



**NOTICE OF AGENDA**  
**TWIN FALLS CITY PLANNING & ZONING COMMISSION**  
**October 25, 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**

Frank  
Grey  
Muñoz  
Reid  
Tatum

**ABSENT**

Dawson  
Musser

**AREA OF IMPACT MEMBERS**

**PRESENT**

Higley

**ABSENT**

Wood

**CITY STAFF:** Carraway-Johnson, O'Connor, 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 meeting(s): [10-11-16 PH](#)
2. Approval of Findings of Fact and Conclusions of Law:
  - Canyon Village Subd No. 3 (Pre-Plat 10-11-16)
  - First Presbyterian/Acorn Learning Center (SUP 10-11-16)
  - Party Center-Mason (SUP 10-11-16)

**Motion:**

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

**Unanimously Approved**

**ITEMS OF CONSIDERATION:**

3. Request for consideration of the [preliminary plat](#) for Meadow West Subdivision, a PUD, 71.52 acres (+/-) consisting of 290 lots, 278 single family residential lots, 12 neighborhood commercial lots and 5 tracts located on the south side of Falls Avenue West and west side of Grandview Drive North. [c/o Tim Vawser/EHM Engineering, Inc.](#)

**Applicant Presentation:**

Tim Vawser, EHM Engineers, Inc. representing the applicant stated this property went to City Council for a rezone in November 2008. This property is located on the southwest corner of Falls Avenue West and Grandview Drive North. The plan is to have more of a neighborhood commercial and possibly senior housing to the east side of the property and the west portion of the property would be single family residential. The plan is to start on the east end of the property and can take quite some time to build out completely.

Gary Wolverton, stated the original name for the development was Silverstone and has since been changed to Meadows West. He reviewed on the overhead the development map explaining the location of this property and how the area has developed up to this point in time. The Comprehensive Plan allows for neighborhood commercial and residential. This will not be big box commercial and will most likely be small commercial that supports neighborhoods such as doctors' offices, dry cleaners etc. the economy does drive this type of development so it will probably be some time before development occurs. The first portion of residential to develop will be designed for a more active senior type housing. This has been a request from citizens because of the proximity to shopping and medical facilities. The maximum size of the commercial buildings is 20,000 sq. ft. and the design will complement the residential. Locust Grove is a similar size as this area shown in this plan. The active lifestyle cottages for over 50, will be made available for retirees that want a single family home with less upkeep, it consists of approximately 9 acres. Located west of the active lifestyle area there will be a park area. To the west of the park will be single family residential similar to what is going on in the area. Along the far west of the property there will be 16,000 sq. ft. lots. This will most likely take around 8-10 years to develop.

**Staff Presentation:**

Planner I Spendlove reviewed on the request on the overhead and stated for clarification that the zoning was approved by the City Council in 2008. The preliminary plat is what is being brought forward this evening and the commission is responsible for determining whether or not the preliminary plat meets the conditions as approved in the PUD.

Specific conditions placed by the City Council required a pedestrian path be installed by the developer connecting the proposed park with Grandview Drive North. The Preliminary Plat has such connection, however, it is City Staff's judgement the displayed location is not the safest location due to the curvature of the roadway. Staff recommends the path not cross Summer Mist Drive as depicted but stay on the south side of Summer Mist Drive running east/west between Grandview Drive and the Park.

Also during the Staff review process, lot 27 of block 3 was identified as having a Driveway access issue. City Code 10-11-4 – (E)- 3-a: "There shall be...at least eighteen feet (18') of straight curb between the end of a driveway and the end of a corner radius...". Due to the configuration and dimension of this lot, it has the potential of being undevelopable due to inadequate access to the public roadway. If adequate access cannot be accomplished, Staff recommends the possible removal of that lot by increasing the surrounding lot sizes, or creating a greenbelt area for the trail to the park.

This is the first step of the plat approval process. 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.

This request is in conformance with the comprehensive plan, the Draft PUD Agreement and the requirements found in twin falls city code.

**Planning & Zoning Commission Minutes  
October 25, 2016**

**Chairman Frank read into the record a citizen response to this request.**

Planner I Spendlove reviewed the City Engineer Fields response to the citizen letter. The letter explained the currently the intersection of Grandview Drive and Falls Avenue do warrant a traffic signal, however as development occurs in this area and gets closer to build out a traffic signal may be warranted. As this light may be entirely growth related it could be that the traffic signal could be an appropriate candidate for the use of impact fees and the entire community would benefit.

Planner I Spendlove stated upon conclusion staff recommends the commission approve the preliminary plat of the Meadow West Subdivision, a PUD, 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 development of the ten foot (10') pedestrian pathway crossing from the park (Tract A) to Grandview Drive North being relocated to adequately address safety concerns, and approved per City Engineer.
3. Subject to adequate driveway access to Lot 27 Block 3 being provided, or an alternative solution being provided to address the access issue, and approved per City Staff.
4. Subject to the Meadow West PUD Agreement being approved and recorded prior to recordation of the final plat.

**P&Z Questions/Comments:**

- Commissioner Grey asked about lot 27 on Blk 3 and the elimination of the lot.
- Planner I Spendlove explained staff requires that the plat meet the code requirement for access and this will be reviewed at the final plat stage.
- Commissioner Grey asked when the traffic study would need to be done.
- Planner I Spendlove explained upon development or change of use of the property.
- Commissioner Munoz asked about access to the park to minimize the walk to the park.
- Mr. Vawser showed on the overhead the location of access to the park, he also stated they will work with staff regarding lot 27 to make it comply with city code. As for a traffic study that would be required at the time of development is appropriate.

**Public Comment: [Opened](#)**

- Shauna Robinson, 824 Rim View Lane E, stated they have lived in this are for 32 years. This area has been quite, low density and yet they are minutes away from town. She is opposed to this request because of the density of the project, traffic this will create in the area and the impact to property values.
- Sandy Thomas, 1777 Wildflower Lane, stated that she disagrees with the traffic studies now that there are two schools in the area and the traffic from the soccer field. There are quite a few streets in this area that dead end and there is going to be to many homes in the area for the road to support.
- Dennis Crawford, 681 Creekside Way, state the infrastructure for this area is not in place to support this kind of growth. He likes the transition of the lots however he would like there to be a condition that the transition lots can't be subdivided. There also needs to be pressurized irrigation installed.

**Planning & Zoning Commission Minutes  
October 25, 2016**

- Martin Bail, 679 Creekside Way, stated his concern is whether Creekside Way is going to be through street from Falls Avenue to Filer Avenue, and if so what kind of traffic calming will be used to keep traffic at a decent speed and level.

**Public Comment:** [Closed](#)

**Closing Statements:**

- Mr. Vawser stated a water model is required and the conditions have to be met for the development to be approved. Both Grandview Drive and Falls Avenue will have to be widened according to the City's Master Transportation Plan. The traffic studies will require safe intersections to move forward. Creekside Way is a collector on the Master Transportation plan and is also on the Parks & Recreation designated trail system which will require a 10 ft. walking path along Creekside Way to keep pedestrians of traffic way and make it safer. It will neck down as it connects to Castlewood. Irrigation that is delivered to the subdivision west of this property comes from a gate structure to the north. The regional PI station is planned to be in Perrine Point Subdivision. Mr. Wolverton and his partner own Sunterra and they have already dedicated a per acre share to the regional station and will also be required to dedicate a per acre share for this subdivision also. The regional station is not cheap but will help with all of the subdivisions in this area and they will use Twin Falls Canal Company water for watering their lawns. As for wells he has no idea how this will impact them but surface irrigation will be important as this is developed.
- Mr. Wolverton, explained Perrine Point is another 80-acre subdivision to the north of this property and is allowed to have a much higher density. The Sunterra development has 300 lots, Rock Creek Trail Estates does have the 16,000 sq. ft. lot adjacent to it and this development has a smaller density than the remaining developments.

**Deliberations Followed:**

- Commissioner Reid asked for clarification on subdivision of the 16,000 sq. ft. lots.
- Planner I Spendlove explained this would require an amendment to the PUD in order for a subdivision to come through for one of these lots.
- Commissioner Grey asked about a condition requiring a four-way stop be installed when Grandview Drive North and Falls Avenue West are widened.
- Planner I Spendlove the Commission cannot add a condition for a four-way stop to the preliminary plat.
- Commissioner Tatum recommended that the citizens concerned with the traffic to contact the City Engineering Department.
- Commissioner Munoz explained the Commission is reviewing the plat for compliance with code.
- Commissioner Grey explained he understands; however, he does agree with the citizens' concerns.
- Commissioner Reid explained traffic seems to be an issue, he would ask that Engineering review these issues.
- Commissioner Higley explained he is not too thrilled with the density; however, the decision tonight is regarding the preliminary plat.
- Commissioner Frank explained the density makes since for the area and is similar to what is occurring in this part of town.

**Motion:**

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

**Planning & Zoning Commission Minutes  
October 25, 2016**

**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 development of the ten foot (10') pedestrian pathway crossing from the park (Tract A) to Grandview Drive North being relocated to adequately address safety concerns, and approved per City Engineer.
3. Subject to adequate driveway access to Lot 27 Block 3 being provided, or an alternative solution being provided to address the access issue, and approved per City Staff.
4. Subject to the Meadow West PUD Agreement being approved and recorded prior to recordation of the final plat.

**III. PUBLIC HEARINGS:**

1. Requests a **Special Use Permit** to operate a drive-through coffee stand with extended hours of operation on property located at 1328 Filer Avenue East aka Lynwood Shopping Center. c/o Koby Funderburg on behalf of Full Steam, LLC (app. 2819)

**Applicant Presentation:**

Koby Funderburg, the applicant, stated he is here to request a Special Use Permit to allow for a coffee shop. The west side of the building will be a drive through window and the east side of the building will be a walk-up window. This change to the building will require a change to the parking. These changes will impact a small portion of the existing parking however, there will still be ample parking. The coffee shop should not have any negative impacts to the area.

**Staff Presentation:**

Planner I Spendlove, reviewed on the overhead the request and stated Ordinance 2012 was passed in 1981, it created the zoning districts we currently use, and zoned various properties within City Limits. The new zoning designations were assigned at that time, or when areas were annexed. This small building used to contain a Wells Fargo ATM, it is not known exactly when it was vacated.

The special Use permit is for the operation of a drive thru coffee shop. The applicant has supplied a narrative that describes the drive thru facility detailing the number of employees and hours of operation as 6 AM to 9PM Monday thru Sunday. The proposed plan is to install a one lane drive through using the old ATM building with the other side as a walk-up window.

Per City Code 10-4-8.2: Any facility with a drive-through service requires a special use permit prior to being legally established. The major impacts of this particular project are going to be traffic, noise, and light. These items should be explored further to determine their extent.

Per City Code 10-10: Actual parking requirements are reviewed and determined at the time of building permit submittal. It is anticipated that the site plan shown will meet the applicable City Code requirements. It is not anticipated that additional parking spaces will be needed for the proposed special use.

**Planning & Zoning Commission Minutes  
October 25, 2016**

Staff did conduct a preliminary review of total parking spaces impacted by this development on the entire Lynwood Shopping Center. This project will be removing some parking spaces, and that will impact the developments available spaces. During our preliminary review, it was found with recent changes in tenants and an overall cross-use agreement for parking, this project would not overly impact the parking as a whole. However, it will reduce the number of spaces in the immediate area and there will be a learning curve for longtime patrons of the surrounding businesses.

Per City Code 10-11-1 thru 8: All the required improvements will be reviewed for compliance with current city code at the time of building permit submittal. Some of these improvements include screening, access, parking surface, streets, storm water retention, utilities, and others. It is not anticipated this project will require supplementary improvements to mitigate impacts of this project on the immediate area.

The major impacts of this particular project are going to be noise, light and increased traffic. All of these impacts are typically attributed to vehicles using the drive-thru service. Due to the proximity of Filer Ave East and Blue Lakes Blvd. N, it would be safe to assume that the noise and light generated by this drive-thru would not significantly increase the prevailing conditions found in the area.

Planner I Spendlove stated upon conclusion should the Commission grant this request as presented; city staff recommends approval be subject to the following conditions:

1. Subject to 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 the new parking scheme being installed and approved by City Staff prior to operation of the drive-thru.

**P&Z Questions/Comments:**

- Commissioner Munoz asked about signage and menu boards.
- Planner I Spendlove stated any signage would have to meet city code and the stacking count has to start where the first stop is located and on the site plan the first stop is at the window.
- Commissioner Reid asked for clarification on the change to the parking and when that will occur.
- Planner I Spendlove explained that will have to occur prior to issuing a Certificate of Occupancy for the building.
- Commissioner Frank asked about the potential tenant for the space.
- Mr. Funderburg stated he is the Manager for the Lynwood but will also be the tenant for this space, so he will be responsible for making sure it is a successful project.
- Commissioner Reid asked about parking and headlights and if they will be pointed toward a residential area.
- Planner I Spendlove explained the area across the street is commercial.

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

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

**Planning & Zoning Commission Minutes  
October 25, 2016**

**Motion:**

Commissioner Tatum made a motion to approve the request, as presented. Commissioner Reid seconded the motion. All members present voted in favor of the motion.

**Approved, As Presented, With the Following Conditions**

1. Subject to 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 the new parking scheme being installed and approved by City Staff prior to operation of the drive-thru.
2. Requests for a **Special Use Permit** to construct at 3150 sq. ft. detached accessory building concurrently with construction of a new single family residence on property located at 898 Canyon Rim Road within the area of impact. c/o Bill Riebesell (app. 2820)

**Applicant Presentation:**

Mike Shetler, Shetler Homes, representing the applicant, stated he is here to request a Special Use Permit for a detached accessory building for personal storage. The shop will match the home exterior. He explained that there will be a widening of a portion of the road for fire access to the property.

**Staff Presentation:**

Planner I Spendlove reviewed the request on the overhead and stated this parcel of ground is a remnant of the Government Sections. The zoning on the Property would have been reaffirmed as part of the Area of Impact Agreement with the County that took place in 2004. No further zoning history is known at this time. A building permit was issued for the main residence in May 2016 which is still under construction.

The site is zoned SUI CRO within the Area of Impact. The applicant has supplied a site plan showing a single family residence and a proposed 3150 sq. sf. detached accessory building. The residence is under construction. The applicant describes the building for storage and private use, no residential or commercial activity. If the special use permit is granted the applicant will proceed with development of the detached accessory building as approved.

**Per City Code 10-4-2:** Detached accessory buildings within the SUI Zone greater than 1500 sq. ft. are required to obtain a Special Use Permit prior to being legally constructed. The proposed plan is showing the detached residential garage to the South West of the main residence

**Per City Code 10-11-1 thru 8:** Required improvements include access, drainage and storm water. These required improvements will be evaluated and all applicable code requirements will be enforced at the time of building permit submittal.

Although this property has a Canyon Rim Road address there is no legal access from Canyon Rim Road. It should be noted; City Staff has not received a valid Access Agreement for the use of the private drive from all of the property owners along the private drive. This private drive is immediately west of Canyon Gate Place. It would be appropriate to require written verification from all the property owners on that portion of the private drive in order to confirm legal access through that area. The applicant does have another legal access on the west side of the property via the Section Line Easement aka Grandview Drive North.

**Planning & Zoning Commission Minutes  
October 25, 2016**

Detached accessory buildings are common for this subdivision, and on property this size it will remain rural in nature. The nearest property line is +/- 70 feet from this proposed accessory structure, the minimum per the SUI zone is 7 feet.

Other than the legal access issue previously disclosed, no further impacts are anticipated to be of the sort that would require additional conditions.

Planner I Spendlove stated upon conclusion should the Commission grant this request as presented; staff recommends approval be subject to 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 construction of the detached accessory building to be consistent with the submitted drawings/elevations, as presented.
3. Subject to personal use by the occupant of the home - no business or residential use within this structure.
4. Subject to written verification of legal access, from Canyon Gate Place to the applicants' property, being provided to City Staff prior to issuance of the Building Permit for the Detached Accessory Building.

**Public Hearing: [Opened](#)**

Dale Tarrant, stated he has no problems with the request he just wanted to make sure the building was not going to be constructed on the back side of the house.

**Public Hearing: [Closed](#)**

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

**Motion:**

Commissioner Grey made a motion to approve the request, as presented, with staff recommendations. Commissioner Munoz seconded the motion. All members present voted in favor of the motion.

**[Approved, 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 construction of the detached accessory building to be consistent with the submitted drawings/elevations, as presented.
3. Subject to personal use by the occupant of the home - no business or residential use within this structure.
4. Subject to written verification of legal access, from Canyon Gate Place to the applicants' property, being provided to City Staff prior to issuance of the Building Permit for the Detached Accessory Building.

**Planning & Zoning Commission Minutes  
October 25, 2016**

**IV. GENERAL PUBLIC INPUT: None**

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

- Zoning & Development Manager Carraway-Johnson explained there is a work session on November 2, 2016, and the November 8, 2016 meeting will be a full agenda, because there will not be a public hearing on November 22, 2016. The City Council has reviewed the Comprehensive Plan Amendment and has chosen to extend the timeframe for public comment through to their next meeting. The next meeting will be November 7, 2016 at which time they will make a decision.
- Commissioner Grey asked about progress on the Burnt Lemon.
- Staff confirmed they have submitted building plans so the project is moving forward.
- Commissioner Higley asked about progress on Pinerra.

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

1. Work Session- **November 2, 2016**
2. Public Hearing-**December 13, 2016**

**There will be no Public Hearing Nov 22<sup>nd</sup> and no work session Dec 7<sup>th</sup>**

**VII. ADJOURN MEETING:**

Chairman Frank adjourned the meeting at 7:35 p.m.

Lisa A Strickland  
Administrative Assistant  
Planning & Zoning Development