

COUNCIL MEMBERS:

Suzanne Hawkins	Jim Munn	Shawn Barigar	Chris Talkington	Gregory Lanting	Don Hall	Rebecca Mills Sojka
					<i>Mayor</i>	



AGENDA

Meeting of the Twin Falls City Council
Monday, February 9, 2015
City Council Chambers - 305 3rd Avenue East - Twin Falls, Idaho

5:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG
CONFIRMATION OF QUORUM
CONSIDERATION OF THE AMENDMENTS TO THE AGENDA
PROCLAMATION: None

GENERAL PUBLIC INPUT

AGENDA ITEMS

I. CONSENT CALENDAR:

1. Consideration of a request to approve the Accounts Payable for February 3 – February 9, 2015, total: \$40,540.86.
2. Consideration of a request to approve the January 2 and January 26, 2015, City Council Minutes.

Purpose:

Action
Action

By:

Sharon Bryan
Leila A. Sanchez

II. ITEMS FOR CONSIDERATION:

1. Consideration of a request to approve a contract with CH2MHill for Design of the Headworks Expansion at the Waste Water Treatment Plant for an amount not to exceed \$707,450.
2. Consideration of a request to negotiate and enter into an agreement with the Twin Falls School District to construct irrigation improvements in the vicinity of the new South Hills Middle School and to use funds budgeted for the Castlewood Pressure Irrigation station for the work.
3. Presentation of an update on the construction of the Hankins Water Tank.
4. Public input and/or items from the City Manager and City Council.

Purpose:

Action
Action
Presentation

By:

Troy Vitek
Lee Glaesemann
Lee Glaesemann

III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS:

IV. PUBLIC HEARINGS: 6:00 P.M.

1. Consideration of a request for a [Zoning District Change and Zoning Map Amendment](#) from R-1 VAR to R-2 for 51 (+/-) acres located on the east side of the 500, 600, and 700 blocks of Hankins Road North.
2. Consideration of a request for [Vacation](#) of 13(+/-) acres of undeveloped property within a portion of Northern Passage Subdivisions #3 and #4, consisting of 46 single family lots and adjacent rights-of-way and easements to allow for the development of a new elementary school on property located at the northeast corner of Federation Road (extended) and Grandview Drive North.

PH/Action
PH/Action

Brad Wills
%Twin Falls School District
Tim Vawser/EHM Engineers
% Northern Passage Inc.

ITEM FOR CONSIDERATION:

1. Consideration of a request to approve the final plat of the Northern Passage Subdivision, #5, consisting of 13(+/-) acres of undeveloped property within a portion of Northern Passage Subdivisions #3 and #4.

Action

Tim Vawser/EHM Engineers
% Northern Passage Inc.

V. ADJOURNMENT:

Twin Falls City Council-Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor shall review the public hearing procedures.
 2. Individuals wishing to testify or speak before the City Council shall wait to be recognized by the Mayor, approach the microphone/podium, state their name and address, then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the City Clerk. The City Clerk shall make an audio recording of the Public Hearing.
 3. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
 - A complete explanation and description of the request.
 - Why the request is being made.
 - Location of the Property.
 - Impacts on the surrounding properties and efforts to mitigate those impacts.Applicant is limited to 15 minutes, unless a written request for additional time is received, at least 72 hours prior to the hearing, and granted by the Mayor.
 4. A City Staff Report shall summarize the application and history of the request.
 - The City Council may ask questions of staff or the applicant pertaining to the request.
 5. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor may limit public testimony to no less than two minutes per person.
 - Five or more individuals, having received personal public notice of the application under consideration, may select by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the mayor. The spokesperson shall be limited to 15 minutes.
 - Written comments, including e-mail, shall be either read into the record or displayed to the public on the overhead projector.
 - Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.
 6. Following the Public Testimony and Applicant's response, the hearing shall continue. The City Council, as recognized by the Mayor, shall be allowed to question the Applicant, Staff or anyone who has testified. The Mayor may again establish time limits.
 7. The Mayor shall close the Public Hearing. The City Council shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.
- * Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Mayor.

COUNCIL MEMBERS:

Suzanne Hawkins	Jim Munn	Shawn Barigar	Chris Talkington	Gregory Lanting	Don Hall	Rebecca Mills Sojka
Vice Mayor					Mayor	



MINUTES

Meeting of the Twin Falls City Council
 Tuesday, January 20, 2015
 City Council Chambers - 305 3rd Avenue East - Twin Falls, Idaho

5:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG
 CONFIRMATION OF QUORUM
 CONSIDERATION OF THE AMENDMENTS TO THE AGENDA
 PROCLAMATION: None

GENERAL PUBLIC INPUT

AGENDA ITEMS

I. CONSENT CALENDAR:

1. Consideration of a request to approve the Accounts Payable for January 13–20, 2015.
2. Consideration of a request to approve a Beer and Wine License for Ovation Performing Arts, LLC dba The Orpheum Theatre at 146 Main Ave North.
3. Consideration of a request to approve the January 5 and 12, 2015, Minutes of the City Council.

Purpose:

Action

Action

Action

By:

Sharon Bryan

Sharon Bryan

Leila A. Sanchez

II. ITEMS FOR CONSIDERATION:

1. Presentation from Crisis Center of the Magic Valley - 2014 Municipal Powers Outsource Grants (MPOG) Recipient.
2. Discussion on a potential amendment to City Code, Title 10, Chapters 2 and 4 regarding permitted land uses.
3. Public input and/or items from the City Manager and City Council.

Purpose:

Presentation

Discussion

By:

Crisis Center

Mitchel Humble

III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS:

IV. PUBLIC HEARINGS: 6:00 P.M. - None

V. ADJOURNMENT:

Any person(s) needing special accommodations to participate in the above noticed meeting could contact Leila Sanchez at (208) 735-7287 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208)735-7287.

5:00 P.M.

Present: Shawn Barigar, Don Hall, Suzanne Hawkins, Gregory Lanting, Chris Talkington, Rebecca Mills Sojka

Absent: Jim Munn

Staff Present: City Manager Travis Rothweiler, City Attorney Fritz Wonderlich, Deputy City Attorney Shayne Nope, Deputy City Manager Mitchel Humble, Deputy City Manager Brian Pike, PIO Josh Palmer, Deputy City Clerk/Recording Secretary Leila A. Sanchez

Mayor Hall called the meeting to order at 5:00 P.M. He then invited all present, who wished to, to recite the pledge of Allegiance to the Flag with him. A quorum is present.

PROCLAMATION: None

GENERAL PUBLIC INPUT None

AGENDA ITEMS

I. CONSENT CALENDAR:

1. Consideration of a request to approve the Accounts Payable for January 13–20, 2015, total: \$1,344,056.73
Accounts Payable, Mastercard, December 2014, total: \$6,801.94
Accounts Payable, Payroll, January 16, 2015, total: \$132,696.31
2. Consideration of a request to approve a Beer and Wine License for Ovation Performing Arts, LLC dba The Orpheum Theatre at 146 Main Ave North.
3. Consideration of a request to approve the January 5 and 12, 2015, Minutes of the City Council.

MOTION:

Councilmember Talkington moved to approve the Consent Calendar as presented. The motion was seconded by Councilmember Lanting. Roll call vote showed all members present voted in favor of the motion. Approved 6 to 0.

Councilmember Talkington stated that a payment of \$42,139.42 was made to Twin Falls Solid Waste for December 2014 for landfill charges. He explained his concern that the Solid Waste District has fixed costs and have not lowered the rates for the lower waste stream the City of Twin Falls is sending to the landfill since the implementation of the City's recycling program.

Councilmember Talkington asked for City policy on buying local for sundry items. City Manager Rothweiler stated that the City has thresholds that dictate whether or not the City is required to obtain quotes or are required to go out for competitive bid. Practices and policies have been set up where employees have access to acquire items locally. In addition, if the costs for items are equal, items will be bought local but if there is a significant price difference items may be bought elsewhere.

City Manager Rothweiler stated he will meet with Department Heads on February 5, and will ask them how many buy local when they have the opportunity to buy local and will report back to the Council.

II. ITEMS FOR CONSIDERATION:

1. Presentation from Crisis Center of the Magic Valley - 2014 Municipal Powers Outsource Grants (MPOG) Recipient.
Ashley Atwood explained how the \$15,000 grant was spent.

Discussion followed.

Ms. Atwood will report back to the City Manager to explain the major discrepancy listed for Adult Victims of Sexual Assault in 2013 and 2014.

MINUTES

Tuesday, January 20, 2015

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2. Discussion on a potential amendment to City Code, Title 10, Chapters 2 and 4 regarding permitted land uses.

Deputy City Manager Humble explained the request. At their January 5, 2015 meeting, the City Council discussed the priority of various potential amendments to City Code, Title 10. During that discussion, the consensus was that an amendment to City Code 10-2 and 10-4 regarding permitted land uses should be the next amendment to be prepared by City staff and the Planning & Zoning Commission. During that discussion, the Council asked staff to spend some time thinking about this potential amendment and then report back to the Council on the overall scope and expected time frame. Staff has since considered the scope of this effort and discussed the project with the Commission for input at their January 7, 2015, work session. The Commission agreed with the Council's consensus about this amendment being a priority. The Commission was undaunted by size of the project and are ready to begin preparing an amendment. The Commission will begin their review of proposed language at their March 4, 2015, Work Session.

Councilmember Mills Sojka reported on the Planning & Zoning Work Session held on January 7, 2015. She was not at the January 5, 2015, Council meeting and would like to add Urban Village/Urban Infill for review. The City is starting to see more applications for this zoning and the process for the applicant would be smoother if there are definitions and guidelines.

Councilmember Barigar asked if there is a standard practice or guidelines from professional organizations specifying how often the code should be reviewed. He recommended that internally staff could look at definition of uses.

Deputy City Manager Humble stated he is not aware of any kind of standard review time for the code. Comprehensive Plan updates are done approximately every five years and the updates often lead to code amendments.

Mayor Hall stated that the code should be visited on a regular basis because the community, standards and expectations are changing.

3. Public input and/or items from the City Manager and City Council.

City Manager Rothweiler reported on the following:

On January 15, 2015, the City of Twin Falls City advertised a Request for Qualifications for City Hall & Public Safety Campus. At this time 15 firms have requested the RFQ packet. The RFQ will be open until January 30, 2015.

The Association of Idaho Cities 2015 Officials' Day at the Capital will be held on Thursday, January 29, 2015. Speaker Bedke has assembled a committee to look at reviewing and making changes to the Urban Renewal statutes. Mr. Bedke invited Travis Rothweiler and Melinda Anderson to serve on the committee.

February 2, 2015, marks the anniversary of the Council's decision made in February 2, 2014, to not consider any proposal to attempt to jump the canyon. Prior to any interested parties who may come to the Council with a proposal, staff is seeking direction in moving forward. This is a topic of significance and of community interest and will give the Council an opportunity to provide staff very clear direction on the steps that need to be taken or accomplishments that need to be made before anyone is allowed to approach the Council officially to begin this process.

Councilmember Barigar asked if staff has been approached by anyone who was involved in the process previously.

City Manager Rothweiler stated he has not been approached. In the local media it was reported that both of the remaining parties are still contemplating and anticipating jumps to occur. One party is significantly outside the city's corporate boundaries. He believes the other party has entertained properties within close proximity to the City of Twin Falls and has renewed his lease for this upcoming year.

Councilmember Mills Sojka stated the Council made the one year temporary moratorium, so to speak, because the Council did not believe the City had the safety capacity and the ability to handle an event this size. She does not see the value of bringing up the topic if there has not been any active interest from individuals.

Mayor Hall clarified that he is in favor of discussing any jump activities and explained the importance of having a clear plan. He did agree that the Council has been able to focus on running a city and focusing on the future and strategic plan.

Councilperson Talkington stated that it is the Council's responsibility to plan ahead rather than to be reactionary. The Council's responsibilities are public safety and crowd control.

Councilperson Talkington stated that consideration should be made in moving the power transformers located in the alley side of the Banner building. City Manager Rothweiler stated there is an opportunity to work with Idaho Power Co. and outside utility providers to move infrastructure as needed.

MINUTES

Tuesday, January 20, 2015

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Mayor Hall stated he received a Chamber of Commerce ballot to vote on four new board members. He asked Council for direction.

Discussion followed.

Vice Mayor Hawkins stated she voted as part of her business.

The Council authorized the Mayor to vote on behalf of the City Council after input has been received from Councilmembers Munn, Talkington, Lanting, and Mills Sojka.

III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS:

IV. PUBLIC HEARINGS: 6:00 P.M. - None

V. ADJOURNMENT: 5:38 p.m.

Leila A. Sanchez
Deputy City Clerk/Recording Secretary

COUNCIL MEMBERS:

Suzanne Hawkins	Jim Munn	Shawn Barigar	Chris Talkington	Gregory Lanting	Don Hall	Rebecca Mills Sojka
Vice Mayor					Mayor	



MINUTES

Meeting of the Twin Falls City Council
Monday, January 26, 2015
City Council Chambers - 305 3rd Avenue East - Twin Falls, Idaho

5:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG
CONFIRMATION OF QUORUM
CONSIDERATION OF THE AMENDMENTS TO THE AGENDA
PROCLAMATION: None

GENERAL PUBLIC INPUT

AGENDA ITEMS

I. CONSENT CALENDAR:

1. Consideration of a request to approve the Accounts Payable for January 21 to January 26, 2015.

Purpose:
Action

By:
Sharon Bryan

II. ITEMS FOR CONSIDERATION:

1. Consideration of a request to adopt an Ordinance for vacation of property located within a portion of the Fieldstone Subdivision located south of the 900-1100 blocks of Cheney Drive West, undeveloped, and east of the 1350-1450 blocks of Field Stream Way.
2. Presentation of the new credit card process that was implemented on October 1, 2014.
3. Presentation of the finances of the City of Twin Falls for the 1st quarter of fiscal year 2014-2015. The presentation will be an overview of the tax-supported funds and the three major enterprise funds: Water, Wastewater and Sanitation.
4. Public input and/or items from the City Manager and City Council.

Purpose:
Action

By:
Rene'e V. Carraway-Johnson

Presentation

Lorie Race

Presentation

Lorie Race

III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS:

IV. PUBLIC HEARINGS: 6:00 P.M. - None

V. ADJOURNMENT:

Any person(s) needing special accommodations to participate in the above noticed meeting could contact Leila Sanchez at (208) 735-7287 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208)735-7287.

Present: Don Hall, Suzanne Hawkins, Jim Munn, Gregory Lanting, Chris Talkington, Rebecca Mills Sojka

Absent: Shawn Barigar

Staff Present: City Manager Travis Rothweiler, City Attorney Fritz Wonderlich, Deputy City Attorney Shayne Nope, Chief Financial Officer Lorie Race, Deputy City Manager Mitchel Humble, Deputy City Manager Brian Pike, Zoning & Development Manager Rene'e V. Carraway-Johnson, PIO Josh Palmer, Deputy City Clerk/Recording Secretary Leila A. Sanchez

Mayor Hall called the meeting to order at 5:00 P.M. He then invited all present, who wished to, to recite the pledge of Allegiance to the Flag with him. A quorum is present.

CONSIDERATION OF THE AMENDMENTS TO THE AGENDA

PROCLAMATION: None

GENERAL PUBLIC INPUT

AGENDA ITEMS

I. CONSENT CALENDAR:

1. Consideration of a request to approve the Accounts Payable for January 21 to January 26, 2015, total: 390,769.35.

MOTION:

Vice Mayor Hawkins moved to approve the Consent Calendar as presented. The motion was seconded by Councilmember Lanting. Roll call vote showed all members present voted in favor of the motion. Approved 6 to 0.

II. ITEMS FOR CONSIDERATION:

1. Consideration of a request to adopt an Ordinance for vacation of property located within a portion of the Fieldstone Subdivision located south of the 900-1100 blocks of Cheney Drive West, undeveloped, and east of the 1350-1450 blocks of Field Stream Way.

Zoning & Development Manager Carraway-Johnson explained the request.

All conditions placed on the vacation approval have been met. As directed by the Council, staff has prepared an ordinance for Council's consideration.

Staff recommends the City Council adopt the ordinance so it can be published and codified.

Discussion followed:

-Conditions placed: PUD Agreement and replatting

Zoning & Development Manager Carraway-Johnson clarified that the Ordinance for the rezone of this property and PUD Agreement will be before the Council on February 2, 2015. The Final plat should be before the Council at the end of the month. No approvals or publications of ordinances will occur without the final plat being approved.

Councilmember Talkington asked if the density of the existing land zone is affected by the vacating and the replatting.

Zoning & Development Manager Carraway-Johnson stated that the density does not change through vacation. The Council approved a rezone in 2012, with the rezoning of the property allowing for some professional development along the north side and some cottage development along Field Stream Way.

Councilmember Talkington stated that he brought this up because it was not a vacation but a PUD that the density was increased after the original approval and it impacted adversely neighbors who built and bought after knowing there would be a certain density.

MOTION:

Councilmember Lanting moved to suspend the rules and place Ordinance 3086 on third and final reading by title only. The motion was seconded by Councilmember Talkington. Roll call vote showed all members voted in favor of the motion. Approved 6 to 0.

MINUTES

Monday, January 26, 2015

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Deputy City Clerk Sanchez read Ordinance 3086 by title only: AN ORDINANCE OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO, and VACATING THE REAL PROPERTY DESCRIBED BELOW AND PROVIDING FOR VESTING OF TITLE TO THE PROPERTY SO VACATED.

MOTION:

Councilmember Talkington moved passage of Ordinance 3086. The motion was seconded by Vice Mayor Hawkins.

Councilmember Talkington clarified that the current applicant was not the person he was referring to when discussing an earlier PUD.

Roll call vote showed all members present voted in favor of the motion. Approved 6 to 0.

2. Presentation of the new credit card process that was implemented on October 1, 2014.

Chief Finance Officer Race gave the presentation.

The new process has provided a better tool for employees, while implementing stronger controls over these cards. Positive feedback has been received from employees.

3. Presentation of the finances of the City of Twin Falls for the 1st quarter of fiscal year 2014-2015. The presentation will be an overview of the tax-supported funds and the three major enterprise funds: Water, Wastewater and Sanitation.

Chief Finance Officer Race gave the presentation.

She reviewed the following:

- Tax Supported Funds – Revenue
- Property Tax History (25% of the Year Completed)
- Major Revenue Sources – TSF (25% of the Year Completed)

Discussion followed.

- State dollars for Road Maintenance
- Highway District and state's statutorily 3% increase on property tax revenue

Chief Finance Officer Race will report back to council as to whether or not the Highway District collects their 3% on an annual basis.

City Manager Rothweiler stated that for property tax, the City receives 50% of the value of the property tax collected for the geographic area of the Highway District which shares boundaries with the City of Twin Falls. The City did not take 3% but took .79% last year.

Chief Financial Officer Race continued her presentation on the following:

- Tax Supported Funds – Expenditures
- Tax Supported Funds Revenues and Expenditures
- Enterprise Funds Water Revenues (1st 3 months)
- Enterprise Funds – Wastewater Revenues (1st 3 months)
- Enterprise Funds – Sanitation Revenues (1st 3 months)
- Enterprise Funds – Sanitation Expenditures (1st 3 months)

Discussion followed.

- New Water Tank

City Manager Rothweiler stated that on February 2, staff will present an update of the Waste Water Treatment Plant project and the Hankins Water Tank project. The update will include the financials of the projects.

PIO Josh Palmer stated the City has 300 to 400 viewing streamers in a one week period.

MINUTES

Monday, January 26, 2015

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Councilmember Talkington stated the importance of the citizens of Twin Falls and viewers to see how and where their dollars are being used. City staff is in an active relationship with assisting the Council in fulfilling their constitutional responsibilities in maintaining the budget.

4. Public input and/or items from the City Manager and City Council.

City Manager Rothweiler stated the Association of Idaho Cities 2015 Officials' Day at the Capital will be held on Thursday, January 29, 2015.

At the February 2, 2015, City Council meeting a discussion will be made on any Snake River Canyon Jump activities and staff will ask for Council direction.

Councilmember Talkington stated than an individual came before Council to discuss the renovation of the Disabled Veterans Hall upgrade and since that time at his monthly American Legion Board meeting several members were supportive of offering premises at their building located near Seastroms for D.A.V.'s use should they not be able to complete their handicap access for the restrooms, ramps and roof repair. This matter is now before the Board. There are opportunities for the Veterans Committee to help the D.A.V.

Councilmember Munn stated that at the January 26, 2015, Historic Preservation Committee meeting, Councilmember Talkington brought up that it might effective to have a cooperative venture between the Historic Preservation Committee and the City Council for the celebration of the 125th year of our State's History.

III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS:

IV. PUBLIC HEARINGS: 6:00 P.M. - None

V. ADJOURNMENT: The meeting adjourned at 5:45 p.m.

Leila A. Sanchez

Deputy City Clerk/Recording Secretary



Date: Monday, February 9, 2015
To: Honorable Mayor and City Council
From: Troy Vitek, PE Assistant City Engineer

Request:

Consideration of a request to approve a contract with CH2M Hill for Design of the Headworks Expansion at the Waste Water Treatment Plant for an amount not to exceed \$707,450.

Time Estimate:

The staff presentation will take approximately 5 minutes.

Background:

On May 21, 2013, a bond was passed by the citizens in the amount of \$38,000,000. \$32,000,000 of this bond was earmarked for the Waste Water Treatment Plant (WWTP) to provide additional capacity. The City has approached CH and asked them to provide an additional scope of services to complete the Design for the Headworks Expansion. CH has provided a scope of Work attached along with a contract in the amount of \$707,450.

Approval Process:

.Approval of this item takes a majority (50% + 1) of the members present

Budget Impact:

The budget is estimated to be impacted by \$707,450.

Conclusion:

Staff recommends that City Council allow the City Engineer to sign Task Order No. 15 Amendment 1 for the amount not to exceed \$707,450.

Attachments:

1. Task Order No. 15 Amendment 1

TASK ORDER NO. 15 Amendment 1

This Task Order is issued pursuant to the Standard Master Agreement for Professional Services dated: January 21, 2010 between City of Twin Falls, ID and CH2M HILL ENGINEERS, INC, which is incorporated herein by this reference, with respect to	
City of Twin Falls WWTP Headworks Expansion Project – Preliminary Design, Final Design, and Proposal Period Services	(“Project”)

Specific Services: See Exhibit A (Scope of Work)

Compensation Provisions: Time and expense (raw labor times a multiplier of 3.19) for an amount not to exceed \$707,450.00, in accordance with Exhibit A (Scope of Work).

Work Schedule: See Exhibit A (Scope of Work)

The Authorized Representatives designated below are authorized to act with respect to the Task Order. Communications between the parties shall be between parties and their consultants or subcontractors shall be through the Authorized Representatives:	
For the City of Twin Falls	For CH2M HILL Engineers, Inc.
Name: Jackie Fields, P.E.	Name: Gregg Thompson, P.E.
Address: P.O. Box 1907 Twin Falls, ID 83303	Address: 322 East Front Street Suite 200 Boise, ID 83702
Telephone: (208) 735-7273	Telephone: (208) 383-6107

This Task Order 15 is effective this: _____ day of _____, 2014	
Accepted for CH2M HILL Engineers, Inc., by:	Accepted for the City of Twin Falls by:
Name: Mark Bowen	Name: Jacqueline Fields
Signature:	Signature:
Title: Vice President/Area Manager	Title: City Engineer

Exhibit A – Scope of Work

**Twin Falls WWTP
Phase 2 Expansion Project**

**Task Order 15 – Preliminary Design,
Final Design, and Bid Period Services**

Amendment 1 – Headworks Design

Prepared for
City of Twin Falls

November 2014

CH2MHILL®

322 East Front Street
Suite 200
Boise, ID 83702

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Attachments

- 1 Anticipated Drawing List
- 2 Control System Improvements Plant Network and PLC Replacement Details

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Exhibit A

Amendment 1 – Headworks Design Scope of Work

CH2M HILL

City of Twin Falls – Headworks Expansion Project

This Amendment 1 to Task Order 15 is part of the Agreement between the City of Twin Falls, Idaho (City) and CH2M HILL Engineers, Inc., (CH2M HILL) dated January 21, 2010, for the Wastewater Treatment Plant (WWTP) Phase 2 Expansion Project (Project). Headworks Expansion is defined in the Wastewater Facilities Plan, May 2013. Upgrade of the existing SCADA system through replacement of outdated Programmable Logic Controllers (PLCs) and other related upgrades has also been identified as a needed plant improvement. This Task Order is for professional engineering services in support of preparation of the Preliminary Design, Final Design, and Proposal Period Services for the Project. The purpose of this Task Order is to authorize technical analysis, preparation of technical support documents, development of preliminary design documents, final contract documents, and to provide proposal and award services. The scope of work is further described below.

Basis of Final Design Scope of Work

In 2012, the City hired CH2M HILL to perform an update to the Wastewater Facilities Plan that had been developed in 2010 due to significant changes to the City's wastewater service. Since 2010, substantial growth has occurred in the City's service area. A Development Agreement, dated November 3, 2011, was executed between the City's Urban Renewal Agency and Agro-Farma Idaho, Inc (Chobani) that required the City to provide up to 1 million gallons per day (mgd) of capacity at the City's WWTP to treat wastewater from Chobani's dairy processing facility in Twin Falls. Since the agreement was executed, the City has worked to address the additional capacity at the WWTP with the installation of a new aeration blower and conversion of the existing intermediate clarifier to a new primary clarifier (PC 3).

However, due to previously committed capacity at the WWTP and the new discharge from Chobani, the wastewater being treated is approaching the design capacity and expansion of the WWTP is required to meet future demands. The upgrades and improvements previously designed under Task Order 15 (and currently under construction) will provide the necessary capacity to meet the Phase 2 demands. This section describes further proposed upgrades and improvements necessary to meet increase capacity at the WWTP beyond Phase 2 capacity.

Proposed Upgrades and Improvements

The Wastewater Facilities Plan evaluated treatment and flow capacity of all processes and hydraulic structures within the wastewater treatment plant. The Plan identified three processes that limited capacity after completion of the Phase 2 improvements. The next limiting processes were headworks peak flow capacity, aeration capacity (specifically Integrated Fixed-Film Aeration System [IFAS] media fill), and ultraviolet (UV) disinfection capacity.

This project includes improvements to the headworks to increase the hydraulic capacity of this facility above the build out condition. Aeration capacity can be improved at any time by increasing the fill amount of plastic media in the IFAS system; no additional equipment or facilities are required. The improvements to UV disinfection facility provided by Phase 2 are greater than anticipated in the Plan and no further improvements are required to meet the next capacity step.

Preliminary Design, Final Design, and Proposal Period Services will be performed at the City's WWTP for Headworks expansion to exceed the Phase 3 capacity defined in the latest version of the Wastewater Facilities Plan developed by CH2M HILL for the City and includes the following upgrades and improvements:

- **Headworks.** The proposed approach includes a second parallel headworks of equivalent capacity to the existing headworks. The proposed new headworks will include two automated mechanical screens, a bypass channel with a manual bar rack, a ventilation system to meet fire code, an odor control system, a vortex grit separator, and additional grit classifier in the existing headworks.
- **Yard Improvements.** Yard improvements to support the new headworks include intercepting the sewer main along Canyon Springs Road and connecting the outlet of the new vortex grit separator to the outlet of the existing vortex grit separator. A new primary influent distribution will split and measure flow to the three primary clarifiers. Miscellaneous services improvements for potable water, plant service water, and ventilation ducting will be included.
- Electrical distribution and controls wiring will provide electrical services to the facility.
- **Control System Improvements.** Fiber optic network improvements will provide fiber optic communication service to each of the Programmable Logic Controllers (PLCs) within the existing control system. Each existing PLC will be replaced with updated PLCs and communication switches. Software development services will be required but are not included in the scope of work.

Key Assumptions

1. The design documents will be prepared based on the assumption that the City will negotiate a construction cost change order with the current Phase 2 Expansion contractor for this Work. Thus, some specifications and drawings will be updated from Construction Package 2. If the City decides to advertise to multiple contractors, further effort will be required and is not included in the level of effort provided.
2. The duration of design work anticipated for each phase or task is shown in the milestone table under section **Schedule** in this document. This is a preliminary schedule and will be refined during the design phase of the project.
3. CH2M HILL's four-phase design delivery process will be employed including City reviews. With the exception of the final review, the project team will not stop during formal reviews of submittals. The success of this process depends upon the progressive development of the design and work proceeding on the basis of prior decisions. Where significant design or project delivery elements are changed, after having been decided at prior stages or review workshops, a modification of this scope of work may be required, along with associated budget and schedule impacts.
4. This Scope of Work and level of effort does not include construction management or services during construction or software development for the project. These services will be included in a separate task order.
5. The design will be based on the federal, state, and local codes and standards in effect on the effective date of the authorization to proceed. Any changes in these codes may necessitate a change in scope.
6. The design documents will be prepared for up to two construction change orders to Construction Package 2.
7. Phase 2 specifications will be used as the basis for all specifications. Only new or modified specifications will be published. Most Division 0 and Division 1 documents will not be required.
8. Attachment 1 lists the anticipated list of design drawings.
9. The drawings will follow CH2M HILL CAE/CAD standards. Microstation will be used to develop the drawings, with the final 100 percent drawings provided to the City in the current version of AutoCAD. Contract document drawings will be produced at ANSI D size (22- by 34-inch), but drawings for interim

design review submittals will be reproduced at half size (11- by 17-inch). Design details for the project will be produced in 8 ½- by 11-inch format.

10. No environmental or sensitive areas permitting work is anticipated to be necessary for this project and none is budgeted. If any investigation and remediation of possible hazardous waste, asbestos, lead paint or other types of contamination is necessary City will execute those tasks or assign them to CH2M HILL via contract amendment.
11. No floodplain calculation will be performed. No flood mitigation is included in the design.
12. Any cost opinions or project economic evaluations provided by CH2M HILL will be on the basis of experience and judgment, but because CH2M HILL has no control over market conditions or construction proposal procedures, CH2M HILL cannot warrant that the proposal(s), ultimate construction cost, or project economics will not vary from these opinions.

Civil/Geotechnical

1. A topographic survey of the existing facilities and site will be required. Legal, easement, or plat surveys of the existing site will not be required.
2. Civil site work plans will be provided only for areas of the site involving significant disturbance to existing grading, areas that require repaving or where new facilities are to be constructed.
3. Landscaping will be minimal, generally limited to seeding or sodding.
4. The only new roadway work required is in immediate area of new facilities. Existing gravel roadways will be paved after construction if they are within the general area of the work. During design, the extent of pavement areas will be determined.
5. In general, civil plans will include paving of parking and maneuver areas. Portions of the existing plant roadways that are near construction will be repaved after all other construction activities are complete. During design, the extent of pavement areas will be determined.
6. New storm water collection and control facilities will be provided only for the new construction.

Structural/Architectural/Geotechnical

1. Conventional spread foundations or mat slabs will be acceptable foundation systems for all new facilities. Over excavation, preload, piles, or underdrain systems are not required.
2. Uplift due to high groundwater levels, if any, will be addressed with thickened base slabs or pressure relief valves in slabs. No underdrain systems or tension systems will be required.
3. Building architecture (materials, construction) of all new facilities will be similar but will not exactly match existing structures.

Process Mechanical

1. Only hydraulic assessments required for design of the new or modified facilities are included.
2. Design concerning “plant-wide” utility systems such as basin drainage, water, and in-plant waste collection/disposal will be limited to extensions and/or changes in existing piping. No new structures or equipment will be needed.
3. No corrosion control provisions will be required other than materials selection and coatings.

Electrical and Instrumentation & Controls Systems

1. The new instrumentation and control system will be based on the use of programmable logic controllers. The process instrumentation, control systems and SCADA integration will replace existing plant systems.

2. CH2M HILL will not perform the work of developing process control system software for both the PLC and the PC interface as part of this Scope of Work. This work may be added to the scope as part of services during construction.
3. Electrical design will include design to provide power to new equipment and facilities and lighting for new facilities and areas of the site. It is assumed that the existing backup power system has sufficient power to provide backup power in the new facilities if required. The electrical design does not include modifications to existing electrical and lighting systems except to accommodate new equipment.

Scope of Work

The project design work will be carried out using a phased design delivery approach to assure a logical and progressive completion of the design work. The phases, as described below, will be carried out sequentially. Each phase of design will include a specific list of work products and deliverables, which are identified in the individual sections. Design review workshops will be conducted with the City's personnel, CH2M HILL, and others as needed. The design review workshops will be conducted at critical design milestones as identified in sections that follow.

Preliminary Design, Final Design, and Proposal Period Services will be divided into the following major tasks:

- Task 1 – Project Initiation and Management
- Task 2 – Quality Assurance/Quality Control (QA/QC)
- Task 3 – Project Definition Phase
- Task 4 – Site Survey
- Task 5 – Geotechnical Investigation
- Task 6 – Preliminary Engineering and Design (30 Percent Design)
- Task 7 – Not Used
- Task 8 – Design Development Documents (60 Percent Design)
- Task 9 – Construction Document Design (90 Percent Design)
- Task 10 – Final Design Documents (100 Percent Design)
- Task 11 – Proposal Period Services
- Task 12 – Control System Improvements

Each task is described in more detail below.

Task 1 – Project Initiation and Management

The purpose of this task is to manage, coordinate and lead CH2M HILL Team's activities and perform administration of the project design services and project quality reviews. CH2M HILL will provide the resources necessary for project initiation and management throughout the project, including the following subtasks:

Subtask 1.1 Prepare Project Execution Plan

A revised Project Execution Plan (PXP) will be prepared to guide the direction of the Project Team and will include descriptions of the roles and responsibilities of team members, communications plan, cost and schedule control procedures, document control, change management and other project management requirements. They will also define the CAD/CAE software standards, graphic standards, and file naming conventions and standards.

In addition, the PXP will include a quality management plan, change management plan, and a project health and safety plan to apply to CH2M HILL employees working on the project. PXP will be distributed to CH2M HILL team members and stored on the project SharePoint site.

Subtask 1.2 Contract Administration

This task includes activities associated with administration of the contract and coordination with the City. It will include the following:

- Scoping, contract review/execution, and project accounting setup.
- Supervise and manage CH2M HILL project staff for execution of work tasks.
- Project documentation and coordination.
- Monitor project progress, including work completed, work remaining, budget expended, schedule, estimated cost of work remaining, and estimated cost at completion. Coordinate with and provide periodic updates to the City's Project Manager (assumed at meetings identified below as well as workshops).
- Monitor project activities for potential changes, anticipate changes when possible, and with City's approval, modify project tasks, budgets, and approach.
- Prepare and submit monthly billing with a brief description of the work completed during that billing cycle.
- Manage the quality control review of all work activities and project deliverables. Identify senior technical staff for the various technical disciplines and oversee the adherence to the plan during the execution of the work tasks.

Subtask 1.3 Project Team Meetings

Semiweekly conference calls will be held with the City to facilitate meeting the City's requirements. CH2M HILL will prepare and distribute minutes of each meeting with the City (with emphasis on Decisions made and Actions/Issues pending). This task also allocates time for an internal design team kick-off meeting as well as weekly internal project coordination meetings.

Subtask 1.4 Project Chartering

Chartering is a structured process used to guide the project team (City and CH2M HILL) through defining itself in terms of its purpose, critical success factors, goals, roles and responsibilities, operating guidelines, and other elements that give the team clarity of purpose essential for high-quality performance. This is typically a 4-hour meeting. The agenda may include the following:

- Introduction of all stakeholders and team counterparts.
- Confirm available project information – particularly relating to site.
- Review execution strategy, the proposed deliverables, and expected level of detail.
- Review schedule and agree on key milestones.
- Define roles and responsibilities between team members.
- Review the decision making process to allow timely decisions at the lowest appropriate level. Establish decision making protocol.
- Communications and reporting – (meetings, reports, SharePoint site).
- Budget – agree on capital budgets for each work package.
- Change management process.
- Agree on how the chartering document will be used and monitored throughout the execution of the project. Desired outcome(s) include the following:
 - Clear project-specific vision statement that has clearly aligned goals and outcomes

- Alignment around project approach and plan
- Clearly define team and individuals responsibilities
- Make and honor commitments and decision protocols

Deliverables for Task 1

- Periodic written project design schedule updates to keep the City’s Project Manager informed as to the changes to the initial schedule outlined in this Scope.
- Monthly project invoice statements with a brief description of the work performed.
- Meeting minutes.
- Charter document completed and endorsed by stakeholders and posted on the project SharePoint site. This will include vision, goals, roles and responsibilities, decision making protocol, schedule and budget alignment.

Assumptions for Task 1

The projected schedule for design and proposal period services is provided in a subsequent section of this scope of work. Budget status monitoring, project management, project controls, schedule status monitoring, and project invoicing are monthly activities for the duration of the project.

Task 2 – Quality Assurance/Quality Control (QA/QC)

An internal QA/QC review for each phase for the WWTP Improvements will be performed by senior reviewers in the disciplines represented on the Project. Comments will be documented and categorized into major, minor, and preferential comments.

CH2M HILL will establish a project Quality Control Manager and a Quality Review Team at the beginning of the project. The Quality Control Manager will develop a quality plan for the project and schedule quality reviews of the deliverables at each project phase.

The QA/QC process will be defined by CH2M HILL in a Quality Management Plan (QMP) that will include the following major components:

- Definition of Key Project Team members and their roles on the Project
- Definition of the Project core technologies
- Identification of the Project Quality Manager and Senior Technical Consultant (STC)
- The CH2M HILL staff member responsible for quality control for each discipline used in the design
- The milestone dates for each discipline review

Task 3 – Project Definition Phase

The primary purpose of the project definition phase is to firmly establish the project design criteria. Work of this project definition phase as defined below will culminate in the preparation of the four technical memorandums.

Subtask 3.1: Technical Memorandums

The purpose of this task is to define the City’s objectives and success factors for the project and to document the City’s institutional standards as they pertain to this work. Project objectives and standards in the following areas will be documented in the following four memorandums:

1. **Odor Control:** Determine the impact of headworks and raw sewage ventilation and determine if plant location will require odor control.
2. **Site Layout:** Determine movement of traffic throughout site and the impact of the revised roadway. Determine layout of future planned facilities and research the impact of proposed Canyon Springs Road modifications.

3. **Fire Protection:** Determine fire protection requirements and provide preliminary determination of design criteria and required equipment.
4. **Process Functional Requirements:** The purpose of this task is to define the treatment process required based on the influent wastewater characteristics, required effluent quality, and other project-specific considerations. The processes will be selected based on CH2M HILL's experience with viable industry accepted options. The selection will be based on suitability to the project needs, general performance history, reliability, vendor reputation and responsiveness, and operation and maintenance simplicity.

Issues and criteria to be defined and considered in the selection will include:

- Regulatory discharge requirements
- Design flow rates
- Influent characteristics
- Initial and build-out plant capacity
- Treatment requirements
- Other process related issues
- General process control strategy

All unit treatment processes and ancillary systems will be selected based on the above information.

Subtask 3.2: Project Definition Workshop

CH2M HILL will conduct a two-hour Project Definition Workshop with key City personnel and other stakeholders to obtain the pertinent information. This workshop may be held in conjunction with the Project Chartering meeting. CH2M HILL will seek input from the City and other stakeholders on the draft Report and the criteria listed in Subtask 3.1 in the Project Definition Workshop.

Deliverables for Task 3

- Project Definition Report, which will be composed of four separate technical memoranda outlining key project design criteria discussed above.
- Process Flow Diagram
- Site Layout Plan
- Minutes from the Project Definition Workshop.

Assumptions for Task 3

- Electronic deliverable (PDF) to the City.
- One Project Definition Workshop will be held with the City.

Task 4 – Site Survey

CH2M HILL will perform (through a subconsultant) a site survey of the portion of the WWTP site where construction or alterations are proposed as a part of this Project, in order to determine existing field conditions, including surface features, facilities, non-buried utilities, and marked buried utilities.

The final internal product of the site survey will be a digital terrain model (DTM) and a site base map with 1-foot contours.

Assumptions for Task 4

- The site survey will be performed using real-time kinetic (RTK) global positioning system (GPS) equipment.
- A maximum of 2 control points will be set or identified for construction survey control.
- The site survey will be limited to the area of approximately 2 acres (the limits of the proposed construction project).

- Underground utilities will be located by City staff and equipment (vacuum truck).
- CH2M HILL has assumed a maximum survey price of \$20,000. This price may need to be revised based on actual survey limits required, following completion of Task 3.
- The information collected during this Task for underground utilities and structures will be verified during construction and modifications may be necessary.

Task 5 – Geotechnical Investigation

It is assumed that no additional geotechnical investigation will be required.

Task 6 – Preliminary Engineering Report (30 Percent Design)

The purpose of this task is to use the data and guidelines developed in the Project Definition Report to develop and evaluate alternative design concepts and agree upon a single design concept. The end products from this task will include preliminary drawings which will provide sufficient information for City and agency review and design team coordination and review. The deliverable will be an amendment to the Phase 2 Preliminary Engineering Report (Sept. 2013 by CH2M HILL). CH2M HILL will conduct one interactive workshop with the City's personnel at CH2M HILL's Boise office prior to the conclusion of this task. Specific work activities and deliverables from this task are as identified below.

Subtask 6.1: Civil and Site Development

- Coordinate with surveyors; define surveyors' scope of work.
- Confirm adequacy of topographical and boundary mapping.
- Develop plant site layout considering the following: structure size, location, and orientation; layout of roadways/truck access corridors and define vehicle maneuvering requirements; and location of utility and piping corridors (horizontal and vertical).
- Develop preliminary erosion control plan and storm water control concepts for project.
- Set preliminary finished floor levels for new structures. Establish preliminary finished grades, overall major surfaces, road profiles, etc.

Subtask 6.2: Architectural

- Assign code classification to each building. Meet with local code official, if necessary, to review code classifications.
- Establish preliminary room sizes and functional requirements of each space. Select interior and exterior construction materials for each building.
- Compile list of chemicals and amounts to be used. Coordinate with other disciplines (mechanical and electrical) to resolve code compliance issues specific to these disciplines.
- Prepare preliminary building layouts.

Subtask 6.3: Structural

- Coordinate with architectural discipline on the selection of building concepts. Consult with lead process engineer on building/structure layouts.
- Develop building foundation and structure concepts based on schematic building layouts.

Subtask 6.4: Process

- Determine size/capacity of unit treatment processes and ancillary systems.
- Review capacity of existing processes and equipment to remain in service where appropriate. Assign capacity to existing processes and equipment.

- Prepare process flow diagrams (PFDs).
- Develop process narratives.
- Select and size major process equipment including pumps.
- Prepare sizing calculations and obtain review.
- Establish level of redundancy required for process equipment.
- Prepare equipment list with sizing for major equipment. Coordinate with the City on preferences of equipment manufacturer and processes.
- Prepare preliminary drawings for equipment arrangements.
- Prepare preliminary hydraulic profile.
- Validate process and hydraulics – calibrate: sampling regime on primary effluent, document actual water levels with flows.
- Start 3D models of facilities.

Subtask 6.5: Building Mechanical

- Select type of ventilation system to be used in process buildings.
- Select type of heating system to be used, including local fuel storage requirements, if necessary.
- Select type of air conditioning system to be used in personnel spaces.
- Coordinate with the architectural discipline to establish design R-values for all exterior walls.
- Coordinate with local fire marshal and Architect to determine requirements for sprinklers and fire protection.
- Determine overall potable and non-potable water requirements for the project.

Subtask 6.6: Instrumentation and Control Systems (I&C)

- Coordinate with the process engineer(s) to prepare a process flow drawing (PFD) for each treatment process.
- Develop equipment/instrument tag numbering, naming, and abbreviation conventions.
- Work with Process Engineer to prepare written operational description of each major process.
- Develop overall control philosophy including local control approach, control system, level of automation, supervisory control.
- Include preliminary P&IDs.

Subtask 6.7: Electrical

- Prepare preliminary overall one-line diagram for proposed facilities.
- Prepare preliminary load calculations.
- Size electrical rooms.
- Determine number of electrical feeds to be provided to facilities. Coordinate with local power utility to determine locations of power feeds, voltage, billing details (peak usage rates), requirements for reduced voltage starters, substation requirements.
- Determine redundancy and backup power requirements for power supplies and power distribution.
- Establish preferred voltages for power distribution and utilization equipment.

- Coordinate with other disciplines (architectural, mechanical) to resolve code compliance issues specific to these disciplines. Develop preliminary schedule of hazardous and corrosive locations.

Subtask 6.8: 30 Percent Construction Cost

- CH2M HILL will prepare a Class 4 Preliminary Engineering construction cost estimate based on the Preliminary Drawings and the Preliminary Engineering Report. Class 4 accuracy is typically +50 to -30%.
- CH2M HILL will prepare a total project cost estimate, including the Class 4 construction cost estimate and other estimated costs to be incurred by the City during design, construction cost proposal, permitting, construction, and startup.
- The construction cost estimate and total project cost estimate will be submitted to the City following the 30 percent Design Workshops.

Subtask 6.9: 30 Percent Design Workshop

CH2M HILL will assemble the work products from the tasks above and submit the 30 percent Design Documents to the City for review and comment. A workshop will be held at CH2M HILL's Boise office with the City's personnel to receive and discuss comments and to reach closure on design issues. Following the workshop, meeting minutes and responses to comments will be prepared and submitted. The responses to comments will be incorporated into the 60 percent, 90 percent, and 100 percent Construction Documents.

Subtask 6.10: DEQ Coordination

CH2M HILL will submit the amended Preliminary Engineering Report to the Idaho Department of Environmental Quality (IDEQ) for review. CH2M HILL will arrange a meeting with IDEQ to review the amended PER.

Deliverables for Task 6

- Preliminary Engineering Report. CH2M HILL will prepare an amended Preliminary Engineering Report including a written description of the Preliminary Design, preliminary drawings, and list of technical specifications. This Report will be issued in digital format (PDF) and will be posted to the Project SharePoint site. Five hard copies of the draft Report will also be provided to the City for review. CH2M HILL will provide 5 hard copies of the amended Report to the City and also submit one hard copy of the amended Preliminary Engineering Report to the DEQ for review and approval.
- To assist DEQ in the review and approval of the proposed design, CH2M HILL will participate in a submittal meeting with the City and DEQ.
- Engineer's Construction Cost Estimate (Class 4) and Total Project Cost Estimate
- Meeting minutes from Design Workshop

Assumptions for Task 6

- The 30 Percent Design Review Workshop will take place at CH2M HILL's Boise office. The CH2M HILL Design Manager will coordinate with the City project team and CH2M HILL to schedule the meeting date and time. Design leads will attend all or portions of the workshop, as needed.
- City's project team will review the Preliminary Engineering Report documents by delivering the comments in written form a minimum of 5 working days prior to the Review Workshop.
- The City's Project Manager will attend the pre-submittal meeting with DEQ. CH2M HILL will schedule this meeting and will have two employees attend.
- Delivery of the Engineer's Construction Cost Estimate will follow the delivery of the Preliminary Engineering Report by approximately 3 weeks.

Task 7 – Not used

Task 8 – Design Development Documents (60 Percent Design)

The purpose of this task is to utilize the conceptual decisions of the project that were made in the Preliminary Design Phase to complete and finalize the preliminary calculations of the previous phase, develop the project design to achieve a true “design freeze” at the conclusion of this phase. Structures, equipment, major plant piping, process, site plan are all finalized during this phase to allow final detailing of the same in the next phase of design. The majority of the quality control review and approval will occur prior to the finalization of the work products from design development phase. Specific activities, and work products from this phase are described in the following subtasks:

Subtask 8.1: Civil and Site Development

- Finalize horizontal locations of major site elements.
- Finalize floor, structure and finish grade elevations.
- Define demolition requirements and limits.
- Define contractor staging, storage, access, and off-site access corridors.
- Prepare preliminary site grading drawings.
- Identify limits and extents of landscaping.
- Develop preliminary yard piping and plant drain layouts.
- Show stormwater control concepts on the drawings.
- Finalize paving and site roadway concepts.

Subtask 8.2: Architectural

- Develop 3-D models and building floor plans and elevations for all new buildings.
- Coordinate with I&C and electrical disciplines to size and locate electrical and control rooms.
- Coordinate with the mechanical discipline to select the type of HVAC equipment, locate HVAC equipment rooms, determine space requirements and routing for ductwork if required, and finalize design R-values for all exterior walls.
- Coordinate with structural engineer to finalize the structural design concepts for the facilities.
- Establish applicable codes for all buildings/structures with local code officials and fire marshal. Complete building and fire code analysis. Meet with local code official to review floor plans.

Subtask 8.3: Structural

- Document structural design concept for buildings and structures.
- Prepare preliminary foundation, floor, and roof framing plans.
- Coordinate with corrosion engineer to analyze materials and corrosion control requirements, and to prepare a technical memo to document the corrosion control plan to be implemented during design.

Subtask 8.4: Process

- Coordinate with equipment vendor and structural discipline for required system layout.
- Finalize major equipment-sizing calculations.
- Finalize treatment plant gravity hydraulics and establish concepts for flow control and hydraulic structures.
- Coordinate with I&C on development of P&IDs.
- Coordinate with I&C on development of process control narratives.
- Continue developing mechanical layout plans and sections.

- Develop design drawings for modifications to existing facilities as required to tie-in the new Phase 2 facilities.
- Finalize ancillary equipment selection (type, size, weight, arrangement).

Subtask 8.5: Building Mechanical

- Determine minimum airflow requirements to meet code.
- Locate major HVAC/Plumbing equipment on building plans.
- Locate major water/drain/sewer location on the building plans.

Subtask 8.6: Instrumentation and Control Systems (I&C)

- Add equipment/instrument tag numbering, naming, and abbreviation following existing standard conventions used at the treatment plant.
- Design control system configuration to the existing standards at the treatment plant with input from the City.
- Develop overall control philosophy including local control approach, control system, level of automation, and supervisory control based on the City's existing standards.
- Coordinate with the process engineer to finalize P&ID drawings including loop numbers and instrumentation.
- Coordinate with City for communication and integration of new controls with existing plant SCADA system.
- Summarize I&C system design philosophy in a process control narrative. Prepare preliminary Instrument and I/O Lists, and SCADA interfaces. Develop preliminary control system block diagram.
- Define control interfaces for package systems with local controls.

Subtask 8.7: Electrical

- Determine location of distribution apparatus and confirm necessary modifications to existing equipment.
- Prepare preliminary one-line diagrams for proposed facilities.
- Prepare preliminary electrical load calculations for the facilities.
- Prepare a preliminary layout of the major electrical equipment. Determine equipment requiring uninterruptible power supplies (UPS). Coordinate with I&C discipline to determine space requirements and locations for control equipment. Locate major I/O termination panels, terminal junction boxes, and control panels.
- Define/document requirements and concepts for special systems such as: extensions of existing telephone, data, and fire alarm system.
- Identify routing methods for electrical conduit and tray. Layout duct bank system (major runs/manholes). Coordinate with civil yard piping. Locate manholes and hand holes.
- Develop preliminary lighting concepts and prepare preliminary lighting layout.
- Define hazardous locations (NFPA 820)

Subtask 8.8: Construction Sequencing/Operation during Construction Analysis

CH2M HILL's design team will coordinate with CH2M HILL operations staff working at the WWTP to conduct a project delivery analysis for construction sequencing and plant operation during construction, which will include consideration of the following:

- Review existing plant operating facilities that will be impacted during construction and develop a preliminary sequence of construction to accommodate operation with minimal disruption. Identify tie-ins to existing facilities, the need for process or plant shut-downs, the duration needed for tie-ins, and the maximum duration that facilities can be shut down.

Subtask 8.9: 60 Percent Construction Cost and Schedule Estimates

- CH2M HILL will prepare a Class 3 Preliminary Engineering construction cost estimate based on the Preliminary Drawings and the Preliminary Engineering Report. Class 3 accuracy is typically +30 to -20%.
- CH2M HILL will prepare a total project cost estimate, including the Class 3 construction cost estimate and other estimated costs to be incurred by the City during design, construction cost proposal, permitting, construction, and startup.
- CH2M HILL will prepare an update to the estimated project schedule (including design and construction phases).
- The cost estimates and schedule will be submitted to the City for review and discussion following the 60 percent Design Workshop.

Subtask 8.10: 60 Percent Design Workshop

CH2M HILL will assemble the work products from the tasks above and submit the 60 percent Design Documents to the City for review and comment. A workshop will be held at CH2M HILL's Boise office with the City's personnel to discuss comments and to reach closure on design issues. Following the workshop, meeting minutes and responses to comments will be prepared and submitted. The responses to comments will be incorporated into the 90 percent, and 100 percent Construction Documents.

Deliverables for Task 8

- Design Drawings. 60% Design Drawings in digital format (PDF, 11- by 17-inch) will be posted to the Project SharePoint site. Five hard copies of design drawings will also be provided to the City for review.
- Technical Specifications. 60% Technical Specifications in digital format (PDF) will be posted to the Project SharePoint site. Five hard copies of technical specifications will also be provided to the City for review.
- Basis of Design Document: The preliminary engineering report will be updated based on comments received from the City and DEQ.
- Engineer's Construction Cost Estimate (Class 3) and Project Schedule Update

Assumptions for Task 8

- The 60 Percent Design Review Workshop will take place at CH2M HILL's Boise office. The CH2M HILL Design Manager will coordinate with the City project team and CH2M HILL to schedule the meeting date and time. Design leads will attend all or portions of the workshop, as needed.
- City's project team will review the Design Development documents provided to the City's Project Manager and presented in the 60 Percent Design Review Workshop by delivering the comments in written form a minimum of 5 working days prior to the Review Workshop.
- CH2M HILL will not delay Final Design waiting for DEQ Comments until after DEQ has reviewed and commented on the Preliminary Design Report. Therefore, any comments from DEQ on the Preliminary Design will be incorporated by CH2M HILL into the Design Development documents when the comments are received.

- Delivery of the Engineer’s Construction Cost Estimate and Project Schedule Update will follow the delivery of the other 60% deliverables by approximately 2 weeks.

Task 9 – Construction Document Design (90 Percent Design)

Subtask 9.1: 90 Percent Design Document Completion

The purpose of this task is to develop the design drawings, specifications, and schedules for a pre-final review.

CH2M HILL will progress the design and modify the contract documents to incorporate agreed upon 60 percent review comments from the City, applicable regulatory agencies, and CH2M HILL’s Quality Review Team comments. The 90 percent documents will then be submitted to the City for their review. The following subtasks are included:

- Incorporate responses to comments on the 60 percent Preliminary Design package.
- Prepare 90 percent construction drawings.
- Prepare pre-final technical specifications.
- Prepare pre-final calculations.
- Complete checking and coordination review by design leads.
- Provide independent review by the CH2M HILL Quality Review Team. The 90 percent design documents will include the following:
 - Design Drawings. The 90 percent Design Drawings will incorporate the comments from the City, DEQ, and additional details required to finalize the design.
 - Contract Documents and Technical Specifications. CH2M HILL will prepare the contract documents and technical specifications based on the comments provided by the City.

Subtask 9.2: 90 Percent Construction Cost Estimate and Schedule

- CH2M HILL will update the construction cost estimate to provide the City with a Class 2 final construction cost estimate based on 90 percent Design Drawings and Technical Specifications. A Class 2 estimate is typically considered to have an accuracy of +20 to –10%.
- CH2M HILL will prepare a total project cost estimate, including the Class 2 construction cost estimate and other estimated costs to be incurred by the City during design, construction cost proposal, permitting, construction, and startup.
- CH2M HILL will prepare an estimated project schedule.
- The Construction Cost Estimate and Schedule will be submitted to the City for review and discussion following the 90 percent Design Workshops.

Subtask 9.3: 90 Percent Design Workshops

CH2M HILL will assemble the work products from the tasks above and submit the 90 percent Design Documents to the City for review and comment. A workshop will be held with the City’s personnel to receive and discuss comments and to reach closure on design issues. Following the workshops, meeting minutes and responses to comments will be prepared and submitted. The responses to comments will be incorporated into the 100 percent Construction Documents.

Deliverables for Task 9

- 90 percent Contract Documents in digital format (PDF, with drawings in 11- by 17-inch size) will be posted to the Project SharePoint site. Five hard copies of the documents will also be provided to the City for review.
- Engineer’s Construction Cost Estimate (Class 2)
- Updated construction schedule and overall budget.

Assumptions for Task 9

- The 90 percent documents will be reviewed by the City prior to preparation of the 100 Percent Drawings.
- Delivery of the Engineer’s Construction Cost Estimate and Project Schedule will follow the delivery of the other 90% deliverables by approximately 3 weeks.

Task 10 – Final Design (100 Percent Design)

The purpose of this task is to develop the final contract drawings and specifications for obtaining a construction cost proposal. CH2M HILL will modify the contract documents to incorporate agreed upon 90 percent review comments from the City, applicable regulatory agencies, and CH2M HILL’s Quality Review Team. This task scope is based on all City review comments being received prior to this phase of work. The following subtasks are included:

- Incorporate responses to comments on the 90 percent Design Development Document.
- Prepare final construction drawings.
- Prepare final technical specifications.
- Prepare final calculations.
- Complete final checking and coordination review by design leads.

Deliverables for Task 10

- Final (100 Percent) Contract Documents in digital format will be posted to the Project SharePoint site and 5 hard copies will be delivered to the City.
- Final (100 Percent) Contract Documents will be delivered in digital format and hard copy to DEQ for review and approval.

Assumptions for Task 10

- DEQ review of the Final (100 Percent) Design will be concurrent with the construction cost proposal process and CH2M HILL will incorporate DEQ comments into an addendum, if necessary.
- No permitting tasks other than submittal of final documents to DEQ are included in the final design scope of work.

Task 11 – Proposal Period Services

CH2M HILL agrees to furnish the following services during the period when the City requests proposals for the project. If the project requires bidding, CH2M HILL bidding services for the bid period would need to be contracted as an amendment to this task order.

Subtask 11.1: Contract Document Distribution

- CH2M HILL will assume responsibility for distribution of the Contract Documents for the purpose of obtaining a proposal for construction of the project.
- CH2M HILL will distribute Contract Documents to the proposer(s).

Subtask 11.2: Proposal Period Consultation

CH2M HILL will respond to inquiries posed by the proposer(s). The City will review responses by CH2M HILL prior to issue of addenda.

Subtask 11.3: Pre-Proposal Conference

CH2M HILL will conduct a pre-proposal conference for proposer(s) at the Project site. The project manager and up to two other design leads will attend the conference.

Subtask 11.4: Addenda

CH2M HILL will prepare addenda to the Request for Proposal. The addenda will provide clarifications, minor additions, and minor modifications of the Contract Documents to facilitate the proposal and construction of the Project. The City will review the addenda prior to issue.

Subtask 11.5: Proposal Review/Recommendations

CH2M HILL will attend the proposal opening, prepare a proposal tabulation, and assist the City by reviewing the proposal(s) received, identifying the lowest responsive/responsible proposer, and submitting a letter of recommendation for award to the City.

Deliverables for Task 11

- Addenda to the RFP Proposal Tabulation.
- Letter of Recommendation to Award.

Assumptions for Task 11

- Level of effort assumes that only three addenda will be necessary for the proposal.
- The City will review all addenda before distribution (1-day turn-around time assumed).

Task 12 – Control System Improvements

The Twin Falls WWTP control system currently consists of Allen Bradley SLC-500, MicroLogix, and CompactLogix PLCs, as well as Wonderware InTouch HMI and Allen Bradley Panelview local operator interface panels. This equipment communicates primarily over a Data Highway Plus (DH+) network. The SLC platform of PLC's, and the network are approaching end of life and will no longer be supported by the manufacturer in the near future.

CH2M HILL will provide the following services to convert the existing SCADA PLC hardware and software to the Owner standard Allen Bradley CompactLogix platform, to upgrade the Wonderware application to current industry standards, and to replace the existing DH+ network with an Ethernet fiber optic network.

Subtask 12.1: Design

To convert the system to the new owner standard hardware and software platforms, the existing equipment requires modification. The extent of the required modifications will be determined during the design phase of the control system improvements task.

CH2M HILL will provide the following services:

- Provide field investigation of existing control panels, conduit, and I/O and network cabling.
- Develop basis of design report (BODR) summarizing the field investigation notes and explaining the design approach.
- Provide design review meetings with the owner at the 30%, 60%, and 90% design.
- Develop construction drawings including limited bill of material lists and notes required to complete the construction. New I/O wiring diagrams will be developed for wiring between the PLC I/O cards to the control panel terminal blocks.
- Specify, and configure a new historian server for collecting historical trend data alarm history data.
- Develop design change order detailing implementation plan, including impacts to operation, construction sequence, and software installation sequence.

Additional details on the assumed scope of work for replacement of the plant network and PLCs can be found in Attachment 2. Only Phase 1 of Attachment 2 is included in the current scope and the associated Level of Effort.

Deliverables for Task 12

- Basis of design report
- Construction Drawings
- Record Drawings
- Design change order
- Project schedule

Assumptions for Task 12

- An owner-supplied electrician may be required to assist with the field investigation during Task 12.1.
- Existing PLCs to be replaced contain up to 400 I/O points. Exact I/O count will be determined for the basis of design report during the field investigation.
- Detailed panel layout drawings will consist of pictures annotated to show modifications to each panel.
- Up to 80 construction drawings are assumed. It is assumed that these drawings will be included with the Headworks Expansion construction package, with the combined construction cost negotiated together.
- Accurate detailed I/O point-to-point wiring diagrams are available from current plant O&M documentation showing termination information at field devices and PLC panels.
- Current facility O&M documentation will not be added to or updated.
- Construction drawings including new I/O wiring diagrams will replace the existing I/O wiring diagrams. New I/O diagrams will copy information shown on existing drawings regarding field devices. Verification of field device terminations is not included.
- Existing Headworks control panel contains two MicroLogix 1100 PLCs with Ethernet communications. This panel is not monitored by SCADA. These are not owner-standard controllers, but will continue to be available from the manufacturer for the foreseeable future, thus they will be left in service. A switch exists in this panel, thus no modifications are required except for running fiber-optic cable to the location.
- Existing GBT control panel, LCP-GBT-04-1, contains a MicroLogix 1500 PLC with Ethernet communications. This PLC will be left in service and a new Ethernet switch will be added inside of this panel.
- PanelView touchscreens will be replaced with panel-mount workstations which will be loaded with the plant wide SCADA HMI application. No PanelView devices will remain in service.
- Fully managed Ethernet network switches and fiber patch panels will be included in the design for all control panels as part of this project.
- Control functionality will be as identified during software workshops. The functionality will be reviewed with the Owner for schedule and budget impacts before proceeding.
- The software programming effort for CompactLogix PLCs is based on the use of the ENGINEER's existing add-on instructions (AOIs) similar to those that will be used on the Phase 2 Expansion project.
- New HMI graphics will be developed using Wonderware InTouch Objects similar to those that will be used on the Phase 2 Expansion project.
- Win911 modifications will be made in order to maintain the functionality of the Win911 dialer system with the HMI and PLC changes.
- Plant operations staff and plant SCADA maintenance support staff will be available for coordination and assistance during software testing.

Project Schedule

The key milestones associated with this Task Order are summarized in Table 1.

TABLE 1
Project Schedule – Major Milestones
Twin Falls WWTP Phase 2 Expansion Amendment 1 – Headworks Design

Description	Milestone Date
Design Process	
Project Definition Phase	December 2014
Preliminary Engineering and Design (30% Design)	January 2015
Design Development (60% Design)	March 2015
Construction Document Design (90% Design)	April 2015
Final Design (100% Design)	May 2015
Construction	
Completed Negotiations and City Council Approval	June 2015
Construction Completion	May 2016

The schedule presented above is an estimate of the project duration and does not contractually bind CH2M HILL and City to interim or final completion milestone dates. The schedule is based on the assumption that CH2M HILL will not wait on the review by DEQ of the Preliminary Design Report submitted at 30 percent before proceeding with the design development task. The schedule also assumes the City will complete all reviews prior to the review workshops and that the review workshops will occur within 7 days following submission of deliverables, otherwise CH2M HILL will begin work on the subsequent design stages prior to completion of City review. If this schedule approach is pursued, City assumes the risk associated with approach if it results in redesign or extra design by CH2M HILL. City may elect, at its own discretion, to await DEQ review prior to directing CH2M HILL to proceed with the design development task. Activities to be undertaken by City, such as permitting activities, are not shown in the schedule and are understood to potentially affect the overall project schedule. Minor adjustments to the schedule are understood to have negligible impact on the project budget. Extended delay in the project schedule is understood to impact the project budget presented above because of labor escalation costs and inefficiencies in project execution.

Compensation

Level of Effort

Table 2 presents a summary of the task level of effort estimates. CH2M HILL has developed this level of effort estimate based on the work plan presented herein and assumptions stated previously. The fees will be billed as time and material, and will not exceed the total amount below without prior approval by the City.

The task budget subtotals identify the focus and level of effort for this work; however, they do not represent itemized not-to-exceed budget limits. The overall budget total for this work will be the not-to-exceed budget limit.

The City will compensate CH2M HILL for labor, expenses, and subconsultants. Labor will be billed at 3.19 times raw labor plus direct expenses plus a service charge of 5% on outside services and subconsultants.

TABLE 2
Compensation
Twin Falls WWTP Phase 2 Expansion Amendment No. 1 – Headworks Design

Task		Labor	Expenses	Total
Task 1	Project Management	\$ 51,700	\$ 6,100	\$ 57,800
Task 2	Quality Assurance/Quality Control (QA/QC)			\$ -
Task 3	Project Definition	\$ 36,000	\$ 1,100	\$ 37,100
Task 4	Site Survey		\$ 22,000	\$ 22,000
Task 5	Not Used			\$ -
Task 6	Preliminary Engineering Report (30% Design)	\$ 83,600	\$ 4,500	\$ 88,100
Task 7	Not Used			\$ -
Task 8	Design Development Documents (60% Design)	\$119,800	\$ 2,000	\$121,800
Task 9	Construction Documents (90% Design)	\$124,800	\$ 1,800	\$126,600
Task 10	Final Documents (100% Design)	\$ 64,500		\$ 64,500
Task 11	Proposal Period Services	\$ 7,600	\$ 320	\$ 7,920
Task 12	Control System Improvements	\$123,700	\$ 4,930	\$128,630
	Contingency	\$ 53,000		\$ 53,000
Total		\$664,700	\$ 42,750	\$707,450

Attachment 1
Anticipated Drawing List

SHEET NO.	DWG NO.	DESCRIPTION	FACILITY
0001	GEN-CV-001	COVER	GENERAL
0002	GEN-CV-002	INDEX TO DRAWINGS	GENERAL
0003	GEN-LG-029	DESIGN DATA SUMMARY 2	GENERAL
0004	GEN-LG-030	PROCESS FLOW DIAGRAM	GENERAL
0005	GEN-LG-031	HYDRAULIC PROFILE	GENERAL
0006	GEN-LG-032	PIPING SCHEDULE	GENERAL
0007	GEN-LG-033	AREA CLASSIFICATION AND MATERIAL SELECTION TABLE	GENERAL
0008	GEN-LG-034	BUILDING SERVICES SCHEDULE - 1	GENERAL
0009	GEN-LG-035	BUILDING SERVICES SCHEDULE - 2	GENERAL
0010	GEN-LG-036	GENERAL LEGEND SHEET	GENERAL
0011	YRD-CE-101	SHEET INDEX KEY MAP	SITE
0012	YRD-CE-102	OVERALL SITE ACCESS MAP	SITE
0013	YRD-DM-104	DEMOLITION PLAN - AREA D	SITE
0014	YRD-ME-104	YARD PIPING PLAN - AREA D	SITE
0015	YRD-GR-104	GRADING AND DRAINAGE PLAN - AREA D	SITE
0016	YRD-ME-304	SECTIONS/DETAILS	SITE
0017	YRD-ME-305	SECTIONS/DETAILS	SITE
0018	YRD-ME-306	PRIMARY FLOW SPLIT METER VAULT PLAN/SECTION	SITE
0019	YRD-EL-001	OVERALL ONE-LINE DIAGRAM	SITE
0020	YRD-EL-104	SITE PLAN - AREA D	SITE
0021	YRD-EL-601	DUCT BANK SCHEDULE	SITE
0022	PID-IC-514	P&ID HEADWORKS SCREEN	P&IDs
0023	PID-IC-515	P&ID HEADWORKS GRIT	P&IDs
0024	PID-IC-516	P&ID PRIMARY FLOW SPLIT	P&IDs
0025	PID-IC-520	P&ID NETWORK BLOCK DIAGRAM	P&IDs
0026	PID-IC-520A	P&ID NETWORK BLOCK DIAGRAM	P&IDs
0027	PID-IC-524	TYPICAL CONTROL PANEL ENCLOSURE	P&IDs
0028	PID-IC-526	TYPICAL LOOP DIAGRAMS	P&IDs
0029	HW1-ME-111	FLOOR PLAN (GRIT ROOM) - ME/SE	EXIST. HEADWORKS
0030	HW1-ME-301	SECTIONS/DETAILS (GRIT ROOM)	EXIST. HEADWORKS
0031	HW1-EL-001	ONE-LINE DIAGRAM	EXIST. HEADWORKS
0032	HW1-EL-101	PROCESS PLAN	EXIST. HEADWORKS
0033	HW1-EL-102	FACILITY PLAN	EXIST. HEADWORKS
0034	HW1-EL-601	SCHEDULES	EXIST. HEADWORKS
0035	HW1-ME-112	PLAN (INCLUDING DEMO)	FLOW SPLIT
0036	HW1-EL-103	PROCESS PLAN	FLOW SPLIT
0037	HW2-AR-111	ARCHITECTURAL PLAN	NEW HEADWORKS
0038	HW2-AR-121	ROOF PLAN	NEW HEADWORKS
0039	HW2-AR-201	ELEVATIONS	NEW HEADWORKS
0040	HW2-AR-301	SECTIONS	NEW HEADWORKS
0041	HW2-ST-101	FOUNDATION PLAN	NEW HEADWORKS
0042	HW2-ST-111	FLOOR PLAN	NEW HEADWORKS
0043	HW2-ST-121	ROOF FRAMING PLAN	NEW HEADWORKS
0044	HW2-ST-301	SECTIONS/DETAILS	NEW HEADWORKS
0045	HW2-ST-302	SECTIONS/DETAILS	NEW HEADWORKS
0046	HW2-ST-303	SECTIONS/DETAILS	NEW HEADWORKS
0047	HW2-ST-304	SECTIONS/DETAILS	NEW HEADWORKS
0048	HW2-ME-101	LOWER LEVEL PLAN/SECTION (GRIT)	NEW HEADWORKS
0049	HW2-ME-111	FLOOR PLAN	NEW HEADWORKS
0050	HW2-ME-301	SECTIONS/DETAILS	NEW HEADWORKS
0051	HW2-ME-302	SECTIONS/DETAILS	NEW HEADWORKS
0052	HW2-ME-303	PACKAGED ODOR CONTROL PLAN/SECTIONS	NEW HEADWORKS

SHEET NO.	DWG NO.	DESCRIPTION	FACILITY
0053	HW2-HV-101	FLOOR PLAN	NEW HEADWORKS
0054	HW2-HV-301	SECTIONS/DETAILS	NEW HEADWORKS
0055	HW2-HV-601	CONTROL DIAGRAMS	NEW HEADWORKS
0056	HW2-FP-111	FIRE PROTECTION PLAN	NEW HEADWORKS
0057	HW2-EL-001	ONE-LINE DIAGRAM	NEW HEADWORKS
0058	HW2-EL-101	LOWER LEVEL PLAN - PROCESS	NEW HEADWORKS
0059	HW2-EL-102	LOWER LEVEL PLAN - FACILITY	NEW HEADWORKS
0060	HW2-EL-111	UPPER LEVEL PLAN - PROCESS	NEW HEADWORKS
0061	HW2-EL-112	UPPER LEVEL PLAN - FACILITY	NEW HEADWORKS
0062	HW2-EL-601	SCHEDULES	NEW HEADWORKS
0063	ELC-EL-S06	CONTROL DIAGRAM - SCREENS	ELECTRICAL
0064	ELC-EL-S07	CONTROL DIAGRAM - GRIT EQUIPMENT	ELECTRICAL
0065	ELC-EL-S08	CONTROL DIAGRAM - ODOR CONTROL FAN/VENTILATION	ELECTRICAL
0066	ELC-EL-515	CABLE BLOCK DIAGRAM - PLANT NETWORK	ELECTRICAL
0067	ELC-EL-516	CABLE BLOCK DIAGRAM - HEADWORKS	ELECTRICAL
0068	ELC-EL-517	CABLE BLOCK DIAGRAM - OTHER	ELECTRICAL
0069	PID-IC-517	P&ID MISC	P&IDs

Attachment 2
Control System Improvements Plant Network and
PLC Replacement Details

CITY OF TWIN FALLS (OWNER) AND CH2M HILL ENGINEERS, INC. (ENGINEER)

Twin Falls WWTP SCADA Upgrade

PROJECT UNDERSTANDING

The Twin Falls WWTP control system consists of Allen Bradley SLC-500, MicroLogix, and CompactLogix PLCs, as well as Wonderware InTouch HMI and Allen Bradley Panelview local operator interface panels. This equipment communicates primarily over a Data Highway Plus (DH+) network. The SLC platform of PLC's, and the network are approaching end of life and will no longer be supported by the manufacturer in the near future.

The following Scope of Work describes the services that will be provided by the ENGINEER to convert the existing SCADA PLC hardware and software to the Owner standard Allen Bradley CompactLogix platform, to upgrade the Wonderware application to current industry standards, and to replace the existing DH+ network with an Ethernet fiber optic network.

We propose completing the work in 2 phases..

Phase 1 Design will include drawings that can be issued to a contractor for construction.

Phase 2 Software will include software planning, development, testing and startup.

SCOPE OF WORK

Phase 1 – Design

To convert the system to the new owner standard hardware and software platforms, the existing equipment requires modification. The extent of the required modifications will be determined during the design phase of the project.

ENGINEER shall provide the following services:

- Provide field investigation of existing control panels, conduit, and I/O and network cabling.
Note: An owner-supplied electrician may be required to assist with the investigation to determine the best solution for these locations.
- Develop basis of design report (BODR) summarizing the field investigation notes and explaining the design approach.
- Provide design review meetings with the owner at the 30%, 60%, and 90% design.
- Develop biddable construction drawings including bill of material lists and notes required to complete the construction. New I/O wiring diagrams will be developed for wiring between the PLC I/O cards to the control panel terminal blocks.
- Specify, and configure a new historian server for collecting historical trend data alarm history data.

- Develop design change order detailing implementation plan, including impacts to operation, construction sequence, and software installation sequence.
- Provide Services During Construction (SDC)
 - Assist Owner with Bid Walk through and project description
 - Review Submittals and answer Contractor questions

Deliverables

- Basis of design report
- Biddable Construction Drawings
- Record Drawings
- Design change order
- Project schedule

Details: Plant Network Replacement

- The existing plant control system network is primarily Allen Bradley Data Highway Plus (DH+). However, an optical fiber link exists between the Administration and GBT facilities. Additionally, facilities such as the Headworks and Primary Sludge Pump Station are connected by Ethernet radio systems, with no wired link. At this time, the Ethernet networks are completely separate from the DH+ network. Abandoning the patchwork of existing networks and consolidating on one technology will give the plant a reliable, maintainable, long-term control system network solution, with communication to every facility and capacity for future expansions.
 - Data Highway Plus (DH+) was one of, if not the first control system network ever developed. It was put into widespread use in the 1970s and 1980s. When the Primary Sludge Pump Station was constructed, a DH+/Ethernet bridge was installed to connect the two networks and allow communication from the old PLCs to the new PLCs. However, the integrator was unable to get this bridge to work and it is installed but not functional.
 - Ethernet radio is a wireless form of Ethernet communication. This was installed at certain locations on site instead of running wired Ethernet cable. Ethernet radio opens the plant control system network up to security threats as well as reliability issues.
 - Multi-mode fiber (MMF) is a form of fiber optic cable. It is still commonly used, but has some disadvantages such as higher per-foot cost of cable and lower distance capability when compared to single-mode fiber. Currently, the plant's MMF network extends from the administration building to the GBT building and also to the maintenance shop. This fiber was installed during the 2000 expansion and is thus almost 15 years old. That is not outside the useful life of optical fiber cable, but as part of the SCADA Improvements we will replace all existing fiber cables and standardize around single-mode fiber.

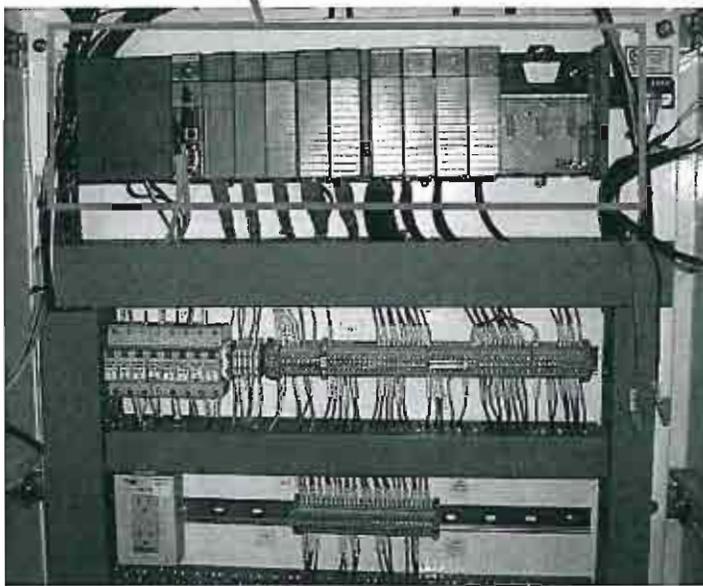
- Single-mode fiber (SMF) is another form of fiber optic cable. It has very long distance capability and the fiber itself is cheaper than MMF. It has very high bandwidth capable of supporting many times the communication that the Twin Falls WWTP will require, including the use of video monitoring in the future if necessary. This technology has been chosen as the best option for standardization.
- As part of the SCADA Improvements project, we will install a new SMF optical fiber network with industrial-grade Hirschmann managed network switches. The new plant network will be arranged in a ring configuration. The ring network prevents any network interruption if any one link is damaged, with a minimal amount of fiber.

Details: PLC Replacement

- Panel LCP-BLR contains one Allen Bradley SLC processor and 13-slot rack. This panel was installed in the 2000 expansion. The SLC processor, chassis, and I/O modules will be replaced with a CompactLogix PLC and I/O. The existing PLC program will be used as a template for the new PLC program.
 - This panel also has a PanelView 1000 touchscreen in the front panel face. The PanelView will be decommissioned and it will be determined during workshops with Operations if a new touchscreen monitor is necessary at this location.
 - The overall condition of this control panel is good. No modifications are expected other than replacing the PLC, Panelview, and adding the network switch and fiber patch panel. There is sufficient spare panel space to add the new equipment.

Figure 1: Panel LCP-BLR

REPLACE



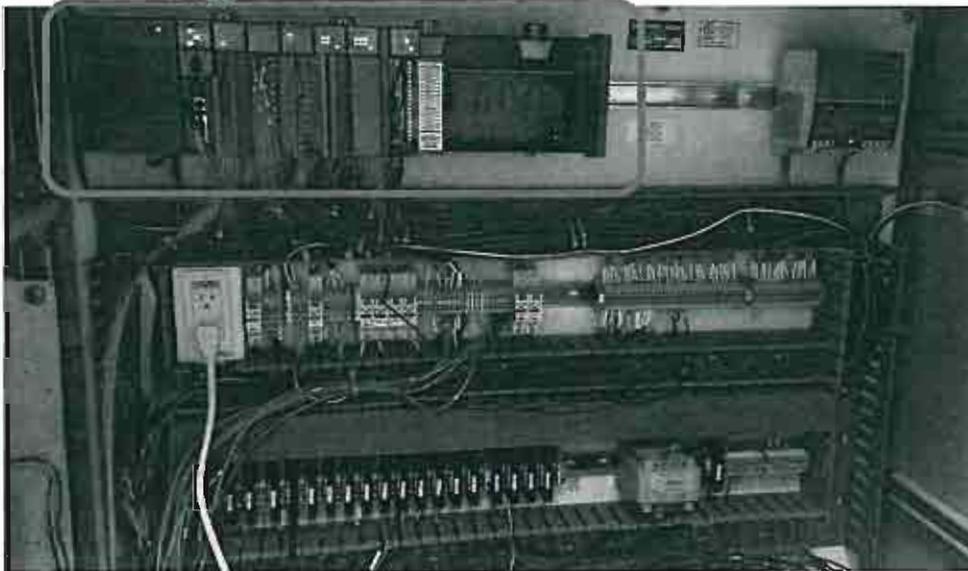
REPLACE OR DECOMMISSION



- Panel LCP-ADM contains one Allen Bradley SLC processor and 13-slot rack, though only 7 I/O cards are installed. The SLC processor, chassis, and I/O modules will be replaced with a CompactLogix PLC and I/O. The existing PLC program will be used as a template for the new PLC program. This panel also has an Ethernet network switch and fiber-optic patch panel. These items will be replaced with new equipment to accommodate the expanding fiber-optic Ethernet network. A new UPS will also be supplied. Additionally, the panel is full of disorganized network cabling which will be removed and reorganized.
 - The panel itself is in good shape, but the wiring is disorganized. However, the back panel and I/O wiring should be reusable. There is sufficient space to add new equipment.
 - As part of the Phase 2 Expansion, a new PLC will be supplied which will bridge the old Data Highway Plus network and the new Ethernet network. This PLC will no longer be needed after the DH+ network has been decommissioned. Therefore, it will be a priority to determine if the schedule permits removing this PLC from the scope in order to save the cost.

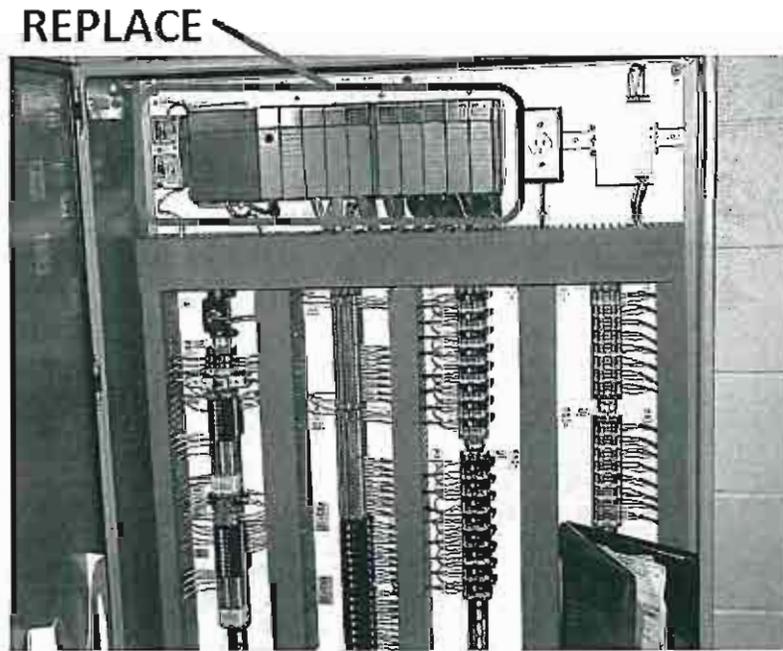
Figure 2: Panel LCP-ADM

REPLACE →



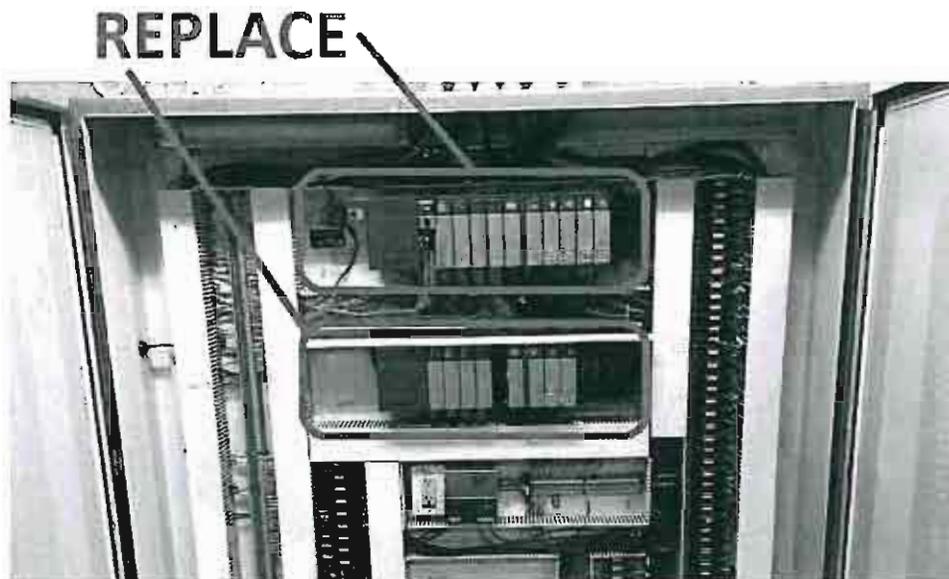
- Panel LCP-1 (CEPT) contains one Allen Bradley SLC processor and 10-slot rack. The SLC processor, chassis, and I/O modules will be replaced with a CompactLogix PLC and I/O.
 - The overall condition of this control panel is very good. No modifications are expected other than replacing the PLC, Panelview, and adding the network switch and fiber patch panel. There is sufficient spare panel space to add the new equipment.

Figure 3: Panel LCP-1 (CEPT)



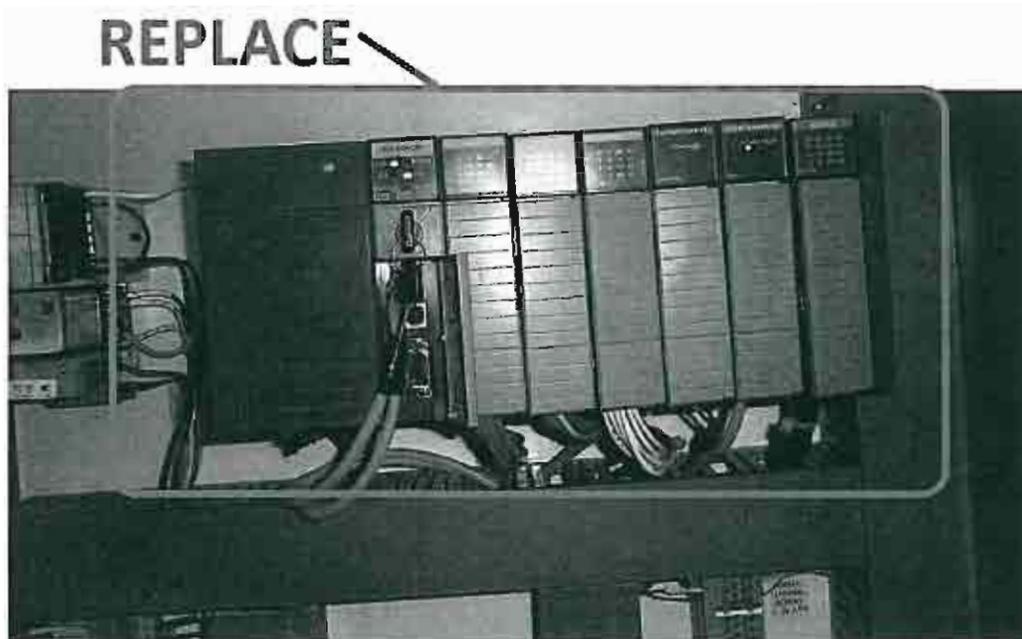
- Panel LCP-GBT contains one Allen Bradley SLC processor and two 13-slot racks. The SLC processor, chassis, and I/O modules will be replaced with a CompactLogix PLC and I/O. The existing PLC program will be used as a template for the new PLC program.
 - The overall condition of this control panel is very good. No modifications are expected other than replacing the PLC and adding the network switch. There is sufficient spare panel space to add the new equipment.
 - Fiber-optic cable is already run to this room for the SCADA workstation, but is not connected to the control panel. This existing fiber is about 15 years old and is multi-mode fiber optic (MMFO). The new plant standard, including fiber to be installed as part of the Phase 2 Expansion, will all be single-mode fiber optic cable (SMFO), thus the existing MMFO will be removed and new SMFO cable will be pulled to this room and then routed to the control panel as well as the SCADA workstation in this facility.

Figure 4: Panel LCP-GBT



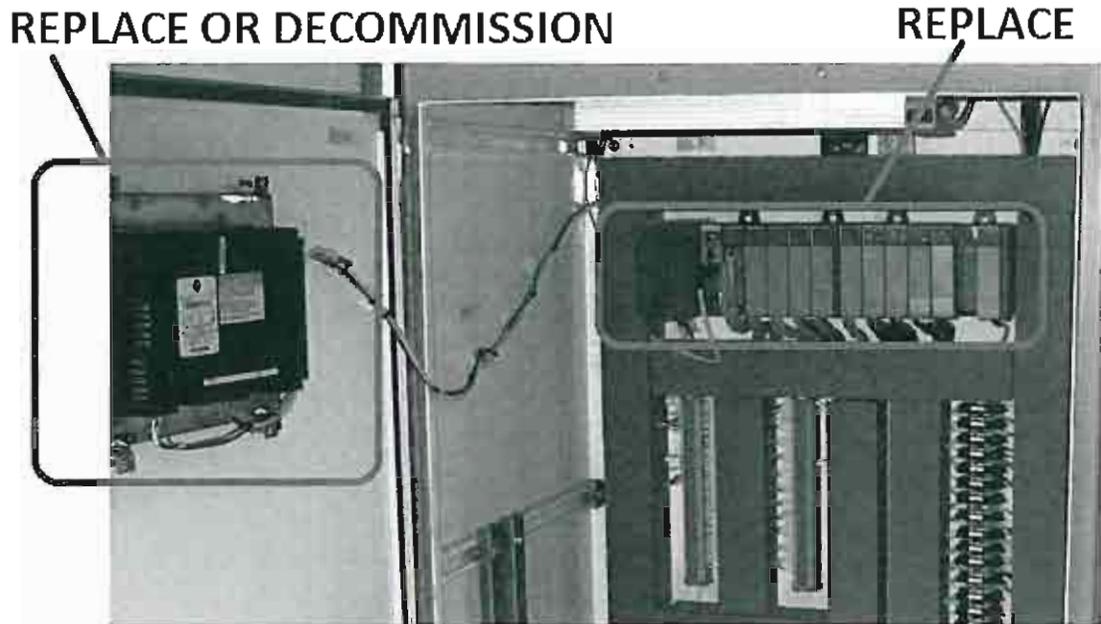
- Panel LCP-PLM-05-1 contains one Allen Bradley SLC processor and one 7-slot rack. This is the GBT polymer package system control panel and was supplied as part of the 2000 expansion. The SLC processor, chassis, and I/O modules will be replaced with a CompactLogix PLC and I/O.
 - The overall condition of this control panel is good. No modifications are expected other than replacing the PLC and adding the network switch. There is sufficient spare panel space to add the new equipment.

Figure 5: Panel LCP-PLM-05-1



- Panel LCP-SDR contains one Allen Bradley SLC processor with 13-slot rack. The SLC processor, chassis, and I/O modules will be replaced with a CompactLogix PLC and I/O. The existing PLC program will be used as a template for the new PLC program.
 - This panel also has a PanelView 1000 touchscreen operator interface in the front panel face. The PanelView will be decommissioned and it will be determined during workshops with Operations if a new touchscreen monitor is necessary at this location.
 - The overall condition of this control panel is good. No modifications are expected other than replacing the PLC and adding the network switch. There is sufficient spare panel space to add the new equipment.

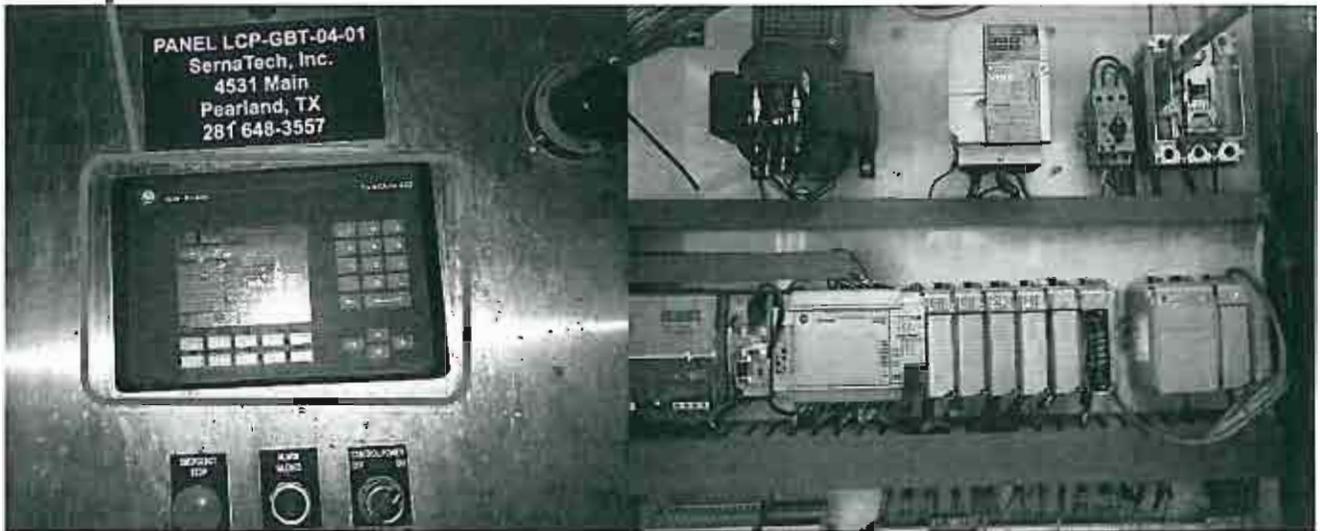
Figure 6: Panel LCP-SDR



- Panel LCP-GBT-04-1 contains one Allen Bradley MicroLogix 1500 processor with expansion I/O. This is the GBT package system PLC and was supplied in the 2000 expansion. The MicroLogix processor and I/O modules will be left in service as they have Ethernet communications and are not near their end of life. However, this PLC appears to communicate over the DH+ network using an Ethernet/DH+ bridge, so this bridge will be removed, Ethernet cable pulled to the panel, and a new Ethernet switch installed in the panel.
 - This panel also has a PanelView 600 push-button operator interface in the front panel face. The PanelView will be decommissioned and it will be determined during workshops with Operations if a new touchscreen monitor is necessary at this location.
 - The overall condition of this control panel is good. No modifications are expected other than replacing the PanelView and adding the network switch. There is sufficient spare panel space to add the new equipment.

Figure 7: Panel LCP-GBT-04-1

REPLACE



Phase 2 – Software

Task 2 - Existing PLC Software

To complete the system conversion, the PLC and HMI software applications will be updated to Owner standards.

ENGINEER shall provide the following services:

- Software Planning
 - Lead workshops at the project site with OMI staff to review the existing process control approaches that are to be replicated by the system upgrade. This information shall be used as the basis for developing process narratives and detailed loop descriptions documenting the automated monitoring and control functions. The duration of these workshops shall be as needed to fully document the existing programming.
 - Lead one half-day workshop at the project site with City and OMI staff to review and finalize the process narratives and detailed loop descriptions.
- Software Programming
 - PLC Programming:
 - Program existing PLCs to consolidate functions agreed upon during the software planning.
 - HMI Programming:
 - Create new process graphics, control pop-ups, trends and alarming for the existing systems. Modify the existing Wonderware Intouch application as required by the PLC and network modifications.
 - Lead one half-day telephone workshop with the City for review of draft HMI graphics. The City's comments will be incorporated prior to the factory software demonstration test.
 - Historian Programming:
 - Configure new Historian server. Log existing tags to the new Historian server as necessary.
 - Win911 Programming:
 - Configure Win911 as necessary to accommodate changes to Wonderware HMI application.
- Software Testing:
 - Execute offsite testing to confirm that the PLC, and HMI programs are ready for site acceptance testing.

- Lead a Factory Software Acceptance Test (FSAT) workshop to demonstrate that the PLC and HMI programs are ready for site acceptance testing. The test will be conducted by CH2M Hill programmers for demonstration to City staff that the software functions operate as defined in the final software loop descriptions.
- Execute Site Acceptance Testing (SAT) to confirm that the new automated monitoring and control functions operate as defined in the loop descriptions.
- Operator Training will be conducted following the SAT for each process area as it is brought online.
- Final Documentation
 - Provide a software user's guide to instruct operators how to use the control system graphics for system operation. Includes screen shots of the new and revised HMI graphics, written operating instructions, PDF copy of the final control narratives, PDF copy of the final loop descriptions, and PDF copy of the final test documentation.

Deliverables

1. Written process narratives
2. Detailed software loop descriptions
3. Software test documentation forms for signature by a City representative authorized to witness and approve successful test completion.
4. Updated Wonderware HMI application
5. Historian tag database export
6. Final PLC programs
7. Software User's Guide
8. Updated Win911 Configuration

REIMBURSABLE EXPENSES

Task 1 - Design

- The estimated expenses for the base scope are based on the following:
 - Travel – Airline: 6 round-trips
 - Travel – Rental Cars: 16 days onsite and 22 total to/from airport
 - Travel – Lodging: 9 nights
 - Travel – Meals: 17 days

Task 2 - Software

- The estimated expenses for the base scope are based on the following:
 - Travel – Airline: 18 round-trip flights
 - Travel – Rental Cars: 50 days onsite and 63 total to/from airport
 - Travel – Lodging: 50 nights
 - Travel – Meals: 63 days

ASSUMPTIONS

- Existing PLCs to be replaced contain up to 400 I/O points. Exact I/O count will be determined for the basis of design report during the field investigation.
- Detailed panel layout drawings will consist of pictures annotated to show modifications to each panel.
- Up to 80 construction drawings will be included.
- Accurate detailed I/O point-to-point wiring diagrams are available from current plant O&M documentation showing termination information at field devices and PLC panels.
- Current facility O&M documentation will not be added to or updated.
- Construction drawings including new I/O wiring diagrams will replace the existing I/O wiring diagrams. New I/O diagrams will copy information shown on existing drawings regarding field devices. Verification of field device terminations is not included.
- Existing Headworks control panel contains two MicroLogix 1100 PLCs with Ethernet communications. This panel is not monitored by SCADA. These are not owner-standard controllers, but will continue to be available from the manufacturer for the foreseeable future, thus they will be left in service. A switch exists in this panel, thus no modifications are required except for running fiber-optic cable out to the location.
- Existing GBT control panel, LCP-GBT-04-1, contains a MicroLogix 1500 PLC with Ethernet communications. This PLC will be left in service and a new Ethernet switch will be added inside of this panel.
- PanelView touchscreens will be replaced with panel-mount workstations which will be loaded with the plantwide SCADA HMI application. No PanelView devices will remain in service.
- Fully managed Ethernet network switches and fiber patch panels will be included in the design as necessary for all control panels as part of this project.
- Control functionality shall be as identified during software workshops. The functionality shall be reviewed with the Owner for schedule and budget impacts before proceeding.

- The software programming effort for CompactLogix PLC's is based on the use of the ENGINEER's existing add-on instructions (AOIs) similar to those that will be used on the Phase 2 Expansion project.
- New HMI graphics will be developed using Wonderware InTouch Objects similar to those that will be used on the Phase 2 Expansion project.
- Win911 modifications will be made in order to maintain the functionality of the Win911 dialer system with the HMI and PLC changes.
- OMI staff and plant SCADA maintenance support staff will be available for coordination and assistance during software testing.



Date: Monday, February 9, 2015
To: Honorable Mayor and City Council
From: Lee Glaesemann, Staff Engineer

Request:

Consideration of a request to negotiate and enter into an agreement with the Twin Falls School District to construct irrigation improvements in the vicinity of the new South Hills Middle School and to use funds budgeted for the Castlewood Pressure Irrigation station for the work.

Time Estimate:

The staff presentation will take approximately 10 minutes.

Background:

The Twin Falls School District is preparing to construct a new middle school near 3600 N and Harrison Street South. As part of their work, they must construct gravity irrigation improvements and a pressure irrigation station to serve the school property.

Currently, there are subdivisions adjacent to the new school property that were required to be constructed with pressurized irrigation piping, but were not required to construct a pressurized irrigation station to provide the irrigation water. Providing the pressurized irrigation water to these subdivisions is the City's responsibility. The City does not have the ability to provide sufficient pressurized canal company water to their systems, so we are providing potable water for their irrigation system.

At this time, the City has the opportunity to work with the School District to develop a new pressure irrigation station on the School property. The pressurized irrigation station would require the upsizing of piping that the school must already install and the installation of pressurized irrigation piping to connect to the subdivisions. Some additional easements would also be needed.

Staff is seeking Council approval to negotiate and enter into an agreement with the School District to include the additional work into their construction scope and the City will pay for our portion of the improvements. The agreement would also include necessary easements to allow for the construction of a City Pressurized Irrigation station. The City would construct the pressurized irrigation station under a separate construction contract.

Approval Process:

Approval of the Council to allow staff to move forward as requested.

Budget Impact:

The current budget includes \$225,000 for the construction of a pressurized irrigation station at the Castlewood subdivision. Investigation and modeling is still being performed, but initial estimates for the irrigation improvements are between \$100,000 and \$120,000. The cost of the PI station construction is not included in this estimate. Funds for the construction of the South Hills PI station are being considered for inclusion in the next budget cycle.

Regulatory Impact:

Na

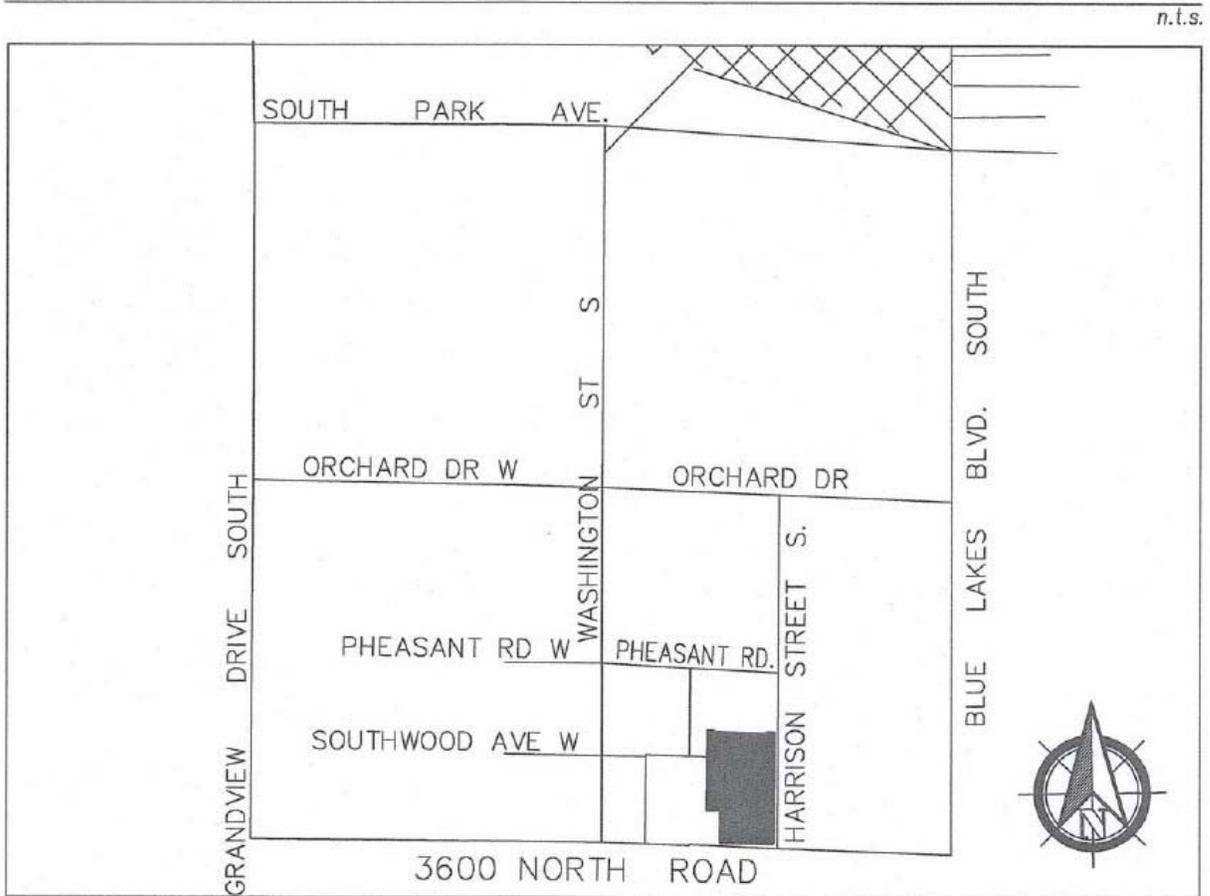
Conclusion:

Staff recommends approval to negotiate and enter into an agreement with the Twin Falls School District to construct irrigation improvements in the vicinity of the new South Hills Middle School and to use funds budgeted for the Castlewood Pressure Irrigation station for the work.

Attachments:

- 1. Vicinity Map

VICINITY SKETCH:





Date: Monday, February 9, 2015
To: Honorable Mayor and City Council
From: Lee Glaesemann, Staff Engineer

Request:

Update on the construction of the Hankins Water Tank.

Time Estimate:

The presentation will take approximately 5 minutes

Background:

In 2013, the City of Twin Falls purchased 4.75 acres of property located on the southeast corner of Hankins Rd. and Marie Street for the construction of a 5 million gallon potable water storage tank. The tank is being constructed south of the City's existing tank and pumping station. The tank is needed to fulfill the requirements of a development agreement between the City, Urban Renewal Agency, and Clif Bar and will also improve fire flows and allow additional growth on the southeast side of the City.

On August 18th, Council awarded the project to Performance Systems, Inc. of Meridian Idaho and construction began on September 8, 2014.

Construction is scheduled to be completed in June of 2015. The critical components of the project are on schedule, but the Contractor has indicated that some tasks are about 5 days behind schedule and is making adjustments to make up the time.

Budget Impact:

Per the development agreement with Clif Bar and the URA, the budget for the work is \$7,300,000. The funding sources shown in the agreement are \$3,500,000 City (reserves), \$2,628,000 URA (TIF) and \$1,172,000 URA (other sources). The Construction project was awarded in the amount of \$3,790,026. The total contracted amount to date for the Hankins Water Tank Project including Engineering is \$4,363,678.22.

As of February 4th, \$2,127,617.22 has been invoiced on the project.

Regulatory Impact:

NA

Conclusion:

Questions?



Public Hearing: **MONDAY FEBRUARY 09, 2015**

To: Honorable Mayor Hall and City Council

From: Rene'e V. Carraway-Johnson, Community Development Dept.

ITEM IV-

Request: Request for a Zoning District Change and Zoning Map Amendment from R-1 VAR to R-2 for 51 (+/-) acres located on the east side of the 500, 600, and 700 blocks of Hankins Road North. Twin Falls School District #411, c/o Brad Wills (app.2694)

Time Estimate:

The applicant's presentation may take up to ten (10) minutes. Staff presentation will be approximately five (5) minutes.

Background:

Applicant:	Status: Owner	Size: 51 +/-Acres
Twin Falls School District #411 201 Main St West Twin Falls, ID 83301	Current Zoning: R-1 VAR	Requested Zoning: R-2
	Comprehensive Plan: Medium Density	Lot Count: 2 Lots
	Existing Land Use: Agricultural	Proposed Land Use: Residential development and a new Public Elementary School
Representative:	Zoning Designations & Surrounding Land Use(s)	
Brad Wills 222 Shoshone St West Twin Falls, ID 83301 Bradwills2007@gmail.com	North: R-1 VAR in Aol, Residential	East: R-1 VAR in Aol, Agricultural
	South: R-1 VAR in Aol, Residential	West: Hankins Road; R-1 VAR, Residential
	Applicable Regulations: 10-1-4, 10-1-5, 10-4-3, 10-4-4, 10-14-1 through 9	

Approval Process:

At the conclusion of this Public Hearing, the Planning Commissioners is asked to make a recommendation on the requested zoning of a property. The recommendation is forwarded to the City Council for consideration and decision.

The City Council holds a public hearing on the request. Based upon the Commission's recommendation and public comment the City Council makes a decision to approve, deny or makes changes and remands the request back to the Commission for additional public hearings.

Budget Impact:

Approval of this request will have no significant impact on the City budget at this time. Possible future development would have an impact on the City Budget.

Regulatory Impact:

After a public hearing, a recommendation from the Planning and Zoning Commission for the requested change will allow the request to proceed to the City Council for a decision.

History:

The Twin Falls School District purchased the property in 1990 from Melvin Sackett. The land has since been leased for agricultural purposes. The Sacket Farm Conveyance Plat went through the public hearing process and was recorded in June 2008. This conveyance plat was for the purposes of selling a 2 acre lot to the City for a regional pressurized irrigation pump station. In August 2014, a public hearing was held requesting this site for annexation under the current zoning of R-1 VAR. The City Council adopted Ordinance #3075 accepting this area for annexation. In November 2014, this area was approved for a Comprehensive Plan Amendment from Agricultural to Medium Density, and a Water Service Boundary change to include this area.

Analysis:

This is a request for a Zoning District Change and Zoning Map Amendment for approximately 52 Acres. The Comprehensive Plan and Future Land Use Map designates this area as Medium Density. Medium Density allows for residential density from single family to multi-family residential developments. The areas immediately surrounding this parcel are currently zoned R-1 VAR within the Area of Impact. The area to the West, across Hankins Road, is within city limits and was developed under the R-1 VAR code as it is written today.

The areas to the North and South were developed quite some time ago under a now defunct Rural Residential or R-1:43000 Zoning District. In 2004 the City renegotiated the Area of Impact Agreement. That agreement amended RR and R-1:43000 zoning districts in favor of the comparable current zoning of AG (Agricultural) and SUI (Suburban-Urban Interface) that we have today and expanded the R-Var zoning district along the expanded easterly Area of Impact borders. This was partially done to curb growth on the fringes towards City limits in favor of a more compact urban development pattern.

Twin Falls School District #411 has submitted a Preliminary Plat for this area that staff is currently reviewing. A copy of that Preliminary Plat is included in the attachments for your convenience. At this time the school is platting 3 total lots; one (1) for the proposed new elementary school itself, one (1) to the west of the school approximately the same size as the schools lot, and one (1) encompassing the remainder of the land towards the south. For the council's information, as currently shown on the preliminary plat, no residential development is shown at this time.

This Rezone request would allow for future development to occur under the codes and standards as set forth in the R-2 Zoning District.

In reviewing a request for a Zoning District Change and Zoning Map Amendment the Commission has two (2) main tasks: **1-** to determine whether the request is in conformance with the Comprehensive Plan and **2-** to evaluate the request to determine the extent and nature of the amendment requested.

Conclusion:

On January 13, 2015 the Commission determined the request was in compliance with both of the (2) main objectives and voted to recommend approval of the request to rezone this site from R-1 VAR to R-2, as presented, by a vote of 7 for and 0 against.

Attachments:

1. Letter of Request
2. Zoning Vicinity
3. Applicant Submitted Maps
4. Proposed Preliminary Plat
5. Proposed School Site Plan
6. Portion of Jan 13, 2015 P&Z minutes

Exhibit A 1

Applicant:

November 18, 2014

Twin Falls School District # 411

201 Main St. West

Twin Falls, Idaho 83301 208-733-6900

Applicants Representative

Bradford J. Wills

222 Shoshone St. West

Twin Falls, Idaho 83303-0346 208-420-0314

Zoning District Change and Zoning Map Amendment request for Lot 1 Sackett Farms Subdivision, County of Twin Falls.

The purpose of this request is to amend the current Zoning land use designation for the Sackett Farms Subdivision Lot 1 from R-1 VAR to R-2. Both R-1 VAR and R-2 are described in City Code 10-4-3.1 and 10-4-4.1 as a low density area: "This district is intended to promote and preserve residential development and to provide a low density residential environment...." See Exhibits B-1 to B-3.

This property is an area of slow planned growth of residential housing on the east side of Twin Falls. The property is approximately 51.319 (+/-) acres currently designated R-1 VAR. Future development standards and residential lot sizes are driven by the future housing needs. An R-2 Zone designation is more appropriate to meet today's housing needs. Currently, active residential lots in R-2 Zones are averaging 9,400 SF. See Exhibit J, E, G and H.

If the property remains in an R-1 VAR Zone, all other lots within a proposed subdivision shall have a minimum lot area of at least eighty five percent (85%) of the average lot size of platted or developed lots within one hundred fifty feet (150') of said lots. Notwithstanding the foregoing, no lot shall be required to be larger than eighteen thousand five hundred (18,500) square feet... with a minimum lot size of 8,000 SF with single family homes. In an R-2 Zone, this 85% rule does not apply and the minimum lot size is 6,000 SF with single family and duplex homes allowed. See Exhibit I.

On the west boundary of the property is the City of Twin Falls Morning Sun Pressurized Irrigation Pump Station and two residents. To the west across Hankins Road North are the current phases and future phases of Morning Sun Subdivision and the LDS Church, to the south is the Highland Acres rural subdivision on Highlawn Drive with .861 acre lots, to the north is a 10 acre parcel with multiple homes on various sized lot starting at .26 acres and the Pine Meadows rural subdivision with various size lots starting at .50 acres and to the east is agricultural farm land. See Exhibit I.

To the west, Hankins Road North provides a 106' Right of Way buffer between R-1 VAR and R-2, to the south, Filer Avenue East provides a 92' Right of Way buffer and the new elementary school provides a buffer to the subdivision to the north. See Exhibit K.

The Twin Falls School District is the owner of Lot 1 and plans on the construction of a new elementary school on a portion of the property with the remaining land to be sold to provide funding for the school construction with the future being residential development.

On November 17, 2014, the Twin Falls City Council approved the request to amend the Twin Falls Comprehensive General Plan changing the designation from Agriculture to Medium Density Residential and expanding the Water Boundary to include this property. This request conforms to the current Twin Falls Comprehensive General Plan. The current Twin Falls Zoning Map shows this property as an R-1 VAR designation along with some of the surrounding area with R-2 Residential located to the southwest. This is compatible with the development in the surrounding area. See Exhibit G showing larger available tracts of land to be developed in the future.

This amendment will help continue the slow planned growth of residential housing as the city expands to meet its growing needs providing new housing and the standard of living and open space local residents seek.

Please consider this Zone Change and allow the designation to be changed to R-2.

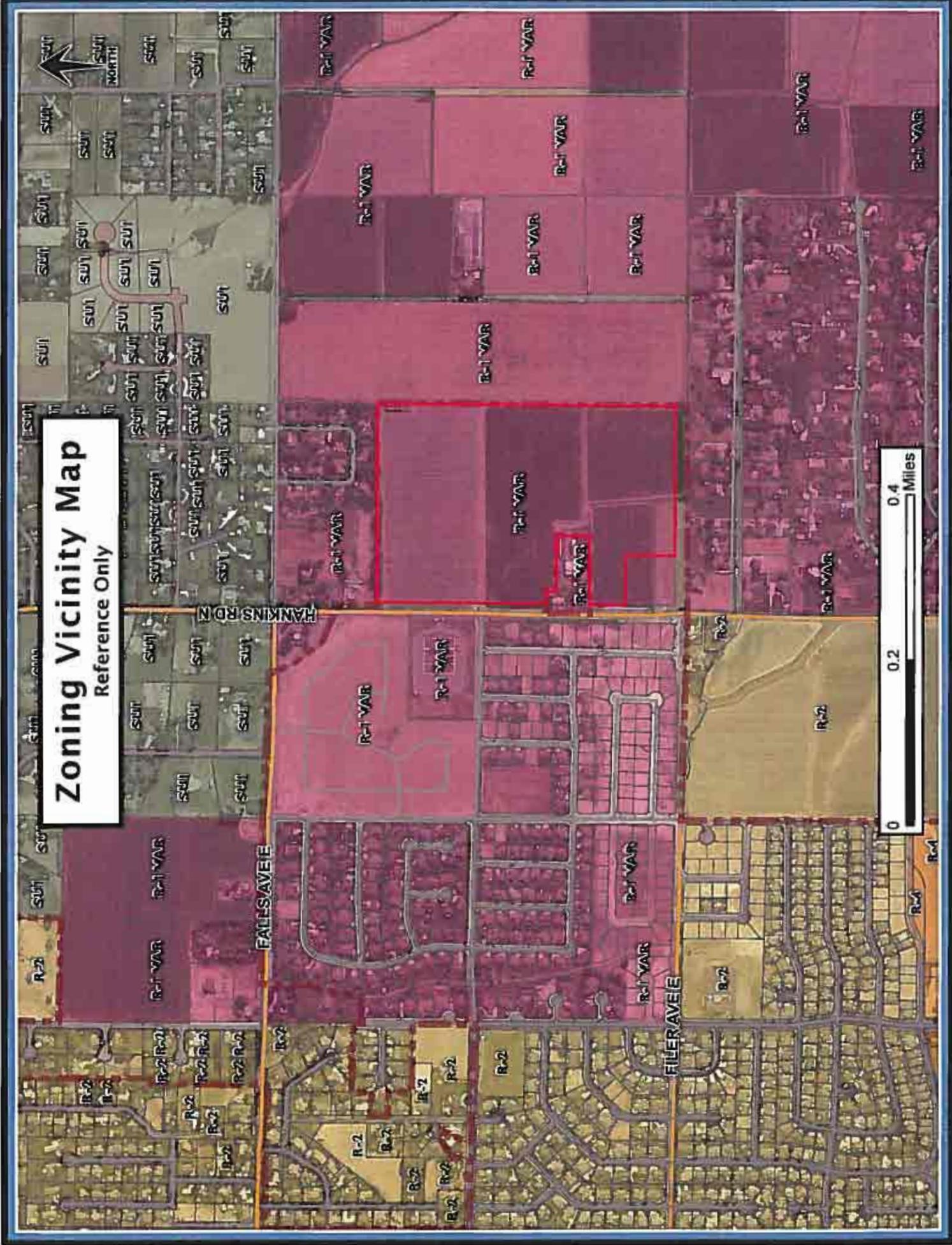
Sincerely

Brad Wills

Representative TFSD and Hummel Architects

Zoning Vicinity Map

Reference Only



**Exhibit
B - 2
Existing Zoning**

SUI

Site
51.319 Ac.
Lot 1
Sackett
Farm
Sub

R-1 VAR

R-1 VAR

R-2

R-1 VAR

R-2

R-2

R-1 VAR

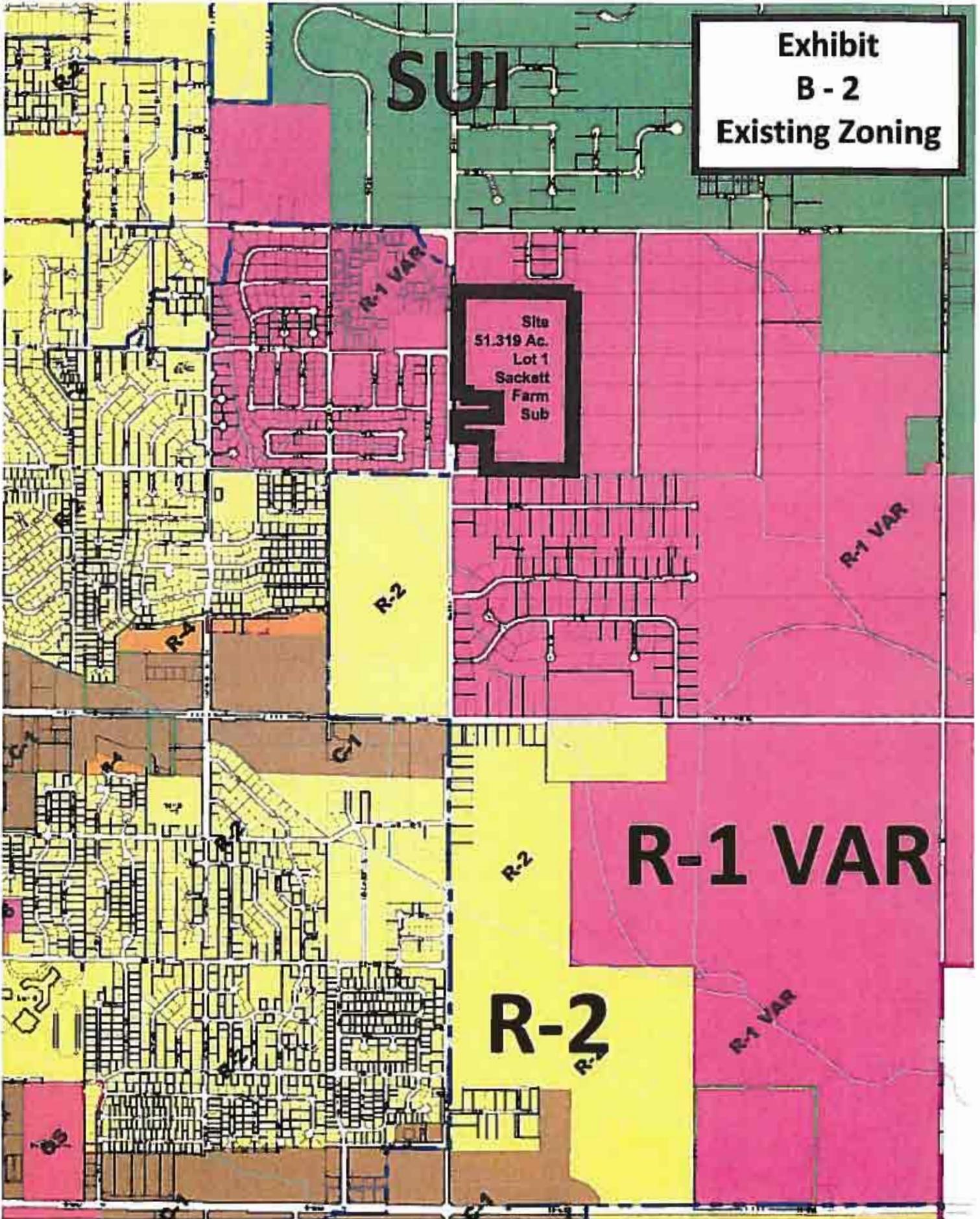
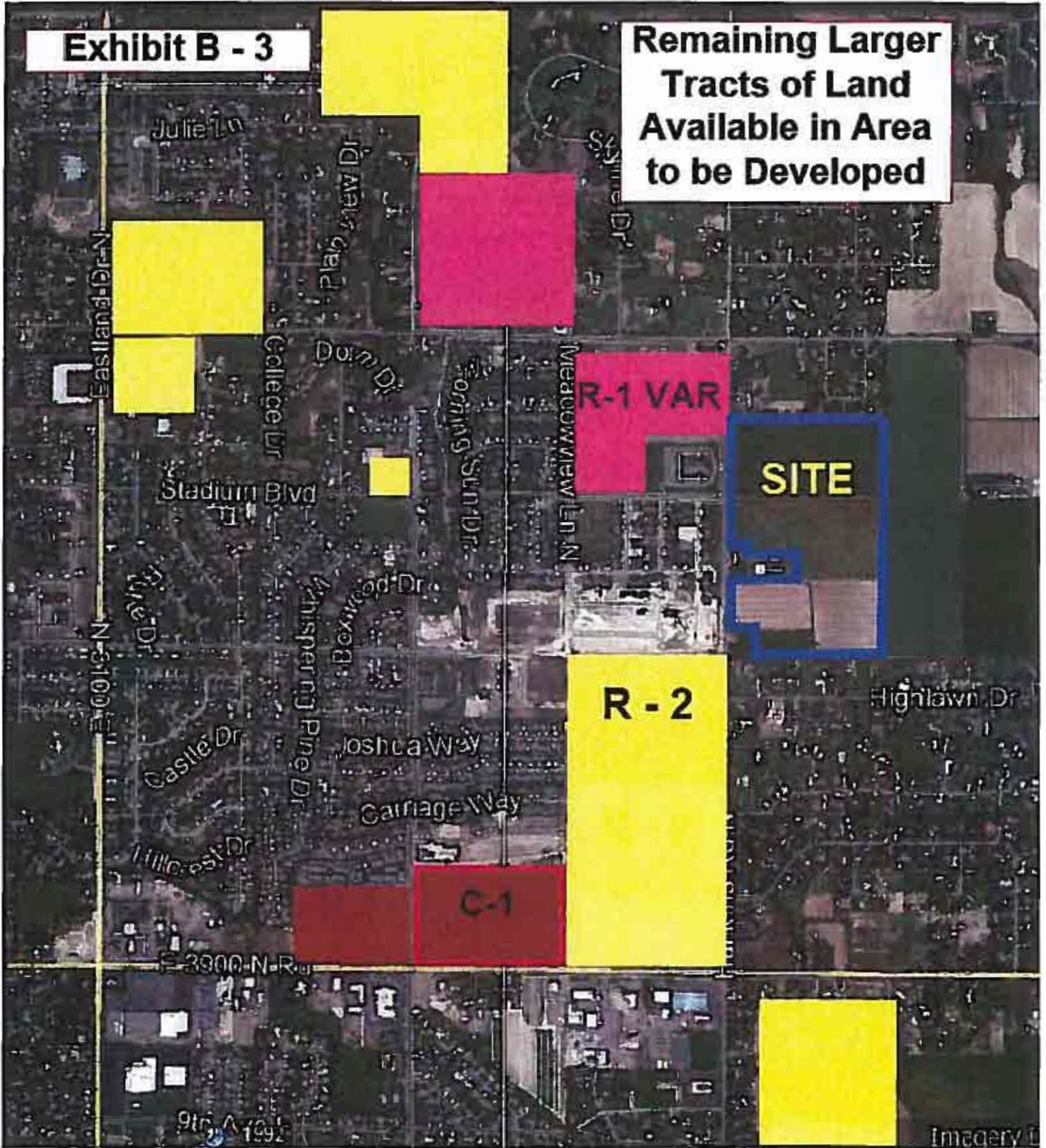


Exhibit B - 3

Remaining Larger Tracts of Land Available in Area to be Developed



SITE

R-1 VAR

R-2

C-1

Imagery

CURVE DATA

Curve	Sta. to	Sta. from	Radius	Length	Chord	Chord Ang.	Start Sta.
1	10+00.00	10+00.00	100.00	1.57	1.57	90.00°	10+00.00
2	10+00.00	10+00.00	100.00	1.57	1.57	90.00°	10+00.00
3	10+00.00	10+00.00	100.00	1.57	1.57	90.00°	10+00.00
4	10+00.00	10+00.00	100.00	1.57	1.57	90.00°	10+00.00
5	10+00.00	10+00.00	100.00	1.57	1.57	90.00°	10+00.00

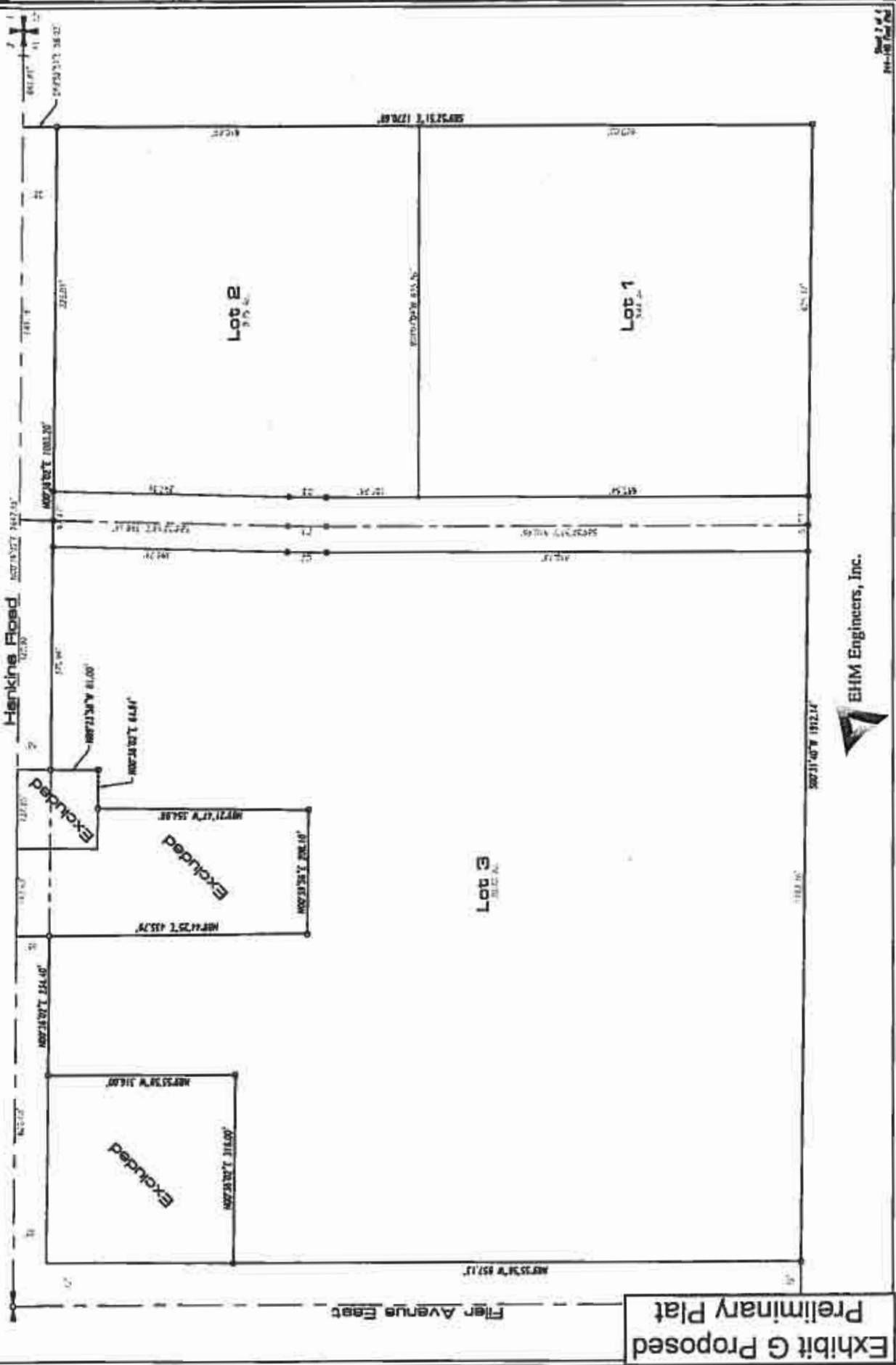
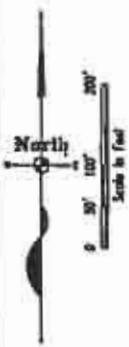


Exhibit G Proposed Preliminary Plat

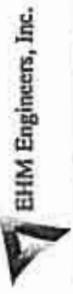
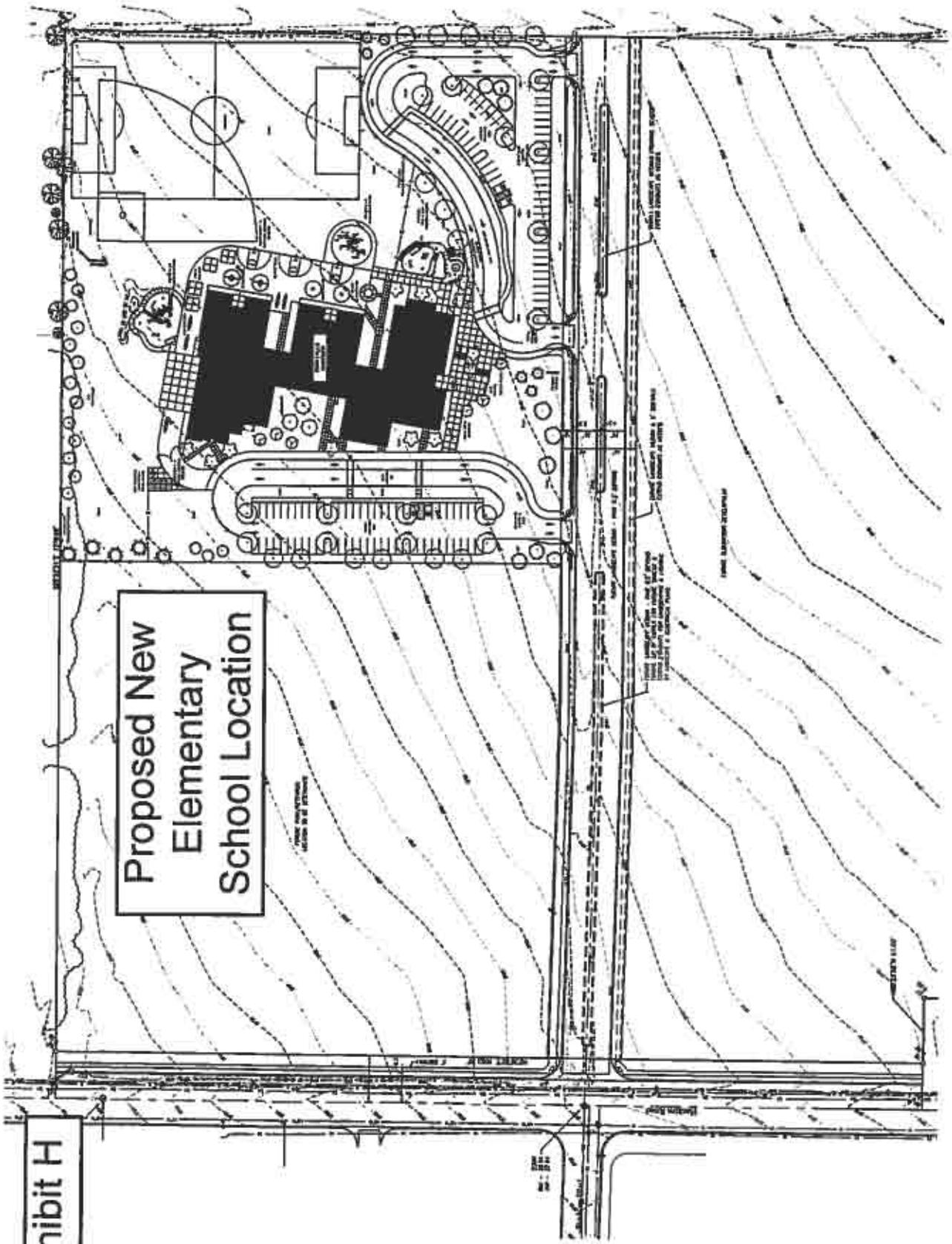


Exhibit H

Proposed New
Elementary
School Location



2. Requests a Zoning District Change & Zoning Map Amendment from R-1 VAR to R-2 for 51 (+/-) acres located on the east side of the 500, 600 and 700 blocks of Hankins Road North c/o Brad Wills on behalf of the Twin Falls School District #411 (app. 2694)

Applicant Presentation:

Brad Will, representing the applicant, explained that this property was annexed this summer with plans for a school to be constructed on the northeast corner of the site. The remaining portion of the property will be sold and for future planning the property will be developed as residential. They are here tonight to request that the property be rezoned to R-2. The surrounding properties to this site have large lot developments. The average density for the R-1 VAR and R-2 is around 3 lots per acre but the market will drive how the property is developed. There will be a preliminary plat provided later for this property so that the remaining property can be sold.

Staff Presentation:

Planner I Spendlove reviewed the request and exhibits on the overhead and stated the areas to the North and South were developed quite some time ago under a now defunct Rural Residential Zoning District, or R-1:43000 Zoning District. In 2004 the City renegotiated the Area of Impact Agreement. That agreement retired the RR and R-1:43000 zoning districts in favor of the comparable current zoning of AG (Agricultural) and SUI (Suburban-Urban Interface) that we have today. This was partially done to curb growth on the fringes towards City limits in favor of a more compact urban development pattern.

Twin Falls School District #411 has submitted a Preliminary Plat for this area that staff is currently reviewing. A copy of that Preliminary Plat is included in the attachments for your convenience. At this time the school is platting 3 total lots; one (1) for the proposed new elementary school itself, one (1) to the west of the school approximately the same size as the schools lot, and one (1) encompassing the remainder of the land towards the south. For the commission's information, as currently shown on the preliminary plat, no residential development is shown at this time.

This Rezone request would allow for future development to occur under the codes and standards as set forth in the R-2 Zoning District.

In reviewing a request for a Zoning District Change and Zoning Map Amendment the Commission has two (2) main tasks: **1-** to determine whether the request is in conformance with the Comprehensive Plan and **2-** to evaluate the request to determine the extent and nature of the amendment requested.

Planner I Spendlove stated upon conclusion the Commission is asked to make a recommendation on this request which shall automatically be scheduled for a public hearing before the City Council. The Commission's recommendation may be to deny the request, approve the request as presented or they may table the request and ask that additional information be provided for their review.

To make a positive recommendation to the City Council the Commission must determine that 1- the request is in conformance with the Comprehensive Plan and 2- the extent and nature of changing the zoning of this property to R-2 would be compatible with and not detract from the surrounding area.

If the Commission finds that 1 & 2 have been met then Staff recommends the Commission recommend approval of this request, as presented.

PZ Questions/Comments:

- Commissioner Woods asked for lot size clarification between R-2 and R-1 VAR.
- Planner I Spendlove explained that the R-2 allows for a minimum of 6000 sq. ft. for residential lot, and the R-1 VAR requires an 8000 sq. ft. minimum or a sliding scale associated with the average size of the surrounding lots.

Public Hearing: [Opened](#)

Public Hearing: [Closed](#)

Motion:

Commission Boyd made a motion to approve the request, as presented to the City Council.

Commissioner Grey seconded the motion. All members present voted in favor of the motion.

[Recommended For Approval, As Presented, To City Council](#)

[Public Hearing Scheduled for City Council February 9, 2015](#)



Public Hearing: **MONDAY FEBRUARY 09, 2015**

To: Honorable Mayor Hall and City Council

From: Rene'e V. Carraway-Johnson, Zoning & Development Manager

ITEM IV

Request: Request for Vacation of 13(+/-) acres of undeveloped property within a portion of Northern Passage Subdivisions #3 and #4, consisting of 46 single family lots and adjacent rights-of-way and easements to allow for the development of a new elementary school on property located at the northeast corner of Federation Road (extended) and Grandview Drive North. c/o Tim Vawser/EHM Engineers, Inc. on behalf of Northern Passage, Inc. (app 2695)

Time Estimate:

The applicant's presentation may take up to ten (10) minutes. Staff presentation will be approximately five (5) minutes.

Background:

Applicant:	Status: Owner	Size: 13.18 +/-Acres
Northern Passage Inc. PO Box 2138 McCall, ID 83638 c/o David Shotwell 208-469-0047 davidshotwell@frontier.com	Current Zoning: R-2	Requested Zoning: Vacation of platted undeveloped lots/ lines, portions of platted ROW and various Utility Easements
	Comprehensive Plan: Medium Density	Lot Count: currently 46 s/f Lots to replat into 16 lots
	Existing Land Use: Undeveloped	Proposed Land Use: 16 lots; 15 S/F Residential lots / 1 lot for a new Public Elementary School
Representative:	Zoning Designations & Surrounding Land Use(s)	
Tim Vawser EHM Engineers, Inc. 621 N College Rd, #100 Twin Falls, ID 83301 734-4888 tvawser@ehminc.com	North: R-2, platted Northern Passage Subdivision, undeveloped – currently being farmed.	East: R-2 platted Northern Passage Subdivision, undeveloped – currently being farmed.
	South: R-2; Federation Road, (extended); Residential plat (Grandview Estates - Undeveloped)	West: R-2; Grandview Drive North; Agricultural/residential
Applicable Regulations: 10-1-4, 10-1-5, 10-12-1 through 4, 10-16-1 & 2		

Approval Process:

All procedures will follow the process as described in TF City Code: 10-16-1

Vacations & Dedications require a public hearing before the Planning Commission where the public and the applicant will have the opportunity to make a presentation, ask questions, or voice their concerns. The Planning Commission will make a recommendation to the City Council that the vacation be granted or it may recommend a modification to the vacation, or it may recommend that the vacation be denied.

The Council will conduct a public hearing and approve, modify or deny the vacation. Whenever public rights of way or lands are vacated, the Council shall provide adjacent property owners with a Deed for the vacated rights of way.

Budget Impact:

Approval of this request will have little immediate impact the City budget. Long term impacts will have an impact on the City Budget.

Regulatory Impact:

Following a public hearing and recommendation from the Planning Commission, the request will be scheduled for a public hearing and decision by the City Council. The Council is asked to make a decision on this request. Decision is by simple majority vote.

History:

In 2004 a joint application for annexation of 376 Acres was approved. The annexation of this particular area assigned the R-2 Zone as it stands today. The subdivisions titled Northern Passage #3 and Northern Passage #4 were approved by City Council in 2006 and recorded in 2009. No further zoning history is known at this time.

Analysis:

This is a request to vacate 46 single Family lots, multiple utility easements, as well as dedicated public right-of-way within a portion of the recorded Northern Passage #3 and Northern Passage #4 Subdivisions.

The vacation of the lots will consolidate this land into one lot, thus facilitating the option for a Re-Plat and re-organization of the land into more suitable lots for a future Elementary School. There is a request for approval of Northern Passage Subdivision #5 preliminary plat being presented to the Commission this evening. This preliminary plat shows the replatting of the vacated parcel into 16 lots; 15 single family residential lots and 1 lot to allow for development of a new public elementary school.

The vacation of roadways is needed to enable the creation of a suitably sized lot for the Future Elementary School. Although the vacation will create some dead end streets, this issue will be addressed during the future platting process for the school. The preliminary plat is being presented to the Commission this evening.

Staff is unaware of any currently installed utilities in the area of this vacation. We have received approval letters from all applicable utility companies.

Vacation of platted subdivisions, including public easements and row, require a recommendation by the Commission followed by another public hearing and decision by the City Council.

On January 13, 2015 the Commission held a public hearing on this request. The public hearing was opened and had one public comment from an adjacent neighbor who lives on the west side of Grandview Dr N. They were concerned the additional traffic generated by the new elementary school could impact their farming business during the farming season. The public hearing was closed. Upon conclusion of the Commission's deliberation Commissioner Tatum made a motion to recommend approval of the vacation request, as presented, to City Council with staff recommendations. Commissioner Boyd seconded the motion. All members voted in favor of the motion.

Recommended For Approval, As Presented, With The Following Conditions

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
2. Subject to submittal of all utility letters and any conditions that may be required prior to adoption of the ordinance.

Conclusion:

Staff recommends the Council approve the vacation request, as presented, and subject to the conditions placed on the Commission's recommendation to the City Council.

Attachments:

1. Narrative
2. Map of Surrounding Subdivisions
3. Current Plats with proposed area to be vacated (2)
4. Exhibits – Old and Proposed Lot Patterns(2)
5. Utility Letters
6. Portion of the Jan 13, 2015 P&Z minutes



October 6, 2014

City of Twin Falls
P.O. Box 1907
Twin Falls, Idaho 83303

Attn.: Rene'e Johnson
Planning and Zoning Manager

Re.: *Vacation of Portions of Northern Passage Subdivision 3 and 4*

Dear Rene'e,

Accompanying is the application packet and supporting data for the above referenced project. Utility companies have been contacted and correspondence is included for those that have responded to date. Others will be forwarded as soon as they are received.

This project is time sensitive in regards to the ordinance being published to coincide with a replat of the vacated portion. Unlike a normal vacation, this will involve a replat immediately following to accommodate the realignment of existing lots to accommodate a larger elementary school parcel.

On behalf of the owners we respectfully request that this vacation go forward with a condition of approval stating existing will-serve capacity be kept in place for the property to accommodate the new plat to follow. Jackie Fields and I have discussed this issue so you may want to visit with her regarding our request. Along with adjacent right of way and easements, essentially we are requesting a vacation of 3 single family residential lots in Northern Passage Number 3 and 43 lots in Northern Passage Number 4 for a total of 46. A new plat will be recorded immediately following the vacation with 15 new single family residential lots and 1 large lot for the school district. The developer would like to maintain and transfer that capacity to the new subdivision and retain the excess capacity.

Please place this item on the earliest possible agenda for the Commission's consideration of approval and feel free to call me if you have any questions.

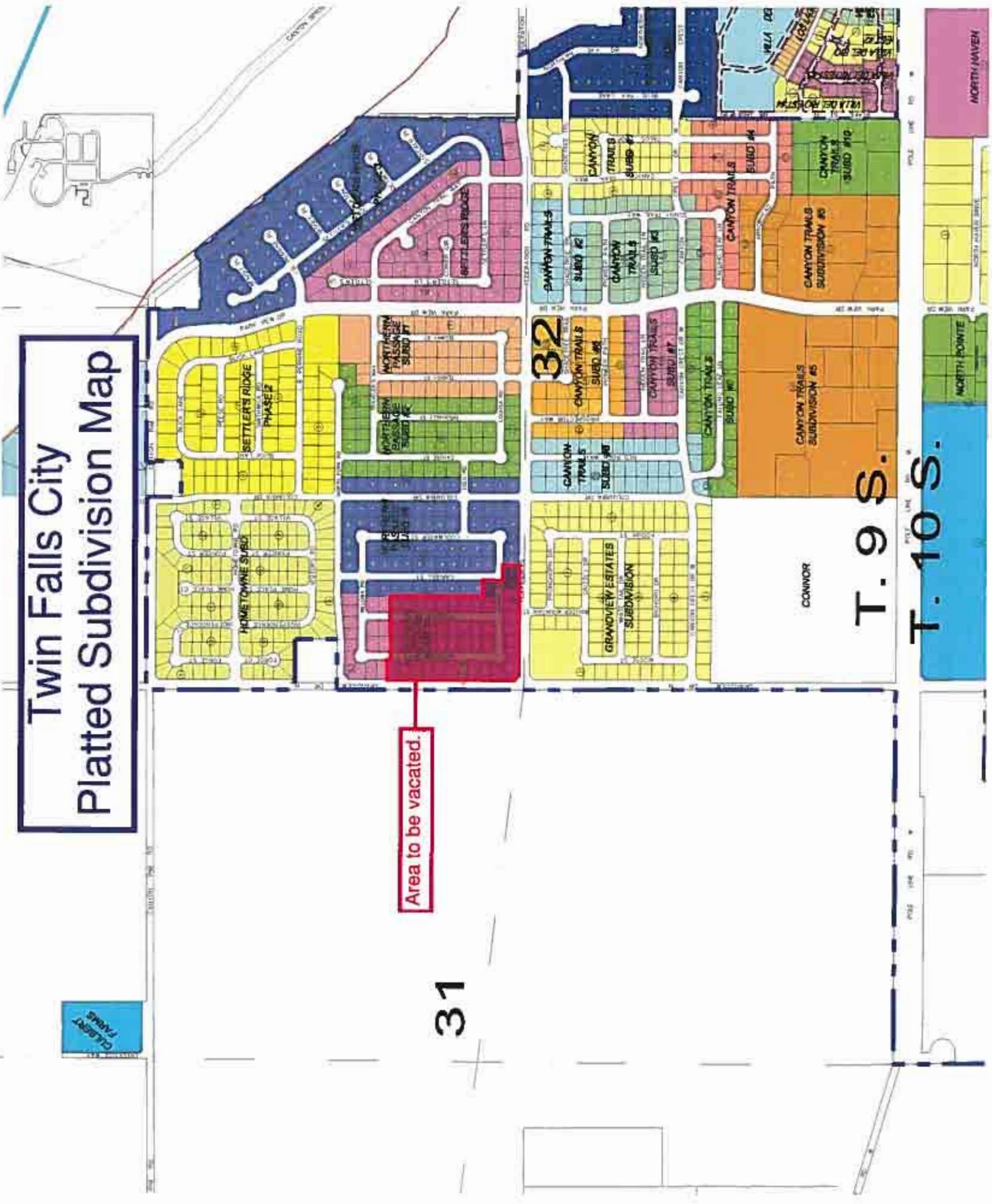
Sincerely,
Tim Vawser

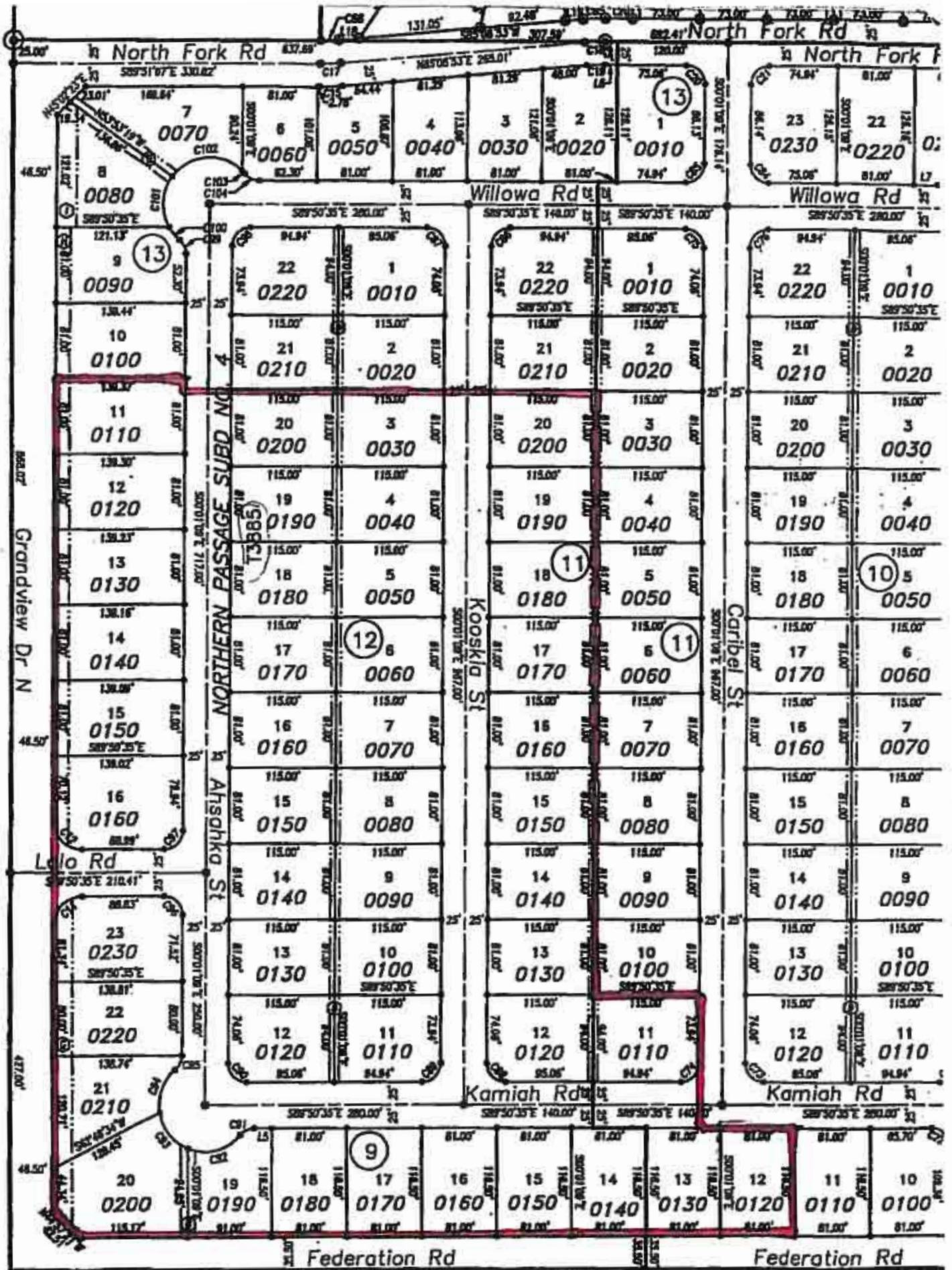
EHM Engineers, Inc.

621 North College Rd., Suite 100 • Twin Falls, Idaho 83301 • [208] 734-4888 • Fax [208] 734-6049
3501 W. Elder St., Suite 100 • Boise, Idaho 83705 • [208] 386-9170 • Fax [208] 386-9076

Twin Falls City Platted Subdivision Map

CLARET
FARMS





North Fork Rd
 0070
 0080
 0060
 0050
 0040
 0030
 0020
 0010

North Fork Rd
 0230
 0220

0090
 0100
 0110
 0120
 0130
 0140
 0150
 0160
 0160
 0210
 0220
 0230
 0220
 0210

NORTHERN PASSAGE SUBD NO 4
 0220
 0210
 0200
 0190
 0180
 0170
 0160
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 0010

Koskia St
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Caribel St
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 0080
 0070
 0060
 0050
 0040
 0030
 0020
 0010

Kamiah Rd
 0200
 0190
 0180
 0170
 0160
 0150
 0140
 0130
 0120
 0110
 0100

Federation Rd

Federation Rd



**CenturyLink
Brad McNew
Engineer
216 South Park Ave
Twin Falls, Id. 83301**

Office (208) 736-8760

Facsimile (208) 736-8755

August 22, 2014

**Gerald Martens
621 North College Rd.
Twin Falls, Id. 83301**

**RE: Northern Passage Vacation
Vacation of Platted lots and adjacent roadways and easements**

To whom it may concern:

Reference is made to your request for CenturyLink to vacate the existing undeveloped, platted lots, adjacent roadways and associated easements located in a portion of Northern Passage Subdivisions Number 3 and 4 , located in the City of Twin Falls, County of Twin Falls, State of Idaho. CenturyLink has no facilities in this area. If existing utilities need to be vacated construction charges would apply for relocation of facilities.

Please call me if you have any questions.

Sincerely,

Brad McNew

August 25, 2014

EHM Engineers Inc.
Attn: Mr. Tim Vawser
621 College Rd. Ste. 100
Twin Falls, ID 83301

RE: Northern Passage Vacation

Tim,

Regarding our discussion on Friday, August 22, 2014, concerning the Northern Passage Vacation, PMT has 2 vacant conduits in the easement along Federation Rd. and no facilities in the area as shown on your drawing. Per our discussion PMT understands that the easement along Federation Rd. will not change but will be re-platted. I have also attached a drawing showing our highlighted facilities.

If you have any questions, please don't hesitate to contact me at one of the numbers below.

Sincerely,



Steven E. Anderson
Outside Plant Engineer
Project Mutual Telephone
(208) 434-7387 Office
(208) 430-1294 Mobile
sanderson@pmt.coop



687 Blue Lakes Blvd North • PO Box 68 • Twin Falls, ID 83303-0068
Office: (208) 737-6300 • Fax: (208) 737-6342 • In-State: 1-800-548-8771 • www.intgas.com

August 22, 2014

EHM Engineers, Inc.
621 N College Rd Suite 100
Twin Falls, ID 83301

To Whom It May Concern:

We, the undersigned public utility company, Intermountain Gas Company, release rights for the street right-of-way for a portion of Ahsahka Street, Kooskia Street, Kamiah Road, Lolo Road, and utility easements adjacent to Lot 11, Block 11 and Lots 12 and 13, Block 9 of "Northern Passage Subdivision Number 3" and Lots 14 thru 23, Block 9, Lots 12 thru 20, Block 11, Lots 3 thru 20, Block 12, and Lots 11 thru 16, Block 13 in "Northern Passage Subdivision Number 4" in Twin Falls, Idaho as contained in the attached Legal Description.

Sincerely,

A handwritten signature in black ink, appearing to read 'Greg Watkins', is written over a faint, illegible typed name.

Greg Watkins
District Operations Manager
687 Blue Lakes Blvd N
PO Box 68
Twin Falls, ID 83303-0068
208 737-6313



TWIN FALLS CANAL COMPANY

357 6TH AVE WEST
POST OFFICE BOX 326
TWIN FALLS, IDAHO 83303-0326



September 3, 2014

Jackie Fields
City Engineer
City of Twin Falls
PO Box 1907
Twin Falls, Idaho 83303-1907

RE: Subdivision Vacation application

Jackie,

I have reviewed the Subdivision Vacation application for the Northern Passage Subdivision #3. This Letter is to inform you that the Twin Falls Canal Company's Lateral # 49 runs south to north, through the east side of the Northern Passage #3 Subdivision. The Twin Falls Canal Company has a signed agreement with the land owner and developer of the Northern Passage Subdivision #3 to pipe that waterway during that phase of development. TFCC's Easement along Lateral #49 must be preserved protected, and remain unobstructed.

If you have any questions, please contact me at 733-6731.

Sincerely,

Jay Barlogi
Twin Falls Canal Company

cc: Tim Vawser EHM



Watch us make you smile.

261 EASTLAND DRIVE
P.O. BOX 1946
TWIN FALLS, IDAHO 83301
PH: 208-733-6230
FX: 208-733-6296

September 11, 2014

RE: Northern Passage Number 3 & 4 Easement Vacation Request
EHM Engineers, Inc.
Mr. Tim Vawser
621 N. College Road, Ste. 100
Twin Falls, Idaho 83301

Dear Mr. Vawser

We agree to abandon the R.O.W. and Utility Easements in Area Requested in the Northern Passage Subdivision Number 3 & 4 as indicated on the attached Platts, Providing that New Easements be Dedicated to us on the North Side of Federation Road and on the East Side of Grandview Dr. North, we have existing Fiber optic lines located there. I

Thank you,


Ron Burns
Cable One Construction
261 Eastland Dr.
P.O. Box 1946
Twin Falls, Idaho 83301
208-733-6877 Ext. 7150
208-539-9886

November 26, 2014

EHM Engineers, Inc
621 North College Road, Suite 100
Twin Falls, Idaho 83301

Re: Vacation of platted lots, adjacent roadways, and easements located within Northern Passage Subdivision No. 3 and No. 4

Situated in the Northwest Quarter of Section 32, Township 9 South, Range 17 East, Boise Meridian, Twin Falls County, Idaho.

Dear Mr. Vawser:

This is in response to the Relinquishment Application submitted to Idaho Power Company on August 14, 2014, regarding the possible relinquishment of a certain area containing platted utility easements and roadways located within Northern Passage Subdivisions No. 3 and No. 4, as described in Exhibit A (the "Utility Easement Area").

Idaho Power's review of the request indicated that electrical facilities are either located or will be located within the public utility easements of the proposed Northern Passage Subdivision No. 5 plat. As such, Idaho Power agrees to relinquish what easement rights are found within the Utility Easement Area, subject to and concurrent with the recordation of the proposed plat attached hereto as Exhibit B.

Thank you once again for providing Idaho Power Company the opportunity to review and comment upon the subject petition for relinquishment.

Sincerely,



Rachael Butterworth
Associate Real Estate Specialist
Land Management and Permitting Department
(208) 388-2699
rbutterworth@idahopower.com



MINUTES
TWIN FALLS CITY PLANNING & ZONING COMMISSION
January 13, 2015 6:00PM
City Council Chambers
305 3rd Avenue East Twin Falls, ID 83301

PLANNING & ZONING COMMISSION MEMBERS

CITY LIMITS:

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

AREA OF IMPACT:

Ryan Higley Steve Woods
Vice-Chairman

CITY COUNCIL LIAISON

Rebecca Mills Sojka

ATTENDANCE

CITY LIMIT MEMBERS

<u>Present</u>	<u>Absent</u>
Boyd	Muñoz
Derricott	
Frank	
Grey	
Reid	
Tatum	

AREA OF IMPACT MEMBERS

<u>Present</u>	<u>Absent</u>
Higley	
Woods	

CITY COUNCIL LIAISON(S):

CITY STAFF: Carraway-Johnson, Fields, Knope, Spendlove, Strickland, Wonderlich

I. CALL MEETING TO ORDER:

Chairman Frank called the meeting to order at 6:00 P.M. He then reviewed the public meeting procedures with the audience, confirmed there was a quorum present and introduced City Staff.

II. CONSENT CALENDAR:

1. Approval of Minutes from the following public meeting(s): **None**
2. Approval of Findings of Fact and Conclusions of Law: **None**

III. ITEMS OF CONSIDERATION:

1. Request for consideration of a Preliminary Plat for Northern Passage Subdivision #5, a re-plat of a portion of Northern Passage Subdivisions #3 & #4, consisting of 13 (+/-) acres and will include 16 lots located at the northeast corner of Federation Road, extended, and Grandview Drive North. c/o Tim Vawser/EHM Engineers, Inc. on behalf of Northern Passage, Inc

*** This item will be heard at the time as the public hearing for IV-3.**

IV. PUBLIC HEARINGS:

1. Requests a Special Use Permit to establish and operate a mini storage facility on property located at 2716 Addison Avenue East c/o Forrest LeBaron (app 2667)

Applicant Presentation:

3. Requests Vacation of 13(+/-) acres of undeveloped property within a portion of Northern Passage Subdivisions #3 and #4, currently consisting of 46 single family lots and adjacent rights-of-way and easements to allow for the development of a new elementary school on property located at the northeast corner of Federation Road (extended) and Grandview Drive North c/o Tim Vawser/EHM Engineers, Inc. on behalf of Northern Passage, Inc. (app 2695)

***This presentation includes item III-1 and IV-3 for discussion with two motions to follow.**

Applicant Presentation:

Tim Vawser, EHM Engineers, Inc, representing the applicant stated this is the first step in the development for a new elementary school. There were 4 separate phases platted within the Northern Passage Subdivision. A portion of phase 3 and 4 of the Northern Passage Subdivision need to be vacated in order for this development to move forward for the school and shall be re-platted accordingly.

PZ Questions/Comments:

- Commissioner Grey asked for clarification on the lots that are shown on the newly platted area.
- Mr. Vawser explained the lots shown around the school site will become 15 residential lots adjacent to the school.

Staff Presentation: IV-3

Planner I Spendlove reviewed the request and exhibits on the overhead and explained the vacation needed reviewed first in order for a re-plat to occur. This is a request to vacate 46 single Family lots, multiple utility easements, as well as dedicated public right-of-way within a portion of the recorded Northern Passage #3 and Northern Passage #4 Subdivisions. The vacation of roadways is needed to enable the creation of a suitably sized lot for the Future Elementary School. Although the vacation will create some dead end streets, this issue will be addressed during the future platting process for the school. The preliminary plat is being presented to the Commission this evening.

Staff is unaware of any currently installed utilities in the area of this vacation. We have received approval letters from all applicable utility companies. Vacation of platted subdivisions, including public easements and row, require a recommendation by the Commission followed by another public hearing and decision by the City Council.

Planner I Spendlove stated upon conclusion should the Commission recommend approval of the Vacation, as presented, staff recommends the following conditions.

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
2. Subject to submittal of all utility letters and any conditions that may be required prior to adoption of the ordinance.

PZ Questions/Comments:

- Commissioner Woods asked about traffic flow along Federation Road and Grandview Drive.
- Mr. Vawser explained the traffic will have access to Grandview Drive and will in the future have access to Federation once it is constructed. They have designed a looped traffic system to allow for smooth traffic flow into and out of the school property. There is a subdivision approximately ¼ mile away that would be required to finish the connection along Federation Road.
- Commissioner Woods clarified that worst case the traffic will be able to go North or South on Grandview Drive and in the future Federation Road will be constructed for another connection to and from this area.
- Mr. Vawser confirmed that was correct.

Public Hearing: [Opened](#)

Tracy Butcher 2679 E 3700 N explained she owns a business located at 1955 Grandview Drive North. She stated during harvest and planting season they are wondering how this development is going to impact the traffic. The west side of the road is not developed and it is a county road that will not support the additional traffic. Without the connection between Federation Road and Parkview Drive traffic is going to be challenging.

Public Hearing: [Closed](#)

Closing Statement:

- Mr. Vawser explained there are going to be some inconveniences during the construction of the site. Part of the City requirements is to build to centerline making the roadway better as an end result. The contractors will provide traffic control and flagging and he anticipates that the project will be done as quickly as possible. There will be contact with the public and surrounding property owners when the right-of-way is being constructed.
- Commissioner Frank recommended that the property owners keep in contact with the developer so that concerns can be addressed during this process.
- Planner I Spendlove clarified that a special use permit will need to be approved for the school to be constructed and encourages the public to attend those meetings as well to address site plan concerns.

Motion: IV-3

Commissioner Tatum made a motion to recommend approval of the vacation request, as presented, to City Council with staff recommendations. Commissioner Boyd seconded the motion. All members voted in favor of the motion.

Recommended For Approval, As Presented, With The Following Conditions

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.

2. Subject to submittal of all utility letters and any conditions that may be required prior to adoption of the ordinance.

Staff Analysis: III-1

Planner I Spendlove reviewed the request and exhibits on the overhead and stated this is a request for approval of the Preliminary Plat of Northern Passage Subdivision, #5 a re-plat of a portion of Northern Passage Subdivision #3 and #4.

The Commission may approve the preliminary plat, deny it, or approve it with conditions. A final plat, that is in conformance with the approved preliminary plat and including any conditions the Commission may have required, is then presented to the City Council. Only after a final plat has been approved by the City Council and construction plans approved, may the plat be recorded and lots sold for development.

Approval of a preliminary plat does not constitute a commitment by the City to provide water or waste water services. The plat indicates that each lot will be connected to City of Twin Falls water and sewer systems. A guarantee of services comes when the City Engineer signs a will-serve letter after final and construction plans are reviewed. It is also indicated on the Preliminary Plat that the site will be on a pressure irrigation (P.I.) system.

The plat is consistent with other subdivision development criteria and is in conformance with the Comprehensive Plan which designates this area as appropriate for medium density residential use.

Planner I Spendlove stated upon conclusion should the Commission approve the preliminary plat for Northern Passage #5, as presented, staff recommends the following conditions.

1. Subject to final technical review and amendments as required by Building, Engineering, Fire, and Zoning officials to ensure compliance with all applicable City Code requirements and standards.
2. Subject to arterial and collector streets adjacent and within the property being dedicated to the City of Twin Falls and to be rebuilt or built to current City standards upon development or change of use of the property.
3. Subject to approval and publication of an ordinance for the Vacation of a portion of Northern Passage Subdivisions #3 & #4.

Public Hearing: Opened & Closed Without Comment

Deliberations Followed:

- Commissioner Grey confirmed that Federation Road will not be constructed prior to this development being constructed. He asked if there is any way to address this issue.
- City Engineer Fields explained Federation Road is not required until the development is ready to sell lots. In the process of budgeting for different projects lots of items are considered however constructing road that is to be built by a developer competes with other decaying and existing roads that need improvement. Before houses are

built the road gets built and she feels that this area will not be undeveloped for very long with the new school being constructed.

- Commissioner Woods stated the positive side is that the school will not be at full capacity when it first opens.

Motion for Agenda Item III-1:

Commissioner Derricott made a motion to approve the preliminary plat, as presented, with staff recommendations. Commissioner Woods seconded the motion. All members present voted in favor of the motion.

Approved, As Presented, With The Following Conditions

1. Subject to final technical review and amendments as required by Building, Engineering, Fire, and Zoning officials to ensure compliance with all applicable City Code requirements and standards.
2. Subject to arterial and collector streets adjacent and within the property being dedicated to the City of Twin Falls and to be rebuilt or built to current City standards upon development or change of use of the property.
3. Subject to approval and publication of an ordinance for the Vacation of a portion of Northern Passage Subdivisions #3 & #4.

V. GENERAL PUBLIC INPUT: None

VI. ITEMS FROM THE ZONING DEVELOPMENT MANAGER AND/OR THE PLANNING & ZONING COMMISSION:

Zoning & Development Manager Carraway-Johnson stated the Vacation along with the Final Plat for Northern Passage Subdivision #5 will be heard at the February 9, 2015 City Council meeting.

Commissioner Frank reminded the Commissioners that interviews have been scheduled for the RFQ applicants for the Comprehensive Plan Update on February 4, 2015.

Zoning & Development Manager Carraway-Johnson clarified there may not be storage of personal items on commercially zoned property.

Commissioner Woods requested a large map that shows city limits, area of impact and water boundary line.

VII. UPCOMING PUBLIC MEETINGS: (held at the City Council Chamber unless otherwise posted)

1. Public Hearing-**January 27, 2015**
2. Work Session-**February 4, 2015**

VIII. ADJOURN MEETING:

Chairman Frank adjourned the meeting at 8:10 PM.

Lisa A Strickland
Administrative Assistant
Planning & Zoning Department



Public Hearing: **MONDAY, FEBRUARY 09, 2015**

To: Honorable Mayor Hall and City Council

From: Rene'e V. Carraway-Johnson, Zoning & Development Manager

ITEM -1

Request: Requests approval of **the final plat** of the Northern Passage Subdivision, #5, consisting of 13(+/-) acres of undeveloped property within a portion of Northern Passage Subdivisions #3 and #4 - this is a replat with 16 residential lots to allow for the development of single family residential and a new elementary school on property located at the northeast corner of Federation Road (extended) and Grandview Drive North. c/o Tim Vawser/EHM Engineers, Inc. on behalf of Northern Passage, Inc.

Time Estimate:

Staff presentation may take approximately five (5) minutes.

Background:

Applicant:	Status: Owner	Size: 13.18 +/-Acres
Northern Passage Inc. PO Box 2138 McCall, ID 83638 c/o David Shotwell 208-469-0047 davidshotwell@frontier.com	Current Zoning: R-2	Requested Zoning: Approval of the final plat of Northern Passage Subdivision #5
	Comprehensive Plan: Medium Density	Lot Count: REPLAT INTO 16 RESIDENTIAL LOTS – currently 46 s/f Lots from portions of Northern Passage Subdivision #3 & #4
	Existing Land Use: platted Northern Passage Subdivisions #3 & #4 - Undeveloped	Proposed Land Use: 16 lots; 15 S/F Residential lots / 1 lot for a new Public Elementary School
Representative:	Zoning Designations & Surrounding Land Use(s)	
Tim Vawser EHM Engineers, Inc. 621 N College Rd, #100 Twin Falls, ID 83301 734-4888 tvawser@ehmnc.com	North: R-2, platted Northern Passage Subdivision, undeveloped – currently being farmed.	East: R-2 platted Northern Passage Subdivision, undeveloped – currently being farmed.
	South: R-2; Federation Road, (extended); Residential plat (Grandview Estates - Undeveloped)	West: R-2; Grandview Drive North; Agricultural/residential
Applicable Regulations: 10-1-4, 10-1-5, 10-12-1 through 4, 10-16-1 & 2		

Approval Process:

As per Twin Falls City Code 10-12-2.4 Action on Final Plat:

- (A) Application: After the approval or conditional approval of the preliminary plat, the subdivider may cause the total parcel, or any part thereof, to be surveyed, and a final plat prepared in accordance with the approved preliminary plat. The subdivider shall submit to the administrator three (3) copies of the final plat. (Ord. 2012, 7-6-1981)

- (F) Council Action: The council, at its next meeting following receipt of the administrator's report, shall consider the commission's findings and comments from concerned persons and agencies to arrive at a decision on the final plat. The council shall approve, approve conditionally, disapprove or table the final plat for additional information. A copy of the approved plat shall be filed with the administrator. Upon granting or denying the final plat the council shall specify what if any conditions shall apply prior to recordation or development of the site.

Budget Impact:

Approval and recordation of a final plat will allow the site to be developed as approved. Development could be a positive impact on the City budget.

Regulatory Impact:

Upon approval of a final plat by the City Council and upon approval of construction plans, the plat may be recorded and lots sold for development.

History:

In 2004 a joint application for annexation of 376 Acres was approved. The annexation of this particular area assigned the R-2 Zone as it stands today. The subdivisions titled Northern Passage #3 and Northern Passage #4 were approved by City Council in 2006 and recorded in 2009. No further zoning history is known at this time.

Analysis:

This is a request for approval of the Final Plat of Northern Passage Subdivision, #5, consisting of 13 +/- acres and 16 lots. Northern Passage Subdivision #5 is a replat of a portion of Northern Passage Subdivision #3 and Northern Passage Subdivision #4, which currently consists of 46 single family lots. The site is undeveloped and is located at the north east corner of Federation Road, extended, and Grandview Drive North. On this agenda is also a request to vacate this portion of Northern Passage Subdivisions #3 & #4. The purpose for the replat is to allow for the development of a new elementary school. Upon approval and completion of the vacation a Special Use Permit shall be presented to the Commission for the development of a new elementary school. A full review of required improvements will be made by the Building, Planning, Fire and Engineering Departments for full compliance with minimum development standards prior to issuance of any building permits.

A preliminary plat is presented to the Planning and Zoning Commission. The Commission may approve the preliminary plat, deny it, or approve it with conditions. A final plat, that is in conformance with the approved preliminary plat and including any conditions the Commission may have required, is then presented to the City Council. Only after a final plat has been approved by the City Council and construction plans approved, may the plat be recorded and lots sold for development.

Approval of a preliminary plat does not constitute a commitment by the City to provide water or waste water services. The plat indicates that each lot will be connected to City of Twin Falls water and sewer systems. A guarantee of services comes when the City Engineer signs a will-serve letter after final and construction plans are reviewed. It is also indicated on the Preliminary Plat that the site will be on a pressure irrigation (P.I.) system.

The plat is consistent with other subdivision development criteria and is in conformance with the Comprehensive Plan which designates this area as appropriate for medium density residential use.

On January 13, 2015 the Commission unanimously approved the preliminary plat of Northern Passage #5, as presented and subject to the following conditions:

1. Subject to final technical review and amendments as required by Building, Engineering, Fire, and Zoning officials to ensure compliance with all applicable City Code requirements and standards.
2. Subject to arterial and collector streets adjacent and within the property being dedicated to the City of Twin Falls and to be rebuilt or built to current City standards upon development or change of use of the property.
3. Subject to approval and publication of an ordinance for the Vacation of the requested portion of Northern Passage Subdivisions #3 & #4.

Conclusion:

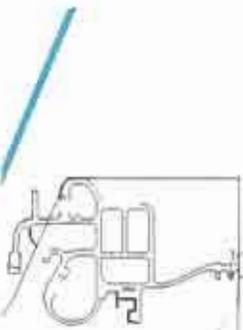
Staff recommends the Council approve the final plat of the Northern Passage Subdivision #5, as presented, and subject to the following conditions:

1. Subject to final technical review and amendments as required by Building, Engineering, Fire, and Zoning officials to ensure compliance with all applicable City Code requirements and standards.
2. Subject to arterial and collector streets adjacent and within the property being dedicated to the City of Twin Falls and to be rebuilt or built to current City standards upon development or change of use of the property.
3. Subject to approval and publication of an ordinance for the Vacation of the requested portion of Northern Passage Subdivisions #3 & #4.

Attachments:

1. Map of Surrounding Subdivisions
2. Currently Recorded Lots
3. Proposed New Lot Configuration
4. Preliminary Plat
5. Final Plat
6. Jan 13, 2015 P&Z minutes

Twin Falls City Platted Subdivision Map



Area to be vacated.

31

32

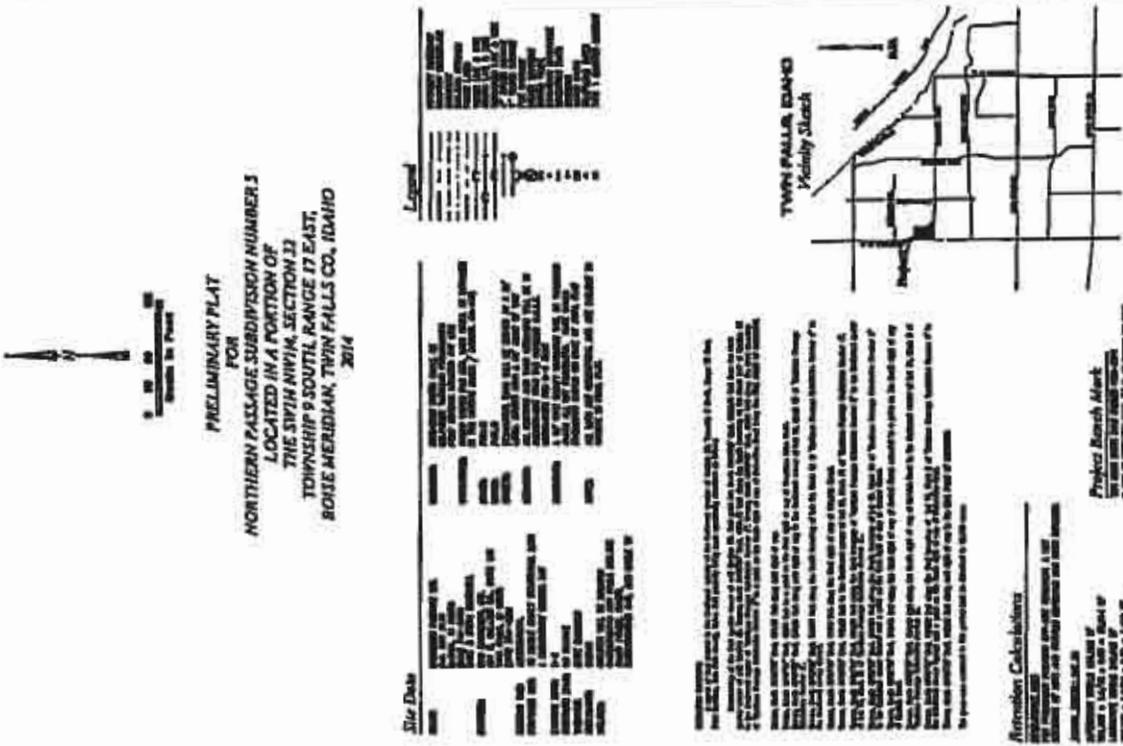
T. 9 S.

T. 10 S.

CONNOR

NORTH JAVEN

NORTH POINTE



PRELIMINARY PLAT

 FOR

 NORTHERN PASSAGE SUBDIVISION NUMBER 5

 LOCATED IN A PORTION OF

 THE SW1/4 NW1/4, SECTION 23

 TOWNSHIP 9 SOUTH, RANGE 17 EAST,

 BOISE MERIDIAN, TWIN FALLS CO., IDAHO

 2014

Legend

---	Proposed Right-of-Way
---	Proposed Easement
---	Proposed Utility
---	Proposed Structure
---	Proposed Driveway
---	Proposed Fencing
---	Proposed Landscaping
---	Proposed Other

Site Data

Lot Area	Acres
Lot 1	0.125
Lot 2	0.125
Lot 3	0.125
Lot 4	0.125
Lot 5	0.125
Lot 6	0.125
Lot 7	0.125
Lot 8	0.125
Lot 9	0.125
Lot 10	0.125
Lot 11	0.125
Lot 12	0.125
Lot 13	0.125
Lot 14	0.125
Lot 15	0.125
Lot 16	0.125
Lot 17	0.125
Lot 18	0.125
Lot 19	0.125
Lot 20	0.125
Lot 21	0.125
Lot 22	0.125
Lot 23	0.125
Lot 24	0.125
Lot 25	0.125
Lot 26	0.125
Lot 27	0.125
Lot 28	0.125
Lot 29	0.125
Lot 30	0.125
Lot 31	0.125



The project is located in the northern portion of the city of Twin Falls, Idaho. The project consists of 31 lots, each approximately 0.125 acres in area. The lots are arranged in a grid pattern along S. State Street, S. 1st Street, and S. 2nd Street. The project is bounded by S. State Street to the north, S. 2nd Street to the south, and the Boise Meridian to the east. The project is situated in a residential area and is intended for single-family detached housing. The project is shown in the locality sketch as a shaded area within the city grid.

Attention: Calculations

 The area of the lots shown on this plat has been calculated and found to be correct. The area of the lots is shown in the site data table.

 Project Name: Northern Passage Subdivision No. 5

 Project Address: S. State Street, Twin Falls, Idaho

 Project Owner: EHRM Engineers, Inc.

 Project Date: 2014



MINUTES
TWIN FALLS CITY PLANNING & ZONING COMMISSION
January 13, 2015 6:00PM
City Council Chambers
305 3rd Avenue East Twin Falls, ID 83301

PLANNING & ZONING COMMISSION MEMBERS

CITY LIMITS:

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

AREA OF IMPACT:

Ryan Higley Steve Woods
Vice-Chairman

CITY COUNCIL LIAISON

Rebecca Mills Sojka

ATTENDANCE

CITY LIMIT MEMBERS

<u>Present</u>	<u>Absent</u>
Boyd	Muñoz
Derricott	
Frank	
Grey	
Reid	
Tatum	

AREA OF IMPACT MEMBERS

<u>Present</u>	<u>Absent</u>
Higley	
Woods	

CITY COUNCIL LIAISON(S):

CITY STAFF: Carraway-Johnson, Fields, Knope, Spendlove, Strickland, Wonderlich

I. CALL MEETING TO ORDER:

Chairman Frank called the meeting to order at 6:00 P.M. He then reviewed the public meeting procedures with the audience, confirmed there was a quorum present and introduced City Staff.

II. CONSENT CALENDAR:

1. Approval of Minutes from the following public meeting(s): **None**
2. Approval of Findings of Fact and Conclusions of Law: **None**

III. ITEMS OF CONSIDERATION:

1. Request for consideration of a Preliminary Plat for Northern Passage Subdivision #5, a re-plat of a portion of Northern Passage Subdivisions #3 & #4, consisting of 13 (+/-) acres and will include 16 lots located at the northeast corner of Federation Road, extended, and Grandview Drive North. c/o Tim Vawser/EHM Engineers, Inc. on behalf of Northern Passage, Inc

*** This item will be heard at the time as the public hearing for IV-3.**

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***This presentation includes item III-1 and IV-3 for discussion with two motions to follow.**

Applicant Presentation:

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PZ Questions/Comments:

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Staff Presentation: IV-3

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Planner I Spendlove stated upon conclusion should the Commission recommend approval of the Vacation, as presented, staff recommends the following conditions.

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
2. Subject to submittal of all utility letters and any conditions that may be required prior to adoption of the ordinance.

PZ Questions/Comments:

- Commissioner Woods asked about traffic flow along Federation Road and Grandview Drive.
- Mr. Vawser explained the traffic will have access to Grandview Drive and will in the future have access to Federation once it is constructed. They have designed a looped traffic system to allow for smooth traffic flow into and out of the school property. There is a subdivision approximately ¼ mile away that would be required to finish the connection along Federation Road.
- Commissioner Woods clarified that worst case the traffic will be able to go North or South on Grandview Drive and in the future Federation Road will be constructed for another connection to and from this area.
- Mr. Vawser confirmed that was correct.

Public Hearing: Opened

Tracy Butcher 2679 E 3700 N explained she owns a business located at 1955 Grandview Drive North. She stated during harvest and planting season they are wondering how this development is going to impact the traffic. The west side of the road is not developed and it is a county road that will not support the additional traffic. Without the connection between Federation Road and Parkview Drive traffic is going to be challenging.

Public Hearing: Closed

Closing Statement:

- Mr. Vawser explained there are going to be some inconveniences during the construction of the site. Part of the City requirements is to build to centerline making the roadway better as an end result. The contractors will provide traffic control and flagging and he anticipates that the project will be done as quickly as possible. There will be contact with the public and surrounding property owners when the right-of-way is being constructed.
- Commissioner Frank recommended that the property owners keep in contact with the developer so that concerns can be addressed during this process.
- Planner I Spendlove clarified that a special use permit will need to be approved for the school to be constructed and encourages the public to attend those meetings as well to address site plan concerns.

Motion: IV-3

Commissioner Tatum made a motion to recommend approval of the vacation request, as presented, to City Council with staff recommendations. Commissioner Boyd seconded the motion. All members voted in favor of the motion.

Recommended For Approval, As Presented, With The Following Conditions

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.

2. Subject to submittal of all utility letters and any conditions that may be required prior to adoption of the ordinance.

Staff Analysis: III-1

Planner I Spendlove reviewed the request and exhibits on the overhead and stated this is a request for approval of the Preliminary Plat of Northern Passage Subdivision, #5 a re-plat of a portion of Northern Passage Subdivision #3 and #4.

The Commission may approve the preliminary plat, deny it, or approve it with conditions. A final plat, that is in conformance with the approved preliminary plat and including any conditions the Commission may have required, is then presented to the City Council. Only after a final plat has been approved by the City Council and construction plans approved, may the plat be recorded and lots sold for development.

Approval of a preliminary plat does not constitute a commitment by the City to provide water or waste water services. The plat indicates that each lot will be connected to City of Twin Falls water and sewer systems. A guarantee of services comes when the City Engineer signs a will-serve letter after final and construction plans are reviewed. It is also indicated on the Preliminary Plat that the site will be on a pressure irrigation (P.I.) system.

The plat is consistent with other subdivision development criteria and is in conformance with the Comprehensive Plan which designates this area as appropriate for medium density residential use.

Planner I Spendlove stated upon conclusion should the Commission approve the preliminary plat for Northern Passage #5, as presented, staff recommends the following conditions.

1. Subject to final technical review and amendments as required by Building, Engineering, Fire, and Zoning officials to ensure compliance with all applicable City Code requirements and standards.
2. Subject to arterial and collector streets adjacent and within the property being dedicated to the City of Twin Falls and to be rebuilt or built to current City standards upon development or change of use of the property.
3. Subject to approval and publication of an ordinance for the Vacation of a portion of Northern Passage Subdivisions #3 & #4.

Public Hearing: Opened & Closed Without Comment

Deliberations Followed:

- Commissioner Grey confirmed that Federation Road will not be constructed prior to this development being constructed. He asked if there is any way to address this issue.
- City Engineer Fields explained Federation Road is not required until the development is ready to sell lots. In the process of budgeting for different projects lots of items are considered however constructing road that is to be built by a developer competes with other decaying and existing roads that need improvement. Before houses are

built the road gets built and she feels that this area will not be undeveloped for very long with the new school being constructed.

- Commissioner Woods stated the positive side is that the school will not be at full capacity when it first opens.

Motion for Agenda Item III-1:

Commissioner Derricott made a motion to approve the preliminary plat, as presented, with staff recommendations. Commissioner Woods seconded the motion. All members present voted in favor of the motion.

Approved, As Presented, With The Following Conditions

1. Subject to final technical review and amendments as required by Building, Engineering, Fire, and Zoning officials to ensure compliance with all applicable City Code requirements and standards.
2. Subject to arterial and collector streets adjacent and within the property being dedicated to the City of Twin Falls and to be rebuilt or built to current City standards upon development or change of use of the property.
3. Subject to approval and publication of an ordinance for the Vacation of a portion of Northern Passage Subdivisions #3 & #4.

V. GENERAL PUBLIC INPUT: None

VI. ITEMS FROM THE ZONING DEVELOPMENT MANAGER AND/OR THE PLANNING & ZONING COMMISSION:

Zoning & Development Manager Carraway-Johnson stated the Vacation along with the Final Plat for Northern Passage Subdivision #5 will be heard at the February 9, 2015 City Council meeting.

Commissioner Frank reminded the Commissioners that interviews have been scheduled for the RFQ applicants for the Comprehensive Plan Update on February 4, 2015.

Zoning & Development Manager Carraway-Johnson clarified there may not be storage of personal items on commercially zoned property.

Commissioner Woods requested a large map that shows city limits, area of impact and water boundary line.

VII. UPCOMING PUBLIC MEETINGS: (held at the City Council Chamber unless otherwise posted)

1. Public Hearing-**January 27, 2015**
2. Work Session-**February 4, 2015**

VIII. ADJOURN MEETING:

Chairman Frank adjourned the meeting at 8:10 PM.

Lisa A Strickland
Administrative Assistant
Planning & Zoning Department