



MINUTES
TWIN FALLS CITY PLANNING & ZONING COMMISSION
January 27, 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	Derricott
Frank	Reid
Grey	
Muñoz	
Tatum	

AREA OF IMPACT MEMBERS

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

CITY COUNCIL LIAISON(S): Mills Sojka

CITY STAFF: Carraway-Johnson, Nope, Spendlove, Strickland

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): **January 7, 2015 WS, January 13, 2015 PH**
2. Approval of Findings of Fact and Conclusions of Law:
 - LeBaron (SUP 01-13-15) • Northern Passage (Pre-Plat 01-13-15)

Motion:

Commissioner Muñoz made a motion to approve the consent calendar, as presented. Commissioner Grey seconded the motion.

Unanimously Approved

III. ITEMS OF CONSIDERATION: NONE

IV. PUBLIC HEARINGS:

1. Request for the Commission’s recommendation for a **Zoning Title Amendment** to amend Title 10 to increase the required public notice for various public hearings c/o City of Twin Falls (app. 2702)

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Staff Presentation:

Planner I Spendlove explained the history of this request and stated the proposed amendment modifies multiple sectors within Title 10. The major change occurs in Title 10- Chapter 7. A new Section 20 has been written to address the concerns and changes voiced by the public and the Commission. Some changes also address some discrepancy between Twin Falls City Code and State Statute regarding notice.

There are 3 major changes: **(1)** Applicants will be required to notify public hearings, send letters and post signs, on the same day. **(2)** Notification distances have been increased in order to more adequately provide notice to surrounding property owners. **(3)** The number and size of public notice signs has been increased to provide more adequate notice on adjacent street frontages.

Major Change **#1** listed above will require the applicant to send the notification letters and post the public notice signs on the property 15 days prior to the public hearing. This will enable staff to more closely monitor the status of the notifications, catch notification violations sooner, simplify the process for the applicant, and most importantly provide an increase of notification time to adjoining owners and residents.

Major Change **#2** listed above will increase the minimum notification distance. Current City Code applies an across the board three hundred feet (300') measured from the exterior property line. This amendment modifies the required distance depending on the type of change being requested. With the changes requested, no public hearing will be notified less than a distance of five hundred feet (500'). Certain public hearings within the C-1, CB, R-6, and MHO-1 Zoning Districts will be noticed at seven hundred fifty feet (750'). Certain Public hearings in the M1 and M2 Zoning Districts will be notified at one thousand feet (1000').

Major Change **#3** listed above will increase the # and size of signs to be placed on the site. Locations that front multiple roads will be required to place a sign on each frontage. Locations will be required to have a minimum of one sign per three hundred (300) feet of street frontage, or a fraction thereof. Locations that front a City designated Arterial Street or State Highway, will be required to furnish signs that are a minimum four (4) feet tall and four (4) feet wide, with the bottom of the sign being at least three (3) feet above the ground.

Additional changes included in this newly proposed code section include the following: providing the decision by the Planning and Zoning Commission on public notice when items are forwarded to the City Council, a timeframe to remove the public notice signs, a requirement for staff to furnish a press release to local news media, and to post the public notice on the City Website.

Other sections listed on this amendment are to redirect the reference for public notifications to the newly created Title 10- Chapter 7 – Section 20.

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Planner I Spendlove stated upon conclusion the Commission may recommend approval of the amendment as proposed to the City Council, you may recommend a modification of the amendment (this will require another public hearing before the Commission), or the Commission may recommend denial the amendment.

PZ Questions/Comments:

- Commissioner Grey asked what happens if the applicant doesn't post the letters or signs as defined in the code.
- Planner I Spendlove explained the item would be withdrawn from the agenda and will have to be rescheduled at the applicant's expense.
- Commissioner Frank asked about sign requirements when a major development is planned to occur in an area not adjacent to and arterial or state highway; would the signs be larger.
- Zoning and Development Manager Carraway explained that the administrator has the option to require larger signs at their discretion.

Public Hearing: Opened

- Gerald Lizardo, 3311 Aspen Ridge Circle, representing his neighbors along Aspen Ridge Circle asked for more clarification as to where the signs will be posted.
- Planner I Spendlove explained that the signs are required to be posted on the subject property. The applicant would have to have permission from private property owners to place a sign on their property and the signs would not be allowed in the right-of-way. The signs will also need to be perpendicular to the way of traffic so the signs are more visible.
- Chris McFarlane, 1406 Riverridge Street, asked if the distance has increased for the property owners that will get letters.
- Commissioner Muñoz explained the distance has increased and will vary depending on the type of request.
- Commissioner Frank explained if you see a sign don't hesitate to contact staff and to come to the meetings.

Motion:

Commissioner Grey made a motion to recommend approval of the request, as presented. Commissioner Muñoz seconded the motion. All members present voted in favor of the motion.

V. GENERAL PUBLIC INPUT: None

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

- Zoning & Development Manager Carraway-Johnson reminded the Commission that the interviews for the Comprehensive Plan Amendment Update applicants will be February 4, 2015 Planning & Zoning noon work session.
- Commissioner Grey asked what the outcome was for a previous request for Laurelwood #3, and if there was a decision made for the property located on Pole Line Road and the mansard roof.

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- Planner I Spendlove explained there are still on-going discussions about the Laurelwood #3 Subdivision.
- Zoning & Development Manager Carraway-Johnson explained at the last work session the property located on Pole Line Road did present new elevations for the building and the change was approved.

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

1. Work Session-**February 4, 2015**
2. Public Hearing-**February 10, 2015**

VIII. ADJOURN MEETING:

Chairman Frank adjourned the meeting at 6:30 pm.

Lisa A Strickland
Administrative Assistant
Planning & Zoning Department