

**MINUTES FROM THE CITY
PLANNING AND ZONING MEETING
OF THE CITY OF LEWISTON
AUGUST 2, 2023**

Lewiston Planning and Zoning Meeting held at the Lewiston Town Hall, 29 South Main, Lewiston, UT

Attendance: Chairman, Eric Nielsen, Vice Chairman and Planning and Zoning Administrator, Abel Herrera
Commissioners: Patti Wiser, Jared Glover and Delon Mortimer
Councilman: John Morrison

Public Attendance: Jeremy Jensen, Tamara Jensen, Austen Powell

1. CALL TO ORDER

Chairman Eric Nielsen called the meeting to order at 7:00 pm.

Pledge of Allegiance

Minutes, Commissioner Wiser motions to approve the minutes from the May 3, 2023, Planning and Zoning Meeting. Second by Commissioner Wiser. All voted in favor 5/0.

2. PUBLIC COMMENT PERIOD

Chairman Nielsen opened the Public Comments portion of the meeting and invited anyone not on the agenda to come forward. Jeremy Jensen and Tamara Jensen approached the commission and are interested in purchasing the old bank building on 1 South Main and proposed apartments or hotel type of use. The commission thought it would be a good idea except for parking. They would not have the required number of parking spaces for the ideas they discussed. The Jensen's thanked the commission for their time and felt like they understood more about what options and limitations there would be with the property.

3. APPROVAL OF THE PLANNING COMMISSION MEETING MINUTES FROM: June 7, 2023.

Chairman Nielsen entertained a motion regarding the minutes from the June 7, 2023. Commissioner Wiser made a motion to approve the minutes as written. Second by Commissioner Glover. Motion passed unanimously, 5-0.

4. BUSINESS – Action Items

SFD Zoning Clearance – Austen & Michelle Powell, 274 N Main, Modular Home.

After reviewing the site plan for zoning, setbacks and height restrictions Vice Chairman Herrera made a motion to approve the zoning clearance for the Powell residence. Second by Commissioner Mortimer. All voted in favor 5/0.

Business License Inquiry – Trevor & Tayci Buttar's – Tayci's IC's, 41 E 800 S.

The Buttar's were not present. The commission discussed the request for a snow cone shack at the Buttar's residence. According to our current municipal code it would not be allowed in the Agriculture Zone. The commission denied the zoning clearance and would like to look at the code

in the future to allow for these types of small businesses to be able to have a spot in the city to exist. Commissioner Wiser made a motion to deny the zoning clearance and it was seconded by Vice Chairman Herrera. Motion passed unanimously 5-0.

5. CITY BUSINESS

Discussion for process/documentation for lot split subdivision in Agriculture Zone A

Vice Chairman Herrera stated to the committee that he has done additional research regarding the process for subdividing in the agriculture zone. He provided the Lot-Split Subdivision Application Process that the previous zoning administrator had put together with some minor changes. Chairman Herrera also provided current documents for a written Certificate of Approval and the Agriculture Land Parcel Declaration. Those documents were compared to the list of requirements that the Cache County Recorder's Office provided for a recordable document. Our current forms are missing some minor items from what the recorder's office requires. Vice Chairman Herrera will update the forms and confirm with either the recorder's office or city attorney Seth Tait, or both, to make sure we can consistently verify documents are recorded before approving building permits for parcels in the agriculture zone. The commission is more comfortable with the path forward ensuring we will be able to follow a documented process for lot-splits.

6. ADJOURN

There being no further business to come before the Planning and Zoning Commission, Vice Chairman Herrera makes a motion to adjourn. Second by Commissioner Glover. All members present voted in favor 5/0.

The meeting adjourned at 8:26 p.m.

Next meeting is scheduled for September 6, 2023

Lewiston City Planning & Zoning Administrator