



Twin Falls Planning & Zoning Commission Minutes

Tuesday, July 8, 2025, 6:00 PM

203 Main Ave East
Twin Falls, ID 83303

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, Weatherford, Gomes, Bulkley

Staff Attending: Spendlove, Klaver, Ebersole, Green, Glaesmann, Standley

2) Conflict of Interest Declaration

3) Consent Calendar

- a) Request to approve minutes from the following meetings: June 10, 2025 and July 2, 2025.

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

4) Items of Consideration

- a) Request for the consideration of the Preliminary Plat for Two Creeks Subdivision consisting of 101 lots on 43.15 acres located at The Springs at The Preserve, PUD. c/o Nestor Madrigal on behalf of Mark Kelly. (PZ25-0073).

Staff Presentation:

Senior Planner Klaver presented the request for the consideration of the Preliminary Plat for Two Creeks Subdivision consisting of 101 lots on 43.15 acres located at The Springs at The Preserve, PUD. c/o Nestor Madrigal on behalf of Mark Kelly. (PZ25-0073).

Per City Code 10-12-2-3: The Commission shall review the preliminary plat. The Commission's decision is final unless appealed to the City Council. The final plat is reviewed by the City Council.

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:

1. The conformance of the subdivision with a Comprehensive Plan.
 2. The availability of public services to accommodate the proposed development.
 3. The continuity of the proposed development with the capital improvement program.
 4. The public financial capability of supporting services for the proposed development;
- and

5. The other health, safety or environmental problems that may be brought to the Commission's attention.

Action On Preliminary Plat: The Commission may approve, conditionally approve, disapprove, or table for additional information when acting on the preliminary plat.

The property has been zoned R-2 with the Preserve PUD since January 2012.

This is a one hundred and one (101) buildable lots and six (6) non-buildable lot preliminary plat that is a continuation of the Preserve subdivision. Roads are public, with primary access to this subdivision being on Candleridge Drive and Cheney Drive East. The PUD utilizes the R-4 zoning designation in this particular area. Using the R-4 minimum lot size requirements, 32 lots are limited to one unit on the property and 69 lots are eligible to be a duplex or if approved through a Special Use Permit, greater. This means without further approvals from the City, the proposed preliminary plat would allow a range from 101 - 170 units.

The comprehensive plan calls for this area to be Town Neighborhood which calls for a primarily residential area which is contiguous and clustered to maximize open space and community gathering areas with uses such as single family, duplexes, triplexes, townhomes, schools, civic facilities, etc.

This subdivision is on the eastern boundary of the City and contiguous to similar developments. The availability of public services is ample and should not be a hindrance to accommodate.

Staff has reviewed the preliminary plat based on the proposed development plan, zoning regulations and the Comprehensive Plan. Staff finds the preliminary plat is within compliance should the applicant conform to Staff recommended conditions.

Upon conclusion, this preliminary plat complies with the standards as outlined in the City's General Subdivision Provision of Title 10, Chapter 12, Section 3, all regulations regarding R-2, The Preserve PUD zoning development standards, and the 2016 comprehensive plan. All general criteria for approval have been met, per State Statute 50 - Chapter 13.

Should the Commission approve this request as presented, Staff recommends approval be subject to the following conditions:

1. Subject to site plan amendments as required by Building, Engineering, Fire and Zoning Officials to comply with applicable City Codes and standards; and
2. Subject to submittal of a preliminary plat, submitted prior to final plat submittal, showing compliance with all conditions and comments in the Engineering Memorandum dated June 5, 2025.

Applicant Presentation:

Mark Kelly is with the Preserve PUD. He explained the issues they have with the roads they currently have built.

PZ/Questions & Comments:

- Commissioner Rambur asked if there are any plans to change the plat that is being presented.

- Mark Kelly replied they are sticking to the plans.
- Commissioner Bulkley asked about the memorandum and if that is in process.
- Senior Planner Klaver explained the memorandum and why they created it ahead of time.
- Commissioner Rambur asked if the waterway to the east will remain open.
- Mark Kelly stated that everything there will stay.
- Commissioner Bulkley asked about the housing going in.
- Senior Planner Klaver clarified what type is going in.
- Commissioner Gomes asked if they are going to connect to 3200 E.
- Mark Kelly said they will loop together to create more access.

Public Comment: Opened

- Rod Millar had concerns and questions about the water rights, whether they are going to build duplex or triplex buildings and how that will affect the roadways.
- Jenna Johnson has questions about the change of single to multi family, the area of impact, if the Highway district had been contacted about the roadway and she feels traffic will be a problem.
- Nancy Taylor feels the commission should consider the conditions and the roadways the citizens need to access their homes. She feels Falls Ave is not for commercial purposes and is a vacation spot.

Public Comment: Closed

Mark Kelly addressed some concerns. He responded that the PUD was done a while ago. They are under the allotted amount of lots that are allowed with the PUD. He stated that once the roads are connected and finished, traffic shouldn't be an issue. The highway district was contacted at the beginning of the PUD. They have done the water testing required for the development. He stated they are not contemplating duplexes on these lots.

- Senior Planner Klaver clarified that the applicant cannot go over the unit number that was originally proposed. They can change a few things around but not increase the density.
- Commissioner Bulkley asked if staff know whether services can be supported.
- Senior Planner Klaver explained that part of the preliminary plat process is that infrastructure studies have been done.
- Director Spendlove clarified that if anything was missing it would be listed with the conditions.
- Chairperson Campbell asked for clarification on the conditions.
- Senior Planner Klaver explained the process and why the city created the memorandum so applicants can move forward.
- Commissioner Rambur asked about duplexes.
- Senior Planner Klaver replied that certain areas have different zones.
- Commissioner Gomes asked about the highway district and density with the roads.
- Senior Planner Klaver replied that all the roads are city roads, and the highway district has nothing to do with them until they are connected to theirs.

Discussions Followed:

The Commission feels that once the conditions have been met this should fit with the comprehensive plan.

MOTION: Commissioner Weatherford moved to approve the request for consideration of the Preliminary Plat for Two Creeks Subdivision consisting of 101 lots on 43.15 acres located at The Springs at The Preserve, PUD, with staff recommendations. c/o Nestor Madrigal on behalf of Mark Kelly (PZ25-0073). Commissioner Rambur seconded the motion. Roll call vote showed all members present voted.

Approved 5 to 1.

5) Public Hearings

- a) Request for a Recommendation to City Council on the appropriate zoning district for a proposed Annexation on property generally located on the east side of the intersection of Kimberly Rd (Hwy 30) and Champlin Way (3300 East). c/o Champ LLC (PZ25-0015)

Staff Presentation:

Senior Planner Klaver presented the request for a Recommendation to City Council on the appropriate zoning district for a proposed Annexation on property generally located on the east side of the intersection of Kimberly Rd (Hwy 30) and Champlin Way (3300 East). c/o Champ LLC (PZ25-0015)

Per City Code 10-15-1: Prior to annexation of an unincorporated area, the Council shall request and receive a recommendation from the Commission on the proposed plan and Zoning Ordinance changes for the unincorporated area. The Council shall not hold a public hearing, give notice of a proposed hearing, nor take action upon the plan, amendment or repeal until recommendations have been received from the Commission.

Per City Code 10-15-2 (A): The commission shall conduct at least one public hearing in which interested persons shall have an opportunity to be heard. The hearing shall not consider comments on annexation and shall be limited to the proposed plan and zoning changes. (Ord. 2012, 7-6-1981)

In May 2025, the subject properties were added to the City Planning Boundary, or Future Land Use Map of the City of Twin Falls Comprehensive Plan.

The Comprehensive Plan has designated this area as Mixed Use and Industrial.

- The land uses typically found in the Mixed Use designation are: Retail, Office, restaurants, Civic, Entertainment, Arts and Culture, Vertical Mixed Use, Town homes, Hotels, Apartments, Plazas and Parks.
- The land uses typically found in the Industrial designation are: Office Parks, Corporate Campus, Warehouse, General Manufacturing, Food Processing, and Industrial Campuses.

The proposed zoning for this request is Commercial Highway District (C-1) & Heavy Manufacturing District (M-2).

These zones are characterized by the following:

- *Purpose Statement:*

- C-1 is "This district is intended to provide for commercial activities of various sizes from large malls to small shops, fast food restaurants and tourist accommodations. This district is designed for application on major streets or portions thereof."
- M-2 is "This district is intended to provide industrial users ample room in the city to develop and expand without encroachment by non-compatible uses."
- Sample of Permitted Uses:
 - C-1: Doctors' offices, auditoriums, schools, dwellings with 5+ units, retail facilities, beauty and barber shops, construction trade offices, finance services, photography studios, etc.
 - M-2: Farms, dairy product processing, grain and seed processing, livestock sales, cemeteries, manufacturing building materials, furniture, concrete products, doctor's offices, auditoriums, fair grounds, retail facilities, construction yards, etc.
- Heights:
 - C-1: Fifty (50') feet
 - M-2: Fifty (50') feet

Where the surrounding zoning designations are C-1 and M-2 Staff believes the designations as presented would fit with the Comprehensive Plan.

The Commission is tasked to make a recommendation to the City Council by reviewing the comprehensive plan and the requested zoning designations compatibility with the future land use map designation.

The Commission will make a recommendation to City Council to approve the requested zoning designation, as presented, recommend denial of the requested zoning designation, recommend a different zoning designation or table the request for additional information.

Sample Motion:

1. Move to recommend to City Council the subject property be zoned as presented with the C-1 & M-2 zoning district.
2. Move to recommend to City Council the subject property be zoned _____.
3. Move to table the request for additional information.

Applicant Presentation:

David Thibault is with EHM Engineers LLC. He explained they would like to annex with a dual zone of C-1 and M-2.

PZ/Questions & Comments:

- Vice-Chairperson Zimmerman asked what the setback are with M-2 with residential.
- Director Spendlove replied it is a building setback of 25' with C-1 and there is no buffer with M-2.

Public Hearing: Opened and closed with no public input

Discussions Followed:

Commission feels this is a good fit for this area.

MOTION: Commissioner Bulkley moved to approve the request for a recommendation to City Council on the appropriate zoning district for a proposed Annexation on property generally located on the east side of the intersection of Kimberly Rd (HWY 30) and Champlin Way (3300 East). c/o Champ LLC (PZ25-0015). Vice-Chairperson Zimmerman seconded the motion. Roll call vote showed all members present voted.

Approved 6 to 0.

- b) Request for a Special Use Permit for a Recycling Center (Anaerobic Co-Digestion Facility) on property located at 630 Hankins Rd S. c/o Sawtooth Law Offices on behalf of VR Development Services, LC (PZ25-0062). - **RESCHEDULED**
- c) Request for a Special Use Permit to allow dog grooming on property located at 426 Main Ave S. c/o Tristine Hull (PZ25-0065). - **WITHDRAWN**
- d) Request for a Zoning Title Amendment to repeal and replace Title 10. Items to include are regulations pertaining to "Sign Regulation". c/o City of Twin Falls (PZ24-0121).

Staff Presentation:

Director Spendlove presented the request for a Zoning Title Amendment to repeal and replace Title 10. Items to include are regulations pertaining to "Sign Regulation". 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 Sign Regulations chapter of Title 10 as presented;*
- 2. Move to recommend approval with conditions for the proposed zoning text amendment to the Sign Regulations chapter of Title 10; or*
- 3. Move to table the item to a date certain of _____*

PZ/Questions & Comments:

- Commissioner Rambur asked about signs that are left and what happens to them.
- Supervisor Standley explained they are collected, and the owner has to pay a fee to get them back. He added that they have so many codes to enforce that they don't have time to go specifically looking for these.

Public Hearing: Opened

- Jordan Beard is a realtor and feels this sign code impacts everyone. He had questions about gated communities and special events and how to market.
- Mark Jones was here to represent the realtors and asked about the chart that was sent in. He is concerned about the parade of homes and the current properties that have different size signs. He pointed out the comment that was sent in and why they were asking for the different size.
- Francis Alves talked about the size of the signs. She doesn't think several signs can be on the same lot. She gave the example of the parade of homes and that all the vendors want to be on the same lot.
- Shellien Gilliland wants to be able to measure the right-of-way and know she is in compliance. She asked about directional illuminated signs.
- Matthew Lancaster is from the builder's association. They want to be able to have enough signage to show plat maps and other things.
- Thomas Wangeman had questions about political signage.
- Shawnee Powers had questions about the commercial side of the code with digital signs, will this affect the HPC area, flags, and window signs. Will existing signs be grandfathered in.
- Director Spendlove replied that gated communities can have off site signs near gate, still have to follow size limitations. Special event off site signs are allowed. No right-of-way placement allowed.

- Commissioner Rambur asked for clarification if they are maxed on building and monument signs can they place on the window.
- Director Spendlove explained it will count as a sign.
- Commissioner Weatherford asked for clarification of illuminated signs
- Director Spendlove stated temporary signs cannot be illuminated.
- Vice-Chairperson Zimmerman asked how many signs that were picked up were in the Right-of-way.
- Supervisor Standley replied they all were.

Public Hearing: Closed

Discussions Followed:

Commission feels this is a good change and a good start.

MOTION: Commissioner Bulkley moved to approve the request for a Zoning Title Amendment to repeal and replace Title 10. Items to include are regulations pertaining to "Sign Regulation". c/o City of Twin Falls (PZ25-0121). Commissioner Rambur seconded the motion. Roll call vote showed all members present voted.

Approved 5 to 1.

6) Upcoming Meeting(s)

- a) August 6 - Work Session
- August 12

7) Adjournment

The meeting adjourned at 08:46 PM

Jody Green

Jody Green, Planning Technician