received, the Community Development Department prepares a staff report and recommendation for the Planning and Zoning Commission. You will receive a copy of this report and recommendation in advance of the meeting.
6. The Planning and Zoning Commission holds a public hearing on the request. The applicant is invited to speak as well as others who wish to provide testimony, whether in support or in opposition, to the request. **IT IS STRONGLY RECOMMENDED THAT YOU BE IN ATTENDANCE AT THIS MEETING.**
7. The Planning and Zoning Commission will make a recommendation to the City Council. This recommendation is forwarded to the City Mayor for submittal to the City Council.
8. The City Council sets a public hearing date, generally several weeks away to allow sufficient time for legal notice. The property owners who received notice for the Planning and Zoning public hearing will again receive notice of the City Council public hearing.
9. The City Council holds a public hearing on the request. If the City Council approves the PUD Amendment request. The City Attorney prepares an ordinance for the Council.
10. At subsequent public meetings, the City Council holds the first, second, and third readings of the Ordinance. Following the third reading and adoption of the Ordinance, the Ordinance is published in the newspaper, after which the PUD Amendment becomes final.

APPLICANT'S CHECKLIST

- ☐ Completed and signed application with supporting documents;
- ☐ Filing fee payable to the City of Lewiston;
- ☐ A correct legal description of the property;
- ☐ A site plan (11" x 17" or 8 1/2" x 11") to scale

Find address or place

(1 of 2)

Zone:

ZONE_ID R1

ZONE_FIELD SUBURBAN RESIDENTIAL

Ord_Num

Ord_Date

ZoneLbl R1 - SUBURBAN RESIDENTIAL

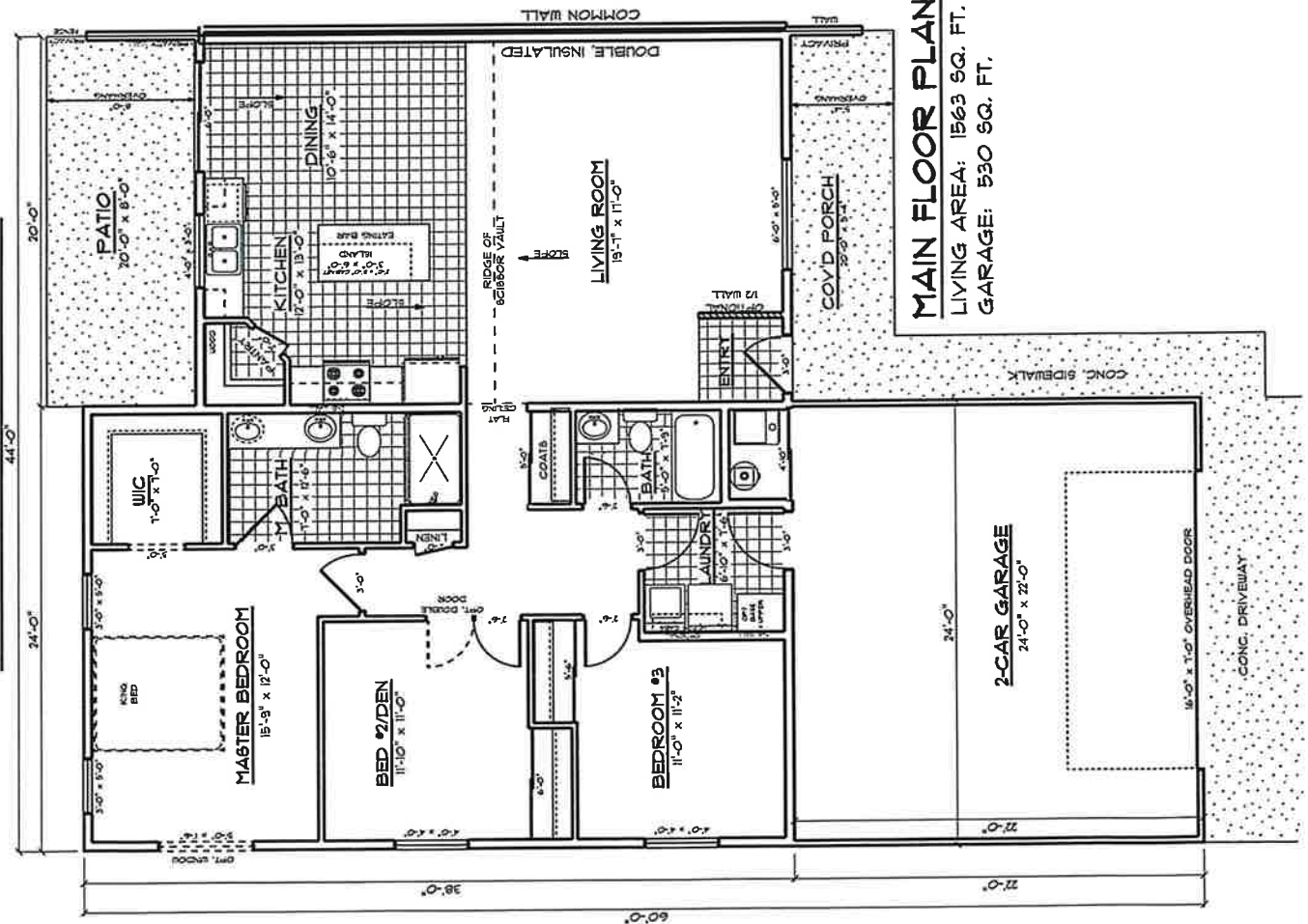
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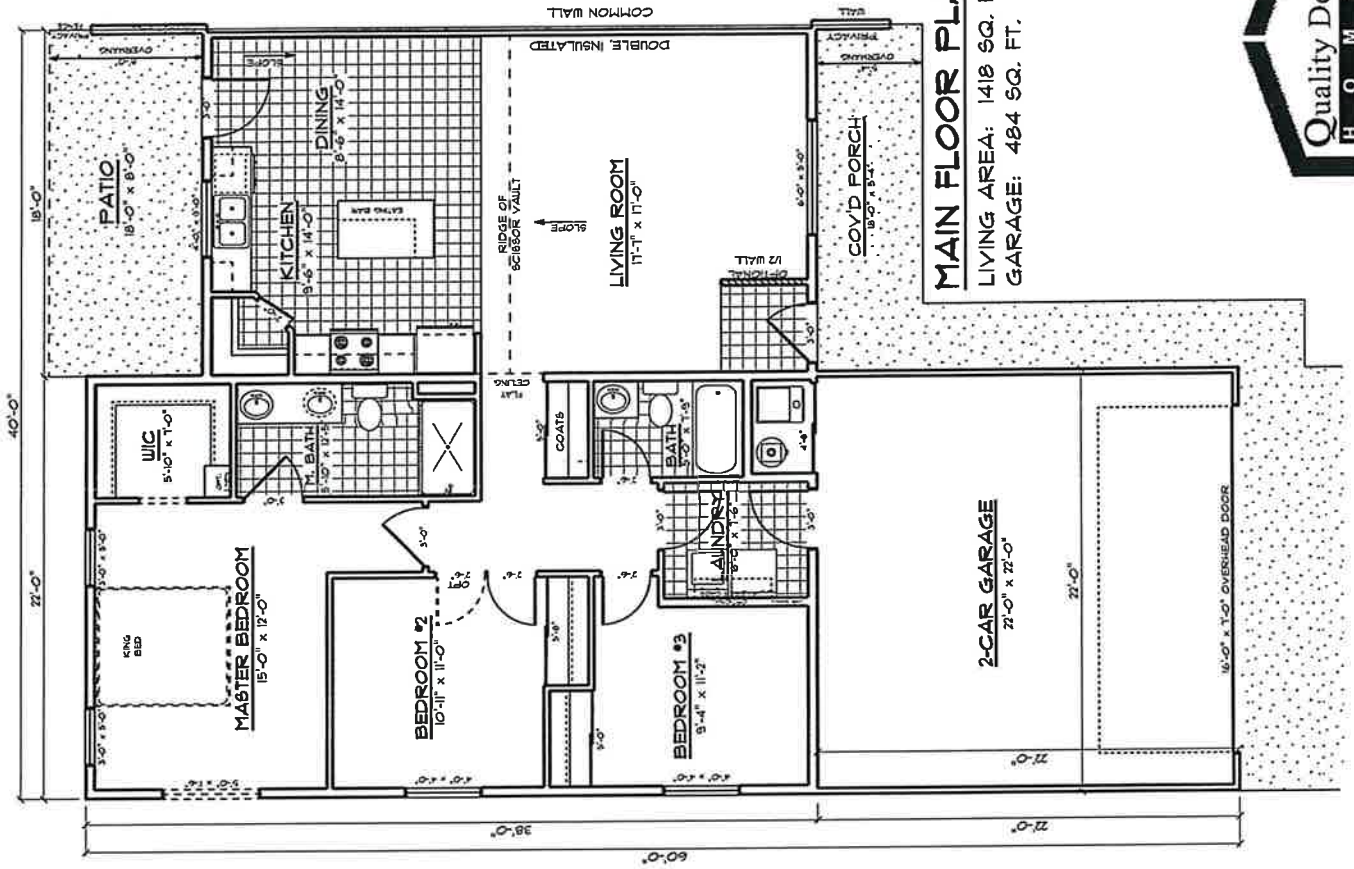
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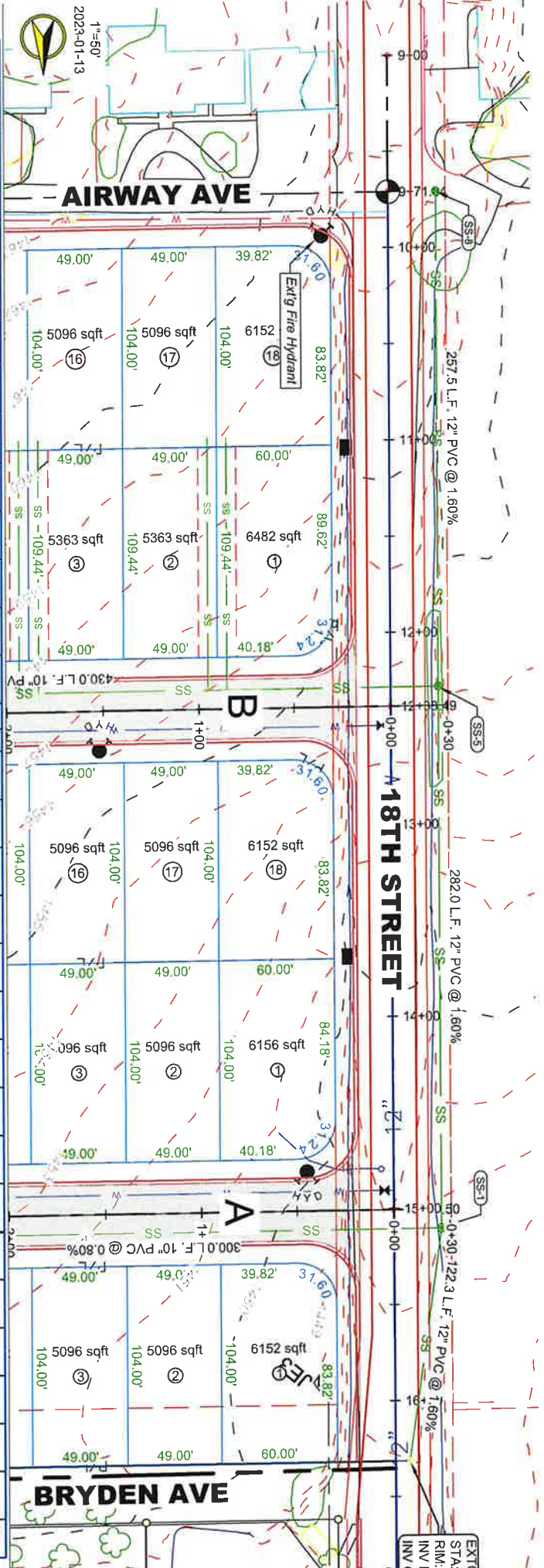
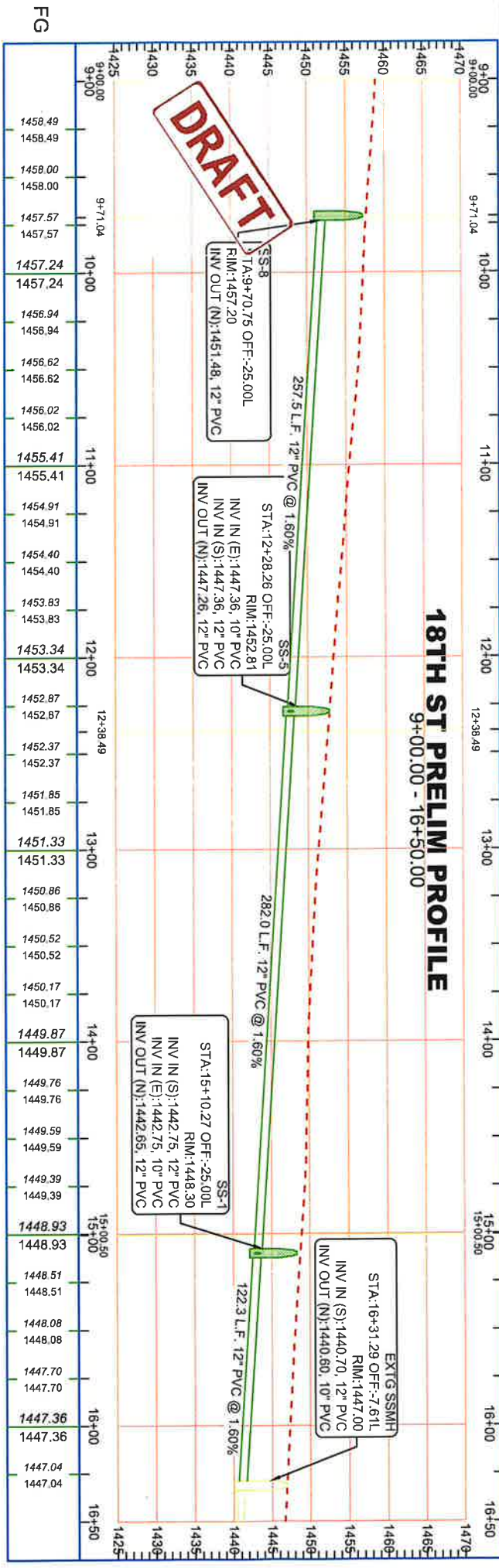


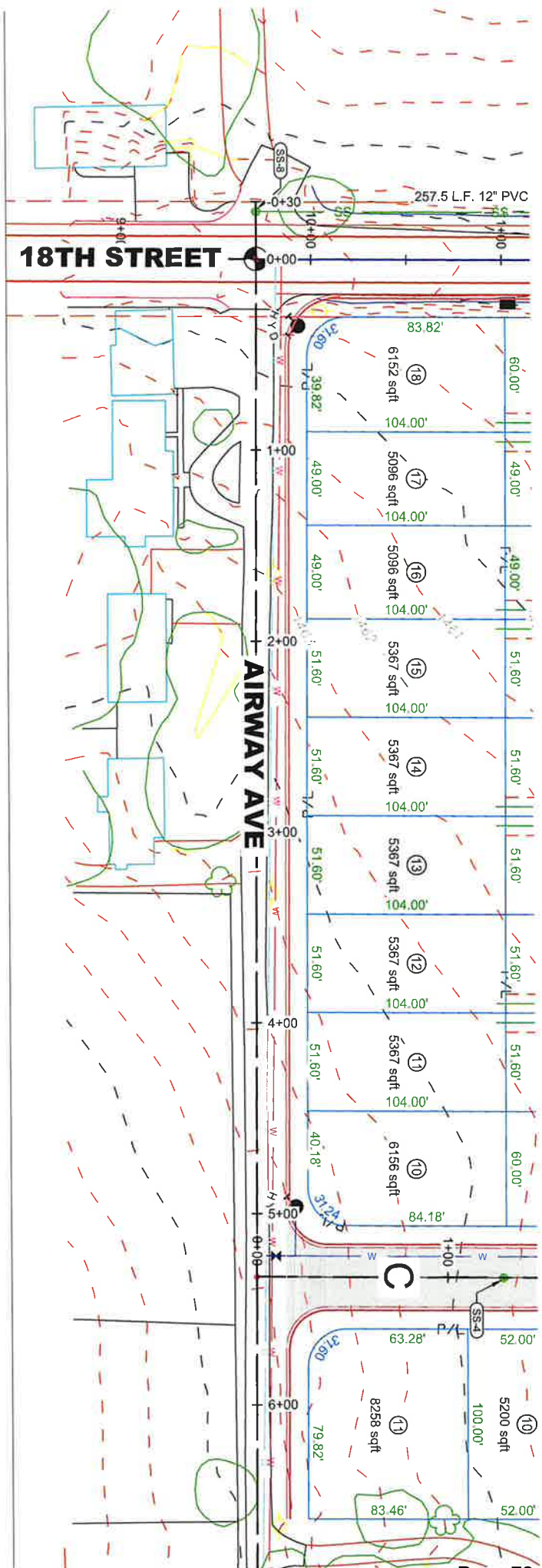
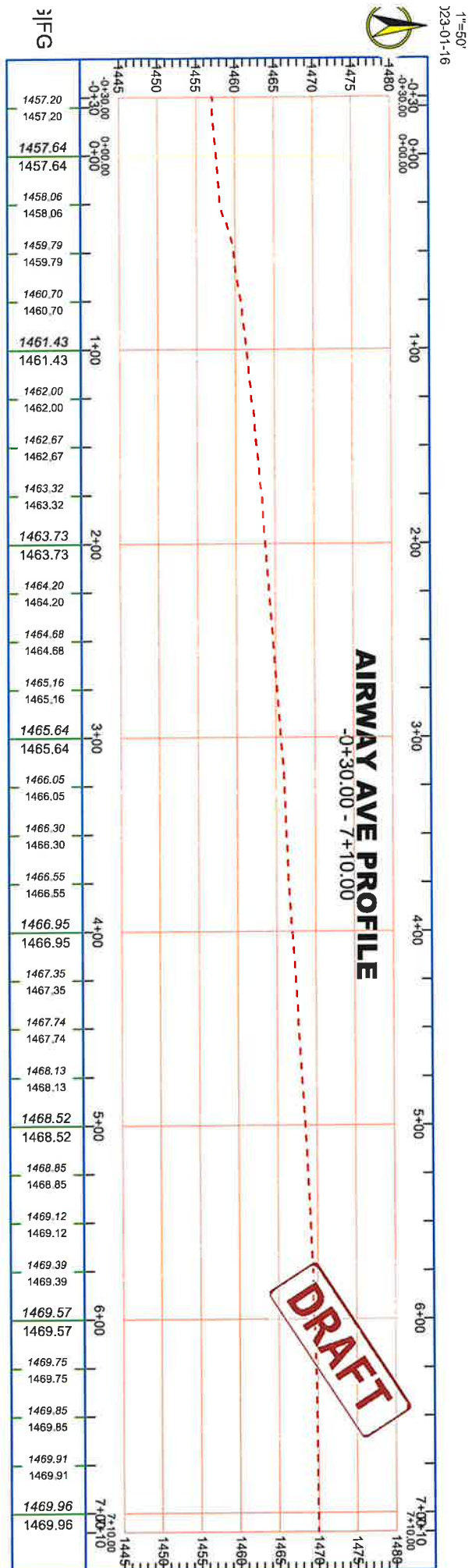
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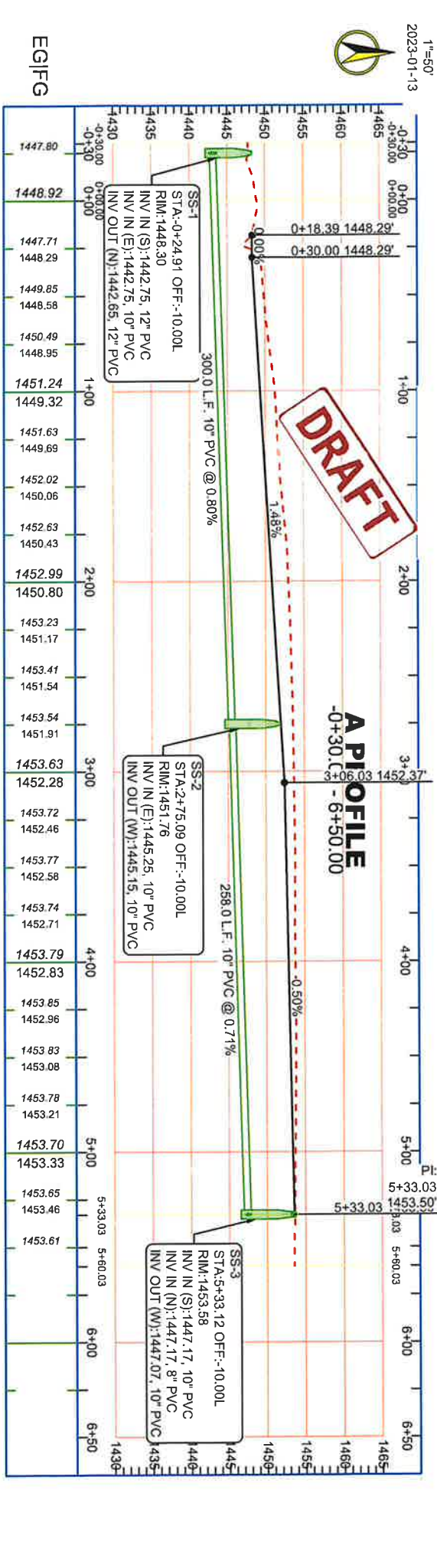
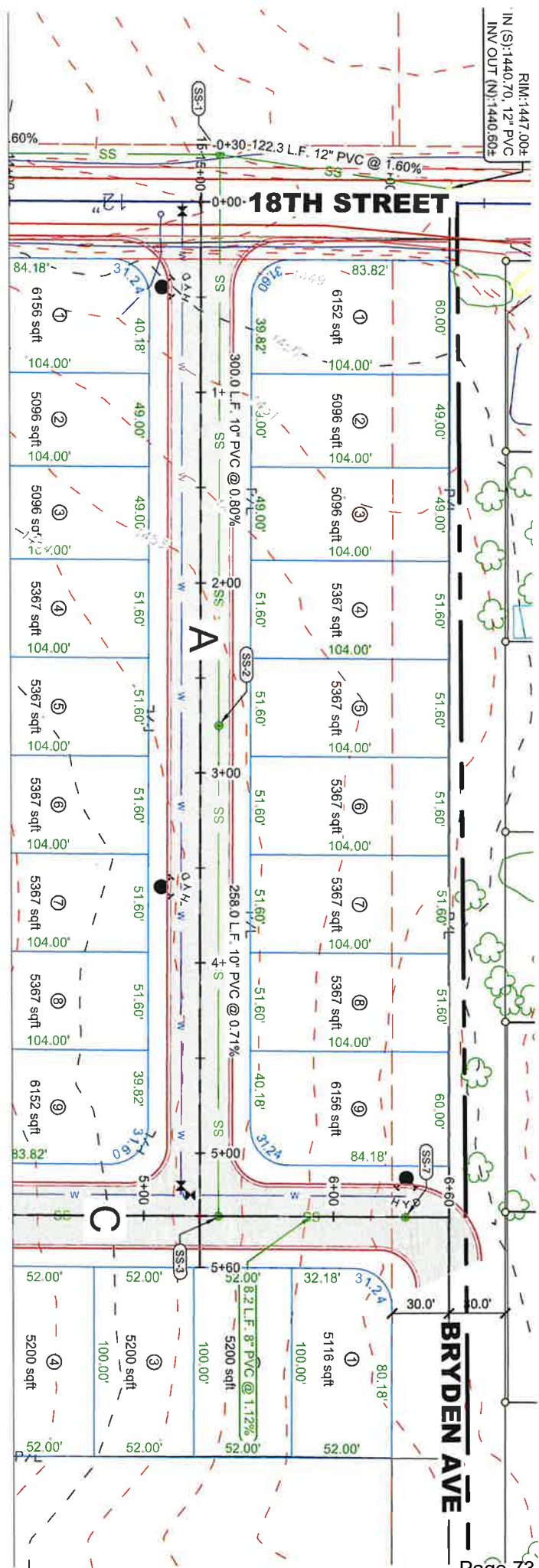
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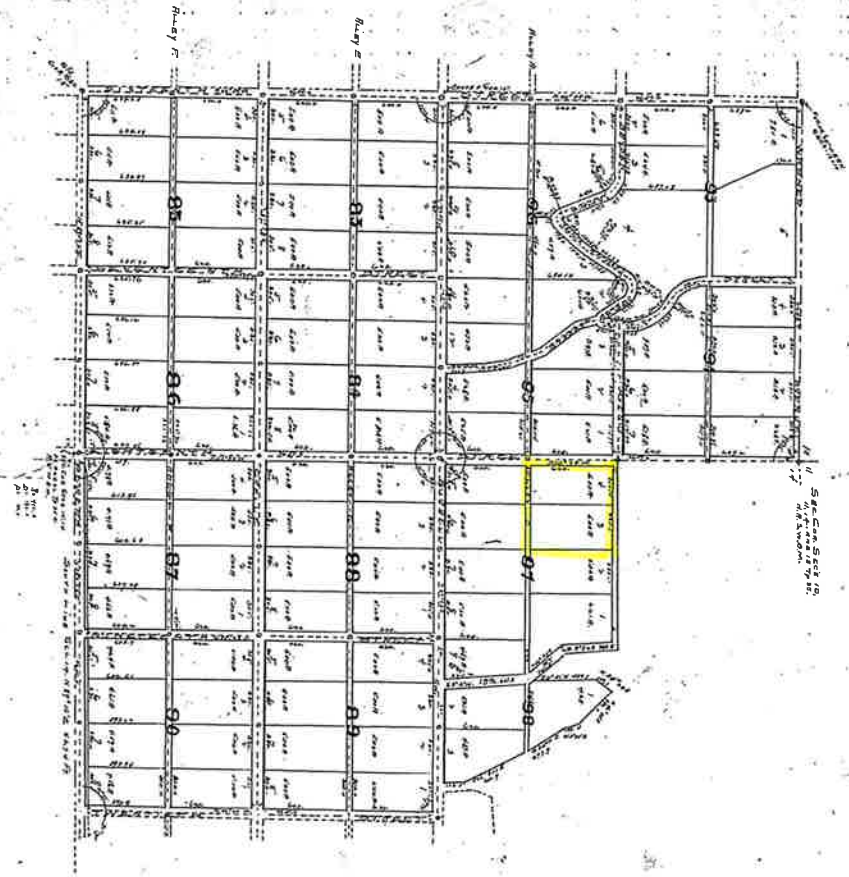
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WEST 14 BLOCKS

Leviston Orchards Tract #12

CMSI 334

For Dedication See
Back Of This Map



February 22, 2023

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

Planning & Zoning meetings are recorded live. To view the full video, go to <https://livestream.com/accounts/11220190> and select Planning & Zoning.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Michael Busch, Chair; Gabriel Iacoboni, Vice Chair; Kevin Kelly; Cynthia Ball; Kathy Branson; Maureen Anderson

COMMISSIONERS EXCUSED:

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner; Dawn Ortiz, Community Development Specialist; Aaron Butler, IT; Jennifer Tengono, Assistant City Attorney

II. CITIZEN COMMENTS

None

III. APPROVAL OF FEBRUARY 8, 2023 MEETING MINUTES (ACTION ITEM)

Commissioners Iacoboni and Kelly moved and seconded, respectively, approval of the February 08, 2023 meeting minutes with Commissioners Branson and Anderson abstaining. The motion carried 4-0-2.

IV. APPROVAL OF THE REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS FOR ZONE CHANGE APPLICATION ZNC22-000001 BY GRECO LAND DEVELOPMENT, LLC (ACTION ITEM):

Assistant City Attorney Jennifer Tengono recommends tabling the reasoned statement until the Planning and Zoning can have 2nd Public Hearing due to additional information coming to attention.

Commissioners Kelly and Iacoboni moved and seconded, respectively, to table the reasoned statement ZNC23-000001 until after the 2nd public hearing. Motion passed 6-0.

V. PUBLIC HEARING AND SUBSEQUENT DELIBERATION AND DIRECTION TO STAFF REGARDING THE REASONED STATEMENT FOR APPLICATIONS CPA23-000002 AND ZNC23-000002 BY DK HOLDINGS, LLC (ACTION ITEM):

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

Assistant Planner Katie Hollingshead provided a verbal summary of the staff report with maps and photos so the commission can get geographically familiar with the area.

Commissioner Ball asked for clarification if the duplex were on the same lot.

Staff Hollingshead stated each unit will have its own lot, the structure will be built on the lot line.

Commissioner Kelly asked for the utilization rate of land.

Staff Hollingshead stated she was not sure what the utilization rate was.

Applicant Dan Yonge, 247 Thain Rd, Lewiston, Id, stated Staff Hollingshead did an amazing job describing the request and wanted to address that these units will be built as townhomes so they will be built on the lot lines, roads will also be built 53 feet wide and he would be happy to get the utilization number if the Commission wanted it. Mr. Yonge also stated they would be giving up 17 feet along Airway to increase the road width.

Joe Hulett, 1807 Clearview Point Drive, Lewiston, Id sent the following statement via email. My wife, Pat, and I live at 1807 Clearview Point Drive, only a short distance north of the parcel Mr. Yonge has asked to be redesignated and rezoned. While we highly respect Mr. Yonge for the work he has done (he built our house, among many others), we are concerned that the proposed changes would unfavorably affect the character of our neighborhood by unduly increasing the population density. We therefore oppose the requested changes.

Applicant Dan Yonge, 247 Thain Rd, Lewiston, Id, stated he built Mr. Hulett's house about 10 years ago. Most of the traffic from this new subdivision is going to be before the road to Mr. Hulett's house. The proposed lots will be very similar in size to Mr. Hulett's.

Commissioner Ball asked if the new proposed subdivision would have alley access.

Staff Hollingshead stated there would not be alley access. Staff also reminded Commission that this public hearing is only for the zone change, comprehensive plan amendment and map amendment. The plat will come before the Commission at a later date.

Commissioners Iacoboni and Branson moved and seconded, respectively, to recommend approval of CPA23-000002 to City Council. Motion passed 6-0

After deliberation and discussion of relevant criteria, commissioners Branson and Kelly moved and seconded, respectively, to direct staff to draft a Reasoned Statement recommending approval of ZNC23-0000002 to City Council. Motion passed 6-0

VI. STAFF-COMMISSION COMMUNICATIONS:

A. Query of Commissioners for March 08, 2023 meeting.

All current commissioners will be in attendance at the next meeting except Kevin Kelly may not be in attendance.

Staff Hollingshead welcomed the new Commissioner Anderson.

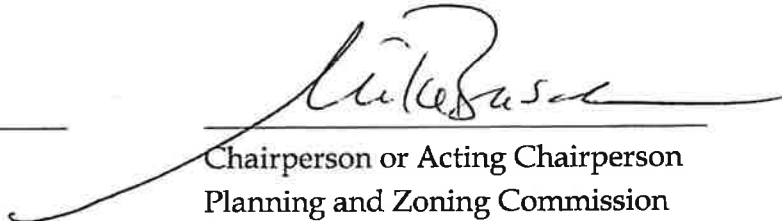
VII. ADJOURN

There being no further business, Commissioners Anderson and Branson moved and seconded, respectively, to adjourn. The motion carried 6-0 and the Planning and Zoning Commission adjourned at approximately 6:20 p.m.

RESPECTFULLY SUBMITTED,



Dawn Ortiz,
Recording Secretary



Chairperson or Acting Chairperson
Planning and Zoning Commission

Approved this 8 day of March, 2023.

**CITY OF LEWISTON PLANNING AND ZONING COMMISSION
REASONED STATEMENT OF RELEVANT CRITERIA AND
STANDARDS FOR GRANTING OR DENIAL OF
ZONING DISTRICT BOUNDARY CHANGE/REZONE**

This document shall serve as memorialization of the rationale for the granting or denial of a zoning district boundary change/rezone, 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:
ZNC23-000002

Instrument # 906397

NEZ PERCE COUNTY

3-23-2023 04:25:09 PM No. of Pages: 5

Recorded for : CITY OF LEWISTON

PATTY WEEKS

Fee: 0.00

Ex-Officio Recorder Deputy *[Signature]*

Index to: MISC

II. APPLICANT'S NAME AND ADDRESS:
DK Holdings, LLC
247 Thain Road #107
Lewiston, ID 83501

III. IDENTIFICATION AND/OR LOCATION OF SUBJECT PROPERTY:

Approximately 8.96 acres generally located east of 18th Street and known as tax parcel RPL0097003000A, located north of Airway Avenue and south of unimproved Bryden Avenue.

IV. DATE OF PUBLIC HEARING:
February 22, 2023

V. NAME OF HEARING BODY:
Lewiston Planning and Zoning Commission

VI. NATURE OF APPLICATION:
Rezone subject property from Suburban Residential, R-1, Zone to Medium Density Residential, R-3, Zone

VII. DECISION:
The Lewiston Planning and Zoning Commission recommends **APPROVAL** of ZNC23-000002 to the Lewiston City Council.

VIII. RELEVANT CONTESTED FACTS RELIED UPON:

The relevant contested facts relied upon are: None

IX. RELEVANT CRITERIA AND STANDARDS:

The following relevant criteria, standards, facts, and considerations are hereby declared as reasons for the decision on this zoning district boundary change/rezone:

1. The proposed rezone **is** in general conformance with the Lewiston Comprehensive Plan. Applicable commentary:

The Comprehensive Plan states, under Chapter 6, Goal LU-1.0: "To promote orderly development and arrangement of land uses throughout the community; provide ample space for future growth, ensure the compatibility of adjacent land uses and follow sound environmental planning principals." Goal LU-14.0: "Provide for an appropriate mix of housing types in each of the City's eight planning neighborhoods." Objective LU-14.1: "Review and revise zoning designations, as appropriate, to assure that adequate land (both developed and undeveloped) is available for both single-family and multi-unit residential development." Objective LU-14.3: "Evaluate appropriateness of duplexes in various residential zones. Revise zoning ordinance, as necessary." Goal LU-18.0: "Provide and maintain public services, utilities, and associated infrastructure in a cost-effective manner, by encouraging compact and continuous growth." Lastly, Objective LU-18.1: "Establish and adopt a revised Comprehensive Land Use Map. Establish land use zones such that growth is directed to areas that are contiguous with existing development, and where services are readily available." The proposed rezone and associated development of the subject property will create an orderly development on a currently vacant lot. The adjacent Canyon Crest Estates subdivision is a Planned Unit Development that will also include multi-family residential and commercial development in future phases, so higher intensity land uses are already planned for this area of the city.

The Comprehensive Plan's desired future land use designation is for low density residential. Currently, the City is under-zoned in terms of the amount of land zoned medium density residential, and is over-zoned in terms of the amount of land zoned suburban and low density residential. A Comprehensive Plan Map amendment is proposed in conjunction with this rezone so that the desired future land use will be medium density residential, and the rezone proposal will then be in conformance.

2. The subject property **is** at least as well suited or is better suited for the proposed zoning district than the existing zoning district. Applicable commentary:

The proposed Medium Density Residential, R-3, Zone has a minimum lot size of 6,000 square feet for single family residential. The proposed medium density land use designation in the Comprehensive Plan allows for 8-17 dwelling units per acre. The proposed Medium Density

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

FOR ZNC23-000002

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Residential, R-3, Zone also allows for small lot development by right, which allows for smaller lot sizes but requires design standards on all properties to create a cohesive neighborhood feel. The city is currently under-zoned in terms on the amount of land zoned medium density residential, and it is over-zoned in terms of the amount of land zoned suburban and low density residential.

The subdivision concept plan for the subject property, submitted as a supplement to the rezone application, contemplates 56 dwelling units (28 zero lot line, i.e., attached with a common wall, dwellings) over the 8.96 acres, which is a density of 6.25 units per acre. A density of 6.25 dwelling units per acre falls within the range for the low density land use designation in the Comprehensive Plan, which has a density range of 5-8 dwelling units per acre. Although a medium density land use designation in the Comprehensive Plan allows for 8-17 dwelling units per acre, that number is a gross development density, i.e., the highest potential presuming no land will need to be dedicated to streets, sidewalks or stormwater detention facilities. The net density, as presented in the proposed subdivision, is the reality of what the built environment can contain by utilizing the small lot development permitted by right in the Medium Density Residential, R-3, Zone.

3. The proposed rezone **does not** present foreseen, immitigable impacts of incompatible uses or development being located in the same vicinity. Applicable commentary:

The subject property is approximately 8.96 acres of vacant land that the applicant plans to subdivide into 56 building lots. Properties to the north are single family dwellings located in a Planned Unit Development. The property to the west is vacant land. The properties to the east are a mix of single family dwellings, newly subdivided building lots, and vacant land. Finally, the properties to the south are single family dwellings. The proposed zone of Medium Density Residential, R-3, Zone is similar in use and type to that of the Planned Unit Development to the north. There are portions of the Planned Unit Development that do have lots with 60 foot widths, and the applicant's proposed subdivision would have lots only slightly smaller. The small lot development standards in many ways mimic those design standards seen in many of the City's existing Planned Unit Developments. The proposed rezone and associated development of the subject property would have a similar look to the adjacent Planned Unit Development.

4. The effects of the proposed rezone **are not** anticipated to place undue burden upon delivery of services provided by any political subdivision within the planning jurisdiction, including school districts. Applicable commentary:

Political subdivisions were notified of the proposed rezone. City departments and the Lewiston Orchards Irrigation District (LOID) provided comments. The Fire Department stated; "Access and water supply is to comply with the International Fire Code." The Public Works Department – Engineering Division stated; "No objections to the zone change and comprehensive map update. Developer will follow the Traffic Impact Analysis guidelines to mitigate the traffic effects created by the proposed development. Traffic calming along 18th Street has already been identified as being important to incorporate frontage improvements." LOID sent an email

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS
FOR ZNC23-000002

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3

stating; "The parcel is in the process of being annexed into the LOID for Domestic Only Water Service. There will be a public hearing March 15, 2023 at the COSD's offices. The developer has to construct his water infrastructure to LOID standards, annexation process must be completed and paid for and then the LOID would service this development."

5. The size, type, intensity, and density of development expected to occur on the subject property as a result of this rezoning **is** suitable for the area and **will not** unduly burden the neighborhood, public infrastructure, or environmental resources. Applicable commentary:

The subject property is located south of the existing Canyon Crest Estates subdivision and is approximately 8.96 acres of vacant land. The subdivision concept plan for the subject property, submitted as a supplement to the rezone application, contemplates 56 dwelling units on lots ranging in size from 5300 to 6100 square feet. The adjacent Canyon Crest Estates subdivision is a Planned Unit Development (PUD) that, in its original phase, allowed for a minimum lot size of 6,000 square feet. This PUD was amended in 2021 and, as part of those amendments, Small Lot Development (minimum lot size of 4,000 square feet) was allowed as a use by right for up to 50% of the remaining dwelling units. Higher intensity land uses are already planned for this area of the city. The design of the subject property's proposed development will integrate a higher density of homes into the neighborhood without sacrificing the quality of the neighborhood. By utilizing standard zoning instead of Planned Unit Development, the City can also require that streets and intersections meet current city standards.

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: Every final decision rendered shall provide or be accompanied by notice to the applicant regarding the applicant's right to request a regulatory taking analysis pursuant to Idaho Code § 67-8003. The mailing of a signed and dated copy of this document by the City to the applicant shall constitute compliance with such notice requirement. An applicant denied an application or an affected person aggrieved by a final decision concerning matters identified in Idaho Code § 67-6521(1)(a) may, within twenty-eight (28) days after all remedies have been exhausted under local ordinance, seek judicial review under the procedures provided by Title 67, Chapter 52, Idaho Code.

An action or ruling by the Planning and Zoning Commission pursuant to the City of Lewiston Zoning Code may be appealed to the Lewiston City Council by the person who initiated the action before the Planning and Zoning Commission or by any person entitled to notice by mail of the action under section 37-184(b)(2) of the City of Lewiston Zoning Code. Such appeal must be filed within fifteen (15) calendar days after the Planning and Zoning Commission has adopted its written Reasoned Statement of Relevant Criteria and Standards. Written notice of the appeal must be filed

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS
FOR ZNC23-000002

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with the City Clerk within such fifteen (15) day period. If an appeal is not filed and the fee required by section 37-188 of the City of Lewiston Zoning Code is not deposited with the City Clerk within such fifteen (15) day period, the decision of the Planning and Zoning Commission shall be final.

By: Mike Busch

Signature of Planning and Zoning Commission Chair or Vice Chair or Acting Chair

Printed: Mike Busch

Date of Signature: 3-8-23

ATTEST: Dawn Ortiz

Dawn Ortiz, Community Development Specialist

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Lewiston Planning and Zoning Commission will conduct a public hearing at which you may provide testimony. This public hearing will be held at a meeting which may have additional public hearings on the agenda.

WEDNESDAY FEBRUARY 22, 2023 at 5:30 P.M.
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. 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 Facebook page or the City's website at cityoflewiston.org.

Testimony for public hearings may be made: in-person at the meeting, by emailing Dawn Ortiz at dortiz@cityoflewiston.org, or by calling (208) 798-2570 and leaving a message.

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

APPLICATIONS CPA23-000002, ZNC23-000002 BY DK HOLDINGS LLC: The applicant proposes to amend the Comprehensive Plan Land Use Designation from Low Density Residential to Medium Density Residential and rezone from Suburban Residential, R1, Zone to Medium Density Residential, R3, Zone, the tax parcel RPL0097003000A, consisting of 8.96 acres and generally located east of 18th Street, north of Airway Avenue and south of unimproved Bryden Avenue.

Any person (or persons) aggrieved, may support or oppose the Applicant's request. Persons receiving this notice are encouraged to provide testimony/comment.

For further information on the above zoning action, the public hearing process, or appeal process, please contact the Community Development Department at (208) 746-1318, ext. 7261 or khollingshead@cityoflewiston.org. Our offices are located at 215 'D' Street, Lewiston. Business hours are Monday through Friday, 8:00 a.m. to 5:00 p.m.

Notice of this public hearing was mailed on February 06, 2023 and 39 persons were noticed.

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 meeting coordinator at least forty-eight (48) hours in advance of the meeting at (208) 746-1318, ext. 7202.

OWNER1	OWNER2	MAIL_ADD1	MAIL_CITY	MAIL_ST	MAIL_ZIP
BASILICO, LINDA		1810 CLEARVIEW POINT DR	LEWISTON	ID	83501
BECKER LIVING TRUST	BECKER, ROBERT	1817 CLEARVIEW POINT DR	LEWISTON	ID	83501
BOSTON, BRENDA &	BOSTON, BILL	1823 AIRWAY AVE	LEWISTON	ID	83501
BRODIE JAMES R FAMILY TRUST		1801 CLEARVIEW POINT	LEWISTON	ID	83501
CAHILL, JACOB &	CAHILL, CHRISTINA	3432 14TH STREET C	LEWISTON	ID	83501
CANYON CREST ESTATES HOA INC		PO BOX 24	LEWISTON	ID	83501
DAMMON, BARRY		3427 18TH ST	LEWISTON	ID	83501
DANCY, KRISTIN &	DANCY, MICHAEL	1830 CLEARVIEW POINT DR	LEWISTON	ID	83501
DAVISON, ARIEL &	DAVISON, DEE	1821 CLEARVIEW POINT	LEWISTON	ID	83501
DK HOLDINGS LLC		247 THAIN RD STE 107	LEWISTON	ID	83501
DODSON, ETHEL		3430 18TH ST	LEWISTON	ID	83501
EIKUM, JEROME &	EIKUM, CINDIE	1816 CLEARVIEW POINT DR	LEWISTON	ID	83501
ERICKSON, JASON		1825 CLEARVIEW POINT DR	LEWISTON	ID	83501
HOBDEY, ALAN &	HOBDEY, DEBBIE	3425 18TH ST	LEWISTON	ID	83501
HOLMLUND, CYNTHIA &	HOLMLUND, NATHAN	PO BOX 1066	LEWISTON	ID	83501
HOLTHAUS, CATHERINE		1811 CLEARVIEW POINT DR	LEWISTON	ID	83501
HULETT, JOE &	LINDQUIST-HULETT, PATRICIA	1807 CLEARVIEW POINT DR	LEWISTON	ID	83501
KETCHAM, RONALD &	KETCHAM, BESSIE	1809 CLEARVIEW POINT DR	LEWISTON	ID	83501
LAVANCE, MARTHA		1810 AIRWAY AVE	LEWISTON	ID	83501
LEMANSKI, RYAN &	LEMANSKI, LINDSAY	1822 CLEARVIEW POINT DR	LEWISTON	ID	83501
LIND, DOUGLAS &	LIND, JULIE	1828 CLEARVIEW POINT DR	LEWISTON	ID	83501
LOWARY, JERRENE &	LOWARY, LESLIE	1812 CLEARVIEW POINT DR	LEWISTON	ID	83501
MCPHERSON, DOUGLAS		1813 CLEARVIEW POINT DR	LEWISTON	ID	83501
MOHR, GORDON		3424 18TH ST	LEWISTON	ID	83501
OHARRA, JOHNNIE &	OHARRA, LORI	1804 CLEARVIEW POINT DR	LEWISTON	ID	83501
PRATT, JERE &	PRATT, KATHLEEN	1819 CLEARVIEW POINT DR	LEWISTON	ID	83501
RAVARY, CAROLYN		1815 CLEARVIEW POINT DR	LEWISTON	ID	83501
REILAND, JAMES &	REILAND, JANETTE	3433 18TH ST	LEWISTON	ID	83501
RUDDLE, LORI		1823 CLEARVIEW POINT DR	LEWISTON	ID	83501
SCHUMACHER, WILLIAM &	SCHUMACHER, SHELLI	1802 AIRWAY AVE	LEWISTON	ID	83501
SCHWARTZ, JOHN &	SCHWARTZ, JEANETTE	1824 CLEARVIEW POINT DR	LEWISTON	ID	83501
SPENCER, WILLIAM II &	ZWIESLER, JOANN	1827 BURRELL AVE	LEWISTON	ID	83501
STEELE, BRIAN &	STEELE, DIANA	PO BOX 1577	LEWISTON	ID	83501
TAYLOR, JUD		PO BOX 1630	LEWISTON	ID	83501
THELEN JERI ANN REVOC LIV TST&	THELEN, KELLY	1806 CLEARVIEW POINT DR	LEWISTON	ID	83501
THOMAS, TAMMI		21805 CLEARWATER RIDGE DR	JULIAETTA	ID	83535
WALSH, JAMES &	WALSH ANNE LIVING TRUST	PO BOX 211	WAITSBURG	WA	99361
WICKIZER, WADE &	WICKIZER, HANNAH &	1806 AIRWAY AVE	LEWISTON	ID	83501
ZEMAN, MARK		3432 18TH ST	LEWISTON	ID	83501

City of Lewiston





PLANNER'S STAFF REPORT

COMMUNITY DEVELOPMENT DEPARTMENT

Date: 2/7/2023

Case File Number: CPA23-000002, ZNC23-000002

Applicant:

DK Holdings, LLC
247 Thain Road #107
Lewiston, ID 83501

Property Owner:

DK Holdings, LLC
247 Thain Road #107
Lewiston, ID 83501

Site Location:

8.96 acres generally located east of 18th Street, north of Airway Avenue and south of unimproved Bryden Avenue, and also known as tax parcel RPL0097003000A.

Request/Proposal: The applicant proposes to amend the Comprehensive Plan Land Use Designation of the subject property from Low Density Residential to Medium Density Residential and rezone from Suburban Residential, R1, Zone to Medium Density Residential, R3, Zone.

Subject Property and Surrounding Land Uses: The subject property is 8.96 acres of vacant land that the applicant plans to subdivide into 56 building lots, if this rezone application is approved. Properties to the north are single family dwellings located in a Planned Unit Development, property to the west is vacant land, properties to the east are a mix of single family dwelling, newly subdivided building lots and vacant land and properties to the south are single family dwellings.

CPA23-000002, ZNC23-000002

Related Or Other Pending Discretionary Actions:

A subdivision application will be required if this rezone application is approved. The Planning & Zoning Commission will review the preliminary plat for recommendation to City Council.

Flood Plain, Wetlands, EPA Regulated Site:

NA

Code References:

TITLE 67
STATE GOVERNMENT AND STATE AFFAIRS
CHAPTER 65
LOCAL LAND USE PLANNING

67-6509. RECOMMENDATION AND ADOPTION, AMENDMENT, AND REPEAL OF THE PLAN. (a) The planning or planning and zoning commission, prior to recommending the plan, amendment, or repeal of the plan to the governing board, shall conduct at least one (1) public hearing in which interested persons shall have an opportunity to be heard. At least fifteen (15) days prior to the hearing, notice of the time and place and a summary of the plan to be discussed shall be published in the official newspaper or paper of general circulation within the jurisdiction. The commission shall also make available a notice to other papers, radio and television stations serving the jurisdiction for use as a public service announcement. Notice of intent to adopt, repeal or amend the plan shall be sent to all political subdivisions providing services within the planning jurisdiction, including school districts and the manager or person in charge of the local public airport, at least fifteen (15) days prior to the public hearing scheduled by the commission. Following the commission hearing, if the commission recommends a material change to the proposed amendment to the plan which was considered at the hearing, it shall give notice of its proposed recommendation and conduct another public hearing concerning the matter if the governing board will not conduct a subsequent public hearing concerning the proposed amendment. If the governing board will conduct a subsequent public hearing, notice of the planning and zoning commission recommendation shall be included in the notice of public hearing provided by the governing board. A record of the hearings, findings made, and actions taken by the commission shall be maintained by the city or county.

(b) The governing board, as provided by local ordinance, prior to adoption, amendment, or repeal of the plan, may conduct at least one (1) public hearing, in addition to the public hearing(s) conducted by the commission, using the same notice and hearing procedures as the commission. The governing board shall not hold a public hearing, give notice of a proposed hearing, nor take action upon the plan, amendments, or repeal until recommendations have been received from the commission. Following consideration by the governing board, if the governing board makes a material change in the recommendation or alternative options contained in the recommendation by the commission concerning adoption, amendment or repeal of a plan, further notice and hearing shall be provided before the governing board adopts, amends or repeals the plan.

(c) No plan shall be effective unless adopted by resolution by the governing board. A resolution enacting or amending a plan or part of a plan may be adopted,

CPA23-000002, ZNC23-000002

amended, or repealed by definitive reference to the specific plan document. A copy of the adopted or amended plan shall accompany each adopting resolution and shall be kept on file with the city clerk or county clerk.

(d) Any person may petition the commission or, in absence of a commission, the governing board, for a plan amendment at any time, unless the governing board has established by resolution a minimum interval between consideration of requests to amend, which interval shall not exceed six (6) months. The commission may recommend amendments to the comprehensive plan and to other ordinances authorized by this chapter to the governing board at any time.

History:

[67-6509, added 1975, ch. 188, sec. 2, p. 515; am. 1992, ch. 269, sec. 3, p. 832; am. 1999, ch. 396, sec. 5, p. 1103; am. 2010, ch. 253, sec. 1, p. 643; am. 2014, ch. 93, sec. 5, p. 256.]

TITLE 67
STATE GOVERNMENT AND STATE AFFAIRS
CHAPTER 65
LOCAL LAND USE PLANNING

67-6511. ZONING ORDINANCE. (1) Each governing board shall, by ordinance adopted, amended, or repealed in accordance with the notice and hearing procedures provided under section 67-6509, Idaho Code, establish within its jurisdiction one (1) or more zones or zoning districts where appropriate. The zoning districts shall be in accordance with the policies set forth in the adopted comprehensive plan.

(a) Within a zoning district, the governing board shall where appropriate establish standards to regulate and restrict the height, number of stories, size, construction, reconstruction, alteration, repair or use of buildings and structures; percentage of lot occupancy, size of courts, yards, and open spaces; density of population; and the location and use of buildings and structures. All standards shall be uniform for each class or kind of buildings throughout each district, but the standards in one (1) district may differ from those in another district.

(b) Within an overlay zoning district, the governing board shall establish clear and objective standards for the overlay zoning district while ensuring that application of such standards does not constitute a regulatory taking pursuant to Idaho or federal law.

(2) Ordinances establishing zoning districts shall be amended as follows:

(a) Requests for an amendment to the zoning ordinance shall be submitted to the zoning or planning and zoning commission which shall evaluate the request to determine the extent and nature of the amendment requested. Particular consideration shall be given to the effects of any proposed zone change upon the delivery of services by any political subdivision providing public services, including school districts, within the planning jurisdiction. An amendment of a zoning ordinance applicable to an owner's lands or approval of conditional rezoning or denial of a request for rezoning may be subject to the regulatory taking analysis provided for by section 67-8003, Idaho Code, consistent with the requirements established thereby.

(b) After considering the comprehensive plan and other evidence gathered through the public hearing process, the zoning or planning and zoning commission may recommend and the governing board may adopt or reject an ordinance amendment pursuant to the notice and hearing procedures provided in section 67-6509, Idaho Code, provided that in the case of a zoning district boundary change, and notwithstanding jurisdictional boundaries, additional notice shall be provided by mail to property owners or purchasers of record within the land being considered, and within three hundred (300) feet of the external boundaries of the land being

considered, and any additional area that may be impacted by the proposed change as determined by the commission. Notice shall also be posted on the premises not less than one (1) week prior to the hearing. When notice is required to two hundred (200) or more property owners or purchasers of record, alternate forms of procedures which would provide adequate notice may be provided by local ordinance in lieu of posted or mailed notice. In the absence of a locally adopted alternative notice procedure, sufficient notice shall be deemed to have been provided if the city or county provides notice through a display advertisement at least four (4) inches by two (2) columns in size in the official newspaper of the city or county at least fifteen (15) days prior to the hearing date, in addition to site posting on all external boundaries of the site. Any property owner entitled to specific notice pursuant to the provisions of this subsection shall have a right to participate in public hearings before a planning commission, planning and zoning commission or governing board subject to applicable procedures.

(c) The governing board shall analyze proposed changes to zoning ordinances to ensure that they are not in conflict with the policies of the adopted comprehensive plan. If the request is found by the governing board to be in conflict with the adopted plan, or would result in demonstrable adverse impacts upon the delivery of services by any political subdivision providing public services, including school districts, within the planning jurisdiction, the governing board may require the request to be submitted to the planning or planning and zoning commission or, in absence of a commission, the governing board may consider an amendment to the comprehensive plan pursuant to the notice and hearing procedures provided in section 67-6509, Idaho Code. After the plan has been amended, the zoning ordinance may then be considered for amendment pursuant to paragraph (b) of this subsection.

(d) If a governing board adopts a zoning classification pursuant to a request by a property owner based upon a valid, existing comprehensive plan and zoning ordinance, the governing board shall not subsequently reverse its action or otherwise change the zoning classification of said property without the consent in writing of the current property owner for a period of four (4) years from the date the governing board adopted said individual property owner's request for a zoning classification change. If the governing body does reverse its action or otherwise change the zoning classification of said property during the above four (4) year period without the current property owner's consent in writing, the current property owner shall have standing in a court of competent jurisdiction to enforce the provisions of this section.

History:

[67-6511, added 1975, ch. 188, sec. 2, p. 515; am. 1983, ch. 121, sec. 1, p. 314; am. 1985, ch. 141, sec. 1, p. 384; am. 1987, ch. 329, sec. 1, p. 688; am. 1992, ch. 269, sec. 4, p. 833; am. 1999, ch. 396, sec. 8, p. 1105; am. 2003, ch. 142, sec. 1, p. 411; am. 2011, ch. 89, sec. 3, p. 194; am. 2013, ch. 216, sec. 1, p. 507.]

SUBURBAN RESIDENTIAL ZONE R-1

Sec. 37-18. R-1 Suburban Residential Zone. SHARE

(a) *Purpose:* To provide for agricultural or transitional area for suburban residential uses. (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4249, § 6, 10-25-99)

Sec. 37-19. Uses permitted outright. SHARE

In an R-1 Zone, the following uses and their accessory uses are permitted outright, subject to the provisions of Article IV:

- (1) Bed and breakfast facilities, subject to the special conditions of section [37-13.1\(1\)](#) of this code;
- (2) Church, subject to the special conditions of section [37-20.1\(2\)](#) of this code;
- (3) Class A manufactured home;
- (4) Commercial uses legally established as of December 31, 2004, and which have maintained a valid business and occupation permit;
- (5) Family day care, subject to the special conditions of section [37-13.1\(2\)](#) of this code;
- (6) General farming, except feedlots;
- (7) Mortuary, subject to the special conditions of section [37-20.1\(1\)](#) of this code;
- (8) Park, subject to the special conditions of section [37-20.1\(4\)](#) of this code;
- (9) School, subject to the special conditions of section [37-20.1\(3\)](#) of this code;
- (10) Single-family dwelling;
- (11) Two-family dwelling. (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4249, § 7, 10-25-99; Ord. No. 4385, § 1, 2-14-05; Ord. No. 4398, § 6, 1-9-06; Ord. No. 4531, § 2, 7-13-09; Ord. No. 4675, § 1, 11-28-16)

Sec. 37-20. Conditional uses permitted. SHARE

In an R-1 Zone the following uses and their accessory uses are permitted when authorized in accordance with the standards and requirements in Articles IV and IX:

- (1) *Repealed by Ord. No. 4742.*
- (2) Class B manufactured home;
- (3) Day care center, subject to the special conditions of section [37-20.1\(5\)](#) of this code;
- (4) Group day care, subject to the special conditions of section [37-13.1\(3\)](#) of this code;
- (5) 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;

- (6) Manufactured home park, subject to the requirements of Chapter [23](#) of this code, with a minimum area of two (2) acres and a maximum density of five and eight-tenths (5.8) units per acre;
- (7) Noncommercial kennel, subject to commercial kennel standards of section [37-163](#)(15) of this code;
- (8) Preschool, subject to the special conditions of section [37-20.1](#)(6) of this code;
- (9) 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;
- (10) Re-establishment of a commercial use which was legally established but where the business and occupation license has lapsed for a period not to exceed one (1) year;
- (11) Replacement of a nonconforming commercial use located abutting a principal or minor arterial street, as identified in the Lewiston Comprehensive Transportation Plan, subject to standards of section [37-163](#)(17) of this code;
- (12) Replacement of a nonconforming residential use not located abutting a principal or minor arterial street, as identified in the Lewiston Comprehensive Transportation Plan, subject to setback and yard requirements of the R-2 Zone;
- (13) 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. (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4249, § 8, 10-25-99; Ord. No. 4322, § 5, 12-9-02; Ord. No. 4328, § 2, 3-24-03; Ord. No. 4385, § 2, 2-14-05; Ord. No. 4398, § 7, 1-9-06; Ord. No. 4531, § 2, 7-13-09; Ord. No. 4675, § 2, 11-28-16; Ord. No. 4742, § 2E, 8-19-19; Ord. No. 4799, § 2, 3-8-21)

Sec. 37-20.1. Special conditions.

(1) *Mortuary.*

- (a) The size of the site is shown to be reasonable for the intended use.
- (b) Access to the site meets all applicable ordinances.
- (c) The abutting/adjacent properties will not otherwise be adversely affected.
- (d) A site development plan is submitted for review and approval; subsequent development shall be in substantial conformance with the approved development plan.
- (e) The developer of the proposed project shall contact all property owners and tenants within three hundred (300) feet of the property on which the project is planned. The notification shall provide details of the proposed development and inform those receiving notification of their opportunity to contact the community development department, in writing, within fifteen (15) days of notification with complaints or concerns about the proposed project. The developer shall provide to the community development department written verification of the notification to all property owners

and tenants. If no written objections are received from those persons entitled to receive notice within fifteen (15) days of such notice, zoning approval may be granted. If any written objection to the proposed development is received within fifteen (15) days of such notice from any person entitled to notice, a conditional use permit shall be required. The developer shall apply for a conditional use permit as provided in Article IX of this chapter.

(2) *Church.*

- (a) The size of the site is shown to be reasonable for the intended use.
- (b) Access to the site meets all the applicable ordinances.
- (c) The abutting/adjacent properties will not otherwise be adversely affected.
- (d) A church may exceed the height limitations of the zone in which it is located to a maximum of fifty (50) feet, if the total floor area of the building does not exceed one and one-half (1-1/2) times the area of the site and if the yard dimensions in each case are equal to at least two-thirds (2/3) of the height of the principal structure.
- (e) Site development plan is submitted for review and approval; subsequent development shall be in substantial conformance with the approved development plan.
- (f) The developer of the proposed project shall contact all property owners and tenants within three hundred (300) feet of the property on which the project is planned. The notification shall provide details of the proposed development and inform those receiving notification of their opportunity to contact the community development department, in writing, within fifteen (15) days of notification with complaints or concerns about the proposed project. The developer shall provide to the community development department written verification of the notification to all property owners and tenants. If no written objections are received from those persons entitled to receive notice within fifteen (15) days of such notice, zoning approval may be granted. If any written objection to the proposed development is received within fifteen (15) days of such notice from any person entitled to notice, a conditional use permit shall be required. The developer shall apply for a conditional use permit as provided in Article IX of this chapter.

(3) *School.*

- (a) The size of the site is shown to be reasonable for the intended use.
- (b) Access to the site meets all applicable ordinances.
- (c) The surrounding property will not otherwise be adversely affected.
- (d) Site development plan is submitted for review and approval; subsequent development shall be in substantial conformance with the approved development plan.
- (e) The developer of the proposed project shall contact all property owners and tenants within three hundred (300) feet of the property on which the project is planned. The notification shall provide details of the proposed development and inform those receiving notification of their opportunity to contact the community development

department, in writing, within fifteen (15) days of notification with complaints or concerns about the proposed project. The developer shall provide to the community development department written verification of the notification to all property owners and tenants. If no written objections are received from those persons entitled to receive notice within fifteen (15) days of such notice, zoning approval may be granted. If any written objection to the proposed development is received within fifteen (15) days of such notice from any person entitled to notice, a conditional use permit shall be required. The developer shall apply for a conditional use permit as provided in Article IX of this chapter.

(4) Park.

(a) Site development plan is submitted for review and approval to the Lewiston parks and recreation manager; subsequent development shall be in substantial conformance with the approved development plan.

(b) The site development plan shall be shown to be in substantial compliance with the park and open space master plan.

(5) Day care center, thirteen (13) children or over.

(a) A business license is required in accordance with Chapter [21](#) of this code.

(b) The size of the site is shown to be reasonable for the intended use.

(c) Access to the site meets all applicable ordinances.

(d) The surrounding property will not otherwise be adversely affected.

(e) Off-street parking and pick-up/drop-off area shall be provided.

(6) Preschool.

(a) Approval of a conditional use permit from the planning and zoning commission is required. This requires a public hearing before the planning and zoning commission.

(b) A business license is required, including a criminal history check for all employees, volunteers and people over twelve (12) years of age living on the premises.

(c) Compliance with state regulations, Uniform Building Codes and city standards is required.

(d) The size of the site is shown to be reasonable for the intended use.

(e) Parking and access to the site meet all applicable ordinances.

(f) The surrounding property will not otherwise be adversely affected. (Ord. No. 4249, § 9, 10-25-99; Ord. No. 4351, § 3, 3-15-04; Ord. No. 4692, § 11, 10-30-17)

Sec. 37-21. Lot size. SHARE

In an R-1 Zone, the lot size shall be as follows:

- (1) For a single-family dwelling, the minimum lot area shall be ten thousand (10,000) square feet, subject to sections [32-45\(f\)\(1\)](#) and [36-103](#) of this code.
- (2) For a two-family dwelling, the minimum lot area shall be fifteen thousand (15,000) square feet, subject to sections [32-45\(f\)\(1\)](#) and [36-103](#) of this code.
- (3) Lot width shall be a minimum of seventy (70) feet.
- (4) Lot depth shall be a minimum of one hundred (100) feet. (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4381, § 1, 1-24-05; Ord. No. 4531, § 2, 7-13-09; Ord. No. 4676, § 2, 11-28-16)

Sec. 37-22. Yards. SHARE

Except as provided in Article VIII, in an R-1 Zone yards shall be as follows:

- (1) A front yard shall be a minimum of twenty (20) feet or thirty-five (35) feet from the centerline of the street, whichever is greater.
- (2) A side yard shall be a minimum of ten (10) feet, except that on a corner lot the side yard on the street side shall be a minimum of fifteen (15) feet from the property line or thirty (30) feet from the centerline of the street, whichever is greater.
- (3) A rear yard shall be a minimum of twenty (20) feet.
- (4) Duplex dwelling units constructed as a use permitted outright in this zone and constructed so as to share a common or adjoining side wall shall be allowed to legally split into two (2) minimum seven thousand five hundred (7,500) square foot lots provided the front and rear setbacks are in compliance with this chapter and the side yard opposite the zero lot line shall be a minimum of twenty (20) feet. In no case shall the minimum width of the zero lot line lot be less than sixty (60) feet nor the depth less than one hundred (100) feet. (Ord. No. 4108, § 2, 8-15-94)

Sec. 37-23. Lot coverage. SHARE

Buildings shall not cover more than forty (40) percent of the lot. (Ord. No. 4108, § 2, 8-15-94)

Sec. 37-24. Height of buildings. SHARE

In an R-1 Zone, the buildings shall not exceed a height of thirty-five (35) feet. (Ord. No. 4108, § 2, 8-15-94)

Sec. 37-25. Reserved. SHARE

Editor's note – Ord. No. 4216, § 1, adopted Aug. 10, 1998, repealed § 37-25, relative to signs permitted in the R-1 Zone, which derived from Ord. No. 4108, § 2, adopted Aug. 15, 1994.

MEDIUM DENSITY RESIDENTIAL ZONE R-3

Sec. 37-42. R-3 Medium Density Residential Zone. SHARE

(a) *Purpose:* To provide land for the development of multifamily dwellings and to provide an orderly transition from more intensive, high density uses to less intensive, lower density uses. (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4249, § 16, 10-25-99)

Sec. 37-43. Uses permitted outright. SHARE

In an R-3 Zone the following uses and their accessory uses are permitted outright subject to the provisions of Article IV:

- (1) Bed and breakfast facilities, subject to the special conditions of section [37-13.1](#)(1) of this code;
- (2) Church, subject to the special conditions of section [37-20.1](#)(2) of this code;
- (3) Class A manufactured home;
- (4) Commercial uses legally established as of December 31, 2004, and which have maintained a valid business and occupation permit;
- (5) Family day care, subject to the special conditions of section [37-13.1](#)(2) of this code;
- (6) Intermediate term care facility, subject to the special conditions of section [37-44.1](#)(1) of this code;
- (7) Long-term care facility, subject to the special conditions of section [37-44.1](#)(2) of this code;
- (8) Mortuary, subject to the special conditions of section [37-20.1](#)(1) of this code;
- (9) Multifamily dwelling, meeting the standards of section [37-124.1](#) of this code;
- (10) Park, subject to the special conditions of section [37-20.1](#)(4) of this code;
- (11) School, subject to the special conditions of section [37-20.1](#)(3) of this code;
- (12) Single-family dwelling;
- (13) Two-family dwelling;
- (14) Small lot development subject to the requirements of section [37-33](#), standards for small lot development. (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4161, § 5, 7-1-96; Ord. No. 4249,

CPA23-000002, ZNC23-000002

§ 17, 10-25-99; Ord. No. 4385, § 7, 2-14-05; Ord. No. 4386, § 2, 2-14-05; Ord. No. 4433, § 4, 1-9-06; Ord. No. 4499, § 2, 1-28-08; Ord. No. 4531, § 4, 7-13-09; Ord. No. 4656, § 10, 3-28-16; Ord. No. 4676, § 14, 11-28-16)

Sec. 37-44. Conditional uses permitted. SHARE

In an R-3 Zone the following uses and their accessory uses are permitted when authorized in accordance with the standards and requirements in Articles IV and IX:

- (1) *Repealed by Ord. No. 4742.*
- (2) Day care center, subject to the special conditions of section [37-20.1](#)(5) of this code;
- (3) Dormitory, subject to the special conditions of section [37-44.1](#) of this code;
- (4) Group day care, subject to the special conditions of section [37-13.1](#)(3) of this code;
- (5) 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;
- (6) Noncommercial kennel, subject to the commercial kennel standards of section [37-163](#)(15) of this code;
- (7) Preschool, subject to the special conditions of section [37-20.1](#)(6) of this code;
- (8) 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;
- (9) Re-establishment of a commercial use which was legally established but where the business and occupation license has lapsed for a period not to exceed one (1) year;
- (10) Replacement of a nonconforming residential use not located abutting a principal or minor arterial street, as identified in the Lewiston Comprehensive Transportation Plan, subject to setback and yard requirements of the R-2 Zone;
- (11) 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. (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4249, § 18, 10-25-99; Ord. No. 4322, § 5, 12-9-02; Ord. No. 4328, § 2, 3-24-03; Ord. No. 4385, § 8, 2-14-05; Ord. No. 4386, § 3, 2-14-05; Ord. No. 4531, § 4, 7-13-09; Ord. No. 4742, § 21, 8-19-19; Ord. No. 4799, § 7, 3-8-21)

Sec. 37-44.1. Special conditions. SHARE

- (1) *Intermediate care facility.*
 - (a) The size of the site is shown to be reasonable for the intended use.
 - (b) Access to the site meets all applicable ordinances.

(c) The surrounding property will not otherwise be adversely affected.

(2) *Long-term care facility.*

(a) The size of the site is shown to be reasonable for the intended use.

(b) Parking and access to the site meets all applicable ordinances.

(c) The surrounding property will not otherwise be adversely affected.

(3) *Dormitory.*

(a) Dormitories with twelve (12) occupants or more shall have on-site management.

(b) Buildings shall be designed with the following security measures:

1. Interior access to each room;

2. Controlled access beyond the lobby and to individual floors;

3. Manager's name and contact information posted in clear view in the lobby.

(c) Dumpsters shall be located inside the building or placed no closer than fifteen (15) feet from any property line adjacent to residentially zoned property. (Ord. No. 4249, § 19, 10-25-99; Ord. No. 4386, § 6, 2-14-05)

Sec. 37-45. Lot size.

In an R-3 Zone, the minimum lot size shall be as follows:

(1) Lot area shall be a minimum of six thousand (6,000) square feet plus an additional two thousand five hundred (2,500) square feet for each dwelling unit over one (1).

(2) Lot width shall be a minimum of sixty (60) feet.

(3) Lot depth shall be a minimum of eighty (80) feet. (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4499, § 2, 1-28-08; Ord. No. 4531, § 4, 7-13-09; Ord. No. 4676, § 15, 11-28-16)

Sec. 37-46. Yards.

Except as provided in Article VIII, in an R-3 Zone minimum yard requirements shall be as follows:

(1) A front yard shall be a minimum of twenty (20) feet or thirty-five (35) feet from the centerline of the street, whichever is greater.

(2) A side yard shall be a minimum of five (5) feet and the total of both side yards shall be a minimum of fifteen (15) feet, except that on corner lots the side yard on the street side shall

be a minimum of fifteen (15) feet from the property line or thirty-five (35) feet from the centerline of the street, whichever is greater.

(3) A rear yard shall be a minimum of twenty (20) feet.

(4) Side and rear yards shall be increased by one (1) foot for each foot by which a building exceeds a height of thirty-five (35) feet. A front yard shall be increased by one (1) foot for each two (2) feet by which a building exceeds thirty-five (35) feet.

(5) Two-family dwelling units constructed as a use permitted outright in this zone and constructed so as to share a common or adjoining side wall shall be allowed to legally split into two (2) minimum five thousand (5,000) square foot lots, provided the front and rear setbacks are in compliance with this chapter and the side yard opposite the zero lot line shall be a minimum of fifteen (15) feet. In no case shall the minimum width of the zero lot line lot be less than fifty (50) feet nor the depth less than eighty (80) feet. (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4676, § 16, 11-28-16)

Sec. 37-47. Lot coverage. SHARE

In an R-3 Zone, buildings shall not cover more than fifty (50) percent of the lot. (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4676, § 17, 11-28-16)

Sec. 37-48. Height of buildings. SHARE

In an R-3 Zone, no building shall exceed a height of forty-five (45) feet. (Ord. No. 4108, § 2, 8-15-94)

Sec. 37-49. Reserved. SHARE

Editor's note – Ord. No. 4216, § 1, adopted Aug. 10, 1998, repealed § 37-49, relative to signs permitted in the R-3 Zone, which derived from Ord. No. 4108, § 2, adopted Aug. 15, 1994.

Sec. 37-33. Small lot development or zero lot line development. SHARE

(a) *Lot size.*

(1) For a single-family dwelling, the minimum lot area shall be four thousand (4,000) square feet;

(2) For a two-family dwelling, the minimum lot area shall be six thousand five hundred (6,500) square feet;

(3) Lot dimensions shall be a minimum of forty (40) feet and sixty-five (65) feet, with either dimension serving as lot width or lot depth, so long as both dimensions are met; provided, however, the minimum lot width for a lot street frontage that is a street curve radius only shall be thirty (30) feet, or twenty (20) feet if adjacent to a shared driveway evidenced by a recorded easement with the neighboring lot.

(b) *Yards.* Except as provided in section [37-156](#) of this code, the minimum yard requirements shall be as follows:

(1) A front yard shall be a minimum of ten (10) feet or twenty-five (25) feet from the centerline of the adjacent street, whichever is greater, except a front yard for a garage or carport shall be a minimum of twenty (20) feet.

(2) A side yard shall be:

a. Zero (0) feet for the common wall of a single-family dwelling that is attached to another single-family dwelling where the common wall is also a property line established by the subdivision platting process of Chapter [32](#) of this code, Subdivisions; or

b. A minimum of five (5) feet, except (i): on corner lots the street side yard shall be a minimum of ten (10) feet or twenty-five (25) feet from the centerline of the adjacent street, whichever is greater; and (ii) for a garage or carport, a side yard shall be a minimum of twenty (20) feet.

(3) A rear yard shall be a minimum of twenty (20) feet except when one (1) side yard is at least twenty (20) feet, the rear yard may be reduced to ten (10) feet.

(c) In small lot development, buildings shall not cover more than sixty (60) percent of the lot.

(d) *Standards.*

(1) One (1) detached garage, carport, or storage building shall be allowed, so long as such detached garage, carport, or storage building does not exceed four hundred eighty-four (484) square feet; does not exceed sixteen (16) feet in height; and is not located closer to a street right-of-way than the house, unless on a flag lot or on the street side of a corner lot. No other detached accessory buildings are allowed, unless they do not exceed one hundred twenty (120) square feet.

(2) Except on a flag lot, house facades fronting a street right-of-way shall have a minimum of fifteen (15) percent window area and shall include at least two (2) of the following for a minimum of twenty (20) percent of the length and/or height of the facade:

a. Color change;

b. Texture change;

c. Building material change; or

d. Incorporation of a wall plane projection or recession with the plane projection being a minimum of one (1) foot in depth and a minimum height equal to twenty-five (25) percent of the height of the wall.

(3) Primary entrances shall incorporate a front porch or other building articulation elements, such as cornices, brackets, overhangs, shutters, and window boxes, as part of the street-facing facade.

(4) Except on a flag lot, house facades fronting a street right-of-way shall not have an attached garage that exceeds seventy (70) percent of the width of the facade.

(5) Except on a flag lot, for a home with an attached garage, the garage wall with the garage door shall be recessed at least four (4) feet from the adjoining habitable space wall of the home.

(6) Except on a flag lot, all roofs shall be a hip, gable, or mansard roof with a minimum four-to-twelve (4:12) pitch with twelve (12) inch minimum eaves. Any mansard roof, except on a flag lot, shall incorporate dormers equal to at least twenty-five (25) percent of the facade area of the roof.

(7) *Street trees.* Street trees shall be planted by the developer or the lot owner in the right-of-way between the street and sidewalk, as approved by the city engineer and the city forester. The developer or the lot owner shall provide an automatic irrigation system for the street trees. The number of street trees required to be planted is one (1) per lot street frontage, except no street trees are required to be planted for lots on cul-de-sacs. Street trees shall be planted at a spacing of not less than thirty (30) feet and not greater than sixty (60) feet, unless otherwise approved by the city forester. Each lot owner shall be responsible for maintenance of the street tree(s) for his or her lot, including replacement when necessary. Street trees shall be planted for each lot prior to the approval of final inspection for the home on the lot, except when weather conditions do not allow planting of trees, which may typically occur between November 1st and March 1st. (Ord. No. 4433, § 2, 1-9-06; Ord. No. 4755, § 2, 9-9-19; Ord. No. 4835, § 1, 12-20-21)

ARTICLE XII. AMENDMENTS

Sec. 37-178. Authorization to initiate amendments. SHARE

An amendment to the text of this chapter or to the official zoning map may be initiated by the council, by the commission, or by the property owner. A property owner may initiate a request for an amendment by filing an application with the community development department using forms prescribed in Article XIII. The application shall be submitted at least twenty (20) working days prior to the meeting of the planning and zoning commission at which it will be considered. (Ord. No. 4108, § 2, 8-15-94)

Sec. 37-179. Public hearing and records of amendments. SHARE

The commission shall hold a public hearing on every requested change in zoning district boundaries in accordance with section [37-184](#) of this chapter. Its recommendations on each request zone change shall be transmitted to the city council. No zone change shall be accomplished other than by ordinance duly passed by the city council. The city clerk shall maintain records of amendments to this chapter in a form convenient for use by the public. (Ord. No. 4108, § 2, 8-15-94)

Sec. 37-180. Accordance with adopted comprehensive plan.

The commission shall evaluate a requested amendment to a zoning district to determine the nature and extent of the requested change. If it is in accord with the adopted comprehensive plan, the commission may recommend and the council may adopt or reject the requested change. The commission may request documentation of land use impacts, both existing and proposed, through studies, presentations, or other documents, and may require said documentation to be stamped and signed by professionals deemed qualified by the commission.

If the commission determines the requested change is not in accord with the adopted comprehensive plan, the commission may either deny the request or recommend to the council an appropriate amendment to the plan. The council may adopt or reject the amendment under the procedures provided in Idaho Code, Section [67-6509](#). After the plan is amended, the zoning map may be amended in conformity therewith. (Ord. No. 4108, § 2, 8-15-94; Ord. No. 4344, § 4, 11-17-03)

Comprehensive Plan:

The subject property is located in Neighborhood 7, East Orchards, and has a Future Land Use Designation of Low Density residential, which is expected to accommodate a residential development density range of 5-8 dwelling units per acre.

Relevant statements from the Comprehensive Plan include the following:

CHAPTER 1. A VISION FOR LEWISTON IN 2020

First, people of all income groups have safe and adequate housing available; residential areas are protected from commercial incursion. A variety of housing types are provided throughout the community while respecting the development pattern of the neighborhood in which they are located.

Fourth, we respect the environment in which we live, protecting our air and water quality and the lands more suited for wildlife than for urban development. We will site new business and industry in those areas where they will have the least impact on our quality of life.

Sixth, we are a compact urban community, preventing sprawl and efficiently using our land resources and infrastructure, understanding that the random spread of a community wastes valuable resources while adding little to the tax base. Development will be occurring next to already developed areas, rather than in a random, leapfrog pattern and will be developed to city standards.

CHAPTER 6. LAND USE

GOAL (LU-1.0): To promote orderly development and arrangement of land uses throughout the community; provide ample space for future growth, ensure the compatibility of adjacent land uses and follow sound environmental planning principals.

Residential GOAL (LU-14.0): Provide for an appropriate mix of housing types in each of the City's eight planning neighborhoods. OBJECTIVES: LU-14.1: Review and revise zoning designations, as appropriate, to assure that adequate land (both developed and undeveloped) is available for both single family and multi-unit residential development. LU-14.2: Within individual neighborhoods, discourage multi-family development within established single-family developments

LU-14.3: Evaluate appropriateness of duplexes in various residential zones. Revise zoning ordinance, as necessary.

GOAL (LU-15.0): Maintain the design and functional character of each neighborhood.

OBJECTIVES: LU-15.1: Review and revise development standards, as appropriate, to assure that new development, additions, and remodels will maintain the design characteristics prevalent in the neighborhood. Such characteristics may include building height and massing, setbacks, lot coverage, lot size, and other characteristics that define a neighborhood.

LU-15.2: When desired by the property owners in a neighborhood, implement neighborhood-based design review. Develop and adopt neighborhood-specific design review criteria that reflect existing and desired development patterns.

GOAL (LU-17.0): Manage traffic in residential areas to meet the needs of local residents, as well as City-wide needs, while minimizing disruption to neighborhoods. OBJECTIVES: LU-17.1: Implement the Lewiston Comprehensive Transportation Plan (12/96) and the associated Capital Transportation Improvement Plan (1/98.) LU-17.2: Facilitate pedestrian and bike use in neighborhoods. LU-17.3: Create pedestrian connections to other uses within and between neighborhoods, where feasible.

GOAL (LU-18.0): Provide and maintain public services, utilities, and associated infrastructure in a cost-effective manner, by encouraging compact and contiguous growth. OBJECTIVES: LU-18.1: Establish and adopt a revised Comprehensive Land Use Map. Establish land use zones such that growth is directed to areas that are contiguous with existing development, and where services are readily available.

GOAL (LU-19.0): Where appropriate, maintain the rural character of neighborhoods in the East Orchards and the Area of City Impact.

OBJECTIVES: LU-19.1: Identify areas within neighborhoods that are rural in character. Evaluate effectiveness of zoning ordinance in maintaining that rural character. Revise zoning code as necessary.

Neighborhood Number Seven – East Orchards (from Chapter 6, Land Use)

e. Vacant Lands Vacant lands in this neighborhood consist of lands used for pasture, land otherwise unsuitable for residential development and land awaiting development. Lands used for pasture is considered as a form of land banking for future development. The Orchards was originally platted in five acre lots. Over time, these lots began developing along the street side, leaving the centers undeveloped for use as pasture or gardens. This subdivision has continued but in many cases, the property on the interior of the large parcels is now landlocked, thus providing a resource for future development should access requirements be amended to allow full development.

h Desired Futures of Neighborhood Number Seven – East Orchards

2. Public utilities are not present in all parts of this neighborhood. Code limitations preclude significant development of lands not served. a. The serving utilities should extend public utilities to the city limits to allow proper development of the vacant lands remaining.

3. The City of Lewiston does not wish to promote sprawl and the community wishes to best utilize scarce tax dollars wisely. a. Extensions of public utilities outside the corporate limits should be discouraged until the utilities within the City are utilized at a rate in excess of 75%. b. Utilities should be extended only to property abutting the city limits so it may be annexed to the city. Leapfrog service is to be avoided.

4. Residents of this neighborhood have strongly expressed a desire for the retention of animal rights. Whenever possible, preservation of animal rights should be retained especially along the extremities of the urban boundary. More intense agricultural uses and active farming within the city limits should be phased out over time to more urban uses.

5. Higher density uses are not appropriate for this neighborhood for the most part except when included within a planned unit development at which time their impact and appropriateness can be evaluated in the context of the proposed development.

10. Curb, gutter and sidewalk must be provided at and approaching schools and parks to provide safe places for children and parents to walk to these popular community locations. The City and the School District should work to promote the school/park concept to maximize the public investment in these expensive public spaces. Coordination between the school district and the city should take place on the hours of use of any joint facilities.

12. In general, streets and drainage systems in this neighborhood do not meet current standards for local or collector streets. a. Site access must be improved with streets upgraded to current city standards, appropriate to the classification of the street. b. Area drainage throughout the area must be upgraded with curb, gutter and sidewalk installed and surface or underground stormwater collection systems installed.

The Transportation Element of the Comprehensive Plan, Chapter 10, notes that 18th Street is part of the designated bicycle network (although no necessarily improved for such), has no pedestrian facilities on the stretch adjoining the subject property, and is designated as a future collector street. It also shows the subject property to be in the ½ mile school walk zone for Camelot Elementary School.

Input From Other Departments/Agencies:

From the Fire Department; "Access and water supply to comply with the IFC (International Fire Code)."

From the Engineering Division of the Public Works Department; "No objections to the zone change and comprehensive map update. Developer will follow the Traffic Impact Analysis guidelines to mitigate the traffic effects created by the proposed development. Traffic calming along 18th Street has already been identified as being important to incorporate frontage improvements."

Analysis:

The subject property is located south of the existing Canyon Crest Estates subdivision and is currently vacant land. The current zoning of Suburban Residential, R1, has a minimum lot size of 10,000 square feet for single family residential (when connected to public sewer) and the current Comprehensive Plan Future Land Use designation is Low Density with a density level of 5-8 dwelling units per acre.

The proposed Medium Density Residential, R3, Zone has a minimum lot size of 6,000 square feet for single family residential. The proposed medium density designation in the Comprehensive Plan allows for 8-17 dwelling units per acre. The proposed R3 Zone also allows for small lot development by right, which allows for smaller lot sizes but requires design standards on all properties to create a more cohesive neighborhood feel. The city is currently under-zoned in terms of the amount of land zoned medium density residential, and it is over-zoned in terms of the amount of land zoned suburban and low density residential.

The subdivision concept plan submitted as a supplement to the rezone application contemplates 56 dwelling units (28 zero lot line, i.e. attached with a common wall, dwellings) which is a density of 6.25 units per acre. Although a medium density allows for 8-17 dwelling units per acre, that number is a gross development density, i.e. highest potential presuming no land will need to be dedicated to streets, sidewalks or stormwater detention facilities. The net density,

as presented in the proposed subdivision, is the reality of what the built environment can contain.

The adjacent Canyon Crest Estates subdivision is a Planned Unit Development (PUD) that, in its original phase, allows for a minimum lot size of 6,000 square feet. This PUD was amended in 2021 and, as part of those amendments, the minimum lot size was increased to 7500 square feet, but Small Lot Development (minimum lot size of 4,000 square feet) was allowed as a use by right with up to 50% of the remaining dwelling units allowed to follow those standards. The Canyon Crest Estates PUD will also include multi-family residential and limited commercial development in future phases, so higher intensity land uses are already planned for this area of the city.

The small lot development standards in many ways mimic those design standards seen in many of the City's existing Planned Unit Developments, requiring items such as street trees, front porches or other building articulation elements on the primary entrances, color/texture/material changes on the building facades and a minimum window area on the front of the buildings. These standards are meant to create a cohesive neighborhood feel. This type of development would have a similar look to the adjacent Canyon Crest Estates, albeit on smaller lots. There are portions of Canyon Crest Estates that do have lots with 60 foot widths, and the applicants proposed subdivision would have lots only slightly smaller, but with smaller home footprints. By utilizing standard zoning instead of a Planned Unit Development, the City can also require that streets and intersections meet current city standards.

Relevant Criteria and Standards:

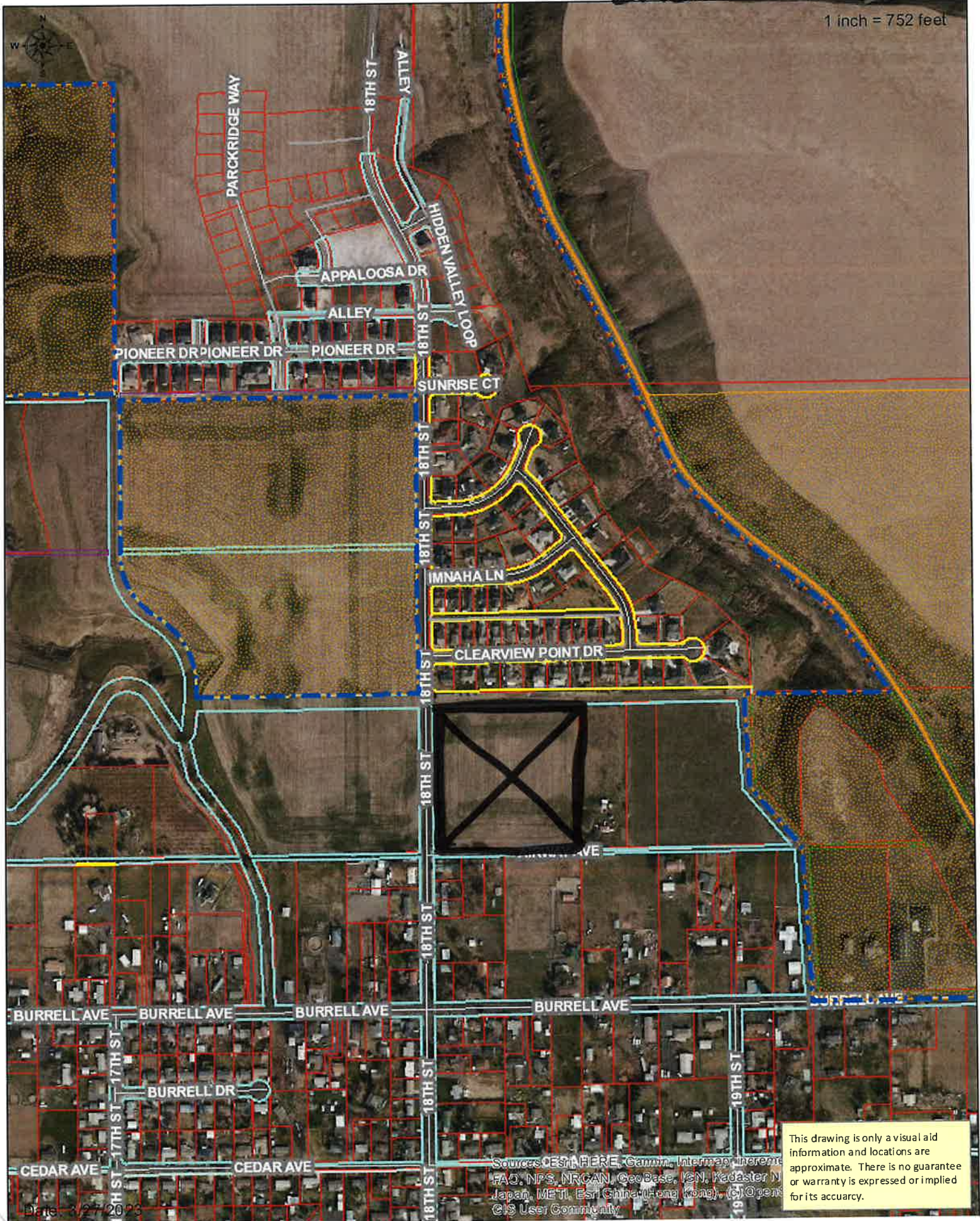
See attached worksheet.

Staff Recommendation:

Staff recommends approval of CPA23-000002, and ZNC23-000002.

Prepared By:

Katie Hollingshead
(208) 746-1318, ext. 7261
khollingshead@cityoflewiston.org
P.O.Box 617
Lewiston, ID 83501



Sources: ESRI, HERE, Garmin, Intermap, increment P Corp., NPS, NRCAN, GeoBase, IGN, Kadaster NL, Japan, METI, Esri China (Hong Kong), Swisstopo, C/S User Community

This drawing is only a visual aid information and locations are approximate. There is no guarantee or warranty is expressed or implied for its accuracy.

1 inch = 762 feet

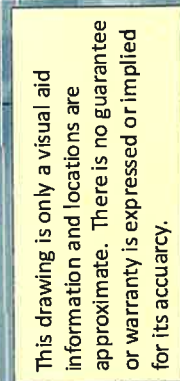


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approximate. There is no guarantee
or warranty is expressed or implied
for its accuracy.

Sources: Esri, HERE, Garmin, Intermap, increment
PAC, NPS, NRCAN, GeoBase, IGN, Kadaster
Japan, METI, Esri China (Hong Kong), (c) Open
GIS User Community

Date: 4/14/2023





RESOLUTION 2023-16

A RESOLUTION OF THE CITY OF LEWISTON IMPLEMENTING THE CITY COUNCIL'S DECISION IN CPA23-000002, AMENDING THE "FUTURE LAND USE MAP NEIGHBORHOOD NO. 7 – EAST ORCHARDS" OF CHAPTER 6.7 OF LEWISTON'S COMPREHENSIVE LAND USE PLAN, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on February 22, 2023, the Lewiston Planning and Zoning Commission held a duly noticed public hearing to consider CPA23-000002, an application to amend Lewiston's Comprehensive Land Use Plan to change the land use designation from Low Density Residential to Medium Density Residential for approximately 8.96 acres generally located north of Airway Avenue and south of unimproved Bryden Avenue, Lewiston, Idaho and recommended approval of said application; and

WHEREAS, on March 27, 2023, the Lewiston City Council held a duly noticed public hearing to consider CPA23-000002, and subsequently approved said application, all in accordance with Idaho Code §§ 67-6509 and 67-6525.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF LEWISTON, IDAHO:

SECTION 1: "Future Land Use Map Neighborhood No. 7 – East Orchards" of Chapter 6.7 of Lewiston's Comprehensive Land Use Plan is hereby amended as depicted in Exhibit A, attached to and incorporated herein. The land use designation for the subject 8.96 acres (approximately) is hereby changed from Low Density Residential to Medium Density Residential. Exhibit A-1 highlights the area of such map being amended and is included in this resolution for informational purposes only.

SECTION 2: This resolution shall become effective upon its passage.

Intentionally left blank

PASSED this _____ day of _____, 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Kari J. Ravencroft, City Clerk

CITY ORDINANCE NO. 4880

AN ORDINANCE OF THE CITY OF LEWISTON IMPLEMENTING THE CITY COUNCIL'S DECISION IN ZNC23-000002, DECLARING THAT CERTAIN REAL PROPERTY BE REMOVED FROM THE SUBURBAN RESIDENTIAL (R-1) ZONE AND INCLUDED IN THE MEDIUM DENSITY RESIDENTIAL (R-3) ZONE; AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LEWISTON; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the real property described in Exhibit A is within the Suburban Residential (R-1) Zone and consists of approximately 8.96 acres generally located north of Airway Avenue and south of unimproved Bryden Avenue, Lewiston, Idaho;

WHEREAS, on February 22, 2023, the Lewiston Planning and Zoning Commission held a duly noticed public hearing to consider ZNC23-000002, an application to rezone the above-described property from the Suburban Residential (R-1) Zone to the Medium Density Residential (R-3) Zone, and recommended approval of said application on March 8, 2023; and

WHEREAS, on March 27, 2023, the Lewiston City Council held a duly noticed public hearing to consider ZNC23-000002 and subsequently completed a written Reasoned Statement, all in accordance with Idaho Code §§ 67-6509, 67-6511, 67-6525, and 67-6535.

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

SECTION 1: The real property described in Exhibit A, attached hereto and incorporated herein, is hereby removed from the Suburban Residential (R-1) Zone and included in the Medium Density Residential (R-3) Zone, as defined by the Zoning Ordinance of the City of Lewiston, Idaho. The real property being rezoned is depicted in Exhibit B, attached hereto and incorporated herein.

SECTION 2: The Zoning Map of the City of Lewiston, Idaho is hereby amended to remove said real property described above from the Suburban Residential (R-1) Zone and include said real property in the Medium Density Residential (R-3) Zone.

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

PASSED this _____ day of _____, 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Kari J. Ravencroft, City Clerk

April 3, 2023

THE City Council of the City of Lewiston, Idaho, met in a Work Session at the Lewiston Bell Building Second Floor Conference room at 215 D Street. Mayor Johnson called the meeting to order at 3:00 pm.

City Council meetings are recorded live. The full video can be found by visiting the City of Lewiston's Facebook page or the City website at <https://livestream.com/accounts/11220190>

I. CALL TO ORDER

COUNCILORS PRESENT: Mayor Johnson; Council President Liedkie; Councilor Forsmann; Councilor Kleeburg; Councilor Schroeder; Councilor Spickelmire

COUNCILORS EXCUSED: Councilor Tousley

II. PLEDGE OF ALLEGIANCE

Student Resource Officer Whitlock led the 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.

None.

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. FRATERNAL ORDER OF POLICE LEWIS CLARK LOCAL #10:** City Council consideration and staff direction of the Fraternal Order of Police Lewis Clark Lodge #10's request to collectively bargain a renewed contract for October 1, 2023 through September 30, 2026. - Action Item

Council President Liedkie moved to direct staff to enter into collective bargaining with FOP Lodge #10. Councilor Schroeder seconded and the motion carried 5-0.

B. CITY OF LEWISTON'S STRATEGIC PLAN: Review and discussion of the updated Strategic Plan - Action Item

Public Information Officer Maurer presented Councilors with the final draft of the City of Lewiston's Strategic Plan. Mayor Johnson explained the Strategic Plan provides a foundation for upcoming budget sessions and serves as a guide for both staff and Council. After discussion, Public Information Officer Maurer explained that updates will be provided to Councilors quarterly.

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

Council President Liedkie commended City staff on the Fire Chief interview process. She also expressed appreciation to the staff for doing a great job providing information to the Council.

B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES

Mayor Johnson informed Councilors that three applications have been received for the Compensation Review Committee and encouraged citizens to apply, as two more applications were needed to get the committee going.

C. MAYOR COMMENTS

Mayor Johnson updated Council on the Fire Chief interviews and said a final decision should be made soon.

D. ADVISORY BOARD AND COMMISSION APPOINTMENTS - Action Item

None.

E. AGENDA TOPICS - Action Item

Councilor Liedkie requested that discussions regarding the review of city buildings continue to take place. Parks and Recreation Director Barker said he would check with staff to determine a timeline for when to present the information.

VI. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council, Councilors Kleeburg and Schroeder moved and seconded, respectively, to adjourn the April 3, 2023 Work Session. The motion carried 5-0 and the meeting adjourned at approximately 4:02 p.m.

April 3, 2023

T HE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in Executive Session at the Bell Building, 215 D Street. Mayor Johnson called the session to order at 2:01 p.m.

I. CALL TO ORDER

Councilors Kleeburg and Schroeder moved and seconded, respectively, to go into executive session pursuant to Idaho Code § 74-206(1)(f). *ROLL CALL VOTE: VOTING AYE: Liedkie; Forsmann, Kleeburg, Schroeder, Spickelmire. VOTING NAY: None. EXCUSED: Tousley.*

II. EXECUTIVE SESSION

A. *Idaho Code § 74-206(1)(f), to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated – Action Item*

III. ADJOURNMENT

There being no further business, Council President Liedkie moved and Councilor Forsmann seconded adjournment at 2:47 p.m.

April 10, 2023

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in a Regular Meeting at the Lewiston Library Second Floor Activity Room at 411 D Street. Mayor Johnson called the meeting to order at 6:00 p.m.

City Council meetings are recorded live. To view the full video, go to <https://livestream.com/lewiston/events/3725902>

COUNCIL MEMBERS PRESENT: Mayor Johnson; Councilor Forsmann; Councilor Schroeder; Councilor Spickelmire; Councilor Tousley.

COUNCIL MEMBERS EXCUSED: Council President Liedkie; Councilor Kleeburg.

I. CALL TO ORDER

Mayor Johnson called the meeting to order at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE

Mayor Johnson led the Pledge of Allegiance.

III. CITIZENS COMMENTS

Mr. John Michael said that every decision the Council makes should be based solely on what is best for the City. Every person should be heard, regardless of status, and he suggested that Citizen Comments be set at five minutes rather than three minutes. Mr. Michael expressed a need for events that draw people together, a need for a solid transportation system, and an understanding of environmental issues that poison the land and water.

Maliik Prior addressed the need for additional public transit routes and his desire to see more things for youth to do in the Valley.

IV. MOTION TO AMEND AGENDA: *Considering a motion to amend the agenda to include the potential appointment of Kevin Jades to the Compensation Review Committee under Item X.D.(2)*

It was moved and seconded by Councilors Spickelmire and Forsmann to amend the agenda to include the potential appointment of Kevin Jades to the Compensation Review Committee. The motion carried 4 to 0, with Council President Liedkie and Councilor Kleeburg excused.

V. PRESENTATIONS

A. VALLEY BOYS AND GIRLS CLUB: *Presentation by Jon Evans regarding the activities financed with City funds*

Jon Evans, Executive Director for the Valley Boys and Girls Club, reported that for the current contract with the City of Lewiston, the following services were provided: flag football, fall soccer, basketball, spring soccer, summer sports camp and cheerleading/dance. With 2,317 club members, participants in the mentioned activities totaled 2,190. The \$18,000 award provided by the City

equates to \$8.21 per participant. Mr. Evans noted that the Club never turns a child away due to financial hardship. Last year, 1,752 financial scholarships were provided in the amount of \$60,690.

Councilor Spickelmire questioned the number of busses utilized by the Club. Mr. Evans replied that they currently have two school busses and four vans. He noted that they are trying to get away from the large school busses as CDL drivers are very hard to find.

Mayor Johnson reported that he has met with Director Evans a few times to discuss the use of the City's funding, as well as visited their campus.

B. CIVIC THEATER: *Presentation by Nancy McIntosh describing the activities financed with City funds*

Civic Theater Executive Director Nancy McIntosh introduced Amy Baker Stout and Mike Cannon, President and Vice President, respectively. She expressed her pleasure that the theater is thriving and invited everyone to the upcoming production of Almost Maine that begins on Thursday.

Amy Baker Stout, President, reported that the theater has one full-time employee and one part-time staff member. There are 8 board members, and 70 individual members. It takes about 10,000 volunteer hours for one production. Ms. Stout noted that every production last year overshot the projected number of attendees. The Board is working to improve what the theater offers with the funds provided by the City. Theater dance instruction was provided to about 50 participants, the Acting Out Youth Company held two 8-week courses and summer camp had 79 participants. Collaboration with other entities and the entire community continue in an effort to come up with new ways to work together. Ms. Stout said that they performed at the lighting ceremony at Locomotive Park, collaborated with the YWCA, provided entertainment for OUI's fundraiser, and really want to be a part of any group that will have them. The Civic Theater has experienced new audience members, new cast members and new volunteers and is committed to continually growing and getting people excited about theater.

Mike Cannon, Vice President, addressed the physical investments made with the funds provided by the City. He noted that they have been able to purchase a new microphone system that is compatible with their current system, replace 10-year-old laptops, purchase new ticketing software, and digitally design sets that can be used in multiple shows. Discussions have been held on adding staff, updating some equipment, and providing more improvements to the sound system.

Councilor Forsmann reported that her mom volunteers for many productions and is always broadcasting the amazing work of all the volunteers. Seeing the number of people getting involved in theater in the community is amazing and she is thankful for the opportunities provided to youth and adults alike.

Councilor Spickelmire asked if the theater's website provides information about youth camps, etc. Ms. Stout replied that it does, noting that future classes are always posted. Additionally, sign-ups for "Matilda" are also available online.

Councilor Tousley thanked everyone for the tremendous work they are doing. There were some very dark days for the theater, and now being able to pay off next year's shows is amazing. Ms. Stout indicated that royalties alone can cost up to \$20,000.

Mayor Johnson stated that he has met with both Nancy McIntosh and Amy Baker Stout to talk about where the city dollars are being spent.

VI. PUBLIC HEARINGS AND RELATED ACTION ITEMS

- A. PUBLIC HEARING: ANX23-000001, CPA23-000001, ZNC23-000001 - SKYVIEW ESTATES PHASE III:** *Accepting testimony on a request to annex the undeveloped 14.27 acres known as Skyview Estates Phase III plat, as filed with Nez Perce County, and located generally south of Powers Avenue and east of 22nd Street, to assign a Comprehensive Plan Land Use Designation of Low Density Residential and placed in the Suburban Residential, R-1, Zoning District, and amending the Lewiston Area of City Impact Map accordingly (Hollingshead)*

Mayor Johnson announced that this evening was the date and time advertised for the public hearing regarding ANX23-000001, CPA23-000001, AND ZNC23-000001 - Skyview Estates Phase III. He declared the hearing open and asked that a staff report be provided.

Assistant Planner Hollingshead explained that the City entered into an Irrevocable Consent to Annexation and Utility Service Agreement with Greco Land Development on March 15, 2022, consenting to annex Phase III of Skyview Estates into the City limits when (a) the Board of Nez Perce County Commissioners approves a final plat for the property or any portion thereof, or (b) one year from the effective date of the agreement, whichever occurs first. The Nez Perce County Commissioners approved the final plat on February 3, 2023.

Continuing, Ms. Hollingshead reported that Skyview Estates Phase III proposes to annex 14.27 acres of land into the city limits to create 36 building lots. The Comprehensive Land Use Map designation would be Low Density Residential and the proposed zoning is Suburban Residential. The 36 proposed lots meet the minimum lot size and dimensional standards set forth in the R-1 Zone. The proposal includes an extension of city sewer from Powers Avenue and the installation of a LOID water booster station. Ms. Hollingshead noted that the Planning & Zoning Commission held two public hearings and unanimously recommended approval.

Mayor Johnson emphasized that this is a Class A Annexation. City Attorney Hermann expounded by indicating that Class A means that private landowners have consented to annexation.

Councilor Spickelmire asked if all of the property owners on 22nd Street have been asked if they would like to annex into the City. Ms. Hollingshead said she is not sure, but noted there is

currently not City sewer on 22nd Street. She noted that all the Council is being asked to approve this evening is Phase III of the project.

Testimony, both in favor and in opposition, was sought by Mayor Johnson. There being none, Mayor Johnson closed the public hearing.

B. ORDINANCE 4877 - FIRST READING: *Implementing the City Council's decision in ANX23-000001 to annex land into the Lewiston City limits (Hollingshead)*

A motion was made by Councilor Forsmann to read Ordinance 4877 for the first time. Councilor Schroeder provided the second. The motion carried 4 to 0 with Council President Liedkie and Councilor Kleeburg excused.

ORDINANCE 4877: "AN ORDINANCE OF THE CITY OF LEWISTON IMPLEMENTING THE CITY COUNCIL'S DECISION IN ANX23-000001 TO ANNEX LAND INTO THE LEWISTON CITY LIMITS; AND PROVIDING AN EFFECTIVE DATE"

C. ORDINANCE 4878 - FIRST READING: *Implementing the City Council's decision in ZNC23-000001, declaring that certain newly-annexed real property be included in the City of Lewiston Suburban Residential (R-1) Zone; amending the official zoning map of the City of Lewiston (Hollingshead)*

It was moved and seconded by Councilors Schroeder and Forsmann to approve the first reading of Ordinance 4878. The motion carried 4 to 0, with Council President Liedkie and Councilor Kleeburg excused

ORDINANCE 4878: "AN ORDINANCE OF THE CITY OF LEWISTON IMPLEMENTING THE CITY COUNCIL'S DECISION IN ZNC23-000001, DECLARING THAT CERTAIN NEWLY-ANNEXED REAL PROPERTY BE INCLUDED IN THE CITY OF LEWISTON SUBURBAN RESIDENTIAL (R-1) ZONE; AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LEWISTON; AND PROVIDING AN EFFECTIVE DATE"

D. ORDINANCE 4878 - FIRST READING: *Amending Section 39-1 of the Lewiston City Code to update the City of Lewiston Area of City Impact Boundary Map (Hollingshead)*

Upon a motion and second from Councilors Forsmann and Schroeder, respectively, and a vote of 4 to 0, Ordinance 4878 was read for the first time, with Council President Liedkie and Councilor Kleeburg excused.

ORDINANCE 4879: "AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTION 39-1 OF THE LEWISTON CITY CODE TO UPDATE THE CITY OF LEWISTON AREA OF CITY IMPACT BOUNDARY MAP; AND PROVIDING AN EFFECTIVE DATE"

VII. CONSENT AGENDA

Mayor Johnson explained that all items on the Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion on these issues unless a Councilor so requests, in which case the item will be removed from the Consent Agenda and considered on the Active Agenda under “Items Moved from the Consent Agenda”.

Councilor Tousley asked that the following amendments be made to the minutes:

- March 13th and March 27th: Change the spelling of Monique to Maliik.
- March 27th – Page 9 – Change the word “chick” to “check”.

Councilor Spickelmire requested that the Vouchers Payable be moved to the Active Agenda for discussion.

Councilors Schroeder and Forsmann moved and seconded, respectively, adoption of the Consent Agenda as amended. *ROLL CALL VOTE: VOTING AYE: Forsmann; Schroeder; Spickelmire; Tousley. VOTING NAY: None. EXCUSED: Liedkie; Kleeburg.*

- A. **LEWISTON CITY COUNCIL MEETING MINUTES**: 02/27/23 Regular; 03/13/23 Regular; 03/27/23 Regular – Action Item
- B. **ADVISORY BOARD AND COMMISSION MEETING MINUTES**: 03/08/23 Planning & Zoning Commission - Action Item
- C. **VOUCHERS PAYABLE**: Considering approval of the Vouchers Payable dated 03/10/23 through 03/23/23 in the amount of \$3,113,265.21 – Moved to Item IX.A.

VIII. ACTIVE AGENDA

- A. **RESOLUTION 2-23-21**: Considering declaring various items of City of Lewiston property to be surplus (Gordon)

Councilor Forsmann moved and Councilor Schroeder seconded approval of Resolution 2023-21. The motion carried 4 to 0, with Council President Liedkie and Councilor Spickelmire excused.

B. ORDINANCES

1. FIRST READING

- a. Ordinance 4873

Assistant City Attorney Drury explained that Captain Jeff Klone reached out to the Legal office to add an aggressive dog at large section to Lewiston City Code Section 8-31, which currently governs dogs at large. With this addition, the dog at large provision will remain, but with an added aggressive dog at large provision. Captain Klone received various complaints regarding dogs at large acting aggressively. This new provision would impose a higher fine than just any dog running at large. Both provisions will be infractions. Further, Ms. Drury indicated that the proposed Ordinance also makes some minor changes to the vicious dog process.

Councilor Spickelmire asked about repeat offenses. Ms. Drury explained that the Code used to utilize a leveled system, but has moved away from that. She said that the hope is the higher fine will help to get people to comply. Mr. Spickelmire then asked if the aggressive dogs at large are retained by their owners. Assistant City Attorney Drury indicated that Animal Control can usually find the owner, but in cases they cannot, the dog is taken to the animal shelter. She noted, however, that if a dog is deemed vicious, it will be required to be moved out of the City limits.

A motion to read Ordinance 4873 for the first time was made and seconded by Councilors Forsmann and Schroeder, respectively. The motion carried 4 to 0, with Council President Liedkie and Councilor Kleeburg excused.

ORDINANCE 4873: "AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTION 8-22 OF THE LEWISTON CITY CODE TO AMEND, ADD AND DELETE DEFINITIONS RELATED TO DOGS; AMENDING SECTION 8-31 TO ADD AN AGGRESSIVE DOG AT LARGE PROVISION AND THE ASSOCIATED PENALTY; AMENDING SECTION 8-43 TO REMOVE THE PENALTY FOR DOGS AT LARGE; AMENDING SECTION 8-45 RELATED TO VICIOUS DOGS; AND PROVIDING AN EFFECTIVE DATE"

IX. ITEMS MOVED FROM THE CONSENT AGENDA

- A. **VOUCHERS PAYABLE**: *Considering approval of the Vouchers Payable dated 03/10/23 through 03/23/23 in the amount of \$3,113,265.21*

Councilor Spickelmire questioned the payment to Global Equipment Company in the amount of \$5,860 for a dishwasher for the golf course. Finance Director Gordon replied that this was paid for from the city's Facilities budget which is responsible for improvements and repairs to City buildings.

Councilor Schroeder moved and Councilor Tousley seconded, approval of the Vouchers Payable. **ROLL CALL VOTE: VOTING AYE: Forsmann; Schroeder; Spickelmire; Tousley. VOTING NAY: None. EXCUSED: Liedkie; Kleeburg.**

X. 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.*

Councilor Tousley said its spring in Lewiston and he is happy to see so many people utilizing the city's parks and the levee system.

Councilor Forsmann thanked all those who have volunteered for various boards and commissions, adding it is great to see citizens getting involved in their local government.

- B. **CITY BOARDS AND COMMISSION LIAISON UPDATES**

Councilor Schroeder said she recently attended the Valley Vision meeting and a lot of great things are happening.

Councilor Forsmann noted that as the liaison for the Parks and Recreation Commission, she is grateful for all of the youth programs provided by the City. She encouraged people to participate.

Councilor Tousley noted he serves as the liaison to the Library Board and there has been a lot of stress related to the library during this legislative session. The Library is an amazing resource for the City of Lewiston and he is extremely proud to be a part of it.

- C. **MAYOR COMMENTS**

Mayor Johnson read an email from Chief Kuzik regarding national telecommunications week designed to honor the hard work and dedication of public safety dispatchers.

- D. **ADVISORY BOARD OR COMMISSION APPOINTMENTS**

1. **E-911 Board**

A motion was offered by Councilor Forsmann to appoint Deputy Fire Chief Rightmier to the E-911 Board as the City of Lewiston representative. Councilor Schroeder provided the second and the motion carried 4 to 0, with Council President Liedkie and Councilor Kleeburg excused.

2. **Compensation Review Committee**

It was moved by Mayor Johnson to appoint Bob Blakey, Emily Christianson, Matt Hosking, Darlene Lambert and Kevin Jades to the Compensation Review

Committee for terms through December 2023 pursuant to City Code Section 2-42(2). Councilor Schroeder provided a second and it carried 4 to 0, with Council President Liedkie and Councilor Kleeburg excused.

E. AGENDA TOPICS

Councilor Forsmann offered a motion to place an update regarding a potential warming shelter on the May 8, 2023, regular Council meeting agenda. Councilor Spickelmire seconded the motion and it carried 4 to 0, with Council President Liedkie and Councilor Kleeburg excused.

XI. ADJOURNMENT

There being no further business to come before the Lewiston City Council, Councilors Schroeder and Forsmann moved and seconded, respectively, adjournment of the April 10, 2023, Regular meeting at 7:17 p.m.

March 2, 2023

The HISTORIC PRESERVATION COMMISSION met in the Bell Building Upstairs Conference Room at 215 “D” Street. Chair Follett called the meeting to order at 10:00 a.m.

Historic Preservation meetings are recorded live. To view the full video, go to <https://livestream.com/lewiston> and select City Events/Miscellaneous Events.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Greg Follett, Chair; Dennis Ohrtman; Leah Boots; Laurinda Riggs; Lisa Hasenoehrl; Kayleigh Philippi

COMMISSIONERS EXCUSED: Ed King, Vice Chair; Peggy Heuskinveld;

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner; Aaron Butler, IT;

CITY COUNCIL LIAISON PRESENT: None

GUESTS: None

Staff Hollingshead welcomed new Commissioner Kayleigh Philippi to the Commission.

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

1. APPROVAL OF FEBRUARY 2, 2023 REGULAR MEETING MINUTES

Commissioners Ohrtman and Boots moved and seconded, respectively, to approve the February 2, 202 Regular meeting minutes. The motion passed 6-0.

2. APPROVAL OF FEBRUARY 9, 2023 SPECIAL MEETING MINUTES

Commissioners Hasenoehrl and Boots moved and seconded, respectively, to approve the January 9, 2023 regular meeting minutes. The motion passed 6-0.

3. APPROVAL OF FEBRUARY 13, 2023 SUBCOMMITTEE SPECIAL MEETING MINUTES

Commissioners Boots and Ohrtman moved and seconded, respectively, to approve the February 13, 2023 Subcommittee Special meeting minutes. The motion passed 6-0.

4. CERTIFICATE OF APPROPRIATENESS, WEST END HISTORIC DISTRICT. AN APPLICATION BY JOEL COHEN ON HELAF OF ASHER MARTIN RE, LLC AT 524 MAIN STREET FOR NEW EXTERIOR FAÇADE ABOVE EXISTING WINDOWS:

Staff Hollingshead reviewed the application for the Commission and stated that this application was a change of the façade from a Certificate of Appropriateness that the Commission had approved originally. Staff reviewed that the proposed wood façade would be an extension of the wood used on the adjoining apartment entrance that the Commission had reviewed in February.

Applicant Joel Cohen introduced himself. Commissioner Boots asked if there had been transom windows still present on the building and, if so, were those windows being covered up by the proposed wood façade. Mr. Cohen stated there were not any transom windows present when they pulled the existing façade off, it was already a wood material that had been painted.

Chair Follett walked the Commission through the Design Guidelines review sheet for the project. The Commission found that the project complied with Design Guideline D-2 and that all other guidelines were not applicable to this portion of the project. Commissioner Ohrtman moved that the Certificate of Appropriateness for 524 Main Street, wood exterior façade above existing windows be approved, Commissioner Riggs provided the second. Motion passed 6-0.

IV. OLD BUSINESS

1. PLAQUES PROJECT SUB-COMMITTEE:

Staff asked Commissioner Boots to give an update on where she was with the narratives. Commissioners Boots stated that she had completed the remaining ten (10) plaque narratives and had sent them to Mr. Steven Branting for him to review for accuracy, and once he has sent them back they can be approved by the Commission. Commissioner Boots provided an example of what she was envisioning for the information that would be provided on the QR code. Staff showed one of the QR webpages and what it would potentially look like with the photos and additional narratives.

Commissioner Ohrtman expressed his thanks to Commissioner Boots for picking up the project and seeing it to completion and the great job she has done on the narratives. The Commission discussed the possibility of scheduling a special meeting to approve the remaining plaque narratives once they have been received back from Mr. Branting.

2. COUNTY COURTHOUSE:

Staff Hollingshead stated that Ged Randall had sent an email regarding a story in the Lewiston Morning Tribune regarding the new Courthouse building and encouraging the Historic Preservation Commission to demand changes be made. Staff reminded the Commission that they had sent the Board of County Commissioners a letter in June and no response had been received. Staff stated that she had forwarded the letter to the Mayor in December when the City and Council had held a joint meeting regarding the Courthouse, but again, no response had been received. The Commission discussed if there were any avenues they could pursue to find out if any plans had been made for any of the items that the Commission had specifically called out in the letter. Staff Hollingshead said she could reach out to the General Contractor in charge of the project and see if they had any information.

V. COMMISSIONER COMMENTS:

Commissioner Hasenoehrl asked about the City Council work session on Monday, March 6 and the presentation about the Bollinger Building. Staff stated that it was just a presentation and that since the Commission had previously asked for updates on the work that the Anne Bollinger Group was doing, that this would be a good opportunity to get that information.

Commission Boots asked if there was a directory of available office spaces on the 2nd floors of buildings in the downtown area. Staff Hollingshead stated that she didn't think one currently existed but that she did know that the Business Improvement District Advisory Board and Beautiful Downtown Lewiston were working on developing an online listing like that as part of their 2023 work plans.

Commissioner Riggs stated that she was working on doing some research on what other city's are doing in regards to incentives for preservation of historic buildings and would bring information back to the Commission once she had it all compiled. Commissioner Riggs also asked if the Commission should consider planning for a speaker at the library during the month of May since the Mayor would be issuing the proclamation for Historic Preservation Month.

VI. STAFF-COMMISSION COMMUNICATIONS:

Staff Hollingshead stated that there would be one (1) Certificate of Appropriateness on the April agenda and asked for a show of hands for Commissioners to attend the meeting. All Commissioners present planned to attend. Commissioner Ohrtman stated he would not be able to attend the May meeting.

Staff Hollingshead said that if the narratives were received back quickly from Mr. Branting that she would send out a poll for a special meeting so that the Commission could review and approve and the plaques could be ordered. Staff Hollingshead reminded the Commission that per their request, the Mayor would be issuing a proclamation at the first City Council meeting in May for Historic Preservation Month and that as many Commissioners as possible should attend the meeting in support. City Council will be meeting on the 2nd Monday of May. Commissioner Ohrtman asked if he could send a letter to be read either during Citizen Comments or as part of the proclamation itself and staff said that would be fine and she could either read it at Citizen's Comments or ask if the Mayor would let the letter be read prior to the proclamation.

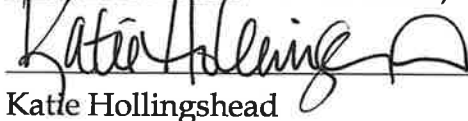
Commissioner Boots asked what was going to be planned to celebrate the completion of the plaques project and Staff Hollingshead stated that the Commission needed to decide what they wanted to do for that. Staff had planned a press release and could possibly invite the media to the May meeting and do an unveiling of the plaques that would be installed on the Bell Building and Old City Hall. Commissioner Ohrtman stated that Commissioner Riggs idea of having a presentation could be tied to the plaques projects. The Commission discussed different days or times and the availability of the library or the museum and the possibility of having Garry Bush or Steven Branting speak to the project. Commissioner Ohrtman also mentioned tying this into the week long celebration that the library would be holding in June to celebrate the 10th anniversary at the current location. Staff will reach out to the Library Director.

Commissioner Hasenoehrl left the meeting at 11:02 am.

VII. ADJOURN

There being no further business, Chair Follett asked for a motion to adjourn. Commissioners Ohrtman and Philippi moved and seconded, respectively to adjourn the meeting of the Historic Preservation Commission at approximately 11:03 a.m. Motion passed 5-0.

RESPECTFULLY SUBMITTED,



Katie Hollingshead

Recording Secretary



Chairperson or Acting Chairperson

Historic Preservation Commission

Approved this 6th day of April, 2023.

March 16, 2023

The HISTORIC PRESERVATION COMMISSION Plaques Project Subcommittee met in the Bell Building Upstairs Conference Room at 215 "D" Street. Subcommittee member Boots called the meeting to order at 11:01 a.m.

Historic Preservation meetings are recorded live. To view the full video, go to <https://livestream.com/lewiston> and select City Events/Miscellaneous Events.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Leah Boots; Laurinda Riggs,

COMMISSIONERS EXCUSED: None

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner;

CITY COUNCIL LIAISON PRESENT: None

GUESTS: None

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

1. PLAQUES PROJECT DISCUSSION

Commissioner Boots reviewed the final narrative for plaques 14-23 that had been reviewed by Steven Branting. Staff Hollingshead reviewed the reference notation that would be included at the end of each QR code page with thanks to Steven Branting and the Nez Perce County Historical Society and Museum for the use of their collections and archives. Commissioner Boots asked if the Commission could draft a letter of thanks to Mr. Branting and the Historical Society and Staff Hollingshead stated that could be done at either the April or May meeting. Staff Hollingshead also stated she would prepare a press release to be reviewed at the regular April meeting. Commissioner Riggs asked if a speaker had been secured and the library booked for an event in May. Staff Hollingshead stated no. Commissioner Boots asked if the plan was still to try and do it in June in conjunction with the Library anniversary event and staff stated the Commission needed to discuss that more at the next regular meeting so that a plan could be made. Commissioner Boots stated that her daughter would be

willing to take photos of the unveiling and all of the plaques once they are mounted so that the photos could be added to the City website. Staff Hollingshead said she would send out an email to the full Commission to set up a special meeting so that the remaining narratives could be reviewed and approved and the plaques could be ordered.

IV. COMMISSIONER COMMENTS: None.

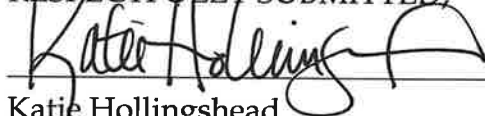
V. STAFF-COMMISSION COMMUNICATIONS:

Staff Hollingshead asked the subcommittee if they thought they would need to meet again now that the plaques narratives were complete. The subcommittee decided that all other work could be done at the regular Historic Preservation Commission meetings and there was no need to hold another subcommittee meeting.

VI. ADJOURN

There being no further business, Subcommittee member Boots asked for a motion to adjourn. Commissioners Riggs and Bots moved and seconded, respectively to adjourn the meeting of the Historic Preservation Commission Plaques Project Subcommittee at approximately 11:17 a.m. Motion passed 2-0.

RESPECTFULLY SUBMITTED,



Katie Hollingshead
Recording Secretary



Chairperson or Acting Chairperson
Historic Preservation Commission

Approved this 6th day of April, 2023.

February 14, 2023

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, February 14, 2023, at Lewiston City Hall. Chair JoAnn Cole-Hansen called the meeting to order at 12:00 p.m.

I. CALL TO ORDER

BOARD MEMBERS PRESENT: JoAnn Cole-Hansen, Chair; Sheila Bond, Vice Chair; Don Beck; Joe Anderson; A.L. "Butch" Alford; Rick Tousley; Tim Switzer

BOARD MEMBERS EXCUSED:

STAFF MEMBERS PRESENT: Shannon Grow, Community Development Director; Dawn Ortiz, Community Development Specialist; Aaron Butler, IT; Luke Antonich, City Engineer; Katie Hollingshead, Assistant Planner

OTHERS PRESENT: Jennifer Douglass, URA Attorney

II. CITIZEN COMMENTS

Mayor Johnson wanted to take the time to thank the Board for everything they do and let them know that he is reading the agenda, agenda packets and following the Board.

III. CORRECTIONS OR ADDITIONS TO AGENDA

Board members Tousley and Bond moved and seconded, respectively, to amend the agenda and add financial report before the active agenda, item IV. The motion carried 7-0.

Board member Beck and Anderson moved and seconded, respectively, to add payment approval of invoice for Northwest Engraving Service, LLC to the active agenda. The motion passed 7-0.

IV. FINANCIAL REPORT

Community Development Director Shannon Grow stated it is the goal to review the financial report monthly, but that will depend on when the City of Lewiston's financial department receives the bank statement. Director Grow verbally reviewed the financial report.

Chair Cole-Hansen stated there might be a debt to equity ratio and if this ratio was met then there would not be a need for the secondary debt service with Banner Bank. Chair Cole-Hansen asked staff to look into that.

Chair Cole-Hansen asked if the payment made to the City for East Main is the final payment.

Director Grow stated she is not sure and the City of Lewiston would like to look into this total and confirm is that was the final payment or not.

V. ACTIVE AGENDA (ACTIVE ITEM)

A. Approval of Minutes, January 10, 2023

Board members Alford and Beck moved and seconded, respectively, to approve the January 10, 2023 minutes. The motion carried 7-0.

B. Approval of Invoice, JBD \$240.00

Board members Beck and Bond moved and seconded, respectively, to approve payment of JBD invoice in the amount of \$240. The motion carried 7-0.

C. Approval of Invoice, City of Lewiston, Oct-Dec 2022 \$2,318.31

Board members Anderson and Bond moved and seconded, respectively, to approve payment of City of Lewiston, Oct-Dec 2022 in the amount of \$2,318.31. The motion carried 7-0.

D. Approval of Invoice, City of Lewiston, Admin Services Agreement, Prorated 1st Half, 2023 \$7,375.00

Board members Bond and Beck moved and seconded, respectively, to approve payment of City of Lewiston, Admin Services Agreement, prorated 1st half, 2023 in the amount of \$7,375.00. The motion carried 7-0.

E. Review Amended Bylaws

Board members reviewed updated bylaws and directed staff to specify that on the first calendar meeting the Board will elect officers. Staff will update the bylaws and bring back an updated version for approval at the next meeting.

F. Review Draft 2022 Annual Report

Director Grow verbally reviewed the annual report with the Board.

Board members and URA Attorney Jennifer Douglass reviewed, discussed and made recommendations to staff on the annual report.

Staff will update the annual report and return the updated document at the next meeting which will also be a public hearing for the annual report.

VI. UNFINISHED AND NEW BUISNESS

A. URA Strategy & Goals

Director Grow stated that the Board needs to start thinking on what they would like to do moving forward. That can include closing areas or finding projects to start in these areas. Director Grow recommends taking a look at East Main and deciding what should be done in this area.

Chair Cole-Hansen agrees that East Main should be looked at whether to keep open or close, but the Board is going to need from staff any potential development or interest in this area.

Board member Tousley asked if there was any movement with Saint Joseph Hospital for housing.

Director Grow stated that previous discussion was in regards to the Downtown RAA and at this point nothing has moved forward. That could be because the downtown area has not developed funds at this point in time.

B. Board Member Comments

Chair Cole-Hansen feels that the annual report is off to a good start.

C. Staff Comments

Director Grow stated she has a meeting with the County Assessor, Treasure and Clerks Office to discuss the URA and open a line of communication.

VII. ADJOURN (ACTION ITEM)

There being no further business, Board members Anderson and Alford moved and seconded, respectively, to adjourn. The motion carried 7-0 and the Urban Renewal Agency Board adjourned at approximately 1:14 p.m.

RESPECTFULLY SUBMITTED,


DAWN ORTIZ,
RECORDING SECRETARY

ATTEST:


URBAN RENEWAL AGENCY CHAIR

Approved this 11 day of April, 2023.

March 21, 2023

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a special meeting Tuesday, March 21, 2023, at Lewiston City Hall. Chair JoAnn Cole-Hansen called the meeting to order at 12:00 p.m.

I. CALL TO ORDER

BOARD MEMBERS PRESENT: JoAnn Cole-Hansen, Chair; Don Beck; Rick Tousley; Tim Switzer

BOARD MEMBERS EXCUSED: Sheila Bond, Vice Chair; Joe Anderson; A.L. "Butch" Alford;

STAFF MEMBERS PRESENT: Shannon Grow, Community Development Director; Dawn Ortiz, Community Development Specialist; Aaron Butler, IT; Luke Antonich, City Engineer; Katie Hollingshead, Assistant Planner; Aimee Gordon, Finance Director/City Treasurer

OTHERS PRESENT: Jennifer Douglass, URA Attorney; Dawn Aliverti, Presnell Gage, PLLC

II. CITIZEN COMMENTS

None

III. CORRECTIONS OR ADDITIONS TO AGENDA

None

IV. PUBLIC HEARING – 2022 ANNUAL REPORT

Chair Cole-Hansen opened the public hearing for the 2022 Annual Report. There being no public comment or testimony the public hearing was closed.

V. ACTIVE AGENDA (ACTIVE ITEM)

A. Approval of Invoice,

- 1. Approval of Invoice, ICRMP 22-23 Policy, \$944.50**
- 2. Approval of Invoice, TPC Holdings, Annual Report Posting, \$32.04**
- 3. Approval of Invoice, City of Lewiston, US 12/Main St Intersection \$10,315.00**

Board members Beck and Switzer moved and seconded, respectively, to approve payment of the invoices to ICRMP, TPC Holdings and the City of Lewiston. The motion carried 4-0.

B. Presentation of Annual Audit FY2022, Presnell Gage – Action Item

Dawn Aliverti with Presnell Gage PLLC provided a verbal summary of the FY2022 annual audit. Results of annual audit FY2022 is clean with no findings.

Chair Cole-Hansen stated the URA owes the City of Lewiston approximately \$500,000 for a portion of East Orchards Sewer (EOS) Project and asked where it would show in the audit.

Jennifer Douglass asked if this amount has been billed to the URA from the City of Lewiston.

Staff Grow stated there have not been any invoices from the City, but there was an MOU between the City and the URA to share the costs on the EOS project. In November, a document was provided showing that the URA owed the City approximately \$544,000.00. This amount can be made up by the URA paying 100% of the costs for the EOS projects moving forward as well as paying the City when debt service amounts are released.

Chair Cole-Hansen stated it is a liability and she would like to see this listed somewhere so it is a reminder in the future. Aimee Gordon, Finance Director/City Treasure stated she would work with staff to show liabilities on the monthly financial summaries, including this one.

C. Approval of Annual Audit FY2022 – Action Item

Board members Tousley and Switzer moved and seconded, respectively, to approve the annual audit FY2022. The motion carried 4-0.

D. Adoption of Annual Report 2022 – Action Item

Board members Switzer and Tousley moved and seconded, respectively, to adopt the 2022 Annual Report. The motion carried 4-0.

VI. ADJOURN (ACTION ITEM)

There being no further business, Board members Switzer and Beck moved and seconded, respectively, to adjourn. The motion carried 4-0 and the Urban Renewal Agency Board adjourned at approximately 12:33 p.m.

RESPECTFULLY SUBMITTED,


DAWN ORTIZ,
RECORDING SECRETARY

ATTEST


URBAN RENEWAL AGENCY CHAIR

Approved this 11 day of April, 2023.

March 22, 2023

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

Planning & Zoning meetings are recorded live. To view the full video, go to <https://livestream.com/accounts/11220190> and select Planning & Zoning.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Michael Busch, Chair; Gabriel Iacoboni, Vice Chair; Kevin Kelly; Cynthia Ball;

COMMISSIONERS EXCUSED: Kathy Branson; Maureen Anderson

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner; Dawn Ortiz, Community Development Specialist; Aaron Butler, IT; Jennifer Tengono, Assistant City Attorney

II. CITIZEN COMMENTS

None

III. APPROVAL OF MARCH 8, 2023 MEETING MINUTES (ACTION ITEM)

Commissioners Kelly and Ball moved and seconded, respectively, approval of the March 8, 2023 meeting minutes. The motion carried 4-0.

IV. APPROVAL OF THE REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS FOR CONDITIONAL USE PERMIT APPLICATION CUPC23-000002 BY TAUNIA HOSKING (ACTION ITEM):

Chair Busch and Commissioner Iacoboni moved and seconded, respectively, the approval of reasoned statement CUPC23-000002. Motion passed 4-0.

V. PUBLIC HEARING ON LAND USE ACTIONS ANX23-000001, CPA23-000001, ZNC23-000001 BY GRECO LAND DEVELOPMENT, LLC AND ADOPTION OF THE REASONED STATEMENT FOR ZNC23-000001 (ACTION ITEM):

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

Assistant Planner Katie Hollingshead stated that each Commissioner received a consent to annex from Lewiston Orchards Irrigation District that was signed at their last meeting. Lewiston Orchards Irrigation District will need to be added as a land owner in the land use action. Both land users need to be listed to complete the annexation properly.

There being no questions and the applicant was not present Chair Busch asked for public comment.

There being no public comment, Chair Busch closed the public hearing

Chair Busch and Commissioner Kelly moved and seconded, respectively, to recommend approval of ANX23-000001 to City Council. Motion passed 4-0.

Commissioners Ball and Kelly moved and seconded, respectively, to recommend approval of CPA23-000001 to City Council. Motion passed 4-0.

Commissioners Kelly and Iacoboni moved and seconded, respectively, to recommend approval of the associated area of city impact map amendment to City Council. Motion passed 4-0.

Commissioners Iacoboni and Ball moved and seconded, respectively, the approval of the Reasoned Statement for ZNC23-0000001. Motion passed 4-0

VI. STAFF-COMMISSION COMMUNICATIONS:

A. Query of Commissioners for April 12, 2023 meeting.

All current commissioners will be in attendance at the next meeting on April 12, 2023.

Staff Hollingshead stated there will be a public hearing for a zone change at the April 12, 2023 meeting. There is also still an open seat for the Commission.

Commissioner Iacoboni stated there should be an application submitted today for the open seat.

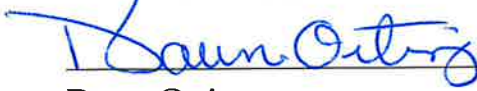
Staff Hollingshead stated the Comprehensive Plan Steering Committee is having a meeting on April 3, 2023. There are several public events scheduled and will be conducting public interviews.

Chair Busch asked if it would be an option to have a large dinner gathering for the Planning and Zoning Commission, Mayor, City Council and City Staff. Almost like an appreciation dinner. This is an idea that Commissioner Branson had in mind, she had done it in a different area and it was a large hit. Staff Hollingshead stated she would reach out to Branson and other Staff to inquire.

VII. ADJOURN

There being no further business, Chair Busch and Commissioner Iacoboni moved and seconded, respectively, to adjourn. The motion carried 4-0 and the Planning and Zoning Commission adjourned at approximately 5:48 p.m.

RESPECTFULLY SUBMITTED,



Dawn Ortiz,
Recording Secretary



Chairperson or Acting Chairperson
Planning and Zoning Commission

Approved this 12 day of April, 2023.

PARKS AND RECREATION ADVISORY COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY MARCH 15 2023

I. CALL TO ORDER

PRESENT: Commissioners Jim Jenkins, Jill Carlson-Balmer, Larry Kopczynski. Jim Kirk, Sammy Andrews, and Linda Glines. Also in attendance were Parks and Recreation Director Tim Barker, and guests Jace Perry and Cameron Arial
ABSENT: Bill Rowland and Council Liaison Kassie Forsmann

II. CITIZEN COMMENTS

No citizen comments.

III. CONSENT AGENDA

Commissioner Kopczynski made a motion for acceptance of the Minutes from January 18, 2023 as presented, Commissioner Jenkins seconded the motion, all approved.

IV. PRESENTATIONS, COMMUNICATIONS, AND CORRESPONDENCE

A. Department Staff Reports:

Commissioners were sent the monthly report for January and February 2023. No follow up questions.

B. Senior Nutrition Update: No update.

C. Clearwater Financial Presentation regarding the Community Engagement process for Community Park.

Cameron Arial with Clearwater Financial presented their plans for the Community Engagement process of Community Park, and welcomed any suggestions or comments the Commission would have during this process.

V. ACTIVE AGENDA

A. Fees and Charges Policy Annual Review:

Commissioner Balmer asked Commission members to review the Fees and Charges Policy and be ready to discuss any issues at the April Commission meeting.

B. CivicRec Registration Software Update:

Staff has been working with Civic Plus to move the registration for recreation activities and all departments' rentals online with the CivicRec program.

VI. OLD BUSINESS

A Bryden Canyon Golf Course Management Agreement

There was an agreement signed on Monday, March 13th with CourseCo, the current company managing the golf course. Under the contract, they will manage Bryden Canyon for up to ten years.

B. Lewiston Parks and Recreation Foundation Update:

Commissioner Kopczynski had no update.

C. Sunset Park Pickleball Court Project RFP Update:

There were no bids submitted for the project. Mr. Barker and representatives from the local pickleball club will keep working on moving this project forward.

D. Community Park Parking Lot Phase 2 Update:

The agreement was signed with JUB to progress with the next part of the Phase 2 project. Most of the equipment has been purchased and we will move forward with installation of the basketball court and exercise equipment following a bid process.

E. Park and Open Space Master Plan Revision Update:

Commission Chair Balmer and Mr. Barker are meeting to work on updates for the Master Plan.

VII. COUNCIL LIAISON COMMENTS

Councilman Forsmann was not present.

VIII. NEXT MEETING

Mr. Barker will not be in town on April 19, staff will send out an email for the Commission to find a Wednesday in April that would work.

IX. ADJOURNMENT

There being no further business the meeting was adjourned at 6:00 PM

Linda Rape
Recording Secretary

March 22, 2023
Date



Voucher's Payable

Vendor Name	Ck#	Ck Date	Department	Description	Total
120 WATER AUDIT INC	108658	4/6/2023	WATER	PW-WTR-LEAD & COPPER PWS PRO PACKAGE	\$17,429.50
208 WRAPS LLC	108659	4/6/2023	PARKSFAC	VINYL WRAP FOR ROBOT FIELD LINER	\$150.00
AMANDA TALBOTT	108641	4/6/2023	POLICE	MEALS: ILETS CONF AND TAC RECERT	\$123.00
AMAZON CAPITAL SERVICES	108662	4/6/2023	COMDEV	BPO - CD: OFFICE SUPPLIES FROM AMAZON	\$148.41
				CD - BOOKS FOR NEW INSPECTOR KEVIN MOFFETT	\$149.09
			FIRE	FIRE - AMAZON	\$571.20
			FLTMAINT	BPO/ FLEET REPAIR PARTS & OFFICE SUPPLIES	\$168.70
			INFOSYSTMS	CABLE STOCK	\$49.43
			LIBRARY	BPO-LIB-OPERATING SUPPLIES	\$89.09
				LIB - OUTREACH VEHICLE SUPPLIES	\$100.88
			TRNSPN	PW - ST - G-2 PILOT PEN 0.7 INK REFILLS	\$15.40
				PW - ST - PERSONNEL EQUIPMENT; J MILLER	\$79.99
			WSTWTR	PW-WWIPT-POLE & BOTTLES	\$71.80
				TR032 - PW EXPO HANDOUTS (WW)	\$383.81
AMERICAN LEAK DETECTION OF THE INLAND NW	108663	4/6/2023	WATER	ANNUAL LEAK DETECTION 3/21-23/23	\$5,708.00
ANATEK LABS INC	108664	4/6/2023	WATER	BPO PW WTP/TOC/COLIFORM SAMPLING ANALYSIS	\$604.00
			WSTWTR	BPO PW WWTP LAB SAMPLE ANALYSIS	\$2,231.00
ANTHONY H SEUBERT	108758	4/6/2023	RECREATION	BPO P&R SENIOR MEAL DELIVERY REIMBURSEMENT 2023	\$172.92
APPLIED INDUSTRIAL	108665	4/6/2023	WSTWTR	SUCTION HOSES (6) 6"X10'	\$4,932.00
ATLAS SAND & ROCK	108666	4/6/2023	TRNSPN	BPO - STREETS - SAND & ROCK	\$242.61
			WATER	WR517 3RD ST & 5TH AVE PRP - BACKFILL	\$11,459.96
AUSTIN BROWN	108670	4/6/2023	FIRE	BPO - FIRE - DR. AUSTIN BROWN	\$2,084.00
B&H FOTO & ELECTRONICS CORP	108667	4/6/2023	INFOSYSTMS	CONFERENCE ROOM CAMERAS AND MIC	\$6,390.51
BANNER BANK-ADM GEN1	108583	3/29/2023	FINANCE	K. SHARP PURCHASING COORDINATOR - ONLINE TRAINING	\$209.00
BANNER BANK-ADM GEN2	108584	3/29/2023	FINANCE	TRAVEL-MUNDEN-TYLER CONNECT23	\$568.81
BANNER BANK-ADM SVCS	108587	3/29/2023	COMDEV	BPO - URA MONTHLY INTUIT QUICKBOOKS SUBSCRIPTION	\$30.00
			FINANCE	TRAVEL-BLEWETT-GFOA ACCOUNTING ACADEMY	\$1,273.84
BANNER BANK-CITY ATTORNEY	108585	3/29/2023	LEGAL	FOXIT SOFTWARE RENEWAL; 4 USERS FY23	\$316.00
BANNER BANK-COMMUNITY DEV	108586	3/29/2023	COMDEV	CD - J. PLASKON 2023 AIC DISTRICT MEETING	\$50.00
				CD - SAFETY EQUIPMENT FOR NEW HIRE	\$60.81
			ECONDEV	CD - CDBG DAWN ORTIZ TRAINING - IDIS PRIMER	\$50.00
BANNER BANK-FIRE 1	108588	3/29/2023	FIRE	FIRE - ECMS POSTAGE	\$36.30
				FIRE - EMERGENT RESPIRATORY	\$568.40
				FIRE - GEARBAGS.COM	\$699.90



Voucher's Payable

				USPS ECMS POSTAGE ADJUSTMENT REFUND	(\$1.70)
BANNER BANK-FIRE 2	108589	3/29/2023	FIRE	FIRE - CLONINGERS - ERT CALLOUT	\$249.04
BANNER BANK-FIRE 3	108590	3/29/2023	FIRE	FIRE - ACTIVE 911 - INCIDENT ALERT	\$150.00
				FIRE - E-FIRST AID SUPPLIES	\$101.00
				FIRE - EPOLICESUPPLY - COLLAR BRASS	\$381.63
BANNER BANK-FIRE TRNG 1	108591	3/29/2023	FIRE	FIRE - TRAVEL - MYKLEBUST - ID FALLEN FIGHTER MEM	\$50.91
				FIRE - TRAVEL - RIGHTMIER - IFCA CONFERENCE	\$659.00
BANNER BANK-FIRE TRNG 2	108592	3/29/2023	FIRE	FIRE - TRAVEL - GRAVES, TRIPLETT, WICKS	\$1,500.00
BANNER BANK-HUMAN RESOURCES	108593	3/29/2023	HR	ANNUAL FEE FOR GUARDIAN HR SERVICES & MEMBERSHIP	\$1,020.00
				BPO - GOOGLE ADS FOR POLICE RECRUITMENT CAMPAIGN	\$140.23
				BPO - HR- FACEBOOK JOB ADVERTISEMENTS	\$376.84
				RETIREE GIFT BOOKLETS	\$1,035.00
				TRAFFIC SERVICES TECH JOB AD ON INTERNATIONAL MUNI	\$300.00
BANNER BANK-IT	108594	3/29/2023	INFOSYSTEMS	BPO - IT - NETWORK/SECURITY HARDWARE	\$1,204.33
				GOVERLAN	\$1,029.00
				MODULE UPGRADE	\$630.00
				RESTREAM SOFTWARE	\$441.00
				YUBIKEY SECURITY TOKENS	\$2,500.00
BANNER BANK-LIBRARY	108595	3/29/2023	LIBRARY	ART RECEPTION REFRESHMENTS	\$37.55
				LIB - GRANT POD	\$948.44
				SENDINBLUE CHAT SUBSCRIPTION	\$158.08
BANNER BANK-PARKS & REC 1	108596	3/29/2023	PARKSFAC	REIMBURSEMENT ON HOTEL PO 22301595	(\$11.76)
				TIM BARKER IDAHO SOFTBALL STATE MTG. 2/11/2023	\$95.60
				TIM BARKER IRPA CONFERENCE BOISE 3/6 TO 3/9	\$294.00
			RECREATION	DADDY DAUGHTER DANCE EVENT	\$87.70
BANNER BANK-PARKS & REC 2	108597	3/29/2023	PARKSFAC	PARK TOOLS	\$118.66
			RECREATION	DADDY DAUGHTER DANCE EVENT SUPPLIES	\$204.81
				FIRST FRIDAY SENIOR LUNCHESS DRIVER LUNCH AND FUEL	\$18.28
				P & R LUNCH AND FUEL FOR THE DRIVER AND THE SKI V	\$96.00
BANNER BANK-POLICE 1	108598	3/29/2023	POLICE	ANNUAL MEMBERSHIP FOR INNOVATIVE CREDIT SOLUTIONS	\$75.00
				CREDIT CHECK HELLESEN	\$17.00
				REGISTRATION FOR ERICKSON (LEGAL AND LIABILITY RIS	\$1,288.26
				THROW PHONE REPAIR (ENFORCEMENT TECHNOLOGY GROUP 1	\$225.00
BANNER BANK-POLICE 2	108599	3/29/2023	POLICE	LODGING FOR ROBERTS, REESE, KOEPER, EYLAR, AND DAM	\$1,200.42
				REFUND LODGING FOR MOUNTAIN HOME	(\$622.80)



Voucher's Payable

				REFUND ON HOUSING FOR KLONE, STORMES, EYLAR, ERICK	(\$241.40)
				REGISTRATION FOR WHITLOCK (CHAPLIN SERVICES NETWORK	\$350.00
				VET SERVICES FOR STRAY DOG 23-L2476 (RIVERVIEW ANI	\$155.50
BANNER BANK-POLICE 3	108600	3/29/2023	POLICE	REGISTRATION FOR BOURASSA (GRANT WRITING USA); GRA	\$695.08
				REGISTRATION FOR KOEPER (THE ADAPTIVE WAY LLC); AD	\$219.00
				REGISTRATION FOR SMITH (INSTITUTE OF POLICE TECHNO	\$595.00
BANNER BANK-POLICE 4	108601	3/29/2023	POLICE	REGISTRATION FOR BLOOMSBURG (EVENTBRITE); NWGIA GA	\$375.00
				REGISTRATION FOR NIEMEYER (TRI TECH TRAINING); INT	\$79.00
				REGISTRATION FOR SMITH (HOME FRONT PROTECT); INTER	\$95.00
BANNER BANK-PUBLIC WORKS	108602	3/29/2023	HR	TRAFFIC SERVICES TECH JOB POSTING ON PUBLIC WORKS	\$375.00
			TRNSPN	TR032 - 2023 APWA EXPO POSTERS	\$142.90
BANNER BANK-PUBLIC WORKS TRAVEL	108603	3/29/2023	SANITATION	IN PERSON 12-WK LEADERSHIP DEVELOPMENT PROGRAM	\$217.60
			TRNSPN	IN PERSON 12-WK LEADERSHIP DEVELOPMENT PROGRAM	\$1,958.40
				PW - ST - COUPLER FOR SWEEPER TRUCK	\$23.24
				VIRTUAL TRAINING-W LAVOIE-IPPA 4/26/23	\$100.00
			WATER	IN PERSON 12-WK LEADERSHIP DEVELOPMENT PROGRAM	\$924.80
			WSTWTR	CHEMWORLD.COM ACETATE BUFFER SOLUTION	\$44.29
				IN PERSON 12-WK LEADERSHIP DEVELOPMENT PROGRAM	\$870.40
BANNER BANK-SANITATION	108604	3/29/2023	TRNSPN	PW - ST - TIRES FOR GENERATOR	\$31.78
				RINGCENTRAL ANNUAL FAX SERVICE	\$215.88
				TRAVEL - VARIOUS - LHTAC SPEED LIMITS & ZONES	\$210.00
BANNER BANK-SERVICE CTR	108605	3/29/2023	FLTMAINT	BPO/ LICENSE & REGISTRATION RENEWALS	\$5.15
BANNER BANK-TRANSIT	108606	3/29/2023	TRANSITOP	BPO - TRANSIT - LANDS END UNIFORMS	\$293.00
				BPO: TRANSIT SEAT BELT EXTENSIONS	\$158.35
BANNER BANK-WATER/WASTEWATER	108607	3/29/2023	WATER	IBOL RENEWALS - B LACY	\$120.00
			WSTWTR	BPO - WWTP: LINE CLEANING (ROTO-ROOTER)	\$220.00
				BPO PW WWTP DOORKING INC	\$41.95
				IBOL RENEWAL - K ROSE WWT2-24583	\$30.00
				TOOLS - HARBOR FREIGHT	\$160.74
				TRAVEL - FUEL FOR LAB SAMPLE TRANSPORT MAR 2023	\$65.38
BEAUTIFUL DOWNTOWN LEWISTON	108627	4/6/2023	SPECASSMT	WEEKS ENDING 3/24/23 BID ASSESSMENT COLLECTIONS	\$959.15
BLUE RIBBON LINEN SUPPLY INC	108669	4/6/2023	POLICE	BPO - PD - RUGS	\$25.00
			WATER	BPO PW WTP/DISTR LAUNDRY & JANITORIAL	\$555.02



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			WSTWTR	BPO PW WWTP JANITORIAL SUPPLIES	\$152.43
BRETTON S WATSON DBA ABLE LOCKSMITH	108660	4/6/2023	PARKSFAC	BPO P&R LOCK REPAIRS	\$130.00
			RECREATION	REKEY HERETH CONCESSION STAND	\$90.00
BRIAN BURKE	108621	3/29/2023	FIRE	BURKE: REIMBURSEMENT FOR NATION REG RECERT FOR EMT	\$25.00
BRIAN E WARD DBA GUMBY ENTERPRISES INC	108760	4/6/2023	FLTMANT	BPO - FLEET - TOOLS & SUPPLIES	\$11.70
BRIAN W MORROW DBA WORLD OF MARTIAL ARTS LLC	108626	3/29/2023	RECREATION	SESSION 4: KARATE INSTRUCTOR	\$532.00
BROCKTON E. BOWMAN	108734	4/6/2023	ADMSVC	BOWMAN: DIRECT DEPOSIT RETURNED	\$250.08
BROWN & BROWN OF WASHINGTON INC DBA DIMARTINO ASSOCIATES	108629	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$2,448.71
CANON FINANCIAL SERVICES INC	108671	4/6/2023	COMDEV	BPO - CD: COPIER RENTAL	\$253.63
CATALYST MEDICAL GROUP PLLC	108672	4/6/2023	FIRE	BPO - FIRE - CATALYST MEDICAL GROUP	\$461.09
CENTRAL ORCHARDS SEWER DISTRICT	108680	4/6/2023	PARKSFAC	03/31/23 BILL DATE: UTILITY CHARGES	\$251.28
CENTURYLINK	108673	4/6/2023	INFOSYSTMS	03/16/23 BILL DATE: UTILITY CHARGES	\$252.28
CINTAS CORPORATION #606	108674	4/6/2023	FLTMANT	BPO/ FLEET UNIFORM RENT & LAUNDRY	\$163.34
			PARKSFAC	BPO P&R CLEANING SUPPLIES AND UNIFORM CLEANING	\$124.86
CITY OF LEWISTON EMPLOYEE BENEFIT- CAFETERIA PLAN	108628	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$8,703.03
CLEARWATER HYDRAULICS LLC	108675	4/6/2023	FLTMANT	OSL/ RESEAL HYD MOTORS ON #813 CHIPPER	\$489.60
CODY BLOOMSBURG	108642	4/6/2023	POLICE	MEALS REIMBURSEMENT: MONTHLY POLICE TRAVEL	\$30.00
COLEMAN OIL COMPANY LLC DBA COLEMAN OIL COMPANY	108676	4/6/2023	COMDEV	3/26/23 BILL DATE: FUEL CHARGES	\$175.22
				3/31/23 BILL DATE: FUEL CHARGES	\$216.45
			FIRE	04/02/23 BILL DATE: FUEL CHARGES	\$252.24
				3/26/23 BILL DATE: FUEL CHARGES	\$1,396.01
				3/31/23 BILL DATE: FUEL CHARGES	\$916.90
			FLTMANT	BPO/ FLEET/ LUBE PRODUCTS & CAR WASHES	\$37.42
			PARKSFAC	3/26/23 BILL DATE: FUEL CHARGES	\$545.48
				3/31/23 BILL DATE: FUEL CHARGES	\$368.35
			POLICE	04/02/23 BILL DATE: FUEL CHARGES	\$571.09
				3/26/23 BILL DATE: FUEL CHARGES	\$2,089.98
				3/31/23 BILL DATE: FUEL CHARGES	\$1,328.93
			SANITATION	3/31/23 BILL DATE: FUEL CHARGES	\$41.32
				BPO - TS - FUEL	\$325.56
				BPO - TS - FY23 FUEL HAULING CONTRACT	\$1,443.55
			TRANSITOP	04/02/23 BILL DATE: FUEL CHARGES	\$91.80
				3/26/23 BILL DATE: FUEL CHARGES	\$1,250.24
				3/31/23 BILL DATE: FUEL CHARGES	\$1,211.17
			TRNSPN	3/26/23 BILL DATE: FUEL CHARGES	\$1,606.71



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				3/31/23 BILL DATE: FUEL CHARGES	\$1,332.36
			WATER	3/26/23 BILL DATE: FUEL CHARGES	\$688.55
				3/31/23 BILL DATE: FUEL CHARGES	\$212.52
				BPO PW WTP OIL FOR PUMPS	\$706.76
			WSTWTR	3/26/23 BILL DATE: FUEL CHARGES	\$713.25
				3/31/23 BILL DATE: FUEL CHARGES	\$624.28
COMMERCIAL TIRE INC	108608	3/29/2023	FLTMAINT	INV/ SNOW TIRE RESTOCK	\$666.95
CONSOLIDATED ELECTRICAL DISTRIBUTORS	108678	4/6/2023	PARKSFAC	BPO P&R ELECTRICAL SUPPLIES	\$272.92
			WSTWTR	BPO PW WWTP P/M/M MAINT SUPPLIES	\$31.83
CONTROL SYSTEM TECHNOLOGY INC	108679	4/6/2023	WATER	NEW SCADA COMPUTER - WTP	\$6,600.00
				PW-W-ALL ALARM TESTING AND MODIFICATIONS (6 DAYS)	\$10,500.00
				WR043 - BOOSTER STATIONS PLC UPGRADED	\$12,707.00
CUES INC	108681	4/6/2023	WSTWTR	PW-WW-TRANSPORTER LIFT PARTS	\$691.44
DAVID BOBECK	108622	3/29/2023	FIRE	BOBECK: REIMBURSE FOR NTN REGISTRY RECERT FOR EMT	\$32.00
DELL MARKETING LP	108682	4/6/2023	INFOSYSTMS	LAPTOP - FLEET	\$1,644.29
EFTPS	1320	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$154,670.72
	1322	4/6/2023	ADMSVC	Payroll Run 9 - Warrant 40623M	\$50.41
ENVISIO SOLUTIONS INC	108610	3/29/2023	INFOSYSTMS	ENVISIO FINAL BILLING/CANCELLED SERVICE	\$10,000.00
ERB'S ACE HARDWARE LLC	108684	4/6/2023	FIRE	BPO - FIRE - ERB HARDWARE	\$3.03
			TRNSPN	BPO - STREETS - SPLYS	\$7.63
			WATER	BPO PW WTP SUPPLIES	\$93.72
			WSTWTR	BPO PW WW COLL SUPPLIES	\$11.89
				BPO PW WWTP SUPPLIES	\$59.12
ERIC TOLLEFSON DBA RAINIER ENVIRONMENTAL LABORATORY	108753	4/6/2023	WSTWTR	BPO PW WWTP WET TESTING	\$3,650.00
FASTENAL COMPANY	108685	4/6/2023	PARKSFAC	BPO P&R VENDING MACHINE AND SAFETY SUPPLIES	\$10.06
FASTSIGNS LEWISTON	108686	4/6/2023	RECREATION	CHAMPIONSHIP BANNER	\$25.00
FEDEX	108687	4/6/2023	FIRE	BPO - FIRE - FEDEX	\$81.81
			WATER	BPO PW DISTRIB SHIPPING	\$36.58
			WSTWTR	BPO PW WW COLL SHIPPING FEES	\$32.13
FERGUSON ENTERPRISES #3011	108611	3/29/2023	WATER	NON-INVENTORY BRASS; REISSUE OF 22203042	\$2,604.96
	108688	4/6/2023	WATER	BPO PW DISTRIB MAINT SPLYS	\$411.96
			WSTWTR	BPO PW WW COLL SUPPLIES	\$160.35
				BPO PW WWTP P/M/M MAINT SUPPLIES	\$13.24
FERNO WASHINGTON INC	108689	4/6/2023	FIRE	FIRE - FERNO - STO-NETS	\$296.00
FISHER SYSTEMS INC	108690	4/6/2023	WSTWTR	PW-WW-SRV CALLS/ALARM CHANGES	\$172.41
FOP LEWIS CLARK LODGE #10	108630	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$1,900.64
FURNITURE WHOLESALERS LTD	108691	4/6/2023	FIRE	FIRE-FURNITURE WHOLESALERS-STN 4 CHAIR	\$217.99
GALLS PARENT HOLDINGS LLC DBA GALLS LLC	108692	4/6/2023	FIRE	FIRE - GALLS - RESERVE CLOTHING	\$448.80



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GATEWAY MATERIALS	108693	4/6/2023	WSTWTR	BPO PW WW COLL BLDG MAINT SUPPLIES	\$99.95
GEORGE WILLIAM REED	108754	4/6/2023	RECREATION	BPO P&R SENIOR NUTRITION MEAL DELIVERY DRIVER	\$170.30
GOBLE SAMPSON AND ASSOCIATES INC	108694	4/6/2023	WSTWTR	PRESS FEED PUMP #1 PARTS AND MISC SPARE PARTS	\$10,906.16
GOLDENWEST MOBILITY	108695	4/6/2023	FLTMAINT	REPL HANDRAIL ASSEMBLY FOR #713 BUS	\$414.52
GRAINGER	108696	4/6/2023	WATER	BPO PW WTP P/M/M SPLYS	\$595.90
			WSTWTR	BPO PW WWTP P/M/M MAINT SUPPLIES	\$733.63
GREG RIGHTMIER	108643	4/6/2023	FIRE	MEALS: PRE-CONST MEETING FOR NEW AMBULANCE	\$123.00
GUARDIAN PLUMBING, HEATING & A/C INC	108697	4/6/2023	PARKSFAC	CUSTOM METAL FOR GOLF COURSE	\$607.79
H & H BUSINESS SYSTEMS	108698	4/6/2023	TRNSPN	BPO - ENG - PLOTTER MAINTENANCE	\$5.84
			WSTWTR	BPO PW WWTP COPIER MAIN & SPLYS	\$2.39
H D FOWLER COMPANY INC	108699	4/6/2023	WATER	WR513 3RD ST, 10TH-15TH AVE; BRASS PARTS	\$2,228.28
				WR517 PIPELINE REPLACEMENT-TD3 PHASE 3B-FORDBRASS	\$2,147.76
HAHN SUPPLY	108700	4/6/2023	PARKSFAC	BPO P&R HVAC TOOLS	\$36.90
				GOLF COURSE CLUB HOUSE	\$119.27
				PLUMBING SUPPLIES FOR THE GOLF COURSE	\$643.21
HAILEY JEAN JOHNSON	108612	3/29/2023	POLICE	EXP#000001	\$10.00
HAMILTON MICHAELSON & HILTY LLP	108701	4/6/2023	GENERAL FUND	LEGAL FEES - FIRE STATION #4 D	\$2,890.00
HCAA LLC	108702	4/6/2023	COMDEV	CD-SHIRT ORDERS	\$472.42
HELLS CANYON ELECTRIC LLC	108703	4/6/2023	INFOSYSTMS	AIR FIBER INSTALL	\$789.78
HENRY SCHEIN	108704	4/6/2023	FIRE	BPO - FIRE - HENRY SCHEIN EMS SUPPLIES	\$255.03
HOME DEPOT CREDIT SERVICES	108613	3/29/2023	PARKSFAC	BPO P&R CONSTRUCTION AND HVAC SUPPLIES	\$310.16
HONEYWELL ANALYTICS INC	108705	4/6/2023	FIRE	FIRE - HONEYWELL - POSICHEK CALIBRATION	\$1,050.00
HORIZON	108706	4/6/2023	CEMETERY	EDGERS	\$1,038.71
HRA VEBA TRUST	108707	4/6/2023	WSTWTR	VEBA - ELLISON	\$1,283.62
HUGHES FIRE EQUIPMENT INC	108708	4/6/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & REPAIRS	\$270.46
I A F F - LOCAL #1773	108631	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$2,964.50
IAFF LOCAL 1773 PAC	108632	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$481.00
IDAHO CHILD SUPPORT RECEIPTING	108633	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$961.00
IDAHO DIVISION OF OCCUPATIONAL AND PROFESSIONAL	108710	4/6/2023	WSTWTR	K EVANS - WW COLL CLASS IV APPLICATION	\$70.00
				K EVANS - WWTP I APPLICATION	\$100.00
IDAHO ICE	108711	4/6/2023	FIRE	BPO - FIRE - IDAHO ICE	\$165.37
			LEGAL	BPO-LEGAL-WATER FOR CITY ATTORNEY'S OFFICE FY23	\$41.73
			SANITATION	BPO - TS - IDAHO ICE	\$25.44
IDAHO PUBLIC PURCHASING ASSOCIATION INC	108719	4/6/2023	FINANCE	VIRTUAL TRAINING-MCHARGUE/LEWIS-IPPA	\$200.00



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IDAHO REGIONAL OPTICAL NETWORK	108712	4/6/2023	INFOSYSTMS	FIBER INSTALL - LPD TRAINING CENTER	\$6,308.25
IDAHO STATE POLICE	108713	4/6/2023	COMDEV	BPO - CD: FINGERPRINTING FEES FOR BUSINESS LICENS	\$33.25
IDAHO STATE TAX COMMISSION	108634	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$24,819.00
	108635	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$423.71
IDAHO TRUCK SALES CO	108714	4/6/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & REPAIRS	\$27.80
IMCO GENERAL CONSTRUCTION INC	108715	4/6/2023	WATER	WR059 WELL 7 COMPLETION	\$125,878.35
INGRAM LIBRARY SERVICES	108716	4/6/2023	LIBRARY	BPO - LIB - ADULT BOOKMOBILE	\$489.93
				BPO - LIB - ADULT FICTION	\$1,281.04
				BPO - LIB - ANF 1ST FLOOR BOOKS	\$538.43
				BPO - LIB - ANF 2ND FLOOR BOOKS	\$12.38
				BPO - LIB - AUDIOBOOKS	\$32.49
				BPO - LIB - JUVENILE FICTION	\$78.02
				BPO - LIB - JUVENILE NON FICTION	\$387.97
				BPO - LIB - LARGE PRINT	\$701.98
				BPO - LIB - TEEN FICTION	\$358.70
				BPO - LIB - TEEN NONFICTION	\$110.76
				BPO - LIB - VIDEO GAMES	\$77.21
INLAND FASTENER INC	108717	4/6/2023	FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$7.35
INTERMOUNTAIN CLAIMS INC	108614	3/29/2023	INSTRUST	FEBRUARY INTERMOUNTAIN INVOICE BOI325823	\$367.00
	108615	3/29/2023	INSTRUST	3/16/23-3/29/23 REIMBURSE WORKERS COMP ACCT	\$13,393.75
INTERMOUNTAIN SIGN & SAFETY INC	108718	4/6/2023	TRNSPN	PW - TR - 45-1A WRONG WAY SIGNS (6 TOTAL)	\$375.00
INTERNATIONAL CITY MANAGEMENT ASSOCIATION DBA MISSIONSQUARE RETIREMENT	1318	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$4,964.58
INTERNATIONAL CODE COUNCIL INC	108709	4/6/2023	COMDEV	CD - BOOKS FOR NEW INSPECTOR	\$179.00
JAY WITTEWER	108644	4/6/2023	HR	FIRE CHIEF CANDIDATE TRAVEL REIMBURSEMENT	\$1,507.59
JEFF KLONE	108609	3/29/2023	POLICE	MAR '23 BUY MONEY FOR NARCOTICS	\$5,000.00
JOHN'S SAW SERVICE	108721	4/6/2023	PARKSFAC	MIXED GAS FOR FACILITIES	\$74.98
JON ADAMS	108661	4/6/2023	RECREATION	BPO P&R SENIOR MEAL DELIVERY REIMBURSEMENT 2023	\$172.92
JOSHUA JUAN RUSSELL DBA J RUSSELL EXCAVATION & CONCRETE LLC	108720	4/6/2023	TRNSPN	WR700 HIGH RESERVOIR EMERGENCY 16TH AVE CLEANUP	\$58,943.86
J-U-B ENGINEERS	108722	4/6/2023	WATER	WR060 COMMUNITY DR RESERVOIR (FKA SE RESERVOIR)	\$6,908.17
			WSTWTR	WW501 WWCMA TO21 FY 23 GENERAL ONCALL SVCS	\$1,753.60
				WW503 TO18 LNDY CRK-WRNER MITIGATION & PERMITS	\$1,845.00
				WW503 WARNER-LINDSEY TO 20	\$9,665.77
				WW512 TO19 MAIN ST TRUNK LINE; BARGAINHUNTER	\$7,832.00
				WW58 WWCMA TO17 2022 WW IMPRVMENTS BASIN 7C CE&I	\$6,453.51



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KAMAN INDUSTRIAL	108723	4/6/2023	TRNSPN	BPO - STREETS - SPLYS	\$133.80
			WSTWTR	BPO PW WWTP SUPPLIES	\$68.72
KAREN SELDON	108757	4/6/2023	RECREATION	BPO P&R SENIO MEAL DELIVERY REIMBURSEMENT 2023	\$151.96
KATHERINE LOUISE CONE	108677	4/6/2023	RECREATION	BPO P&R SENIOR MEAL DRIVER REIMBURSEMENT	\$25.54
KELLER ASSOCIATES INC	108724	4/6/2023	WSTWTR	WW044 WWTP UPGRADE IMPROVEMENTS	\$19,471.10
KYLE GREENE	108645	4/6/2023	FIRE	MEALS: PRE-CONST MEETING FOR NEW AMBULANCE	\$123.00
LES SCHWAB TIRE CENTER	108725	4/6/2023	FLTMAINT	BPO/ FLEET REPAIR PARTS & OSL	\$389.95
LEWISTON CHEVROLET INC	108726	4/6/2023	FLTMAINT	BPO/ REPAIR PARTS & REPAIRS	\$120.18
LHTAC	108727	4/6/2023	TRNSPN	REG - VARIOUS - LHTAC SPEED LIMITS & SPEED ZONES	\$160.00
LOGAN SIMPSON DBA LOGAN SIMPSON	108729	4/6/2023	COMDEV	COMPREHENSIVE PLAN - RFP-22-004	\$9,586.79
MCCUNE'S INSTRUMENTS INC	108731	4/6/2023	WATER	CALIBRATION OF BACKFLOW TEST GAUGES	\$203.54
MCDERMOTT HOLDINGS LLC DBA BRIAN MCDERMOTT CONSTRUCTION	108732	4/6/2023	TRNSPN	WR700 HIGH RESERVOIR EMERGENCY INSTALLATION	\$26,622.41
			WSTWTR	819 7TH ST - ALLEY RETRIEVAL OF DIAMOND SAW	\$11,350.95
				WW034 EMERGENCY REPAIR; LIFT STATION #5	\$9,538.64
MINERT & ASSOCIATES	108733	4/6/2023	HR	BPO - HR - DRUG TESTING SERVICES	\$1,050.00
MISC AMBULANCE REFUND	108616	3/29/2023	ADMSVC	REFUND	\$205.00
MISC CUSTOMER REFUND	108617	3/29/2023	WATER	UB 0804003298 3665 COUNTRY CLUB	\$114.50
	108618	3/29/2023	COMDEV	RIGGS: SCHOLARSHIP REIMBURSE FOR ID HERITAGE CONF	\$500.00
	108619	3/29/2023	RECREATION	THOMPSON: REFUND FOR FLAG FOOTBALL/NOT ENOUGH TEAM	\$275.00
	108620	3/29/2023	SANITATION	UB 1900898376 1325 BIRCH	\$29.71
	108637	4/6/2023	ECONDEV	MANZO REIMBURSEMENT: CDBG FOR PLMBING & LEAD REMOV	\$4,970.00
	108638	4/6/2023	ECONDEV	MANZO: CDBG REPLACE STOVE FAN ASSEMBLY & SER CALL	\$747.68
	108639	4/6/2023	ECONDEV	BARTZ: CDBG SIDING, WINDOW, INC-GUTTERS & FASCIA	\$6,356.00
	108640	4/6/2023	UNDEFINED	NEW CD	\$230,000.00
MOUNTAIN CONSULTING SERVICES	108735	4/6/2023	ECONDEV	CD-CDBG- HOME REPAIR ADMIN; LEAD BASE PAINT RISK	\$3,720.00
MOUNTAIN WATERWORKS INC	108736	4/6/2023	WSTWTR	WW041 & WW055 - LOI FOR FUNDING APPLICATIONS	\$2,500.00
NAPA AUTO PARTS	108737	4/6/2023	FIRE	FIRE-NAPA-VEHICLE SUPPLIES	\$29.98
			FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$354.59
			FLTMAINT	BPO - FLEET - REPAIR PARTS & SUPPLIES	\$623.64
NATIONAL FIRE PROTECTION ASSOC	108738	4/6/2023	FIRE	FIRE - NFPA - FIRE CODES	\$1,552.50
NATIONAL INSTITUTE OF GOVERNMENTAL PURCHASING	108741	4/6/2023	FINANCE	MEMBERSHIP-C MCHARGUE-NIGP	\$95.00
				PURCHASING COORDINATOR K-SHARP SURPLUS TRAINING	\$165.00
NATIONWIDE RETIREMENT	1317	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$6,482.52



Voucher's Payable

NATIONWIDE-RESERVE	1321	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$1,731.70
NCPERS GROUP LIFE INS	108650	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$1,488.00
NEZ PERCE COUNTY	108739	4/6/2023	LEGAL	BPO-LEGAL-NPC-COL FY23 PROSECUTION SERVICES	\$9,483.34
NEZ PERCE COUNTY HISTORICAL SOCIETY	108740	4/6/2023	LIBRARY	LIB - MEMBERSHIP DUES RENEWAL	\$50.00
NORCO INC	108742	4/6/2023	FIRE	BPO - FIRE - NORCO	\$847.70
NORIDIAN HEALTHCARE SOLUTIONS LLC	108651	4/6/2023	ADMSVC	OVERPAYMENT ON AMBULANCE CLAIM 27051	\$332.07
NORTH 40 OUTFITTERS	108743	4/6/2023	FLTMANT	BPO/ FLEET REPAIR PARTS & SUPPLIES	\$0.64
			PARKSFAC	BPO P&R IRRIGATION, CONSTRUCTION SUPPLIES	\$235.12
			WATER	BPO PW DISTRIB SPLYS	\$33.98
				BPO PW WTP SPLYS	\$100.19
			WSTWTR	BPO PW WWTP SUPPLIES	\$82.91
NORTHWEST ENGRAVING	108744	4/6/2023	HR	UPDATED NAME BADGE FOR LEAH BURRIS	\$8.00
ODP BUSINESS SOLUTIONS LLC	108745	4/6/2023	HR	OFFICE SUPPLIES AND INK	\$68.76
			LIBRARY	BPO - LIB - OPERATING SUPPLIES	\$20.54
			SANITATION	BPO - PW - OFFICE SUPPLIES	\$3.16
			TRNSPN	BPO - PW - OFFICE SUPPLIES	\$66.48
			WATER	BPO - PW - OFFICE SUPPLIES	\$3.16
				BPO PW DISTRIB OFFICE SPLYS	\$95.04
			WSTWTR	BPO - PW - OFFICE SUPPLIES	\$3.16
OMEGA RAIL MANAGEMENT INC	108746	4/6/2023	WATER	BPO PW WTP RAILROAD LEASE AGREEMENTS	\$1,134.75
OVERDRIVE INC	108747	4/6/2023	LIBRARY	BPO - LIB - ADULT OVERDRIVE ORDERS	\$1,211.42
				BPO - LIB - JUV OVERDRIVE ORDERS	\$852.73
OXARC	108748	4/6/2023	TRNSPN	BPO - STREETS - SPLYS	\$11.24
			WATER	PW WTP GAS MONITOR AND CHARGER	\$572.78
			WSTWTR	BPO PW WW COLL PERSONNEL EQUIPMENT	\$12.33
				CONFINED SPACES TRAINING - IN LWS	\$1,800.00
PAPE MACHINERY INC	108749	4/6/2023	FLTMANT	OSL/ DIAG & REPAIR TRANSM #585 UTV	\$4,501.14
PAUL SCOTT DRIVER	108683	4/6/2023	RECREATION	BPO P&R SENIOR MEAL REIMBURSEMENT 2023	\$77.94
PERSI	1319	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$198,345.45
PHOENIX RADIOLOGY	108750	4/6/2023	FIRE	FIRE - PHOENIX RADIOLOGY	\$30.00
PLEW, DILLON	108652	4/6/2023	RECREATION	FEB-MAR '23 REFEREED 30 BASKETBALL GAMES @ \$30 PER	\$900.00
POSITIVE PROMOTIONS	108751	4/6/2023	FIRE	FIRE - POSITIVE PROMOTIONS - PUB ED	\$2,876.14
PRINCRAFT PRINTING	108752	4/6/2023	COMDEV	BPO - CD: ENVELOPES, LETTERHEAD, BUSINESS CARDS F	\$809.05
			PARKSFAC	SIGNAGE FOR THE MAYORS OFFICE	\$135.00
			POLICE	BPO - PD - BUSINESS CARDS	\$80.00
				NUISANCE DOOR HANGERS	\$105.00
				PD - BANNER FOR RECRUITING PURPOSES	\$195.00
			SANITATION	PW - TS - FACILITY SIGNAGE UPDATE	\$25.00



Voucher's Payable

			TRNSPN	PW - ST - BUSINESS CARDS: CORBAN HAY	\$50.00
RANDY E BLACK	108668	4/6/2023	RECREATION	BPO P&R SENIOR MEAL DELIVERY REIMBURSEMENT 2023	\$102.18
RDK CORPORATION DBA SHADOW TRACKERS	108759	4/6/2023	HR	BPO - HR - BACKGROUND CHECK SERVICES	\$58.00
RELIANCE STANDARD LIFE INSURANCE COMPANY	108653	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$6,890.26
RICOH USA INC	108755	4/6/2023	EXECUTIVE	ESTIMATE COST OF FOR PAST YEAR/CURRENT COPIES	\$2,638.14
	108756	4/6/2023	LEGAL	BPO-LEGAL-RICOH COPIER-COPY FEES FY23	\$72.12
ROBEN BRAUN	108646	4/6/2023	FLTMANT	BRAUN: NORTHWEST AMBULANCE PRE-BUILD CONF	\$108.00
RODNEY B SNARR	108654	4/6/2023	RECREATION	FEB-MAR '23 REFEREED 22 BASKETBALL GAMES @ \$30 PER	\$660.00
SAM NIEMEYER	108623	3/29/2023	POLICE	NIEMEYER: MEALS/EVIDENCE STORAGE MANAGEMENT	\$118.00
SCOTT DAVID MCCLURE	108636	4/6/2023	RECREATION	FEB-MAR '23 REFEREED 19 BASKETBALL GAMES @ \$30 PER	\$570.00
SCOTT GOODWIN	108647	4/6/2023	HR	FIRE CHIEF CANDIDATE TRAVEL REIMBURSEMENT	\$1,314.81
SPLASH CARWASH & DETAILING	108761	4/6/2023	POLICE	BPO - PD - CAR WASH	\$572.00
STANTEC CONSULTING SERVICES INC	108762	4/6/2023	WATER	WR700 HIGH EMERGENCY RECOVERY INITIAL ASSESMENT	\$24,904.50
STERLING BATTERY COMPANY	108763	4/6/2023	FLTMANT	BPO - FLEET - VEHICLE BATTERIES	\$111.94
			FLTMANT	BPO - FLEET - VEHICLE BATTERIES	\$66.55
SUZANN BANKS	108648	4/6/2023	POLICE	MEALS: ILETS CONF AND TAC RECERT	\$123.00
TERRY KOEPER	108624	3/29/2023	POLICE	KOEPER: MEALS/ADAPTIVE DECISION MAKING FOR LAW ENF	\$59.00
THE HOME DEPOT PRO	108764	4/6/2023	PARKSFAC	CLEANING SUPPLIES AND TOILET PAPER	\$827.90
				VACUUMS	\$900.34
THE LIBRARY STORE INC	108728	4/6/2023	LIBRARY	BPO - LIB - CATALOGING SUPPLIES	\$644.29
THE MASTER'S TOUCH LLC	108730	4/6/2023	FINANCE	BPO - UB - STATEMENT PRINTING AND MAILING	\$5,923.30
THE UPS STORE	108768	4/6/2023	INFOSYSTMS	RETURN SHIPPING	\$94.86
T-MOBILE	108765	4/6/2023	LIBRARY	BPO-LIB-MOBILE SERVICES FEES	\$218.82
TRIBUNE PUBLISHING CO	108766	4/6/2023	COMDEV	BPO - CD - P&ZC PUBLISHED NOTICES FOR PUBLIC HEA	\$88.00
			ECONDEV	CD - CDBG: PUBLICATION NOTICES IN TRIBUNE	\$316.40
			EXECUTIVE	BPO - EXEC - PUBLISHING COSTS	\$539.56
				LEGAL NOTICE: SOLESOURCE NEOGOV	\$48.76
				LGL NOTICE: RFP-23-014 LIBRARY JANITORIAL SERVICE	\$170.87
			TRNSPN	LGL NOTICE: IFB-23-006 19TH AVE SIDEWALK INFILL	\$217.67
TYLER TECHNOLOGIES INC	108625	3/29/2023	FINANCE	TRAVEL-MUNDEN-TYLER CONNECT23	\$1,099.00
UNIFORMS2GEAR INC	108767	4/6/2023	POLICE	BPO - PD - UNIFORMS/PATROL	\$60.22
URM STORES INC	108769	4/6/2023	POLICE	BPO - PD - OFFICE SUPPLIES AND FOOD ITEMS	\$19.95
			RECREATION	BPO P&R SENIOR NUTRITION FOODS	\$919.72
			WSTWTR	BPO PW WW COLL SUPPLIES	\$10.98



Voucher's Payable

US ARMY CORPS OF ENGINEERS	108770	4/6/2023	TRNSPN	TR023 SRA STHWY BRDG TO 11TH AVE; ADMIN FEE	\$8,650.00
US FOODS - SPOKANE	108771	4/6/2023	RECREATION	BPO P&R SENIOR NUTRITION FOOD	\$1,396.23
VALLEY ATHLETICS	108772	4/6/2023	RECREATION	BALL FIELD SUPPLIES	\$539.73
VWR INTERNATIONAL LLC	108773	4/6/2023	WSTWTR	BPO PW WWTP LAB SUPPLIES	\$58.79
WASHINGTON STATE SUPPORT REGISTRY	108655	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$605.55
WESTERN RECYCLERS INC	108774	4/6/2023	FINANCE	BPO - FIN - WESTERN RECYCLERS - SHREDDING	\$17.32
			FIRE	BPO - FIRE - WESTERN RECYCLERS	\$26.00
			HR	BPO - FIN - WESTERN RECYCLERS - SHREDDING	\$8.68
			POLICE	BPO - PD - SHREDDING SVCS	\$52.00
			TRNSPN	BPO - PW - SHREDDING SERVICES	\$15.00
WILLOW CENTER INC	108775	4/6/2023	ECONDEV	CD-CDBG-2022 PROGRAM YR-WILLOW CENTER PUBLIC SERV	\$833.38
WSCCCE	108656	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$2,148.28
WSCFF EMPLOYEE BENEFIT TRUST	108657	4/6/2023	ADMSVC	Payroll Run 1 - Warrant 040623	\$3,975.00
ZACH EVANGELHO	108649	4/6/2023	FIRE	MEALS: PRE CONSTRUCTION MEETING FOR NEW AMBULANCE	\$123.00
ZIEGLER BUILDING CENTER	108776	4/6/2023	PARKSFAC	CREDIT ORG INV 418976 FIRST BASE DUGOUT RE ROOF	(\$35.80)
				SUNSET FIRST BASE DUGOUT RE ROOF	\$808.72
			TRNSPN	BPO - STREETS - SPLYS	\$21.10
			WATER	BPO PW DISTRIB OP SPLYS	\$42.00
				CREDIT ORG INV 418294 BPO PW DISTRIB OP SPLYS	(\$21.00)
ZOLL MEDICAL CORPORATION GPO	108777	4/6/2023	FIRE	WR517 3RD ST & 5TH AVE PRP - MATERIAL FOR TIE-IN	\$91.55
				FIRE - ZOLL - MONITOR REPAIR	\$1,839.40
				FIRE - ZOLL - REPAIRS	\$1,771.80
Total					\$1,276,655.10



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE COMPREHENSIVE PLAN SERVICES AGREEMENT AMENDMENT	AGENDA NO. VII.A. AGENDA DATE: April 24, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) City Council budgeted for fiscal years 2023 and 2024 a total of \$200,000 to rewrite the city's Comprehensive Plan and approved a services agreement with Logan Simpson Design, Inc in December 2022 for such work, for a total amount of \$192,700.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. In January 2023 city staff became aware of a \$30,000 grant opportunity from the Blue Cross of Idaho Foundation for Health to incorporate a health component into the Comprehensive Plan. The City of Lewiston applied for this grant through the city's grants policy and was awarded the full grant amount of \$30,000 in February 2023. The grant was signed/executed by the Mayor on February 23, 2023. This \$30,000 will be used to pay Logan Simpson Design, Inc. for the extra work required to incorporate a community health component into the city's new Comprehensive Plan. The additional work and pay requires amendments to the originally contracted services agreement between the city and Logan Simpson. Such amendments are reflected in the proposed new services agreement, as shown in strikeout / <u>underline</u> format, provided to City Council and entitled Amendment to the Services Agreement Between the City of Lewiston and Logan Simpson Design, Inc.	
BUDGET IMPACT This action will require a budget amendment of \$30,000 to include both the unplanned revenue and the corresponding expenses, but it will have no impact on the City reserves.	
ACTION PROPOSED Approve the proposed Amendment to the Services Agreement Between the City of Lewiston and Logan Simpson Design, Inc., as described herein above.	

**AMENDMENT TO THE SERVICES AGREEMENT BETWEEN
THE CITY OF LEWISTON AND LOGAN SIMPSON DESIGN INC.**

THIS AMENDMENT TO THE SERVICES AGREEMENT BETWEEN THE CITY OF LEWISTON AND LOGAN SIMPSON DESIGN INC. (“Amendment”) is entered into by and between the City of Lewiston, an Idaho municipal corporation (“City”), and Logan Simpson Design Inc., an Arizona corporation (“Consultant”). City and Consultant may also individually be referred to as “Party” or collectively as “Parties.”

WHEREAS, the Parties entered into the “Services Agreement between the City of Lewiston and Logan Simpson Design Inc.” on December 20, 2022 (“Agreement”), wherein Consultant agreed to perform services for City associated with the creation of a new Comprehensive Plan;

WHEREAS, City subsequently received grant funds from Blue Cross of Idaho Foundation for Health, Inc. in the amount of Thirty Thousand Dollars (\$30,000), which grant funds are to be used to incorporate health into the Comprehensive Plan; and

WHEREAS, the Parties desire to amend the Agreement to allow Consultant to incorporate health into the Comprehensive Plan, in accordance with the purpose of said grant funds, and increase the total fee set forth in the Agreement accordingly.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, it is hereby agreed and stipulated by and between City and Consultant as follows:

SECTION 1: Exhibit A to the Agreement (Scope of Work) is hereby amended as reflected in Attachment 1 to this Amendment, attached hereto and incorporated herein. For ease of reference, a clean copy of Exhibit A with such amendments incorporated is attached hereto and incorporated herein as Attachment 2.

SECTION 2: Exhibit D to the Agreement (Cost Proposal) is hereby amended and replaced in its entirety with a new Exhibit D as reflected in Attachment 3 to this Amendment, attached hereto and incorporated herein.

SECTION 3: Section III.A. of the Agreement (Payment) is hereby amended as follows:

A. PAYMENT: City agrees to pay Consultant for the phases as tasks outlined in Exhibit D. Consultant will invoice monthly for services completed during the month. Such invoices shall include the billing date and the date range of services being billed. Invoices shall summarize phases and tasks completed and shall specify work being billed by phase and task with the total phase fee, fee earned, percentage of completion, total invoice fee, prior billing amount and total project fee to date. Total payments will not exceed ~~One Hundred Ninety-Two Thousand, Seven Hundred Dollars and Zero Cents (\$192,700)~~ Two Hundred Twenty-Two Thousand Seven Hundred Dollars (\$222,700). City shall pay Consultant within thirty (30) days from receipt of invoice from Consultant. Consultant shall keep accurate records of expenses. If City contests an invoice, City shall advise Consultant within thirty (30) days of receipt of invoice of the specific basis for doing so, may withhold only that portion so contested, and shall pay the undisputed portion.

SECTION 4: All other provisions of the Agreement shall remain in full force and effect as if set forth fully herein.

IN WITNESS WHEREOF, the Parties have executed this Amendment on the last day and year written below.

Signature page to follow

DATED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Kari J. Ravencroft, City Clerk

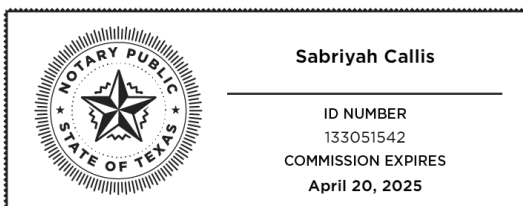
DATED this _____ day of _____ 2023.

LOGAN SIMPSON DESIGN INC.

By: Bruce Meighen
Title: CEO and President

STATE OF Texas)
)
County of Harris) ss.

On this 7th day of April 2023, before me, a Notary Public, personally appeared Bruce Meighen, known or identified to me as the CEO and President of Logan Simpson Design Inc., and stated he or she has the authority to execute this instrument on behalf of Logan Simpson Design Inc., and did execute this instrument on behalf of Logan Simpson Design Inc..




 Notary Public for the State of Texas
 Commission Expires 04/20/2025

Notarized online using audio-video communication

ATTACHMENT 1 TO AMENDMENT

SCOPE OF WORK

PHASE 1 | FOUNDATION (JAN- ~~APR~~ MAY 2023)

TASK 1.1 PROJECT INITIATION (JAN)

Both City Staff (CS) and Steering Committee (SC) will be instrumental throughout the process and will be a sounding board for key deliverables including vision, opportunities, and overall policy development. A kickoff meeting with CS and Logan Simpson team will help define communication protocol, identify Comprehensive Plan Update SC members, draft a list of stakeholders, and provide input towards creation of the Public Participation Plan. In addition, both CS and SC kickoff meetings will:

- Review project schedule, major milestones, and deliverables
- Identify project goals, issues, opportunities, and what success looks like
- Gain input into stakeholders not already identified
- Develop a distinctive identity for the Comprehensive Plan including brainstorm options for an aspirational title/ name, logo, and messaging

Ongoing project management throughout process will include bi-weekly video conference calls with CS and monthly progress reports via email to SC outlining performed work, upcoming tasks, upcoming milestones, etc. to ensure the project scope, schedule, deliverable quality, and budget are effectively managed and meet City expectations.

Deliverables:

- CS and SC kickoff meeting agendas, presentation, facilitation, and notes (likely a virtual meeting)
- CS bi-weekly project status conference calls agendas, facilitation, and notes
- SC and stakeholders roster and invitation
- Initial plan branding options
- Draft and final project schedule
- Monthly invoices, highlighting any key scope issues and/or refinements
- Monthly meeting updates to the Planning and Zoning Commission

TASK 1.2 PLAN AUDIT + EXISTING CONDITIONS (JAN-~~FEB~~ MAY)

Working with CS and SC, the Parks and Open Space Master Plan, Downtown Master Plan, Transportation Master Plans, Draft Strategic Plan, Water and Sewer Master Plans, and the 1999 Comprehensive Plan, will be evaluated along with other existing plans, policies, and processes for relevance as they relate to community needs and potential conflicts with existing regulatory guidance. An interactive online platform will be used to conduct an audit of the existing plans to learn what have been successful and unsuccessful components of the most recent planning efforts.

We will integrate these plans into the Comprehensive plan, identify any overlaps, gaps and inconsistencies that may exist between each subject plan. Our focus will be on connecting the current and future planning initiatives to a new Comprehensive Plan that will be the umbrella that guides decision making in years to come. We will also review existing zoning and subdivision codes and the Urban Renewal Agency guidelines to ensure the resulting plan can be effectively implemented.

In addition to the plan audit, our team will gather data from a range of sources to document key existing conditions and challenges. At a minimum, the data collection and analysis will cover the information listed in Section 67-6508. Given the City's work with the firm Mosaic to conduct the 5-Year Consolidated Plan and the Analysis of Impediments to Fair Housing Choice, we will use Mosaic's primary data and affordable housing information to guide the housing analysis but will enhance it to include a wider range of housing options as well as a 20-year projection of housing stock needs. [Alongside this effort, our team will conduct a Healthy Conditions Assessment to identify and assess key indicators and areas of community health that are in most need of improvements.](#)

This foundational report is represented in what we call an "existing conditions snapshot." It recognizes and informs the planning process by establishing a baseline of Lewiston's story—past, present, and future.

Deliverables:

- Plan audit survey setup, distribution, and summary of findings
- Draft and final existing conditions snapshot report to include elements within state statutes (e.g., property rights, population, housing, schools, economic development (including market analysis, i.e., retail leakage), land use, natural resources, hazards, public services, facilities, and utilities, transportation, recreation, design, agriculture, and other elements), inter-governmental agreements, and identification and analysis of growth and development trends. [The existing conditions report will also include findings from the Healthy Conditions Assessment identified herein above.](#)
- Provide visual and graphics (mapping) to demonstrate the existing conditions of the Community

TASK 1.3 PUBLIC PARTICIPATION PLAN (PPP) (JAN-~~FEB~~MAR)

Residents of Lewiston should expect the outreach process to be straightforward, thoughtful, and easily integrated into their lives. Decision-makers should expect the public's feedback to be synthesized efficiently and transparently to provide quantified information to decision makers.

Our approach engages the community non-intrusively and interactively, while building a data-driven system that clarifies public sentiment for the SC. While other firms rely on a few public touchpoints and traditional outreach strategies, such as social media and idea boards, we utilize non-traditional, continuous outreach. We provide community members the invitation to participate upfront and the tools to contribute easily and continuously throughout the 18-month process. Initial outreach is an invitation to participate with a simple, one-question poll (text polling) that encourages thoughtful responses, followed by multi-question digital questionnaires, and completed by their involvement in a focused work session. The payoff for such effort is informed, engaged, and excited members of the community willing to champion both the process and the final Comprehensive Plan. We will also want to ensure the community knows that we are starting the planning process, so key elements celebrating the plan's commencement will be placed throughout the community (banner, posters, and use of digital media).

Based on CS and SC collaboration and feedback, the Logan Simpson team will prepare an outline of the activities, venues, and team responsibilities. This document will serve as a living document, outlining techniques, associated messaging, anticipated media to be utilized, and logistics, responsibilities, and deadlines. We will monitor who participates in our online database, their age and where they live to ensure everyone stays involved.

Our non-traditional engagement methods include:

- An interactive web presence with up-to-date project information
- Digital questionnaires
- Real-time, interactive polling, and result pages
- Questionnaire-integrated online mapping
- Linking text polling to interactive displays as a gateway to a digital survey
- Hosting individual and/or group key community member interviews either in-person or via Teams/Zoom conference
- Organizing focused, small-group sessions either in-person or creating digital meeting spaces online
- Initiating Downtown, business-specific outreach through coordination with organizations such as the Lewiston Downtown Master Plan
- Attending local, community-oriented events; going where the community is already
- Coordinating RSVP events to promote a themed planning workshop and coordinating a mobile meeting place

[Optional Task]: The Logan Simpson team can offer a stand-alone website (using the Granicus platform). Note that we are currently proposing to provide materials for the City's website to host the project's online activities.

Deliverables:

- Draft and final PPP
- Draft and final Comprehensive Plan branding including name, logo, and key message(s)
- Optional – Project website through Granicus (formerly Bang The Table), a digital engagement platform

TASK 1.4 KICKOFF WEEK (~~MAR~~-APR-MAY 2023)

The Logan Simpson team will hold in-person (and online for those more comfortable) meetings with stakeholders to solicit input including residents, City staff and elected officials, development/builder/real estate interests, business groups and employers, and school district, property owners, other agencies, Cities of Clarkston and Asotin, Nez Perce County, and Nez Perce Tribal representatives. We will discuss values, key issues, and opportunities facing the City.

A kickoff week will launch the planning effort publicly and begin a promotional campaign for the Comprehensive Plan. This event could occur in tandem with a popular community event, both in-person and online. This could include banners and kiosks directing people to live text polling or online questionnaires. This week will introduce the plan community-wide and ask key questions on values, key issues, and opportunities. The same questions asked at both stakeholder interviews, and kickoff events will be included in the online questionnaire and marketed through social media outlets, newsletter publications, the website, and other methods mentioned.

The second CS and SC meetings will report back on what has been heard so far through the stakeholder interviews and kickoff week, review a draft outline of the Comprehensive Plan document, and review example plans for ideas on committee likes and dislikes.

Deliverables:

- CS and SC meetings #2 agenda, presentation, facilitation, and notes

- Stakeholder interviews facilitation and summary (two (2) days of back-to-back meetings or equivalent)
- Draft news release for project initiation
- Kickoff week schedule and meeting plan, poster and handout graphic materials, website, and social media content graphics
- Online Questionnaire #1 text polling setup, analysis, and summary

PHASE 2 | VISION + OPPORTUNITIES (~~MAY~~JUNE-SEP~~OCT~~)

TASK 2.1 VISION (~~MAY~~JUN-JUL)

Following the initial public outreach, we will work with CS and SC to draft vision statements, which seek to illustrate the community's vision by representing what has been expressed by the community, staff, and elected officials of Lewiston. The vision will integrate health and wellbeing considerations. The purpose is to summarize community values and goals that then provide overarching direction for the Comprehensive Plan. The vision should be unique to Lewiston, visual, and compelling. CS and SC Meeting #3 will review what has been completed to date, review the plan audit summary, existing conditions data report, and host an exercise to draft the Comprehensive Plan's vision statements. An update presentation should be planned at this point to review direction with Zoning Commission (ZC) and City Council (CC).

Deliverables:

- CS and SC Meeting #3 agenda, presentation, facilitation, and notes
- ZC and CC presentation #1 materials
- Draft and final vision document
- Draft plan outline and graphic mockup

TASK 2.2 OPPORTUNITIES + CHOICES (~~JUL~~AUG-SEP~~OCT~~)

In this phase, we would check back in with the community to see if we got the vision and goals right. We will group the issues identified from the first round of outreach to provide opportunities for the community to identify how the vision can best be translated into reality.

Our team will host a community-wide workshop, either in-person or online (digital City Hall, Facebook live, video to live polling) to determine and present future priorities to guide goals and cost-effective implementation strategies. We have found in other planning efforts that because we build off the outreach and community events already held, this phase is well attended by community members that are aware of and already actively engaged in the process. An online questionnaire will accompany the event.

In this phase, opportunities can be tailored explicitly to existing neighborhoods, including retail areas, commercial corridors, the City's Impact Area, and other key areas of the community. Careful attention will be given to drafting the preliminary strategies to ensure that they can contribute to advancing Lewiston's resilience to climate change and economic shocks and to fostering health and wellbeing for the community. This exercise will include land and natural based solutions, such as urban forest management strategies that can have multiple health and economic benefits, overall advancing the community's health and wellbeing. Additionally, attention will be given to the general fiscal impact the proposed land use pattern may have on Lewiston. This general assessment will provide enough background information for decision makers to understand the order of magnitude of fiscal impacts when evaluating specific development projects (such as a rezoning request); changes in land-use

regulations (such as increasing or decreasing allowable densities for development); or those related to an annexation proposal.

CS and SC will analyze the feedback and evaluate the areas and their propensity toward change, including the urban fringe, thoughtful redevelopment and infill, blight mitigation strategies, local housing, employment, preserving the River Corridor and floodplains, and other environmentally sensitive lands, protecting agriculture, stimulating downtown, and minimizing sprawl. Community choices will be evaluated against the vision and practicality factors related to economic, social, and environmental sustainability.

Once the opportunity areas identified herein above are confirmed by CS and SC, our team will identify which interventions may benefit from a future Health Impact Assessment (HIA). Recommendations will be based on results from the Healthy Conditions Assessment (Phase 1) and gaps in existing HIAs for similar interventions.

CS and SC Meeting #4 will review what we have heard to date, draft preliminary goals and strategies, and review a draft of an updated citywide land use map.

Deliverables:

- CS and SC Meeting #4 agenda, presentation, facilitation, and notes
- Outreach week schedule and meeting plan, poster and handout graphic materials, website and social media content graphics
- Public Outreach Week #2 map and comment board display materials
- Online Questionnaire #2 setup, analysis, and summary
- Preliminary goals and strategies
- Draft future land use map

PHASE 3 | THE PLAN (OCT-NOV 2023 - JUN 2024)

TASK 3.1 PRELIMINARY PLAN (OCT-NOV-JAN-DEC)

Based on all analysis, input, and work completed up to this point, our team will assemble a document for review and refinement. Depending on the plan outline determined by CS and SC, the Comprehensive Plan ~~may~~ will include a vision, goals, strategies, and actions for implementation by priority outlined in a timetable. The Comprehensive Plan will also include recommendations resulting from the Healthy Conditions Assessment identified in Task 1.2.

The City of Lewiston Comprehensive Plan will be user-friendly, logical, and accessible to the public with minimal technical language or jargon. It will meet all state requirements and include maps, tables, and other graphics that enhance readability. Also, as determined by CS and SC's plan outline discussion, the plan's executive summary can be designed as a condensed format of the Comprehensive Plan (e.g., a digital brochure, factsheet, etc.).

The Comprehensive Plan will include a compelling vision (see Task 5), targeted existing conditions (see Task 2) that illustrate only factors that matter using infographics and streamlined goals and strategies that lead into specific action steps, with recommendations for future policy updates or ordinance amendments. This is intended to help shape decisions related to land use management, redevelopment and growth, City programs and services, coordination with Nez Perce County and other agencies, budgeting, and capital improvements. Policy updates and ordinance amendments will include criteria and guidance on fiscal impact to help support decision-making.

Our team will develop a management and monitoring plan to measure the accomplishment of the desired outcomes that are linked to the goals and objectives identified through public outreach. A series of projects—capital, regulatory, studies, funding—will be developed and ranked based on effectiveness and cost. The annual analysis may be created where various projects will be proposed, while others may be “triggered” based on need. This will track the follow-through and effectiveness of the Comprehensive Plan’s actions. The monitoring tool can be continually updated to illustrate the City’s progress toward achieving its goals and will allow long-term tracking of indicators.

CS and SC Meeting #5 will review the preliminary Comprehensive Plan including all chapters for editing and comments. In addition, a refined land use map will be reviewed. It will discuss the public event meeting plan and presentations for the draft Comprehensive Plan.

Deliverables:

- CS and SC Meeting #5 agenda, presentation, facilitation, and notes
- Preliminary plan
- Refined future land use map
- Actions for implementation by priority outlined in a timetable
- Monitoring plan to measure accomplishment of the desired outcomes
- Public event meeting plan and presentations

TASK 3.2 DRAFT PLAN + PUBLIC REVIEW (JAN- MAR)

Stakeholders and the public will have the opportunity to review and provide feedback on the draft Comprehensive Plan during a one-month review period. During the public review period, the draft plan will be made available in an online format where feedback and comments can be provided. In addition, the Logan Simpson team will conduct an in-person or online public open house to present the draft plan. Key changes and plan features will be storyboarded, and attendees will have the opportunity to discuss questions and concerns with the Logan Simpson team. Comments on the plan will be reviewed by CS and SC and incorporated into the final revisions to the Comprehensive Plan. CS and SC Meeting #6 will review a track-changes document of the draft plan where feedback received from the public review period has been incorporated. A second update presentation should be planned with this task to review and receive comment from both ZC and CC.

Deliverables:

- CS and SC Meeting #6 agenda, materials, facilitation, and notes
- ZC and CC presentation #2 materials
- Draft Plan track-changes document with refined future land use map
- Public Outreach Week #3 map and storyboard display
- Online Questionnaire #3 setup, analysis, and summary
- Website and social media notification materials

TASK 3.3 ADOPTION HEARINGS + FINAL PLAN (APR-JUN)

The Draft Plan will be reviewed by CS, SC, ZC, CC, and any other Boards and Commissions deemed necessary before recommendation for adoption is made to CC. A minimum of two public hearings are anticipated before adoption of the Comprehensive Plan by CC. Logan Simpson anticipates two rounds of minor revisions including any revisions from public hearing comments. Following adoption, final

materials will be provided to CS. CS and SC Meeting #7 will review the Draft Plan for recommendation to CC.

Deliverables:

- CS and SC Meeting #7 agenda, materials, facilitation, and notes
- Delivery of the final Comprehensive Plan document to CS will include the following:
- Digital/editable Word Document
- Digital/editable PDF Document
- Editable GIS data/maps/images/diagrams
- ZC and CC public hearing materials and presentations

TASK 3.4 CONTINGENCY FOR GRAPHICS, MEETINGS, ETC. (JAN 2023-JUN 2024)

As the project evolves throughout the 18 months, Logan Simpson acknowledges there may be additional needs by the client. Task 3.4 allows for additional graphic work, meeting time and materials, etc. throughout the project lifetime.

STAFF ASSISTANCE

Following are the specific areas where staff assistance is anticipated:

- One-hour bi-weekly coordination calls
- Preparation for and follow up from coordination calls
- Review and submission of monthly invoices
- Procurement and logistics support for meeting venues, AV equipment, food and beverage, printing and distributing posters and handouts, etc., as needed
- Identification of and connection to SC and stakeholders (Logan Simpson can maintain all communication after being introduced to groups)
- Participation in stakeholder interviews
- Distribution of communications with elected officials, SC, stakeholders, and public
- Review of the project schedule to better anticipate and coordinate dates for SC members
- Management of social media and City's website for project updates
- Communication to local news outlets including print, online, and social media
- Completion of the plan audit
- Provide data requested including City logo, brand guidelines, GIS data, historical information, utilities, building permit data, traffic counts, business license and tax data, current Comprehensive Plan, other applicable plans, etc.

PROJECT TIMELINE

	2023												2024					
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
PHASE 1: FOUNDATION																		
Task 1.1. Project Initiation	SC1																	
Task 1.2. Plan Audit + Existing Conditions																		
Task 1.3. Public Participation Plan																		
Task 1.4. Kickoff Week				SC2														
PHASE 2: VISION + OPPORTUNITIES																		
Task 2.1. Vision						SC3												
Task 2.2. Opportunities + Choices								SC4										
PHASE 3: THE PLAN																		
Task 3.1. Preliminary Plan											SC5							
Task 3.2. Draft Plan + Public Review												SC6						
Task 3.3. Adoption Hearings + Final Plan																SC7		
Task 3.4. Client Contingency for Meetings, Graphics, Other																		

SC= Steering Committee Meeting

ATTACHMENT 2 TO AMENDMENT

SCOPE OF WORK

PHASE 1 | FOUNDATION (JAN- MAY 2023)

TASK 1.1 PROJECT INITIATION (JAN)

Both City Staff (CS) and Steering Committee (SC) will be instrumental throughout the process and will be a sounding board for key deliverables including vision, opportunities, and overall policy development. A kickoff meeting with CS and Logan Simpson team will help define communication protocol, identify Comprehensive Plan Update SC members, draft a list of stakeholders, and provide input towards creation of the Public Participation Plan. In addition, both CS and SC kickoff meetings will:

- Review project schedule, major milestones, and deliverables
- Identify project goals, issues, opportunities, and what success looks like
- Gain input into stakeholders not already identified
- Develop a distinctive identity for the Comprehensive Plan including brainstorm options for an aspirational title/ name, logo, and messaging

Ongoing project management throughout process will include bi-weekly video conference calls with CS and monthly progress reports via email to SC outlining performed work, upcoming tasks, upcoming milestones, etc. to ensure the project scope, schedule, deliverable quality, and budget are effectively managed and meet City expectations.

Deliverables:

- CS and SC kickoff meeting agendas, presentation, facilitation, and notes (likely a virtual meeting)
- CS bi-weekly project status conference calls agendas, facilitation, and notes
- SC and stakeholders roster and invitation
- Initial plan branding options
- Draft and final project schedule
- Monthly invoices, highlighting any key scope issues and/or refinements
- Monthly meeting updates to the Planning and Zoning Commission

TASK 1.2 PLAN AUDIT + EXISTING CONDITIONS (JAN-MAY)

Working with CS and SC, the Parks and Open Space Master Plan, Downtown Master Plan, Transportation Master Plans, Draft Strategic Plan, Water and Sewer Master Plans, and the 1999 Comprehensive Plan, will be evaluated along with other existing plans, policies, and processes for relevance as they relate to community needs and potential conflicts with existing regulatory guidance. An interactive online platform will be used to conduct an audit of the existing plans to learn what have been successful and unsuccessful components of the most recent planning efforts.

We will integrate these plans into the Comprehensive plan, identify any overlaps, gaps and inconsistencies that may exist between each subject plan. Our focus will be on connecting the current and future planning initiatives to a new Comprehensive Plan that will be the umbrella that guides decision making in years to come. We will also review existing zoning and subdivision codes and the Urban Renewal Agency guidelines to ensure the resulting plan can be effectively implemented.

In addition to the plan audit, our team will gather data from a range of sources to document key existing conditions and challenges. At a minimum, the data collection and analysis will cover the information listed in Section 67-6508. Given the City's work with the firm Mosaic to conduct the 5-Year Consolidated Plan and the Analysis of Impediments to Fair Housing Choice, we will use Mosaic's primary data and affordable housing information to guide the housing analysis but will enhance it to include a wider range of housing options as well as a 20-year projection of housing stock needs. Alongside this effort, our team will conduct a Healthy Conditions Assessment to identify and assess key indicators and areas of community health that are in most need of improvements.

This foundational report is represented in what we call an "existing conditions snapshot." It recognizes and informs the planning process by establishing a baseline of Lewiston's story—past, present, and future.

Deliverables:

- Plan audit survey setup, distribution, and summary of findings
- Draft and final existing conditions snapshot report to include elements within state statutes (e.g., property rights, population, housing, schools, economic development (including market analysis, i.e., retail leakage), land use, natural resources, hazards, public services, facilities, and utilities, transportation, recreation, design, agriculture, and other elements), inter-governmental agreements, and identification and analysis of growth and development trends. The existing conditions report will also include findings from the Healthy Conditions Assessment identified herein above.
- Provide visual and graphics (mapping) to demonstrate the existing conditions of the Community

TASK 1.3 PUBLIC PARTICIPATION PLAN (PPP) (JAN-MAR)

Residents of Lewiston should expect the outreach process to be straightforward, thoughtful, and easily integrated into their lives. Decision-makers should expect the public's feedback to be synthesized efficiently and transparently to provide quantified information to decision makers.

Our approach engages the community non-intrusively and interactively, while building a data-driven system that clarifies public sentiment for the SC. While other firms rely on a few public touchpoints and traditional outreach strategies, such as social media and idea boards, we utilize non-traditional, continuous outreach. We provide community members the invitation to participate upfront and the tools to contribute easily and continuously throughout the 18-month process. Initial outreach is an invitation to participate with a simple, one-question poll (text polling) that encourages thoughtful responses, followed by multi-question digital questionnaires, and completed by their involvement in a focused work session. The payoff for such effort is informed, engaged, and excited members of the community willing to champion both the process and the final Comprehensive Plan. We will also want to ensure the community knows that we are starting the planning process, so key elements celebrating the plan's commencement will be placed throughout the community (banner, posters, and use of digital media).

Based on CS and SC collaboration and feedback, the Logan Simpson team will prepare an outline of the activities, venues, and team responsibilities. This document will serve as a living document, outlining techniques, associated messaging, anticipated media to be utilized, and logistics, responsibilities, and deadlines. We will monitor who participates in our online database, their age and where they live to ensure everyone stays involved.

Our non-traditional engagement methods include:

- An interactive web presence with up-to-date project information
- Digital questionnaires
- Real-time, interactive polling, and result pages
- Questionnaire-integrated online mapping
- Linking text polling to interactive displays as a gateway to a digital survey
- Hosting individual and/or group key community member interviews either in-person or via Teams/Zoom conference
- Organizing focused, small-group sessions either in-person or creating digital meeting spaces online
- Initiating Downtown, business-specific outreach through coordination with organizations such as the Lewiston Downtown Master Plan
- Attending local, community-oriented events; going where the community is already
- Coordinating RSVP events to promote a themed planning workshop and coordinating a mobile meeting place

[Optional Task]: The Logan Simpson team can offer a stand-alone website (using the Granicus platform). Note that we are currently proposing to provide materials for the City's website to host the project's online activities.

Deliverables:

- Draft and final PPP
- Draft and final Comprehensive Plan branding including name, logo, and key message(s)
- Optional – Project website through Granicus (formerly Bang The Table), a digital engagement platform

TASK 1.4 KICKOFF WEEK (APR-MAY 2023)

The Logan Simpson team will hold in-person (and online for those more comfortable) meetings with stakeholders to solicit input including residents, City staff and elected officials, development/builder/real estate interests, business groups and employers, and school district, property owners, other agencies, Cities of Clarkston and Asotin, Nez Perce County, and Nez Perce Tribal representatives. We will discuss values, key issues, and opportunities facing the City.

A kickoff week will launch the planning effort publicly and begin a promotional campaign for the Comprehensive Plan. This event could occur in tandem with a popular community event, both in-person and online. This could include banners and kiosks directing people to live text polling or online questionnaires. This week will introduce the plan community-wide and ask key questions on values, key issues, and opportunities. The same questions asked at both stakeholder interviews, and kickoff events will be included in the online questionnaire and marketed through social media outlets, newsletter publications, the website, and other methods mentioned.

The second CS and SC meetings will report back on what has been heard so far through the stakeholder interviews and kickoff week, review a draft outline of the Comprehensive Plan document, and review example plans for ideas on committee likes and dislikes.

Deliverables:

- CS and SC meetings #2 agenda, presentation, facilitation, and notes

- Stakeholder interviews facilitation and summary (two (2) days of back-to-back meetings or equivalent)
- Draft news release for project initiation
- Kickoff week schedule and meeting plan, poster and handout graphic materials, website, and social media content graphics
- Online Questionnaire #1 text polling setup, analysis, and summary

PHASE 2 | VISION + OPPORTUNITIES (JUNE-OCT)

TASK 2.1 VISION (JUN-JUL)

Following the initial public outreach, we will work with CS and SC to draft vision statements, which seek to illustrate the community's vision by representing what has been expressed by the community, staff, and elected officials of Lewiston. The vision will integrate health and wellbeing considerations. The purpose is to summarize community values and goals that then provide overarching direction for the Comprehensive Plan. The vision should be unique to Lewiston, visual, and compelling. CS and SC Meeting #3 will review what has been completed to date, review the plan audit summary, existing conditions data report, and host an exercise to draft the Comprehensive Plan's vision statements. An update presentation should be planned at this point to review direction with Zoning Commission (ZC) and City Council (CC).

Deliverables:

- CS and SC Meeting #3 agenda, presentation, facilitation, and notes
- ZC and CC presentation #1 materials
- Draft and final vision document
- Draft plan outline and graphic mockup

TASK 2.2 OPPORTUNITIES + CHOICES (AUG-OCT)

In this phase, we would check back in with the community to see if we got the vision and goals right. We will group the issues identified from the first round of outreach to provide opportunities for the community to identify how the vision can best be translated into reality.

Our team will host a community-wide workshop, either in-person or online (digital City Hall, Facebook live, video to live polling) to determine and present future priorities to guide goals and cost-effective implementation strategies. We have found in other planning efforts that because we build off the outreach and community events already held, this phase is well attended by community members that are aware of and already actively engaged in the process. An online questionnaire will accompany the event.

In this phase, opportunities can be tailored explicitly to existing neighborhoods, including retail areas, commercial corridors, the City's Impact Area, and other key areas of the community. Careful attention will be given to drafting the preliminary strategies to ensure that they can contribute to advancing Lewiston's resilience to climate change and economic shocks and to fostering health and wellbeing for the community. This exercise will include land and natural based solutions, such as urban forest management strategies that can have multiple health and economic benefits, overall advancing the community's health and wellbeing. Additionally, attention will be given to the general fiscal impact the proposed land use pattern may have on Lewiston. This general assessment will provide enough background information for decision makers to understand the order of magnitude of fiscal impacts when evaluating specific development projects (such as a rezoning request); changes in land-use

regulations (such as increasing or decreasing allowable densities for development); or those related to an annexation proposal.

CS and SC will analyze the feedback and evaluate the areas and their propensity toward change, including the urban fringe, thoughtful redevelopment and infill, blight mitigation strategies, local housing, employment, preserving the River Corridor and floodplains, and other environmentally sensitive lands, protecting agriculture, stimulating downtown, and minimizing sprawl. Community choices will be evaluated against the vision and practicality factors related to economic, social, and environmental sustainability.

Once the opportunity areas identified herein above are confirmed by CS and SC, our team will identify which interventions may benefit from a future Health Impact Assessment (HIA). Recommendations will be based on results from the Healthy Conditions Assessment (Phase 1) and gaps in existing HIAs for similar interventions.

CS and SC Meeting #4 will review what we have heard to date, draft preliminary goals and strategies, and review a draft of an updated citywide land use map.

Deliverables:

- CS and SC Meeting #4 agenda, presentation, facilitation, and notes
- Outreach week schedule and meeting plan, poster and handout graphic materials, website and social media content graphics
- Public Outreach Week #2 map and comment board display materials
- Online Questionnaire #2 setup, analysis, and summary
- Preliminary goals and strategies
- Draft future land use map

PHASE 3 | THE PLAN (NOV 2023 - JUN 2024)

TASK 3.1 PRELIMINARY PLAN (NOV-JAN)

Based on all analysis, input, and work completed up to this point, our team will assemble a document for review and refinement. Depending on the plan outline determined by CS and SC, the Comprehensive Plan will include a vision, goals, strategies, and actions for implementation by priority outlined in a timetable. The Comprehensive Plan will also include recommendations resulting from the Healthy Conditions Assessment identified in Task 1.2. The City of Lewiston Comprehensive Plan will be user-friendly, logical, and accessible to the public with minimal technical language or jargon. It will meet all state requirements and include maps, tables, and other graphics that enhance readability. Also, as determined by CS and SC's plan outline discussion, the plan's executive summary can be designed as a condensed format of the Comprehensive Plan (e.g., a digital brochure, factsheet, etc.).

The Comprehensive Plan will include a compelling vision (see Task 5), targeted existing conditions (see Task 2) that illustrate only factors that matter using infographics and streamlined goals and strategies that lead into specific action steps, with recommendations for future policy updates or ordinance amendments. This is intended to help shape decisions related to land use management, redevelopment and growth, City programs and services, coordination with Nez Perce County and other agencies, budgeting, and capital improvements. Policy updates and ordinance amendments will include criteria and guidance on fiscal impact to help support decision-making.

Our team will develop a management and monitoring plan to measure the accomplishment of the desired outcomes that are linked to the goals and objectives identified through public outreach. A

series of projects—capital, regulatory, studies, funding—will be developed and ranked based on effectiveness and cost. The annual analysis may be created where various projects will be proposed, while others may be “triggered” based on need. This will track the follow-through and effectiveness of the Comprehensive Plan’s actions. The monitoring tool can be continually updated to illustrate the City’s progress toward achieving its goals and will allow long-term tracking of indicators.

CS and SC Meeting #5 will review the preliminary Comprehensive Plan including all chapters for editing and comments. In addition, a refined land use map will be reviewed. It will discuss the public event meeting plan and presentations for the draft Comprehensive Plan.

Deliverables:

- CS and SC Meeting #5 agenda, presentation, facilitation, and notes
- Preliminary plan
- Refined future land use map
- Actions for implementation by priority outlined in a timetable
- Monitoring plan to measure accomplishment of the desired outcomes
- Public event meeting plan and presentations

TASK 3.2 DRAFT PLAN + PUBLIC REVIEW (JAN- MAR)

Stakeholders and the public will have the opportunity to review and provide feedback on the draft Comprehensive Plan during a one-month review period. During the public review period, the draft plan will be made available in an online format where feedback and comments can be provided. In addition, the Logan Simpson team will conduct an in-person or online public open house to present the draft plan. Key changes and plan features will be storyboarded, and attendees will have the opportunity to discuss questions and concerns with the Logan Simpson team. Comments on the plan will be reviewed by CS and SC and incorporated into the final revisions to the Comprehensive Plan. CS and SC Meeting #6 will review a track-changes document of the draft plan where feedback received from the public review period has been incorporated. A second update presentation should be planned with this task to review and receive comment from both ZC and CC.

Deliverables:

- CS and SC Meeting #6 agenda, materials, facilitation, and notes
- ZC and CC presentation #2 materials
- Draft Plan track-changes document with refined future land use map
- Public Outreach Week #3 map and storyboard display
- Online Questionnaire #3 setup, analysis, and summary
- Website and social media notification materials

TASK 3.3 ADOPTION HEARINGS + FINAL PLAN (APR-JUN)

The Draft Plan will be reviewed by CS, SC, ZC, CC, and any other Boards and Commissions deemed necessary before recommendation for adoption is made to CC. A minimum of two public hearings are anticipated before adoption of the Comprehensive Plan by CC. Logan Simpson anticipates two rounds of minor revisions including any revisions from public hearing comments. Following adoption, final materials will be provided to CS. CS and SC Meeting #7 will review the Draft Plan for recommendation to CC.

Deliverables:

- CS and SC Meeting #7 agenda, materials, facilitation, and notes
- Delivery of the final Comprehensive Plan document to CS will include the following:
 - Digital/editable Word Document
 - Digital/editable PDF Document
 - Editable GIS data/maps/images/diagrams
- ZC and CC public hearing materials and presentations

TASK 3.4 CONTINGENCY FOR GRAPHICS, MEETINGS, ETC. (JAN 2023-JUN 2024)

As the project evolves throughout the 18 months, Logan Simpson acknowledges there may be additional needs by the client. Task 3.4 allows for additional graphic work, meeting time and materials, etc. throughout the project lifetime.

STAFF ASSISTANCE

Following are the specific areas where staff assistance is anticipated:

- One-hour bi-weekly coordination calls
- Preparation for and follow up from coordination calls
- Review and submission of monthly invoices
- Procurement and logistics support for meeting venues, AV equipment, food and beverage, printing and distributing posters and handouts, etc., as needed
- Identification of and connection to SC and stakeholders (Logan Simpson can maintain all communication after being introduced to groups)
- Participation in stakeholder interviews
- Distribution of communications with elected officials, SC, stakeholders, and public
- Review of the project schedule to better anticipate and coordinate dates for SC members
- Management of social media and City's website for project updates
- Communication to local news outlets including print, online, and social media
- Completion of the plan audit
- Provide data requested including City logo, brand guidelines, GIS data, historical information, utilities, building permit data, traffic counts, business license and tax data, current Comprehensive Plan, other applicable plans, etc.

TIMELINE

	2023												2024					
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
PHASE 1: FOUNDATION																		
Task 1.1. Project Initiation	SC1																	
Task 1.2. Plan Audit + Existing Conditions																		
Task 1.3. Public Participation Plan																		
Task 1.4. Kickoff Week				SC2														
PHASE 2: VISION + OPPORTUNITIES																		
Task 2.1. Vision						SC3												
Task 2.2. Opportunities + Choices								SC4										
PHASE 3: THE PLAN																		
Task 3.1. Preliminary Plan											SC5							
Task 3.2. Draft Plan + Public Review												SC6						
Task 3.3. Adoption Hearings + Final Plan																SC7		
Task 3.4. Client Contingency for Meetings, Graphics, Other																		

SC= Steering Committee Meeting

ATTACHMENT 3 TO AMENDMENT

COST PROPOSAL FORM - V3 - MAR 27, 2023

TASKS	HOURS	LABOR	EXPENSES	TOTAL FEE
PHASE 1 FOUNDATION				
Task 1.1 Project Initiation	50	\$7,700	\$2,000	\$9,700
Task 1.2 Plan Audit + Existing Conditions	278	\$39,000	\$100	\$39,100
Task 1.3 Public Participation Plan	16	\$1,600	\$100	\$1,700
Task 1.3 Kickoff Week	120	\$13,400	\$2,000	\$15,400
Phase 1 Subtotal	464	\$61,700	\$4,200	\$65,900
PHASE 2 VISION + OPPORTUNITIES				
Task 2.1. Vision	120	\$15,900	\$2,000	\$17,900
Task 2.2 Opportunities + Choices	258	\$36,700	\$4,000	\$40,700
Phase 2 Subtotal	378	\$52,600	\$6,000	\$58,600
PHASE 3 THE PLAN				
Task 3.1 Preliminary Plan	354	\$50,400	\$2,000	\$52,400
Task 3.2 Draft Plan + Public Review	164	\$22,300	\$2,000	\$24,300
Task 3.3. Adoption Hearings + Final Plan	114	\$14,500	\$2,000	\$16,500
Task 3.4. Client Contingency for Meetings, Graphics, Other	0	\$-	\$5,000	\$5,000
Phase 3 Subtotal	632	\$87,200	\$11,000	\$98,200
TOTAL	1,474	\$201,500	\$21,200	\$222,700



GRANT AGREEMENT

Blue Cross of Idaho Foundation for Health, Inc. (the “Foundation”) is pleased to award **City of Lewiston** (the “Grantee”) with a Foundation Grant (the “Grant”). The Grant is awarded subject to the terms and conditions stated in this Grant and any exhibits or attachments thereto. Please read the terms and conditions of the Grant carefully before signing this document as the Grantee’s signature constitutes the Grantee’s agreement and acceptance in full of all terms and conditions contained herein.

AMOUNT OF GRANT: \$30,000
SPEND BY DATE OF GRANT: February 28, 2024
REPORT SCHEDULE: Final report due by March 30, 2024

1. PURPOSE AND USE OF GRANT FUNDS

A. **Description:** Grant funding to be used to incorporate health into the city comprehensive plan and to focus on outcomes related to social determinants of health.

B. The Grantee shall utilize Grant funds exclusively for one of the following purposes: charitable, educational, scientific or literary purpose (or some approved variation) as more fully described in section 170(c)(2)(B) of the Internal Revenue Code (“Code”).

C. No part of the Grant shall be used for any political activities or lobbying

D. No part of the Grant shall be used for a Grant to another organization without the express, written approval of the Foundation.

2. BUDGET

Subject to the terms and conditions set out in the Grant, the Foundation is pleased to award Grantee with a conditional Grant of up to **Thirty Thousand Dollars (\$30,000)**. The Grant is conditional upon the proper execution of this Grant agreement by an authorized representative of Grantee and upon Grantee’s adherence to the terms and conditions of this Grant Agreement.

Grant expenditures must occur during the period under which support is approved unless an extension or carry forward is approved by the Foundation.

3. ACCOUNTING AND AUDIT

The Grantee shall identify the Grant **separately** on its books of accounting. A systematic accounting record shall be kept by the Grantee showing the receipt and disbursement of Grant funds, expenditures incurred under the terms of the Grant. Grantee shall maintain records substantiating the transactions reflected on its accounting records, including bills, invoices, cancelled checks, and receipts. Such records shall be retained in the Grantee’s files for a period of not less than three (3) years after expiration of the total Grant period. The Grantee agrees promptly to furnish the Foundation with copies of such documents and records upon the Foundation’s request. Moreover, the Grantee agrees to make its books and records available to the Foundation at reasonable times.

4. REPORTS

Narrative and financial reports shall be furnished by the Grantee to the Foundation at the end of the Grant period or upon expiration, repayment or termination of the Grant (pursuant to Section 8 hereof). Such reports shall be furnished to the Foundation within a reasonable period of time after the close of the Grantee's annual accounting period. The narrative report shall include a report on the progress made by the Grantee towards achieving the Grant purposes and any problems or obstacles encountered in the effort to achieve the program purposes. The financial report shall show actual expenditures reported as of the date of the report against the approved line-item budget.

5. COPYRIGHT AND FOUNDATION USE OF DATA

All copyright interests in materials produced as a result of this Grant are owned by the Grantee. The Grantee hereby grants to the Foundation a nonexclusive, irrevocable, perpetual, royalty-free license to reproduce, publish, copy, alter, or otherwise use and to license others to use any and all such materials, including any and all data collected in connection with the Grant in any and all forms in which said data are fixed.

The Foundation reserves the right to receive a copy of all data sets developed by the Grantee related to the Grant and obtain copies of relevant records and documents related to the Grant. The Grantee also agrees to provide consultation in interpretation of the data sets that Foundation requests and analyzes.

6. PUBLIC REPORTING

The Foundation may issue press releases on individual grants; however, it would discuss the press release with the Grantee in advance of dissemination. The Grantee may issue its own press announcement but shall seek prior written approval of the announcement from the Foundation before distribution. The Foundation may release special reports on Grantee efforts during or following the Grant award period. The Grantee's approval shall not be unreasonably withheld.

The Grantee shall send copies for review to the Foundation of all papers, manuscripts, and other informational materials (collectively, "Informational Materials") that it produces in connection with the project supported by the Foundation, before distributing any such Informational Materials to the public.

All Informational materials produced by the Grantee shall prominently make reference to the fact that (a) the Foundation has provided financial support for the Grantee's project, in whole or in part, as the case may be and (b) the Grantee's Informational Materials do not necessarily represent the views of the Foundation, Foundation staff, or its Board of Directors.

7. GRANTEE TAX STATUS

The Grantee represents that it is currently either (i) a tax-exempt entity described in Code Section 501(c)(3) or (ii) an organization described in Code Section 170(c)(1) or Section 511(a)(2)(B). The Grantee further covenants and agrees that it shall immediately give written notice to the Foundation if the Grantee ceases to be exempt from federal income taxation as an organization described in Code Section 501(c)(3) or its status as a Code Section 170(c)(1) or Section 511(a)(2)(B) organization materially changes.

8. GRANT TERMINATION

It is expressly agreed that any use by the Grantee of the Grant proceeds for any purpose other than those specified in Section 1 hereof will immediately terminate the obligation of the Foundation to make further payments under the Grant.

Furthermore, the Foundation, at its sole option, may terminate the Grant at any time by written notice if (i) the Grantee breaches any of the terms and conditions set forth in this Grant Agreement, (ii) the Grantee ceases to be exempt from federal income taxation as an organization described in Code Section 501(c)(3) or its status as a Code Section 170(c)(1) or 511(a)(2)(B) organization materially changes ; (iii) in the Foundation's sole judgment, the Grantee becomes unable to carry out the purposes of the Grant, or ceases to be an appropriate means of accomplishing the purpose of the Grant; (iv) in the Foundation's sole judgment, the Grant might (a) jeopardize the Foundations Code Section 501(c)(3) status or (b) result in an excise tax under Chapter 42 of the Code; or (v) the Grant is not used exclusively for the purposes described in Section 1 hereof within fifteen (15) days after the expiration of the time specified in the Grantee's proposal or any approved extension of said time period.

In the event of termination under this Section, any outstanding Grant amount payable be cancelled, and the Foundation shall have no further liability to Grantee under this Agreement.

9. LIMITATION; CHANGES

It is expressly understood that the Foundation by making this Grant has no obligation to provide other or additional support to the Grantee for purposes of this project or any other purposes. Any changes, additions, or deletions to the conditions of the Grant must be made in writing only and must be jointly approved and executed by the Foundation and the Grantee.

10. INDEMNIFICATION

In consideration for the issuance of Grant funds, the Grantee agrees to indemnify, defend and hold the Foundation and its directors, officers, employees, agents, parent company and affiliates harmless from and against all allegations, claims, actions, suits, demands, damages, liabilities, obligations, losses, settlements, judgments, costs and expenses (including without limitation reasonable attorneys' fees and costs) which arise out of or relate to the Grant, or result from any act or omission of Grantee arising from projects funded through or related to the Grant to the extent permitted by Idaho law.

NOW THEREFORE, the parties have read, understand, and accept the terms and conditions stated in this Grant agreement. The individuals signing this Grant agreement represent and warrant that they are duly authorized to be bound by its terms. The parties do hereby execute this Grant agreement effective on the date that the BCI Foundation signs the Grant agreement.

Grantee: City of Lewiston

By: Dan Johnson, Mayor
F1171DA02E48469...

Title: Mayor of Lewiston

Date: 2/23/2023

Blue Cross of Idaho Foundation for Health, Inc.

By: Kendra Witt-Doyle
6A6793A16B354CF...

Title: Executive Director

Effective Date: 2/23/2023



CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE RESOLUTION 2023-9	AGENDA NO. VII. B. AGENDA DATE: April 24, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) This item has not appeared before Council prior to this date.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. While evaluating the performance of the existing sanitary sewer system, Public Works staff identified a need for an additional sewer main to divert portions of future capacity requirements north of the downtown core. Analysis determined that routing the proposed main along Levee Bypass Road would be the most efficient solution. To divert flows to the proposed Levee Bypass route, an easement crossing the railroad and associated private property would be required. Staff members spoke with the owner of 1209 Main Street to request permission to place a portion of the proposed sewer main beneath the landowners' parking lot. Alexander Investors, LLC, a New York limited liability company, agreed to grant a Public Sewer Utility and Access Easement and Temporary Construction Easement across the 1209 property for the proposed sewer main. The signed easement will be approved with the approval of Resolution 2023-09.	
BUDGET IMPACT 	
ACTION PROPOSED Staff recommends approving Resolution 2023-09 to accept the Public Sewer Utility and Access Easement and Temporary Construction Easement between the City and Alexander Investors, LLC.	

RESOLUTION 2023-9

A RESOLUTION ACCEPTING A PUBLIC WASTEWATER UTILITY AND ACCESS EASEMENT FROM ALEXANDER INVESTORS, LLC TO THE CITY OF LEWISTON

WHEREAS, Alexander Investors, LLC, a New York limited liability company, agrees to grant a permanent easement for public wastewater utility and access purposes, including, but not limited to, vehicular and pedestrian access for the installation, maintenance, repair, access, and replacement of public sewer utilities.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF LEWISTON, IDAHO:

SECTION 1: An easement from Alexander Investors, LLC, a New York limited liability company, as Grantor, is hereby accepted by the City of Lewiston, as Grantee. A copy of said easement is attached hereto and incorporated herein as Exhibit 1.

SECTION 2: The City Clerk is hereby authorized and directed to record this Resolution 2023-9 and the original Public Wastewater Utility and Access Easement with the Nez Perce County Recorder.

SECTION 3: This Resolution shall become effective upon its passage.

Signature page to follow

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Kari J. Ravencroft, City Clerk

STATE OF IDAHO)
) ss.
County of Nez Perce)

On this _____ day of _____ 2023, before me, a Notary Public, personally appeared Daniel G. Johnson and Kari J. Ravencroft, known or identified to me as the Mayor and City Clerk, respectively, of the City of Lewiston, and stated that they have the authority to execute this instrument on behalf of the City of Lewiston, and did execute this instrument on behalf of the City of Lewiston.

Notary Public for the State of Idaho
Commission Expires _____

EXHIBIT 1
TO RESOLUTION 2023-9

(Above space for Recorder's use)

PUBLIC WASTEWATER UTILITY AND ACCESS EASEMENT

THIS EASEMENT is granted by Alexander Investors, LLC, a New York limited liability company (Grantor), to the City of Lewiston, an Idaho municipal corporation (Grantee) whose address is 1134 F Street, Lewiston, Idaho 83501.

WITNESSETH:

That for good and valuable consideration, the receipt of which is hereby acknowledged, Grantor does hereby grant, bargain, sell, and convey unto Grantee, its successors and assigns forever, a permanent easement for public wastewater utility and access purposes, including, but not limited to, vehicular and pedestrian access for the installation, maintenance, repair, access, and replacement of public wastewater utilities and access over, through, along, and under the real property described in Exhibit A, attached hereto and incorporated herein. An illustration of said public wastewater utility and access easement is attached hereto and incorporated herein as Exhibit B.

Said public wastewater utility and access easement shall be exclusive to Grantee as to the easement area below ground level. Said public wastewater utility and access easement shall not be exclusive to Grantee as to the easement area above ground level; provided, however, Grantor shall not interfere or allow interference with Grantee's rights pursuant to this easement.

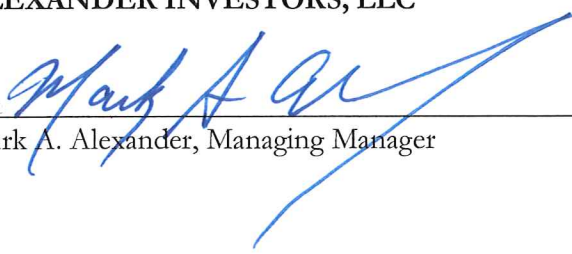
To have and to hold said easement for public wastewater utility and access purposes forever.

Signature page to follow

IN WITNESS WHEREOF, Grantor has executed the foregoing instrument on the day and year written below.

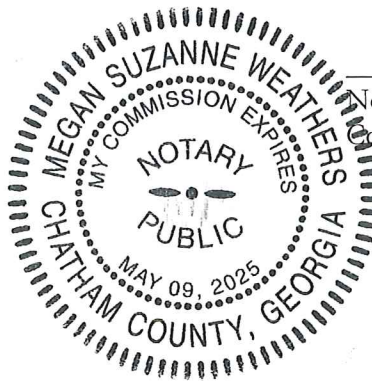
DATED this 23RD day of MARCH 2023.

ALEXANDER INVESTORS, LLC


Mark A. Alexander, Managing Manager

STATE OF Georgia)
) ss.
County of Chatham)

On this 23 day of March 2023, before me, a Notary Public, personally appeared Mark A. Alexander, known or identified to me as the Managing Member of Alexander Investors, LLC, and stated he has the authority to execute this instrument on behalf of Alexander Investors, LLC, and did execute this instrument on behalf of Alexander Investors, LLC.




Notary Public for Chatham County
Commission Expires 05/09/2025

EXHIBIT A

**Easement
Legal Description**



J·U·B ENGINEERS, INC.

EXHIBIT ____

LEGAL DESCRIPTION
of
SANITARY SEWER EASEMENT

ALEXANDER INVESTORS, INC.
TO
CITY OF LEWISTON

January 17, 2023

A strip of land 20 feet wide across a portion of Lot 6, Subdivision of Lot 2 of Acres according to the plat thereof recorded in Book 1 at Pages 158 and 159, records of Nez Perce County, Idaho, being situated in Government Lots 5 and 7, Section 31, Township 36 North, Range 5 West, Boise Meridian, City of Lewiston, County of Nez Perce, State of Idaho, said strip being 10 feet on each side of the following described centerline:

COMMENCING at the Southeast Corner of said Lot 6; thence N75°07'19"W along the south boundary of said Lot 6 a distance of 50.51 feet to the **POINT OF BEGINNING**;

thence N25°01'21"E, 114.30 feet, more or less, to the Northerly boundary of said Lot 6, said point being the **POINT OF TERMINUS**, lengthening and shortening the sidelines of said strip so as to terminate on the southerly and northerly boundaries of said Lot 6.

TOGETHER WITH a 40-foot wide temporary construction easement lying 18 feet easterly of and 22 feet westerly of the above-described centerline, lengthening and shortening the sidelines of said temporary construction easement so as to terminate on the northerly and southerly boundaries of said Lot 6.

SUBJECT TO: Existing rights-of-way and easements of record and/or appearing on above-described tract.



\\jub.com\central\Clients\ID\LewistonCity\Projects\23-22-
028_SewerBypassLine12thtoLeveeBypass\Design\CAD\Survey\LegalDescriptions\ESMT_Sewer.docx Page 1 of 1

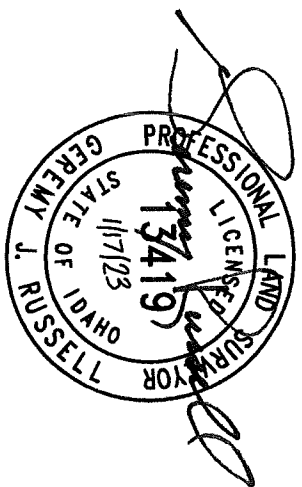
EXHIBIT B

Easement Illustration

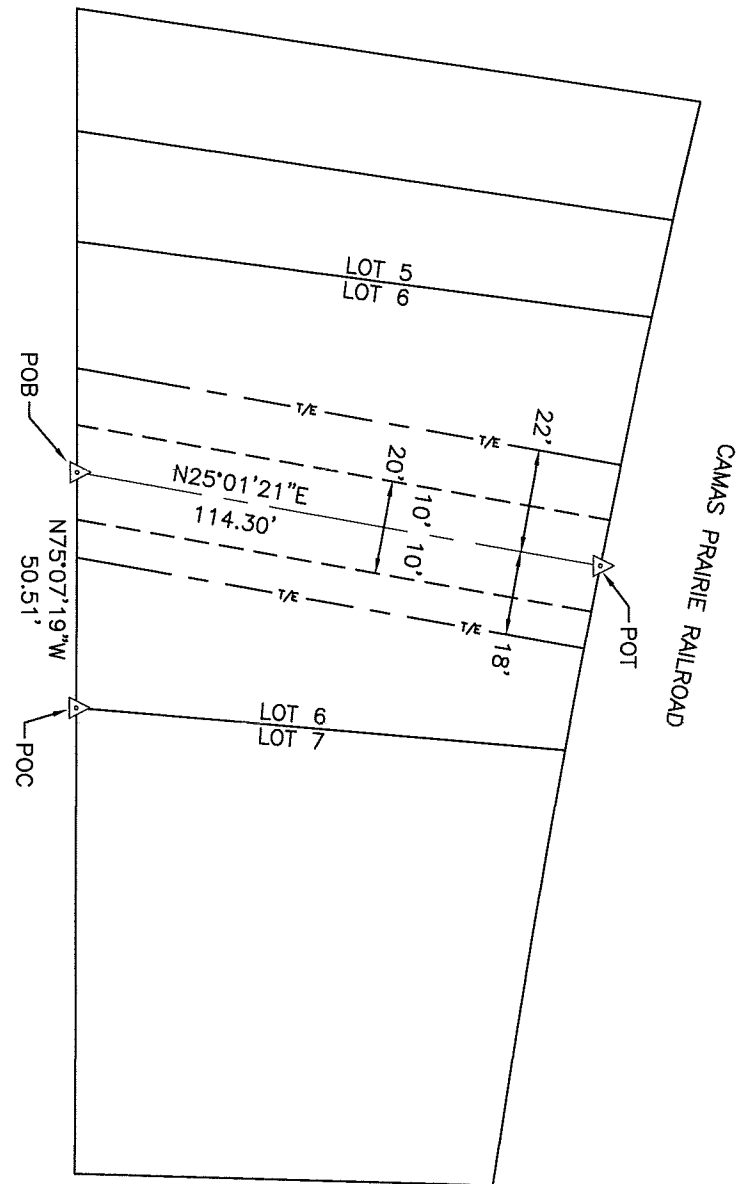
PROJ: 23-22-028
 DATE: 1/17/2023
 BY: JUB



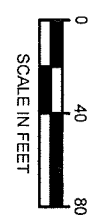
EXHIBIT
 SANITARY SEWER EASEMENT
 LOT 6, SUBDIVISION OF LOT 2 OF ACRES, GOVT LOTS 5 & 7
 SECTION 31, T36N, R5W, B.M., CITY OF LEWISTON, COUNTY OF NEZ PERCE, STATE OF IDAHO



MAIN STREET



- △ CALCULATED POINT, NOTHING FOUND OR SET
- 1/8" --- TEMPORARY SANITARY SEWER EASEMENT
- SANITARY SEWER EASEMENT
- POC POINT OF COMMENCEMENT
- POB POINT OF BEGINNING
- POT POINT OF TERMINUS



CITY ORDINANCE NO. 4881

AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTION 2-42(c)(1) OF THE LEWISTON CITY CODE TO EXPAND THE MEMBERSHIP OF THE PUBLIC WORKS ADVISORY COMMISSION; AMENDING SECTION 2-49(i)(1) OF THE LEWISTON CITY CODE TO INCLUDE "STORMWATER;" AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1: Lewiston City Code § 2-42(c)(1) is hereby amended as follows:

Sec. 2-42. Terms, appointment, membership, vacancies, and reappointments.

...

(c) *Membership.* Unless otherwise provided by law or elsewhere in this section or code, each advisory board and commission shall choose whether to have five (5), seven (7), or nine (9) members.

(1) *Public works advisory commission.* The public works advisory commission shall have ~~five~~ seven (5 7) members, two (2) of whom shall be city councilors. The public works advisory commission may have one (1) additional member who is a high school or college student with a related field of study or interest in public works, which student member shall be appointed by a majority of the public works advisory commission for a term decided by a majority of the public works advisory commission. Such student member may participate in public works advisory commission meetings, but shall not be a voting member or counted for purposes of determining a quorum.

...

SECTION 2: Lewiston City Code § 2-49(i)(1) is hereby amended as follows:

Sec. 2-49. Powers and duties.

...

(i) *Public works advisory commission.* The public works advisory commission shall have the following powers and duties:

(1) Advise and make recommendations to the public works department and the city council on matters related to public works activities or infrastructure, which could include recommendations regarding potable water services, wastewater

treatment and collection, industrial pretreatment, stormwater, street maintenance and traffic control, sanitation, development, and engineering.

...

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

PASSED this _____ day of _____ 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Kari J. Ravencroft, City Clerk

CITY ORDINANCE NO. 4873

AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTION 8-22 OF THE LEWISTON CITY CODE TO AMEND, ADD, AND DELETE DEFINITIONS RELATED TO DOGS; AMENDING SECTION 8-31 TO ADD AN AGGRESSIVE DOG AT LARGE PROVISION AND THE ASSOCIATED PENALTY; AMENDING SECTION 8-43 TO REMOVE THE PENALTY FOR DOGS AT LARGE; AMENDING SECTION 8-45 RELATED TO VICIOUS DOGS; AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1: Lewiston City Code § 8-22 is hereby amended as follows:

Sec. 8-22. Definitions.

As used in this article, the following terms shall have the meanings set forth below:

Aggressive behavior: A dog that, without being provoked, either: (1) approaches or chases a person in a hostile manner, or (2) causes a reasonable person to fear that the dog will attack that person.

...

At large: To be off the owner's premises and not secured by a leash. ~~under the control of the owner or another person.~~

...

Dog under control: ~~A dog secured by a leash or lead not exceeding eight (8) feet in length and by a responsible person, or confined within a vehicle or confined within the boundaries of its owner's real property.~~

...

Provoke: A person or animal performing an act or omission that a reasonable person would conclude is likely to result in dog aggression in the form of a bite or attack.

...

Vicious dog: A dog that: (1) while at large, without being provoked, caused serious injury to or killed another domestic animal; or (2) has a prior documented history of injuring or killing other domestic animals in any jurisdiction.

SECTION 2: Lewiston City Code § 8-31 is hereby amended as follows:

Sec. 8-31. Dogs at large.

(1) It shall be unlawful for any person to cause, permit, or allow a dog or dogs, owned, harbored, controlled, or kept by him or her, to roam, run, or stray away from the premises in which the dog or dogs are owned, harbored, controlled, or kept, except where the dog or dogs are secured by a leash. ~~kept under control by means of a leash or chain not exceeding eight (8) feet in length by the owner or other person.~~ A leash ~~or chain~~ shall not be required for a dog ~~which that~~ is securely confined in any vehicle. Every female dog in heat shall be confined in a building or secure enclosure in such a manner that such female dog cannot come in contact with another dog except for planned breeding. Any person who violates this provision shall be deemed to have committed a civil infraction and shall be subject to a fine of forty-five dollars (\$45).

(2) In the event a dog exhibits aggressive behavior while at large, as described in subsection (1) of this section, then the owner, custodian, or keeper of said dog shall be deemed to have committed a civil infraction and shall be subject to a fine of one hundred dollars (\$100).

SECTION 3: Lewiston City Code § 8-43(a) is hereby amended as follows:

Sec. 8-43. Offenses; civil infractions and misdemeanors; penalties.

(a) Any person or entity ~~which that~~ violates the provisions of sections:

...

8-31, Dogs at large

...

shall be deemed to have committed a civil infraction and for each violation shall be fined ~~not to exceed the sum of forty-five dollars (\$45.00).~~ In lieu of a court appearance, any person or entity charged with having committed a civil infraction prohibited by the provisions set forth in this subsection may forfeit to the Nez Perce County Court a penalty in the sum of forty-five dollars (\$45.00).

...

SECTION 4: Lewiston City Code § 8-45 is hereby amended as follows:

Sec. 8-45. Vicious dogs.

...

(b) *Recommendation of vicious dog.* The code enforcement officer or a police officer may provide a written recommendation to the support services commander recommending that a dog be declared a vicious dog if the code enforcement animal control officer or police officer has probable cause to believe that ~~the a~~ dog falls within the definition of

vicious dog, pursuant to section 8-22 of this ~~code~~ article. Such written recommendation shall be based on:

- (1) The ~~written complaint information received from~~ of a person who is willing to testify that the dog acted in a manner causing it to fall within the definition of vicious dog;
- (2) Actions by the dog witnessed by the code enforcement officer or a police officer; and/or
- (3) Other evidence admissible in court.

(c) *Declaration of vicious dog and notice.* Within ~~five (5) business~~ ten (10) calendar days following receipt of such written recommendation, the support services commander shall review the code enforcement officer or police officer's recommendation and determine whether the dog should be declared a vicious dog. If the support services commander declares that the dog is a vicious dog, then written notice of such declaration shall be served on the dog's owner. Service may be accomplished by hand-delivery, mail, or email. If such notice is hand-delivered or emailed, it shall be deemed received immediately. If such notice is mailed, it shall be deemed received seventy-two (72) hours after depositing the same in the U.S. mail, certified or registered, addressed to the dog owner's last known address.

...

(d) *Appeal to the mayor.* The dog's owner may appeal the support services commander's declaration of vicious dog to the mayor by filing a written notice of appeal with the city clerk within five (5) calendar days from the date of receipt of the support services commander's written declaration. The notice of appeal shall specify the grounds for appeal. If an appeal is not filed within five (5) calendar days from the date of receipt of the support services commander's written declaration, then the support services commander's declaration shall be final.

The mayor shall hold a hearing on the appeal within ~~seven (7)~~ ten (10) calendar days of receipt of the notice of appeal. The appellant shall have the right to be represented by legal counsel at the hearing and rebut any evidence that is submitted. The formal rules of evidence shall not apply. The mayor's review of the support services commander's declaration shall be de novo.

...

SECTION 5: This ordinance shall take effect and be in full force from and after its passage and publication.

PASSED this _____ day of _____, 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Kari J. Ravencroft, City Clerk

**CITY OF LEWISTON
SUMMARY OF ORDINANCE NO. 4873**

ORDINANCE NO. 4873: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTION 8-22 OF THE LEWISTON CITY CODE TO AMEND, ADD, AND DELETE DEFINITIONS RELATED TO DOGS; AMENDING SECTION 8-31 TO ADD AN AGGRESSIVE DOG AT LARGE PROVISION AND THE ASSOCIATED PENALTY; AMENDING SECTION 8-43 TO REMOVE THE PENALTY FOR DOGS AT LARGE; AMENDING SECTION 8-45 RELATED TO VICIOUS DOGS; AND PROVIDING AN EFFECTIVE DATE.

Section 1 amends Lewiston City Code § 8-22 to amend, add, and delete definitions related to dogs. Section 2 incorporates the penalty for a dog at large into Lewiston City Code § 8-31(1) and adds a provision for a dog at large that exhibits aggressive behavior with a penalty of a civil infraction and fine of one hundred dollars (\$100). Section 3 removes the penalty for violating Lewiston City Code § 8-31 because such penalty was incorporated into Lewiston City Code § 8-31(1). Section 4 amends Lewiston City Code § 8-45 by requiring a vicious dog recommendation to be provided to the Support Services Commander in writing, extending certain timeframes, and changing these timeframes to calendar days rather than business days. Section 5 provides an effective date.

Ordinance No. 4873 is effective upon passage and publication.

CITY OF LEWISTON

By: Daniel G. Johnson
Mayor

Attest: Kari Ravencroft
City Clerk

The full text of this ordinance is available at the City Clerk's office, Lewiston City Hall, 1134 F Street, Lewiston, during regular business hours.

I, KAYLA HERMANN, City Attorney, reviewed the foregoing Summary of Ordinance No. 4873. The summary is true and complete and provides adequate notice to the public pursuant to Idaho Code § 50-901A.

Dated this _____ day of _____ 2023.

Kayla Hermann
City Attorney

(Above space for Recorder's use)

CITY ORDINANCE NO. 4877

AN ORDINANCE OF THE CITY OF LEWISTON IMPLEMENTING THE CITY COUNCIL'S DECISION IN ANX23-000001 TO ANNEX LAND INTO THE LEWISTON CITY LIMITS, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the real property described herein consists of approximately 14.27 acres owned by Greco Land Development, LLC and the Lewiston Orchards Irrigation District; and

WHEREAS, as required by Idaho Code §§ 50-222(3)(a)(i) and (5)(a), Greco Land Development, LLC and the Lewiston Orchards Irrigation District have consented to annexation of such real property; such real property is contiguous to the City of Lewiston; and the City of Lewiston Comprehensive Plan includes the area of annexation.

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

SECTION 1: The real property described in Exhibit A, attached hereto and incorporated herein, is hereby annexed by the City of Lewiston and incorporated into the boundaries of the City of Lewiston. A depiction of said real property is attached hereto and incorporated herein as Exhibit B.

SECTION 2: The ordinance shall take effect and be in fully force from and after its passage and publication.

Signature page to follow

PASSED this _____ day of _____, 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Kari J. Ravencroft, City Clerk

STATE OF IDAHO)
) ss.
County of Nez Perce)

On this _____ day of _____ 2023, before me, a Notary Public, personally appeared Daniel G. Johnson and Kari J. Ravencroft, known or identified to me as the Mayor and City Clerk, respectively, of the City of Lewiston, and stated that they have the authority to execute this instrument on behalf of the City of Lewiston, and did execute this instrument on behalf of the City of Lewiston.

Notary Public for the State of Idaho
Commission Expires: _____

Exhibit A
to Ordinance No. 4877
Legal Description of Property

A parcel of land located in the Northwest Quarter of Section 24, Township 35 North, Range 5 West, Boise Meridian, Nez Perce County, Idaho, described as follows:

Commencing at the northwest corner of Section 24, Thence along the north line of the Northwest Quarter of the Northwest Quarter of Section 24 and along the centerline of Powers Avenue, S88°30'03"E, 1319.94 feet to the centerline of 23rd Street;
Thence leaving said north line and the centerline of Powers Avenue, along the centerline of 23rd Street, S01°29'57"W, 309.00 feet to a point on the south boundary of Skyview Estates, Phase I, Instrument #839025, Nez Perce County Records, and the Point of Beginning.

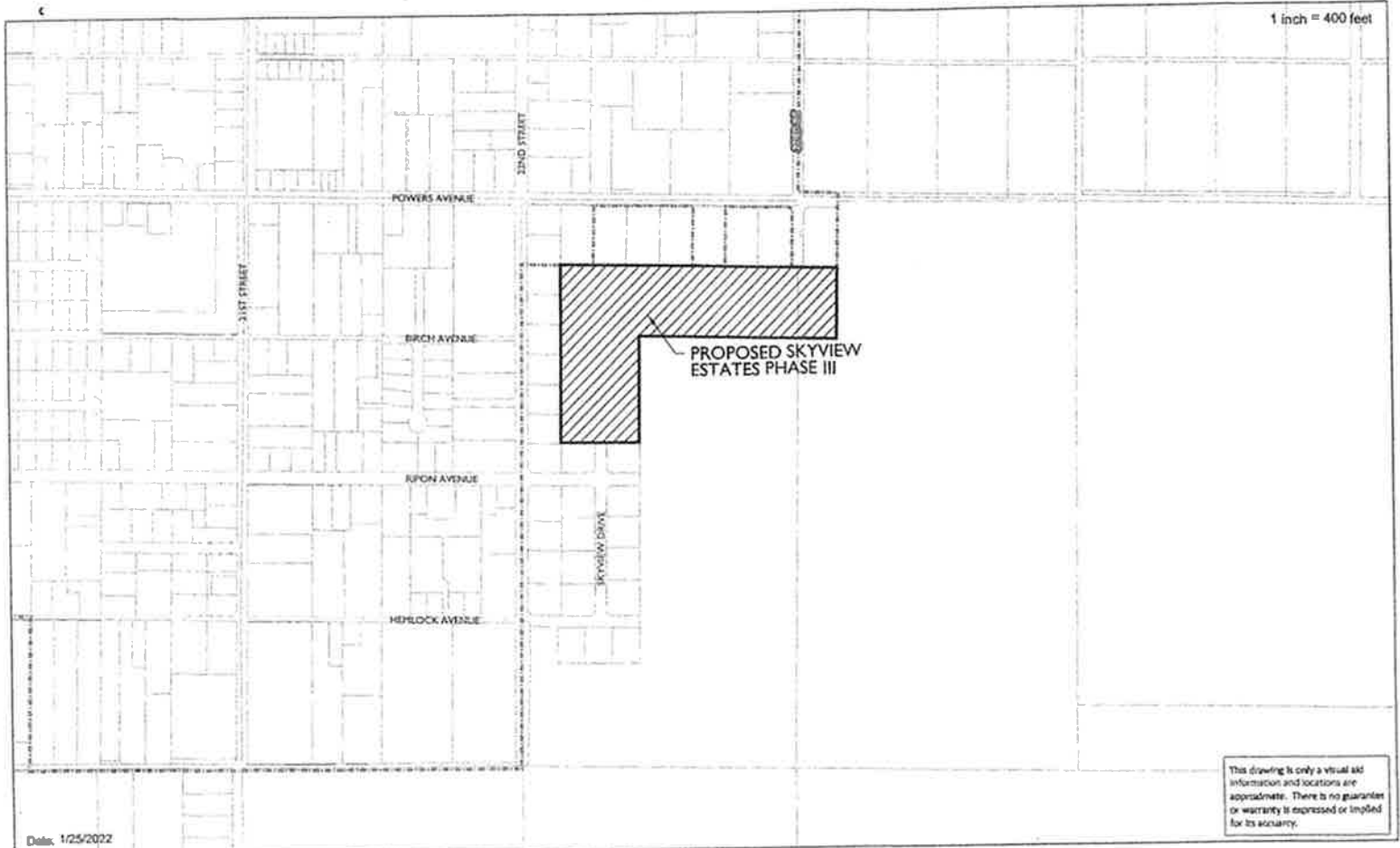
Thence leaving said centerline, along said south boundary, S88°30'03"E, 188.31 feet to the southeast corner of Skyview Estates, Phase I;
Thence leaving said south boundary, S01°29'57"W, 331.00 feet;
Thence N88°30'03"W, 938.46 feet;
Thence S00°41'12"W, 499.38 feet to the northeast corner of Skyview Estates, Phase II, Instrument #880645, Nez Perce County Records;
Thence along the north line thereof, N89°18'48"W, 372.27 feet to the northwest corner of Skyview Estates, Phase II and to a point on the east boundary of Skyview Estates Phase I;
Thence along said east boundary, N00°41'12"E, 835.69 feet to the southwest corner of Lot 9, Block 2 of Skyview Estates Phase I;
Thence along the south line of Skyview Estates Phase I, S88°30'03"E, 1127.15 feet to the Point of Beginning.

Parcel contains 14.27 Acres, more or less.

Exhibit B
to Ordinance No. 4877
Depiction of the Subject Property

City of Lewiston

1 inch = 400 feet



**CITY OF LEWISTON
SUMMARY OF ORDINANCE NO. 4877**

ORDINANCE NO. 4877: AN ORDINANCE OF THE CITY OF LEWISTON IMPLEMENTING THE CITY COUNCIL'S DECISION IN ANX23-000001 TO ANNEX LAND INTO THE LEWISTON CITY LIMITS, AND PROVIDING AN EFFECTIVE DATE.

Section 1 annexes the real property described in Exhibit A into the City of Lewiston. Section 2 provides an effective date.

As required by Idaho Code § 50-901A, the following excerpt from Ordinance No. 4877 is required to be published in full:

...

SECTION 1: The real property described in Exhibit A, attached hereto and incorporated herein, is hereby annexed by the City of Lewiston and incorporated into the boundaries of the City of Lewiston. A depiction of said real property is attached hereto and incorporated herein as Exhibit B.

...

The real property described in Exhibit A does not yet have any assigned street address(es). Such real property is generally located south of Powers Avenue and east of 22nd Street.

Ordinance No. 4877 is effective upon passage and publication.

CITY OF LEWISTON

By: Daniel G. Johnson
Mayor

Attest: Kari J. Ravencroft
City Clerk

The full text of this ordinance is available at the City Clerk's office, Lewiston City Hall, 1134 F Street, Lewiston, during regular business hours.

I, KAYLA HERMANN, City Attorney, reviewed the foregoing Summary of Ordinance No. 4877. The summary is true and complete, and provides adequate notice to the public pursuant to Idaho Code § 50-901A.

Dated this _____ day of _____ 2023.

Kayla Hermann
City Attorney

EXHIBIT A

A parcel of land located in the Northwest Quarter of Section 24, Township 35 North, Range 5 West, Boise Meridian, Nez Perce County, Idaho, described as follows:

Commencing at the northwest corner of Section 24, Thence along the north line of the Northwest Quarter of the Northwest Quarter of Section 24 and along the centerline of Powers Avenue, S88°30'03"E, 1319.94 feet to the centerline of 23rd Street; Thence leaving said north line and the centerline of Powers Avenue, along the centerline of 23rd Street, S01°29'57"W, 309.00 feet to a point on the south boundary of Skyview Estates, Phase I, Instrument #839025, Nez Perce County Records, and the Point of Beginning.

Thence leaving said centerline, along said south boundary, S88°30'03"E, 188.31 feet to the southeast corner of Skyview Estates, Phase I;
Thence leaving said south boundary, S01°29'57"W, 331.00 feet;
Thence N88°30'03"W, 938.46 feet;
Thence S00°41'12"W, 499.38 feet to the northeast corner of Skyview Estates, Phase II, Instrument #880645, Nez Perce County Records;
Thence along the north line thereof, N89°18'48"W, 372.27 feet to the northwest corner of Skyview Estates, Phase II and to a point on the east boundary of Skyview Estates Phase I;
Thence along said east boundary, N00°41'12"E, 835.69 feet to the southwest corner of Lot 9, Block 2 of Skyview Estates Phase I;
Thence along the south line of Skyview Estates Phase I, S88°30'03"E, 1127.15 feet to the Point of Beginning.

Parcel contains 14.27 Acres, more or less.

RESOLUTION 2023-14

A RESOLUTION OF THE CITY OF LEWISTON IMPLEMENTING THE CITY COUNCIL'S DECISION IN CPA23-000001, AMENDING TWO NEIGHBORHOOD NO. 7 – EAST ORCHARDS MAPS OF CHAPTER 6.7 OF LEWISTON'S COMPREHENSIVE LAND USE PLAN, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on February 8, 2023 and March 22, 2023, the Lewiston Planning and Zoning Commission held duly noticed public hearings to consider CPA23-000001, an application to amend Lewiston's Comprehensive Land Use Plan to include approximately 14.27 newly-annexed acres generally located south of Powers Avenue and east of 22nd Street, known as tax parcels RP35N05W243004 and RP35N05W242999, with no property addresses assigned, into Neighborhood Number 7 – East Orchards and assign such real property a future desired land use designation of low density residential, and recommended approval of said application; and

WHEREAS, on April 10, 2023, the Lewiston City Council held a duly noticed public hearing to consider CPA23-000001, and subsequently approved said application, all in accordance with Idaho Code §§ 67-6509 and 67-6525.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF LEWISTON, IDAHO:

SECTION 1: “Figure 1: Map of Neighborhood 7 – East Orchards” of Chapter 6.7 of Lewiston's Comprehensive Land Use Plan is amended as depicted in Exhibit A, attached hereto and incorporated herein. Exhibit A-1 highlights the area of such map being annexed and is included in this resolution for informational purposes only.

SECTION 2: “Future Land Use Map Neighborhood No. 7 – East Orchards” of Chapter 6.7 of Lewiston's Comprehensive Land Use Plan is amended as depicted in Exhibit B, attached to and incorporated herein, and the subject 14.27 acres (approximately) are hereby assigned a future desired land use designation of low density residential. Exhibit B-1 highlights the area of such map being annexed and is included in this resolution for informational purposes only.

SECTION 3: This resolution shall become effective as of the date on which Ordinance No.

4877 is published.

PASSED this _____ day of _____, 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Kari J. Ravencroft, City Clerk

Exhibit A
to Resolution 2023-14

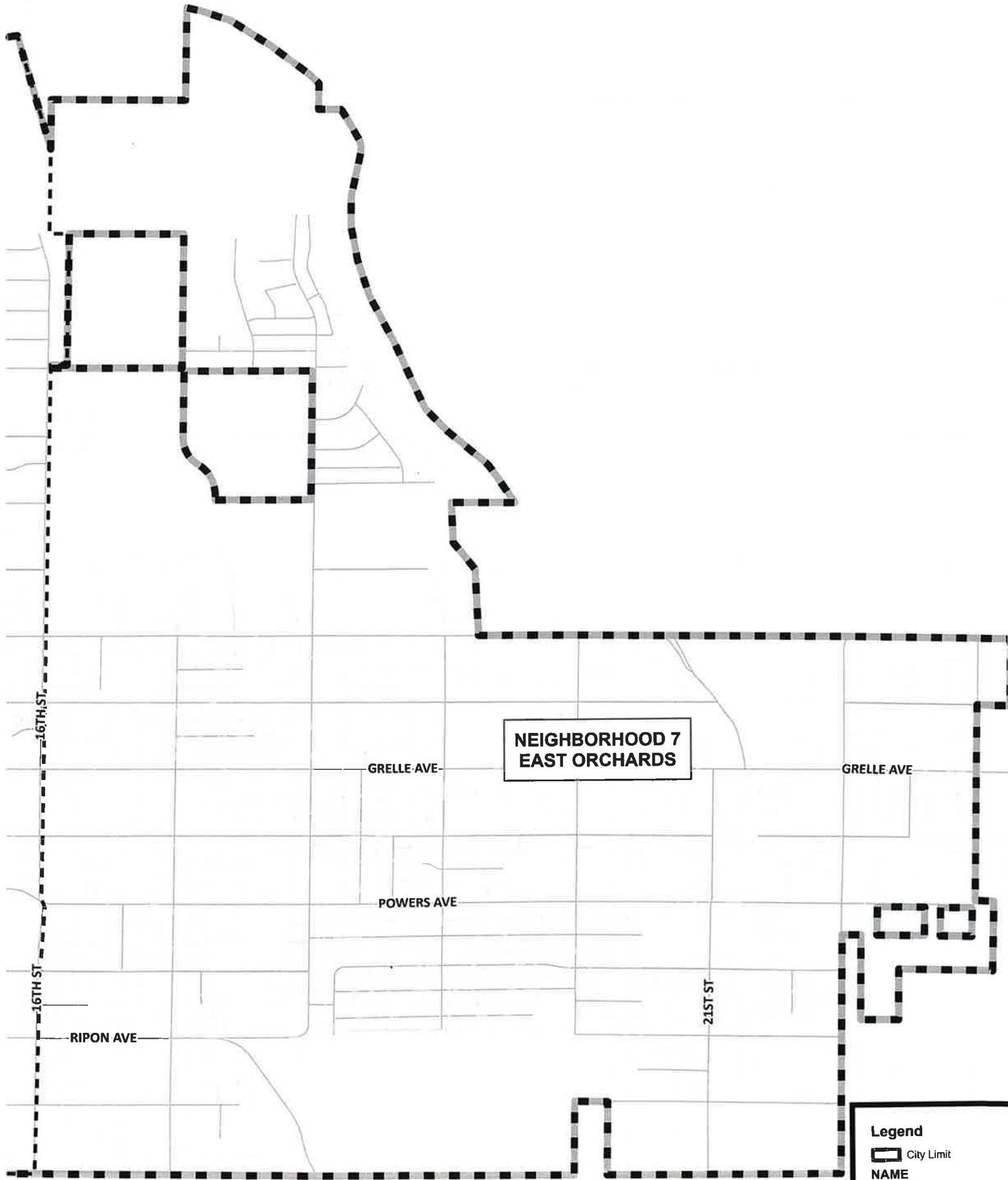


Figure 1: Map of Neighborhood 7 - East Orchards

Legend

City Limit

NAME

NEIGHBORHOOD 6

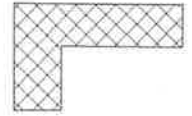
Street

Exhibit A-1
to Resolution 2023-14

Legend

-  City Limit
-  NEIGHBORHOOD 7
-  Street
-  CPA23-000001

NEIGHBORHOOD NUMBER 7 EAST ORCHARDS



Added by
CPA23-000001

NEIGHBORHOOD NUMBER 7 EAST ORCHARDS

GRELLE AVE

POWERS AVE

RIPON AVE

Added by
CPA23-000001

GRELLE AVE

21ST ST



Exhibit B
to Resolution 2023-14

Legend

-  City Limit
-  NEIGHBORHOOD 7
-  Public
-  Parks, Recreational, Open Space
-  Agricultural
-  Low Density Residential
-  High Density Residential
-  Mixed Use
-  Commercial
-  Industrial

Future Land Use Map Neighborhood Seven - East Orchards

NEIGHBORHOOD 7 EAST ORCHARDS

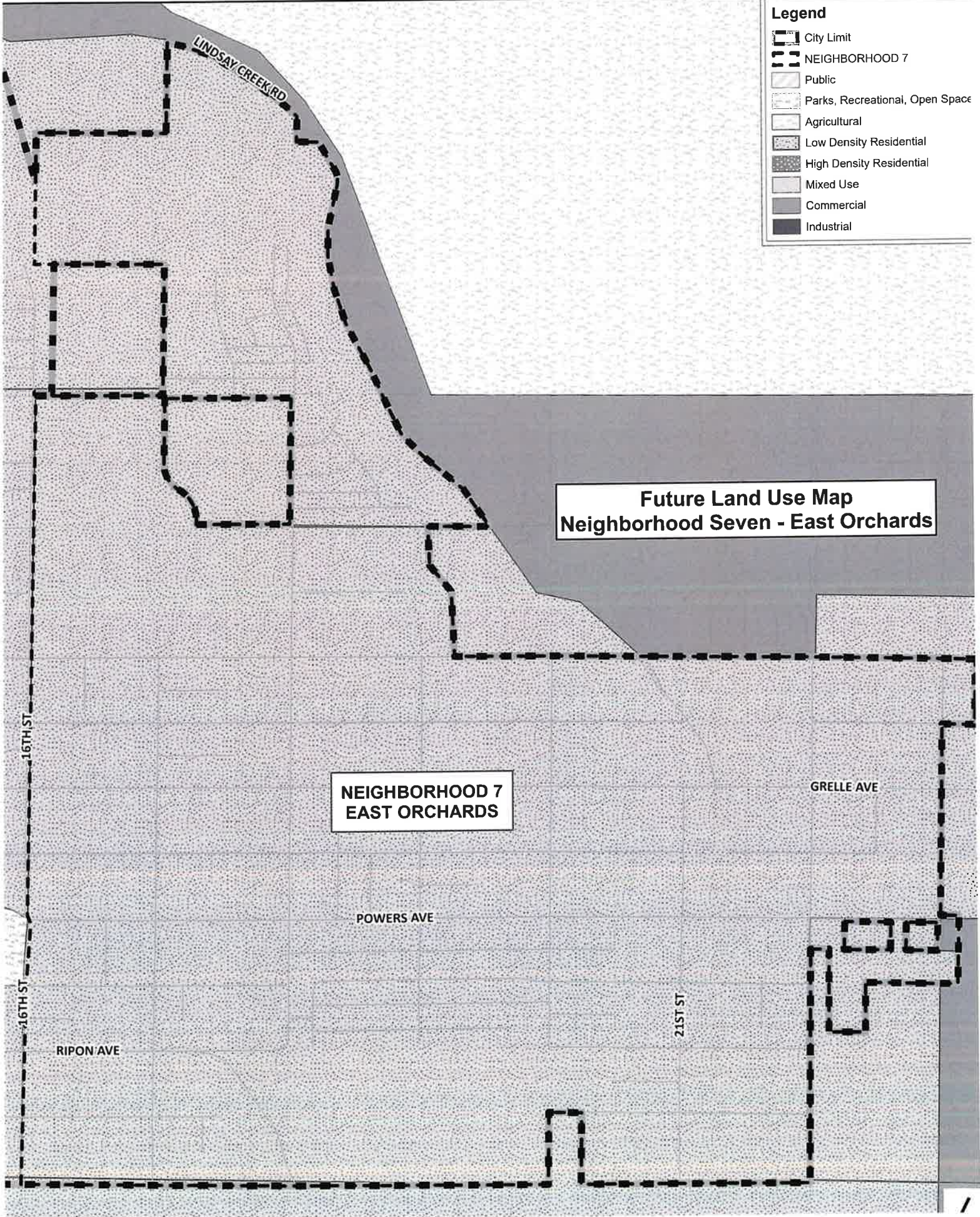
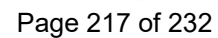


Exhibit B-1
to Resolution 2023-14



CITY ORDINANCE NO. 4878

AN ORDINANCE OF THE CITY OF LEWISTON IMPLEMENTING THE CITY COUNCIL'S DECISION IN ZNC23-000001, DECLARING THAT CERTAIN NEWLY-ANNEXED REAL PROPERTY BE INCLUDED IN THE CITY OF LEWISTON SUBURBAN RESIDENTIAL (R-1) ZONE; AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LEWISTON; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, through Ordinance No. 4877, the City of Lewiston annexed the real property described in Exhibit A, which property consists of approximately 14.27 acres;

WHEREAS, on February 8, 2023 and March 22, 2023, the Lewiston Planning and Zoning Commission held duly noticed public hearings to consider ZNC23-000001, an application to zone the above-described property to the City of Lewiston Suburban Residential (R-1) Zone, and recommended approval of said application on March 22, 2023; and

WHEREAS, on April 10, 2023, the Lewiston City Council held a duly noticed public hearing to consider ZNC23-000001 and subsequently completed a written Reasoned Statement, all in accordance with Idaho Code §§ 67-6509, 67-6511, 67-6525, and 67-6535.

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

SECTION 1: The real property described in Exhibit A, attached hereto and incorporated herein, is hereby removed from the Area of City Impact for the City of Lewiston, and included in the City of Lewiston Suburban Residential (R-1) Zone, as defined by the Zoning Ordinance of the City of Lewiston, Idaho.

SECTION 2: The Zoning Map of the City of Lewiston, Idaho is hereby amended to remove said real property described above from the Area of City Impact for the City of Lewiston, and include said real property in the City of Lewiston Suburban Residential (R-1) Zone.

SECTION 3: This ordinance shall take effect and be in full force from and after its passage and publication and after the publication of Ordinance No. 4877.

PASSED this _____ day of _____, 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Kari J. Ravencroft, City Clerk

Exhibit A
to Ordinance No. 4878
Legal Description of Property

A parcel of land located in the Northwest Quarter of Section 24, Township 35 North, Range 5 West, Boise Meridian, Nez Perce County, Idaho, described as follows:

Commencing at the northwest corner of Section 24, Thence along the north line of the Northwest Quarter of the Northwest Quarter of Section 24 and along the centerline of Powers Avenue, S88°30'03"E, 1319.94 feet to the centerline of 23rd Street;
Thence leaving said north line and the centerline of Powers Avenue, along the centerline of 23rd Street, S01°29'57"W, 309.00 feet to a point on the south boundary of Skyview Estates, Phase I, Instrument #839025, Nez Perce County Records, and the Point of Beginning.

Thence leaving said centerline, along said south boundary, S88°30'03"E, 188.31 feet to the southeast corner of Skyview Estates, Phase I;
Thence leaving said south boundary, S01°29'57"W, 331.00 feet;
Thence N88°30'03"W, 938.46 feet;
Thence S00°41'12"W, 499.38 feet to the northeast corner of Skyview Estates, Phase II, Instrument #880645, Nez Perce County Records;
Thence along the north line thereof, N89°18'48"W, 372.27 feet to the northwest corner of Skyview Estates, Phase II and to a point on the east boundary of Skyview Estates Phase I;
Thence along said east boundary, N00°41'12"E, 835.69 feet to the southwest corner of Lot 9, Block 2 of Skyview Estates Phase I;
Thence along the south line of Skyview Estates Phase I, S88°30'03"E, 1127.15 feet to the Point of Beginning.

Parcel contains 14.27 Acres, more or less.

**CITY OF LEWISTON
SUMMARY OF ORDINANCE NO. 4878**

ORDINANCE NO. 4878: AN ORDINANCE OF THE CITY OF LEWISTON IMPLEMENTING THE CITY COUNCIL'S DECISION IN ZNC23-000001, DECLARING THAT CERTAIN NEWLY-ANNEXED REAL PROPERTY BE INCLUDED IN THE CITY OF LEWISTON SUBURBAN RESIDENTIAL (R-1) ZONE; AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LEWISTON; AND PROVIDING AN EFFECTIVE DATE.

Section 1 removes the real property described in Exhibit A from the Area of City Impact and includes said real property in the Suburban Residential (R-1) Zone. Section 2 amends the Zoning Map of the City of Lewiston accordingly. Section 3 provides an effective date.

As required by Idaho Code § 50-901A, the following excerpts from Ordinance No. 4878 are required to be published in full:

WHEREAS, through Ordinance No. 4877, the City of Lewiston annexed real property described in Exhibit A, which property consists of approximately 14.27 acres;

...

SECTION 1: The real property described in Exhibit A, attached hereto and incorporated herein, is hereby removed from the Area of City Impact for the City of Lewiston and included in the City of Lewiston Suburban Residential (R-1) Zone, as defined by the Zoning Ordinance of the City of Lewiston, Idaho.

...

The real property described in Exhibit A does not yet have any assigned street address(es). Such real property is generally located south of Power Avenue and east of 22nd Street.

Ordinance No. 4878 is effective upon passage and publication and after the publication of Ordinance No. 4877.

CITY OF LEWISTON

By: Daniel G. Johnson
Mayor

Attest: Kari J. Ravencroft
City Clerk

The full text of this ordinance is available at the City Clerk's office, Lewiston City Hall, 1134 F Street, Lewiston, during regular business hours.

I, KAYLA HERMANN, City Attorney, reviewed the foregoing Summary of Ordinance No. 4878. The summary is true and complete, and provides adequate notice to the public pursuant to Idaho Code § 50-901A.

Dated this _____ day of _____ 2023.

Kayla Hermann
City Attorney

EXHIBIT A

A parcel of land located in the Northwest Quarter of Section 24, Township 35 North, Range 5 West, Boise Meridian, Nez Perce County, Idaho, described as follows:

Commencing at the northwest corner of Section 24, Thence along the north line of the Northwest Quarter of the Northwest Quarter of Section 24 and along the centerline of Powers Avenue, S88°30'03"E, 1319.94 feet to the centerline of 23rd Street; Thence leaving said north line and the centerline of Powers Avenue, along the centerline of 23rd Street, S01°29'57"W, 309.00 feet to a point on the south boundary of Skyview Estates, Phase I, Instrument #839025, Nez Perce County Records, and the Point of Beginning.

Thence leaving said centerline, along said south boundary, S88°30'03"E, 188.31 feet to the southeast corner of Skyview Estates, Phase I;
Thence leaving said south boundary, S01°29'57"W, 331.00 feet;
Thence N88°30'03"W, 938.46 feet;
Thence S00°41'12"W, 499.38 feet to the northeast corner of Skyview Estates, Phase II, Instrument #880645, Nez Perce County Records;
Thence along the north line thereof, N89°18'48"W, 372.27 feet to the northwest corner of Skyview Estates, Phase II and to a point on the east boundary of Skyview Estates Phase I;
Thence along said east boundary, N00°41'12"E, 835.69 feet to the southwest corner of Lot 9, Block 2 of Skyview Estates Phase I;
Thence along the south line of Skyview Estates Phase I, S88°30'03"E, 1127.15 feet to the Point of Beginning.

Parcel contains 14.27 Acres, more or less.

CITY ORDINANCE NO. 4879

AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTION 39-1 OF THE LEWISTON CITY CODE TO UPDATE THE CITY OF LEWISTON AREA OF CITY IMPACT BOUNDARY MAP, AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1: The City of Lewiston Area of City Impact Boundary Map referenced in Lewiston City Code § 39-1 is hereby replaced with the map attached hereto and incorporated herein as Exhibit A. The new map amends the Area of City Impact Boundary as a result of ANX23-000001, annexing approximately 14.27 acres through Ordinance No. 4877.

SECTION 2: This ordinance shall take effect and be in full force from and after its passage and publication.

PASSED this _____ day of _____, 2023.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Kari J. Ravencroft, City Clerk

Exhibit A
to Ordinance No. 4879
Area of City Impact Boundary Map

CITY OF LEWISTON



0.425 0.85 Miles

Legend



City Limit

Area of City Impact

Section

Street

River



**CITY OF LEWISTON
SUMMARY OF ORDINANCE NO. 4879**

ORDINANCE NO. 4879: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING SECTION 39-1 OF THE LEWISTON CITY CODE TO UPDATE THE CITY OF LEWISTON AREA OF CITY IMPACT BOUNDARY MAP, AND PROVIDING AN EFFECTIVE DATE.

Section 1 amends the Area of City Impact Boundary Map referenced in Lewiston City Code § 39-1 as a result of ANX23-000001. Section 2 provides an effective date.

Ordinance No. 4879 is effective upon passage and publication.

CITY OF LEWISTON

By: Daniel G. Johnson
Mayor

Attest: Kari J. Ravencroft
City Clerk

The full text of this ordinance is available at the City Clerk's office, Lewiston City Hall, 1134 F Street, Lewiston, during regular business hours.

I, KAYLA HERMANN, City Attorney, reviewed the foregoing Summary of Ordinance No. 4879. The summary is true and complete and provides adequate notice to the public pursuant to Idaho Code § 50-901A.

Dated this _____ day of _____ 2023.

Kayla Hermann
City Attorney

**LEWISTON CITY COUNCIL
REASONED STATEMENT OF RELEVANT CRITERIA AND
STANDARDS FOR GRANTING OR DENIAL OF
ZONING DISTRICT BOUNDARY CHANGE/REZONE**

This document shall serve as memorialization of the rationale for the granting or denial of a zoning district boundary change/rezone, 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:
ZNC23-000001

II. APPLICANT'S NAME AND ADDRESS:
Greco Land Development, LLC
2206 Hemlock Avenue
Lewiston, ID 83501

Lewiston Orchards Irrigation District
1520 Powers Avenue
Lewiston, ID 83501

III. IDENTIFICATION AND/OR LOCATION OF SUBJECT PROPERTY:
Approximately 14.27 acres known as Skyview Estates Phase III plat, as filed with Nez Perce County, and the Lewiston Orchards Irrigation District booster station that services Skyview Estates Phase III plat, and located generally south of Powers Avenue and east of 22nd Street.

IV. DATE OF PUBLIC HEARING:
April 10, 2023

V. NAME OF HEARING BODY:
Lewiston City Council

VI. NATURE OF APPLICATION:
Rezone subject property from Area of City Impact (Nez Perce County) Suburban Residential, R-1A, Zone to City of Lewiston Suburban Residential, R-1, Zone.

VII. DECISION:
The Lewiston City Council **APPROVES** of ZNC23-000001

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS
FOR ZNC23-000001

Page 1 of 5

VIII. RELEVANT CONTESTED FACTS RELIED UPON:

The relevant contested facts relied upon are:

None.

IX. BACKGROUND:

The subject property consists of approximately 14.27 acres and is currently located within the Area of City Impact. The subject property is being annexed into the City of Lewiston limits as a Category A annexation (ANX23-000001), pursuant to Idaho Code § 50-222(3)(a) and (5)(a). Greco Land Development, LLC and the Lewiston Orchards Irrigation District have consented to the annexation.

Related applications include CPA23-000001, to amend the Lewiston Comprehensive Land Use Plan to include the subject property in Neighborhood Number 7 – East Orchards and assign a future desired land use designation of low density residential; and ZNC23-000001, which is the subject of this Reasoned Statement, to rezone the subject property from the Nez Perce County Zoning District (in the Area of City Impact) to the City of Lewiston Suburban Residential (R-1) Zoning District.

Notice of the public hearing regarding ZNC23-000001 was given in accordance with Idaho law.

X. RELEVANT CRITERIA AND STANDARDS:

The following relevant criteria, standards, facts, and considerations are hereby declared as reasons for the decision on this zoning district boundary change/rezone:

1. The proposed rezone is in general conformance with the Lewiston Comprehensive Plan. Applicable commentary:

The subject property is in Lewiston Comprehensive Plan (Plan) Neighborhood Number 7, Area of City Impact, and recognized as being appropriate for annexation into the City of Lewiston for suburban residential development. The Plan provides, in relevant part, that “ACI’s are transition areas between each city and the county and act as place holders for future annexation and eventual urban development.” (Chapter 6.8). Further, the Plan states that “ACI’s are important tools that help coordinate growth with the availability of services... to concentrate density to those areas best prepared to receive new developments.” (Chapter 6.8).

The subject property is proposed to be located in Neighborhood Number 7, East Orchards, and designated on the Future Desired Land Use Map as low density residential, which provides that serving utilities should extend public utilities to the city limits to allow proper development of vacant lands (Chapter 6.7.h.2). The subject property is adjacent to existing sewer utilities, and the applicant has installed and transferred ownership of a water booster station in conjunction with Lewiston Orchards Irrigation District (LOID) standards to serve the subdivision. The extension of the sewer utilities and addition of the water booster

station are in conformance with the desired futures of Neighborhood Number 7, East Orchards, which the subject property will reside in.

The proposed rezone is also consistent with the Goal Statement of Chapter 6.8 of the Plan, Area of City Impact and Annexed Ares, which is: "To plan for and manage growth that protects private property rights, ensures adequate public facilities and services are provided at reasonable costs, encourage urban development within cities, and ensures that land is developed commensurate with its physical characteristics."

ZNC23-000001 is found to be consistent with the Lewiston Comprehensive Plan and will further the goals and objectives stated above in the Lewiston Comprehensive Plan.

2. The subject property is at least as well suited or is better suited for the proposed zoning district than the existing zoning district. Applicable commentary:

The subject property is adjacent to existing Suburban Residential, R-1, Zone on the north and west sides of the subject property. The purpose of the Suburban Residential, R-1, Zone is, "[t]o provide for agricultural or transitional area for suburban residential uses." (LCC Sec. 37-18). All of the proposed lots within the subject property meet the dimensional and lot area standards of the Suburban Residential, R-1, Zone.

Further, the subject property is better suited for the proposed City of Lewiston Suburban Residential, R-1, Zone than the existing zoning designation because it will further the goals and objectives stated in the Plan. The subject property has thus been recommended by the Planning and Zoning Commission for annexation by City Council into the City of Lewiston.

3. The proposed rezone **does not** present foreseen, immitigable impacts of incompatible uses or development being located in the same vicinity. Applicable commentary:

The subdivision approved by Nez Perce County associated with ZNC23-000001 is for thirty-six (36) residential lots ranging in size from 10,813 square feet to 21,629 square feet, and the LOID booster station servicing the subdivision. The Suburban Residential, R-1, Zone allows single family dwellings on lots of 10,000 square feet and duplexes on lots of 15,000 square feet. (LCC Sec. 37-21). All proposed lots within the subdivision meet the lot size standards of the Suburban Residential, R-1, Zone. Two of the proposed lots classified as flag lots meet the standards required for that lot configuration. Properties to the north, west, and south of the subject property currently contain single family dwellings. The by right uses, conditional uses, and development standards of the proposed R-1 Zone are exactly the same as those applicable to the other properties in the neighborhood that are within City limits, and are substantially similar to those applicable to the other properties within the area that remain within the ACI.

4. The effects of the proposed rezone **are not** anticipated to place undue burden upon delivery of services provided by any political subdivision within the planning jurisdiction, including school districts. Applicable commentary:

Political subdivisions were notified of the proposed rezone. City departments and the LOID provided comments. The Fire Department stated that access and water supply is to comply with the International Fire Code. The Public Works Department – Engineering Division had no objections. The LOID commented that the Developer had already installed a water booster station designed to meet the fire flow requirements of the Fire Department, and was currently serving both Phase I & II of the Skyview Estates development.

5. The size, type, intensity, and density of development expected to occur on the subject property as a result of this rezoning **is** suitable for the area and **will not** unduly burden the neighborhood, public infrastructure, or environmental resources. Applicable commentary:

The characteristics of the proposed rezone are similar in type and density to the existing surrounding neighborhood, and will be zoned Suburban Residential, R-1, Zone. The Developer has entered into an annexation agreement with the City, in which the City agreed to provide wastewater services to the Developer for the subject property, provided the Developer consented to annexing the subject property into the City of Lewiston. City sewer will be extended from Powers Avenue to serve the subject property. The LOID will provide water to the subject property. Furthermore, the by right uses, conditional uses, and development standards of the proposed R-1 Zone are exactly the same as those applicable to the other properties in the neighborhood that are within City limits, and are substantially similar to those applicable to the other properties remaining within the ACI.

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: Every final decision rendered shall provide or be accompanied by notice to the applicant regarding the applicant's right to request a regulatory taking analysis pursuant to Idaho Code § 67-8003. The mailing of a signed and dated copy of this document by the City to the applicant shall constitute compliance with such notice requirement. An applicant denied an application or an affected person aggrieved by a final decision concerning matters identified in Idaho Code § 67-6521(1)(a) may, within twenty-eight (28) days after all remedies

have been exhausted under local ordinance, seek judicial review under the procedures provided by Title 67, Chapter 52, Idaho Code.

By: _____
Daniel G. Johnson, Mayor

Printed: _____

Date of Signature: _____

ATTEST: _____
Kari J. Ravencroft, City Clerk