



Twin Falls City Council Agenda

Monday, June 22, 2026, 5:00 PM
Council Chambers
203 Main Avenue East Twin Falls, Idaho

Members: Mayor Jason Brown, Vice Mayor Craig Hawkins, Council Members Christopher Reid, Grayson Stone, Cherie Vollmer, Ruth Pierce, Nathan Murray

- 1) Call Meeting to Order/Confirmation of Quorum
- 2) Pledge of Allegiance
- 3) Consent Calendar
 - a) **ACTION ITEM:** Request to approve City Council June 15, 2026, minutes.
By: Rachael Long, Deputy City Clerk
 - b) **ACTION ITEM:** Request to approve accounts payable June 11-17, 2026.
By: Amy Luna, City Clerk
 - c) **ACTION ITEM:** Request to approve June 17, 2026, Travel Requests.
By: Amy Luna, City Clerk
 - d) **ACTION ITEM:** Request to approve 2027 Alcohol License Renewal.
By: Amy Luna, City Clerk
 - e) **ACTION ITEM:** Request to approve new Alcohol license for River Stone Bar LLC at 602nd Ave S.
By: Amy Luna, City Clerk
 - f) **ACTION ITEM:**
Request City Council to approve the Special Event Permit for the organizers of the Movie in the Park.
By: Wendy Davis, Parks and Recreation Director
 - g) **ACTION ITEM:**
Request City Council to approve the Special Event Permit for the organizers of the 12th Annual Commemorative Vietnam Veterans Welcome Home Motorcycle Ride and BBQ.
By: Wendy Davis, Parks and Recreation Director
 - h) **ACTION ITEM:**
Request City Council to approve the Special Event Permit for the organizers of the Dance.
By: Matthew Hicks, Chief of Police
 - i) **ACTION ITEM:**
Request City Council to approve the Special Event Permit for the organizers of the Rotary's Annual Ice Cream Fundraiser.
By: Wendy Davis, Parks and Recreation Director
 - j) **ACTION ITEM:**
Request City Council to approve the Special Event Permit for the organizers of the High Plains Christian Church BBQ/
By: Wendy Davis, Parks and Recreation Director
 - k) **ACTION ITEM:**
Request City Council to approve the Special Event Permit for the organizers of the 15th Annual Magic Valley Beer Festival.
By: Wendy Davis, Parks and Recreation Director

- l) **ACTION ITEM:**
Request City Council to approve the Special Event Permit for the organizers of the Church Softball Games.
By: Wendy Davis, Parks and Recreation Director
- m) **ACTION ITEM:**
Request City Council to approve the Special Event Permit for the organizers of the Lighthouse Church Wednesday night service.
By: Wendy Davis, Parks and Recreation Director
- 4) Items of Consideration
- a) **ACTION ITEM:** Request to confirm the appointment of Austin Hatch and Ryan Jund to The Urban Renewal Agency of the City of Twin Falls Board of Commissioners and to reappoint Eric Smallwood for a second term.
By: Shawn Barigar, URA Executive Director
- b) **ACTION ITEM:** Request to approve the special event application for the In-N-Out grand opening.
By: Joel Smith, Traffic Control
- c) **ACTION ITEM:** Request to reallocate the remaining **\$82,548** from the completed Library ADA Bathroom Project to two Library improvement projects.
By: Tara Bartley
- d) **ACTION ITEM:** Request to authorize submission of an information-gathering municipal interest and readiness form to the Idaho Advanced Energy Consortium
By: Shawn Barigar, Economic Development Director
- e) **ACTION ITEM:**
Request to adopt ordinance #O-2026-006 for a Zoning Title Amendment: an ordinance of the City Council of the City of Twin Falls, Idaho, Twin Falls City Code §10: Zoning and Subdivision regulations; Authorization publication of the ordinance by summary; and providing an effective date.
By: William Klaver, Senior City Planner
- f) **PRESENTATION:** Parks and Recreation Update
By: Chance Munns, Parks Superintendent, Wendy Davis, Parks and Recreation Director
- g) **ACTION ITEM:** A request to adopt Ordinance No. 2026-007 amending City Code to create a Council-approved waiver process for term limits on advisory boards and commissions.
By: Mitch Humble, Deputy City Manager
- 5) General Public Input
- 6) Advisory Board Report/Announcements
- 7) Executive Session
- a) **ACTION ITEM:** Request to adjourn into Executive Session pursuant to Idaho Code § 74-206(1) (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.
- 8) Adjournment

Any person needing special accommodation to participate in the above-noticed meeting could contact Josh Palmer (208) 735-7312 at least two working days before the meeting. Si Desae Esta informacion en Español, Por favor llama a Josh Palmer al telephone (208) 735-7312.

Public Input Procedures

1. Individuals wishing to provide public input regarding matters relevant to the City of Twin Falls shall:
 - a. Wait to be recognized by the Mayor or Chairman.
 - b. Approach the microphone/podium.
 - c. State their name, and whether they are a resident or property owner of the City of Twin Falls and proceed with their input.
2. All public input will be limited to two (2) minutes. Individuals are not permitted to give their time to other speakers.
3. All presenters shall remain respectful.

Public input will not be about any of the items that were on this agenda, personnel, or a personnel-related issue. All issues involving City personnel should be directly communicated with the mayor and/or the City Manager.

Anyone failing to follow these rules will be provided with one (1) warning. Should the speaker continue to disregard these rules after the warning, they will have the microphone muted and they will be asked to return to their seats.

Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor or Chair shall review the public hearing procedures.
2. Individuals wishing to testify or speak before the City Council or Planning & Zoning Commission shall wait to be recognized by the Mayor or Chair, approach the microphone/podium, state their name, and then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the staff. The staff shall make an audio recording of the Public Hearing.
3. A City Staff Report shall summarize the application and history of the request.
4. 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 is the request being made.**
 - **Location of the Property.**
 - **Impacts on the surrounding properties and efforts to mitigate those impacts.**
5. 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 or Chairman.
6. The City Council or Planning & Zoning Commission may ask questions of staff or the applicant pertaining to the request.
7. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor or Chair may limit public testimony to no less than two (2) minutes per person.
 - **Individuals are not permitted to give their time to other speakers.**
 - **However, five (5) or more individuals that received written notice of the public hearing may appoint, 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 or Chair. The spokesperson shall be limited to 15 minutes.**
 - **Written comments, including e-mail, shall be received 2 business days prior to the date of the hearing to be accepted for consideration by the hearing body.**
8. Following the Public Testimony, the applicant is permitted five (5) minutes to respond.
9. Following the Public Testimony and Applicant's response, Council or Commission members, as recognized by the Mayor or Chair, shall be allowed to question the Applicant, Staff or anyone who has testified. Responses shall be limited to answering the questions asked. The Mayor or Chair may limit the time permitted for the answer.
10. The Mayor or Chair shall close the Public Hearing. The City Council or Planning & Zoning Commission 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, applicants 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 or Chairman.



Twin Falls City Council Minutes

Monday, June 15, 2026, 5:00 PM

203 Main Ave E
Twin Falls, ID 83301

1) Call Meeting to Order/Confirmation of Quorum

Present:

Mayor Jason Brown, Vice Mayor Craig Hawkins, Council Members Ruth Pierce, Christopher Reid, Nathan Murray, & Cherie Vollmer.

Absent: Grayson Stone

Staff Present:

City Manager Travis Rothweiler, Deputy City Manager Mitch Humble, City Attorney Bruce Castleton, City Clerk Amy Luna, Deputy City Clerk Rachael Long, Police Chief Matthew Hicks, Fire Chief Mitchell Brooks, Public Information Coordinator Joshua Palmer, Economic Development Director Shawn Barigar, Captain Brent Wright, Officer Joel Smith

Mayor Brown called the meeting to order at 5:00 PM. A quorum was present.

2) Pledge of Allegiance

Mayor Brown invited all present, who wished, to recite the Pledge of Allegiance to the Flag.

3) Consent Calendar

MOTION: Council Member Reid moved to approve the Consent Calendar as presented. **Council Member Pierce** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- a) Request to approve City Council June 08, 2026 minutes.
- b) Request to approve Accounts Payable May 28-June 10, 2026.
- c) Request for Mayor Brown to sign Agreement with Terra Hotels LLC
- d) Request to approve a Trust Agreement for South Ridge Subdivision, placing all lots in trust.
- e) Request to accept the Improvement Agreement for the purpose of developing **South Ridge Subdivision**

4) Items of Consideration

- a) Formal ceremony promoting Records Clerk Katie Gardner to the position of Administrative Services Supervisor before the City Council.
Police Captain Wright gave a formal ceremony promoting Records Clerk Katie Gardner to the position of Administrative Services Supervisor.

Mayor Brown congratulated Katie on her promotion.

- b) Presentation of Opportunity Zone 2.0 application
Economic Development Director Barigar gave a presentation on the Opportunity Zone 2.0 application and asked the Council for direction on the application.

Discussion ensued on the following:

Council Member Pierce stated she thinks this is the perfect area for this application.

Mayor Brown agreed that this was a great opportunity.

- c) Requesting the City Council authorize Chief of Police, Matthew Hicks, to sign the Mutual

Assistance Agreement with the Idaho Attorney General's Office regarding dedicating one existing employee to be an ICAC (Internet Crimes Against Children) agent within the Twin Falls Police Department.

Chief of Police Hicks requested the City Council to authorize Chief of Police, Matthew Hicks, to sign the Mutual Assistance Agreement with the Idaho Attorney General's Office regarding dedicating one existing employee to be an ICAC (Internet Crimes Against Children) agent within the Twin Falls Police Department.

Discussion ensued on the following:

Council Member Murray asked about the resiliency training and how that would work for the officer.

Council Member Vollmer asked about how much this would be for the budget?

Council Member Reid asked who had charged the individual for the residency training and who would make them go.

MOTION: Council Member Reid moved to approve the request to authorize Chief of Police, Matthew Hicks, to sign the Mutual Assistance Agreement with the Idaho Attorney General's Office regarding dedicating one existing employee to be an ICAC (Internet Crimes Against Children) agent within the Twin Falls Police Department. **Council Member Vollmer** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- d) Requesting approval for the Twin Falls Police Department to participate in digital forensics grant program through DATAPILOT.

Police Captain Wright requested approval for the Twin Falls Police Department to participate in digital forensics grant program through DATAPILOT.

Discussion ensued on the following: none

MOTION: Council Member Pierce moved to approve the request for the Twin Falls Police Department to participate in digital forensics grant program through DATAPILOT for the cost of \$6995 and authorize the amendment of the budget and take that out of assets forfeitures. **Council Member Vollmer** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- e) The Twin Falls Police Department has reviewed the special event application for the In-N-Out grand opening and has prepared a traffic plan to present for review by the City Council.

Officer Smith reviewed the special event application for In-N-Out grand opening presenting a traffic plan for review.

Discussion ensued on the following: no action item tonight. This will be a presentation only.

Council Member Reid asked about dining in overflow. Where would they go?

Council Member Pierce asked what the time frame for this and asked about the turn into Canyon Springs road.

Council Member Reid asked about Option 1 and asked if there was an option 2?

Council Member Reid asked about Fillmore behind Costco. What is the plan for that road so that it does not get backed up?

Mayor Brown thanked Officer Smith for his presentation and work on all of this.

- f) Request to present the Twin Falls Police Department 2025 Annual Report.

Police Chief Hicks and staff gave a presentation of the 2025 Annual Report for the Twin Falls Police Department.

Council Member Vollmer asked code enforcement about what happens if we see an animal in a vehicle.

Council Member Hawkins thanked the staff and said he was proud of them all.

Mayor Brown thanked Police Chief Hicks for their presentation.

5) General Public Input

Maria Hernandez thanked David Woodhead for re-opening the Lamphouse theater.

6) Advisory Board Report/Announcements

7) Adjournment

The meeting adjourned at 06:18 PM

Rachael Long, Deputy City Clerk



Council Agenda Information

Review

Approval Process:

Consent of the City Council. This event does meet the requirements for a Special Event Permit as outlined in City Code 3-6-2

- (A) Is expected to draw five hundred (500) or more persons at any session as participants or spectators and is proposed to be held at a park;
- (B) Impacts city streets, sidewalks, parks and common areas, or city resources;
- (C) Unless otherwise permitted to do so, propose to sell or serve alcohol publicly; or
- (D) Intends to broadcast amplified sound or generate unusual noise.

Streets



Streets Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Streets

Engineering



Engineering Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Engineering

Planning and Zoning



Planning and Zoning Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Planning and Zoning

Electrical



Electrical Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Electrical

Police



Police Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Police

Fire



Fire Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Fire

Parks



Parks Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Parks

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Streets | <input checked="" type="checkbox"/> Engineering | <input checked="" type="checkbox"/> Planning and Zoning |
| <input checked="" type="checkbox"/> Electrical | <input checked="" type="checkbox"/> Police | <input checked="" type="checkbox"/> Fire |
| <input checked="" type="checkbox"/> Parks | | |

Reviewer Name *

Mable Shurtleff

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street? *

- Yes No

Type of Event *

Please select all that apply

- | | | |
|---|--|---|
| <input type="checkbox"/> Car Show | <input type="checkbox"/> Carnival/Fair | <input type="checkbox"/> Dance |
| <input type="checkbox"/> Concert/Performance | <input type="checkbox"/> Exhibits/Miscellaneous | <input type="checkbox"/> Festival |
| <input type="checkbox"/> Parade | <input type="checkbox"/> Picnic/Family Gathering | <input type="checkbox"/> Pool Reservation |
| <input type="checkbox"/> Run/Walk/Race | <input type="checkbox"/> Special Attraction | <input type="checkbox"/> Street Fair |
| <input type="checkbox"/> Tournament (Sport Field/Court) | <input checked="" type="checkbox"/> Other | |
- Movies in the Park

Estimated Number of Attendees *

200

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event? *

- Yes No

Will your event impact or require any street closure? *

- Yes No

Will alcohol be sold or served publicly at your event? *

Yes No

Will there be tents, canopies, or other temporary structures? (includes inflatables) *

Yes No

Will there be vendors selling goods or services at this event (including lessons or paid activities)? *

Yes No

Will you be driving vehicles into the park or parking on the grass or in the park? *

Yes No

Will your event require access to or use of the park after hours? (before 6am or after 11pm) *

Yes No

Will you be camping overnight in any park facility? *

Yes No

Will you be operating any type of motorized vehicle on any of the trail system? *

Yes No

Will you be riding bicycles on any area of the park other than a paved road or trail designated for that purpose? *

Yes No

Will bicycles or vehicles operate at a rate of speed exceeding fifteen (15) miles per hour? *

Yes No

Will you have horses or other animals at the event? (other than dogs) *

Yes No

Will there be hot air balloon(s)? *

Yes No

Do you plan to scuba dive in designated swim area at Dierkes Lake? *

Yes No

Will you need to park any vehicles or equipment 1 ½ ton capacity or more in any park parking lots? *

Yes No

Will you require power? (There may an additional fee for power) *

Yes No

Contact Information

Event Organizer

First Name *

Stacy

Last Name *

McClintock

Onsite Contact

First Name *

Stacy

Last Name *

McClintock

Event Information

Event Name *

Movies in the Park

Event Location (Park or Facility Requested)

City Park

Is this event indoors or outdoors? *

Indoors

Outdoors

Event Reoccurrence

One Time Event

Recurring over several weeks/months

Event Description *

This is our annual Movies in the Park series that the City of Twin Falls, Recreation provides. We will be using the park from 830pm - 12am on the 10th and the 24th of July.

[Canyon Rim](#) [City Park](#) [Downtown Commons](#) [Sunway Soccer Park](#)
[Shoshone Falls](#) [Dierkes](#) [Harmon Park](#) [Thomsen Park](#) [Oregon Trail](#)

Download this provided template and add your layout. Upload your completed layout below.

Event Map *

Movies in the Park Map.pdf

833.49KB

Set-up Time Start *

07/10/2026 08:30:00 PM

Set-up Time End *

07/24/2026 09:00:00 PM

Event Time Start *

07/10/2026 09:30:00 PM

Event Time End *

07/24/2025 11:45:00 PM

Take Down Time Start *

07/24/2026 11:45:00 PM

Take Down Time End *

07/24/2026 12:00:00 AM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold? *

Yes No

Will you have keg beer at your event? *

Yes No

Will your event utilize signs, banners, flags, etc.? *

Yes No

Definitions



*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

*A "sandwich board sign" is a temporary sign that is generally constructed in such a manner as to form an "A" like shape or is constructed with a base and single upward sign face, forming an upside down "T" but not permanently attached to the ground.

- Sandwich board signs are allowed within multi-tenant developments. Only 1 allowed per business.
- Sandwich board signs shall be located not more than ten feet (10') from the door of the business.

*A Community Event Sign announces a campaign, drive activity or celebration of a civic, political, public, philanthropic, religious or educational organization for noncommercial purposes. Community Event signs are allowed off premise but permission from the owner of the property where the sign will be located is required prior to issuance of a permit. Please provide a list of the locations of where any off premise signs will be located.

*May not be larger than 64 sq. ft. in size with a maximum height not to exceed 10 ft.

*An "inflatable sign" is a temporary ground mounted sign that is manufactured of plastic, cloth, canvas, or other light fabric, inflated with air and held upright, typically by mechanical means.

*The minimum setback from the road right of way shall be one and one-half (1-1/2) times the height of the sign.

Will your event generate any type of waste? *

Yes No

Is this an ongoing or seasonal request? *

Yes No

Agreement, insurance, and fees may apply

Will your event include pyrotechnics or fireworks? *

Yes No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event
- Location of the event
- Additional areas affected by the event
- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement *

I have read and understand this requirement

Insurance

It is the responsibility of the special event organizer(s) to secure and provide a **COMMERCIAL GENERAL LIABILITY** insurance policy that covers the planned special event. This policy must provide coverage of no less than \$500,000 combined single limit per occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

Each policy shall be written as a primary policy, not contributing to, or in excess of, any coverage which the City may carry. A certificate of Insurance naming the City of Twin Falls as additionally insured and as the certificate holder must be provided with this application. Failure to provide insurance coverage will immediately terminate special event application or approval.

Insurance Documents

Security

As an event organizer, you are required to provide a safe and secure environment for your event. This is accomplished through pre-planning and anticipation of problems or concerns related to event activities.

Most major events require the services of approved security (either paid professional security or a law enforcement agency). The Special Events Coordinator/Sergeant will evaluate each event application and determine the necessity of and type of security. Police Officers may be required depending on the scope of event.

The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Restrictions and Signature

Please be aware of the following restrictions:

- Fires are allowed in fireplaces or grills only.
- Dogs must be on leash in parks, with the exception of Baxter Dog Park.
- Dogs are prohibited in the grassy park area of Dierkes Lake Park.
- Alcohol is prohibited at Dierkes Lake Park, Sunway Soccer Fields, First Federal Park & St Luke's Shelter, Oregon Trail Youth Complex, and Sawtooth Softball Fields. Water slides, inflatable water features and dunk tanks are prohibited.
- Hours for amplified music are Mon—Fri 11am-9pm, Sat 8am-9:30pm, Sunday 12:15pm-8pm.

The following are prohibited in parks and on trails:

- Glass containers
- Soliciting
- Loitering and Boisterousness
- Discharging of fireworks and explosives
- Possessing intoxicating beverages where prohibited or be under the influence in any public space
- Throwing objects other than in designated areas
- Climbing trees
- Damaging, cutting, removing, or attaching anything to any trees or plants
- Digging or disturbing grass or natural landscape
- Walking or standing on monuments, fountains, railings, fences, or other features not designed for such use
- Disfiguring or removing any buildings or park amenities
- Endangering the safety of others
- Preventing any person from using any park or its facilities
- Violating park curfew of 11pm
- Hunting, trapping, or pursuing wildlife
- Polluting waters of any kind in parks
- Dumping or depositing trash other than in proper receptacles

1. The prior named Applicant/Organization, in consideration of its use of Twin Falls Parks and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.
2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.
3. Effect Of A Permit: A Twin Falls park permittee shall be bound by all park rules and regulations and all applicable ordinances as fully as though the same were inserted in said permit. The person or persons to whom a permit is issued shall be liable for any loss, damage or injuries sustained by any person or property by reason of the negligence of the person or persons to whom such permit shall have been issued. The director, or a duly authorized representative, shall have the authority to revoke a permit upon finding of violation of any rule or ordinance, or upon good cause. (Ord. 2735, 9-16-2002)

**Based on the details of your event, a parks use permit might be issued. By signing below, I agree that this permit may be revoked for reasons outlined above. I further agree that this permit will be revoked if it conflicts with any lawful order issued by a Federal, State, or local government agency, including orders issued in response to the COVID-19 pandemic.

By signing this application, I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. I understand that this application is made subject to the rules and regulations established by the Twin Falls City Council. I further agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be uncured by, or on behalf of, the Special Event to the City of Twin Falls.

Signature *

Stacy McClintock

Name *

Stacy McClintock

Date *

12/29/2025



Council Agenda Information

Review

Approval Process:

Consent of the City Council. This event does meet the requirements for a Special Event Permit as outlined in City Code 3-6-2

- (A) Is expected to draw five hundred (500) or more persons at any session as participants or spectators and is proposed to be held at a park;
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Streets



Streets Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Streets

Engineering



Engineering Recommends

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Comments, requests and requirements from Engineering

Planning and Zoning



Planning and Zoning Recommends

- Permit this application as is.
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Comments, requests and requirements from Planning and Zoning

Electrical



Electrical Recommends

- Permit this application as is.
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Comments, requests and requirements from Electrical

Police



Police Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Police

Fire



Fire Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
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Comments, requests and requirements from Fire

Parks



Parks Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Parks

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Streets | <input checked="" type="checkbox"/> Engineering | <input checked="" type="checkbox"/> Planning and Zoning |
| <input checked="" type="checkbox"/> Electrical | <input checked="" type="checkbox"/> Police | <input checked="" type="checkbox"/> Fire |
| <input checked="" type="checkbox"/> Parks | | |

Reviewer Name *

Mable Shurtleff

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street? *

- Yes No

Type of Event *

Please select all that apply

- | | | |
|---|--|---|
| <input type="checkbox"/> Car Show | <input type="checkbox"/> Carnival/Fair | <input type="checkbox"/> Dance |
| <input type="checkbox"/> Concert/Performance | <input type="checkbox"/> Exhibits/Miscellaneous | <input type="checkbox"/> Festival |
| <input type="checkbox"/> Parade | <input type="checkbox"/> Picnic/Family Gathering | <input type="checkbox"/> Pool Reservation |
| <input type="checkbox"/> Run/Walk/Race | <input type="checkbox"/> Special Attraction | <input type="checkbox"/> Street Fair |
| <input type="checkbox"/> Tournament (Sport Field/Court) | <input checked="" type="checkbox"/> Other | |

12th Annual Vietnam Veterans Welcome Home Motorcycle Ride and BBQ

Estimated Number of Attendees *

150

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event? *

- Yes No

Will your event impact or require any street closure? *

- Yes No

Will alcohol be sold or served publicly at your event? *

Yes No

Will there be tents, canopies, or other temporary structures? (includes inflatables) *

Yes No

Will there be vendors selling goods or services at this event (including lessons or paid activities)? *

Yes No

Will you be driving vehicles into the park or parking on the grass or in the park? *

Yes No

Will your event require access to or use of the park after hours? (before 6am or after 11pm) *

Yes No

Will you be camping overnight in any park facility? *

Yes No

Will you be operating any type of motorized vehicle on any of the trail system? *

Yes No

Will you be riding bicycles on any area of the park other than a paved road or trail designated for that purpose? *

Yes No

Will bicycles or vehicles operate at a rate of speed exceeding fifteen (15) miles per hour? *

Yes No

Will you have horses or other animals at the event? (other than dogs) *

Yes No

Will there be hot air balloon(s)? *

Yes No

Do you plan to scuba dive in designated swim area at Dierkes Lake? *

Yes No

Will you need to park any vehicles or equipment 1 ½ ton capacity or more in any park parking lots? *

Yes No

Will you require power? (There may an additional fee for power) *

Yes No

Contact Information

Event Organizer

First Name *

Nora

Last Name *

Wells

Onsite Contact

First Name *

Nora

Last Name *

Wells

Event Information

Event Name *

12th Annual Commemorative Vietnam Veterans Welcome Home Motorcycle Ride and BBQ

Event Location (Park or Facility Requested)

Twin Falls City Band Shell Park

Is this event indoors or outdoors? *

Indoors

Outdoors

Event Reoccurrence

One Time Event

Recurring over several weeks/months

Event Description *

12th Annual Commemorative Vietnam Veterans Welcome Home Motorcycle Ride and BBQ. Local and Boise Veterans Services will set up tables in the park along with the DAV Mobile unit to assist community Veterans with possible services and benefits they might be eligible for through the VA. There will be two grill set up to cook hamburgers and hot dogs for the community BBQ and tables set up with condiments, plates, utensils, hand sanitizer, chips, salads, chili and cookies. There will be approximately 25-30 motorcycles that will register for the ride that will be escorted by Twin Falls finest, through Twin Falls, Kimberly, Hansen, Jerome, Buhl and Filer to pay their respects to their fallen brothers and sisters at cemeteries and Vietnam Memorials before returning to the park for a free community bbq to welcome them home. This event is open to the community, there is no fee for the motorcycle ride or bbq. We bring our own PA system and there will be no special equipment brought in.

[Canyon Rim](#) [City Park](#) [Downtown Commons](#) [Sunway Soccer Park](#)
[Shoshone Falls](#) [Dierkes](#) [Harmon Park](#) [Thomsen Park](#) [Oregon Trail](#)

Download this provided template and add your layout. Upload your completed layout below.

Event Map *

Park map use 2025 Vietnam Event.pdf

163.8KB

Set-up Time Start *

07/11/2026 07:00:00 AM

Set-up Time End *

07/11/2026 08:00:00 AM

Event Time Start *

07/11/2026 08:00:00 AM

Event Time End *

07/11/2026 03:00:00 PM

Take Down Time Start *

07/11/2026 03:00:00 PM

Take Down Time End *

07/11/2026 04:00:00 PM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold? * Yes No**Will you have keg beer at your event? *** Yes No**Will your event utilize signs, banners, flags, etc.? *** Yes No

Definitions



*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

*A "sandwich board sign" is a temporary sign that is generally constructed in such a manner as to form an "A" like shape or is constructed with a base and single upward sign face, forming an upside down "T" but not permanently attached to the ground.

- Sandwich board signs are allowed within multi-tenant developments. Only 1 allowed per business.
- Sandwich board signs shall be located not more than ten feet (10') from the door of the business.

*A Community Event Sign announces a campaign, drive activity or celebration of a civic, political, public, philanthropic, religious or educational organization for noncommercial purposes. Community Event signs are allowed off premise but permission from the owner of the property where the sign will be located is required prior to issuance of a permit. Please provide a list of the locations of where any off premise signs will be located.

*May not be larger than 64 sq. ft. in size with a maximum height not to exceed 10 ft.

*An "inflatable sign" is a temporary ground mounted sign that is manufactured of plastic, cloth, canvas, or other light fabric, inflated with air and held upright, typically by mechanical means.

*The minimum setback from the road right of way shall be one and one-half (1-1/2) times the height of the sign.

Will your event generate any type of waste? * Yes No**Is this an ongoing or seasonal request? *** Yes No

Agreement, insurance, and fees may apply

Will your event include pyrotechnics or fireworks? *

Yes No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event
- Location of the event
- Additional areas affected by the event
- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement *

I have read and understand this requirement

Insurance

It is the responsibility of the special event organizer(s) to secure and provide a **COMMERCIAL GENERAL LIABILITY** insurance policy that covers the planned special event. This policy must provide coverage of no less than \$500,000 combined single limit per occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

Each policy shall be written as a primary policy, not contributing to, or in excess of, any coverage which the City may carry. A certificate of Insurance naming the City of Twin Falls as additionally insured and as the certificate holder must be provided with this application. Failure to provide insurance coverage will immediately terminate special event application or approval.

Insurance Documents

Insurance.pdf

96.9KB

Security

As an event organizer, you are required to provide a safe and secure environment for your event. This is accomplished through pre-planning and anticipation of problems or concerns related to event activities.

Most major events require the services of approved security (either paid professional security or a law enforcement agency). The Special Events Coordinator/Sergeant will evaluate each event application and determine the necessity of and type of security. Police Officers may be required depending on the scope of event.

The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Restrictions and Signature

Please be aware of the following restrictions:

- Fires are allowed in fireplaces or grills only.
- Dogs must be on leash in parks, with the exception of Baxter Dog Park.
- Dogs are prohibited in the grassy park area of Dierkes Lake Park.
- Alcohol is prohibited at Dierkes Lake Park, Sunway Soccer Fields, First Federal Park & St Luke's Shelter, Oregon Trail Youth Complex, and Sawtooth Softball Fields. Water slides, inflatable water features and dunk tanks are prohibited.
- Hours for amplified music are Mon—Fri 11am-9pm, Sat 8am-9:30pm, Sunday 12:15pm-8pm.

The following are prohibited in parks and on trails:

- Glass containers
- Soliciting
- Loitering and Boisterousness
- Discharging of fireworks and explosives
- Possessing intoxicating beverages where prohibited or be under the influence in any public space
- Throwing objects other than in designated areas
- Climbing trees
- Damaging, cutting, removing, or attaching anything to any trees or plants
- Digging or disturbing grass or natural landscape
- Walking or standing on monuments, fountains, railings, fences, or other features not designed for such use
- Disfiguring or removing any buildings or park amenities
- Endangering the safety of others
- Preventing any person from using any park or its facilities
- Violating park curfew of 11pm
- Hunting, trapping, or pursuing wildlife
- Polluting waters of any kind in parks
- Dumping or depositing trash other than in proper receptacles

1. The prior named Applicant/Organization, in consideration of its use of Twin Falls Parks and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.
2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.
3. Effect Of A Permit: A Twin Falls park permittee shall be bound by all park rules and regulations and all applicable ordinances as fully as though the same were inserted in said permit. The person or persons to whom a permit is issued shall be liable for any loss, damage or injuries sustained by any person or property by reason of the negligence of the person or persons to whom such permit shall have been issued. The director, or a duly authorized representative, shall have the authority to revoke a permit upon finding of violation of any rule or ordinance, or upon good cause. (Ord. 2735, 9-16-2002)

**Based on the details of your event, a parks use permit might be issued. By signing below, I agree that this permit may be revoked for reasons outlined above. I further agree that this permit will be revoked if it conflicts with any lawful order issued by a Federal, State, or local government agency, including orders issued in response to the COVID-19 pandemic.

By signing this application, I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. I understand that this application is made subject to the rules and regulations established by the Twin Falls City Council. I further agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am authorized to commit that

organization, and therefore agree to be financially responsible for any costs and fees that may be uncured by, or on behalf of, the Special Event to the City of Twin Falls.

Signature *

Nora S. Wells

Name *

Nora S Wells

Date *

10/21/2025



Council Agenda Information

Review

Approval Process:

Consent of the City Council. This event does meet the requirements for a Special Event Permit as outlined in City Code 3-6-2

- (A) Is expected to draw five hundred (500) or more persons at any session as participants or spectators and is proposed to be held at a park;
- (B) Impacts city streets, sidewalks, parks and common areas, or city resources;
- (C) Unless otherwise permitted to do so, propose to sell or serve alcohol publicly; or
- (D) Intends to broadcast amplified sound or generate unusual noise.

Streets



Streets Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Streets

Engineering



Engineering Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Engineering

Planning and Zoning



Planning and Zoning Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Planning and Zoning

Electrical



Electrical Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Electrical

Police



Police Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Police

Please provide additional information. Will there be alcohol served at the dance? What are the ages of individuals at the dance? ID checking and ensuring alcohol is not served or given to minors, if there are mixed ages allowed. How is the music expected to work? Will there be noise disturbances to the nearby neighborhood? Please provide additional details

Fire



Fire Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Fire

Parks



Parks Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Parks

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Streets | <input checked="" type="checkbox"/> Engineering | <input checked="" type="checkbox"/> Planning and Zoning |
| <input checked="" type="checkbox"/> Electrical | <input checked="" type="checkbox"/> Police | <input checked="" type="checkbox"/> Fire |
| <input checked="" type="checkbox"/> Parks | | |

Reviewer Name *

Mable Shurtleff

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street? *

Yes No

Type of Event *

Please select all that apply

- | | | |
|---|--|---|
| <input type="checkbox"/> Car Show | <input type="checkbox"/> Carnival/Fair | <input checked="" type="checkbox"/> Dance |
| <input type="checkbox"/> Concert/Performance | <input type="checkbox"/> Exhibits/Miscellaneous | <input type="checkbox"/> Festival |
| <input type="checkbox"/> Parade | <input type="checkbox"/> Picnic/Family Gathering | <input type="checkbox"/> Pool Reservation |
| <input type="checkbox"/> Run/Walk/Race | <input type="checkbox"/> Special Attraction | <input type="checkbox"/> Street Fair |
| <input type="checkbox"/> Tournament (Sport Field/Court) | <input type="checkbox"/> Other | |

Estimated Number of Attendees *

150

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event? *

Yes No

Will your event impact or require any street closure? *

Yes No

Will alcohol be sold or served publicly at your event? *

Yes No

Will there be tents, canopies, or other temporary structures? (includes inflatables) *

Yes No

Contact Information

Event Organizer

First Name *

Leafy

Last Name *

Caward

Onsite Contact

First Name *

Leafy

Last Name *

Caward

Event Information

Event Name *

Dance

Event Location (Park or Facility Requested)

220 Eastland Dr

Is this event indoors or outdoors? *

Indoors

Outdoors

Event Reoccurrence

One Time Event

Recurring over several weeks/months

Event Description *

We are wanting to host a dance, located in our back venue. It is enclosed, and attached to our business.

[Canyon Rim](#) [City Park](#) [Downtown Commons](#) [Sunway Soccer Park](#)
[Shoshone Falls](#) [Dierkes](#) [Harmon Park](#) [Thomsen Park](#) [Oregon Trail](#)

Download this provided template and add your layout. Upload your completed layout below.

Event Map*

20260513_111420.jpg

1.96MB



Set-up Time Start*

06/27/2026 03:00:00 PM

Set-up Time End*

06/27/2026 03:30:00 PM

Event Time Start*

06/27/2026 03:30:00 PM

Event Time End*

06/28/2026 12:00:00 AM

Take Down Time Start*

06/28/2026 12:00:00 AM

Take Down Time End*

06/28/2026 12:00:00 AM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold?*

Yes No

Will you have keg beer at your event?*

Yes No

Will your event utilize signs, banners, flags, etc.?*

Yes No

Definitions

*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

*A "sandwich board sign" is a temporary sign that is generally constructed in such a manner as to form an "A" like shape or is constructed with a base and single upward sign face, forming an upside down "T" but not permanently attached to the ground.

- Sandwich board signs are allowed within multi-tenant developments. Only 1 allowed per business.
- Sandwich board signs shall be located not more than ten feet (10') from the door of the business.

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*An "inflatable sign" is a temporary ground mounted sign that is manufactured of plastic, cloth, canvas, or other light fabric, inflated with air and held upright, typically by mechanical means.

*The minimum setback from the road right of way shall be one and one-half (1-1/2) times the height of the sign.

Will your event generate any type of waste? *

Yes No

Is this an ongoing or seasonal request? *

Yes No

Will your event include pyrotechnics or fireworks? *

Yes No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event
- Location of the event
- Additional areas affected by the event
- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement *

I have read and understand this requirement

Insurance

It is the responsibility of the special event organizer(s) to secure and provide a **COMMERCIAL GENERAL LIABILITY** insurance policy that covers the planned special event. This policy must provide coverage of no less than \$500,000 combined single limit per occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

Each policy shall be written as a primary policy, not contributing to, or in excess of, any coverage which the City may carry. A certificate of Insurance naming the City of Twin Falls as additionally insured and as the certificate holder must be provided with this application. Failure to provide insurance coverage will immediately terminate special event application or approval.

Insurance Documents

Security

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Most major events require the services of approved security (either paid professional security or a law enforcement agency). The Special Events Coordinator/Sergeant will evaluate each event application and determine the necessity of and type of security. Police Officers may be required depending on the scope of event.

The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Restrictions and Signature

By signing this application, I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. I understand that this application is made subject to the rules and regulations established by the Twin Falls City Council. I further agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be uncured by, or on behalf of, the Special Event to the City of Twin Falls.

Signature *

Leafy Caward

Name *

Leafy Caward

Date *

05/13/2026



Council Agenda Information

Review

Approval Process:

Consent of the City Council. This event does meet the requirements for a Special Event Permit as outlined in City Code 3-6-2

- (A) Is expected to draw five hundred (500) or more persons at any session as participants or spectators and is proposed to be held at a park;
- (B) Impacts city streets, sidewalks, parks and common areas, or city resources;
- (C) Unless otherwise permitted to do so, propose to sell or serve alcohol publicly; or
- (D) Intends to broadcast amplified sound or generate unusual noise.

Streets



Streets Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Streets

Engineering



Engineering Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Engineering

Planning and Zoning



Planning and Zoning Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Planning and Zoning

Electrical



Electrical Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Electrical

Police



Police Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Police

Need insurance forms attached.

Fire



Fire Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Fire

Any mobile food trucks shall have their 2026 fire inspection decal (purple) posted in sight of the public view. Any tents or temporary structures greater than 400 SF shall have a permit through the TFFD.

Parks



Parks Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Parks

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

- Streets
- Engineering
- Planning and Zoning
- Electrical
- Police
- Fire
- Parks

Reviewer Name *

Mable Shurtleff

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street? *

- Yes No

Type of Event *

Please select all that apply

- Car Show
- Carnival/Fair
- Dance
- Concert/Performance
- Exhibits/Miscellaneous
- Festival
- Parade
- Picnic/Family Gathering
- Pool Reservation
- Run/Walk/Race
- Special Attraction
- Street Fair
- Tournament (Sport Field/Court)
- Other
- Fundraiser

Estimated Number of Attendees *

800

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event? *

- Yes No

Will your event impact or require any street closure? *

Yes No

Will alcohol be sold or served publicly at your event? *

Yes No

Will there be tents, canopies, or other temporary structures? (includes inflatables) *

Yes No

Provide a description of tents or structures.

No water features allowed. Tent stakes must be less than 12". Fire inspection may be required.

There will be 20 companies that will have tents for admission.

Will there be vendors selling goods or services at this event (including lessons or paid activities)? *

Yes No

Will you be driving vehicles into the park or parking on the grass or in the park? *

Yes No

Will your event require access to or use of the park after hours? (before 6am or after 11pm) *

Yes No

Will you be camping overnight in any park facility? *

Yes No

Will you be operating any type of motorized vehicle on any of the trail system? *

Yes No

Will you be riding bicycles on any area of the park other than a paved road or trail designated for that purpose? *

Yes No

Will bicycles or vehicles operate at a rate of speed exceeding fifteen (15) miles per hour? *

Yes No

Will you have horses or other animals at the event? (other than dogs) *

Yes No

Will there be hot air balloon(s)? *

Yes No

Do you plan to scuba dive in designated swim area at Dierkes Lake? *

Yes No

Will you need to park any vehicles or equipment 1 ½ ton capacity or more in any park parking lots? *

Yes No

Will you require power? (There may an additional fee for power) *

Yes No

Contact Information

Event Organizer

First Name *

Kevin

Last Name *

Bradshaw

Onsite Contact

First Name *

Kevin

Last Name *

Bradshaw

Event Information

Event Name *

Rotary's 15th Annual Ice Cream Fundraiser

Event Location (Park or Facility Requested)

Twin Falls City Park

Is this event indoors or outdoors? *

- Indoors
 Outdoors

Event Reoccurrence

- One Time Event
 Recurring over several weeks/months

Event Description *

Twenty companies worked with Cloverleaf Creamery and created their own ice cream flavor. that day attendees will come and taste and vote on the best ice cream flavor and best ice cream name. There will be a food truck and the Children's Museum will have their modules there for kids to try. There will also be a face painter there.

[Canyon Rim](#) [City Park](#) [Downtown Commons](#) [Sunway Soccer Park](#)
[Shoshone Falls](#) [Dierkes](#) [Harmon Park](#) [Thomsen Park](#) [Oregon Trail](#)

Download this provided template and add your layout. Upload your completed layout below.

Event Map *

Set-up Time Start *

07/18/2026 09:00:00 AM

Set-up Time End *

07/18/2026 11:00:00 AM

Event Time Start *

07/18/2026 11:30:00 AM

Event Time End *

07/18/2026 03:00:00 PM

Take Down Time Start *

07/18/2026 03:00:00 PM

Take Down Time End *

07/18/2026 04:00:00 PM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Parking Plan

Parking Plan *

People will park on the street surrounding Twin Falls City Park.

Parking Plan Map

Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold? *

Yes No

- ✓ *Food Concession and Commercial Activity Permit will be required*
- ✓ *Handwashing stations may be required by Health Department*
- ✓ *Agreement and fees may be required*

Will you have keg beer at your event? *

Yes No

Will your event utilize signs, banners, flags, etc.? *

Yes No

Definitions



*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

*A "sandwich board sign" is a temporary sign that is generally constructed in such a manner as to form an "A" like shape or is constructed with a base and single upward sign face, forming an upside down "T" but not permanently attached to the ground.

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*The minimum setback from the road right of way shall be one and one-half (1-1/2) times the height of the sign.

A sign permit may be required from the Planning and Zoning Department.

Will your event generate any type of waste? *

Yes No

Is this an ongoing or seasonal request? *

Yes No

Will your event include pyrotechnics or fireworks? *

Yes No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event
- Location of the event
- Additional areas affected by the event
- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement *

I have read and understand this requirement

Insurance

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occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

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Insurance Documents

Security

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The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Waste Plan

As an event organizer, you are responsible for the waste generated by your participants, spectators and vendors, as well as the costs associated with proper disposal.

Discarded Materials *

List what materials from your event will be discarded by vendors and attendees (i.e. cardboard, plastic bags, food waste, Styrofoam, plastic bottles, aluminum cans etc.):

Styrofoam cups, plastic spoons, water bottles and cardboard ice cream boxes.

Have you arranged for portable toilets? *

Yes No

Have you contracted for additional trash receptacles and/or dumpsters? *

Yes No

Name of Contracted Company *

Republic Services

Number of Trash Receptacles *

3

Size of Trash Receptacles

Large Dumpsters

Contact person in charge of waste. *

Kevin Bradshaw

Phone number of contact

2082120265

Number of staff assisting in removal.

5

Any cleanup required by City Personnel following an event will be at the expense of the event organizers.

Restrictions and Signature

Please be aware of the following restrictions:

- Fires are allowed in fireplaces or grills only.
- Dogs must be on leash in parks, with the exception of Baxter Dog Park.
- Dogs are prohibited in the grassy park area of Dierkes Lake Park.
- Alcohol is prohibited at Dierkes Lake Park, Sunway Soccer Fields, First Federal Park & St Luke's Shelter, Oregon Trail Youth Complex, and Sawtooth Softball Fields. Water slides, inflatable water features and dunk tanks are prohibited.
- Hours for amplified music are Mon—Fri 11 am-9pm, Sat 8am-9:30pm, Sunday 12:15pm-8pm.

The following are prohibited in parks and on trails:

- Glass containers
- Soliciting
- Loitering and Boisterousness
- Discharging of fireworks and explosives
- Possessing intoxicating beverages where prohibited or be under the influence in any public space
- Throwing objects other than in designated areas
- Climbing trees
- Damaging, cutting, removing, or attaching anything to any trees or plants
- Digging or disturbing grass or natural landscape
- Walking or standing on monuments, fountains, railings, fences, or other features not designed for such use
- Disfiguring or removing any buildings or park amenities
- Endangering the safety of others
- Preventing any person from using any park or its facilities
- Violating park curfew of 11pm
- Hunting, trapping, or pursuing wildlife
- Polluting waters of any kind in parks
- Dumping or depositing trash other than in proper receptacles

1. The prior named Applicant/Organization, in consideration of its use of Twin Falls Parks and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.
2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.
3. Effect Of A Permit: A Twin Falls park permittee shall be bound by all park rules and regulations and all applicable ordinances as fully as though the same were inserted in said permit. The person or persons to whom a permit is issued shall be liable for any loss, damage or injuries sustained by any person or property by reason of the negligence of the person or persons to whom such permit shall have been issued. The director, or a duly authorized representative, shall have the authority to revoke a permit upon finding of violation of any rule or ordinance, or upon good cause. (Ord. 2735, 9-16-2002)

**Based on the details of your event, a parks use permit might be issued. By signing below, I agree that this permit may be revoked for reasons outlined above. I further agree that this permit will be revoked if it conflicts with any lawful order issued by a Federal, State, or local government agency, including orders issued in response to the COVID-19 pandemic.

By signing this application, I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. I understand that this application is made subject to the rules and regulations established by the Twin Falls City Council. I further agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am authorized to commit that

organization, and therefore agree to be financially responsible for any costs and fees that may be uncured by, or on behalf of, the Special Event to the City of Twin Falls.

Signature *

Jill Skeem

Name *

Jill Skeem

Date *

12/08/2025



Council Agenda Information

Review

Approval Process:

Consent of the City Council. This event does meet the requirements for a Special Event Permit as outlined in City Code 3-6-2

- (A) Is expected to draw five hundred (500) or more persons at any session as participants or spectators and is proposed to be held at a park;
- (B) Impacts city streets, sidewalks, parks and common areas, or city resources;
- (C) Unless otherwise permitted to do so, propose to sell or serve alcohol publicly; or
- (D) Intends to broadcast amplified sound or generate unusual noise.

Streets



Streets Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Streets

Engineering



Engineering Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Engineering

Planning and Zoning



Planning and Zoning Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Planning and Zoning

Electrical



Electrical Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Electrical

Police



Police Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Police

Fire



Fire Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Fire

Parks



Parks Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Parks

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Streets | <input checked="" type="checkbox"/> Engineering | <input checked="" type="checkbox"/> Planning and Zoning |
| <input checked="" type="checkbox"/> Electrical | <input checked="" type="checkbox"/> Police | <input checked="" type="checkbox"/> Fire |
| <input checked="" type="checkbox"/> Parks | | |

Reviewer Name *

Mable Shurtleff

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street? *

- Yes No

Type of Event *

Please select all that apply

- | | | |
|---|---|---|
| <input type="checkbox"/> Car Show | <input type="checkbox"/> Carnival/Fair | <input type="checkbox"/> Dance |
| <input type="checkbox"/> Concert/Performance | <input type="checkbox"/> Exhibits/Miscellaneous | <input type="checkbox"/> Festival |
| <input type="checkbox"/> Parade | <input checked="" type="checkbox"/> Picnic/Family Gathering | <input type="checkbox"/> Pool Reservation |
| <input type="checkbox"/> Run/Walk/Race | <input type="checkbox"/> Special Attraction | <input type="checkbox"/> Street Fair |
| <input type="checkbox"/> Tournament (Sport Field/Court) | <input type="checkbox"/> Other | |

Estimated Number of Attendees *

100

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event? *

- Yes No

Will your event impact or require any street closure? *

- Yes No

Will alcohol be sold or served publicly at your event? *

Yes No

Will there be tents, canopies, or other temporary structures? (includes inflatables) *

Yes No

Provide a description of tents or structures.

No water features allowed. Tent stakes must be less than 12". Fire inspection may be required.

10x10 shade tents and inflatable for kids.

Will there be vendors selling goods or services at this event (including lessons or paid activities)? *

Yes No

Will you be driving vehicles into the park or parking on the grass or in the park? *

Yes No

Will your event require access to or use of the park after hours? (before 6am or after 11pm) *

Yes No

Will you be camping overnight in any park facility? *

Yes No

Will you be operating any type of motorized vehicle on any of the trail system? *

Yes No

Will you be riding bicycles on any area of the park other than a paved road or trail designated for that purpose? *

Yes No

Will bicycles or vehicles operate at a rate of speed exceeding fifteen (15) miles per hour? *

Yes No

Will you have horses or other animals at the event? (other than dogs) *

Yes No

Will there be hot air balloon(s)? *

Yes No

Do you plan to scuba dive in designated swim area at Dierkes Lake? *

Yes No

Will you need to park any vehicles or equipment 1 ½ ton capacity or more in any park parking lots? *

Yes No

Will you require power? (There may an additional fee for power) *

Yes No

Contact Information

Event Organizer

First Name *

Katlyn

Last Name *

Kronschnabl

Onsite Contact

First Name *

Katlyn

Last Name *

Kronschnabl

Event Information

Event Name *

High Plains Christian Church BBQ

Event Location (Park or Facility Requested)

Twin Falls City Park

Is this event indoors or outdoors? *

Indoors

Outdoors

Event Reoccurrence

One Time Event

Recurring over several weeks/months

Event Description *

Church BBQ. We will do a potluck style BBQ and inflatable for kids.

[Canyon Rim](#) [City Park](#) [Downtown Commons](#) [Sunway Soccer Park](#)
[Shoshone Falls](#) [Dierkes](#) [Harmon Park](#) [Thomsen Park](#) [Oregon Trail](#)

Download this provided template and add your layout. Upload your completed layout below.

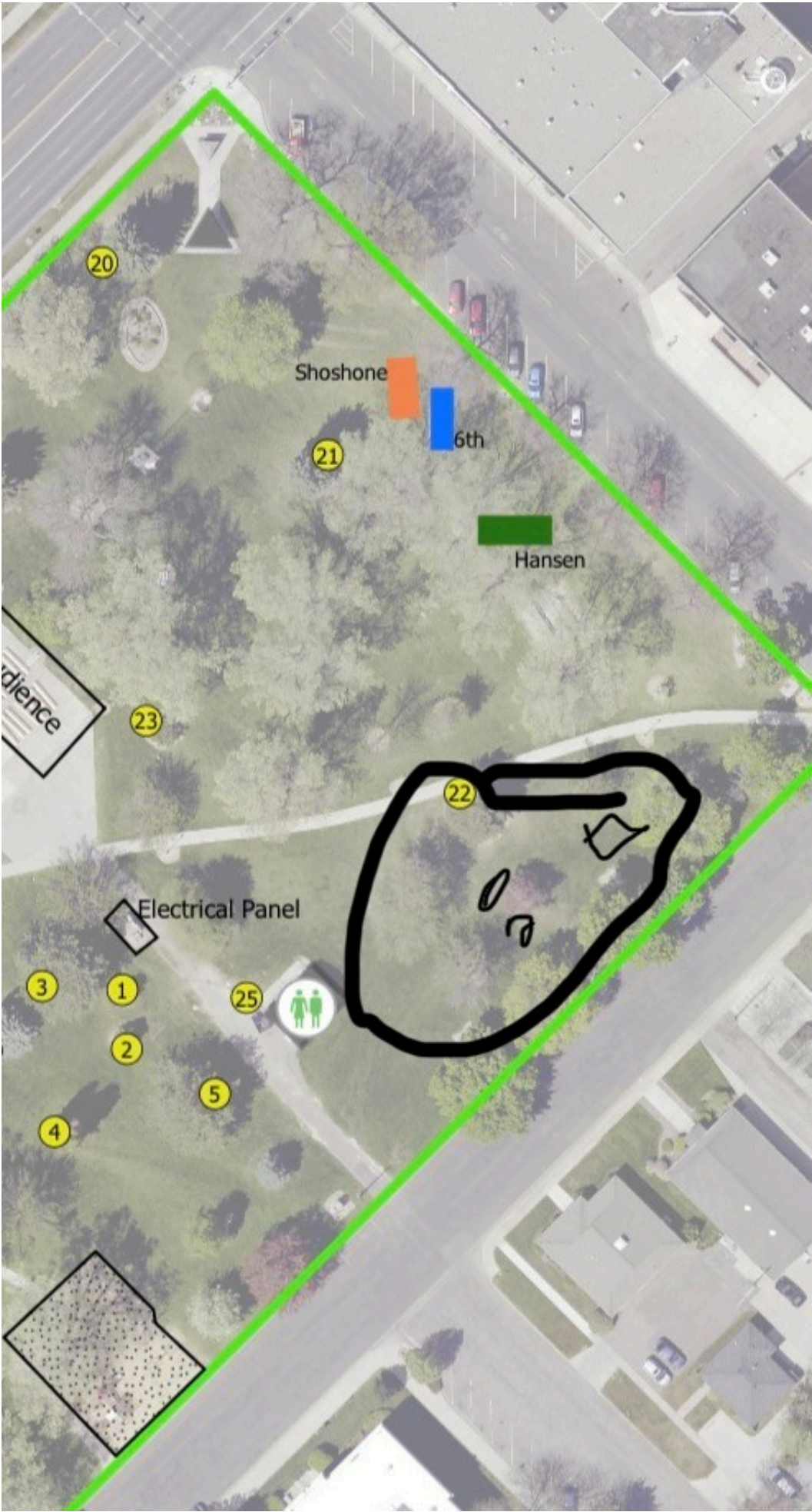
Event Map *

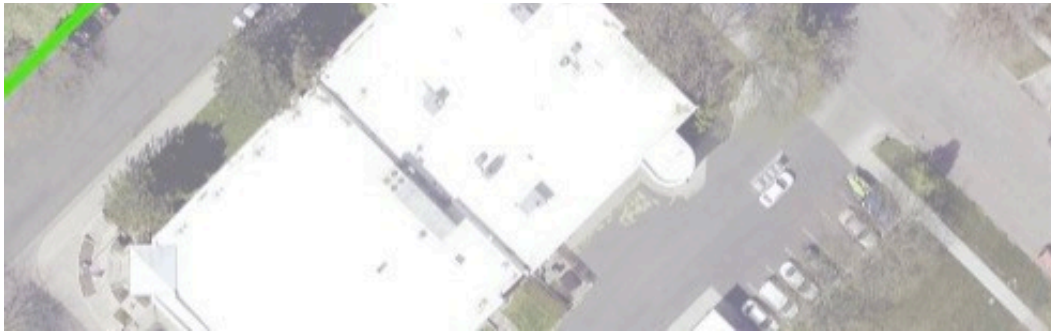
High Plains Christian Church-Twin Falls City Park-Cert2026.pdf

102.77KB

7.19.26 High Plains Christian map.jpg

141.42KB



**Set-up Time Start ***

07/19/2026 12:00:00 PM

Set-up Time End *

07/19/2026 01:00:00 PM

Event Time Start *

07/19/2026 01:00:00 PM

Event Time End *

07/19/2026 02:30:00 PM

Take Down Time Start *

07/19/2026 02:30:00 PM

Take Down Time End *

07/19/2026 03:00:00 PM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold? * Yes No**Will you have keg beer at your event? *** Yes No**Will your event utilize signs, banners, flags, etc.? *** Yes No

Definitions



*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

*A "sandwich board sign" is a temporary sign that is generally constructed in such a manner as to form an "A" like shape or is constructed with a base and single upward sign face, forming an upside down "T" but not permanently attached to the ground.

- Sandwich board signs are allowed within multi-tenant developments. Only 1 allowed per business.
- Sandwich board signs shall be located not more than ten feet (10') from the door of the business.

*A Community Event Sign announces a campaign, drive activity or celebration of a civic, political, public, philanthropic, religious or educational organization for noncommercial purposes. Community Event signs are allowed off premise but permission from the owner of the property where the sign will be located is required prior to issuance of a permit. Please provide a list of the locations of where any off premise signs will be located.

*May not be larger than 64 sq. ft. in size with a maximum height not to exceed 10 ft.

*An "inflatable sign" is a temporary ground mounted sign that is manufactured of plastic, cloth, canvas, or other light fabric, inflated with air and held upright, typically by mechanical means.

*The minimum setback from the road right of way shall be one and one-half (1-1/2) times the height of the sign.

Will your event generate any type of waste? *

Yes No

Is this an ongoing or seasonal request? *

Yes No

Will your event include pyrotechnics or fireworks? *

Yes No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event
- Location of the event
- Additional areas affected by the event
- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement *

I have read and understand this requirement

Insurance

It is the responsibility of the special event organizer(s) to secure and provide a **COMMERCIAL GENERAL LIABILITY** insurance policy that covers the planned special event. This policy must provide coverage of no less than \$500,000 combined single limit per occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

Each policy shall be written as a primary policy, not contributing to, or in excess of, any coverage which the City may carry. A certificate of Insurance naming the City of Twin Falls as additionally insured and as the certificate holder must be provided with this application. Failure to provide insurance coverage will immediately terminate special event application or approval.

Insurance Documents

Security

As an event organizer, you are required to provide a safe and secure environment for your event. This is accomplished through pre-planning and anticipation of problems or concerns related to event activities.

Most major events require the services of approved security (either paid professional security or a law enforcement agency). The Special Events Coordinator/Sergeant will evaluate each event application and determine the necessity of and type of security. Police Officers may be required depending on the scope of event.

The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Restrictions and Signature

Please be aware of the following restrictions:

- Fires are allowed in fireplaces or grills only.
- Dogs must be on leash in parks, with the exception of Baxter Dog Park.
- Dogs are prohibited in the grassy park area of Dierkes Lake Park.
- Alcohol is prohibited at Dierkes Lake Park, Sunway Soccer Fields, First Federal Park & St Luke's Shelter, Oregon Trail Youth Complex, and Sawtooth Softball Fields. Water slides, inflatable water features and dunk tanks are prohibited.
- Hours for amplified music are Mon—Fri 11 am-9pm, Sat 8am-9:30pm, Sunday 12:15pm-8pm.

The following are prohibited in parks and on trails:

- Glass containers
- Soliciting
- Loitering and Boisterousness
- Discharging of fireworks and explosives
- Possessing intoxicating beverages where prohibited or be under the influence in any public space
- Throwing objects other than in designated areas
- Climbing trees
- Damaging, cutting, removing, or attaching anything to any trees or plants
- Digging or disturbing grass or natural landscape
- Walking or standing on monuments, fountains, railings, fences, or other features not designed for such use
- Disfiguring or removing any buildings or park amenities
- Endangering the safety of others
- Preventing any person from using any park or its facilities
- Violating park curfew of 11pm
- Hunting, trapping, or pursuing wildlife
- Polluting waters of any kind in parks
- Dumping or depositing trash other than in proper receptacles

1. The prior named Applicant/Organization, in consideration of its use of Twin Falls Parks and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.
2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.
3. Effect Of A Permit: A Twin Falls park permittee shall be bound by all park rules and regulations and all applicable ordinances as fully as though the same were inserted in said permit. The person or persons to whom a permit is issued shall be liable for any loss, damage or injuries sustained by any person or property by reason of the negligence of the person or persons to whom such permit shall have been issued. The director, or a duly authorized representative, shall

have the authority to revoke a permit upon finding of violation of any rule or ordinance, or upon good cause. (Ord. 2735, 9-16-2002)

**Based on the details of your event, a parks use permit might be issued. By signing below, I agree that this permit may be revoked for reasons outlined above. I further agree that this permit will be revoked if it conflicts with any lawful order issued by a Federal, State, or local government agency, including orders issued in response to the COVID-19 pandemic.

By signing this application, I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. I understand that this application is made subject to the rules and regulations established by the Twin Falls City Council. I further agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be uncured by, or on behalf of, the Special Event to the City of Twin Falls.

Signature *

A grey rectangular box containing a handwritten signature in cursive script that reads "Katlyn Kronschnabl".

Name *

Katlyn Kronschnabl

Date *

03/26/2026



Council Agenda Information

Review

Approval Process:

Consent of the City Council. This event does meet the requirements for a Special Event Permit as outlined in City Code 3-6-2

- (A) Is expected to draw five hundred (500) or more persons at any session as participants or spectators and is proposed to be held at a park;
- (B) Impacts city streets, sidewalks, parks and common areas, or city resources;
- (C) Unless otherwise permitted to do so, propose to sell or serve alcohol publicly; or
- (D) Intends to broadcast amplified sound or generate unusual noise.

Streets



Streets Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Streets

Engineering



Engineering Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Engineering

Planning and Zoning



Planning and Zoning Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Planning and Zoning

Electrical



Electrical Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Electrical

Police



Police Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Police

Insurance to be provided.

Fire



Fire Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Fire

Parks



Parks Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Parks

Requires Keg permit: please fill out the application along with deposit payment.

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Streets | <input checked="" type="checkbox"/> Engineering | <input checked="" type="checkbox"/> Planning and Zoning |
| <input checked="" type="checkbox"/> Electrical | <input checked="" type="checkbox"/> Police | <input checked="" type="checkbox"/> Fire |
| <input checked="" type="checkbox"/> Parks | | |

Reviewer Name *

Mable Shurtleff

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street? *

- Yes No

Type of Event *

Please select all that apply

- | | | |
|---|--|--|
| <input type="checkbox"/> Car Show | <input type="checkbox"/> Carnival/Fair | <input type="checkbox"/> Dance |
| <input type="checkbox"/> Concert/Performance | <input type="checkbox"/> Exhibits/Miscellaneous | <input checked="" type="checkbox"/> Festival |
| <input type="checkbox"/> Parade | <input type="checkbox"/> Picnic/Family Gathering | <input type="checkbox"/> Pool Reservation |
| <input type="checkbox"/> Run/Walk/Race | <input type="checkbox"/> Special Attraction | <input type="checkbox"/> Street Fair |
| <input type="checkbox"/> Tournament (Sport Field/Court) | <input type="checkbox"/> Other | |

Estimated Number of Attendees *

1,200

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event? *

- Yes No

Will your event impact or require any street closure? *

- Yes No

Will alcohol be sold or served publicly at your event? *

Yes No

Will there be tents, canopies, or other temporary structures? (includes inflatables) *

Yes No

Provide a description of tents or structures.

No water features allowed. Tent stakes must be less than 12". Fire inspection may be required.

There will be several tents for the beer vendors to serve their products and fencing structures to control entrance to a ticketed event. There will be a main entrance and a vendor entrance both manned throughout the day. There will also be a tent area for a silent auction and designated areas for food and merchandise vendors to set up as well. The stage area will be utilized for an emcee and bands.

Will there be vendors selling goods or services at this event (including lessons or paid activities)? *

Yes No

Will you be driving vehicles into the park or parking on the grass or in the park? *

Yes No

Will your event require access to or use of the park after hours? (before 6am or after 11pm) *

Yes No

Will you be camping overnight in any park facility? *

Yes No

Will you be operating any type of motorized vehicle on any of the trail system? *

Yes No

Will you be riding bicycles on any area of the park other than a paved road or trail designated for that purpose? *

Yes No

Will bicycles or vehicles operate at a rate of speed exceeding fifteen (15) miles per hour? *

Yes No

Will you have horses or other animals at the event? (other than dogs) *

Yes No

Will there be hot air balloon(s)? *

Yes No

Do you plan to scuba dive in designated swim area at Dierkes Lake? *

Yes No

Will you need to park any vehicles or equipment 1 ½ ton capacity or more in any park parking lots? *

Yes No

Will you require power? (There may an additional fee for power) *

Yes No

Contact Information

Event Organizer

First Name *

Tamara

Last Name *

Harmon

Onsite Contact

First Name *

Tamara

Last Name *

Harmon

Event Information

Event Name *

15th Annual Magic Valley Beer Festival

Event Location (Park or Facility Requested)

Twin Falls City Park

Is this event indoors or outdoors? *

Indoors

Outdoors

Event Reoccurrence

One Time Event

Recurring over several weeks/months

Event Description *

This is the 15th Annual Magic Valley Beerfest, sponsored by the Blue Lakes Rotary Club with a goal of raising \$50,000+ dollars for local charities. Beer and food vendors will be on hand. Beer is giving out as tasters as part of the entry fee. Food and merchandise vendors will have product for sale. The Rotary Club will also have a silent auction tent to raise additional fund. In addition, bands will play throughout the event on the band shell.

[Canyon Rim](#) [City Park](#) [Downtown Commons](#) [Sunway Soccer Park](#)
[Shoshone Falls](#) [Dierkes](#) [Harmon Park](#) [Thomsen Park](#) [Oregon Trail](#)

Download this provided template and add your layout. Upload your completed layout below.

Event Map *

City Park Map.pdf

519.26KB

Set-up Time Start *

07/31/2026 12:00:00 PM

Set-up Time End *

08/01/2026 12:00:00 PM

Event Time Start *

08/01/2026 01:00:00 PM

Event Time End *

08/01/2026 06:00:00 PM

Take Down Time Start *

08/01/2026 06:00:00 PM

Take Down Time End *

08/01/2026 10:00:00 PM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Parking Plan

Parking Plan *

We will use public parking. Note: Map is approximate and exact layout differs year to year based on number of vendors and breweries.

Parking Plan Map

Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold? *

Yes No

- ✓ *Food Concession and Commercial Activity Permit will be required*
- ✓ *Handwashing stations may be required by Health Department*
- ✓ *Agreement and fees may be required*

Will you have keg beer at your event? *

Yes No

- ✓ *Keg Permit will be required*

Will your event utilize signs, banners, flags, etc.? *

Yes No

Definitions

*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

*A "sandwich board sign" is a temporary sign that is generally constructed in such a manner as to form an "A" like shape or is constructed with a base and single upward sign face, forming an upside down "T" but not permanently attached to the ground.

- Sandwich board signs are allowed within multi-tenant developments. Only 1 allowed per business.
- Sandwich board signs shall be located not more than ten feet (10') from the door of the business.

*A Community Event Sign announces a campaign, drive activity or celebration of a civic, political, public, philanthropic, religious or educational organization for noncommercial purposes. Community Event signs are allowed off premise but permission from the owner of the property where the sign will be located is required prior to issuance of a permit. Please provide a list of the locations of where any off premise signs will be located.

*May not be larger than 64 sq. ft. in size with a maximum height not to exceed 10 ft.

*An "inflatable sign" is a temporary ground mounted sign that is manufactured of plastic, cloth, canvas, or other light fabric, inflated with air and held upright, typically by mechanical means.

*The minimum setback from the road right of way shall be one and one-half (1-1/2) times the height of the sign.

A sign permit may be required from the Planning and Zoning Department.

Will your event generate any type of waste? *

Yes No

Is this an ongoing or seasonal request? *

Yes No

Agreement, insurance, and fees may apply

Will your event include pyrotechnics or fireworks? *

Yes No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event
- Location of the event
- Additional areas affected by the event
- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement *

I have read and understand this requirement

Insurance

It is the responsibility of the special event organizer(s) to secure and provide a **COMMERCIAL GENERAL LIABILITY** insurance policy that covers the planned special event. This policy must provide coverage of no less than \$500,000 combined single limit per occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements

may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

Each policy shall be written as a primary policy, not contributing to, or in excess of, any coverage which the City may carry. A certificate of Insurance naming the City of Twin Falls as additionally insured and as the certificate holder must be provided with this application. Failure to provide insurance coverage will immediately terminate special event application or approval.

Insurance Documents

Security

As an event organizer, you are required to provide a safe and secure environment for your event. This is accomplished through pre-planning and anticipation of problems or concerns related to event activities.

Most major events require the services of approved security (either paid professional security or a law enforcement agency). The Special Events Coordinator/Sergeant will evaluate each event application and determine the necessity of and type of security. Police Officers may be required depending on the scope of event.

The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Alcohol

Alcohol sold or dispensed at special events must be done so by an established business with a current Alcohol License issued by the State of Idaho. Additionally, said business will be required to secure a City of Twin Falls Catering Permit from the Twin Falls City Clerk's Office. The catering permit must be properly issued and a copy be given to the Special Events Coordinator no less than two (2) weeks prior to the start of the event. The licensing fee for a City of Twin Falls catering permit is \$20.00 per day and is separate from any other application fees.

Alcohol/Beer Gardens:

All events serving alcohol within City owned property will be required to establish a beer garden for consumption. The beer garden shall be fenced, allowing for a single entry/exit point which is to be manned by employees at all times. All patrons consuming alcohol are required to present photo identification to verify age before admittance into the garden. Additionally, all patrons will be issued a wristband to be worn on the right wrist for easy verification. Carrying alcoholic beverages in or out of the beer garden is prohibited. Consuming alcoholic beverages will not be permitted in any other locations of the event.

Twin Falls City Code 8-3-7(F) prohibits the possession or use of glass beverage containers inside any city park. Therefore, glass containers are prohibited for use during special events.

The provisions and standards provided in this section may be modified depending on size, scope, location and time of the event. Modifications must be requested through the Special Events Coordinator and approved by the Special Events Committee.

Waste Plan

As an event organizer, you are responsible for the waste generated by your participants, spectators and vendors, as well as the costs associated with proper disposal.

Discarded Materials *

List what materials from your event will be discarded by vendors and attendees (i.e. cardboard, plastic bags, food waste, Styrofoam, plastic bottles, aluminum cans etc.):

Food waste and food packaging material. Printed literature.

Have you arranged for portable toilets? *

Yes No

Have you contracted for additional trash receptacles and/or dumpsters? *

Yes No

Name of Contracted Company *

PSI

Number of Trash Receptacles *

20

Size of Trash Receptacles

Residential roller cans

Contact person in charge of waste. *

Lin Gowan

Phone number of contact

208-420-5627

Number of staff assisting in removal.

15

Any cleanup required by City Personnel following an event will be at the expense of the event organizers.

Restrictions and Signature

Please be aware of the following restrictions:

- Fires are allowed in fireplaces or grills only.
- Dogs must be on leash in parks, with the exception of Baxter Dog Park.
- Dogs are prohibited in the grassy park area of Dierkes Lake Park.
- Alcohol is prohibited at Dierkes Lake Park, Sunway Soccer Fields, First Federal Park & St Luke's Shelter, Oregon Trail Youth Complex, and Sawtooth Softball Fields. Water slides, inflatable water features and dunk tanks are prohibited.
- Hours for amplified music are Mon—Fri 11 am-9pm, Sat 8am-9:30pm, Sunday 12:15pm-8pm.

The following are prohibited in parks and on trails:

- Glass containers
- Soliciting
- Loitering and Boisterousness
- Discharging of fireworks and explosives
- Possessing intoxicating beverages where prohibited or be under the influence in any public space
- Throwing objects other than in designated areas
- Climbing trees
- Damaging, cutting, removing, or attaching anything to any trees or plants
- Digging or disturbing grass or natural landscape
- Walking or standing on monuments, fountains, railings, fences, or other features not designed for such use
- Disfiguring or removing any buildings or park amenities
- Endangering the safety of others
- Preventing any person from using any park or its facilities
- Violating park curfew of 11pm
- Hunting, trapping, or pursuing wildlife
- Polluting waters of any kind in parks
- Dumping or depositing trash other than in proper receptacles

1. The prior named Applicant/Organization, in consideration of its use of Twin Falls Parks and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.
2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.
3. Effect Of A Permit: A Twin Falls park permittee shall be bound by all park rules and regulations and all applicable ordinances as fully as though the same were inserted in said permit. The person or persons to whom a permit is issued shall be liable for any loss, damage or injuries sustained by any person or property by reason of the negligence of the person or persons to whom such permit shall have been issued. The director, or a duly authorized representative, shall have the authority to revoke a permit upon finding of violation of any rule or ordinance, or upon good cause. (Ord. 2735, 9-16-2002)

**Based on the details of your event, a parks use permit might be issued. By signing below, I agree that this permit may be revoked for reasons outlined above. I further agree that this permit will be revoked if it conflicts with any lawful order issued by a Federal, State, or local government agency, including orders issued in response to the COVID-19 pandemic.

By signing this application, I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. I understand that this application is made subject to the rules and regulations established by the Twin Falls City Council. I further agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be uncured by, or on behalf of, the Special Event to the City of Twin Falls.

Signature *



Name *

Jeff Blick

Date *

12/14/2025



Council Agenda Information

Review

Approval Process:

Consent of the City Council. This event does meet the requirements for a Special Event Permit as outlined in City Code 3-6-2

- (A) Is expected to draw five hundred (500) or more persons at any session as participants or spectators and is proposed to be held at a park;
- (B) Impacts city streets, sidewalks, parks and common areas, or city resources;
- (C) Unless otherwise permitted to do so, propose to sell or serve alcohol publicly; or
- (D) Intends to broadcast amplified sound or generate unusual noise.

Streets



Streets Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Streets

Engineering



Engineering Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Engineering

Planning and Zoning



Planning and Zoning Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Planning and Zoning

Electrical



Electrical Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Electrical

Police



Police Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Police

Fire



Fire Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Fire

Food trucks shall have their 2026 purple fire inspection decal posted conspicuously for the public to see. Any temporary structure or tent exceeding 400 SF shall have a Tent Permit through the TFFD.

Parks



Parks Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Parks

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

- Streets
- Engineering
- Planning and Zoning
- Electrical
- Police
- Fire
- Parks

Reviewer Name *

Mable Shurtleff

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street? *

- Yes No

Type of Event *

Please select all that apply

- Car Show
- Carnival/Fair
- Dance
- Concert/Performance
- Exhibits/Miscellaneous
- Festival
- Parade
- Picnic/Family Gathering
- Pool Reservation
- Run/Walk/Race
- Special Attraction
- Street Fair
- Tournament (Sport Field/Court)
- Other

Estimated Number of Attendees *

80

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event? *

- Yes No

Will your event impact or require any street closure? *

Yes No

Will alcohol be sold or served publicly at your event? *

Yes No

Will there be tents, canopies, or other temporary structures? (includes inflatables) *

Yes No

Will there be vendors selling goods or services at this event (including lessons or paid activities)? *

Yes No

Will you be driving vehicles into the park or parking on the grass or in the park? *

Yes No

Will your event require access to or use of the park after hours? (before 6am or after 11pm) *

Yes No

Will you be camping overnight in any park facility? *

Yes No

Will you be operating any type of motorized vehicle on any of the trail system? *

Yes No

Will you be riding bicycles on any area of the park other than a paved road or trail designated for that purpose? *

Yes No

Will bicycles or vehicles operate at a rate of speed exceeding fifteen (15) miles per hour? *

Yes No

Will you have horses or other animals at the event? (other than dogs) *

Yes No

Will there be hot air balloon(s)? *

Yes No

Do you plan to scuba dive in designated swim area at Dierkes Lake? *

Yes No

Will you need to park any vehicles or equipment 1 ½ ton capacity or more in any park parking lots? *

Yes No

Will you require power? (There may an additional fee for power) *

Yes No

Contact Information

Event Organizer

First Name *

Travis

Last Name *

Thomas

Onsite Contact

First Name *

Travis

Last Name *

Thomas

Event Information

Event Name *

Softball Game

Event Location (Park or Facility Requested)

Frontier Field

Is this event indoors or outdoors? *

Indoors

Outdoors

Event Reoccurrence

One Time Event

Recurring over several weeks/months

Event Description *

Church softball games

[Canyon Rim](#) [City Park](#) [Downtown Commons](#) [Sunway Soccer Park](#)
[Shoshone Falls](#) [Dierkes](#) [Harmon Park](#) [Thomsen Park](#) [Oregon Trail](#)

Download this provided template and add your layout. Upload your completed layout below.

Event Map *

Scanner_20260202_141805.pdf

970.99KB

Set-up Time Start *

09/20/2026 03:00:00 PM

Set-up Time End *

09/20/2026 04:00:00 PM

Event Time Start *

Event Time End *

09/20/2026 04:00:00 PM

09/20/2026 06:00:00 PM

Take Down Time Start*

09/20/2026 06:00:00 PM

Take Down Time End*

09/20/2026 07:00:00 PM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold? *

Yes No

Will you have keg beer at your event? *

Yes No

Will your event utilize signs, banners, flags, etc.? *

Yes No

Definitions



*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

*A "sandwich board sign" is a temporary sign that is generally constructed in such a manner as to form an "A" like shape or is constructed with a base and single upward sign face, forming an upside down "T" but not permanently attached to the ground.

- Sandwich board signs are allowed within multi-tenant developments. Only 1 allowed per business.
- Sandwich board signs shall be located not more than ten feet (10') from the door of the business.

*A Community Event Sign announces a campaign, drive activity or celebration of a civic, political, public, philanthropic, religious or educational organization for noncommercial purposes. Community Event signs are allowed off premise but permission from the owner of the property where the sign will be located is required prior to issuance of a permit. Please provide a list of the locations of where any off premise signs will be located.

*May not be larger than 64 sq. ft. in size with a maximum height not to exceed 10 ft.

*An "inflatable sign" is a temporary ground mounted sign that is manufactured of plastic, cloth, canvas, or other light fabric, inflated with air and held upright, typically by mechanical means.

*The minimum setback from the road right of way shall be one and one-half (1-1/2) times the height of the sign.

A sign permit may be required from the Planning and Zoning Department.

Will your event generate any type of waste? *

Yes No

Is this an ongoing or seasonal request? *

Yes No

Will your event include pyrotechnics or fireworks? *

Yes No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event
- Location of the event
- Additional areas affected by the event
- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement *

I have read and understand this requirement

Insurance

It is the responsibility of the special event organizer(s) to secure and provide a **COMMERCIAL GENERAL LIABILITY** insurance policy that covers the planned special event. This policy must provide coverage of no less than \$500,000 combined single limit per occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

Each policy shall be written as a primary policy, not contributing to, or in excess of, any coverage which the City may carry. A certificate of Insurance naming the City of Twin Falls as additionally insured and as the certificate holder must be provided with this application. Failure to provide insurance coverage will immediately terminate special event application or approval.

Insurance Documents

Security

As an event organizer, you are required to provide a safe and secure environment for your event. This is accomplished through pre-planning and anticipation of problems or concerns related to event activities.

Most major events require the services of approved security (either paid professional security or a law enforcement agency). The Special Events Coordinator/Sergeant will evaluate each event application and determine the necessity of and type of security. Police Officers may be required depending on the scope of event.

The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Restrictions and Signature

Please be aware of the following restrictions:

- Fires are allowed in fireplaces or grills only.
- Dogs must be on leash in parks, with the exception of Baxter Dog Park.
- Dogs are prohibited in the grassy park area of Dierkes Lake Park.
- Alcohol is prohibited at Dierkes Lake Park, Sunway Soccer Fields, First Federal Park & St Luke's Shelter, Oregon Trail Youth Complex, and Sawtooth Softball Fields. Water slides, inflatable water features and dunk tanks are prohibited.
- Hours for amplified music are Mon—Fri 11am-9pm, Sat 8am-9:30pm, Sunday 12:15pm-8pm.

The following are prohibited in parks and on trails:

- Glass containers
- Soliciting
- Loitering and Boisterousness
- Discharging of fireworks and explosives
- Possessing intoxicating beverages where prohibited or be under the influence in any public space
- Throwing objects other than in designated areas
- Climbing trees
- Damaging, cutting, removing, or attaching anything to any trees or plants
- Digging or disturbing grass or natural landscape
- Walking or standing on monuments, fountains, railings, fences, or other features not designed for such use
- Disfiguring or removing any buildings or park amenities
- Endangering the safety of others
- Preventing any person from using any park or its facilities
- Violating park curfew of 11pm
- Hunting, trapping, or pursuing wildlife
- Polluting waters of any kind in parks
- Dumping or depositing trash other than in proper receptacles

1. The prior named Applicant/Organization, in consideration of its use of Twin Falls Parks and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.
2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.
3. Effect Of A Permit: A Twin Falls park permittee shall be bound by all park rules and regulations and all applicable ordinances as fully as though the same were inserted in said permit. The person or persons to whom a permit is issued shall be liable for any loss, damage or injuries sustained by any person or property by reason of the negligence of the person or persons to whom such permit shall have been issued. The director, or a duly authorized representative, shall have the authority to revoke a permit upon finding of violation of any rule or ordinance, or upon good cause. (Ord. 2735, 9-16-2002)

**Based on the details of your event, a parks use permit might be issued. By signing below, I agree that this permit may be revoked for reasons outlined above. I further agree that this permit will be revoked if it conflicts with any lawful order issued by a Federal, State, or local government agency, including orders issued in response to the COVID-19 pandemic.

By signing this application, I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. I understand that this application is made subject to the rules and regulations established by the Twin Falls City Council. I further agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be uncured by, or on behalf of, the Special Event to the City of Twin Falls.

Signature *

Travis Thomas

Name *

Travis Thomas

Date *

02/02/2026



Council Agenda Information

Review

Approval Process:

Consent of the City Council. This event does meet the requirements for a Special Event Permit as outlined in City Code 3-6-2

- (A) Is expected to draw five hundred (500) or more persons at any session as participants or spectators and is proposed to be held at a park;
- (B) Impacts city streets, sidewalks, parks and common areas, or city resources;
- (C) Unless otherwise permitted to do so, propose to sell or serve alcohol publicly; or
- (D) Intends to broadcast amplified sound or generate unusual noise.

Streets

Streets Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Streets

Engineering

Engineering Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Engineering

Planning and Zoning

Planning and Zoning Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Planning and Zoning

Electrical

Electrical Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Electrical

Police

Police Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Police

permit after insurance.

Fire

Fire Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Fire

Parks

Parks Recommends

- Permit this application as is.
- Permit this application with the following conditions/comments.
- Reject this application for the following reasons.

Comments, requests and requirements from Parks

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

- Streets
- Engineering
- Planning and Zoning
- Electrical
- Police
- Fire
- Parks

Reviewer Name *

Mable Shurtleff

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street? *

- Yes
- No

Type of Event *

Please select all that apply

- Car Show
- Carnival/Fair
- Dance
- Concert/Performance
- Exhibits/Miscellaneous
- Festival
- Parade
- Picnic/Family Gathering
- Pool Reservation
- Run/Walk/Race
- Special Attraction
- Street Fair
- Tournament (Sport Field/Court)
- Other
- church service

Estimated Number of Attendees *

100

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event? *

- Yes
- No

Will your event impact or require any street closure? *

- Yes
- No

Will alcohol be sold or served publicly at your event? *

Yes No

Will there be tents, canopies, or other temporary structures? (includes inflatables) *

Yes No

Will there be vendors selling goods or services at this event (including lessons or paid activities)? *

Yes No

Will you be driving vehicles into the park or parking on the grass or in the park? *

Yes No

Will your event require access to or use of the park after hours? (before 6am or after 11pm) *

Yes No

Will you be camping overnight in any park facility? *

Yes No

Will you be operating any type of motorized vehicle on any of the trail system? *

Yes No

Will you be riding bicycles on any area of the park other than a paved road or trail designated for that purpose? *

Yes No

Will bicycles or vehicles operate at a rate of speed exceeding fifteen (15) miles per hour? *

Yes No

Will you have horses or other animals at the event? (other than dogs) *

Yes No

Will there be hot air balloon(s)? *

Yes No

Do you plan to scuba dive in designated swim area at Dierkes Lake? *

Yes No

Will you need to park any vehicles or equipment 1 ½ ton capacity or more in any park parking lots? *

Yes No

Will you require power? (There may an additional fee for power) *

Yes No

Contact Information

Event Organizer

First Name *

Jenny

Last Name *

Swafford

Onsite Contact

First Name *

Jenny

Last Name *

Swafford

Event Information

Event Name *

Lighthouse Church Wednesday night service

Event Location (Park or Facility Requested)

Thomsen Park

Is this event indoors or outdoors? *

Indoors

Outdoors

Event Reoccurrence

- One Time Event
- Recurring over several weeks/months

Event Description *

We will have a church service including worship music and lawn games.

Canyon Rim City Park Downtown Commons Sunway Soccer Park Shoshone Falls Dierkes Harmon Park
Thomsen Park Oregon Trail

Download this provided template and add your layout. Upload your completed layout below.

Event Map *

Map.pdf 163.7KB

Set-up Time Start *

07/01/2026 06:00:00 PM

Set-up Time End *

07/01/2026 06:30:00 PM

Event Time Start *

07/01/2026 06:30:00 PM

Event Time End *

07/01/2026 09:30:00 PM

Take Down Time Start *

07/01/2026 09:30:00 AM

Take Down Time End *

07/01/2026 10:00:00 PM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold? *

- Yes
- No

Will you have keg beer at your event? *

- Yes
- No

Will your event utilize signs, banners, flags, etc.? *

- Yes
- No

Definitions

*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

*A "sandwich board sign" is a temporary sign that is generally constructed in such a manner as to form an "A" like shape or is constructed with a base and single upward sign face, forming an upside down "T" but not permanently attached to the ground.

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- Sandwich board signs shall be located not more than ten feet (10') from the door of the business.

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*The minimum setback from the road right of way shall be one and one-half (1-1/2) times the height of the sign.

Will your event generate any type of waste? *

- Yes
- No

Is this an ongoing or seasonal request? *

- Yes
- No

Will your event include pyrotechnics or fireworks? *

- Yes
- No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event
- Location of the event
- Additional areas affected by the event

- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement *

I have read and understand this requirement

Insurance

It is the responsibility of the special event organizer(s) to secure and provide a **COMMERCIAL GENERAL LIABILITY** insurance policy that covers the planned special event. This policy must provide coverage of no less than \$500,000 combined single limit per occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

Each policy shall be written as a primary policy, not contributing to, or in excess of, any coverage which the City may carry. A certificate of Insurance naming the City of Twin Falls as additionally insured and as the certificate holder must be provided with this application. Failure to provide insurance coverage will immediately terminate special event application or approval.

Insurance Documents

Security

As an event organizer, you are required to provide a safe and secure environment for your event. This is accomplished through pre-planning and anticipation of problems or concerns related to event activities.

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The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Restrictions and Signature

Please be aware of the following restrictions:

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- Dogs must be on leash in parks, with the exception of Baxter Dog Park.
- Dogs are prohibited in the grassy park area of Dierkes Lake Park.
- Alcohol is prohibited at Dierkes Lake Park, Sunway Soccer Fields, First Federal Park & St Luke's Shelter, Oregon Trail Youth Complex, and Sawtooth Softball Fields Water slides, inflatable water features and dunk tanks are prohibited.
- Hours for amplified music are Mon—Fri 11am-9pm, Sat 8am-9:30pm, Sunday 12:15pm-8pm.

The following are prohibited in parks and on trails:

- Glass containers
- Soliciting
- Loitering and Boisterousness
- Discharging of fireworks and explosives
- Possessing intoxicating beverages where prohibited or be under the influence in any public space
- Throwing objects other than in designated areas
- Climbing trees
- Damaging, cutting, removing, or attaching anything to any trees or plants
- Digging or disturbing grass or natural landscape
- Walking or standing on monuments, fountains, railings, fences, or other features not designed for such use
- Disfiguring or removing any buildings or park amenities
- Endangering the safety of others
- Preventing any person from using any park or its facilities
- Violating park curfew of 11pm
- Hunting, trapping, or pursuing wildlife
- Polluting waters of any kind in parks
- Dumping or depositing trash other than in proper receptacles

1. The prior named Applicant/Organization, in consideration of its use of Twin Falls Parks and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.
2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.
3. Effect Of A Permit: A Twin Falls park permittee shall be bound by all park rules and regulations and all applicable ordinances as fully as though the same were inserted in said permit. The person or persons to whom a permit is issued shall be liable for any loss, damage or injuries sustained by any person or property by reason of the negligence of the person or persons to



Date: Monday, June 22, 2026
To: Honorable Mayor and City Council
From: Shawn Barigar, URA Executive Director

ACTION ITEM

Request:

Request to confirm the appointment of Austin Hatch and Ryan Jund to The Urban Renewal Agency of the City of Twin Falls Board of Commissioners and to reappoint Eric Smallwood for a second term.

Time Estimate:

The presentation will take approximately 3 minutes in addition to the time needed for answering questions.

Background:

The Urban Renewal Agency of the City of Twin Falls Board of Commissioners has a total of 7 members. Two vacancies will be created on the board on July 1 after the terms of Dan Brizee and Jan Rogers are completed.

The Agency sent out a call for candidates to fill the vacancies and received five applications. An interview board composed of Agency Board Chair Dave McAlindin, City Council Liaison Ruth Pierce, and Agency Executive Director Shawn Barigar interviewed the applicants on Monday, June 15, 2026.

At the conclusion of the interviews, the selection committee unanimously recommended that Austin Hatch and Ryan Jund be advanced to the Mayor for appointment and confirmed by the Council. Their term would run from July 1, 2026, to June 30, 2029.

Eric Smallwood was appointed in November 2022 to finish Alexandra Caval's 3-year term ending June 30, 2023, and was then appointed to his first 3-year term in July 2023, which expires on June 30, 2026. He is very active on the board and is interested in a second 3-year term.

Approval Process:

Approval requires a simple majority vote of the City Council members present.

Budget Impact:

There is no budget impact associated with this request.

Regulatory Impact:

Idaho Code 50-2006 (b) Upon satisfaction of the requirements under subsection (a) of this section, the urban renewal agency is authorized to transact business and exercise the powers hereunder by a board of commissioners to be established as follows:

(1) Unless provided otherwise in this section, the mayor, by and with the advice and consent of the local governing body, shall appoint a board of commissioners of the urban renewal agency, which shall consist of not less than three (3) commissioners nor more than nine (9) commissioners. In the order of appointment, the mayor shall designate the number of commissioners to be appointed, and the term of each, provided that the original term of office of no more than two (2) commissioners shall expire in the

same year. The commissioners shall serve for terms not to exceed five (5) years from the date of appointment, except that all vacancies shall be filled for the unexpired term.

2-1-1: LIMITATION OF ELIGIBILITY:

Except as otherwise provided herein, no person shall be eligible to serve more than two (2) consecutive full terms upon any advisory commission of the city and the Twin Falls housing authority, Twin Falls library board, and Twin Falls urban renewal agency. A partial term served before the first full term shall not disqualify a person from serving two (2) consecutive full terms. There shall be no limit on the number of consecutive terms served by members of the advisory committee to the Twin Falls building inspection department.

The members of all advisory commissions established under this title shall be residents of the city unless this residency requirement is specifically waived by the council.

No person shall be appointed to an advisory commission where a related person serves on the same advisory commission. For purposes of this section, "relative" shall mean any person related by either blood or marriage within the second degree. "Second degree" shall be defined as grandparents, parents, children, brothers or sisters. (Ord. 2972, 6-15-2009)

2-1-2: LOCAL BACKGROUND CHECKS:

All persons proposed for appointment/election to a city advisory commission, as either a board member or officer, shall first be subject to a local criminal background check by the Twin Falls police department. The results of these background checks shall be made available to the mayor and city council before any such appointment/election. (Ord. 3080, 11-3-2014)

History:

N/A

Analysis:

N/A

Conclusion:

It is recommended the Council confirm the Mayor's appointment of Austin Hatch and Ryan Jund and re-appointment of Eric Smallwood to The Urban Renewal Agency of the City of Twin Falls Board of Commissioners, pending successful completion of local background checks.

Attachments:

None



Date: Monday, June 22, 2026
To: Honorable Mayor and City Council
From:

ACTION ITEM

Request:

Request to approve the special event application for the In-N-Out grand opening.

Time Estimate:

The Twin Falls Police Department has reviewed the special event application for the In-N-Out grand opening, and has prepared a traffic plan to present for review by the City Council

Background:

A special event application was submitted by In-N-Out for approval of their upcoming grand opening.

At the June 15, 2026, meeting, Officer Joel Smith presented the traffic plan for the grand opening for In-N-Out. The presentation explained the coordinated efforts between the police department and the In-N-Out traffic team. We delayed action being taken at the June 15 meeting to allow the public to see the traffic plan.

Key discussion points include:

- In-N-Out will provide sufficient staffing to manage both pedestrian and vehicle traffic associated with the business.
- In-N-Out personnel will be responsible for all traffic flow and operational issues occurring within the private property boundaries. Including a private traffic control company.
- The Twin Falls Police Department Traffic Unit will monitor and address any traffic-related issues that arise on public roadways, including Blue Lakes Boulevard North and surrounding streets.
- The goal of the traffic plan is to maintain safe and efficient traffic movement while minimizing impacts on the traveling public and neighboring businesses.

Approval Process:

Budget Impact:

Regulatory Impact:

History:

Analysis:

Conclusion:

The Twin Falls Police Department has reviewed the special event application for the In-N-Out grand opening, and has shown the traffic plan to the City Council.

Attachments:

1. InNOutPresentation

Twin Falls, ID

1965 Blue Lakes Blvd. North Twin Falls, ID 83301



Officer Joel Smith

S.T.A.R. Team

Twin Falls Police Department



Traffic Plan

OVERVIEW



Evel Knievel
Jump Monument

Perrine Memorial Bridge

Neilsen Point Pl

Blue Lakes Blvd

Blue Lakes Blvd

**IN-N-OUT
BURGER**

Fillmore St

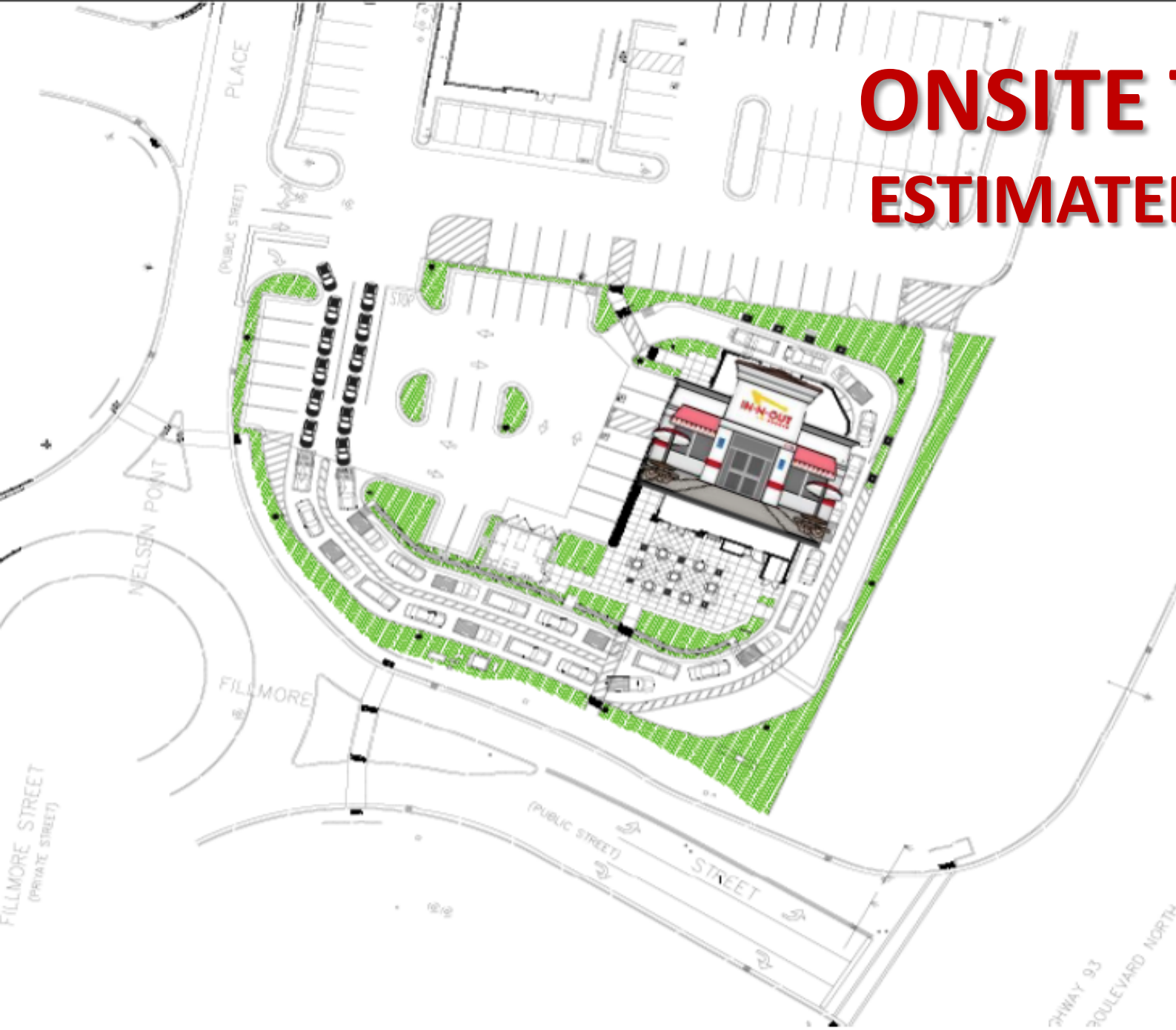
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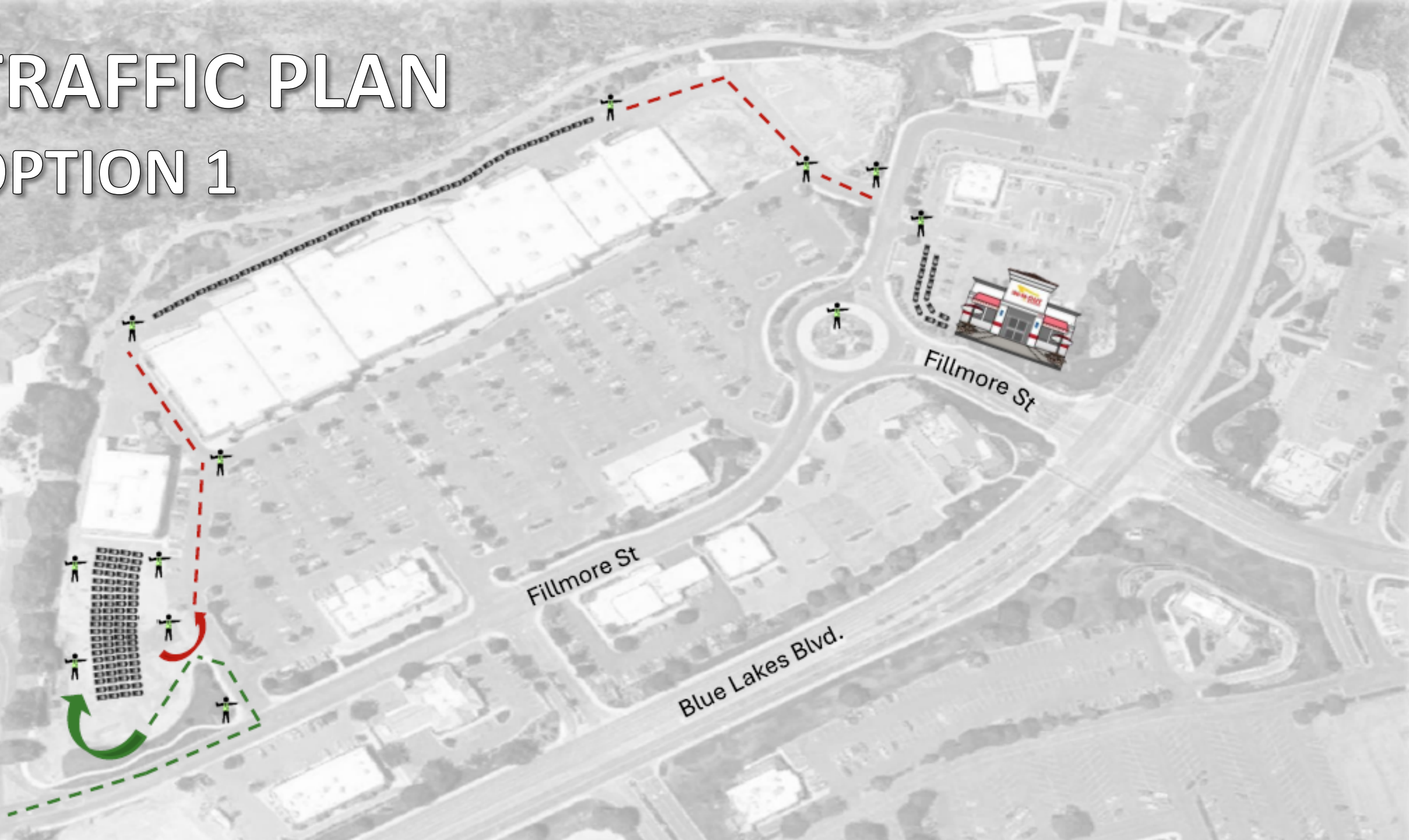
Fillmore St

ONSITE TRAFFIC PLAN

ESTIMATED DRIVE QUEUE 39

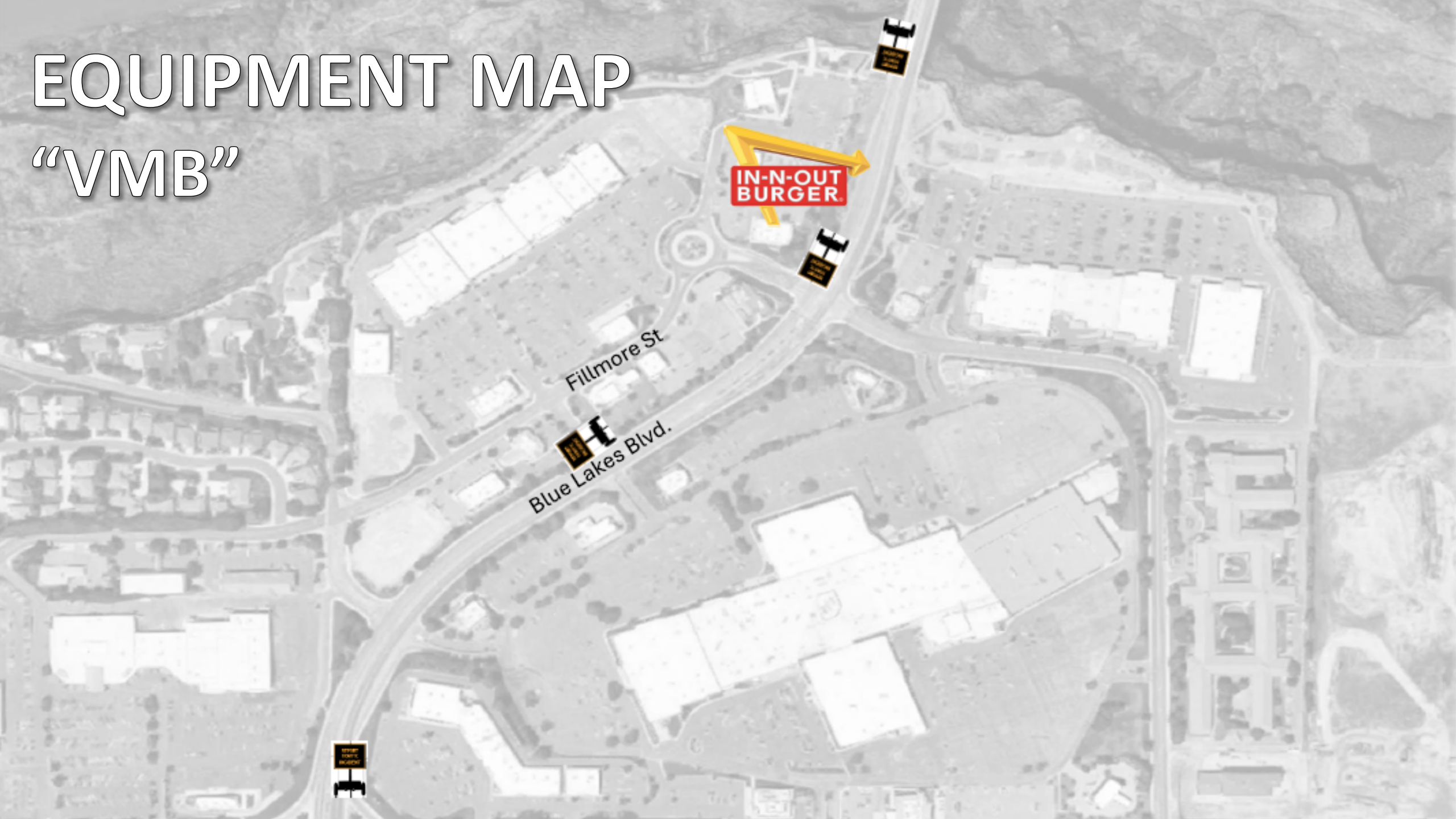


TRAFFIC PLAN OPTION 1



EQUIPMENT MAP

“VMB”



STAGING AREA / OVERFLOW STAGING ASSOCIATE PARKING



Potential Associate Parking

Fillmore St

Blue Lakes Blvd.



QUESTIONS?





Date: Monday, June 22, 2026
To: Honorable Mayor and City Council
From: Tara Bartley, Library Director

ACTION ITEM

Request:

Request to reallocate the remaining **\$82,548** from the completed Library ADA Bathroom Project to two Library improvement projects.

Time Estimate:

10 minutes

Background:

The Library's FY 25-26 ADA Bathroom capital project was budgeted at \$250,000. The project has now been completed under budget, leaving an unexpended balance of \$82,548.

Staff is requesting authorization to reallocate these remaining funds to two priority projects at the Library. Both projects support operational alignment with City standards and improve long-term reliability, security, and efficiency.

Project 1: Library Technology Refresh

Requested amount: \$52,548

As the Library is now supported by City IT, it is important that our technology systems meet the same operational standards used across the City. This alignment will help ensure reliability, security, supportability, and consistent service delivery for both Library staff and the public.

City IT follows a standard technology lifecycle of approximately five years for end-point devices such as laptops and desktop computers, and five to seven years for network infrastructure devices. These timelines reflect common industry practice and are intended to reduce the risk of equipment failure, maintain compatibility with current software and security standards, and control long-term support costs.

At present, the Library's technology stack is operating beyond those recommended timelines in several critical areas. The average age of Library laptops and desktops is approximately six years. Our network equipment averages more than 8 years in service. While this equipment has served the Library well, much of it is now beyond its optimal service life.

Refreshing this equipment will allow the Library to align its technology with City standards and create a more sustainable path forward. It will also position the Library to better coordinate with City IT on support, maintenance, cybersecurity, and future replacement planning. Rather than continuing to operate equipment well past its intended lifecycle, this investment would help establish a consistent and predictable refresh model.

Project 2: Access Control / Door Badging Expansion

Requested amount: \$30,000

City IT currently has \$15,000 allocated to upgrade the Library's existing door-badging system to align with the City's standard access-control platform.

At the current funding level, the project would replace only doors that already have badge access. Staff is requesting up to \$30,000 in additional funding to expand the project's scope and include the entry doors and the Idaho Room doors (seven total). If funding allows, staff would evaluate adding additional doors as part of the same project.

Doing the work all at once is the most efficient approach and will reduce duplication of labor and setup, as well as additional costs that can occur when projects are phased.

Approval Process:

A simple majority of the council members present.

Budget Impact:

No additional funding is requested.

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

The ADA Bathroom Project was completed successfully and under budget, leaving \$82,548 available for reallocation. By using these remaining funds to support a library technology refresh and the expansion of the access-control door badging system, we are addressing identified operational needs, improving reliability and security, and aligning with City IT standards.

Attachments:

None



Date: Monday, June 22, 2026
To: Honorable Mayor and City Council
From: Shawn Barigar, Economic Development Director

ACTION ITEM

Request:

Request to authorize submission of an information-gathering municipal interest and readiness form to the Idaho Advanced Energy Consortium

Time Estimate:

10 minutes for presentation and discussion

Background:

Across the country and around the world, advanced energy is becoming an increasingly important part of conversations about economic competitiveness, industrial growth, grid reliability, and long-term energy security. As major employers, manufacturers, utilities, and communities evaluate future power needs, interest has grown in a broader mix of energy solutions, including next-generation nuclear technologies such as small modular reactors and microreactors. While these technologies remain subject to significant regulatory, technical, financial, and public engagement considerations, they are also drawing attention for their potential to provide reliable baseload power, support energy-intensive industries, strengthen domestic supply chains, and create new career pathways in engineering, construction, operations, manufacturing, and skilled trades.

Idaho is working to position itself as a leader in this emerging sector, building on its existing energy research, technical expertise, and industry partnerships. For Twin Falls, the opportunity at this stage is to learn more — to better understand how advanced energy may develop, what role communities can play, and how local businesses, workforce partners, and residents may be able to participate in the broader industrial ecosystem that grows around this technology.

The Idaho Advanced Energy Consortium has issued a Request for Information to identify communities interested in learning more about advanced nuclear energy, including small modular reactors and microreactors, and to gauge general interest in the broader advanced energy industry. The RFI is part of the Intermountain-West Nuclear Energy Corridor and INEC Tech Hub regional strategy. Its stated purpose is to gather information from municipalities, counties, and tribal nations regarding local interest, infrastructure, community readiness, workforce needs, potential economic development opportunities, and the types of technical, regulatory, educational, or funding support communities may need. The RFI response deadline is July 1, 2026.

Staff recommends that Twin Falls respond to the RFI from a fact-finding position. The recommended response would indicate that the City is interested in learning more about advanced nuclear technology, the emerging advanced energy industry, and the potential role Twin Falls may play in related supply chain, workforce, and economic development opportunities.

This is not a recommendation to site, procure, own, or operate a small modular reactor, microreactor, or other electric generation facility. Rather, it is a recommendation that Twin Falls remain informed and engaged as the State of Idaho, Idaho National Laboratory-related partners, IAEC, industry developers, and

federal agencies continue to evaluate the future of advanced energy deployment and related economic opportunities.

Twin Falls has a history of engaging in industries and projects that may influence the long-term economic direction of the community. Advanced energy may have implications for industrial growth, utility capacity, large-scale manufacturing, food processing, construction, technical trades, engineering, and other sectors that support the local economy.

Economic development is often discussed in terms of job creation, private investment, and growth in the tax base. Those outcomes are important, but they are not the only purpose of the work. The larger goal is to create individual opportunities for prosperity, rewarding career pathways, business growth, and participation in industries that can strengthen the local economy. Understanding advanced energy and its potential supply chain may help Twin Falls identify whether future opportunities exist for residents, existing businesses, education partners, and employers.

The RFI also provides an opportunity to identify questions and concerns that would need to be addressed before any future consideration of advanced nuclear technology, including the need for community engagement and public education. Submitting the RFI would allow Twin Falls to formally participate in a preliminary fact-finding process, better understand the emerging advanced energy industry, and evaluate whether future opportunities may exist for the community, local businesses, workforce partners, and residents.

Approval Process:

Majority vote of a quorum of the City Council present at the meeting.

Budget Impact:

There is no direct fiscal impact associated with submitting the RFI response.

Regulatory Impact:

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommends the Council authorize the Mayor to sign and for staff to submit the non-binding response to the Idaho Advanced Energy Consortium Request for Information for the purpose of fact-finding and evaluating potential advanced energy, supply chain, workforce, and economic development opportunities for the City of Twin Falls.

Attachments:

1. DRAFT IAEC RFI ~ City of Twin Falls

REQUEST FOR INFORMATION (RFI) Deployment of Small Modular Reactors (SMRs) in Your Community

ATTACHMENT A: Municipal Interest & Readiness Form

Project: Intermountain-West Nuclear Energy Corridor (INEC)

Issuing Body: Idaho Advanced Energy Consortium (IAEC)

Response Deadline: July 1, 2026

Submit To: stevelaflintech@gmail.com

This form is non-binding and intended for information-gathering purposes only as part of the INEC Tech Hub regional strategy.

Section 1: Community Profile

Municipality/County/Tribal Nation Name:	City of Twin Falls, Idaho
Primary Contact Name & Title:	Shawn Barigar, Economic Development Director
Contact Email:	sbarigar@tfid.org
Contact Phone:	o. 208-735-7240 c. 208-751-9787
Mailing Address:	P.O. Box 1907, Twin Falls, ID 83303-1907
Population Served:	56,216 (US Census 7/1/2025 estimate)
Current Primary Energy Provider:	Idaho Power Company

Official Intent (*select one*):

- Our municipality is actively seeking additional baseload energy solutions.
- We are in the "fact-finding" phase and wish to learn more.
- We are interested in "repowering" an existing or retired coal/gas plant site.
- We are interested in supporting the energy industry but unsure in what way.
- Other. Please explain.

Section 2: Strategic Intent

Why is your community interested in exploring advanced nuclear deployment, enhancing supply chain capabilities, and/or managing components of the nuclear fuel cycle? *(Check all that apply)*

- Grid Reliability:** Addressing frequent outages or capacity constraints.
 - Economic Diversification:** Replacing lost tax revenue from retiring energy assets and/or expanding tax revenue opportunities with new commercial industry.
 - Industrial Growth:** Providing high-heat or reliable power for local manufacturing or data centers.
 - Decarbonization:** Meeting municipal energy goals or new energy mandates.
 - Energy Capacity Timeline:** By approximately what year does your community anticipate needing new or additional energy capacity? Also please state the expected additional power demand in Megawatts.
 - Within 5 years (by 2031), # Megawatts _____
 - 5–10 years (2031–2036), # Megawatts _____
 - 10–15 years (2036–2041), # Megawatts _____
 - Unsure / exploratory at this stage
 - Other:** Understanding how advanced energy may support long-term economic competitiveness, industrial growth, workforce development, and supply chain participation.
-

Section 3: Technical & Site Infrastructure

- **Brownfield Sites:** Does the community have retired industrial sites, coal plants, or mine lands with existing transmission access? Yes No
 - If yes, briefly describe: _____
- **Water Resources:** Does the community have access to industrial-scale water rights or treated wastewater that could support reactor cooling? Yes No
- **Zoning Status:** Is there land currently zoned for "Heavy Industrial" or "Power Generation"? Yes No
- **Grid Infrastructure:** Please provide any available information about your nearest transmission infrastructure:
 - Approximate distance to nearest substation: _____ miles
 - Known transmission line voltage (if available): _____ kV
 - Known grid constraints or reliability concerns: _____
- **Existing Energy Contracts:** Does your community currently have active long-term Power Purchase Agreements (PPAs) or utility contracts that could affect the timing of an energy transition?
 - Yes — Approximate contract expiration: _____

No

Unsure

Other important considerations?

Industrial development property, municipal water/wastewater infrastructure, and existing grid infrastructure available; but further analysis needed to determine whether it could support advanced energy applications.

Section 4: Community Sentiment & Engagement

- **Public Awareness:** On a scale of 1–10, how familiar is your general public with SMR technology? (1 = Low, 10 = High): 1
- **Community Questions or Concerns:** Are there known community concerns or questions about advanced nuclear energy that the IAEC should be prepared to address in public outreach?
(Briefly describe)

Likely questions include safety, water use, environmental impact, land use compatibility, utility rate impacts, and the distinction between hosting a reactor and participating in the broader supply chain.

- **Past Engagement Success:** Please mention a recent large-scale infrastructure project (e.g., highway, wind farm, water treatment facility) where the community successfully navigated public input or hearings.

Wastewater improvement planning and successful bond election (2013); Downtown Development Master Planning (2023); Rock Creek Watershed Restoration Plan (2026)

- **Leadership & Governing Body Readiness:** Advanced energy projects require sustained political commitment over many years. Please briefly describe your governing body's current level of support for exploring advanced nuclear options.
 - Does your full governing body (e.g., city council, county commission) broadly support this exploration? Yes No Unsure
 - Is there an upcoming election that may affect leadership continuity? Yes No
 - Additional context on leadership readiness (optional):

Twin Falls operates under a council-manager form of government, with policy direction from the City Council and implementation led by professional staff. This structure supports long-term continuity and stable organizational leadership, reflected by the fact that Twin Falls has had only two city managers in the past 50 years.

Section 5: Economic Profile

This information helps IAEC demonstrate community need in federal grant applications and tailor workforce development support.

- **Primary Industry or Largest Employer:** Food production, dairy processing, manufacturing, healthcare
- **Approximate Median Household Income:** \$ \$61,205 (U.S. Census 2024 estimate)
- **Approximate Current Unemployment Rate:** 3.2 %
- **Budgeted dollars available to support feasibility studies** \$ 0 (Future participation would require separate review and approval)

- **Has your community experienced significant job or tax revenue loss due to retiring fossil fuel or other commercial industries?** Yes No

If yes, briefly describe: _____

Section 6: Federal Funding Experience

Communities with prior federal grant experience can move more quickly through the funding pipeline.

- **Has your community previously applied for or received federal grants?** Yes No
 - If yes, list relevant programs (e.g., USDA Rural Development, EDA, DOE, HUD): HUD/CDBG, USDA/NRCS, ARPA/SLFRF, EDA, Community Project Funding (U.S. House)
 - **Do you have dedicated grant management staff or a contracted grant writer?** Yes No
-

Section 7: Tribal Nation Considerations

This section is intended for Tribal Nation respondents. Non-tribal communities may skip this section.

Advanced nuclear deployment on or near Tribal lands involves unique considerations related to sovereignty, treaty rights, and jurisdictional authority. IAEC is committed to government-to-government engagement and culturally informed outreach.

- **Are there treaty rights, land use agreements, or jurisdictional considerations IAEC should be aware of?** *(Briefly describe)*
-

- **Does your Tribe have an existing Energy Department or designated energy lead?**

Yes No

◦ If yes, contact name: _____

- **Are there cultural, environmental, or historical considerations related to specific sites or water resources IAEC should understand?** *(Briefly describe)*
-

Section 8: Required Support from IAEC

What resources does your municipality need to move forward? *(Check all that apply)*

Public Education: IAEC-led town halls and "Nuclear 101" workshops.

Feasibility Studies: Professional analysis of local grid and economic impacts.

Early Site Permitting (ESP): Technical help navigating NRC and Idaho DEQ regulations.

Workforce Development: Assistance training local residents for high-paying nuclear operator and supply chain jobs.

Community: Polling and Surveys

Other: Any best practices information from other communities evaluating advanced nuclear technology.

Section 9: Virtual Information Session Scheduling

Would you like to schedule a virtual information session with the IAEC team? Yes No

Section 10: Formal Expression of Interest

"Our municipality/county/tribal nation expresses a preliminary interest in exploring the feasibility of Small Modular Reactors or advanced nuclear technology as part of the INEC Tech Hub regional strategy. This form is non-binding and intended for information-gathering purposes only."

Authorized Signature: _____

Printed Name & Title: Jason Brown, Mayor

Date: June 22, 2026

Official Seal (if applicable): _____

*Participation in this RFI does not imply municipal authority to procure, site, own, or operate electric generation. All electric generation, transmission, service, and procurement decisions remain subject to Idaho Code Title 61 and the jurisdiction of the Idaho Public Utilities Commission.



Date: Monday, June 22, 2026
To: Honorable Mayor and City Council
From: William Klaver, Senior City Planner

ACTION ITEM

Request:

Request to adopt ordinance #O-2026-006 for a Zoning Title Amendment: an ordinance of the City Council of the City of Twin Falls, Idaho, Twin Falls City Code §10: Zoning and Subdivision regulations; Authorization publication of the ordinance by summary; and providing an effective date.

Time Estimate:

Approximately five (5) minutes for presentation and questions.

Background:

On April 14, 2026, the Planning and Zoning Commission recommended approval of this request. By a vote of 5-0.

On May 18, 2026, the City Council conducted a Public Hearing on this item. At the conclusion of the Public Hearing and deliberation, the City Council approved the Zoning Title Amendment request.

Approval Process:

Idaho Code requires that an ordinance be read on three separate days prior to its passage. Two of the readings can be satisfied by reading the title only. Further, Idaho Code allows the reading rules to be dispensed if "one half (1/2) plus one (1) of the members of the full council" authorize the action. Should the council wish to approve the ordinance this evening a motion to dispense with the rules would have to be approved by five or more council members, prior to a vote on the passage of the ordinance.

Suggested motion language if dispensing the rules: *I move that we dispense with the reading rules and place Ordinance 2026-006_ on third and final reading by title only.*

If five or more council members approve dispensing with the rules, then the title must be read, followed by a motion on approval of Ordinance 2026-006: *I move that we approve Ordinance 2026-006 as presented.*

Budget Impact:

N/A

Regulatory Impact:

Approval of this request will allow for the update of the Twin Falls Municipal Code, Title 10: Zoning and Subdivision, as presented and approved on May 18, 2026 and authorize the ordinance to be published by summary.

History:

N/A

Analysis:

N/A

Conclusion:

As directed by Council, staff has prepared an ordinance to finalize the process.

Attachments:

1. O-2026-006 Ordinance with attachment
2. O-2026-006 Summary of Ordinance

ORDINANCE NO. O2026-006

Of the City of Twin Falls, Idaho

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO, TWIN FALLS CITY CODE §10: ZONING AND SUBDIVISION REGULATIONS; AUTHORIZING PUBLICATION OF THE ORDINANCE BY SUMMARY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Twin Falls (“City”) has adopted a comprehensive plan pursuant to the Local Land Use Planning Act, Idaho § 67-65; and

WHEREAS, the City desires to amend Title 10, “Zoning and Subdivision Regulations,” to clarify policy language and references to improve consistency and implementation; and

WHEREAS, the City desires to amend Title 10, “Zoning and Subdivision Regulations,” to clarify administrative processes such as application submittal requirements, review procedures, and notice procedures; and

WHEREAS, the City desires to amend Title 10, “Zoning and Subdivision Regulations,” to clarify land use regulations/standards and how specific uses are categorized and reviewed; and

WHEREAS, the City Planning & Zoning Commission for the City of Twin Falls, Idaho, held a Public Hearing as required by law on the 4th day of March 2026, to consider the Zoning Text amendment; and

WHEREAS, the City Planning & Zoning Commission has made recommendations known to the City Council for Twin Falls, Idaho; and,

WHEREAS, the City Council for the City of Twin Falls, Idaho, held a Public Hearing as required by law on the 18th day of May 2026.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL
OF THE CITY OF TWIN FALLS, IDAHO:

Section 1: The existing Twin Falls City Code Title 10, “Zoning and Subdivision Regulations,” and all chapters and sections thereto, are hereby amended as follows and attached hereto as Exhibit A and incorporated by reference as if set forth in full.

Section 2: In accordance with Idaho Code § 50-901A, this ordinance may be published by summary as follows:

Section 10-1-11: Nonconforming Uses or Buildings. New section provides regulation and protections for legal nonconforming buildings and uses. Establishes when nonconforming uses and buildings

shall be discontinued and removed. Establishes protection for when a nonconforming building may be replaced or rebuilt. Establishes a process and criteria for expanding nonconforming buildings and uses.

10-2-2-G-2-a: Establishes a timeline or grace period for applicants to come into compliance with Zoning Use Permit requirements.

10-2-8: Updated reference number from 10-2-9.

10-2-9: Updated reference number from 10-2-10. Modified design requirements to allow corrugated plastic, modified size requirement and minimum letter size.

10-3-2-I: Clarified definitions and how to utilize the Use Table. Added “special uses” to the key.

10-2-3-K: Updated land use names to reflect the names in the definitions chapter. Added “Daycare Home” to CMT, MU, CC, and COM zoning districts. Removed “Dwelling- Caretaker Unit” from being an allowed use in PRO zone and added “Utility Collection/Distribution Facility- Major” to the land use table.

10-5: Modified the title by removing “WPO” to read “Wellhead Protection Overlay District”

10-6-5-Q-1-e: Added exemption from Required Improvements for Temporary Vehicle Sales

10-6-6-A-1-a: Clarified verbiage exemption for Required Improvements for “Daycare Facilities”

10-6-10-A: Removed “detached” land use name to read “Accessory Building” and clarified verbiage exemption for Required Improvements.

10-6-10-B: Modified to come into compliance with new State Statute, effective July 1, 2026: Increased Accessory Dwelling Unit (ADU) size to seventy-five percent (75%) of the primary dwelling or 1,000 square feet, whichever is greater; Modified height to have all ADUs meet the height of the base zoning district; and modified parking requirements.

10-6-11-D: Clarified verbiage exemption for Required Improvements for “Utility Collection/Distribution Facility - Minor”

10-7-1: Clarified when installation of required improvements will be required by placing criteria “5” into a new section “B. Exceptions”. Adjusted reference numbers accordingly.

10-7-7-C: Added new section to provide allowance for the enclosure of the trash bins not be installed for a temporary certificate of occupancy.

10-8: Updated spelling and reference numbers to be accurate; Clarified Industrial zones may have gravel parking areas; and Added parking lot lighting standards.

10-9-14: Corrected spelling errors.

10-9-15: Updated reference number from 10-6-15 to 10-9-15.

10-9-16: Updated reference number from 10-5-16 to 10-6-16.

10-10-5-A-11: Added face changes and definition to signs that do not require a permit.

10-12-2-4-D-2-c: Modified design requirements to allow corrugated plastic, modified size requirement and minimum letter size.

10-12-2-5: Updated reference from 10-12-2-4 to 10-12-2-5.

10-12-3-12: Updated reference from 10-12-3-13 to 10-12-3-12.

10-15: Added definition of “Certified Family Home”; Removed definition of “Certified Landscaping Installer”; Amended Manufactured Homes Sales to read “Manufactured building sales and added the definition of prefabricated buildings are included in this definition; and Modified “Mobile Home Park” to be titled “Manufactured Housing Community”.

Section 3: This ordinance shall be in full force and effect immediately following passage and publication by summary as provided by law.

PASSED BY THE CITY COUNCIL _____, 2026

SIGNED BY THE MAYOR _____, 2026

Mayor

ATTEST:

City Clerk

PUBLISH: Saturday, _____, 2026

10-1 : GENERAL PROVISIONS

10-1-11: Nonconforming Uses or Buildings.

A building or use made nonconforming but which was lawfully existing or under construction at the time of adoption hereof may continue to be used or occupied, subject to the provisions of this section. The requirements of this section may be waived for residences and residential uses by motion and minute entry to the City Council.

A. Discontinuance of Nonconforming Uses and Buildings:

1. Uses: For any of the following reasons, a nonconforming use shall be discontinued and further use of the property shall conform to the provisions of this title:
 - a. When a nonconforming uses involving a shall be discontinued and further use of the property shall conform to the provisions of this title.
 - b. When a nonconforming use not involving a building is discontinued from use for a period of one year.
 - c. When a nonconforming use not involving a building is discontinued from use for a period of six (6) months.
 - d. When a nonconforming use involving a building or structure having an appraised value less than two thousand dollars (\$2,000.00) or involving no building structure is still in existence two (2) years after the effective date hereof.
 - e. Notwithstanding the foregoing, a legal nonconforming use involving a building may be resumed or replaced by another nonconforming use by special use permit if said legal nonconforming use has not been discontinued more than five (5) years. In addition to the general standards applicable to special uses the applicant must show that the existing building cannot reasonably be converted to a conforming use.
 2. Buildings: A nonconforming building shall be discontinued and removed or brought into conformance with this title within two (2) years after the effective date hereof if the building or structure has an appraised value less than two thousand dollars (\$2,000.00) or if the modification to bring into conformance with the provisions of this title will cost less than five hundred dollars (\$500.00).
- #### B. Replacement of Nonconforming Building: A nonconforming building or conforming building housing a nonconforming use damaged by fire, collapse, explosion, or act of God, subsequent to the effective date hereof, may be replaced or repaired providing:
1. The new building does not have a nonconforming feature that the original building did not have;

2. [The new building does not exceed the size of the original building except as provided by 10-2-2 \(D\) & 10-2-4 \(D\) of this section;](#)
 3. [A nonconforming use is not expanded or changed; and](#)
 4. [A building permit for the replacement or repair is issued within six \(6\) months of the date of damage. The Planning and Zoning Commission may approve request for extensions within the original six \(6\) months.](#)
- C. [Expansion of Nonconforming Building or Nonconforming Uses: Except as provided by 10-2-2 \(D\) & 10-2-4 \(D\):](#)
1. [No building or structural alteration, improvement or reconstruction shall be made which expands a nonconforming building or conforming building housing a nonconforming use beyond any part of the existing wall or roofline.](#)
 2. [No additional buildings or structures may be constructed or relocated on the property to house the same or any other nonconforming use. Under no circumstances may the person or entity responsible for a nonconforming building or use expand such building or use by the acquisition of additional real property.](#)
 3. [No person or entity may acquire additional real property to bring the nonconforming building or use s into conformance with this title unless the use shall also conform to the requirements of this title.](#)

10-2 : APPLICATION PROCEDURES

10-2-2: ADMINISTRATIVE DECISIONS.

- G. Zoning Use Permit.
2. Authority to Grant. The Administrator shall authorize Zoning Use Permits upon demonstration that the conditions in City Code 10-6, and other applicable regulations in Twin Falls City Code, have been met.
 - a. [If the applicant fails to provide proof of compliance within one year of approval, the zoning use permit shall be void.](#)

~~10-2-9~~ 10-2-8: TRANSFER, REACTIVATION AND DISCONTINUANCE OF SPECIAL USE AND ZONING USE PERMITS

~~10-2-10~~ 10-2-9: PUBLIC HEARING NOTICE REQUIREMENTS

- B. Site Posting. Notice shall be posted on site as follows when required:
- c. Notice Sign Design Requirements.

- i. Notice signs shall be made from metal, plywood, corrugated plastic, or an equivalent ~~hard~~ surface and shall be mounted on two posts in a manner that is most visible to the street.
- ii. Size of Notice Signs
 1. Notice signs shall be a minimum of two feet tall by three feet wide ~~and mounted so the bottom of the sign is at least two feet above the ground.~~
 2. ~~Notice signs that are located along a city designated arterial street or a state highway shall be a minimum of four feet tall and four feet wide and mounted so the bottom of the sign is at least three feet above the ground.~~
- iii. Notice signs shall have a background ~~be~~ white in color. ~~At the top of the sign, notice signs and~~ shall include each of the following with a minimum size of two ~~six~~ inch black letters:
 1. The words, "Notice of Public Meeting,"
 2. The words, "for more information call", and then the phone number for the city's planning and zoning department, and
 3. The official city logo.
- iv. Notice signs shall include a ~~brochure holder mounted to the sign containing~~ space 8.5 x 11 inches in size for ~~handouts providing~~ notice of the time and place of the hearing and a summary of the proposal.
- v. When a public hearing is to be conducted by the city council for a proposal that the planning and zoning commission has made a recommendation on, the notice for that hearing shall include the commission's recommendation in addition to the time and place of the hearing and a summary of the proposal.

10-3: ZONING DISTRICTS

10-3-2: Standards applicable to all districts

- I. Key to Use Table.
 1. Permitted use. Uses identified with a "P" permitted by right in the subject district and must comply with all applicable design and development standards ~~subject to a Zoning Compliance Permit.~~
 2. Special Zoning uses. Uses identified with an "SZ" may be permitted in the subject district if reviewed and approved in accordance with the special

Facility - Major																
Utility Collection / Distribution Line	P		P	P	P	P	P	P	P	P	P	P	<u>P</u>	P	P	P

10-5 : ~~WPO~~, WELLHEAD PROTECTION OVERLAY DISTRICT

10-6 : ZONING USE PERMIT REGULATIONS

10-6-5: COMMERCIAL SERVICES:

Q. Vehicle Sales – Temporary

1. Criteria applicable in all Districts:

e. [Vehicle Sales – Temporary are exempted from Required Improvements as defined in section 10-7 & 10-6-2 of this Title.](#)

10-6-6: HEALTH/HUMAN CARE:

B. Daycare Facility

1. Criteria applicable in all Districts:

a. Daycare Facilities are exempted from Required Improvements as defined in section 10-7-~~1(A)-2~~ & 10-4 ~~6~~-2 of this Title.

10-6-10: Residential

A. ~~Detached~~ Accessory Building

1. Criteria applicable in all Districts:

a. ~~Detached~~ accessory buildings are not allowed to be placed within platted easements.

b. Building heights that are 15 feet tall or less shall have the following setbacks:

ZONING DISTRICT	MINIMUM SETBACKS			MAXIMUM HEIGHT
	Front	Side	Rear	
TN1	20'	3'	3'	15'
TN2	20'	3'	3'	15'
TN3	20'	3'	3'	15'

All other districts	20'	3'	3'	15'
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- i. All **detached** accessory buildings designed for vehicular parking/access shall maintain a 20 foot setback from public streets, and 10 foot minimum setback on public alleys.

c. Buildings that are over 15 feet tall shall have the following setbacks:

ZONING DISTRICT	MINIMUM SETBACKS			MAXIMUM HEIGHT
	Front	Side	Rear	
TN1	20'	7'	20'	35'
TN2	20'	5'	15'	35'
TN3	20'	5'	15'	35'
All other districts	20'	5'	15'	35'

- i. All **detached** accessory buildings designed for vehicular parking/access shall maintain a 20 foot setback from public streets, and 10 foot minimum setback on public alleys.
- d. Zoning Permit not required for **detached** accessory buildings when all the following conditions are met:
- i. Under 200 square feet in size; or as otherwise exempted from the International Residential Code per Idaho Statute, as amended.
 - ii. Single story and under 15 feet tall.
 - iii. Storage only, no habitable space allowed.
 - iv. Property owner is responsible to follow the property lines setbacks contained herein.
 - v. Property owner is responsible to move/relocate any accessory building found to be in violation of this section.
- e. If a **detached** accessory building does not require a building permit, then it may be built up to the side or rear property line, provided all of the following conditions are met:
- i. Written permission of adjacent property owner is obtained, including a recorded access easement for maintenance of the structure.

- ii. Firewalls as required by the building code are constructed.
- iii. There is no water runoff from building onto adjacent property.
- iv. The ~~detached~~ accessory building is not located closer than 10 feet to a main building.
- v. There is no architectural projection, or rain gutters, beyond the property line.
- f. Accessory buildings are exempted from section 10-7-1(A)(2) & 10-6-2 of this Title.

B. Accessory Dwelling Unit (ADU)

3. Criteria applicable in all Districts:

b. Accessory Dwelling Unit Development Standards:

- i. Accessory Dwelling Unit Size: ADU's shall not exceed ~~seventy~~ ~~forty~~ five percent (~~75~~45%) of the square footage of the living space for the principal residence or 1,000 sq ft; whichever is greater.
- ii. Height:
 - A. ~~Attached~~ ADU's shall follow the height limit listed for the principal residence as required for the base zoning district.
 - ~~B. Detached ADU's shall follow the height limit listed for Detached Accessory Buildings.~~
- vi. Parking: One additional parking space shall be provided for exclusive use of the accessory dwelling unit. This requirement shall only apply:
 - A. If the principal dwelling does not have off-street parking; or
 - B. Where the adjoining street does not provide on-street parking.

D. Home Occupations:

a. Criteria applicable in all Districts:

- i. Home Occupations are exempted from section 10-7-1(A)(2) & 10-6-2 of this Title.

10-6-11: OTHER

D. Utility Collection/Distribution Facility – Minor

1. Criteria applicable to all Districts:

- a. Facilities shall be screened or wrapped. Should the facility be wrapped, it shall be approved by the Twin Falls Arts Commission.
- b. Minor Utility Collection/Distribution Facilities are exempted from section 10-7-1(A)(2) & 10-6-2 of this Title.

10-7 : REQUIRED IMPROVEMENTS OF DEVELOPMENT

10-7-1: INSTALLATION AND COMPLETION OF REQUIRED IMPROVEMENTS

A. Installation: Improvements required herein shall be provided for the entire premises of the project in the following circumstances:

1. When there is a change of Land Use Category of a building, structure or parcel of land;
2. When a Special Use or Zoning Use Permit is required;
3. When a building, or structure, is constructed or placed; or
4. When a building, or structure, land-use area square footage is expanded by 25% or greater of originally permitted buildings-structures, or land-use areas or a total increase in square footage over ten thousand (10,000) square feet.
5. ~~When a single building of premises containing multiple buildings is expanded over 25% of the single building's square footage, but less than a total of 25% of the combined square footage of all buildings, the improvements required by sections 10-7-2 through 10-5 of this chapter shall only be required for the building being expanded, or the property being used for the expansion; or,~~

B. Exceptions:

1. When a premises increases the cumulative square footage of buildings on the property less than a total of 25% of the combined square footage of all existing buildings, the improvements required by sections 10-7-2 through 10-7-5 of this chapter shall only be required for the building or area being expanded.

~~B.~~ C. Completion: Unless otherwise provided, all required improvements shall be a condition of any permit governed by this Title, and shall be completed prior to applicant scheduling any final inspection and issuance of any certificate of occupancy.

10-7-7: SOLID WASTE MANAGEMENT

C. A Temporary Certificate of Occupancy may be issued when the following Solid Waste Management items have not been completed:

1. Enclosure of the trash bins.

10-8 : PARKING REGULATIONS

10-8-1 : RESIDENTIAL PARKING PROVISIONS.

- E. Residential driveway access shall be located on local roads or alleys, unless ~~otherwise~~ otherwise approved through the platting process.

10-8-2 : NONRESIDENTIAL AND MULTI-DWELLING PARKING PROVISIONS.

- B. All required parking spaces shall be hard surfaced. Hard surfaced materials include concrete, asphalt, or other material approved by the city engineer prior to construction.

- a. In the IND1 and IND2 zoning districts, parking and maneuvering areas may be gravel, pending adherence to the requirements in City Code 7-1-20 ~~will apply~~.

- I. Parking Lot Lighting: Parking areas that are intended to provide more than eighteen (18) spaces on a single site shall have lighting that will provided at least one foot-candle of light at the ground surface on the entire parking site. Lighting shall be screened so that it does not directly illuminate any adjacent residential uses with more than one-fourth (1/4) of a foot-candle and so that it does not create a traffic hazard.

10-8-7: BICYCLE INFRASTRUCTURE & PARKING.

- A. Bike Parking Facility Design

- 1. Bicycle parking facilities shall be located as close as possible to the primary building entrance(s) and shall not obstruct pedestrian walkways, public sidewalks, or building entrances.

- a. ~~e~~. Trail Proximity Option: Projects immediately adjacent to the Snake River – Canyon Rim Trail may place bicycle parking facilities within an acceptable distance to a trail access point as determined by the Administrator.

10-8-9: LOADING SPACE AND STACKING REQUIREMENTS.

- B. Stacking of cars shall not impede the public right-of-way. In all zoning districts, at the time any building or structure is erected or altered, stacking spaces shall be provided in the number and manner set forth in the following list of uses: ~~Table modified as follows:~~

Use	Stacking Spaces Required
Restaurant	300 feet from pick-up window
Financial Institution or ATM	20 feet per window or service lane
Minor Vehicle Repair Services	20 feet per bay
Commercial Sales and Services	80 feet per window, service, lane, or bay.
Car wash – Self Service	30 feet per bay

10-9 : LANDSCAPING REGULATIONS

10-9-4: CALCULATING REQUIRED LANDSCAPING AND PLACEMENT.

- A. The square footage of required landscaping is defined herein for each zoning district as found in 10-~~32~~ of this Title.
- B. A minimum of 50% of the required Landscaping shall be installed between the public streets/primary access and the primary building.
- C. Only landscaping provided on private property shall be counted towards the general landscaping requirement.

District	General Landscape Requirements
OS	Established by PZ Commission
CRO	15% of lot area
PRO	10% of lot area, unless exempted in 10-6-2-10-9-2
AG	5% of lot area for non-residential
RR	5% of lot area for non-residential
TN-1	10% of lot area, unless exempted in 10-6-2-10-9-2
TN-2	10% of lot area, unless exempted in 10-6-2-10-9-2
TN-3	10% of lot area, unless exempted in 10-6-2-10-9-2
CMT	10% of lot area
MU	10% of lot area
CC	5% of lot area
COM	5% of lot area
IND1 & IND 2	2SF per linear feet of street frontage
AP	5% of total land area
CSI	10 of lot area

10-9-14: Guidelines for Selecting Plants for Pollinators

It is strongly recommended that pollinator plants be incorporated in landscape design whenever possible. Pollinator ~~friendly~~landscaping [friendly landscaping](#) recommendations established in the “Intermountain Semidesert Province Regional Guide for Selecting Plants for Provinces” published by the Pollinator Partnership and the North American Pollinator Protection Campaign, should be followed wherever possible.

[10-9-15](#) ~~10-6-15~~: THE PLANTING OF INVASIVE AND HARMFUL PLANT SPECIES.

[10-9-16](#) ~~10-5-16~~: GUIDELINES FOR LANDSCAPING IN AREAS VULNERABLE TO WILDFIRE.

10-10 : SIGN REGULATIONS

10-10-5: Exempt Signs - No Permit Required.

- A. The following signs are exempt from the permitting requirements of this chapter provided they still meet all other applicable Code requirements, and provided further they are not placed or constructed to create an immediate threat to the health, safety, or welfare of the general public:

11. Changing or replacing a sign face/copy (including panels, graphics, or lettering) in an existing sign cabinet or frame, provided that:
- a. No change is made to the cabinet, frame, supports, or other structural elements;
 - b. No change is made to the sign area, dimensions, height, or location;
 - c. No change is made to the type of sign or method of illumination, and no modification to electrical components occurs (electrical permits may be required if electrical work is performed); and
 - d. The sign remains in compliance with all applicable sign standards and codes.

10-12 : GENERAL SUBDIVISION REGULATIONS

10-12-2-2: SUBDIVISION CONCEPT REVIEW.

- C. Approval Period: Approval of a Subdivision Concept Review is valid for one year from the date of final written decision.

10-12-2-4: PRELIMINARY PLAT:

- D. Notification to Property Owners:

2. Site Posting: Notice shall be posted on site as follows:

- c. Notice Sign Design Requirements:

- i. Notice signs shall be made from metal, plywood, corrugated plastic, or an equivalent **hard** surface and shall be mounted on 2 posts in a manner that is most visible to the street.
- ii. Size of Notice Signs. Notice signs shall be a minimum of two feet tall by **3** three feet wide ~~and mounted so the bottom of the sign is at least 2 feet above the ground.~~
- iii. Notice signs shall have a background **be** blue in color. ~~At the top of the sign, notice signs~~ **and** shall include each of the following with a minimum size of two **6** inch black letters:

- A. The words, "Notice of Subdivision",

- B. The words, “for more information call”, and then the phone number for the city’s planning and zoning department, and
- C. The official city logo.

b. Notice signs shall include a ~~brochure holder mounted to the sign containing space 8.5 x 11 inches in size for~~ the written notice to be attached.

~~10-12-2-5 10-12-2-4:~~ FINAL PLAT.

~~10-12-3-12 10-12-3-13:~~ RIGHT OF WAY AND OTHER PUBLIC WAY REQUIREMENTS.

10-15 : DEFINITIONS

USE/TERM	DEFINITION
Certified Family Home	<u>A home that meets approval criteria set by the State of Idaho and is certified by the Idaho Department of Health & Welfare to care for between one and four adult residents who cannot live on their own.</u>
Certified Landscaping Installer	
Manufactured <u>building</u> homes sales	An establishment which displays and sells dwelling units which fall under the manufactured home definition found herein <u>or prefabricated buildings including, but not limited, to sheds, sea container, modular, etc.</u>
MOBILE HOME PARK <u>Manufactured Housing Community</u>	Any tract of land that is divided into rental spaces under common ownership or management for the purpose of locating two (2) or more mobile/manufactured homes for dwelling purposes.

SUMMARY OF
ORDINANCE NO. O2026-006
Of the City of Twin Falls, Idaho

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO, TWIN FALLS CITY CODE §10: ZONING AND SUBDIVISION REGULATIONS; AUTHORIZING PUBLICATION OF THE ORDINANCE BY SUMMARY; AND PROVIDING AN EFFECTIVE DATE.

Section 1 of the ordinance amends Twin Falls City Code Title 10. Below is a summary of each adopted chapter:

Section 10-1-11: Nonconforming Uses or Buildings. New section provides regulation and protections for legal nonconforming buildings and uses. Establishes when nonconforming uses and buildings shall be discontinued and removed. Establishes protection for when a nonconforming building may be replaced or rebuilt. Establishes a process and criteria for expanding nonconforming buildings and uses.

10-2-2-G-2-a: Establishes a timeline or grace period for applicants to come into compliance with Zoning Use Permit requirements.

10-2-8: Updated reference number from 10-2-9.

10-2-9: Updated reference number from 10-2-10. Modified design requirements to allow corrugated plastic, modified size requirement and minimum letter size.

10-3-2-I: Clarified definitions and how to utilize the Use Table. Added “special uses” to the key.

10-2-3-K: Updated land use names to reflect the names in the definitions chapter. Added “Daycare Home” to CMT, MU, CC, and COM zoning districts. Removed “Dwelling- Caretaker Unit” from being an allowed use in PRO zone and added “Utility Collection/Distribution Facility- Major” to the land use table.

10-5: Modified the title by removing “WPO” to read “Wellhead Protection Overlay District”

10-6-5-Q-1-e: Added exemption from Required Improvements for Temporary Vehicle Sales

10-6-6-A-1-a: Clarified verbiage exemption for Required Improvements for “Daycare Facilities”

10-6-10-A: Removed “detached” land use name to read “Accessory Building” and clarified verbiage exemption for Required Improvements.

10-6-10-B: Modified to come into compliance with new State Statute, effective July 1, 2026: Increased Accessory Dwelling Unit (ADU) size to seventy-five percent (75%) of the primary dwelling or 1,000 square feet, whichever is greater; Modified height to have all ADUs meet the height of the base zoning district; and modified parking requirements.

10-6-11-D: Clarified verbiage exemption for Required Improvements for “Utility Collection/Distribution Facility - Minor”

10-7-1: Clarified when installation of required improvements will be required by placing criteria “5” into a new section “B. Exceptions”. Adjusted reference numbers accordingly.

10-7-7-C: Added new section to provide allowance for the enclosure of the trash bins not be installed for a temporary certificate of occupancy.

10-8: Updated spelling and reference numbers to be accurate; Clarified Industrial zones may have gravel parking areas; and Added parking lot lighting standards.

10-9-14: Corrected spelling errors.

10-9-15: Updated reference number from 10-6-15 to 10-9-15.

10-9-16: Updated reference number from 10-5-16 to 10-6-16.

10-10-5-A-11: Added face changes and definition to signs that do not require a permit.

10-12-2-4-D-2-c: Modified design requirements to allow corrugated plastic, modified size requirement and minimum letter size.

10-12-2-5: Updated reference from 10-12-2-4 to 10-12-2-5.

10-12-3-12: Updated reference from 10-12-3-13 to 10-12-3-12.

10-15: Added definition of “Certified Family Home”; Removed definition of “Certified Landscaping Installer”; Amended Manufactured Homes Sales to read “Manufactured building sales and added the definition of prefabricated buildings are included in this definition; and Modified “Mobile Home Park” to be titled “Manufactured Housing Community”.

Section 2 of the ordinance authorizes the ordinance to be published in summary.

Section 3 of the ordinance makes the ordinance effective immediately following passage and publication by summary as provided by law.

This ordinance imposes no penalties.

The full text of Ordinance No. O-2026-006 is available at Twin Falls city hall.

STATEMENT OF TWIN FALLS CITY ATTORNEY AS TO ADEQUACY OF SUMMARY OF ORDINANCE NO. O-2026-006

The undersigned, Bruce Castleton, legal counsel for the City of Twin Falls, Idaho, hereby certifies that he is the legal advisor of the City and has reviewed a copy of the attached Summary of Ordinance No. O-2026-006 of the City of Twin Falls, Idaho, and has found the same to be true and complete and provides adequate notice to the public pursuant to Idaho Code § 50-901A (3).

DATED this ____ day of _____, 2026.

Bruce Castleton, Attorney for the City

Bruce Castleton, City Attorney

City of Twin Falls



Date: Monday, June 22, 2026
To: Honorable Mayor and City Council
From: Wendy Davis, Parks and Recreation Director, Parks and Recreation Director

PRESENTATION

Request:

Parks and Recreation Update

Time Estimate:

Allow approximately 20 minutes for presentation, questions and discussion.

Background:

Mayor and Council requested an update on Parks projects. The Parks and Recreation Team put together a presentation highlighting the department's accomplishments, including programs, service delivery, and an update on all of the projects completed or on the docket for this fiscal year.

Approval Process:

N/A

Budget Impact:

N/A

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

N/A

Attachments:

None



Date: Monday, June 22, 2026
To: Honorable Mayor and City Council
From: Mitch Humble, Deputy City Manager

ACTION ITEM

Request:

A request to adopt Ordinance No. 2026-007 amending City Code to create a Council-approved waiver process for term limits on advisory boards and commissions.

Time Estimate:

The presentation and discussion should take about five minutes.

Background:

The City Council has several advisory boards and commissions; Planning & Zoning, Parks & Recreation, Public Art, Historic Preservation, or Impact Fee Advisory, to name a few. Some of these boards are open to any City resident who has a desire to serve, while others have specific and defined membership criteria. Some of the boards meet regularly and have busy agendas, while others meet more infrequently. For those boards that meet infrequently and have specific membership criteria, it is often difficult to find residents to serve. For example, the Impact Fee Advisory Committee currently has two vacancies. We've gone through our recruitment process and have only one applicant for the two positions. Another example is that the Public Art Commission requires that one of its members be a representative from the Magic Valley Arts Council. That is a small group of individuals. The director of the Arts Council is currently on the Commission, but she has reached the end of her two full consecutive terms and cannot serve another one. There is no one else from the Arts Council that would like to be on the Art Commission.

In an effort to help keep these various boards and commissions fully staffed, we are proposing a City Code amendment. There are times when an individual is at the end of their two full consecutive terms, but would be willing to serve additional terms, keeping the board or commission full. The proposed amendment simply adds the opportunity for the City Council to waive the two-term limit for the City's various boards and commissions. The limit still applies, as there are advantages to switching out board members over time. But, in those instances where new incoming board members are not available, the Council would have the ability to waive the term limit and allow an outgoing board member to serve an additional term. Staff has prepared an ordinance (attached) that will add the proposed term limit waiver language to City Code 2-1-1, the City Code section that details board and commission member eligibility. The legal department has reviewed the ordinance, and staff recommends its adoption.

Approval Process:

Should the Council elect to adopt the proposed ordinance at this meeting, a motion will be needed to suspend the reading rules and place the ordinance on third and final reading by title only. That motion will require a super-majority vote of the Council (5 votes) to approve. If approved, the title of the ordinance shall be read for the record. Then a motion to adopt the ordinance can be approved by a simple majority vote of the Council.

Budget Impact:

There is no significant budget impact associated with this request. If the request is approved, there will be a minor cost of publishing the ordinance.

Regulatory Impact:

If the Council approves the request, City Code 2-1-1 will be amended to allow the City Council to grant individuals a waiver to the two full consecutive term limit for serving on an advisory board or commission.

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommends that the Council approve this request to adopt Ordinance No. 2026-007 amending City Code to create a Council-approved waiver process for term limits on advisory boards and commissions.

Attachments:

1. Term Limit Waiver

ORDINANCE NO. 26-_____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TWIN FALLS, ID PROVIDING FOR THE AMENDMENT OF TWIN FALLS CITY CODE SECTION 2-1-1 CREATING AN OPPORTUNITY FOR THE CITY COUNCIL TO WAIVE THE LIMIT OF TWO FULL CONSECUTIVE TERMS FOR AN INDIVIDUAL SERVING ON A CITY ADVISORY COMMISSION

WHEREAS, the City of Twin Falls has multiple advisory commissions with a term limit of two full consecutive terms; and

WHEREAS, some of these advisory commissions have specific membership requirements that will limit the number of residents able to serve on the commissions; and

WHEREAS, it has been challenging to find people willing to serve on these commissions with specific membership requirements; and

WHEREAS, members of some commissions with specific membership requirements have been willing to continue their service, but could not due to the limit of two full consecutive terms;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO:

That Chapter 1, Section 1, of Title 2 of the Twin Falls City Code regulating limitation of eligibility be amended as follows:

2-1-1: LIMITATION OF ELIGIBILITY:

Except as otherwise provided herein, no person shall be eligible to serve more than two (2) consecutive full terms upon any advisory commission of the city and the Twin Falls housing authority, Twin Falls library board and Twin Falls urban renewal agency. A partial term served before the first full term shall not disqualify a person from serving two (2) consecutive full terms. The Council may specifically waive the limit of two (2) consecutive full terms. There shall be no limit on the number of consecutive terms served by members of the advisory committee to the Twin Falls building inspection department.

The members of all advisory commissions established under this title shall be residents of the city unless this residency requirement is specifically waived by the council.

No person shall be appointed to an advisory commission where a related person serves on the same advisory commission. For purposes of this section, "relative" shall mean any person related by either blood or marriage within the second degree. "Second degree" shall be defined as grandparents, parents, children, brothers or sisters.

Passed By the City Council _____, 2026

Signed by the Mayor _____, 2026
Mayor