

**MINUTES FROM THE CITY
PLANNING AND ZONING MEETING
FOR THE CITY OF LEWISTON, UT
September 3, 2025**

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

Commission Members Present: Abel Herrera, Delon Mortimer, Patti Wiser, Jarred Glover; Non-voting
– City Council Member John Morrison

Excused: Jake Higley

Staff Present: None

Others in Attendance:

Leeanna Bright, Courtney Little, Kirsti Kjome, Patricia Johnson, Mike Heiniger, Debbie Bishop, Tara Saxton, Phil Saxton, Carla Bodily, Cleve and Mary Gibbons

1. CALL TO ORDER

Chairperson Wiser called the meeting to order at 7:00 pm with the reciting of the pledge of allegiance.

2. PUBLIC COMMENT PERIOD.

Wiser welcomed any comments from the public that are in attendance. There are no comments from the public.

3. APPROVAL OF THE PLANNING COMMISSION MEETING MINUTES:

Glover motions to approve the minutes from August 6, 2025, Planning and Zoning Meeting as stated. Second by Mortimer. All voted in favor 4/0.

4. REVIEW OF BUILDING PERMITS ISSUED FOR AUGUST 2025.

Herrera states that there were 2 permits issued for the month of August. One solar installation permit and one electrical permit for Lewiston City.

5. DISCUSSION ON LOT-SPLIT SUBDIVISION / MINI SUBDIVISION

Herrera explains when the subdivision code was updated in December 2024 the option for a simple lot-split subdivision was erroneously left out. A lot-split subdivision is taking one parcel and splitting it into two separate lots. It was not the intention of the planning commission to omit this option as it now requires the full subdivision process to do a simple lot-split. Herrera is recommending that we amend the code to include the lot-split subdivision option. Wiser agrees that a lot-split subdivision does not fit a full subdivision process where road improvements and installing sidewalks in areas that don't currently have sidewalks. It was recommended to update the code to include the lot-split subdivision by the end of the year.

6. CHAIRPERSON WISER – GENERAL CITY CODE DISCUSSION

Wiser talked about the idea of adding supplementary requirements to city code regarding requiring permanent front steps and paved driveways when homes new homes are approved for a building permit. Herrera states that currently Lewiston City only looks at zoning requirements that include appropriate zone, setbacks and building height restrictions. Herrera also mentions that after Hyde

Park has given final approval for building inspections Lewiston City public work employees will do a final inspection for storm water drainage issues, backflow system on sprinkler systems and making sure the home has its house number for emergency response. So some of these items could be included in the permit process. Wiser asked the commission to do a little research on ways to make sure standards for homes in the community are kept at an acceptable level.

7. OTHER BUSINESS

Herrera mentions that we are still waiting for a Memorandum of Understanding from BRAG as an agreement between them and Lewiston City regarding their assistance with updating the general plan. He has learned that BRAG may be facing some issues with funding and staffing. The most recent contact regarding assistance with the general plan update recently resigned and we no longer have a direct contact for that project. The person in charge at BRAG has not responded to emails in the last couple of months. We still have the option to use a planning/engineering firm, but they will need up to a year to acquire the grants to help pay for the update.

8. ADJOURN

There being no further business to come before the Planning and Zoning Commission, Glover makes a motion to adjourn. Second by Mortimer. All members voted in favor 4/0. The meeting was adjourned at 7:28 p.m.

Next meeting is scheduled for October 1, 2025.

Lewiston City Planning & Zoning Administrator