



**MINUTES**  
**TWIN FALLS CITY PLANNING & ZONING COMMISSION**  
**May 10, 2016 6:00 PM**  
**City Council Chambers**  
**305 3<sup>rd</sup> Avenue East Twin Falls, ID 83301**

**PLANNING & ZONING COMMISSION MEMBERS**

**CITY LIMITS:**

Danielle Dawson   Tom Frank   Kevin Grey   Gerardo “Tato” Muñoz   Ed Musser   Christopher Reid   Jolinda Tatum  
    **Chairman**     **Vice-Chairman**

**AREA OF IMPACT:**

Ryan Higley   Steve Woods

**ATTENDANCE**

**CITY LIMIT MEMBERS**

**PRESENT**

Dawson  
 Frank  
 Musser  
 Reid  
 Tatum

**ABSENT**

Grey  
 Munoz

**AREA OF IMPACT MEMBERS**

**PRESENT**

Higley

**ABSENT**

Woods

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

**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 meeting(s): **April 26, 2016 PH**
2. Approval of Findings of Fact and Conclusions of Law:
  - Lobo Villa (Pre-plat 04-26-16)
  - Watte (SUP 04-26-16)

**III. ITEMS OF CONSIDERATION:**

1. **Preliminary PUD Amendment presentation** requesting the Commission’s recommendation for a PUD Amendment to the North Haven PUD #235 to allow building heights within the North Haven Business Park Subdivision No. 2 as per City Code and Ordinance 3077 for property located northwest of the Cheney Drive West and Billiar Street intersection. c/o North Haven Business Park, Inc. (app. 2790)

**Applicant Presentation:**

Dave Thibault, EHM Engineers, Inc. stated he is here to make the preliminary presentation for a request to amend the North Haven PUD #235 for the North Haven Business Park Subdivision No. 2. The proposed amendment is to change the height restriction for buildings from 35 ft to 50ft. When this PUD was written the maximum allowable building height was 35 ft. since then the City had amended the height restriction to allow for building heights up to 50 ft. This request is to amend the PUD to match current City Codes.

**Staff Presentation:**

Planner I Spendlove reviewed the history of the property and stated the North Haven Business Park C-1 PUD was annexed in 2004, and went through the platting process in 2004-2005 and in 2009. In 2006, the PUD was amended to include additional lots and land uses within the Walmart site only.

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North Haven Subdivision No. 2, A PUD was platted in 2009. Multiple buildings have been constructed within this subdivision including, First Federal Bank, various medical and professional offices, Norco Medical, a Dialysis Center, and Castle's Corner Convenience Store and Service Station.

This is a preliminary review for a request to amend the North Haven PUD #235 to allow additional building heights within the North Haven Business Park Subdivision No. 2 as per City Code and Ordinance 3077 for undeveloped property located northwest of the Cheney Drive West and Billiar Street intersection.

The additional Height being requested is to simply to match the maximum height allowed per our current zoning Code. The PUD had placed a maximum height of 35' on themselves. They wish to follow the current height limitation set forth in the current zoning Code.

Planner Spendlove stated upon conclusion that a public hearing regarding this request will be heard at the regularly scheduled Planning and Zoning Commission public meeting [Tuesday, May 24, 2016](#). A comprehensive Staff analysis will be provided at that time.

**Public Comment: [Opened & Closed Without Concerns](#)**

**[Planning & Zoning Public Hearing is Scheduled for May 24, 2016](#)**

**IV. PUBLIC HEARINGS:**

1. Request to [Vacate](#) approximately 8000 sq. ft. of right-of-way along the 100 block of Hansen Street East [c/o City of Twin Falls](#) (app. 2784)

**Applicant Presentation:**

Client Sievers, Hummel Architect, representing the City of Twin Falls stated that they have been working with the City on planning the new City Hall building. There will be a change of use for the area from retail to more public community gatherings and there will be a need to vacate a portion of Hansen Street East to meet building code requirements and ADA requirements for access to the building without doing ramps or handrails. The vacation will also allow for a vestibule type entrance to meet current building code and additional width for pedestrian circulation.

**Staff Presentation:**

Planner I Spendlove reviewed the request on the overhead and stated this portion of Right-of-Way was dedicated as part of the Twin Falls Town Site Plat established in the early 1900's. The plans for renovation of the old Banner Building into the New City Hall show a vestibule being constructed outside the current building envelope and into the sidewalk area fronting Hansen Street East. The vestibule on the new City Hall allows for a more energy efficient design and aesthetic exterior including some planter boxes and public space. Current codes do not allow for buildings, or portions of buildings to be constructed within the Right-of-Way. Originally 8000 sq. ft. was the estimate size needed for the vacation, however after some discussion with staff and review of the code that has been reduce to approximately 2500 sq. ft. The city would like to maintain the Hansen Street East Right-of-Way so parking will not be allowed in this area and will provide a festival street type design.

Additionally, the plans for the Plaza and Main Street Redesign call for Hansen Street to be constructed into a Festival Street, this section of roadway will look and feel differently from the rest of Hansen Street.

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Although the Right of Way would be vacated, the City plans to maintain a roadway through this section of Hansen Street in order to maintain the roadway connections through the area. Staff does not foresee the roadway network or adjoining properties being negatively impacted by this request.

The vacation process requires a public hearing before the Planning and Zoning Commission. After receiving a recommendation from the Commission, the City Council holds an additional public hearing and if the request is approved an ordinance is adopted and published.

Planner I Spendlove stated upon conclusion should the Commission recommend approval of the request staff recommends the following conditions.

1. Subject to the retention of a pedestrian easement along Hansen Street East
2. Subject to a technically correct legal description being provided prior to the City Council public hearing.

**PZ Questions/Comments:**

- Commissioner Higley asked if the remaining portion of Hansen Street East is going to remain a road.
- Planner I Spendlove stated yes Hansen Street East will still go through and be wide enough for two-way traffic.

**Public Comment: [Opened & Closed Without Concerns](#)**

**Motion:**

Commissioner Tatum made a motion to recommend approval of the request, as presented with a reduction of the area as shown on the site plan presentation, with staff recommendations. Commissioner Reid seconded the motion. All members present voted in favor of the motion.

**[Recommend, Approval, As Presented, To City Council](#)**

1. Subject to the retention of a pedestrian easement along Hansen Street East
2. Subject to a technically correct legal description being provided prior to the City Council public hearing.

**[City Council Public Hearing Scheduled June 6, 2016](#)**

2. Request to **[Vacate](#)** an irrigation easement on the North side of 3600 North Road approximately 850 ft. West of Harrison Street South Twin Falls School District #411 c/o City of Twin Falls (app. 2786)

**Applicant Presentation:**

Lee Glaesemann, City Staff Engineer, reviewed the request on the overhead and stated when the South Hills Middle School was designed a request for a pressurized irrigation easement was made by the City of Twin Falls. The original intent was to run the irrigation easement lengthwise from east to west adjacent to road frontage and after the design was complete it was determined that the easement needed to be changed to run north to south to provide better access and make it easier to maintain. In order to get the new easement, the Twin Falls School District asked that the original easement be vacated.

**Staff Presentation:**

Planner I Spendlove reviewed the request on the overhead and stated this Irrigation easement was dedicated as part of the Golden Eagle Subdivision #5 in 2015. It was originally dedicated as part of the irrigation network when the Middle School came through the platting process.

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Staff does not foresee unreasonable impacts with the vacation of the platted irrigation easement. Due to timing of events it is common practice to place a condition on the vacation which requires the recording of the new easement.

The vacation process requires a public hearing before the Planning and Zoning Commission. After receiving a recommendation from the Commission, the City Council holds an additional public hearing and if the request is approved an ordinance is adopted and published.

Planner I Spendlove stated upon conclusion should the Commission recommend approval of the request to the City Council, staff recommends the following condition.

1. The new easement language shall receive City Engineer approval, and be recorded, prior to the City Council signing the ordinance granting the vacation.

**Public Comment:** [Opened & Closed Without Concerns](#)

**Deliberations Followed:** [Without Concerns](#)

**Motion:**

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

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

1. The new easement language shall receive City Engineer approval, and be recorded, prior to the City Council signing the ordinance granting the vacation.

[City Council Public Hearing Scheduled June 6, 2016](#)

**V. GENERAL PUBLIC INPUT:** [None](#)

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

Zoning & Development Manager Carraway-Johnson stated that the two vacation requests heard tonight will move forward and be scheduled for the June 6, 2016 City Council Meeting. She also reminded the Commission that on May 25, 2016 there will be a joint meeting held with the Comprehensive Plan Advisory Committee to review maps and draft documents for the Comprehensive Plan Update.

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

1. Public Hearing- [May 24, 2016](#)
2. Joint Meeting- [May 25, 2016 \(Comprehensive Plan Advisory Committee\)](#)
3. Work Session-[June 1, 2016](#)

**VIII. ADJOURN MEETING:**

Chairman Frank adjourned the meeting at 6:30 PM

Lisa A Strickland  
Administrative Assistant  
Planning & Zoning Department