MINUTES FROM THE CITY
PLANNING AND ZONING MEETING
OF THE CITY OF LEWISTON
November 9, 2021

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

Attendance: Vice Chairman: Rod Garner
Commissioners: Abel Herrera, Eric Nielson
Council member: John Morrison
Planning & Zoning Administrator: Stephannie Davis
Absent: Dan Bergeson, Jarred Glover

Public Attendance: Stan Bodily, Janice Field, Cody Hyer, Keshia Tanner, David R. Jensen, Nick Bowles, Kevin Davis, Rusty Wanner, Paul Swainston, Marcus Simons, Mike Smith, Dan Smith

1. CALL TO ORDER
V. Chairman Garner called the meeting to order at 7:09 pm.

V. Chairman Garner addressed the minutes of the Lewiston City P&Z Public Hearing and Meeting held October 5, 2021. Commissioner Herrera motioned for the Lewiston City P&Z Commission to approve the minutes of October 5, 2021. Commissioner Nielson seconded the motion. All in favor "Aye." Motion carried.

V. Chairman Garner excused Jarred Glover and Dan Bergeson.

2. NEW BUSINESS

Rusty Wanner – Building Permit - Addition – 64 W 200 S – V. Chairman Garner recognized Rusty Wanner for a building permit. Mr. Wanner informed the commission that he would like to be approved to build a 26' x 28' addition / master bedroom and bathroom on the back of his residence. The plans have been submitted into the City Inspect system. V. Chairman Garner and the Commission reviewed the setbacks and plan provided and noted that all seems to be in order. Commissioner Nielsen motioned for the Commission to approve the building permit. Commissioner Herrera seconded the motion. All in favor "Aye." Motion Carried.

Ritewood Egg – Building Permit – Accessory Building – 2500 S 1600 W – V. Chairman Garner recognized David Jensen representing Ritewood Egg for a building permit. Mr. Jensen informed the Commission that they would like to be approved for a building permit to build a 24' x 36' building to be used as service for power and water. He informed the Commission that 24' x 24' of this building would house the generator and power equipment and 12' x 24' would house a new water service room. They are tearing down other buildings including a building that will be torn down in October of 2022 which will require more power and they need to bring in another service. They will be upgrading to a 3" water line in the future for the cage-free buildings. V. Chairman Garner addressed Public Works Director P. Swainston who confirmed that this line would be sufficient. V. Chairman Garner and the Commission reviewed the provided plans, and all seems to be in order. The plans have been submitted into the City Inspect system. Commissioner Herrera motioned for the Commission to approve the building permit. Commissioner Nielson seconded the motion. All in favor "Aye." Motion carried.

Daniel Tanner – Culinary Water Line Approval – 819 N 2400 W and Building Permit - SFD – 819 N 2400 W – V. Chairman Garner recognized Keshia Tanner for a culinary line approval and the building permit for the residence for a single-family dwelling at 819 N. 2400 W. Ms. Tanner informed the Commission that all the requirements have been approved by Public Works and the City Engineer regarding the culinary water line. V. Chairman Garner read the draft Development Agreement regarding requirements to build the culinary line and the residence. P&Z Administrator Davis will forward the final Development Agreement to Daniel Tanner in the morning, and they will sign it and return it. The Tanners will also forward the name of the approved contractor for the culinary water line to the City for approval when they decide on the contractor. It was approved to run the culinary water line concurrently with the building. The Commission reviewed the provided plans, and all seems to be in order. Once the final Development Agreement letter has been completed the Tanner's will be able to move forward to apply for the building permit in City Inspect. The plans will be submitted into the City Inspect system. V. Chairman Garner motioned for the Commission to approve the Development Agreement and building permit process. Commissioner Herrera seconded the motion. All in favor "Aye." Motion carried.

Nicholas Bowles – Subdivision Application – Sketch Plan Discussion – 850 N 2400 W – V. Chairman Garner recognized Nicholas Bowles for discussion of the subdivision sketch plan. Mr. Bowles informed the Commission that the property was annexed into Lewiston City and the culinary water line is provided by Lewiston City. He would like to submit a subdivision application for the second lot on the property. All survey work has been completed. The rest of the property will be farmed and there will be no more building in the future on the property. The original agreement with Mr. Tanner was that they would share the responsibility to put the 8-inch culinary water line in front of both properties. The buyer of the next lot already knows that this will need to be put it. Councilman Morrison explained that it is the current landowner's responsibility to complete requirements, including power, water, and other requirements prior to subdividing the property, therefore it would be Mr. Bowles' responsibility to complete this prior to selling any additional lots as approved building lots. V. Chairman Garner informed Mr. Bowles that since he will be completing the second lot-split, he would need to complete the subdivision process including sketches, preliminary plat, and final plat plans. The submitted documents are considered as a sketch plan. P&Z Administrator Davis directed Mr. Bowles to Chapter 11-3-3 on the online code (a copy was also presented to Mr. Bowles). V. Chairman Garner listed the requirements for the swale, a 33' right of way, a 10" easement, and the utilities per Chapter 3 of the code. Councilman Morrison reiterated that he would need to complete all the steps and confirmed that this only needs to be completed on the second lot which would need be approved with the Planning & Zoning Commission, approved at City Council, and then on to the final stage. Discussion ended.

North Country Estates – Subdivision – Final Plat Submission – V. Chairman Garner recognized Cody Hyer representing North Country Estate for final plat submission. Mr. Hyer informed the Commission that all documents have been provided for final plat. There are still some outstanding requirements that are being addressed including the collection of water shares (Title 8, Chapter 3) or payment of a fee in lieu of water shares. P&Z Administrator Davis will research a fee structure for this. Mr. Hyer commented that there are other fees but was informed by prior P&Z Clerk Atkinson that he should wait until all fees are accounted for prior to paying. V. Chairman Garner noted that Mr. Hyer asked if they could complete all the work at one time regarding the requirement for the development to pay for chip seal at the 1-year warranty date after improvements are accepted. The request is that they could complete this requirement when the city is completing the sewer remodel. Marcus Simons from J.U.B. Engineers listed the design standards regarding the 12-month warranty period for chip seal. There will be a sewer remodel completed in 2022 completed by Lewiston City, and they could get a cost from the city and put the developer's share of the chip seal in escrow up front. Public Works Director Swainston said it is up to the P&Z Commission on how they want to address this (with an escrow account or other). There are items that were outlined in the City Attorney letter delivered earlier in the day. P&Z Administrator provided Mr. Hyer with the letter and will forward a copy to him on the next business day. The developer will include the above requirements on the final plot plan submitted to City Council. V. Chairman and the Commission reviewed the provided plans, the review from the City Attorney, and the review from the City Engineer and all seems to be in order. V. Chairman Garner motioned for the Commission to approve the final plat submission to be forwarded to the City Council for final approval contingent on the requirements from the City Attorney, City Engineer, and Public Works being addressed and a Development Agreement entered including the collection of the water fee in lieu of the water shares, the chip seal agreement, and collection of impact fees. Commissioner Nielson seconded the motion. All in favor "Aye." Motion carried.

<u>OTHER BUSINESS</u>

<u>Stan Bodily – Inquiry – Subdivision of Acreage</u> – V. Chairman Garner recognized Stan Bodily for discussion concerning a lot-split. Mr. Bodily informed the Commission that he and Janice Field are co-trustees of the estate of the Bodily Family Trust. They are here today to address the commission in a discussion regarding dividing the house and the yard with 3 acres from the larger parcel at 1030 S. 800 W. (A-10). This would also include a set-aside to equal the full 10-acres. The frontage would have to abide by current code which is 250 feet of frontage. The parcel is a single lot of 80 acres, and they would split off the lot in question with the required set-aside. V. Chairman advised that they would be able to complete a lot-split if they desire to create a separate lot versus a lot-line adjustment. Commissioner Nielson commented that they could split off one lot if there was a set-aside to create the full 10 acres. Discussion ended.

<u>Phase 4 Business Park – Sketch Plan</u> – V. Chairman R. Garner and the Commission reviewed the provided sketch plan regarding Phase 4 of the Business Park, and all seems to be in order to move into the preliminary plat phase. Council Member Morrison remarked that no public hearing needs to be held for Phase 4 by the Planning & Zoning Commission because the full business park has been approved through the original process. V. Chairman Garner remarked that the Planning & Zoning Commission would be able to approve the process moving to City Council with the assurance that all guidelines would be followed. Commissioner Herrera motioned for the Commission to approve the sketch plan to move forward. Commissioner Nielson seconded the motion. All in favor "Aye." Motion carried.

<u>Informational Updates from Planning and Zoning Administrator Davis:</u>

- <u>D&D Welding Building Update</u>: They were approved July 2020 for their full building plans. They came back to P&Z in May of 2021 and need a new permit because the first portion had final inspection completed by Hyde Park City and it has been a year. Now they are finishing the original plan. When speaking with D&D, they confirmed that the site plan and the drawings are the same as the original. There have been no changes. They have their application in City Inspect for the rest of the building.

- <u>2022 Meeting Schedule</u>: The draft meeting schedule for 2022 includes a new column for application deadline which is one week prior to the meeting. This is not new as the meetings will still be on the first Tuesday of each month but will highlight the deadline into the schedule for public information. This deadline enables the ability to provide this Commission with complete information on the Friday prior to the meeting to ensure time to review the information with minimal changes. V. Chairman Garner and the commission approved the 2022 meeting schedule as provided.

- <u>2022 Chairman and Vice Chairman Nomination</u>
  - Consider nominations for 2022 Chairman (currently vacant being backfilled with R. Garner)
  - Consider nominations for 2022 Vice-Chairman (currently R. Garner)

- Current Commission Members Terms:
  - Rod Garner: Term ends January 2022
  - Abel Herrera: Term ends January 2023
  - Dan Bergeson: Term ends January 2024
  - Eric Nielsen: Term ends January 2025
  - Jared Glover: Term and January 2026

No other business.

3. ADJOURN

There being no further business to come before the Planning and Zoning Commission, V. Chairman Garner motioned that the Lewiston City P&Z meeting adjourn. Commissioner Nielson seconded the motion. All members present voted "Aye." Motion carried.

The meeting adjourned at 8:03 p.m.

Lewiston City Planning & Zoning Administrator

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