



**NOTICE OF AGENDA**  
**PUBLIC MEETING/WORK SESSION**  
Twin Falls City Planning & Zoning Commission  
**Wednesday, November 5, 2014 12:00PM**  
Council Chambers  
305 3<sup>rd</sup> Avenue East Twin Falls, ID 83301

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**PLANNING & ZONING COMMISSION MEMBERS**

**CITY LIMITS:**

Nikki Boyd   Jason Derricott   Tom Frank   Kevin Grey   Gerardo "Tato" Munoz   Christopher Reid   Jolinda Tatum  
**Chairman   Vice-Chairman**

**AREA OF IMPACT:**

Ryan Higley   Steve Woods

**CITY COUNCIL LIAISON:**

Rebecca Mills Sojka

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**I.      CALL MEETING TO ORDER:**

1. Confirmation of quorum
2. Introduction of staff

**II.     GENERAL PUBLIC INPUT:**

**III.    ITEMS OF CONSIDERATION:**

1. Reconsideration of an **Alternative Landscape Plan** as per SUP #1331 granted 09-09-2014, c/o Gary's Woodworking
2. Lytle Signs Sign Code Amendment Proposal
3. Review proposed code amendment items –Public Hearing Notification
4. Identify upcoming P&Z agenda items.
5. General Commission training

**IV.    UPCOMING PUBLIC MEETINGS** (held at the City Council Chambers unless otherwise posted):

1. Public Hearing-**Wednesday, November 12, 2014**

**V.      ADJOURN MEETING:**

**Si desea esta información en español, llame Leila Sanches al (208) 735-7287**

**Any person(s) needing special accommodations to participate in the above noticed meeting should contact Lisa A. Strickland at (208) 735-7267 at least two (2) working days before the meeting.**



Date: **Tuesday, September 28, 2014**

To: Planning and Zoning Commission

From: Renee Carraway-Johnson, Zoning Administrator

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#### AGENDA ITEM IV-1

#### Request:

Consideration of a request from Gary's Woodworking to approve an alternative landscape plan, as required by condition on their approved Special Use Permit.

#### Time Estimate:

Staff presentation may take five (5) minutes.

#### Background:

A Special Use Permit was granted to Gary's woodworking On September 9, 2014, to operate a handcrafted wood cabinet shop on property located at 1825 Floral Ave. The approval of the Special Use Permit was subject to 4 conditions. Condition #2 was "Subject to the applicant providing an alternative landscaping plan to be approved by the commission at a later date. "

This property is zoned C-1, Highway Commercial. The C-1 Zone requires this lot provide 441 square feet of landscaped area. City Code 10-11-2: Required Improvements places a minimum amount of trees and bushes per square feet of required landscaped area; this requirement, applied to this particular lot, equals 1 tree and 5 bushes.

Mr. Henning has submitted an alternative landscape plan, see Attachment #2. The alternative plan shows an area of approximately 91 sf with 1 tree 2 bushes and 2 pots which will be planted with a bush each. The Commission is tasked with determining whether this plan is appropriate, or it may direct the applicant to resubmit a new plan.

#### Conclusion:

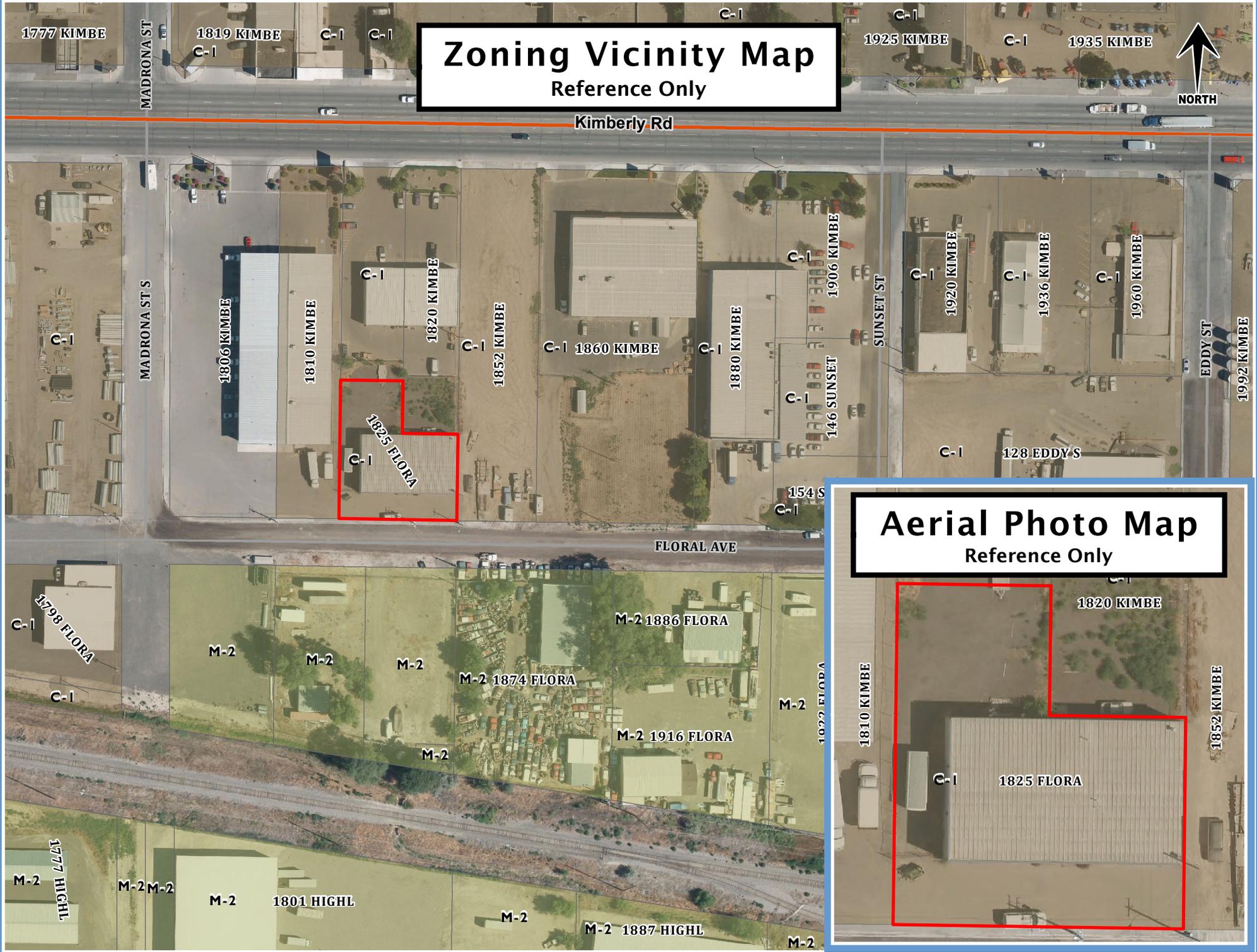
Staff recommends that the Commission review and act on the attached request for an Alternative Landscape Plan for the Gary's Woodworking project located at 1825 Floral Ave.

#### Attachments:

1. Area/GIS Maps (1)
2. Area Map showing existing Landscaping onsite
3. Applicant Submitted Alternative Landscape Plan
4. Special Use Permit #1331

# Zoning Vicinity Map

Reference Only



# Aerial Photo Map

Reference Only





09/02/2014 10:50 AM





CITY OF TWIN FALLS  
**PLANNING AND ZONING DEPARTMENT**  
324 Hansen Street East  
P.O. Box 1907  
Twin Falls, Idaho 83303-1907

## SPECIAL USE PERMIT

**Permit No.1331**

Granted by the Twin Falls City Planning and Zoning Commission, as presented, on September 9, 2014 to Gary Henning dba Gary's Woodworking whose address is 1825 Floral Avenue Twin Falls, ID 83301 for the purpose of operate a handcrafted wood cabinet shop on property located at 1825 Floral Avenue and legally described as Twin Falls Surtees Subd S 145' of E 123.6' N or Floral Ave, Exc NE 300' x 58' Lot 12 (22-10-17 NE) RPT5201000012HA

The Commission has attached the following conditions which must be fully implemented to avoid permit revocation (City Code Section 10-13-2.3):

**This permit corresponds to Zoning Application No.2669**

1. Site plan amendments as required by Building, Fire, Engineering, and Zoning Officials to ensure compliance with all applicable City Code requirements and standards.
2. Subject to the applicant providing an alternative landscaping plan to be approved by the commission at a later date.
3. Subject to all of the parking and maneuvering area being hard surfaced with asphalt or concrete.
4. Subject to the applicant obtaining a Special Use Permit before installation and operation of a paint spray booth.



CHAIRMAN - TWIN FALLS CITY PLANNING & ZONING COMMISSION

DATE

**This permit is for zoning purposes only. Other permits such as sign, building, electrical or plumbing permits, etc. may be required. All facilities must comply with all Building and Fire Code Regulations.**

**Please contact the Building Department at 735-7238 for further information.**

cc: Building Inspection



Land use actions wherein the City Code requires public hearings:

1. Annexation (mail, sign, news, PSA, web) – 10-15-2(B)
2. Zoning Title Amendment (news, PSA, web) – 10-14-5(A)
3. Zoning Map Amendment (mail, sign, news, PSA, web) – 10-14-5(B)
4. Zoning Development Agreement, formerly Planned Unit Development (mail, sign, news, PSA, web) – 10-6-1.4(E)(2)
5. Special Use Permit (mail, sign, news, PSA, web) – 10-13-2-2(F)
6. Variance (mail, sign, news, PSA, web) – 10-13-2-1(E)
7. Request for additional building height (mail, sign, news, PSA, web) – 10-7-3
8. Nonconforming Building Expansion Permit (mail, sign, news, PSA, web) – 10-3-4(D)(3)(a)
9. Appeal of Administrator’s Determination (notice to applicant, news, PSA, web) – 10-17-1(G)
10. Comp Plan Amendment: text (news, PSA, web) – 10-14-4(C)
11. Comp Plan Amendment: Future Land Use Plan (mail, sign, news, PSA, web) – 10-14-4(C)
12. Approval of new City use (mail, sign, news, PSA, web) – 10-7-19
13. Revocation of Zoning Permit (notice to permit holder only) – 10-13-2-3(C)
14. Vacation (these are different from the rest by State law) – 10-16-1

#### **10-7-20: PUBLIC HEARINGS NOTICE REQUIREMENTS:**

Public notice shall be provided for land use actions requiring a public hearing. Public notice shall comply with the following requirements.

(A) Mail: Mail notice shall be provided as follows when required.

1. At least fifteen (15) days prior to the hearing, notice of the time and place of the hearing and a summary of the proposal shall be provided by mail to the following:
  - a. property owners, or purchasers of record, within the land being considered,
  - b.** property owners, or purchasers of record, within ~~five~~three hundred (~~35~~00) feet of the external boundaries of the land being considered,

(1) For Special Use Permit, Zoning Map Amendment, and Future Land Use Map Amendment requests involving the R6, MHO-1, and nonresidential districts, except M1, M2, and OS, notices shall be mailed to property owners, or purchasers of record, within seven hundred and fifty (750) feet of the external boundaries of the land being considered.

~~(1)(2)~~ For Special Use Permit, Zoning Map Amendment, and Future Land Use Map Amendment requests involving the M1 and M2 districts, notices shall be mailed to property owners, or purchasers of record, within one thousand (1,000) feet of the external boundaries of the land being considered.

~~b.c.~~ any additional property owners, or purchasers of record, that may be impacted by the proposed change as determined by the Administrator, and

~~e-d.~~ all political subdivisions providing services within the planning jurisdiction, including school districts and the Magic Valley Regional Airport Manager

2. When a public hearing is to be conducted by the City Council for a proposal that the Planning & Zoning Commission has made a recommendation on, the notice for that hearing shall include the Commission's recommendation in addition to the time and place of the hearing and a summary of the proposal.

~~2-3.~~ The applicant requesting the proposed change shall mail the notices to the required property owners. Upon mailing, the applicant shall sign an affidavit stating that he has notified in writing the required property owners as to his purpose of application, time and place of hearing, residents served, and date of service. A copy of the notification shall be attached to the affidavit and returned to the City not less than ten (10) days prior to the hearing.

~~3. When notice is required to be mailed to two hundred (200) or more property owners or purchasers of record, in lieu of the mailing notification, three (3) notices in the newspaper or paper of general circulation is sufficient; provided, the first notice appears at least fifteen (15) days prior to the public hearing and the third notice appears not less than ten (10) days prior to the public hearing.~~

(B) Site Posting: Notice shall be posted on site as follows when required.

1. At least fifteen (15) days prior to the hearing, notice of the time and place of the hearing and a summary of the proposal shall be posted on the premises.
2. The applicant requesting the proposed change shall post the required notice on the premises as follows:
  - a. Notice shall be provided by not less than one (1) sign located on the subject property adjacent to each street frontage of the property. In the event that the subject property is not adjacent to a public street, signs may be placed within the nearest public street right-of-way with prior approval from the Administrator and the owner of the right-of-way.
  - b. Signs shall be placed on the property so as to remain clearly visible from adjacent streets. In the event that visibility of signs located on the property is obstructed, signs may be placed within the adjacent street right-of-way with prior approval from the Administrator and the owner of the right-of-way.
  - c. If a property contains ~~three~~five hundred (~~5~~300) or more feet of street frontage on a single street, one sign shall be placed on the property for each ~~three~~five hundred (~~5~~300) feet, or portion thereof, of the street frontage.
  - d. Additional notice signs may be required as determined by the Administrator.
  - e. Notice signs shall be made from metal, plywood, or an equivalent hard surface and shall be mounted on two (2) posts in a manner that is perpendicular to the street along which the sign posted.

- f. Notice signs shall be a minimum of two (2) feet tall by three (3) feet wide and mounted so the bottom of the sign is at least two (2) feet above the ground. Notice signs that are located along a City designated ~~major~~ arterial street or a State Highway shall be a minimum of four (4) feet tall and four (4) feet wide and mounted so the bottom of the sign is at least three (3) feet above the ground.
- g. Notice signs shall be white in color. At the top of the sign, notice signs shall include each of the following with a minimum size of six (6) inches ~~in~~ black letters:
  - the words, “Notice of Public Meeting,”
  - the words, “for more information call,” and then the phone number for the City’s Planning & Zoning Department, and
  - the official City logo.
- h. Notice signs shall include a brochure holder mounted to the sign. The applicant requesting the proposed change shall ensure that, until such time as the notice sign is removed, the brochure holder contains hand-outs providing notice of the time and place of the hearing and a summary of the proposal. When a public hearing is to be conducted by the City Council for a proposal that the Planning & Zoning Commission has made a recommendation on, the notice for that hearing shall include the Commission’s recommendation in addition to the time and place of the hearing and a summary of the proposal.
- i. The applicant requesting the proposed change shall remove the posted notice sign(s) from the property not more than three (3) days after the conclusion of the final public hearing for the proposed action.

(C) Newspaper: Newspaper notice shall be provided as follows when required.

- 1. At least fifteen (15) days prior to the hearing, notice of the time and place of the hearing and a summary of the proposal shall be published in the official newspaper or paper of general circulation within the jurisdiction of the City.
- ~~1-2.~~ When a public hearing is to be conducted by the City Council for a proposal that the Planning & Zoning Commission has made a recommendation on, the notice for that hearing shall include the Commission’s recommendation in addition to the time and place of the hearing and a summary of the proposal.
- ~~2-3.~~ The Administrator shall cause the newspaper notice to be prepared and published.

(D) Public Service Announcement: A public service announcement notice shall be provided as follows when required.

- 1. At least fifteen (15) days prior to the hearing, notice of the time and place of the hearing and a summary of the proposal shall be made available as a public service announcement to news media outlets serving the jurisdiction, including newspapers, radio, and television stations.

~~1.2.~~ When a public hearing is to be conducted by the City Council for a proposal that the Planning & Zoning Commission has made a recommendation on, the notice for that hearing shall include the Commission's recommendation in addition to the time and place of the hearing and a summary of the proposal.

~~2.3.~~ The Administrator shall cause the public service announcement to be prepared and made available to news media outlets.

(E) City Website: Notice shall be provided on the City website as follows when required.

1. At least fifteen (15) days prior to the hearing, notice of the time and place of the hearing and a summary of the proposal shall be posted on the City website, [www.tfid.org](http://www.tfid.org).

~~1.2.~~ When a public hearing is to be conducted by the City Council for a proposal that the Planning & Zoning Commission has made a recommendation on, the notice for that hearing shall include the Commission's recommendation in addition to the time and place of the hearing and a summary of the proposal.

~~2.3.~~ The Administrator shall cause the notice to be posted on the City website.