



Twin Falls City Council Agenda

Monday, May 19, 2025, 5:00 PM

Council Chambers
203 Main Avenue East Twin Falls, Idaho

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

- 1) Call Meeting to Order/Confirmation of Quorum
- 2) Pledge of Allegiance
- 3) Consent Calendar
 - a) **ACTION ITEM:** Request to approve City Council 2025 May 12, Minutes.
By: Amy Luna, Deputy City Clerk
 - b) **ACTION ITEM:** Request to approve Accounts Payable for May 08-14, 2025.
By: Amy Luna, Deputy City Clerk
 - c) **ACTION ITEM:** Request City Council to approve the Special Event Permit for the organizers of the Laperrona Festival.
By: Wendy Davis, Parks and Recreation Director
 - d) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the Twin Falls Tonight event(s).
By: Wendy Davis, Parks and Recreation Director
 - e) **ACTION ITEM:** Request to approve the Findings of Facts and Conclusions of Law for the following:
PZ25-0051 Blackhawk Subdivision No. 2 Final Plat By: William Klaver, Senior City Planner
 - f) **ACTION ITEM:** Request City Council to approve the Special Event Permit for the organizers of the Annual St. Edward's Kermes event.
By: Lou Coronado
- 4) Items of Consideration
- 5) General Public Input
- 6) Advisory Board Report/Announcements
- 7) Public Hearings
 - a) **ACTION ITEM:** Request for a Zoning Title Amendment to repeal and replace Title 10. Items to include are regulations pertaining to "subdivisions". c/o City of Twin Falls (PZ24-0121).
By: Jonathan Spendlove & William Klaver
- 8) Executive Session
 - a) **ACTION ITEM:** Request to adjourn to Executive Session pursuant to Idaho Code § 74- 206(1)(b) To consider the evaluation, dismissal or discipline of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student.
- 9) Adjournment

Any person(s) 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 information in 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 otherspeakers.
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, 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 Chairman 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 Chairman, 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 Chairman 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 Chairman. The spokesperson shall be limited to 15 minutes.
 - The written comments, including e-mail, received by 12:00 p.m. on the date of the hearing shall be either read into the record or displayed to the public on the overhead projector.
8. Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.
9. Following the Public Testimony and Applicant's response, Council or Commission members, as recognized by the Mayor or Chairman, 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 Chairman may limit the time permitted for the answer.
10. The Mayor or Chairman 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, May 12, 2025, 5:00 PM

Council Chambers
203 Main Avenue East, Twin Falls, Idaho

1) Call Meeting to Order/Confirmation of Quorum

Present: Vice Mayor Jason Brown, Council Members Craig Hawkins, Christopher Reid, Spencer Cutler, Cherie Vollmer and Grayson Stone.

Absent: Mayor Ruth Pierce

Staff Present: City Manager Travis Rothweiler, Deputy City Manager Gretchen Scott, City Attorney Bruce Castleton, Deputy City Clerk Amy Luna, Public Information Coordinator Joshua Palmer, Senior Planner William Klaver, Airport Manager Bill Carberry, Assistant to City Manager Mandi Thompson, Staff Engineer AC Stowe, Staff Engineer Sam O'Leary, Chief Financial Officer Breanna Howard, Assistant City Engineer Lee Glaesemann, Streets Superintendent Mark Thomson, Streets Supervisor Bud Stradley, Planning & Zoning Director Jonathan Spendlove, City Planner Kelli Ebersole, City Planner Lisa Strickland, Fire Chief Mitchell Brooks, Sergeant Josh Hayes,

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

2) Pledge of Allegiance

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

3) Proclamations

a) Peace Officers Memorial Day

Vice Mayor Brown read and presented the Peace Officers Memorial Day Proclamation.

Police Sergeant Hayes spoke about Peace Officers Week.

4) Consent Calendar

MOTION: Council Member Hawkins moved to approve the Consent Calendar as presented. **Council Member Stone** 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 2025 May 05, Minutes.
- b) Request to approve Accounts Payable for May 01-07, 2025.
- c) Request to approve May 07, 2025, Travel Requests.
- d) Request City Council approve the Special Event Permit for the organizers of the NABIP Charity Pickleball Tournament.
- e) Request the City Council to approve the Special Event Permit for the organizers of the Neighborhood Fair.
- f) Request for approval of a Final Plat for "Blackhawk Subdivision No. 2" consisting of 2 lots on 12.5 (+/-) acres on property located generally at 1350 Blue Lakes Boulevard North. (PZ25- 0051).

5) Items of Consideration

- a) To confirm the reappointment of Ben Ramirez, Tom Frank, and Kevin Grey, to the Impact Fee and Improvement Reimbursement Commission.

Senior Planner Klaver requested to confirm the reappointment of Ben Ramirez, Tom Frank, and Kevin Grey, to the Impact Fee and Improvement Reimbursement Commission.

Discussion ensued on the following: None.

MOTION: Council Member Hawkins moved to approve the request to confirm reappointment of Ben Ramirez, Tom Frank, and Kevin Grey, to the Impact Fee and Improvement Reimbursement Commission. **Council Member Stone** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- b) Request to approve utilizing \$14,000 of unallocated airport capital funding to maintain the reserve airport rescue & firefighting (ARFF) vehicle.

Airport Manager Carberry requested to approve utilizing \$14,000 of unallocated airport capital funding to maintain the reserve airport rescue & firefighting (ARFF) vehicle.

Discussion ensued on the following:

Council Member Stone: Asked for alternatives.

MOTION: Council Member Vollmer moved to approve the request to utilize \$14,000 of unallocated airport capital funding to maintain the reserve airport rescue & firefighting (ARFF) vehicle. **Council Member Hawkins** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- c) A request from TDS for a partial fee waiver for a RIDE TFT van wrap.

Assistant to the City Manager Thompson requested from TDS a partial fee waiver for a RIDE TFT van wrap.

Discussion ensued on the following:

Council Member Cutler: Spoke in favor of this request.

Vice Mayor Brown: Spoke about some concerns with this request. Doesn't want to set a president.

Council Member Stone: Spoke against this request.

Council Member Vollmer: Spoke against this request.

MOTION: Council Member Stone moved to approve the request for a partial fee waiver for a RIDE TFT van wrap. **Council Member Hawkins** seconded the motion. The roll call vote showed all members present voting, and the motion failed, 1 to 5.

- d) Request to approve Guaranteed Maximum Price of \$1,000,000 for the City Park Restroom Rebuild.

Senior Planner Klaver requested to approve the Guaranteed Maximum Price of \$1,000,000 for the City Park Restroom Rebuild.

Discussion ensued on the following:

Council Member Reid: Asked for some additional information on what this project looks like.

Council Member Cutler: Spoke in favor of this request.

Council Member Stone: Where do we come up with any additional funds that might come up?

City Manager Rothweiler: Gave some clarification.

MOTION: Council Member Reid moved to approve the request to approve the Guaranteed Maximum Price of \$1,000,000 for the City Park Restroom Rebuild. **Council Member Vollmer** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- e) Request to award the 2025 Mill and Inlay project to Staker & Parson Companies, Inc. dba Idaho Materials and Construction, in the amount of \$363,297.50

Staff Engineer AC Stowe requested to award the 2025 Mill and Inlay project to Staker & Parson Companies, Inc. DBA Idaho Materials and Construction, in the amount of \$363,297.50.

Discussion ensued on the following:

Council Member Reid: How long will one of these projects last?

MOTION: Council Member Reid moved to approve the request to award the 2025 Mill and Inlay project to Staker & Parson Companies, Inc. DBA Idaho Materials and Construction, in the amount of \$363,297.50. **Council Member Stone** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- f) Request to award 2025 Chip Seal Project to American Road Maintenance in the amount of 2.66 million.

Staff Engineer Sam O'Leary requested to award the 2025 Chip Seal Project to American Road Maintenance for \$2.66 million.

Discussion ensued on the following:

Council Member Vollmer: Asked for clarification on the zones.

MOTION: Council Member Reid moved to approve the request to award the 2025 Chip Seal Project to American Road Maintenance in the amount of \$2.66 million. **Council Member Vollmer** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- g) A presentation on the finances of the City of Twin Falls for the 2nd quarter of fiscal year 2024- 2025. This presentation will be an overview of the tax-supported funds and the three major enterprise funds: Water, Wastewater and Sanitation.

Chief Financial Officer Howard gave a presentation on the finances of the City of Twin Falls for the 2nd quarter of fiscal year 2024-2025. This presentation will be an overview of the tax- supported funds and the three major enterprise funds: Water, Wastewater and Sanitation.

Discussion ensued on the following:

Council Member Stone: Asked for clarification about online sales.

Vice Mayor Brown thanked Mrs. Howard for her presentation.

6) General Public Input

Citizen Maria Hernandez spoke about the city's mission statement and thanked the council for making the repairs to the Senior Citizens building.

7) Advisory Board Report/Announcements

Council Member Reid reported on the Airport advisory board meeting and spoke about the upcoming Air Show.

Council Member Hawkins spoke about the employee appreciation tours that were held last week.

Council Member Cutler spoke about the Historic Preservation Tour that will be held on Saturday morning at 10 am, starting at O'Dunken's.

8) Public Hearings

- a) Request to approve a Comprehensive Plan Amendment to modify the Future Land Use Map to expand the Utility Service Boundary and change Future Land Use Categories for properties generally located on the east side of the intersection of Kimberly Rd (Hwy 30) and Champlin Way (3400 East). (PZ25-0014)

P&Z Director Spendlove requested approval of a Comprehensive Plan Amendment to modify the Future Land Use Map to expand the Utility Service Boundary and change Future Land Use Categories for properties generally located on the east side of the intersection of Kimberly Rd (Hwy 30) and Champlin Way (3400 East). (PZ25-0014)

Discussion ensued on the following:

Council Member Reid: Asked for clarification on the request.

Council Member Stone: Asked for clarification on the Kimberly wastewater agreement, and where would the taxes for this area go?

City Manager Rothwieler: Gave some clarification.

The applicant's agent, Gerald Martens, spoke about the request.

Public Hearing Opened: 6:21pm

Citizen Mark Feldhusen spoke in favor of this request.

Public Hearing Closed: 6:25 pm

The applicant's agent, Gerald Martens, gave some additional information on the potential traffic issues.

Discussion ensued on the following:

Council Member Hawkins: Spoke in favor of this request.

Council Member Stone: Spoke in favor of this request. **Council Member Reid:** Spoke in favor of this request.

Vice Mayor Brown: Spoke in favor of this request.

MOTION: Council Member Reid moved to approve the request to approve a Comprehensive Plan Amendment to modify the Future Land Use Map to expand the Utility Service Boundary and change Future Land Use Categories for properties generally located on the east side of the intersection of Kimberly Rd (Hwy 30) and Champlin Way (3400 East). (PZ25-0014) **Council Member Vollmer** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- b) Request to approve a Zoning Title Amendment to allow "Assisted Living/Nursing Homes" as a Special Use Permit in the PRO Overlay Zone. c/o David Thibault on behalf of Clint Schnoor (PZ25-0019).

City Planner Ebersole requested a Zoning Title amendment to allow "Assisted Living/Nursing Homes" as a Special Use Permit in the PRO Overlay Zone, c/o David Thibault on behalf of Clint Schnoor (PZ25-0019).

Council Member Stone recused himself from this request. The applicant's representative spoke about the request.

Discussion ensued on the following: None.

Public Hearing Opened: 6:35 pm.

Public Hearing Closed: 6:36 pm.

Discussion ensued on the following:

Council Member Cutler: Spoke in favor of this request.

Vice Mayor Brown: Spoke in favor of this request.

MOTION: Council Member Vollmer moved to approve the request to a Zoning Title amendment to allow "Assisted Living/Nursing Homes" as a Special Use Permit in the PRO Overlay Zone, c/o David Thibault on behalf of Clint Schnoor (PZ25-0019). **Council Member Hawkins** seconded the motion. The roll call vote showed all members present voting 5 to 0 with **Council Member Stone** abstaining.

- c) Request for a Zoning District Change/Zoning Map Amendment from R-4 to R-6 on property located at 134 Adams St. c/o Shannon Troop (PZ25-0024).

City Planner Strickland requested a Zoning District Change/Zoning Map Amendment from R-4 to R-6 on property located at 134 Adams St. c/o Shannon Troop (PZ25-0024)

Discussion ensued on the following: None.

The applicant's representative spoke about this request.

Public Hearing Opened: 6:43 pm

Public Hearing Closed: 6:44 pm

Discussion ensued on the following:

Council Member Stone: Spoke in favor of this request.

MOTION: Council Member Stone moved to approve the request for a Zoning District Change/Zoning Map Amendment from R-4 to R-6 on property located at 134 Adams St. c/o Shannon Troop (PZ25-0024). **Council Member Reid** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

9) Executive Session

10) Adjournment

The meeting adjourned at 06:44 PM.

Amy Luna, Deputy City Clerk

****If you wish to have a full account of this meeting, please listen to the recording that is located on our website. **** [Tfid.org](https://www.tfid.org)



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.

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 *

Will need map & insurance for event no later than 45 days prior to event.

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 *

Trash plan? Food trailers?

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1
2	Park Fees Paid - Invoice 218942	\$0.00	0

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

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

Reviewer Name *

Stacy McClintock

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 *

1,500

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.

Canopies

Paid for Bandshell on 3/6/25 Invoice number 218942

Will send in map and insurance at a later date

Contact Information

Event Organizer

First Name *

Kim

Last Name *

Lee

Onsite Contact

First Name *

Kim

Last Name *

Lee

Event Information

Event Name *

Laperrona fest

Event Location (Park or Facility Requested)

Park

Is this event indoors or outdoors? *

☐ Indoors

☒ Outdoors

Event Reoccurrence

☒ One Time Event

☐ Recurring over several weeks/months

Event Description *

Canopy's. Food trucks sound system. Will have beer garden and alcohol will be sold

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

Event Map*

Set-up Time Start*

06/15/2025 07:00:00 AM

Set-up Time End*

06/15/2025 09:00:00 AM

Event Time Start*

06/15/2025 11:00:00 AM

Event Time End*

06/15/2025 11:00:00 PM

Take Down Time Start*

06/15/2025 10:00:00 PM

Take Down Time End*

06/15/2025 11:00:00 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*

Will provide at a later date

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

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.):

Paper products associated with vendors

Have you arranged for portable toilets? *

☐ Yes ☒ No

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

☐ Yes ☒ No

Contact person in charge of waste. *

Kim Lee

Phone number of contact

2085395288

Number of staff assisting in removal.

20

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

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 *



Name *

Kim lee

Date *

03/06/2025



Council Agenda Information

Review

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 *

Any temporary structures (ie: tents) larger than 400SF shall have a permit though the TFFD. Any food vendors shall have their current, 2025, yellow fire inspection decal displayed conspicuously on or near their service window.

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
2	Parks fees paid 214815		

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

- | | | |
|--|---|---|
| ☒ Streets | ☒ Engineering | ☒ Planning and Zoning |
| ☒ Electrical | ☒ Police | ☒ Fire |

Reviewer Name *

Elois Joseph

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 *

1,300

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.

One 20 x 20 ten on stage for the band; several 10 x 10 vendor tents, including a First Aid Tent and Wristband Booth

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 *

Robin

Last Name *

Dober

Onsite Contact

First Name *

Robin

Last Name *

Dober

Event Information

Event Name*

Twin Falls Tonight

Event Location (Park or Facility Requested)

Downtown Commons

Is this event indoors or outdoors? *

- ☐ Indoors
- ☒ Outdoors

Event Reoccurrence

- ☐ One Time Event
- ☐ Recurring over several weeks/months

Event Description *

Annual free summer concert series, held in the Downtown Commons, Wednesday evenings 6-9pm with food vendors along Hansen Street and Main Avenue. Our schedule for 2025 is to run concerts June 18th - July 30th (7 weeks). We close Main Avenue between Shoshone Street and just past Hansen Street (prior to the DL Evans Drive Through) and we close Hansen Street between the Second Avenues, at the alleyways. We provide trash bins, portable toilets and hand washing stations at the venue. We hire 2 Twin Falls County Sheriffs Deputies each night to provide security. We clean the concert area at the beginning and ending of each Wednesday evening.

[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*

downtown_commons_map_for_event.jpg

3.34MB

Set-up Time Start *

06/18/2025 03:00:00 PM

Set-up Time End *

06/18/2025 06:00:00 PM

Event Time Start *

06/18/2025 06:00:00 PM

Event Time End *

06/18/2025 09:00:00 PM

Take Down Time Start *

06/18/2025 09:00:00 PM

Take Down Time End *

06/18/2025 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 use the parking lots in Downtown Twin.

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.

- 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

2024 Event Policy - City of Twin Falls.pdf

166.99KB

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, paper products, plastic bottles, aluminum cans

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 *

6

Size of Trash Receptacles

95 gallon auto carts

Contact person in charge of waste. *

Tony Prater

Phone number of contact

208-420-6916

Number of staff assisting in removal.

6

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 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 *



Name *

Robin Dober

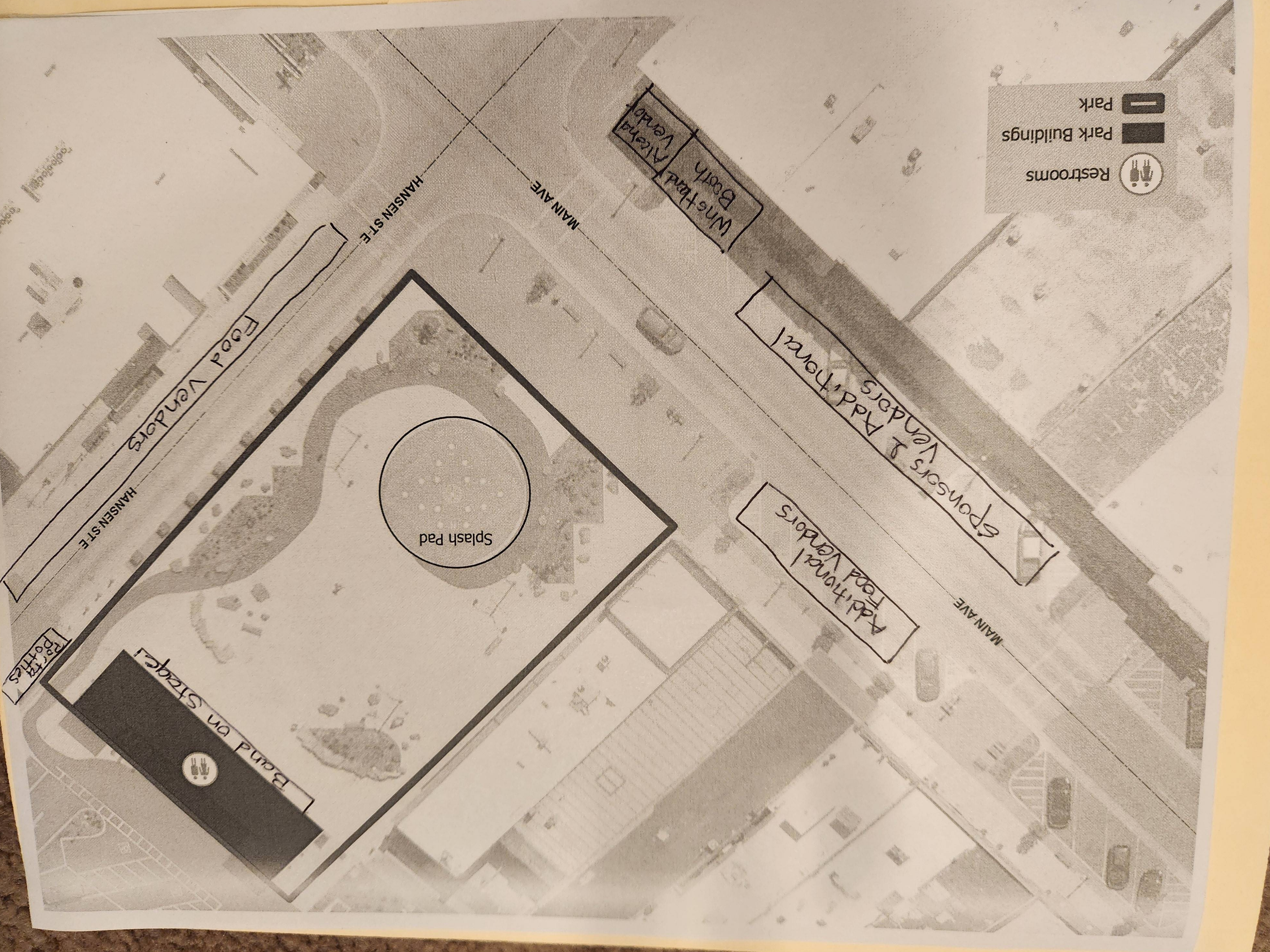
Date *

12/13/2024

Restrooms 

Park Buildings 

Park 



Porta Potties

Band on Stage

Splash Pad

Food Vendors

Additional Food Vendors

Sponsors & Additional Vendors

Wash Area Bath
Alcohol Vendors

HANSEN STE

MAIN AVE

MAIN AVE



TWINFAL-08

LOVITT

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/28/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER HUB International Mountain States Limited 2703 Connery Way Missoula, MT 59808	CONTACT NAME: Lauri L. Ovitt PHONE (A/C, No, Ext): (208) 947-1476 FAX (A/C, No): E-MAIL ADDRESS: lauril.ovitt@hubinternational.com
INSURED Twin Falls Old Town Corporation dba Twin Falls Tonight Robin PO Box 5868 Twin Falls, ID 83303	INSURER(S) AFFORDING COVERAGE INSURER A : Philadelphia Indemnity Insurance Company INSURER B : Technology Insurance Company INSURER C : INSURER D : INSURER E : INSURER F : NAIC # 18058 42376

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:	X		EV141292	6/19/2024	8/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 0 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		TARID1043319	6/29/2023	6/29/2024	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The City of Twin Falls is an additional insured per written contract in respects to the General Liability per form #PIAS010

CERTIFICATE HOLDER

CANCELLATION

City of Twin Falls PO Box 1907 Twin Falls, ID 83303	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Lauri L. Ovitt</i>
---	--

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY

**ADDITIONAL INSURED: OWNERS AND / OR LESSORS OF PREMISES,
LESSORS OF LEASED EQUIPMENT, SPONSORS OR CO-
PROMOTERS**

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

This policy is amended to include as an additional Insured any person or organization of the types designated below, but only with respect to liability arising out of your operations:

1. Owners and / or lessors of the premises leased, rented, or loaned to you, subject to the following additional exclusions:
 - a. This insurance applies only to an "occurrence" which takes place while you are a tenant in the premises;
 - b. This insurance does not apply to "bodily injury" or "property damage" resulting from structural alterations, new construction or demolition operations performed by or on behalf of the owner and / or lessor of the premises;
 - c. This insurance does not apply to liability of the owners and / or lessors for "bodily injury" or "property damage" arising out of any design defect or structural maintenance of the premises or loss caused by a premises defect.

With respect to any additional insured included under this policy, this insurance does not apply to the sole negligence of such additional insured.

2. Lessor of Leased Equipment, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such person(s) or organization(s) subject to the following additional exclusions:
 - a. This insurance does not apply to any "occurrence" which takes place after the equipment lease expires.
3. Sponsors
4. Co-Promoters



BEFORE THE CITY COUNCIL OF THE CITY OF TWIN FALLS

In Re:	)	
	)	
<u>Final Plat</u> Application,	)	FINDINGS OF FACT,
	)	
<u>Blackhawk Subdivision No. 2</u>	)	CONCLUSIONS OF LAW,
Applicant(s).	)	
	)	AND DECISION

This matter having come before the City Council of the City of Twin Falls, Idaho on May 12, 2025 for consideration of the final plat of the Blackhawk Subdivision No. 2, approximately 12.5 (+/-) acres located at 1350 Blue Lakes Boulevard North, and the City Council having heard testimony from interested parties, having received written Findings from the Planning and Zoning Commission and being fully advised in the matter, now makes the following

FINDINGS OF FACT

1. Applicant has requested approval of the final plat of the Blackhawk Subdivision No. 2, approximately 12.5 (+/-) acres located at 1350 Blue Lakes Boulevard North.
2. The property in question is zoned C-1 PUD pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as Mixed Use in the duly adopted Comprehensive Plan of the City of Twin Falls.
3. The existing neighboring land uses in the immediate area of this property are: to the north, R-2 and C-1; to the south, C-1 and C-1 PUD; to the east, R-2 PUD; to the west, C-1.
4. The City Engineering Office has reviewed the final plat and has approved the proposed street accesses and public utility extensions, subject to availability of such services at the time of development. The developer will pay all costs of public improvements, including but not limited to streets, curb gutter and sidewalks, sewer, water and pressurized irrigation systems. The proposed development includes dedication of additional right-of-way in compliance with the Master Street Plan.

Based on the foregoing Findings of Fact and the regulations and standards set forth below, the City Council hereby makes the following

CONCLUSIONS OF LAW

1. The final plat of the Blackhawk Subdivision No. 2, approximately 12.5 (+/-) acres located at 1350 Blue Lakes Boulevard North is in conformance with the objectives of the zoning ordinance and the policy for developments in Twin Falls City Code §10-1-4. Specifically, the land can be used safely for building purposes without danger to health or peril from fire, flood or other menace, proper provision has been made for drainage, water sewerage and capital improvements including schools, parks, recreation facilities, transportation facilities and improvements, all existing and proposed public improvements conform to the Comprehensive Plan.

2. The final plat is in conformance with the Comprehensive Plan as required by Twin Falls City Code §10-12-2.3(H)(2)(a).

3. Public services are currently available to accommodate the proposed development, as required by Twin Falls City Code §10-12-2.3(H) (2) (b). Public services may not be available at the time of development, depending upon the speed of development of this and other subdivisions and the ability of the City to obtain additional water and/or sewer capacity.

4. The development of streets, sewer, water, irrigation, dedication of park land and other public improvements at the cost of the developer will not adversely affect any capital improvement plan and will integrate with existing public facilities, as required by Twin Falls City Code §10-12-2.3(H)(2)(c).

5. There is sufficient public financial capability of supporting services for the proposed development, as required by Twin Falls City Code §10-12-2.3(H)(2)(d).

6. There are no other health, safety or environmental problems associated with the proposed development that were brought to the City Council's attention, per Twin Falls City Code §10-12- 2.3(H)(2)(e).

7. The final plat is in conformance with the Preliminary Plat. Based on the foregoing Conclusions of Law, the Twin Falls City Council hereby enters the following

DECISION

The request for approval of the final plat of the Blackhawk Subdivision No. 2, approximately 12.5 (+/-) acres located at 1350 Blue Lakes Boulevard North is hereby granted, subject to final technical review by the City Engineer's Office and subject to the conditions which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein. The applicant shall comply with all applicable requirements of the Adopted Standard Drawings, the Zoning Ordinance, and the City Code of the City of Twin Falls.

MAYOR - TWIN FALLS CITY COUNCIL

DATE

“EXHIBIT NO. A”

1. Subject to site plan amendments as required by Building, Engineering, Fire and Zoning Officials to comply with applicable City Codes and standards; and
2. Subject to submittal of a final plat, submitted prior to the signing of the final plat, showing compliance with all conditions and comments in Engineering Memorandum dated April 18m 2025.

APPLICATION# PZ25-0051



Date: Monday, May 19, 2025, Council Meeting

To: Honorable Mayor and City Council

From: Sergeant Lou Coronado, Twin Falls Police Department

ACTION ITEM

Request:

Request City Council to approve the Special Event Permit for the organizers of the Annual St. Edward's Kermes event.

Time Estimate:

Staff is requesting that this item be placed on the Consent Calendar.

Background:

The Annual Kermes event, also known as the Hispanic Food Festival, is a fundraising event for St. Edwards Parish and the St. Edwards Catholic School. This event will be held in Twin Falls City Park on August 10, 2025, from 10:00 a.m. to 8:00 p.m.

The Kermes event is described as a family friendly, community social event open to the public. Admission to the event is free and it will include activities for the entire family. There will be specific activities planned for children to include bounce houses. Local vendors will have booths set up to sell food and miscellaneous items.

There will be amplified sound at this event. There will be six (6) live bands playing in the park band shell from 12:30 p.m. to 8:00 p.m.

It is estimated that there will be approximately 300-400 people attending the event this year. This estimate is based on last year's attendance.

Arrangements have been made for additional trash receptacles and portable toilets to be in the park during the event.

There will be no alcohol sold at this event.

There were no calls for service generated for the Twin Falls Police Department at last year's event, therefore no security is required.

Approval Process:

Consent of the Council

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

- (A) Impacts city streets, sidewalks, parks and common areas, or city resources;
- (B) Intends to broadcast amplified sound or generate unusual noise.

Budget Impact:

There is no budget impact.

Regulatory Impact:

N/A

Conclusion:

Twin Falls Police Department Staff and several relevant City Staff members have approved this application request. Staff recommends that the City Council approve the Special Event Application based on the information provided.

The Twin Falls Police Department Staff recommends that the on-duty Patrol Supervisor be given the authority to order the event organizers to mitigate the sound of amplified music if necessary. If there are continued noise complaints, disturbances by those participating in the event, and non-compliance, the on-duty Patrol Supervisor shall have authority to terminate the event.

Attachments:

None



Special Event Application

Event Application

The City of Twin Falls recognizes the importance of hosting special events in our community. Each year the City of Twin Falls receives in excess of one hundred (100) special event applications. This application sets forth the minimum requirements for holding a special event inside the City, however additional items may be required by the Twin Falls City Special Events Coordinator or other Twin Falls City departments.

*All Special Event Applications must be completed and submitted to the City of Twin Falls no less than forty-five (45) days prior to hosting an event.

*A non-refundable application fee of twenty-five dollars (\$25) is required at the time of application submission. Applications with unpaid fees will not be reviewed for approval.

Questions: Contact the Twin Falls Police Department Special Events Sergeant at (208)735-7200.

Questionnaire and Good Faith Estimate

Name of Event *	St. Edward's Kermes - Hispanic Food Festival		
Event Start Date *	08/10/2025 10:00:00 AM		
Event End Date *	8/10/2025 08:00:00 PM		
Location of Event *	Twin Falls City Park		
Name of Organizer *	St. Edwards Catholic Church		
Organizer Contact *	Artemio Perez		
Business Phone *	(208)733-3907		
Cell Phone *	(208)404-9987		
Email Address *	artemiogperez@gmail.com		
Mailing Address *	Street Address 3973 N 3300 E Address Line 2 City Twin Falls Postal / Zip Code 83301		
	State / Province / Region ID Country USA		
Estimated Attendance *	☒ Less than 500 attendees ☐ 500 or more attendees		
Basis for Attendance Estimate	The basis for the estimate is previous year's attendance. This will be the 17th year that this event will be held.		

*

Will Alcohol be sold, served or consumed at your event?

☐ Yes ☒ No

(Alcohol permits and/or catering permits may apply.)

*

Will you use a City Park or any portion of a City of Twin Falls walking trail?

☒ Yes ☐ No

(Additional permits required by the Department of Parks and Recreation.)

*

Will there be tents or structures utilized at your event?

☒ Yes ☐ No

(A fire inspection may be required from the Fire Department.)

**Description of tents
or structures ***

There will be food stands using event tents that are open on four sides with a canopy overhead. Each stand will have a tent as indicated in the map. Aproximately 20 stands.

*

Will your event include pyrotechnics or fireworks?

☐ Yes ☒ No

(Fire permit required from the Fire Department.)

*

Will there be amplified sound at your event?

☒ Yes ☐ No

*

Will your event require any street closures?

☐ Yes ☒ No

*

Will there be any inflatables, such as bounce houses, at your event?

☒ Yes ☐ No

**Description of
inflatables ***

There will be 1-3 bounce houses for children to play in.

*

Will your event generate any type of waste (trash plan)?

☒ Yes ☐ No

*

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

☐ Yes ☒ No

(Sign permit may be required from Planning and Zoning.)

Special event applicants, promoters and sponsors whose special event requires the use of extraordinary City resources as a result of their anticipated attendance or heightened security concerns shall be required to pay for those extraordinary resources as determined by the Special Events Coordinator. Full payment for said extraordinary resources shall be required no later than sixty (60) days following the conclusion of the special event.

**Signature of Event
Organizer**

By my signature, I hereby acknowledge my understanding of the aforementioned requirement concerning the payment for extraordinary resources and application fee.



St. Edwards Catholic Church

Event Summary

Event Categories: *

Check all that apply.

- | | | |
|---|---|---|
| ☐ Athletic/Recreation | ☐ Exhibits/Misc. | ☐ Run/Walk/Race |
| ☒ Concert/Performance | ☐ Farmers/Outdoor Market | ☐ Special Attraction |
| ☐ Carnival/Fair | ☐ Parade | ☐ Dance |
| ☒ Festival | ☐ Other | |

Location *

- ☒ Public Property
☐ Private Property

Set-Up *

8/10/2025
07:00:00 AM

Event Starts *

8/10/2025
10:00:00 AM

Event Ends *

8/10/2025
08:00:00 PM

Dismantle *

8/10/2025
08:00:00 PM

**Please provide a detailed description of the event and activities.
Lack of info may delay this process.**

Summary *

This event is our annual Kermes also known as th Hispanic Food Festival. This is our 17th year organizing this event to raise funds for the St. Edward's Parish. Food will be sold to the attendants by volunteers of the community. There will be live music and performers. All of the people tending to the activities will be volunteers.

Event Details

Entertainment

Will there be entertainment at your event? *

☒ Yes ☐ No

Entertainment

☒ Live Music

☐ Recorded Music

☐ Video

☐ Other Live Stage

☐ Other

Number of Bands

3

Type of Amplification

Amplification Start Time

01:00:00 PM

Amplification End Time

08:00:00 PM

As an event organizer, you must be certain that all event-related activities comply with Twin Falls City Ordinance 6-2-3. A Police Officer who determines the level of noise from your event is offensive to others may require you to lower or discontinue the noise.

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.):

Cardboard, plastic bottles, aluminum cans, food waste, plastic bags.

*

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

☐ Yes ☒ No

*

Have you arranged for portable toilets?

☐ Yes ☒ No

Name of contracted company

Number of trash receptacles

Size of trash receptacles

Name of person in charge of trash *

Artemio Perez

Phone Number for person in charge of trash *

2084049987

**Number of staff
handling trash *** 5

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

Security/Event Services

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.

Have you spoken with the Special Events Coordinator regarding security?

☐ Yes ☒ No

Have you contracted with any private security or law enforcement agency to provide your security?

☐ Yes ☒ No

Does your plan involve a lost child booth?

☐ Yes ☒ No

Does your plan involve a first aid station staffed with trained personnel?

☐ Yes ☒ No

**Number of staff
working the event** 0

**Number of volunteers
working the event** 90

Event Map

Event organizers are required to submit a detailed aerial map of the proposed event location. This map must include, but is not limited to, the locations of all of the following:

1. Stages or platforms
2. All temporary structures (tents, booths, cooking areas, etc.)
3. Beer gardens and/or locations where alcohol will be dispensed
4. Additional trash receptacles, dumpsters and portable toilets
5. Emergency services (lost child booth, security, first aid, etc.)
6. Fences/Barricades used to block any street or entrance access
7. Firework launch locations (if applicable)
8. All vehicles and trailers
9. Parking for the event (may require an additional parking plan)
10. Generators

Upload Map

StEdwardsKermes_2025.pdf

15.59MB

Insurance and Indemnification

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.

Upload Insurance Information

Notification Requirement

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

Additional Information

Additional items may be required at the discretion of the City of Twin Falls and/or the Special Events Coordinator. Additional fees may pertain to these items.

Use of Twin Falls City Parks

Contact Twin Falls City Parks and Recreation for park/walking trail reservations.

Twin Falls Parks and Recreation: (208)736-2265.

Building Department Permits/Electrical Permits

Building Department permits may be required for your event from the Twin Falls Building Department. Use of electricity supplied by the City of Twin Falls may require an electrical permit.

Twin Falls Building Department: (208)735-7238.

PLEASE NOTE: Due to the varying duration limits of permits (i.e. catering, electrical, building, etc.), all permits must be approved and submitted no less than two (2) weeks prior to the special event.

Affidavit of 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.

Application Signature

A handwritten signature in black ink, reading "Artemio G. Perez", is displayed within a light gray rectangular box.

Application Date*

01/19/2025

Committee Review

Police Comments

Fire Comments Any tents bigger than 400sf (20'x20') will require a permit from the TFFD. Any food vendor shall have their 2025, yellow fire inspection decal conspicuously posted.

IT Comments approved

Parks Comments

Building Safety Verify park restrooms are available for use or provide porta potties for estimated occupant load.

Planning and Zoning Comments No P&Z issues.

Engineering Comments None.

Certificate of Coverage

Date: 5/12/2025

Certificate Holder
Roman Catholic Diocese of Boise
1501 Federal Way, STE 400
Boise, ID 83705-2591

This Certificate is issued as a matter of information only and confers no rights upon the holder of this certificate. This certificate does not amend, extend or alter the coverage afforded below.

Company Affording Coverage

THE CATHOLIC MUTUAL RELIEF
SOCIETY OF AMERICA
10843 OLD MILL RD
OMAHA, NE 68154

Covered Location
St. Edward the Confessor Catholic Church
212 7th Ave E.
Twin Falls, ID 83301

Coverages

This is to certify that the coverages listed below have been issued to the certificate holder named above for the certificate indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded described herein is subject to all the terms, exclusions and conditions of such coverage. Limits shown may have been reduced by paid claims.

	Type of Coverage	Certificate Number	Coverage Effective Date	Coverage Expiration Date	Limits	
	Property				Real & Personal Property	
	D. General Liability	8930	7/1/2025	7/1/2026	Each Occurrence	1,000,000
	☒ Occurrence				General Aggregate	
	☐ Claims Made				Products-Comp/OP Agg	
					Personal & Adv Injury	
					Fire Damage (Any one fire)	
					Med Exp (Any one person)	
	Excess Liability				Each Occurrence	
					Annual Aggregate	
	Other				Each Occurrence	
					Claims Made	
					Annual Aggregate	
					Limit/Coverage	

Description of Operations/Locations/Vehicles/Special Items (the following language supersedes any other language in this endorsement or the Certificate in conflict with this language)

St. Edwards Kermes (Hispanic food festival) at Twin Falls City Park on August 10, 2025

Holder of Certificate

Cancellation

Additional Protected Person(s)

City of Twin Falls

Should any of the above described coverages be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the holder of certificate named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

Authorized Representative

Paul A. Peterson

0019002864

ENDORSEMENT

(TO BE ATTACHED TO CERTIFICATE)

Effective Date of Endorsement	8/10/2025	Charge	Credit
Cancellation Date of Endorsement	8/11/2025		
Certificate Holder	Roman Catholic Diocese of Boise 1501 Federal Way, STE 400 Boise, ID 83705-2591		
Location	St. Edward the Confessor Catholic Church 212 7th Ave E. Twin Falls, ID 83301		
Certificate No.	8930	of The Catholic Mutual Relief Society of America is amended as follows:	

SECTION II - ADDITIONAL PROTECTED PERSON(S)

It is understood and agreed that Section II - Liability (only with respect to Coverage D - General Liability), is amended to include as an **Additional Protected Person(s)** the organization(s) shown in the schedule below.

Schedule - ADDITIONAL PROTECTED PERSON(S)

City of Twin Falls

Remarks:

St. Edwards Kermes (Hispanic food festival) at Twin Falls City Park on August 10, 2025

However, the following limitations apply to coverage:

1. The maximum limits of coverage provided by Catholic Mutual Relief Society of America to the **Additional Protected Person(s)** named in this endorsement shall not exceed the coverage dollar amount specifically required by contract or agreement and agreed to by the **Protected Person(s)**. In the absence of specific coverage limits within a referenced contract or agreement, the limits of liability afforded to the **Additional Protected Person(s)** must be listed on a separate Certificate of Coverage form attached to this endorsement. All limits of liability extended by this endorsement are inclusive of both Section II Coverage D and Section VII coverages (if applicable).
2. Unless specifically agreed to by contract or agreement, the coverage extended to the **Additional Protected Person(s)** by this endorsement is excess and non-contributory over any other available coverage or insurance.
3. This endorsement does not apply to any **Occurrence** outside the specific date(s) of a facility use agreement or terms of a lease.
4. This endorsement does not extend coverage to the **Additional Protected Person(s)** for **Occurrences** which cannot be attributed to primary acts or omissions of the **Protected Person(s)**.
5. Provided that a premises is utilized by the **Protected Person(s)** in a manner consistent with its intended purpose and in accordance with the applicable contract, agreement, or lease, this endorsement does not extend coverage to the **Additional Protected Person(s)** for premises defects or other **Occurrences** which could not be discovered by the **Protected Person(s)** with reasonable diligence.
6. The limited coverage afforded to the **Additional Protected Person(s)** by this endorsement only applies to the extent permissible by law and shall not apply to non-delegable duties unless specifically agreed to by contract or agreement.

This extension of coverage shall not enlarge the scope of coverage provided to the **Certificate Holder** under this Certificate nor increase the limit of liability thereunder. Unless otherwise agreed by contract or agreement, coverage extended under this endorsement to the **Additional Protected Person(s)** will not precede the effective date of this endorsement or extend beyond the cancellation date.



Date: Monday, May 19, 2025
To: Honorable Mayor and City Council
From: Jonathan Spendlove & William Klaver

ACTION ITEM

Request:

Request for a Zoning Title Amendment to repeal and replace Title 10. Items to include are regulations pertaining to "subdivisions". c/o City of Twin Falls (PZ24-0121).

Time Estimate:

20-30 minutes for Staff presentation.

Background:

In February 2018, the City Council tasked Planning and Zoning Staff to initiate a complete rewrite of Title 10: Zoning and Subdivision Regulations. The main goals of the rewrite are to accomplish the following:

1. Update the current definitions;
2. Simplify the code navigation process for users;
3. Streamline the development approval process; and
4. Make the code reflect the goals, language, and strategies of the 2016 Comprehensive Plan. The chapter applicable to this Staff Report is the "Subdivision Regulations". This chapter was adopted and amended in various years, ranging from 1981 to 2024.

This chapter utilized the majority of the previous language as it pertained to the process of reviewing and approving subdivisions. The Preliminary Plats will continue to be reviewed and approved by the Commission. Final Plats are still under the purview of the City Council. The previous code had numerous design elements that have been removed and a reference to the already approved Idaho Standards for public Works Construction (with City of Twin Falls modifications).

A few of the more notable changes include:

1. A provision for a Short Plat - 5 or few lots on less than 5 acres. This is geared toward infill projects that will require following City Standards, and allows for administrative review of the standards and Final Plat approval by City Council.
2. The notification requirements have been modified to require public comments on plats to be made in writing prior to the meeting.
3. The expiration of plat approvals have been modified to include a grace period on expiration's, and a maximum approval time for construction plans.
4. Other changes have been made by removing outdated sections design standards, grammatical fixes, and flowing the chapters in the order that most development occurs.

City Staff has delivered this draft section to the Developers group, and met with them on April 10, 2025 to receive their comments regarding multiple items. We have modified a few of those sections to accommodate their concerns.

Approval Process:

Per 10-14-2, Title amendments may only be initiated by the Planning and Zoning Commission, City Council, or a property owner. This amendment was initiated by City Council in February 2018.

Per 10-14-4, Zoning amendments shall be amended in the following manner:

- A. Requests for an amendment to this title shall be submitted to the commission which shall evaluate the request to determine the extent and nature of the amendment requested;
- B. If the request is in accordance with a comprehensive plan, the commission may recommend and the council may adopt or reject the ordinance amendment under the notice and hearing procedures as herein provided; and
- C. If the request is not in accordance with a comprehensive plan, the request shall be submitted to the commission or, in its absence, the council which shall recommend and the council may adopt or reject an amendment to a comprehensive plan under the notice and hearing procedures provided in section 10-7-20 of this title.

Per 10-14-7, the council, prior to adopting, revising or rejecting the amendment to this title as recommended by the commission shall conduct at least one public hearing using the same notice and hearing procedures as the commission. Following the council hearing, if said council makes a material change from what was presented at the public hearing, further notice and hearing shall be provided before the council adopts the amendment.

Upon granting or denying an application to amend this title, the council shall specify:

- A. The regulations and standards used in evaluating the application.
- B. The reasons for approval or denial.
- C. The actions, if any, that the applicant could take to obtain a permit.

In the event the council shall approve an amendment, such amendment shall thereafter be made a part of this title upon the preparation and passage of an ordinance.

Budget Impact:

N/A

Regulatory Impact:

If approved, this section will provide the general verbiage for the Subdivision regulations in Title 10. Prior to adoption, the entirety of Title 10 will be brought forth to the Commission and Council in its final format, where the Council will decide to proceed with an ordinance or not.

History:

N/A

Analysis:

N/A

Conclusion:

The Council is tasked with making a decision on the proposed text amendment. The Council may approve, approve with conditions, deny, or table the item to a date certain.

Sample main motions:

1. *Move to approve the proposed zoning text amendment to the subdivision regulations chapter of Title 10 as presented;*
2. *Move to approve with conditions for the proposed zoning text amendment to the subdivision chapter of Title 10; or*
3. *Move to table the item to a date certain of _____*

Attachments:

1. PZ24-0121 Proposed Subdivision Regulations
2. PZ24-0121 Current Subdivision Regulations - 4.17.25
3. PZ24-00121 April 22, 2025, minutes

Chapter 12

GENERAL SUBDIVISION PROVISIONS

10-12-1: General Subdivisions Provisions

10-12-1-1: AUTHORITY:

These regulations are authorized by Title 50, Chapter 13 of the Idaho Code; Title 67, Chapter 65 of the Idaho Code; and Article 12, Section 2 of the Idaho Constitution, as amended or subsequently codified.

10-12-1-2: PURPOSE: The purpose of these regulations is to promote the public health, safety and general welfare, and to provide for:

- (A) The harmonious development of the area;
- (B) The coordination and continuation of the historic grid network of streets and roads;
- (C) Adequate open space for recreation;
- (D) Adequate facilities for transportation, potable water, drainage, irrigation, and sewer;
- (E) The avoidance of scattered subdivision of land that would result in either of the following:
 - 1. The lack of water supply, irrigation supply, sewer service, drainage, transportation or other public services; and
 - 2. The unnecessary imposition of an excessive expenditure of public funds for the supply of such services.
- (F) Adequate requirements and standards, and timing of installation and improvement for Roads, water and sewer, and other utility mains, piping connections or other public facilities.
- (G) The manner, form, and process of making and filing of any plat; and
- (H) The administration of these regulations by defining the powers and duties of approval authorities.

10-12-1-3: JURISDICTION: These regulations shall apply to the subdividing of land within the corporate limits of the City.

10-12-1-4: INTERPRETATION: All subdivisions as herein defined shall be submitted for final approval by the Council and shall comply with the provisions of these regulations. These regulations may be supplemented by other regulations, ordinances, resolutions, or standards; and where in conflict with other laws, regulations, ordinances, resolutions or standards, the more restrictive requirements shall apply.

10-12-1-5: ADMINISTRATION: The administration of this Chapter shall be conducted by the Administrator.

10-12-2: PROCEDURE FOR SUBDIVISION APPROVAL:

10-12-2-1: SUBDIVISION APPROVAL REQUIRED:

- (A) Any person desiring to create a subdivision, as herein defined, shall submit all necessary completed applications to the Administrator on forms as provided by the City.
- (B) All applicant shall go through the following reviews:
- (1) Subdivision Concept
 - (2) Short Plat or Preliminary Plat, whichever is applicable,
 - (3) Public Infrastructure Construction Plan
 - (4) Final plat
- (C) No Final Plat shall be filed with the County Recorder, or improvements made on the property, until the Preliminary Plat has been acted upon by the Planning and Zoning Commission, where required, and a Final Plat has been approved by the City Council.
- (D) No lots shall be sold until the Final Plat has been recorded in the office of the County Recorder.

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

- (A) Application: The subdivider shall submit a concept drawing with sufficient detail (specific items to be listed on forms provided by the City) to enable the administrator to review and comment on the proposed subdivision.
- (B) Administrator Action: Within 15 business days from the date of receiving a complete Subdivision Concept Application, the Administrator shall notify the subdivider as to the general conformance, or nonconformance, of the proposal with this Title, and shall provide the necessary forms and check lists, as well as the additional following consideration:
1. Compliance of the proposed development with existing local or state policies, goals and objectives or comprehensive plans;
 2. Determination if additional special permits or ordinance conflicts, such as rezone, special development permit or variance are needed and the manner of coordinating such permits;
 3. Consideration of any unique environmental features or hazardous concerns that may be directly or indirectly associated with the subject property, such as areas that have been designated as areas of critical environmental concern, unique plant or animal life and floodplains; and
 4. Consideration of other local and state agencies that the subdivider should contact before preparing a preliminary plat.

10-12-XXX SHORT PLAT

- (A) Purpose: The purpose of the Short Plat Process is to allow for minor subdivisions of land through a streamlined process. The ideal scenario is intended for in-fill development where no further subdivisions will occur on adjacent properties.
- (B) Applicability: Short Plats shall adhere to the following:

1. Shall not involve a total area exceeding 5 acres.
2. Shall not Create more than 5 lots.
3. Shall not require new street dedications, widening of existing street is allowed, per the Master Transportation Plan or the City Engineer.
4. Parent Parcel Clause: The "parent" lot, or parcel must not have been created using the short plat process within the last 5 years of recording date.
5. All new parcels abutting public right-of-way shall install access approaches to current standards.
6. Any existing structures shall connect to centralized sewer and water.
7. Subdivisions of Special Concern shall not qualify for short plat consideration.

(C) Application Process: The subdivider shall file a complete short plat subdivision application with the administrator, on forms furnished by the City.

1. The administrator, or designee, shall review the application for completeness.
2. The administrator, or designee, shall conduct an inter-departmental technical review to evaluate compliance with Preliminary and Final Plat standards and requirements for utilities, stormwater management, access, fire safety, and any other relevant public facilities.
3. The City may provide copies of submitted documents to outside agencies that may be impacted by the proposed development, as necessary.
4. Written notice to the owners of property within 100 feet of the exterior property lines of the project shall be provided. The written notice shall provide
 - a. the proposed short plat drawing,
 - b. general information concerning the proposal,
 - c. a time frame of no less than 14 days for submitting written comments from the date of mailing.

(D) Decision and Appeal: The City Engineer, or designee, must find that all criteria outlined in 10-12-2-3-(E) have been met.

1. The City Engineer, or designee, shall act as a Hearing Examiner in accordance with Idaho Statute 67-6520.
2. The Hearing Examiner shall render a written decision to approve, approve with conditions, or deny the request for preliminary short plat.
2. Notice of the action taken will be mailed to the applicant and all owners of real property who received notice as required by city code.

3. A decision to deny the application must indicate the reasons for denial and explain what steps are necessary to obtain approval.

4. The applicant or any affected party may appeal the decision of the City Engineer by filing a notice of appeal with the Planning Director no later than 10 days after the City Engineer's decision.

a. The appeal must be in writing and explain in a clear and concise fashion the basis for appeal.

b. The appeal will be set as a consideration item before the City Council at the next regularly scheduled meeting at which it can be reasonably accommodated.

c. The City Council will base its decision on whether the findings required by this title have been met.

d. The City Council will render a written decision to the applicant and any party appealing the original decision. The Director shall also make the City Council decision available for public inspection.

5. Upon preliminary plat approval by the City, the developer may apply for a final plat and construction documents as required elsewhere in this title.

(E) Approval Period: Approval of a Short Plats is valid for 1 year from the date of final written decision. Any Plat not recorded within 1 year of final approval shall be considered expired.

All other limitations, requirements and restrictions on final plats, public infrastructure construction, and warranties are applicable to short plats.

10-12-2-3: PRELIMINARY PLAT:

(A) Application: The subdivider shall file with the administrator a complete subdivision application containing all required information prior to any official review taking place.

(B) Content Of Preliminary Plat Application: The contents of the preliminary plat and related information shall be in such form as stipulated by the administrator as listed on the official application. Additional information may also be required as deemed necessary by the Administrator.

A completed application shall contain at least the following:

1. A signed application.

2. A preliminary plat drawing of the proposed subdivision, drawn to the specifications, standards and requirements listed on the application.

3. Water modeling results which indicate the new subdivision/development can be developed in a manner that will provide adequate water supply for domestic water and fire protection and

the new subdivision/development will not adversely affect the city's ability to continue to provide adequate domestic water and fire protection to the existing water system users. The cost of the water modeling will be the responsibility of the developer.

4. Sewer treatment modeling results which indicate the new Subdivision/development can be developed in a manner that will provide adequate sewer service and sewer treatment capacity by the city and the new subdivision/development will not adversely affect the city's ability to continue to provide adequate sewer treatment capacity to the existing sewer system users. The cost of the sewer modeling will be the responsibility of the developer.

5. Appropriate information that sufficiently details the compliance of the proposed development with any special development criteria when applicable (see 10-10-XXXX Special Development Subdivisions).

(C) Administrator Review:

1. Certification: Upon receipt of the submitted preliminary plat application, the Administrator, shall review the application for complete information. When the application is deemed complete the date of application acceptance shall be affixed thereon.

2. Review: The Administrator shall receive a written review of the application from the City Engineer prior to any action taken by the Commission. Additionally, the Administrator may require the developer to submit the application materials to other agencies as deemed necessary. Such agencies may include the following:

- a. Other governing bodies having joint jurisdiction;
- b. The appropriate utility companies, irrigation companies or districts and drainage districts;
- c. The superintendent of the school district; and
- d. Other agencies having an interest in the proposed subdivision.

External agencies shall have a time frame of no less than 10 days for submitting written comments from the date of notification.

3. Recommendation: The Administrator shall prepare a recommendation to the Commission and place the item on the next available agenda once all review periods have been completed.

(D) Notification to Property Owners: In addition to posting the property, written notice to the owners of property within 300 feet of the exterior property lines of the project shall be provided. The written notice shall provide

- a. the proposed preliminary plat drawing,
- b. general information concerning the proposal,
- c. a time frame of no less than 10 days for submitting written comments from the date of mailing.

184 (E) Commission Action:

185 1. Consideration by Commission: The Commission shall review the preliminary plat, written
186 comments from concerned persons and agencies, and the report from the Administrator to
187 arrive at a decision on the preliminary plat.

188 A public hearing is not required to consider a preliminary plat.

189 2. Commission's Findings: In determining the acceptance of a proposed subdivision the
190 Commission shall consider the following:

191 a. the Standards and Regulations of this Title;

192 b. general conformance of the subdivision with the Comprehensive Plan;

193 c. the availability of public services to accommodate the proposed development;

194 d. other health, safety or environmental problems that may be brought to the Commission's
195 attention.

196 3. Decision on Preliminary Plat: The Commission may approve, conditionally approve, deny, or
197 table for additional information when acting on the preliminary plat. If tabled, approval or
198 disapproval shall occur at the regular meeting following the meeting at which the preliminary
199 plat is first considered by the Commission.

200 4. Reasoned Decision Required. The reasoned decision shall be stated in writing and provided
201 to the applicant within 30 days of the Commissions action. Upon granting or denying a
202 preliminary plat the Commission shall specify:

203 a. The regulations and standards used in evaluating the application;

204 b. The reasons for approval or denial; and

205 c. The actions, if any that the applicant could take to obtain plat approval.

206 (G) Approval Period: Preliminary plat approvals shall be valid for 24 months from the date of written
207 decision by the Commission, or the recordation date of the preceding phase of development in
208 an approved subdivision.

209 1. The planning commission, upon written request, may grant 2 extensions of 12 months each
210 upon a finding that the preliminary plat complies with current development requirements and
211 all applicable conditions of approval. The commission may apply conditions to the extension
212 to ensure compliance with adopted policies or ordinance changes since the original approval.

213 2. A request for an extension of a preliminary plat approval must be received by the
214 administrator within 45 days after the approval lapse, and must be accompanied by the
215 required fee.

216 3. In any case, at 6 years from preliminary plat approval, any subsequent Final Plat submittal
217 shall follow adopted standards for infrastructure construction at the time of final plat
218 submittal.

10-12-2-4: FINAL PLAT:

(A) Application: After the approval, or conditional approval, of the preliminary plat, the subdivider may file a final plat application for the total parcel, or any part thereof, including the payment of fees to defray the costs and expenses of plan checking all associated documents.

(B) Content Of The Final Plat: The final plat documents shall be in compliance with all items required under title 50, chapter 13 of the Idaho Code, and contain the following:

1. Proof of current ownership of the real property included in the proposed final plat.
2. Substantial conformance with the approved preliminary plat, meeting all requirements or conditions thereof.
3. Conformance with all requirements and provisions of this title.
4. Acceptable engineering practices and local standards established by the City Engineer.
5. Any other pertinent information the administrator, or Council, may deem necessary to arrive at a decision.

(C) Administrator Review:

1. Acceptance: Upon receipt of the final plat, and compliance with all other requirements provided for herein, the administrator, shall certify the application as complete and shall affix the date of acceptance thereon.
2. Substantial Conformance to Preliminary Plat: The administrator shall review the final plat for substantial conformance with the design of approved preliminary plat, and compliance with any conditions of approval.
 - a. If the administrator determines there is substantial difference in the design of the final plat from the approved preliminary plat, then the administrator may require the final plat be submitted to the commission in the same manner as the preliminary plat process.
3. Internal Department Review: The administrator shall transmit the application, and associated documents for review and recommendation to all affected City of Twin Falls Departments. Such review shall include the construction standards of improvements, compliance with health standards, the cost estimate for all improvements, and the legal review of the performance bond if applicable.
4. Submission to The Council: Upon the determination that the final plat is in compliance with the preliminary plat, and all conditional requirements have been met, the administrator shall forward the application for agency review, the final plat on the council consent agenda.

(D) Agency Review: The administrator may transmit copies of the final plat, or other associated documents, for review and recommendation to external agencies as they deem necessary to ensure compliance with the preliminary approval and/or conditions of preliminary plat approval.

External agencies shall have a time frame of no less than 10 days for submitting written comments from the date of notification.

(E) Council Action: Following receipt of the administrator's report, the Council shall consider the conditions of preliminary plat approval, and comments from agencies, to arrive at a decision on the final plat.

The council shall approve, approve conditionally, disapprove or table the final plat for additional information. Upon granting or denying the final plat the council shall specify:

1. The regulations and standards used in evaluating the application;
2. The reasons for approval or denial; and
3. The actions, if any, that the applicant could take to obtain approval.

(G) Final Documents: Prior to recording the final subdivision plat, the subdivider shall submit to the administrator:

1. A copy of the approved plat, satisfying any additional conditions placed by the Council.
2. Approved copies of the Construction Plans and specifications for public infrastructure including but not limited to: streets, water, sewer, stormwater, parks, gravity irrigation and pressure irrigation systems. The city engineer shall establish all applicable standards.

All plans and specifications shall have sufficient detail and written information to accurately locate the proposed improvements in the field and determine their relationship to other improvements.

3. Financial guarantee of improvements pursuant to section 10-12-4-3 of this chapter.
4. An approvable weed management plan.
5. Certification of water and sewer plan approval from the Idaho Department of Environmental Quality.
6. Street and utility plan approval from the appropriate authority (Idaho Transportation Department, Twin Falls Highway District, etc), if applicable.
8. Gravity irrigation system plan approval from the Twin Falls Canal Company, if applicable.
9. An executed City of Twin Falls Improvement Agreement for Developers.
10. Certification of the notice of intent and stormwater pollution prevention plan filed with Idaho DEQ.
11. All water share certificates transferred to the city of Twin Falls equal to one share per gross acre for new residential developments, or such other number of shares as negotiated between the City Council and the developer by separate agreement.

(H) Approval Period: Final plat approvals shall be valid for 24 months from the date of written decision by the City Council.

1. The City Council, upon written request, may grant 2 extensions of 12 months each upon a finding that the Final Plat complies with current development requirements and all applicable conditions of approval. The City Council may apply conditions to the extension to ensure compliance with adopted policies or ordinance changes since the original approval.

2. A request for an extension of a Final plat approval must be received by the administrator within 45 days after the approval lapse and must be accompanied by the required fee.

3. In any case at 6 years from preliminary plat approval, any subsequent Final Plat submittal shall follow adopted standards for infrastructure construction at the time of final plat submittal.

(I) Recording of Final Plat: Upon approval of the final plat, the applicant may proceed to recording the plat through the following process:

1. Pay any outstanding City of Twin Falls fees,
2. Posting of surety bond, or other acceptable guarantee for the public improvements, as outlined within this Title,
3. Providing a final plat mylar which accommodates for the following signatures and restriction:
 - (a). Certification and signature of the city council verifying that the subdivision has been approved;
 - (b). Certification and signature of the city engineer verifying that the subdivision meets the city requirements; and
 - (c). Certification of the sanitation restrictions on the face of the plat per section 50-1326, Idaho Code.

Upon successfully accomplishing the above items the developer may submit the final plat to the county recorder for recording.

10-12-3: PUBLIC INFRASTRUCTURE DESIGN STANDARDS:

10-12-3-1: MINIMUM STANDARDS:

All plats submitted pursuant to the provisions of this title, and all public infrastructure construction plans, shall comply with the minimum design standards set forth herein, or in accordance with supplemental standards provided by the City of Twin Falls, including but not limited to: Idaho Standards for Public Works Construction ("ISPWC": City of Twin Falls revisions), City Infrastructure Design Manual, or other standards approved by the City Engineer.

Standards from any highway district, state highway department, or health agency will govern where that agency has jurisdiction.

10-12-3-2: DEDICATION OF STREETS:

Within any proposed subdivision, arterial and collector streets as shown on a Master Transportation Plan, shall be dedicated to the public in all cases. In general, all other streets shall also be dedicated to public use, unless otherwise approved by the City Council.

10-12-3-3: STREET LOCATION:

Street and road locations shall conform to the following:

- (A) Street Location and Arrangements: All street locations shall conform to the Twin Falls Master Transportation Plan where applicable. Collector streets may contain curvature throughout a development at the discretion of the City Engineer per engineering standards and best practices. However, such trafficways shall maintain the city wide grid type pattern for connectivity as close to one-fourth of a mile as is reasonably feasible.

(B) Stub Streets: Where adjoining areas are undeveloped, new subdivisions shall be designed and constructed to make provisions for the future extension of streets into adjacent areas. Temporary cul-de-sacs may be required at the discretion of the City Engineer.

(C) Relation to Topography: Streets shall be arranged in proper relation to topography so as to result in usable lots, safe streets and acceptable gradients.

(D) Alleys: Alleys shall be provided in multi-dwelling or commercial subdivisions unless other provisions are made for service access and off-street loading and parking. Dead end alleys shall be prohibited in all cases.

(E) Cul-De-Sac Streets: Cul-de-sac streets shall not be more than 500 feet in length and shall terminate with an adequate turnaround having a minimum radius per the current City of Twin Falls Standards.

(F) Half Streets: Half streets shall be prohibited, unless required by condition of approval by the Planning Commission or City Council through the Platting process.

(G) Private Streets: Private streets shall be constructed to the local road standard as listed in ISPMC.

(H) Private Reserve Strips: Privately held reserve strips (aka spite strips) controlling access to public streets shall be prohibited.

10-12-3-4: STREET SPECIFICATIONS:

(A) Right Of Way Widths: Right of way widths shall conform to the adopted plans or standards of the City.

(B) Street Grades: Street grades shall not exceed ten percent (10%) on either local or collector streets and six percent (6%) for arterial streets. Minimum street grades shall be four-tenths percent (0.4%).

(C) Street Alignment: Street alignment shall be as follows:

1. Horizontal alignment: Shall be in accordance with section [10-12-3-13](#) of this chapter.

2. Vertical alignment: Minimum stopping sight distances shall be two hundred feet (200') for minor streets and designed in accordance with design speed for collector and arterial streets.

10-12-3-5: STREET NAMES:

The naming of streets shall conform to the following:

(A) Street names shall not duplicate any existing name within the limits of this title except where a new street is a continuation of an existing street. Street names if spelled differently but sound the same as existing streets shall not be used.

(B) All new streets shall be named as follows: Streets having predominantly north-south direction shall be named "street" or "way"; streets having a predominantly east-west direction shall be named "avenue" or "road"; meandering streets shall be named "drive", "lane", "path" or "trail" and cul-de-sacs shall be named "circle", "court" and "place".

(C) When any new subdivision contains any street which is a continuation of any street, such new street shall take the name of such existing street. No new street shall be given the similar name of any existing street. The City Engineer shall have the power to change the name of any street on any map or plat submitted to make such map or plat conform to the provisions of this section.

10-12-3-6: INTERSECTIONS:

(A) Angle of Intersection: Streets shall intersect at ninety degrees (90°) or as closely thereto as possible, and in no case shall streets intersect at less than eighty degrees (80°).

(B) Sight Triangles: Minimum clear sight distance at all street intersections shall permit vehicles to be visible to the driver of another vehicle when each is one hundred feet (100') from the center of the intersection. The City Engineer may increase this distance where reasonable based on situational circumstances. See also section [9-9-16](#) of this code.

(D) T Intersections: T intersections may be used at the discretion of the City Engineer.

(E) Centerline Off Sets: Street centerlines shall be offset by a distance of at least 300 feet on arterials, and 150 feet on all others.

(F) Vertical Alignment of Intersection: A nearly flat grade with appropriate drainage slopes is desirable within intersections. This flat section shall be extended a minimum of one hundred feet (100') each way from the intersection. An allowance of two percent (2%) maximum intersection grade.

10-12-3-7: PATHWAY CONNECTIONS:

Right of way for pathway connections in the middle of long blocks, and at the terminus of cul-de-sacs, may be required to ensure non-motorized circulation routes to schools, parks, or for the general welfare of a robust public sidewalk/trail network.

Pathway easements shall be no less than 15 feet wide, and contain a paved walkway at least 10 feet wide.

Additional landscaping and safety features may be required within the pathway connection at the discretion of the administrator, including but not limited to lighting, bollards, gates, etc.

10-12-3-8: UTILITY AND DRAINAGE WAY EASEMENTS:

(A) Unobstructed utility easements shall be provided along front lot lines. Additional utility easements for rear lot lines and side lot lines may be approved when necessary at the discretion of the City Engineer.

Minimum utility easement size is 15 feet, or 6 feet from edge of pipe, whichever is greater.

(B) Unobstructed drainageway easements shall be provided at the discretion of the City Engineer.

10-12-3-9: LOT SIZE:

Lot sizes and dimensions shall conform to the minimum requirements of the applicable zoning district.

Sufficient Lot Size for Septic Tank: Where individual septic tanks have been authorized, sufficient lot size shall be provided for a replacement drain field.

10-12-3-10: PARKS AND STORMWATER RETENTION/DETENTION:

No plat shall be approved unless it includes provision stormwater retention/detention.

A) Construction Standards: Stormwater Retention/Detention areas shall meet the standards found in City of Twin Falls revisions to ISPWC (Idaho Standard for Public Works Construction) and The City of Twin Falls Parks Department Landscape and Irrigation Specifications.

B) Dedication and Maintenance: All stormwater retention/detention facilities shall be dedicated to the city upon completion and acceptance of all required improvements. Irrevocable Restrictive Covenants for each development shall be required in order to provide the City the right to add a fee to the City Utility bill of each account within the development, for the purpose of maintaining stormwater facilities.

10-12-3-11: RESTRICTIVE COVENANTS:

Restrictive covenants may be prepared and recorded as part of a subdivision. This is done to provide protection to future property owners by establishing higher standards than required under other regulations. The provisions within protective covenants are enforceable through civil action and local governments shall not be required to enforce these provisions.

10-12-3-13: RIGHT OF WAY and other Public Way REQUIREMENTS:

	Local (In Feet)	Collector (In Feet)	Arterial (In Feet)
Min Row Width	50	78	92
Min Tangent Length	100	250	500
Min Centerline Radius	100	250	500
Multi-Use Path Width	15	15	15
Minimum cul-de-sac:			
Diameter	110	NA	NA

10-12-4: PUBLIC INFRASTRUCTURE CONSTRUCTION STANDARDS:

10-12-4-1: RESPONSIBILITY FOR PLANS:

It shall be the responsibility of the subdivider of every proposed subdivision to have prepared by an active licensed engineer, a complete set of construction plans, including profiles, cross sections, specifications and other supporting data, for all required public streets, utilities and other facilities.

Such construction plans shall be based on preliminary plans which have been approved with the preliminary plat, and shall be prepared in conjunction with the final plat. Construction plans are subject to approval by the responsible public agencies. All construction plans shall be prepared in accordance with the public agencies' standards or specifications.

10-12-4-2: REQUIRED IMPROVEMENTS:

Every subdivider shall be required to install the following improvements in accordance with the conditions and specifications as follows:

(A) Monuments: Monuments shall be required as per Idaho Code.

(B) Streets And Alleys: All streets and alleys shall be constructed in accordance with the standards and specifications adopted by the City Engineer.

(C) Curbs And Gutters: Curbs and gutters shall be constructed on all streets.

All construction shall be in accordance with the standards and specifications adopted by the City Engineer.

(D) Bicycle Pathways: A bicycle pathway shall be provided within all subdivisions, as part of the public right of way or separate easement, as may be specified in an overall bicycle plan as adopted by the council or the Comprehensive Plan (including associated chapters/plans).

(E) Installation Of Public Utilities: Underground utilities shall be required in all new subdivisions.

Existing power utilities or new large transmission lines shall not be required to be buried.

(F) Driveways: All driveway openings in curbs shall be as specified by the City Engineer, highway district or state highway department; whichever entity has jurisdiction.

(G) Storm Drainage: Refer to [section 10-11-8](#) of this title for drainage requirements.

(H) Public Water Supply, and Sewer Systems: All new public water supply, or sewer systems shall be an extension of an existing public system.

(I) Fire Hydrants and Water Mains: Adequate fire protection shall be required in accordance with standards established by the City Engineer; or the Fire Marshal per National Fire Protection Agency Standards.

(J) Street Name Signs: Street name signs shall be installed in the appropriate locations at each street intersection in accordance with the local standards set forth by the City Engineer.

- 488 (K) Sidewalks and Pedestrian Walkways: Sidewalks shall be required on both sides of the street,
489 and located within Right-of-Way.
490
491 Sidewalks, crosswalks, and Pedestrian Walkways shall be constructed in accordance with the
492 standards and specifications as adopted by the City Engineer.
- 493 (L) Mailboxes: Mailbox locations shall conform to ISPWC, or U.S. Postal Service standards, and not
494 impede traffic or pedestrian flow.
- 495 (M) Greenbelt: Greenbelts or landscaping screening may be required for the protection of residential
496 properties from adjacent major arterial streets, waterways, railroad rights of way or other features
497 as required by the Commission or Council. Subdivision plats shall show the location of any
498 greenbelt areas.
- 499 (N) Street Luminaires: Luminaires shall be required to be installed at intersections
500 throughout the subdivision in accordance with the local standards set forth by the
501 City Engineer.
- 502 (O) Arterial and Collector Street Landscape Buffer and Detached Sidewalk Placement: Landscaping
503 and sidewalk placement is required adjacent to arterial and collector streets. The developer shall
504 install a 6 foot landscape area with ground cover and trees immediately behind the curb line,
505 followed by a 6 foot sidewalk. The landscaping area shall contain ground cover, trees, and an
506 adequate watering system.
- 507 The ground cover and trees shall meet the Landscaping Chapter of this Title (See Code 10-6). The
508 water system shall follow the Landscaping and Irrigation Specifications set forth by the Parks
509 Director.
- 510 This common landscape area may be maintained by the City only when funded through a fee added
511 to the water bill of each account within the development through irrevocable restrictive covenants
512 recorded upon each development.
- 513 Alternative landscaping, including trees and ground cover, may be approved by the Parks Director.
- 514 (P) Pressure Irrigation System:
- 515 1. The use of the city's potable water supply as the primary source of irrigation water in all new
516 developments shall be prohibited. For purposes of this subsection, the term "new
517 development" means any new subdivision or ZDA, or any development of any parcel of land
518 1 acre or larger that is not part of a subdivision or ZDA.
- 519 2. All new developments shall include an operating pressure irrigation system constructed to city
520 standards and approved by the City Engineer. Developers shall connect to or construct a
521 regional pump station. The pressure irrigation system shall be operational prior to the first
522 building permit being issued for that station's service area.
- 523 3. One share of Twin Falls Canal Company water for each acre of property within the subdivision
524 shall be transferred to the city before the filing of the final plat.

4. The City Engineer may authorize relief from the requirement of a pressure irrigation system, owing to special conditions, where a literal enforcement of the provisions of this subsection would result in unnecessary hardship.

a. Special conditions may include, but are not limited to, small developments in terms of acreage, developments without viable access to irrigation water delivery, or developments without Twin Falls Canal Company water shares.

b. The City Engineer shall not authorize relief from the requirement of an operating pressure irrigation system unless an alternate provision has been approved by the City Engineer. Alternates may include, but shall not be limited to, required xeriscaping (i.e., landscaping in ways that do not require supplemental irrigation), payment of an in-lieu fee equal to the estimated cost of construction of an operating pressure irrigation system (including land acquisition), or some combination of these or other acceptable options.

(Q) Special Features: All other special features or items as presented or conditioned by the Commission or Council during the approval process.

10-12-4-3: GUARANTEE OF COMPLETION OF IMPROVEMENTS:

(A) Conditional Approval of Final Plat: the approval of all final subdivision plats shall be conditioned on the accomplishment of one of the following:

(1). The construction of improvements required by this title shall have been completed by the subdivider and approved by the city engineer.

(2). Surety acceptable to the council shall have been filed in the form of a cash deposit, certified check, negotiable bond, irrevocable bank letter of credit or surety bond.

(B) Financial Guarantee Arrangements: In lieu of the actual installation of required public improvements before recording of the final plat, the City Engineer may permit the subdivider to:

(1) execute a trust and escrow agreement and record a notice prohibiting the sale of an undeveloped lot, or

(2) provide a financial guarantee of performance as agree to between the developer and the City Council through the "Improvement Agreement for Developers".

(C) Inspection Of Public Improvements Under Construction shall follow the process outlined within the Improvement Agreement for Developers. This agreement shall be executed prior to recording the final plat.

(D) Failure To Complete Construction: In the event the subdivider fails to complete such work within the time period written in the agreement, it shall be the responsibility of the Council to proceed to have such work completed.

The council shall reimburse itself for the cost and expense thereof by appropriating the financial guarantee, or they may take such steps as may be necessary to require performance by the bonding or surety company, as included in a written agreement between the council and the subdivider.

10-12-5: SPECIAL DEVELOPMENT SUBDIVISIONS:

10-12-5-1: PURPOSE:

The purpose of this section is to identify various types of developments that normally pose special concerns when reviewing and acting upon subdivision requests. This section outlines the plan submittal requirements and design standards that shall be taken into consideration when acting on special developments. The provisions of this section are in addition to the plan requirements, design standards and improvement standards that are required by sections 10-12-2, 10-12-3 and 10-12-4 of this chapter.

10-12-5-2: CONDOMINIUM SUBDIVISIONS:

Condominium developments shall be subject to requirements set forth in this title and also subject to all provisions herein contained.

Condominium subdivisions do not require a preliminary plat.

(A) Allowances: Developments complying with Idaho Statute XX-XX-XX are permitted to apply for a condominium subdivision.

(B) Site Development Plan: The developer shall provide the commission with a colored rendering of adequate scale to show the completed development that will include at least the following where applicable:

(1). Architectural style and building design.

(2). Building materials and color.

(3). Landscaping.

(4). Screening.

(5). Solid waste areas.

(6). Parking.

(7). Open space.

(8). Any other items deemed appropriate by the Administrator to adequately depict the development.

(C) Owners' Association: The Owners' association bylaws and other similar deed restrictions, which provide for the control and maintenance of all common areas, recreation facilities or open space shall meet with the approval of the council. Any and all powers as specified in such agreements may also be assigned to the council and the city may elect to accept said powers for the purpose of assessing property for delinquencies and enforcement of motor vehicle regulations to protect the best interests of the owners involved and of the general public.

(D) Storage Areas: Storage areas shall be provided for the anticipated needs of boats, campers and trailers. For typical residential development, two hundred (200) square feet shall be provided every two (2) living units. This may be reduced by the Council if there is a showing that the needs of a particular development are less.

(E) Parking Space: One additional parking space beyond that which is required by [Chapter 10](#) of this Title may be required for every three (3) dwelling units to accommodate visitor parking.

(F) Maintenance Building: A maintenance building may be provided by the developer, size and location to be suitable for the service needs that are necessary for the repair and maintenance of all common areas.

(G) Open Space: The location of open space shall be appropriate to the development and shall be of such shape and area to be usable and convenient to the residents of the development.

(H) Control During Development: Single ownership or control during development shall be required and a time limit may be imposed to guarantee the development is built and constructed as planned.

(I) Storm Drainage: Refer to Section [10-11-8](#) for additional drainage requirements.

10-12-5-6: PLANNED TOWNHOME SUBDIVISION:

Planned townhome subdivision developments shall be subject to requirements set forth in this Title and also subject to all provisions contained herein.

(A) Allowances: See [Chapter 4](#) of this Title. Except for side yard and lot area requirements which are as specified below.

(B) Site Development Plan: The developer shall provide the Commission with the following:

(1). Plat Map with building envelopes.

(2). Common wall agreement detailing the specifics of ownership and maintenance for the common walls between buildings.

(3). Maintenance Easements, where applicable, must be shown on the plat.

(4) Other common area easements and owners association documents, if applicable.

(C) Requirements:

1. Lot Area: No minimum, the project shall not have more density than the base Zoning District for single family homes.

(Example: [TN2 District = 4000 sq ft per single family home. Townhome subdivision in the TN2 District of 1 acre: 43560 / 4000 = 10 Total townhomes within that project.](#))

2. Front Yard: Same as in Chapter 2 of this title as specified in each zone.

a. Platted Common Area may be used to satisfy this setback requirements.

3. Rear Yard: Same as in Chapter 2 of this title as specified in each zone.

a. Platted Common Area may be used to satisfy this setback requirements.

4. Zero Side Yard: The zero side yard shall not be adjacent to a public or private right of way.

5. Windows: No window shall be placed on the zero lot line.

6. Projections: No portion of the dwelling or architectural projections other than rain gutters may project over any property lines.

7. Blocks of townhomes shall have a maximum of number of lots as listed in 10-4-10 (C).

(D) Storm Drainage: Refer to section [10-11-8](#) of this title for additional drainage requirements.

10-12-5-7: CEMETERY SUBDIVISION:

(A) Function: The developer shall provide the commission with written documentation that will sufficiently explain the functions of the proposed cemetery for either human or animal remains.

(B) Compliance With Idaho Code: The developer shall submit a written statement that has been prepared by an attorney that adequately assures the compliance of the proposed cemetery with the procedural management requirements that are outlined in title 27, Idaho Code.

(C) Storm Drainage: Refer to section [10-11-8](#) of this title for additional drainage requirements.

10-12-5-8: SUBDIVISION WITHIN A FLOODPLAIN:

(A) Flood Areas: For any proposed subdivision that is located within a floodplain, the developer shall provide the commission with a development plan of adequate scale and supporting documentation that will show and explain at least the following:

1. Location of all planned improvements.

2. Location of the floodway and the floodway fringe as shown on the FEMA flood insurance rate map and flood insurance study referenced in subsection [10-11-9\(C\)](#) of this title or as established by engineering studies and approved by the city engineer.

3. Location of the present water channel.

4. Any planned rerouting of waterways.

5. All major drainageways.

6. Areas of frequent flooding.

7. Means of floodproofing buildings.

8. Means of insuring loans for improvements within the floodplain.

9. For subdivisions of fifty (50) or more lots or of five (5) acres of area or more, base flood elevations where flood elevation data has not been established.

10. Storm drainage: Refer to section [10-11-8](#) of this title for additional drainage requirements.

New construction and substantial improvements of residential structures within the floodplain shall meet the requirements of subsection [10-11-9\(E\)2a](#), "Residential Construction", of this title.

(B) Justification For Development: Upon the determination that buildings are planned within the floodplain or that alterations of any kind are anticipated within the floodplain area that will alter the flow of water, the developer shall demonstrate conclusively to the commission that such development will not present a hazard to life, limb or property and will not have adverse effects on the safety, use or stability of a public way or drainage channel or the natural environment.

No subdivision or part thereof shall be approved if levees, fills, structures or other features within the proposed subdivision will individually or collectively significantly increase flood flows, heights or damages. If only part of a proposed subdivision can be safely developed, the council shall limit development to that part and shall require that development proceed consistent with that determination.

The subdivision shall be reviewed to assure that:

1. All such proposals are consistent with the need to minimize flood damage;

2. All public utilities and facilities, such as sewer, gas, electrical and water systems are located and constructed to minimize or eliminate flood damages;

3. All necessary state and federal permits required for the development have been received pursuant to FEMA [chapter 1](#), part 60, subpart 60.3(a)(2);

4. All subdivision proposals shall have adequate drainage provided to reduce exposure to flood damage;

5. Where base flood elevation data has not been provided or is not available from another authoritative source, it shall be generated by the developer for subdivision proposals and other proposed developments which contain at least fifty (50) lots or five (5) acres, whichever is less;

6. New or replacement water supply systems and/or sanitary sewage systems shall be designated to minimize or eliminate infiltration of floodwaters into the systems and discharges from the systems into floodwaters, and require on site waste disposal systems to be located so as to avoid impairment of such systems or contamination from such systems during flooding;

7. In new or substantially improved manufactured home parks or manufactured home subdivisions:

a. Stands or lots are to be elevated on compacted fill or pilings so that the lowest floor of the manufactured home is above the base flood level.

b. Adequate lot surface drainage and access for a tractor are to be provided.

715 c. In the instance of elevation on pilings, lots are to be large enough to permit steps, piling
716 foundations are to be placed in stable soil no more than ten feet (10') apart and
717 reinforcement is to be provided for pilings more than six feet (6') above the ground level.

718 **10-12-5-9: SUBDIVISION WITHIN AN AREA OF CRITICAL CONCERN:**

719 Hazardous or unique areas may be designated as an area of critical concern by the council or
720 by the state.

721 Special consideration shall be given to any proposed development within an area of critical
722 concern to assure that the development is necessary and desirable and in the public interest in
723 view of the existing unique conditions. Hazardous or unique areas that may be designated as
724 areas of critical concern are as follows:

725 Avalanche paths

726 Earthquake locations

727 Floodplain

728 Historical significance

729 Scenic areas

730 Unique animal life

731 Unique plant life

732 Unstable soils and rock formations

733 Other areas of critical concern

734 (A) Plan Submission: The developer shall prepare and submit an environmental assessment
735 along with the preliminary plan application for any development that is proposed within an area
736 of critical concern.

737 (B) Content Of Local Environmental Assessment: The content of the environmental
738 assessment shall usually be prepared by an interdisciplinary team of professionals that shall
739 provide answers to the following questions:

740 1. What changes will occur to the area of environmental concern as a result of the
741 proposed development?

742 2. What corrective action or alternative development plans could occur so as not to
743 significantly change the area of environmental concern?

744 3. What changes in the area of environmental concern are unavoidable?

745 4. What beneficial or detrimental effects would the development have on the environment
746 such as animal life, plant life, social concerns, economic conditions, noise, audio and visual
747 conditions?

748 5. Storm drainage: Refer to section [10-11-8](#) of this title for additional drainage
749 requirements.

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CHAPTER 12

GENERAL SUBDIVISION PROVISIONS

SECTION:

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10-12-5-2: Hillside Or Canyon Rim Subdivision (Rep. by Ord. 2466, 2-6-1995)

10-12-5-3: Condominium Subdivisions

10-12-5-4: Mobile Home Subdivision (Rep. by Ord. 2140, 3-18-1985)

10-12-5-5: Large Scale Development Subdivision

10-12-5-6: Planned Zero Lot Line Subdivision

10-12-5-7: Cemetery Subdivision

10-12-5-8: Subdivision Within A Floodplain

10-12-5-9: Subdivision Within An Area Of Critical Concern

10-12-1: GENERAL SUBDIVISIONS PROVISIONS:

10-12-1-1: AUTHORITY:

These regulations are authorized by Title 50, Chapter 13 of the Idaho Code; Title 67, Chapter 65 of the Idaho Code; and Article 12, Section 2 of the Idaho Constitution, as amended or subsequently codified.

10-12-1-2: PURPOSE:

The purpose of these regulations is to promote the public health, safety and general welfare, and to provide for:

- (A) The harmonious development of the area;
- (B) The coordination of streets and roads within the subdivision with other existing or planned streets and roads;
- (C) Adequate open space for travel, light, air and recreation;
- (D) Adequate transportation, water drainage and sanitary facilities;
- (E) The avoidance of scattered subdivision of land that would result in either of the following:
 - 1. The lack of water supply, sewer service, drainage, transportation or other public services; and
 - 2. The unnecessary imposition of an excessive expenditure of public funds for the supply of such services.
- (F) The requirement as to the extent and the manner in which:
 - 1. Roads shall be created and improved; and
 - 2. Water and sewer and other utility mains, piping connections or other facilities shall be installed.
- (G) The manner and form of making and filing of any plat; and
- (H) The administration of these regulations by defining the powers and duties of approval authorities.

10-12-1-3: JURISDICTION:

These regulations shall apply to the subdividing of land within the corporate limits of the City including the property within one mile outside the corporate limits thereof. They shall also apply to the "area of impact" as established by agreement between the City and County in conformance with State law ¹.

Notes

- ¹ 1. I.C. 67-6526.

10-12-1-4: INTERPRETATION:

All subdivisions as herein defined shall be submitted for approval by the Council and shall comply with the provisions of these regulations. These regulations shall supplement all other regulations, and where at variance with other laws, regulations, ordinances or resolutions, the more restrictive requirements shall apply.

10-12-1-5: ADMINISTRATION:

The administration of this Title shall be conducted by the Administrator¹. The Administrator shall be appointed by the City Manager and the appointment shall be ratified by the Council.

Notes

- ¹ 1. See Section 10-17-1 of this Code.

10-12-2: PROCEDURE FOR SUBDIVISION APPROVAL:

10-12-2-1: SUBDIVISION APPROVAL REQUIRED:

Any person desiring to create a subdivision as herein defined shall submit all necessary applications to the Administrator on forms as provided by the City. No final plat shall be filed with the County Recorder or improvements made on the property until the plat has been acted upon by the Planning and Zoning Commission ¹ as approved by the Council. No lots shall be sold until the plat has been recorded in the office of the County Recorder.

Notes

- ¹ 2. See Section 10-17-2 of this Code.

10-12-2-2: PRE-APPLICATION:

- (A) Application: The subdivider shall submit a pre-application to enable the Administrator to review and comment on the

proposed subdivision. The pre-application shall include at least one copy of a sketch plan. The sketch plan shall include the entire developmental scheme of the proposed subdivision, in schematic form and include the following:

1. The general layout and approximate dimensions of streets, blocks and lots in sketch form;
2. The existing conditions and characteristics of the land on and adjacent to the proposed subdivision site; and
3. The areas set aside for schools, parks and other public facilities.

(B) Fee: None required.

(C) Administrator Action: The Administrator shall notify the subdivider within fifteen (15) days from the date of receiving an acceptable pre-application as to the general conformance or nonconformance of the proposal with this Title, and shall provide the necessary forms and check lists, as well as the additional following consideration:

1. Compliance of the proposed development with existing local or state policies, goals and objectives or comprehensive plans;
2. Determination if additional special permits or ordinance conflicts, such as rezone, special development permit or variance are needed and the manner of coordinating such permits;
3. Consideration of any unique environmental features or hazardous concerns that may be directly or indirectly associated with the subject property, such as areas that have been designated as areas of critical environmental concern, unique plant or animal life and floodplains; and
4. Consideration of other local and state agencies that the subdivider should contact before preparing a preliminary plat. (Ord. 2012, 7-6-1981)

10-12-2-3: PRELIMINARY PLAT:

(A) Application: The subdivider shall file with the administrator a complete subdivision application form and preliminary plat date as required in this title.

(B) Combining Preliminary And Final Plats: The applicant may request that the subdivision application be processed as both a preliminary and final plat if all the following exist:

1. The proposed subdivision does not exceed ten (10) lots;
2. No new street dedication or street widenings are involved;
3. No major special development considerations are involved, such as development in a floodplain or a hillside development; and
4. All required information for both preliminary and final plat is complete and in an acceptable form.

A request to combine both preliminary plat and final plat into one application shall be acted upon by the commission after receiving a recommendation by the administrator. (Ord. 2012, 7-6-1981)

(C) Content Of Preliminary Plat: The contents of the preliminary plat and related information shall be in such form as stipulated by the commission; however, additional maps or data as deemed necessary by the administrator may also be required.

The subdivider shall submit to the administrator at least the following:

1. Ten (10) copies of the preliminary plat of the proposed subdivision, drawn in accordance with the requirements hereinafter stated; each copy of the preliminary plat shall be on good quality paper, shall be drawn to a scale of not less than one inch equals one hundred feet (1" = 100'), shall show the drafting date and a north arrow.
2. A written application requesting approval of the preliminary plat. (Ord. 2620, 8-2-1999)
3. Appropriate information that sufficiently details the proposed development within any special development area, such as hillside, zoning development agreement, floodplain, cemetery, mobile home, large scale development, hazardous and unique areas of development. (Ord. 3082, 12-8-2014)
4. To ensure adequate water supply to each new subdivision/development, all subdivision/development preliminary plat applications to the city will include water modeling results which indicates the new subdivision/development can be developed in a manner that will provide adequate water supply for domestic water and fire protection and the new subdivision/development will not adversely affect the city's ability to continue to provide adequate domestic water and fire protection to the existing water system users.
5. To ensure adequate sewer treatment service by the city, each subdivision/development preliminary plat application to the city will include sewer service treatment modeling results which indicates the new subdivision/development can be developed in a manner that will provide adequate sewer service and sewer treatment capacity by the city and the new subdivision/development will not adversely affect the city's ability to continue to provide adequate sewer treatment capacity to the existing sewer system users.
6. The cost of the water and sewer modeling will be the responsibility of the developer. (Ord. 2620, 8-2-1999)

(D) Requirement Of Preliminary Plats: The following shall be shown on the preliminary plat or shall be submitted

separately together with any other pertinent information requested by the administrator:

1. The name of the proposed subdivision, which does not duplicate the name of any other subdivision in Twin Falls County.
2. The names, addresses and telephone numbers of the subdividers, the engineer or surveyor who prepared the plat, and any other professional persons involved in the subdivision.
3. The names and addresses of all surrounding property owners both adjacent to and beyond any public thoroughfares from the subject property on record in the County Assessor's office.
4. The legal description of the subdivision by section, township and range.
5. A statement of the intended use of the proposed subdivision, such as: residential single-family, two-family and multiple housing, commercial, industrial, recreational or agricultural and a showing of any sites proposed for parks, playgrounds, schools, churches or other public uses.
6. A map of the entire area scheduled for development if the proposed subdivision is a portion of a larger holding intended for subsequent development.
7. A vicinity map showing the relationship of the proposed plat to the surrounding area (covering at least a 4 square mile area).
8. The land use and existing zoning of the proposed subdivision and the adjacent land.
9. Existing streets, street names, rights of way and roadway widths, including adjoining streets or roadways, along with type of surface and the existence of any curb-gutter and/or sidewalks.
10. Approximate location and length of the boundary lines of each lot, parcel or site and the proposed lot and block numbers. Approximate acreage enclosed by subdivision.
11. Contour lines, shown at five foot (5') intervals where land slope is greater than twenty percent (20%) and at two foot (2') intervals where land slope is twenty percent (20%) or less, referenced to an established bench mark of the City vertical control system, including its location and elevation.
12. A site report as required by the appropriate health district where individual wells or septic tanks are proposed.
13. Location, size and direction of flow of all existing utilities, including, but not limited to, storm and sanitary sewers, irrigation laterals, ditches, drainages, bridges, culverts, water mains, fire hydrants, gas lines, power, telephone and streetlights. If utilities are not on or adjacent to the property, indicate direction and distance to nearest ones that can serve the subdivision.
14. A copy of any proposed restrictive covenants and/or deed restrictions.
15. Any dedications to the public and/or easements both public and private, together with a statement of location, dimensions and purpose of such on both, the subject property and surrounding properties.
16. Any additional required information for special developments as specified in this Title .
17. A statement as to whether or not any variance will be requested with respect to any provision of this Title describing the particular provision, the variance requested, and the reasons therefor.
18. Location, right-of-way width and name of all public or private traffic ways, the location, right-of-way width and use of any proposed public or private pedestrianways or special ways, and a statement of intended improvements to be made thereto.
19. A statement as to what improvements will be made to existing utilities and what other on-site improvements will be made.
20. Approximate lot corner and easement locations of all adjacent subdivisions. (Ord. 2012, 7-6-1981)
21. Location, size and direction of flow of all drainage, irrigation, sewer and water line improvements which will be part of the subdivision development. (Ord. 2570, 11-17-1997)
22. For additional drainage requirements see Section 10-11-8 of this Title. (Ord. 2481, 5-1-1995)

(E) Fees: A fee for processing and checking a preliminary plat shall be due at the time upon submittal of the preliminary plat to the Administrator. The amount of the fee shall be established by resolution of the Council. (Ord. 2012, 7-6-1981)

(F) Administrator Review:

1. Certification: Upon receipt of the preliminary plat, and all other required data as provided for herein, the Administrator, after review by the City Engineering Department, shall certify the application as complete and shall affix the date of application acceptance thereon. He shall, thereafter, place the preliminary plat on the agenda for consideration at the next regular meeting of the Commission. One copy of the preliminary plat shall be delivered by the subdivider to each member of the Commission at least five (5) days prior to the meeting for plat consideration.

2. Review By Other Agencies: The Administrator shall refer the preliminary plat and application to as many agencies as

deemed necessary. Such agencies may include the following:

- a. Other governing bodies having joint jurisdiction;
- b. The appropriate utility companies, irrigation companies or districts and drainage districts;
- c. The superintendent of the school district; and
- d. Other agencies having an interest in the proposed subdivision.

3. Recommendation: Upon expiration of the time allowance for department and agency review, the Administrator shall prepare a recommendation to the Commission. (Ord. 2620, 8-2-1999)

(G) Notification To Property Owners: The subdivider shall certify to the Administrator that he has notified all adjoining property owners of the proposed subdivision. Such written notification shall be mailed at least ten (10) days prior to the Commission meeting.

(H) Commission Action:

1. Hearing By Commission: The Commission shall review the preliminary plat, comments from the concerned persons and agencies and the report from the Administrator to arrive at a decision on the preliminary plat.

2. Commission's Findings: In determining the acceptance of a proposed subdivision the Commission shall consider the objectives of this Title and at least the following:

- a. The conformance of the subdivision with a Comprehensive Plan;
- b. The availability of public services to accommodate the proposed development;
- c. The continuity of the proposed development with the capital improvement program;
- d. The public financial capability of supporting services for the proposed development; and
- e. The other health, safety or environmental problems that may be brought to the Commission's attention.

3. Action On Preliminary Plat: The Commission may approve, conditionally approve, disapprove or table for additional information when acting on the preliminary plat. If tabled, approval or disapproval shall occur at the regular meeting following the meeting at which the plat is first considered by the Commission. The action, and the reasons for such action shall be stated in writing by the Administrator and forwarded to the applicant. The Administrator shall also forward a statement of the action taken and the reasons for such action together with a copy of the preliminary plat to the Council for its information and record. Upon granting or denying a preliminary plat the Commission shall specify:

- a. The regulations and standards used in evaluating the application;
- b. The reasons for approval or denial; and
- c. The actions, if any that the applicant could take to obtain plat approval.

4. Action On Combined Preliminary And Final Plat: If the Commission's conclusion is favorable to the subdivider's request for the subdivision to be considered as both a preliminary plat and final subdivision, then a recommendation shall be forwarded to the Council in the same manner as herein specified for a final plat. The commission may recommend that the combined application be approved, approved conditionally or disapproved. (Ord. 2012, 7-6-1981)

(I) Approval Period:

1. Failure to file and obtain the certification of the acceptance of the final plat application by the administrator within two (2) years after action by the commission shall cause all approvals of said preliminary plat to be null and void, unless an extension of time is applied for by the subdivider and granted by the commission. Only one extension may be granted by the commission for a term of two (2) years.

2. In the event that the development of the preliminary plat is made in successive contiguous segments in an orderly and reasonable manner, and conforms substantially to the approved preliminary plat, such segments, if submitted within successive intervals of two (2) years may be considered for final approval without resubmission for preliminary plat approval. (Ord. 3006, 7-25-2011)

Notes

- ¹ 1. See Section 10-12-5 of this Chapter.

10-12-2-4: FINAL PLAT:

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

(B) Content Of The Final Plat: The final plat shall include and be in compliance with all items required under title 50,

chapter 13 of the Idaho Code and shall be drawn at such a scale and contain lettering of such size as to enable the same to be placed on one sheet of eighteen inch by twenty seven inch (18" x 27") stable base drafting film with a minimum base thickness of three thousandths inches (0.003"). The plat shall have a three inch (3") margin at the left for binding and a one-half inch ($\frac{1}{2}$ ") margin on all other sides. No part of the drawing shall be nearer than one-half inch ($\frac{1}{2}$ ") to the margins. The reverse of said sheet shall not be used. If, because of the size or complexity, required information cannot be shown, additional sheets may be used, provided they conform to this chapter. The final plat shall include at least the following:

1. A written application for approval of such final plat as stipulated by the commission.
2. Proof of current ownership of the real property included in the proposed final plat.
3. Such other information as the administrator or commission may deem necessary to establish whether or not all proper parties have signed and/or approved said final plat.
4. Conformance with the approved preliminary plat and meeting all requirements or conditions thereof.
5. Conformance with all requirements and provisions of this title.
6. Acceptable engineering practices and local standards established by the administrator. (Ord. 2391, 8-17-1992)

(C) Fees: At the time of submission of an application for a final plat, a fee as established by resolution of the council shall be paid. (Ord. 2012, 7-6-1981)

(D) Administrator Review:

1. Acceptance: Upon receipt of the final plat and compliance with all other requirements as provided for herein, the administrator, after review by the city engineering department, shall certify the application as complete and shall affix the date of acceptance thereon.
2. Resubmittal Of Final Plat: The administrator shall review the final plat for compliance with the approved or conditionally approved preliminary plat. If the administrator determines that there is substantial difference in the final plat than that which was approved as a preliminary plat or conditions which have not been met, the administrator may require that the final plat be submitted to the commission in the same manner as required in the preliminary plat process.
3. Submission To The Council: Upon the determination that the final plat is in compliance with the preliminary plat and all conditional requirements have been met, the administrator shall place the final plat on the council agenda at the next regular meeting. (Ord. 2620, 8-2-1999)

(E) Agency Review: The administrator may transmit one copy of the final plat, or other documents submitted, for review and recommendation to the departments and the agencies as he deems necessary to ensure compliance with the preliminary approval and/or conditions of preliminary approval. Such agency review shall also include the construction standards of improvements, compliance with health standards, the cost estimate for all improvements and the legal review of the performance bond.

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

1. The regulations and standards used in evaluating the application;
2. The reasons for approval or denial; and
3. The actions, if any, that the applicant could take to obtain approval. (Ord. 2012, 7-6-1981)

(G) Plans And Specifications: Prior to recording the final subdivision plat, the subdivider shall submit to the administrator:

1. Approved copies of the final plans and specifications for streets, water, sewer, stormwater, parks, gravity irrigation and pressure irrigation systems. All plans and specifications shall have sufficient detail, written information, vertical and horizontal dimensions to accurately locate the proposed improvements in the field and determine their relationship to other improvements. The city engineer shall establish standards.
2. Financial guarantee of improvements pursuant to section 10-12-4-3 of this chapter.
3. An approved weed management plan.
4. Certification of water and sewer plan approval from the Idaho department of environmental quality.
5. Street and utility plan approval from the Idaho department of transportation, as required.
6. Street and utility plan approval from the Twin Falls highway district, as required.
7. Gravity irrigation system plan approval from the Twin Falls canal company, as required.
8. An executed improvement agreement for developers.
9. Certification of the notice of intent and stormwater pollution prevention plan filed with the United States EPA.

10. A recorded warranty deed to the city of Twin Falls for water shares equal to one share per acre for new residential developments (2 acres or larger), and such other number of shares as agreed to between the city and the developer. (Ord. 2850, 2-21-2006)

(H) Fees: At the time of submittal of plans and specifications a fee to defray costs and expenses of plan checking as provided for by resolution of the city council shall be paid. (Ord. 2012, 7-6-1981)

(I) Approval Period: Final plat shall be filed with the county recorder within two (2) years after written approval by the council; otherwise such approval shall become null and void unless prior to said expiration date an extension of time is applied for by the subdivider and granted by the council. Only one extension may be granted by the council for a term of two (2) years. (Ord. 3006, 7-25-2011)

(J) Method Of Recording: Upon approval of the final plat by the council, the subdivider's prepayment of recording fees, posting of surety bond or other acceptable guarantee and the inclusion of the following signatures on the final plat, the administrator shall submit the final plat to the county recorder for recording:

1. Certification and signature of the city council verifying that the subdivision has been approved;
2. Certification and signature of the city clerk, if required, and the city engineer verifying that the subdivision meets the city requirements and has been approved by the council; and
3. Certification of the sanitation restrictions on the face of the plat per section 50-1326, Idaho Code. (Ord. 2012, 7-6-1981)

10-12-2-5: CONVEYANCE PLATS:

(A) Purpose; Intent: A conveyance plat may be used for the purpose of subdividing land and the recording of same, or recording a single existing lot or parcel created by other means. A conveyance plat may be used to convey the property or interests therein; however, a conveyance plat does not constitute approval for development of the property and is not intended for immediate development. A conveyance plat is an interim step in the subdivision and development of land. (Ord. 2901, 4-16-2007)

(B) Conveyance Plats: The applicant may request that the subdivision application be processed as conveyance plat if the following exist:

1. The proposed subdivision does not exceed two (2) lots.
2. To record the remainder of a tract created by the final platting of a portion of the property provided that the remainder is not intended for immediate development.
3. To record the subdivision of property into parcels that is not intended for immediate development. All public rights of way and easements shall be dedicated. The council may require all abutting streets and utilities to be installed and accepted by the city at the time of the building permitting and/or development stage, whichever comes first.
4. If either parcel develops or is built on, the city council may require construction of street and utility improvements on both parcels. (Ord. 3098, 6-22-2015)

(C) Application: The subdivider shall submit to the administrator three (3) copies of the conveyance plat for review. After the approval by the administrator, the subdivider may cause the total parcel to be surveyed, and a plat to be prepared. The subdivider shall submit the plat.

The conveyance plat shall include at least the following:

1. A written application for approval of such conveyance plat as stipulated by the administrator.
2. Proof of current ownership of the real property included in the proposed plat.
3. Such other information as the administrator or city council may deem necessary to establish whether or not all proper parties have signed and/or approved said plat.
4. Conformance with all requirements and provisions of this title.
5. Acceptable engineering practices and local standards established by the administrator.
6. All conveyance plats shall include the following note:

A conveyance plat is a record of property approved by the City of Twin Falls, Idaho, for the purpose of sale or conveyance in its entirety or interests thereon defined. No building permit shall be issued until a final plat is approved, filed of record and public improvements accepted in accordance with the provisions of Title 10 of the City of Twin Falls City Code. Selling a portion of this property by metes and bounds, except as shown on an approved, filed and accepted conveyance plat is a violation of City Code.

(D) Fees: At the time of submission of an application for a final plat, a fee as established by resolution of the council shall be paid.

(E) Administrator Review:

1. Acceptance: Upon receipt of the conveyance plat and compliance with all other requirements as provided for herein,

the administrator, after review by the city engineering department, shall certify the application as complete and shall affix the date of acceptance thereon.

2. Submission To The Council: Upon the determination that the conveyance plat is in compliance and all conditional requirements have been met, the administrator shall place the conveyance plat on the council agenda at the next regular meeting.

(F) Agency Review: The administrator may transmit one copy of the conveyance plat, or other documents submitted, for review and recommendation to the departments and the agencies as he deems necessary to ensure compliance.

(G) Council Action: The council shall approve, approve conditionally, disapprove or table the conveyance plat for additional information. A copy of the approved plat shall be filed with the administrator. Upon granting or denying the plat, the council shall specify:

1. The regulations and standards used in evaluating the application;
2. The reasons for approval or denial; and
3. The actions, if any, that the applicant could take to obtain approval.

(H) Approval Period: The plat shall be filed with the county recorder within one year after written approval by the council; otherwise such approval shall become null and void unless prior to said expiration date an extension of time is applied for by the subdivider and granted by the council.

(I) Platting Rules: The subdivider shall follow all the state and local platting rules when recording the plat. Refer to section 10-12-2-4 of this chapter for additional information and requirements. (Ord. 2901, 4-16-2007)

10-12-3: DESIGN STANDARDS:

10-12-3-1: MINIMUM DESIGN STANDARDS REQUIRED:

All plats submitted pursuant to the provisions of this section, and all subdivisions, improvements and facilities done, constructed or made in accordance with said provisions shall comply with the minimum design standards set forth hereinafter in this chapter; provided, however, that any higher standards adopted by any highway district, state highway department or health agency shall prevail over those set forth herein. (Ord. 2012, 7-6-1981)

10-12-3-2: DEDICATION OF STREETS:

Within a proposed subdivision arterial and collector streets as shown on a comprehensive plan, shall be dedicated to the public in all cases; in general, all other streets shall also be dedicated to public use. (Ord. 2012, 7-6-1981)

10-12-3-3: STREET LOCATION:

Street and road location shall conform to the following:

(A) Street Location And Arrangements: All street locations shall conform to the Twin Falls master street plan where applicable. Collector type streets may, for aesthetic reasons, curve and wind in accordance with these standards, but such trafficways shall maintain a grid type pattern approximately one-fourth ($\frac{1}{4}$) of a mile square.

(B) Stub Streets: Where adjoining areas are not subdivided, the arrangement of streets in new subdivisions shall be such that said streets extend to the boundary line of the tract to make provisions for the future extension of said streets into adjacent areas. A vehicular nonaccess reserve strip may be required and held in public ownership. Temporary cul-de-sacs shall be required.

(C) Relation To Topography: Streets shall be arranged in proper relation to topography so as to result in usable lots, safe streets and acceptable gradients.

(D) Alleys: Alleys shall be provided in multiple dwelling or commercial subdivisions unless other provisions are made for service access and off street loading and parking. Dead end alleys shall be prohibited in all cases. (Ord. 2139, 3-4-1985)

(E) Cul-De-Sac Streets: Cul-de-sac streets shall not be more than one thousand feet (1,000') in length and shall terminate with an adequate turnaround having a minimum radius of fifty feet (50') for right of way. (Ord. 2489, 6-5-1995)

(F) Half Streets: Half streets shall be prohibited, except where unusual circumstances make such necessary to the reasonable development of a tract, special justification shall be presented for variance request to the commission. Whenever a tract to be subdivided borders on an existing half or partial street, the other part of the street shall be dedicated within such tract. A vehicular nonaccess reserve street may be required and held in public ownership.

(G) Private Streets: Private streets and roads shall be prohibited within a subdivision, except as provided by subsection 10-11-5(A) of this title, but may be allowed in subdistricts providing the private streets conform to city standard drawing S-5. Access from interior subdivision lots to public streets may be allowed by private drives conforming to subsection 10-11-5(A) of this title. (Ord. 2139, 3-4-1985)

10-12-3-4: STREET SPECIFICATIONS:

(A) Street Right Of Way Widths: Street and road right of way widths shall conform to the adopted major street plan or comprehensive plan and the rules of the state department of highways and the highway district having jurisdiction; minimum right of way standards shall be in accordance with section 10-12-3-13 of this chapter.

(B) Street Grades: Street grades shall not exceed ten percent (10%) on either local or collector streets and six percent

(6%) for arterial streets. Minimum street grades shall be four-tenths percent (0.4%).

(C) Street Alignment: Street alignment shall be as follows:

1. Horizontal alignment: Shall be in accordance with section 10-12-3-13 of this chapter.

2. Vertical alignment: Minimum stopping sight distances shall be two hundred feet (200') for minor streets and designed in accordance with design speed for collector and arterial streets. (Ord. 2012, 7-6-1981)

10-12-3-5: STREET NAMES ¹ :

The naming of streets shall conform to the following:

(A) Street names shall not duplicate any existing name within the limits of this title except where a new street is a continuation of an existing street. Street names if spelled differently but sound the same as existing streets shall not be used.

(B) All new streets shall be named as follows: Streets having predominantly north-south direction shall be named "street" or "way"; streets having a predominantly east-west direction shall be named "avenue" or "road"; meandering streets shall be named "drive", "lane", "path" or "trail" and cul-de-sacs shall be named "circle", "court" and "place".

(C) When any new subdivision contains any street which is a continuation of any street, such new street shall take the name of such existing street. No new street not a continuation of an existing street shall be given the same or similar name of any existing street. The city engineer shall have the power to change the name of any street on any map or plat submitted to make such map or plat conform to the provisions of this section. (Ord. 2132, 12-17-1984)

Notes

¹ 1. See also section 8-1-3 of this code.

10-12-3-6: INTERSECTIONS:

(A) Angle Of Intersection: Streets shall intersect at ninety degrees (90°) or as closely thereto as possible, and in no case shall streets intersect at less than seventy degrees (70°).

(B) Sight Triangles: Minimum clear sight distance at all minor street intersections shall permit vehicles to be visible to the driver of another vehicle when each is one hundred feet (100') from the center of the intersection. (See section 9-9-16 of this code.)

(C) Number Of Streets: No more than two (2) streets shall cross at any one intersection.

(D) T Intersections: T intersections may be used wherever such design will not restrict the free movement of traffic.

(E) Centerline Off Sets: Street centerlines shall be off set by a distance of at least one hundred twenty five feet (125').

(F) Vertical Alignment Of Intersection: A nearly flat grade with appropriate drainage slopes is desirable within intersections. This flat section shall be extended a minimum of one hundred feet (100') each way from the intersection. An allowance of two percent (2%) maximum intersection grade in rolling terrain, and four percent (4%) in hilly terrain will be permitted. (Ord. 2012, 7-6-1981)

10-12-3-7: PEDESTRIAN WALKWAYS:

Right of way for pedestrian walkways in the middle of long blocks may be required where necessary to obtain convenient pedestrian circulation to schools, parks or shopping areas; the pedestrian easement shall be in accordance with section 10-12-3-13 of this chapter. Cul-de-sacs will be connected to other adjacent streets with cul-de-sacs within the proposed subdivision or existing subdivisions and to adjacent arterial or collector streets with paved pedestrian walkways at least ten feet (10') wide within fifteen foot (15') easements. (Ord. 2798, 8-2-2004)

10-12-3-8: UTILITY AND DRAINAGE WAY EASEMENTS:

(A) Unobstructed utility easements shall be provided along front lot lines, rear lot lines and side lot lines when deemed necessary; total easement width shall be in accordance with section 10-12-3-13 of this chapter.

(B) Unobstructed drainageway easements shall be provided as required by the council.

(C) A lot drainage plan shall be submitted for approval as part of the plans and specifications required by subsection 10-12-2-4(G) of this chapter. All lots required by the plan to drain along rear and side lot lines shall have drainage easement widths determined by an Idaho licensed engineer and shall not be less than five feet (5') in width. The final plat and the recorded covenants shall specify that the rear and side yard drainageways shown in the approved drainage plan shall be neither obstructed nor substantially regraded by the property owners. (Ord. 2472, 12-19-1994)

10-12-3-9: LOTS:

Lots shall conform to the following:

(A) Zoning: The lot width, depth and total area shall not be less than the requirements of any applicable zoning district.

(B) Future Arrangements: Where parcels of land are subdivided into unusually large lots (such as when large lots are

approved for septic tanks), the parcels shall be divided, where feasible, so as to allow for future resubdividing into smaller parcels. Lot arrangements shall allow for the ultimate extension of adjacent streets through the middle of wide blocks. Whenever such future subdividing or lot splitting is contemplated the plan thereof shall be approved by the commission prior to the taking of such action.

(C) Sufficient Area For Septic Tank: Where individual septic tanks have been authorized, sufficient area shall be provided for a replacement sewage disposal system. (Ord. 2012, 7-6-1981)

10-12-3-10: PLANTING STRIPS AND RESERVE STRIPS:

Planting strips and reserve strips shall conform to the following:

(A) Planting Strips: Planting strips shall be required to be placed next to incompatible features such as highways, railroads, commercial or industrial uses to screen the view from residential properties. Such screening shall be a minimum of twenty feet (20') wide, and shall not be a part of the normal street right of way or utility easement.

(B) Reserve Strips:

1. Private Reserve Strips: Privately held reserve strips controlling access to streets shall be prohibited.

2. Public Reserve Strips: A one foot (1') reserve may be required to be placed along half streets which are within the subdivision boundaries and shall be deeded in fee simple to the city for future street widening. (Ord. 2012, 7-6-1981)

10-12-3-11: STORMWATER RETENTION/DETENTION:

No Residential Plat shall be approved unless it includes provision for stormwater retention/detention.

(A) Construction Standards: Stormwater Retention/Detention areas shall meet the standards found in City of Twin Falls revisions to ISPWC (Idaho Standard for Public Works Construction) and/or The City of Twin Falls Parks Department Design Manual, whichever is applicable.

(B) Dedication and Maintenance: Stormwater retention/detention facilities may be dedicated to the City upon completion, and acceptance, of all required improvements. Irrevocable Restrictive Covenants for each development shall be required in order to provide the City with the right to add a fee to the water bill of each account within the development, for the purpose of maintaining stormwater facilities. (Ord. 2822, 4-11-2005; amd. Ord. 2954, 11-3-2008; Ord. 3034, 7-16-2012; Ord. 2021-017, 10-11-2021)

10-12-3-12: RESTRICTIVE COVENANTS:

Restrictive covenants may be prepared and recorded as part of a subdivision. This is done to provide protection to future property owners by establishing higher standards than required under other regulations. The provisions within protective covenants are enforceable through civil action and local governments shall not be required to enforce these provisions. (Ord. 2012, 7-6-1981)

10-12-3-13: RIGHT OF WAY REQUIREMENTS:

Type Of Public Way	Residential (In Feet)	Commercial (In Feet)	Manufacturing (In Feet)
Type Of Public Way	Residential (In Feet)	Commercial (In Feet)	Manufacturing (In Feet)
Minimum right of way width:			
Trafficways:			
Alley			20
Service road	25	25	Not allowed
One-way road	25	30	30
Local street	50	60	60
Collector street	64	64	64
Arterial street	80	80	80
Special ways:			
Pedestrian	10	10	10
Bicycle	15	15	15
Equestrian	20	20	20
Easements:			
Utility	15	15	15
Access	10	10	15
Minimum centerline radius:			
Trafficways:			
Alley			60
Service road	50	50	Not allowed

One-way road	50	50	60
Local street	100	150	200
Collector street	200	250	300
Arterial street	500	500	500
Special ways:			
All	25	25	25
Easements:			
All	0	0	0
Minimum tangent length:			
Trafficways:			
Alley			0
Service road	0	0	Not allowed
One-way road	100	150	200
Local street	100	150	200
Collector street	200	250	300
Arterial street	400	400	400
Special ways	0	0	0
Easements	0	0	0
Minimum cul-de-sac:			
Trafficways:			
All	100	100	100

(Ord. 2012, 7-6-1981)

10-12-4: IMPROVEMENT STANDARDS:

10-12-4-1: RESPONSIBILITY FOR PLANS:

It shall be the responsibility of the subdivider of every proposed subdivision to have prepared by a registered engineer, a complete set of construction plans, including profiles, cross sections, specifications and other supporting data, for all required public streets, utilities and other facilities. Such construction plans shall be based on preliminary plans which have been approved with the preliminary plat, and shall be prepared in conjunction with the final plat. Construction plans are subject to approval by the responsible public agencies. All construction plans shall be prepared in accordance with the public agencies' standards or specifications. (Ord. 2012, 7-6-1981)

10-12-4-2: REQUIRED IMPROVEMENTS:

Every subdivider shall be required to install the following improvements in accordance with the conditions and specifications as follows:

(A) Monuments: Monuments shall be set in accordance with section 50-1303, Idaho Code.

(B) Streets And Alleys: All streets and alleys shall be constructed in accordance with the standards and specifications adopted by the council ¹.

(C) Curbs And Gutters: Curbs and gutters shall be constructed on all streets and service roads.

All construction shall be in accordance with the standards and specifications adopted by the council ².

(D) Bicycle Pathways: A bicycle pathway shall be provided within all subdivisions, as part of the public right of way or separate easement, as may be specified in an overall bicycle plan as adopted by the council.

(E) Installation Of Public Utilities: Underground utilities shall be required in all new subdivisions.

Existing utilities or new large transmission lines shall not be required to be buried.

(F) Driveways: All driveway openings in curbs shall be as specified by the administration, highway district or state highway department.

(G) Storm Drainage: Refer to section 10-11-8 of this title for additional drainage requirements.

(H) Public Water Supply And Sewer Systems: All new public water supply or sewer systems shall be an extension of an existing public system ¹.

(I) Fire Hydrants And Water Mains: Adequate fire protection shall be required in accordance with standards established by the city engineer.

(J) Street Name Signs: Street name signs shall be installed in the appropriate locations at each street intersection in accordance with the local standards set forth by the City Engineer.

(K) Sidewalks And Pedestrian Walkways: Sidewalks shall be required on both sides of the street, except that where the average width of lots, as measured at the street frontage line or at the building setback line, is over two hundred ten feet (210') sidewalks on only one side of the street may be allowed. Pedestrian walkways, when required shall have easements at least ten feet (10') in width and include a paved walk at least five feet (5') in width.

Sidewalks and crosswalks shall be constructed in accordance with the standards and specifications as adopted by the council².

(L) Mailboxes: Mailbox locations shall conform to the following standards:

1. In the SUI zone with public streets where no sidewalks are required, boxes shall be placed with their bottoms three and one-half feet ($3\frac{1}{2}'$) above the edge of the public roadway and their fronts one-half foot ($\frac{1}{2}'$) behind the face of the curb.

2. In the R1-VAR, R2, R4 and R6 zones for single-family and duplexes on public streets, the boxes shall be placed in groups of two (2) or more with their bottoms between three and one-half feet ($3\frac{1}{2}'$) and four feet (4') above the back of the sidewalk and their fronts between one-half foot ($\frac{1}{2}'$) and one foot (1') behind the back of the sidewalk.

3. In the R4 and R6 zones for triplexes and larger multiplexes on public streets, mailboxes shall not encroach over public sidewalks. Mailbox locations shall be reviewed and approved by the U.S. postal service.

4. In ZDA and MHP overlays with private streets and in commercial and industrial zones, mailbox locations shall be reviewed and approved by the U.S. postal service.

5. No appurtenances to the mailbox or its support shall extend forward of the box.

(M) Greenbelt: Greenbelts or landscaping screening may be required for the protection of residential properties from adjacent major arterial streets, waterways, railroad rights of way or other features. Subdivision plats shall show the location of any greenbelt areas.

(N) Street Luminaires: Luminaires shall be required to be installed at intersections throughout the subdivision, in accordance with the local standards set forth by the City Engineer.

(O) Landscape And Sidewalk Placement: Landscaping and sidewalk placement required adjacent to arterial and collector streets. A tract of land eleven feet (11') in depth behind the curb line will be dedicated as part of any residential development adjacent to arterial and collector streets. Within that tract the developer shall install landscaping six feet (6') in depth with a sprinkler system and with grass and trees behind the curb line and shall also install a five foot (5') sidewalk. The landscaping will be maintained by the city and funded through a fee added to the water bill of each account within the development. Irrevocable restrictive covenants for this development and maintenance shall provide for this funding. Alternative landscaping other than trees and grass may be approved by the city.

(P) Pressure Irrigation System:

1. Pursuant to section 7-8-3 of this code, the use of the city's potable water supply as the primary source of irrigation water in all new developments shall be prohibited. For purposes of this subsection, the term "new development" means any new subdivision or ZDA, or any development of any parcel of land of three-fourths ($\frac{3}{4}$) of an acre or larger that is not part of a subdivision or ZDA.

2. All new developments shall include an operating pressure irrigation system constructed to city standards and approved by the city engineer and the Twin Falls Canal Company. The city engineer shall encourage developers to participate in a regional system as long as the pump station is operational before the first building permit is issued for that station's service area.

3. The city engineer may authorize in specific cases a variance from the requirement of a pressure irrigation system, if not contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of this subsection would result in unnecessary hardship.

a. Special conditions may include, but are not limited to, small developments in terms of acreage, developments without viable access to irrigation water delivery, or developments without Twin Falls Canal Company water shares.

b. Variances shall not be granted on the grounds of convenience or profit, but only where strict application of the provisions of this title would result in unnecessary hardship.

4. The city engineer shall not authorize a variance from the requirement of an operating pressure irrigation system unless an alternate provision has been approved by the city engineer. Alternates may include, but shall not be limited to, required xeriscaping (i.e., landscaping in ways that do not require supplemental irrigation), payment of an in lieu fee equal to the estimated cost of construction of an operating pressure irrigation system (including land acquisition), or some combination of these or other acceptable options.

5. One share of Twin Falls Canal Company water for each acre of property within the subdivision shall be deeded to

the city before the filing of the final plat for use in the pressurized irrigation system.

(Q) Special Features: All other special features or items as represented during the approval process. (Ord. 2012, 7-6-1981; amd. Ord. 2472, 12-19-1994; Ord. 2481, 5-1-1995; Ord. 2796, 6-14-2004; Ord. 2850, 2-21-2006; Ord. 2925, 11-19-2007; Ord. 3082, 12-8-2014; Ord. 2024-003, 1-8-2024)

Notes

1. See section 8-1-2 of this code and section 10-11-5 of this title.
2. See section 8-2-12 of this code and section 10-11-5 of this title.
1. See subsection 7-8-3(D) of this code.
2. See section 8-2-12 of this code.

10-12-4-3: GUARANTEE OF COMPLETION OF IMPROVEMENTS:

(A) Financial Guarantee Arrangements: In lieu of the actual installation of required public improvements before recording of the final plat, the council may permit the subdivider to execute a trust and escrow agreement and record a notice prohibiting the sale of an undeveloped lot without a recorded developer's agreement between the subdivider and the city relating to that lot, or to provide a financial guarantee of performance in one or a combination of the following arrangements for those requirements which are over and beyond the requirements of any other agency responsible for the administration, operation and maintenance of the applicable public improvement: (Ord. 2488, 6-5-1995)

1. Surety Bond:

- a. Accrual: The bond shall accrue to the city covering construction, operation and maintenance of the specific public improvement.
- b. Amount: The bond shall be in an amount equal to one hundred percent (100%) of the total estimated cost for completing construction of the specific public improvements, as estimated by the developer's consulting engineer and approved by the city engineer.
- c. Term Length: The term length in which the bond is in force, for the duration of that phase of the project, shall be for a period to be specified by the council for the specific public improvement.
- d. Bonding For Surety Company: The bond shall be with a surety company authorized to do business in the state of Idaho, acceptable to the council.

2. Cash Deposit, Certified Check, Negotiable Bond Or Irrevocable Bank Letter Of Credit:

- a. Treasurer, Escrow Agent Or Trust Company: A cash deposit, certified check, negotiable bond or an irrevocable bank letter of credit, such surety acceptable by the council, shall be deposited with an escrow agent or trust company.
- b. Dollar Value: The dollar value of the cash deposit, certified check, negotiable bond or irrevocable bank letter of credit shall be equal to one hundred percent (100%) of the estimated cost of construction for the specific public improvement, as estimated by the developer's consulting engineer approved by the city engineer.
- c. Escrow Time: The escrow time for the cash deposit, certified check, negotiable bond or irrevocable bank letter of credit shall be until completed and accepted by the city engineer.
- d. Progressive Payment: In the case of cash deposits or certified checks, an agreement between the council and the subdivider may provide for progressive payment out of the cash deposit or reduction of the certified check, negotiable bond or irrevocable bank letter of credit, to the extent of the cost of the completed portion of the public improvement, in accordance with a previously entered into agreement.

(B) Conditional Approval Of Final Plat: With respect to financial guarantees, the approval of all final subdivision plats shall be conditioned on the accomplishment of one of the following:

1. The construction of improvements required by this title shall have been completed by the subdivider and approved by the city engineer.
2. Surety acceptable to the council shall have been filed in the form of a cash deposit, certified check, negotiable bond, irrevocable bank letter of credit or surety bond.

(C) Inspection Of Public Improvements Under Construction: Before approving a final plat and construction plans and specifications for public improvements, an agreement between the subdivider and the council shall be made to provide for checking or inspecting the construction and its conformity to the submitted plans.

(D) Penalty In Case Of Failure To Complete The Construction Of A Public Improvement: In the event the subdivider shall, in any case, fail to complete such work within the period of time as required by the conditions of the guarantee for the completion of public improvements it shall be the responsibility of the council to proceed to have such work completed. In order to accomplish this, the council shall reimburse itself for the cost and expense thereof by appropriating the cash

deposit, certified check, irrevocable bank letter of credit, or negotiable bond which the subdivider may have deposited in lieu of a surety bond, or may take such steps as may be necessary to require performance by the bonding or surety company, and as included in a written agreement between the council and the subdivider. (Ord. 2012, 7-6-1981)

10-12-5: SPECIAL DEVELOPMENT SUBDIVISIONS:

10-12-5-1: PURPOSE:

The purpose of this section is to identify various types of developments that normally pose special concerns to the commission and elected officials when reviewing and acting upon subdivision requests. This section outlines the plan submittal requirements and design standards that shall be taken into consideration when acting on special developments. The provisions of this section are in addition to the plan requirements, design standards and improvement standards that are required by sections 10-12-2, 10-12-3 and 10-12-4 of this chapter. (Ord. 2012, 7-6-1981)

10-12-5-2: HILLSIDE OR CANYON RIM SUBDIVISION:

(Rep. by Ord. 2466, 2-6-1995)

10-12-5-3: CONDOMINIUM SUBDIVISIONS:

Condominium developments shall be subject to requirements set forth in this title and also subject to all provisions herein contained. (Ord. 3082, 12-8-2014)

(A) Allowances: See chapter 6 of this title for subdistrict provisions.

(B) Site Development Plan: The developer shall provide the commission with a colored rendering of adequate scale to show the completed development that will include at least the following where applicable:

1. Architectural style and building design.
2. Building materials and color.
3. Landscaping.
4. Screening.
5. Solid waste areas.
6. Parking.
7. Open space. (Ord. 2012, 7-6-1981)

A concept site development plan may be approved by the commission but shall be conditioned upon approval of a final site development plan before final approval of the condominium subdivision. (Ord. 3082, 12-8-2014)

(C) Homeowners' Association: The homeowners' association bylaws and other similar deed restrictions, which provide for the control and maintenance of all common areas, recreation facilities or open space shall meet with the approval of the council. Any and all powers as specified in such agreements may also be assigned to the council and the city may elect to accept said powers for the purpose of assessing property for delinquencies and enforcement of motor vehicle regulations to protect the best interests of the owners involved and of the general public.

(D) Storage Areas: Storage areas shall be provided for the anticipated needs of boats, campers and trailers. For typical residential development, two hundred (200) square feet shall be provided every two (2) living units. This may be reduced by the Council if there is a showing that the needs of a particular development are less.

(E) Parking Space: One additional parking space beyond that which is required by Chapter 10 of this Title may be required for every three (3) dwelling units to accommodate visitor parking.

(F) Maintenance Building: A maintenance building shall be provided, size and location to be suitable for the service needs that are necessary for the repair and maintenance of all common areas.

(G) Open Space: The location of open space shall be appropriate to the development and shall be of such shape and area to be usable and convenient to the residents of the development.

(H) Control During Development: Single ownership or control during development shall be required and a time limit may be imposed to guarantee the development is built and constructed as planned. (Ord. 2012, 7-6-81)

(I) Storm Drainage: Refer to Section 10-11-8 for additional drainage requirements. (Ord. 2481, 5-1-95)

10-12-5-4: MOBILE HOME SUBDIVISION: (Rep. by Ord. 2140, 3-18-85)

10-12-5-5: LARGE SCALE DEVELOPMENT SUBDIVISION:

Due to the impact that a large scale development would have on public utilities and services, the developer shall submit the following information along with the preliminary plat:

(A) Identification of all public services that would be provided to the development such as fire protection, police protection, central water, central sewer, road construction, parks and open space, recreation, maintenance, schools and solid waste collection.

(B) Estimate of the public service costs to provide adequate service to the development.

(C) Estimate of the tax revenue that will be generated from the development.

(D) Suggest public means of financing the services for the development if the cost for the public services would not be off-set by tax revenue received from the development. (Ord. 2012, 7-6-81)

(E) Storm Drainage: Refer to Section 10-11-8 for additional drainage requirements. (Ord. 2481, 5-1-95)

10-12-5-6: PLANNED ZERO LOT LINE SUBDIVISION:

Planned zero lot line developments shall be subject to requirements set forth in this Title and also subject to all provisions contained herein.

(A) Allowances: See Chapter 4 of this Title. Except for side yard and lot area requirements which are as specified below.

(B) Site Development Plan: The developer shall provide the Commission with the following:

1. Plat Map with building envelopes to show location of each unit in the development project.
2. Common wall agreement if applicable that is acceptable to the Commission.
3. Maintenance Easement, if applicable, must be shown on the plat. This applies to one dwelling zero lot line units without a common wall.

(C) Requirements:

1. Lot Area:
 - a. R1-8,000 - the minimum lot area shall be six thousand (6,000) square feet for a one dwelling unit.
 - b. R2 - the minimum lot area shall be five thousand five hundred (5,500) square feet for one dwelling unit.
 - c. R4 - the minimum lot area shall be four thousand (4,000) square feet for one dwelling unit.
 - d. R6 - the minimum lot area shall be four thousand (4,000) square feet for one dwelling unit.
2. Side Yard: No building is allowed within ten feet (10') of the side opposite the zero lot line.
3. Front Yard: Same as in chapter 4 of this title as specified in each zone.
4. Rear Yard: Same as in chapter 4 of this title as specified in each zone.
5. Zero Side Yard: The zero side yard cannot be adjacent to a public or private right of way.
6. Windows: No window shall be placed on the zero lot line.
7. Setback: No accessory building shall be placed in the ten foot (10') side yard setback area as required above.
8. Lot Coverage: No dwelling including its accessory buildings shall occupy more than sixty percent (60%) of the lot.
9. Projections: In a one-dwelling unit no portion of the dwelling or architectural projections other than rain gutters may project over any property lines. (Ord. 2012, 7-6-1981)

(D) Storm Drainage: Refer to section 10-11-8 of this title for additional drainage requirements. (Ord. 2481, 5-1-1995)

10-12-5-7: CEMETERY SUBDIVISION:

(A) Function: The developer shall provide the commission with written documentation that will sufficiently explain the functions of the proposed cemetery for either human or animal remains.

(B) Compliance With Idaho Code: The developer shall submit a written statement that has been prepared by an attorney that adequately assures the compliance of the proposed cemetery with the procedural management requirements that are outlined in title 27, Idaho Code. (Ord. 2012, 7-6-1981)

(C) Storm Drainage: Refer to section 10-11-8 of this title for additional drainage requirements. (Ord. 2481, 5-1-1995)

10-12-5-8: SUBDIVISION WITHIN A FLOODPLAIN:

(A) Flood Areas: For any proposed subdivision that is located within a floodplain, the developer shall provide the commission with a development plan of adequate scale and supporting documentation that will show and explain at least the following:

1. Location of all planned improvements.
2. Location of the floodway and the floodway fringe as shown on the FEMA flood insurance rate map and flood insurance study referenced in subsection 10-11-9(C) of this title or as established by engineering studies and approved by the city engineer.
3. Location of the present water channel.
4. Any planned rerouting of waterways.
5. All major drainageways.
6. Areas of frequent flooding.

7. Means of floodproofing buildings.
8. Means of insuring loans for improvements within the floodplain.
9. For subdivisions of fifty (50) or more lots or of five (5) acres of area or more, base flood elevations where flood elevation data has not been established.
10. Storm drainage: Refer to section 10-11-8 of this title for additional drainage requirements.

New construction and substantial improvements of residential structures within the floodplain shall meet the requirements of subsection 10-11-9(E)2a, "Residential Construction", of this title. (Ord. 2952, 9-8-2008)

(B) Justification For Development: Upon the determination that buildings are planned within the floodplain or that alterations of any kind are anticipated within the floodplain area that will alter the flow of water, the developer shall demonstrate conclusively to the commission that such development will not present a hazard to life, limb or property and will not have adverse effects on the safety, use or stability of a public way or drainage channel or the natural environment.

No subdivision or part thereof shall be approved if levees, fills, structures or other features within the proposed subdivision will individually or collectively significantly increase flood flows, heights or damages. If only part of a proposed subdivision can be safely developed, the council shall limit development to that part and shall require that development proceed consistent with that determination.

The subdivision shall be reviewed to assure that:

1. All such proposals are consistent with the need to minimize flood damage;
2. All public utilities and facilities, such as sewer, gas, electrical and water systems are located and constructed to minimize or eliminate flood damages;
3. All necessary state and federal permits required for the development have been received pursuant to FEMA chapter 1, part 60, subpart 60.3(a)(2);
4. All subdivision proposals shall have adequate drainage provided to reduce exposure to flood damage;
5. Where base flood elevation data has not been provided or is not available from another authoritative source, it shall be generated by the developer for subdivision proposals and other proposed developments which contain at least fifty (50) lots or five (5) acres, whichever is less;
6. New or replacement water supply systems and/or sanitary sewage systems shall be designated to minimize or eliminate infiltration of floodwaters into the systems and discharges from the systems into floodwaters, and require on site waste disposal systems to be located so as to avoid impairment of such systems or contamination from such systems during flooding;
7. In new or substantially improved manufactured home parks or manufactured home subdivisions:
 - a. Stands or lots are to be elevated on compacted fill or pilings so that the lowest floor of the manufactured home is above the base flood level.
 - b. Adequate lot surface drainage and access for a tractor are to be provided.
 - c. In the instance of elevation on pilings, lots are to be large enough to permit steps, piling foundations are to be placed in stable soil no more than ten feet (10') apart and reinforcement is to be provided for pilings more than six feet (6') above the ground level. (Ord. 2226, 1-4-1988)

10-12-5-9: SUBDIVISION WITHIN AN AREA OF CRITICAL CONCERN:

Hazardous or unique areas may be designated as an area of critical concern by the council or by the state.

Special consideration shall be given to any proposed development within an area of critical concern to assure that the development is necessary and desirable and in the public interest in view of the existing unique conditions. Hazardous or unique areas that may be designated as areas of critical concern are as follows:

Avalanche paths

Earthquake locations

Floodplain

Historical significance

Scenic areas

Unique animal life

Unique plant life

Unstable soils and rock formations

Other areas of critical concern

(A) Plan Submission: The developer shall prepare and submit an environmental assessment along with the preliminary plan application for any development that is proposed within an area of critical concern.

(B) Content Of Environmental Assessment: The content of the environmental assessment shall usually be prepared by an interdisciplinary team of professionals that shall provide answers to the following questions:

1. What changes will occur to the area of environmental concern as a result of the proposed development?
2. What corrective action or alternative development plans could occur so as not to significantly change the area of environmental concern?
3. What changes in the area of environmental concern are unavoidable?
4. What beneficial or detrimental effects would the development have on the environment such as animal life, plant life, social concerns, economic conditions, noise, audio and visual conditions? (Ord. 2012, 7-6-1981)
5. Storm drainage: Refer to section 10-11-8 of this title for additional drainage requirements. (Ord. 2481, 5-1-1995)

REGULATIONS



Twin Falls Planning & Zoning Commission Minutes

Tuesday, April 22, 2025, 6:00 PM

Council Chambers
203 Main Avenue East, Twin Falls, Idaho

Members -

City Limits: Cortney Campbell, Chairperson; Tiffany Zimmerman, Vice-Chairperson; Todd Rambur; Robyn Weatherford; Kelly Herrgesell; Rui Gomes

Area of Impact: Jeff Bulkley

1) Confirmation of Quorum/Call Meeting to Order

Chairperson Campbell called the meeting to order at 06:00 PM

Members Attending: Campbell, Zimmerman, Rambur, Gomes, Bulkley

Staff Attending: Spendlove, Klaver, Green, Palmer

2) Conflict of Interest Declaration

3) Consent Calendar

- a) Request to approve the minutes from the following meeting: April 8, 2025.

Vice-Chairperson Zimmerman made a motion to approve the consent calendar, as presented. Commissioner Bulkley seconded the motion.

4) Items of Consideration

- a) Preliminary Presentation for a request for a Zoning District Change/Zoning Map Amendment from R-2 to R-4 ZDA on property located at 807 Wendell St. c/o Sid Lezamiz (PZ25-0002).

Staff Presentation:

Senior City Planner Klaver presented the Preliminary Presentation for a request for a Zoning District Change/Zoning Map Amendment from R-2 to R-4 ZDA on property located at 807 Wendell St. c/o Sid Lezamiz (PZ25-0002).

Per City Code 10-6-1.7 (B) The applicant is required to present a preliminary review prior to a public hearing to the Planning and Zoning Commission in which the Commission may give suggestions and ask questions of the applicant about the proposed ZDA.

Per City Code 10-6-1.7(E) Approval of a ZDA shall be based on the following standards: the proposed uses are not detrimental to surrounding properties; deviations from Title 10 shall be warranted by the design of the conceptual plan; conformance to the Comprehensive Plan, and existing and/or proposed infrastructure must be adequate for the project.

Per City Code 10-14-1 thru 8 Any application for a zoning district change shall follow the procedures outlined in these sections.

A full analysis of this application will be provided during the public hearing.

Staff makes no recommendations at this time. Staff will present a full analysis of the request at the public hearing scheduled for Tuesday, May 13, 2025.

PZ/Questions & Comments:

- Commissioner Bulkley asked if there have been any soil samples done on this property.
- Sid Lezamiz replied that fill and water were brought in after the demo and packed. He has no concerns about the ground.
- Commissioner Gomes asked about alley and if they are going to hard surface it.
- Sid Lezamiz replied that they would make it a little wider solid surface paved alley, they are adding parking behind garage 45' deep with extra storage for occupants.
- Commissioner Gomes asked about Robbins Avenue and the standard. Are there going to be curbs.
- Senior Planner Klaver responded that there are no sidewalks or curbs.
- Commissioner Bulkley asked about Robbins and Lawrence and the current condition.
- Senior Planner Klaver explained that part of the ZDA agreement is to build roads and alley standards.
- Chairperson Campbell asked if the neighbors had been notified.
- Senior Planner Klaver not for prelim but will be for meeting
- Vice-Chairperson Zimmerman asked about the number of units for the project and only having 12 garages, will the other tenants have to park on the street.
- Senior Planner Klaver replied that there will be extra parking for studios.

5) Public Hearings

- a) Request for a recommendation for a Zoning Title Amendment to repeal and replace Title 10. Items to include are regulations pertaining to “subdivisions”. c/o City of Twin Falls (PZ24-0121).

Staff Presentation:

Director Spendlove presented the request for a recommendation for a Zoning Title Amendment to repeal and replace Title 10. Items to include are regulations pertaining to “subdivisions”. c/o City of Twin Falls (PZ24-0121).

Per 10-14-2, Title amendments may only be initiated by the Planning and Zoning Commission, City Council, or a property owner. This amendment was initiated by City Council in February 2018.

Per 10-14-4, Zoning amendments shall be amended in the following manner:

- A. Requests for an amendment to this title shall be submitted to the commission which shall evaluate the request to determine the extent and nature of the amendment requested;
- B. If the request is in accordance with a comprehensive plan, the commission may recommend and the council may adopt or reject the ordinance amendment under the notice and hearing procedures as herein provided; and
- C. If the request is not in accordance with a comprehensive plan, the request shall be submitted to the commission or, in its absence, the council which shall recommend and the council may adopt or reject an amendment to a comprehensive plan under the notice and hearing procedures provided in section 10-7-20 of this title.

Per 10-14-5, the Commission shall hold a public hearing and make recommendations on proposed zoning amendments.

- A. Zoning Title Amendment: The commission, prior to recommending a zoning title amendment to the council, shall conduct at least one public hearing in which interested persons shall have an opportunity to be heard. Notice for public hearings shall be provided as set forth in section 10-7-20 of this title. Following the commission's hearing, if the commission makes a material change from what was presented at the public hearing, further notice and hearing shall be provided before the commission forwards the amendment with its recommendation to the council.

The Commission is tasked with making a recommendation to Council on the proposed text amendment. The Commission may recommend approval, approval with conditions, denial, or table the item to a date certain.

Sample main motions:

1. *Move to recommend approval for the proposed zoning text amendment to the subdivision regulations chapter of Title 10 as presented;*
2. *Move to recommend approval with conditions for the proposed zoning text amendment to the subdivision chapter of Title 10; or*
3. *Move to table the item to a date certain of _____*

PZ/Questions & Comments:

- Commissioner Bulkley asked if someone could just come and vent.
- Director Spendlove responded that a plat is not a public hearing item. If they would like to make it a public hearing item they can make it a condition. Any other item that is a public hearing item that- they can attend and voice their opinion.
- Director Spendlove explained that plats have very specific rules and regulations they have to follow. The applicant needs to follow the rules in order to move forward so the commission cannot add too many rules or deny the request.
- Commissioner Bulkley would like to hear from people.
- Chairperson Campbell feels that it would not be fair to the owner of the property.
- Vice-Chairperson Zimmerman asked why they would take a written comment but not in person. If the applicant is following requirements, then why do they need to come through.
- Director Spendlove explained the difference between what is currently in code and what is being changed.

Commission discussed that the signage needs to be different for subdivisions to stand out.

Public Hearing: Opened and closed with no public input

Discussions Followed:

MOTION: Commissioner Rambur moved to approve the recommendation for a ZOning Title Amendment to repeal and replace Title 10. Items to include are regulations pertaining to "subdivisions" c/o City of Twin Falls (PZ24-0121). Vice-Chairperson Zimmerman seconded the motion. Roll call vote showed all members present voted.

Approved 4 to 1.

6) Upcoming Meeting(s)

- a) Work Session - May 7, 2025
May 13, 2025.

7) Adjournment

The meeting adjourned at 06:56 PM

Jody Green

Jody Green, Planning Technician