



Twin Falls Planning & Zoning Commission Minutes

Tuesday, October 28, 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

2) Conflict of Interest Declaration

3) Consent Calendar

- a) Request to approve the minutes from the following meeting: October 14, 2025.

MOTION: Commissioner Rambur moved to approve the minutes from the October 14, 2025, meeting. Commissioner Weatherford seconded the motion. Roll call vote showed all members present voted.

Approved 6 to 0.

4) Items of Consideration

- a) Request to approve the 2026 calendar for Planning and Zoning meetings and work sessions.

MOTION: Commissioner Bulkley moved to approve the 2026 calendar for Planning and Zoning meetings and work sessions. Vice-Chairperson Zimmerman seconded the motion. Roll call vote showed all members present voted.

Approved 6 to 0.

5) Public Hearings

- a) Request for a recommendation to City Council on a Zoning Title Amendment to repeal and replace the entirety of Title 10: Zoning and Subdivision Regulations, including zoning map amendment to modify the assigned color scheme. (PZ24-0121) c/o City of Twin Falls.

Staff Presentation:

Director Spendlove presented the request for a recommendation to City Council on a Zoning Title Amendment to repeal and replace the entirety of Title 10: Zoning and Subdivision Regulations, including zoning map amendment to modify the assigned color scheme. (PZ24-0121) c/o City of Twin Falls.

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.

A brief summary of the proposed changes are as follows:

- **Chapter 1: General Provisions**
 - This chapter contains much the same language as before, the legal type language needs to be located somewhere, and this is where it typically ends up. This proposed amendment has consolidated the general provisions into one location. Some redundant sections have been removed, and some sections have been updated.
- **Chapter 2: Application Procedures**
 - The Application Procedures chapter has not changed significantly from the previous code. These items are typically governed by state statute and we have not deviated from that. This proposed text amendment combines current Title 10 chapters 13, 14, 15, 16, and a portion of Chapter 6 into one (1) chapter. Furthermore, a matrix shows who recommends or approves each zoning decision. Some minor changes to update references will occur;
 - Per City Council Direction: Nonconforming Expansion Waivers will be decided by Administrative Review; and
 - Per City Council Direction: Additional Height requests will be decided by the Planning and Zoning Commission.
- **Chapter 3: Land Use Matrix / Zoning Districts**
 - Like most codes, the city's Title 10 has evolved over time, and as a consequence new provisions have been added without much attention to the

overall organization. There had been provisions that have been added to sections which don't really relate, duplications, and provisions of like content in different locations. Without a word search and a table of contents, it is very difficult to find a specific topic. The following are major changes made to this Chapter:

- Consolidating the Land Uses from list format to table format has condensed 76 pages of land use regulations into 39 pages of land use regulations;
- Consolidating development standards from list formats into tables and applicable illustrations for easier navigation;
- Consolidation of similar zoning districts see conversion table (See Attached);
- Per City Council Direction: Amended Drive Thrus to be permitted by Zoning Use Permit;
- Removed Accessory Structure duplicate regulations; and
- Clarified application of garage setbacks.
- **Chapter 4: Historic Districts**
 - This chapter contains much the same language as before and consolidates into one (1) chapter / location.
- **Chapter 5: Wellhead Protection Overlay**
 - Move Wellhead Protection Overlay District from District Chapters to it's own Chapter.
- **Chapter 6: Land Use Regulations**
 - The chapter applicable to this Staff Report is "Land Use Conditions". This chapter is a major departure from the current code as this would create permitted uses with conditions and associated criteria. For many years, staff heard from applicants, Commissioners and City Council members that certain uses requiring Special Use Permits had become onerous. As times change and new land uses have been created, or changed over time, the need to have Special Use Permits and a subsequent public hearing for the majority of uses has become a detriment to businesses. The Zoning Use Permit process is proposed to be an administrative review to ensure certain site improvements have been constructed/installed per criteria outlined in the code. Once these criteria have been met, the land use may proceed to construction or operation;
 - Per City Council Direction: Added Drive-Thru facilities conditions; and
 - Clarified accessory building setbacks.
- **Chapter 7: Required Improvements**
 - Clarifying when these items are required when a Special Use or Conditional Use Permit is required;
 - Added "Building Addressing Standards"; and
 - Moving floodplain regulations to a new chapter.
- **Chapter 8: Parking Regulations**
 - Allowance of Tandem Parking for single family and duplex situations;
 - Adjustment in off street parking by land use categories;
 - Expansion of Parking Overlay District 1 to engulf Parking Overlay 2;
 - Adding bicycle parking standings;

- Changing stacking requirements for drive-thru facilities from number of cars to measurement of feet;
- Allowance of shared parking to be utilized up to 1,000 feet of the requested use, up from 500 feet;
- Moving parking lot and stall design standards to a Design Manual as approved by the City Engineer;
- Clarified residential driveway access requirement;
- Clarifying parking dimensions for overhang wheel stop and parallel parking dimensions;
- Removed escape lane requirement; and
- Modified stacking categories.
- **Chapter 9: Landscaping Regulations**
 - Clarification landscape standards are not applicable to single-family and duplex lots;
 - Landscape Plan, stamped by an Idaho Licensed Design Profession, shall be submitted on all projects requiring 4,000 SF or more landscape;
 - Requiring a mix of species, rather than ever evergreen vs deciduous;
 - Outlining suitable types of ground cover;
 - Changing from "Gateway Arterial Landscaping" to "Arterial Landscaping";
 - Landscaping in proximity to overhead utilities to conform with Idaho Power's Tree Guide;
 - Require a Certificate of Completion by a certified landscape contractor once the work is completed;
 - Adding recommended guidelines for areas that are vulnerable to wildfire; and
 - Per City Council Direction: Allowing alternative ground cover options through the Alternative Landscaping Plan.
- **Chapter 10: Sign Regulations**
 - This chapter is a major departure from the current code in response to the United States Supreme Court decision of Reed v Gilbert in 2015. This decision ultimately stated cities could not regulate signs based on what the sign stated, but it could continue to regulate timing, place, and manner of which signs could be installed;
 - Per Legal Direction: To remove "Commercial Billboard Signs" from prohibited signs section as this overlaps with "off-premises signs";
 - Per City Council Direction: Increased maximum allowed Permanent sign areas in the Industrial and Commercial areas;
 - Per City Council Direction: Increased maximum allowed Temporary sign area in Residential, Natural, Mixed Use areas;
 - Per City Council Direction: Added increased sign area for platted, undeveloped lots (see footnote 3);
 - Added pictures showing examples of temporary signs; and
 - Removed the Commercial Corridor area bonus due to sign area increase for all commercial and industrial properties.
- **Chapter 11: Supplemental Regulations**
 - Move Detached Accessory Building Setbacks in Residential Zoning Districts and Subdistricts;
 - Remove street centerline setbacks;

- Remove lot splits for separate ownership of units in Duplexes;
- Remove landscaping requirements for property fronting the College of Southern Idaho's property;
- Move Adult Entertainment Businesses;
- Move Gateway Arterials Landscaping ;
- Update for clarity for regulations on outside storage and display;
- Remove placement of satellite dishes;
- Update and Reformatted Wireless Communication Facilities regulations;
- Moved the notice requirements for Public Hearing; and
- Moved Sports Shooting Range - Indoor regulations.
- **Chapter 12: Subdivision Regulations**
 - 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:
 - 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;
 - The notification requirements have been modified to require public comments on plats to be made in writing prior to the meeting;
 - The expiration of plat approvals have been modified to include a grace period on expiration's, and a maximum approval time for construction plans; and
 - Other changes have been made by removing outdated sections design standards, grammatical fixes, and flowing the chapters in the order that most development occurs;
 - Amended the short plat parent parcel clause to be 10 years rather than 5 years;
 - Clarified the Short Plat enforcement of right-of-way dedication and road reconstruction for;
- **Chapter 13: Floodplain Regulations**
 - This chapter contains same language as before as found in Twin Fall Municipal Code section 10-11-9. When originally adopted, this section utilized the Idaho State Floodplain Model ordinance.
- **Chapter 14: Area of Impact**
 - This Chapter has not seen significant changes from the previous code. Changing this section is governed by state statute. Recent state code updates has pushed the jurisdiction solely to the County. This amendment reflects the City's responsibility for the Area of Impact.
- **Appendix: Definitions**
 - The Definitions chapter has been completely overhauled by staff, in conjunction with Deputy City Manager Humble. This proposed text amendment includes adding approximately ~100 terms/uses, deleting ~80

terms/uses, creating definitions for ~200 terms/uses, and modifying ~40 terms/uses. In the end, staff has combed through these definitions multiple times reviewing terms for clarity and simplification. In some instances terms were combined, in others new land uses or terms were created in order to more clearly define the subject.

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

PZ/Questions & Comments:

- Commissioner Rambur has concerns about the posting of signs on private property and no permits on banners. He feels this will clutter the town. He would like to change and add more limitations on it.
- Director Spendlove explained that the City does have the right to regulate that kind of thing.
- Chairperson Campbell commented that she also has concerns about the off-site signs that will be allowed now.
- Director Spendlove clarified that the code can change later if it is not working the way the City intended.
- Chairperson Campbell asked about the process to change code.
- Director Spendlove explained that after this it would just be a section at a time and not the whole code and expect changes to be brought twice a year for a few years to work out the details.
- There was clarification on the total square feet and combining of properties to increase the numbers.

Public Hearing: Opened

- Mark Jones wanted clarification on the current setbacks to new setbacks with commercial vs. residential and feels the 20 feet is too much for commercial. He feels that the signs for realtors will not be changed. He spoke about platted undeveloped lots and felt the wording should be fixed.
- Francis Avles wanted to explain what the realtors wanted wording that used platted or unplatted she wanted undeveloped.

Public Hearing: Closed

Director Spendlove explained that the setbacks were not increased except for drive thru. Commercial zone setback is 25' when adjacent to residential zone. He gave the current vs. changed setbacks for the different zones and why the change was made. He explained why the

word “developed” was not used.

- Commissioner Bulkley wanted to change the total from 100 and 80 sq ft to 96 sq ft.
- Chairperson Campbell commented that she doesn’t want to make it so that it’s just plywood boards on the side of the road.
- Commissioner Rambur thinks 64 square feet would be better.
- Commissioner Bulkley feels they should all be the same size. He also wanted to go to 64 sq ft on the unplatted property signs.

Discussions Followed:

- Commissioner Zimmerman wants to change the verbiage on #3 to platted developed lots.
- Director Spendlove clarified what a platted developed lot consists of.
- Commissioner Rambur would like to make a motion to change the size of 100 and 96 to 80.
- Chairperson Campbell has concerns that people will use actual plywood board as signs.
- Commissioner Zimmerman would agree to the change from 100 to 96 but would like to keep the 80 on subsection #3 the same.
- Commissioner Rambur feels that for that area not being developed 64 is adequate.

Condition 1 - change the signage area for commercial and industrial districts max individual signs from 100 to 96 square feet, and subsection #3 signage from platted undeveloped from 80 to 64 square feet.

- Chairperson Campbell asked if the code could restrict “selling” signage rights on property.
- Director Spendlove replied you cannot restrict that right. He stated if you have off-site signage allowed, you cannot regulate what the sign is for. He further clarified that you could monitor the size, look and what zones you can place them in, not the message.
- Chairperson Campbell asked about legally removing the allowance for off-site signage.
- Director Spendlove replied that the only legal way to do that is to remove it from code. He explained the difference between current code and the new code.
- Commissioner Rambur asked if anyone wanted to discuss the removal of the language for off-site signage.
- Chairperson Campbell stated she would like to. She stated she thought the start of this was to have no off-site signage from the beginning.
- Director Spendlove confirmed that it was the intention but after the joint meeting of City Council and Planning and Zoning the decision was to allow off-site signage and decide on a solution that works.
- Chairperson Campbell stated she is not going to vote in favor because she has reservations about off-site signage.
- Senior Planner Klaver clarified the difference between temporary and permanent off-site signs.
- Commissioner Rambur doesn’t want to vote out the whole code because he doesn’t like the off-site allowance and would rather have a condition and vote on it.
- Chairperson Campbell has reservations that the allowance will not work in residential neighborhoods.

Condition 2 – motion to remove 10-10-8-(A-3-b) property owner granting another entity permission to place one off premises sign.

Commission feels good about this so far. Some conversation about the size but will look at this later and adjust as necessary.

Public Hearing open closed with no public input to discuss and hear input on proposed map amendments that reflect the zoning designation changes.

Condition 1: Commissioner Rambur moved to add condition #1 to change the signage area for commercial and industrial districts max individual signs from 100 to 96 square feet, and #3 signage from platted undeveloped from 80 to 64 square feet. Commissioner Bulkley seconded the motion. Roll call vote showed all members present voted.

Approved 5 to 1.

Condition 2: Chairperson Campbell moved to remove 10-10-8-(A-3-b) - property owner granting another entity permission to place one off premises sign. Commissioner Rambur seconded the motion. Roll call vote showed all members present voted.

Failed 2 to 4.

MOTION: Commissioner Bulkley moved to approve the recommendation to City Council on a Zoning Title Amendment to repeal and replace the entirety of Title 10: Zoning and Subdivision Regulation, including zoning map amendment to modify the assigned color scheme with approved conditions. (PZ24-0121) c/o City of Twin Falls. Commissioner Rambur seconded the motion. Roll call vote showed all members present voted.

Approved 5 to 1.

6) Upcoming Meeting(s)

a) November 18, 2025

7) Adjournment

The meeting adjourned at 08:20 PM

Jody Green

Jody Green, Planning Technician