



Twin Falls Planning & Zoning Commission Agenda

Tuesday, March 10, 2026, 6:00 PM

203 Main Ave East
Twin Falls, ID 83303

Council Chambers

Members -

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

Area of Impact: Jeff Bulkley

- 1) Confirmation of Quorum/Call Meeting to Order
- 2) Conflict of Interest Declaration
- 3) Consent Calendar
 - a) Request to approve the minutes from the followin meeting: February 24, 2026.
- 4) Items of Consideration
- 5) Public Hearings
 - a) **ACTION ITEM:** Request a recommendation to City Council for a Zoning District Change to add "Professional Office Overlay" to property located at 2111 Addison Ave E. c/o Mark Jones on behalf of Carolyn Matsuoka.
By: Kelli Ebersole, City Planner
- 6) Upcoming Meeting(s)
 - a) March 24, 2026
- 7) Adjournment

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Kelli Ebersole (208) 735-7267 at least two working days before the meeting. Si desea esta información en Español, por favor llame a Josh Palmer al teléfono (208) 735-7312.

CITY OF TWIN FALLS

PLANNING & ZONING COMMISSION

Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor or Chair shall review the public hearing procedures.
2. Individuals wishing to testify or speak before the City Council or Planning & Zoning Commission shall wait to be recognized by the Mayor or Chair, approach the microphone/podium, state their name, and then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the staff. The staff shall make an audio recording of the Public Hearing.
3. A City Staff Report shall summarize the application and history of the request.
4. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:

- **A complete explanation and description of the request.**
 - **Why the request is being made.**
 - **Location of the Property.**
 - **Impacts on the surrounding properties and efforts to mitigate those impacts.**
5. Applicant is limited to 15 minutes, unless a written request for additional time is received, at least 72 hours prior to the hearing, and granted by the Mayor or Chairman.
 6. The City Council or Planning & Zoning Commission may ask questions of staff or the applicant pertaining to the request.
 7. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor or Chair may limit public testimony to no less than two (2) minutes per person.
 - **Individuals are not permitted to give their time to other speakers.**
 - **However, five (5) or more individuals that received written notice of the public hearing may appoint, by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the Mayor or Chair. The spokesperson shall be limited to 15 minutes.**
 - **Written comments, including e-mail, shall be received 2 business days prior to the date of the hearing to be accepted for consideration by the hearing body.**
 8. Following the Public Testimony, the applicant is permitted five (5) minutes to respond.
 9. Following the Public Testimony and Applicant's response, Council or Commission members, as recognized by the Mayor or Chair, shall be allowed to question the Applicant, Staff or anyone who has testified. Responses shall be limited to answering the questions asked. The Mayor or Chair may limit the time permitted for the answer.
 10. The Mayor or Chair shall close the Public Hearing. The City Council or Planning & Zoning Commission shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant 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 Planning & Zoning Commission Minutes

Tuesday, February 24, 2026, 6:00 PM

203 Main Ave East
Twin Falls, ID 83303

Council Chambers

Members -

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

Area of Impact: Jeff Bulkley

1) Confirmation of Quorum/Call Meeting to Order

Chairperson Campbell called the meeting to order at 05:59 PM.

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

Staff Attending: Klaver, Strickland, Green, O'Leary

2) Conflict of Interest Declaration

3) Consent Calendar

- a) Request to approve the minutes from the following meeting: December 16, 2025. Vice-Chairperson Zimmerman made a motion to approve the consent calendar, as presented. Commissioner Gomes seconded the motion.

4) Items of Consideration

5) Public Hearings

- a) Request for recommendation to City Council on the appropriate zoning district for a proposed Annexation of 41.44 acres of property located at 1651 Sunway Dr N. c/o EHM Engineers, Inc on behalf of Mark McAllister (PZ26-0002).

Staff Presentation:

Planner Strickland presented the request for recommendation to City Council on the appropriate zoning district for a proposed Annexation of 41.44 acres of property located at 1651 Sunway Dr N. c/o EHM Engineers, Inc on behalf of Mark McAllister (PZ26-0002).

Per City Code 10-02-05 2a, 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.

Per City Code 10-02-05 2b, the Council shall not hold a public hearing, give notice of a proposed hearing or act upon the plan, amendment, or repeal until recommendations have been received from the Commission.

Currently, the subject property is undeveloped with no significant history. However, the surrounding properties have recently been annexed and rezoned. To the south, the property has been zoned as Town Neighborhood-1. To the east is dual zoning where Commercial abuts Pole Line Rd W and Town Neighborhood-1 further south along Sunway Dr N. This request is asking for a similar zoning designation mixture.

The subject property is located within the City's Area of Impact, is contiguous to the City Limits along three boundaries and is part of Twin Falls Planning Boundary. The property is designated as Commercial and Town Neighborhood on the Future Land Use Map. The applicant is proposing two zoning designations for this property Commercial and Town Neighborhood-1.

- **Commercial District** is typically highway oriented, intended for retail, office, services and restaurants and is designed to support businesses, employment and serve residential neighborhoods.
- **Town Neighborhood-1 District** is primarily meant to support low-density neighborhoods with a mix of single-family homes and duplexes. Properties in this district must be located within city limits and be served by centralized water and sewer systems.

These two zoning designations are compatible with the Comprehensive Plan. Keeping in mind that the designation does not have specific boundaries but represents a guide to what would be compatible with the surrounding area. Commercial along Pole Line Rd W and along Sunway Dr N provides a buffer for the residential zone and offers opportunity for a mix of supporting services for the neighborhood. The residential zone is compatible with the property to the south and would be compatible with the area.

Upon conclusion, prior to annexation of an unincorporated area, the council shall receive a recommendation from the commission allowing the council to hold a public hearing and make a final decision on the zoning and annexation of the property. The commission may recommend approval as presented, recommend denial, recommend an alternative zoning designation or table the request to acquire new information.

Applicant Presentation:

David Thibault presented on behalf of the applicant.

PZ/Questions & Comments:

- Commissioner Bulkley asked about the map and the difference in zoning.
- Dave Tibault explained that the split will work for the property with the surrounding area.
- Commissioner Rambur asked to see the map of the zones and if the city was supportive.
- Senior Planner Klaver replied that the city does approve this proposal.

Public Hearing: Opened and closed with no public input

Discussions Followed:

The Commission feels this will work well with the surrounding area. It fits the Comprehensive plan and is harmonious.

MOTION: Commissioner Bulkley moved to approve the request for recommendation to City Council on the appropriate zoning district for a proposed Annexation of 41.44 acres of property located at 1651 Sunway Dr N. c/o EHM Engineers, Inc on behalf of Mark McAllister (PZ26-0002). Commissioner Rambur seconded the motion. Roll call vote showed all members present voted.

Approved 6 to 0.

6) Upcoming Meeting(s)

- a) March 4, 2026 - Work Session
March 10, 2026.

7) Adjournment

The meeting adjourned at 06:16 PM

Jody Green, Planning Technician



Date: Tuesday, March 10, 2026
To: Planning and Zoning Commission
From: Kelli Ebersole, City Planner

ACTION ITEM

Request:

Request a recommendation to City Council for a Zoning District Change to add “Professional Office Overlay” to property located at 2111 Addison Ave E. c/o Mark Jones on behalf of Carolyn Matsuoka.

Time Estimate:

Approximately 5-10 minutes with questions/comments to follow.

Background:

The applicant, Carolyn Matsuoka, is requesting to add the Professional Office Overlay (PRO) zone to the property located at 2111 Addison Avenue East.

Approval Process:

Per City Code 10-2-5 F(1) Authority to Amend: Whenever the public necessity, convenience, general welfare or good zoning practices require, the council may, by ordinance, after receipt of recommendation thereon from the commission and subject to procedures provided by law, amend, supplement, change or repeal the regulations, restrictions and boundaries or classification of property. (Ord. 2012, 7-6-1981)

Per City Code 10-2-5 F(2): Zoning districts, zoning subdistricts and overlay districts 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 (Ord. 2012, 7-6-1981)
- 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 10-2-10 of this title. (Ord. 3091, 3-2-2015)

Per City Code 10-2-5 F(4): The commission may recommend that the amendment be granted as requested, or it may recommend a modification of the amendment requested, or it may recommend that the amendment be denied. The commission shall ensure that any favorable recommendations for amendments are in accordance with a comprehensive plan and established goals and objectives.

Per City Code 10-2-5 F(5): 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. (Ord. 2012, 7-6-1981)

Budget Impact:

N/A

Regulatory Impact:

If approved, the applicant will be able to market the property for sale as a residential property with the Professional Office Overlay.

History:

According to County records, the residence was built in 1954, and the family has owned the property since the 1970's.

Analysis:

The applicant has proposed to rezone the property to add the Professional Office Overlay to the property. The property is currently zoned, TN-1, Town Neighborhood 1 District.

Adding the Professional Office Overlay district does not make this a commercial property. The PRO overlay district is intended to provide for professional office uses along or near specifically designated major arterial where increased traffic has impacted residential uses and in areas near large public or private medical facilities.

This residential property is unique, as it is located on an arterial roadway, Addison Avenue East. This area of town has a range of land uses from single family residential to Commercial uses. The zoning map shows the PRO overlay properties on the same block as the subject property, with the property directly to the east being a professional photography studio.

This property sits about an eighth of a mile from the intersection of Addison Avenue East and Eastland Drive. At this intersection there are two banks, Webb Nursery, a gas station, and D&B Supply. To the west of the property are residences, as well as a supermarket, restaurants, and medical and professional offices.

The 2016 Comprehensive Plan, "Grow With Us", shows this area as Neighborhood Commercial. This designation is defined as providing supporting services and small-scale commercial for the surrounding neighborhood, designed to complement the neighborhood's character. Adding the PRO overlay to this property is in line with the Neighborhood Commercial designation and the surrounding property uses.

A request for a Zoning District Change and Zoning Map Amendment must meet the criteria listed in Title 10-2-5-F-3. Staff believes this request meets the criteria as follows:

- This residential property is located on a very busy arterial street with many commercial uses. Adding the PRO overlay to this property would make it more compliant with the surrounding properties that either have the PRO overlay on them or are commercial properties.

- Addison Avenue East is a prime location for the PRO overlay district. This property is located near the intersection of Addison Avenue East and Eastland Drive. Adding the PRO overlay to the property opens a list of uses that could serve the surrounding community.
- Addison Avenue East is a 4-lane roadway, capable of handling any excess traffic brought on by this zoning change.
- As most of the neighboring properties have the PRO overlay on them, adding this property would enhance what is already there and not create an undue burden on neighboring residential properties, due to traffic, noise, glare, etc.

City Staff finds the proposed zoning district change to be compliant with the comprehensive plan by supporting desired land use patterns and housing guidelines.

Conclusion:

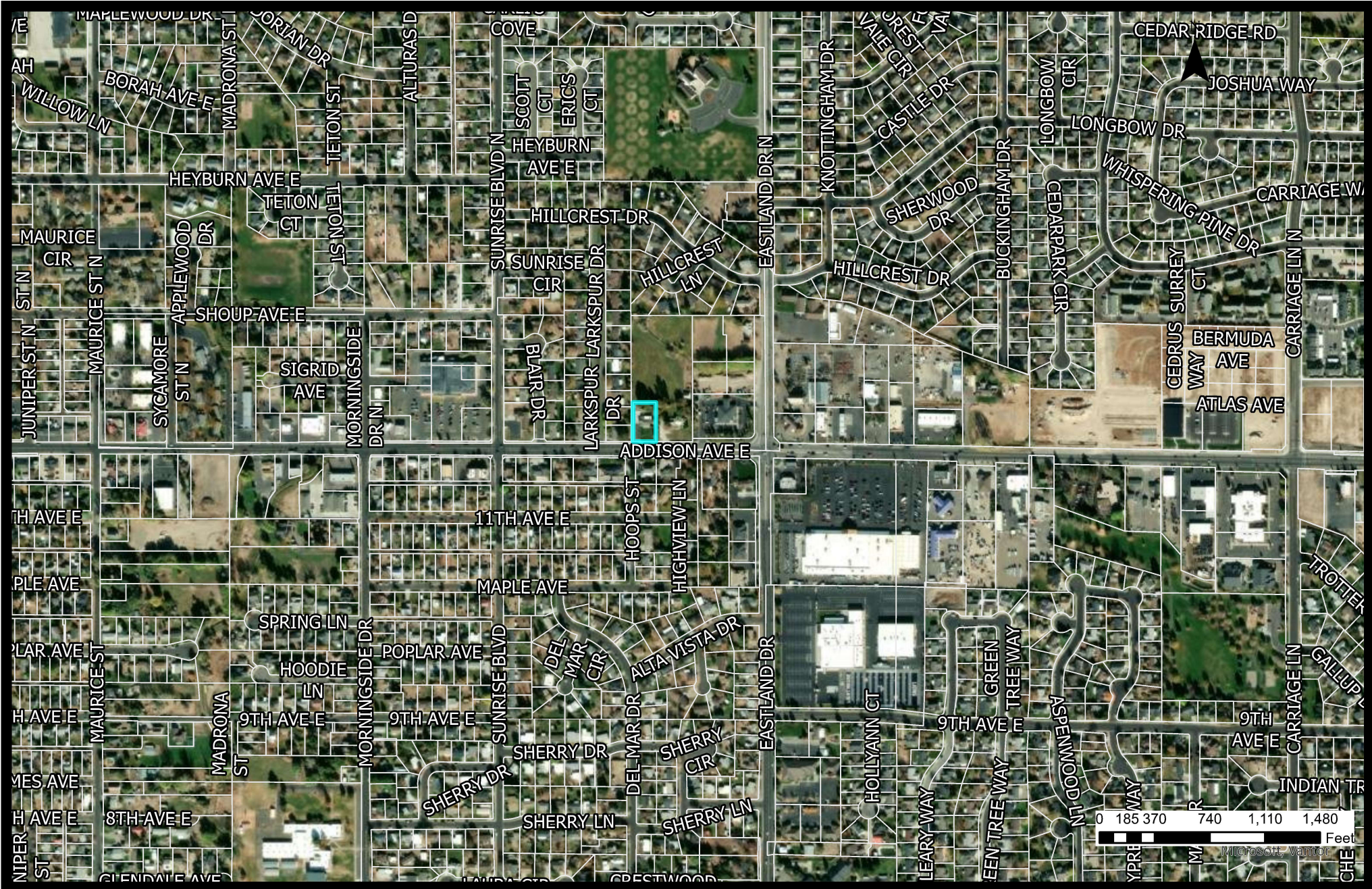
This request requires a recommendation from this commission to City Council. The Commission may recommend the following:

- A. Choose to modify the proposed Zoning District Change (which may require another public hearing before the Commission).
- B. Recommend approval of the proposed Zoning District Change to the City Council.
- C. Recommend denial of the proposed Zoning District Change.

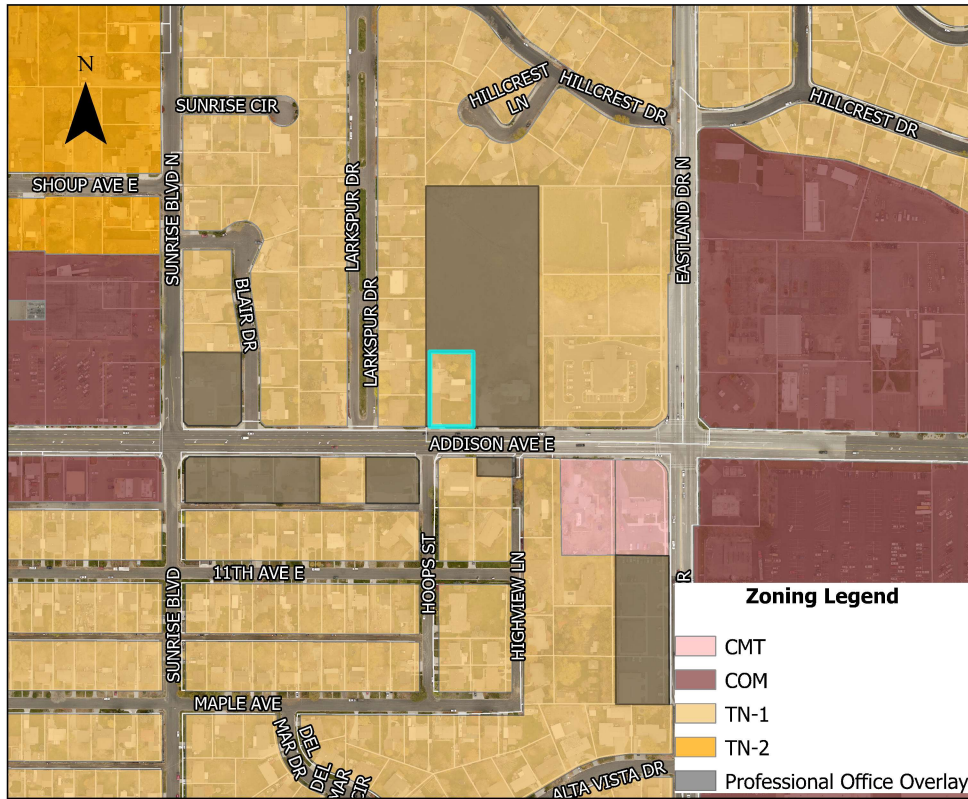
Attachments:

1. PZ26-0008 Vicinity Map
2. PZ26-0008 Presentation Map
3. PZ26-0008 Site Map
4. PZ26-0008 Narrative
5. PZ26-0008 Professional Office Overlay -Land Uses
6. PZ26-0008 Zoning District Change Review Criteria

VICINITY MAP



ZONING MAP



Zoning

Current Zoning: TN-1, Town Neighborhood 1

Current Land Use: Residential

Proposed Zoning: TN-1 PRO

Proposed Land Use: Residential/Professional Office

Surrounding Area

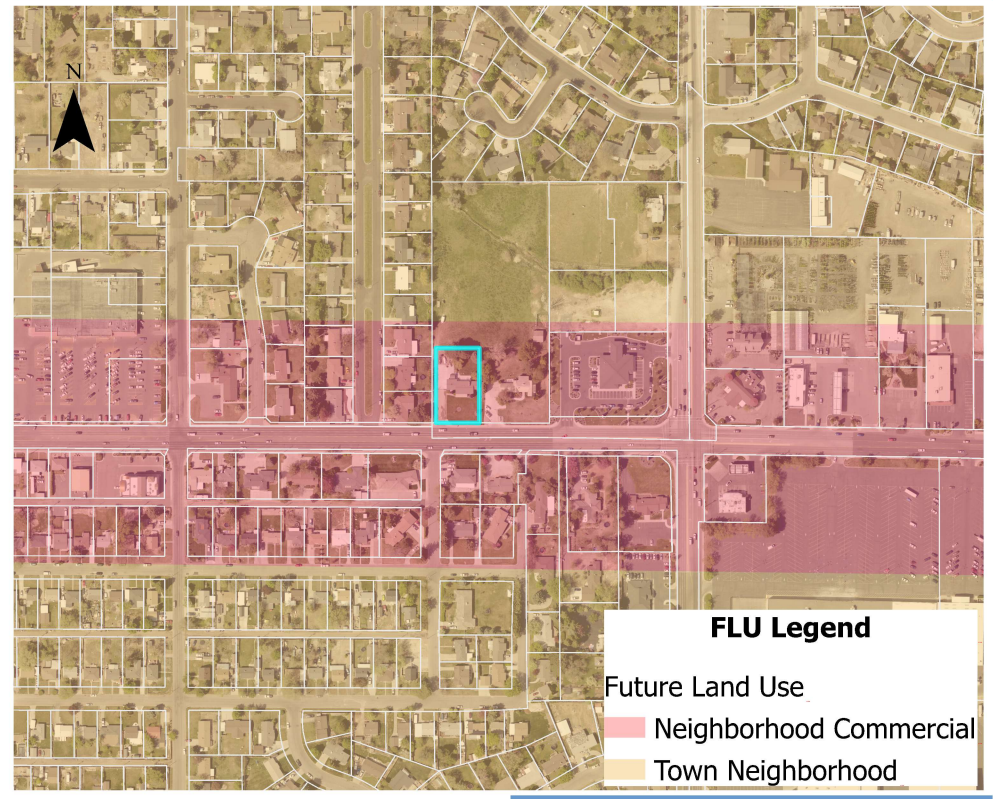
North: Residential/Photo Studio

South: Residential/Offices

East: Photo Studio

West: Residential

FUTURE LAND USE MAP



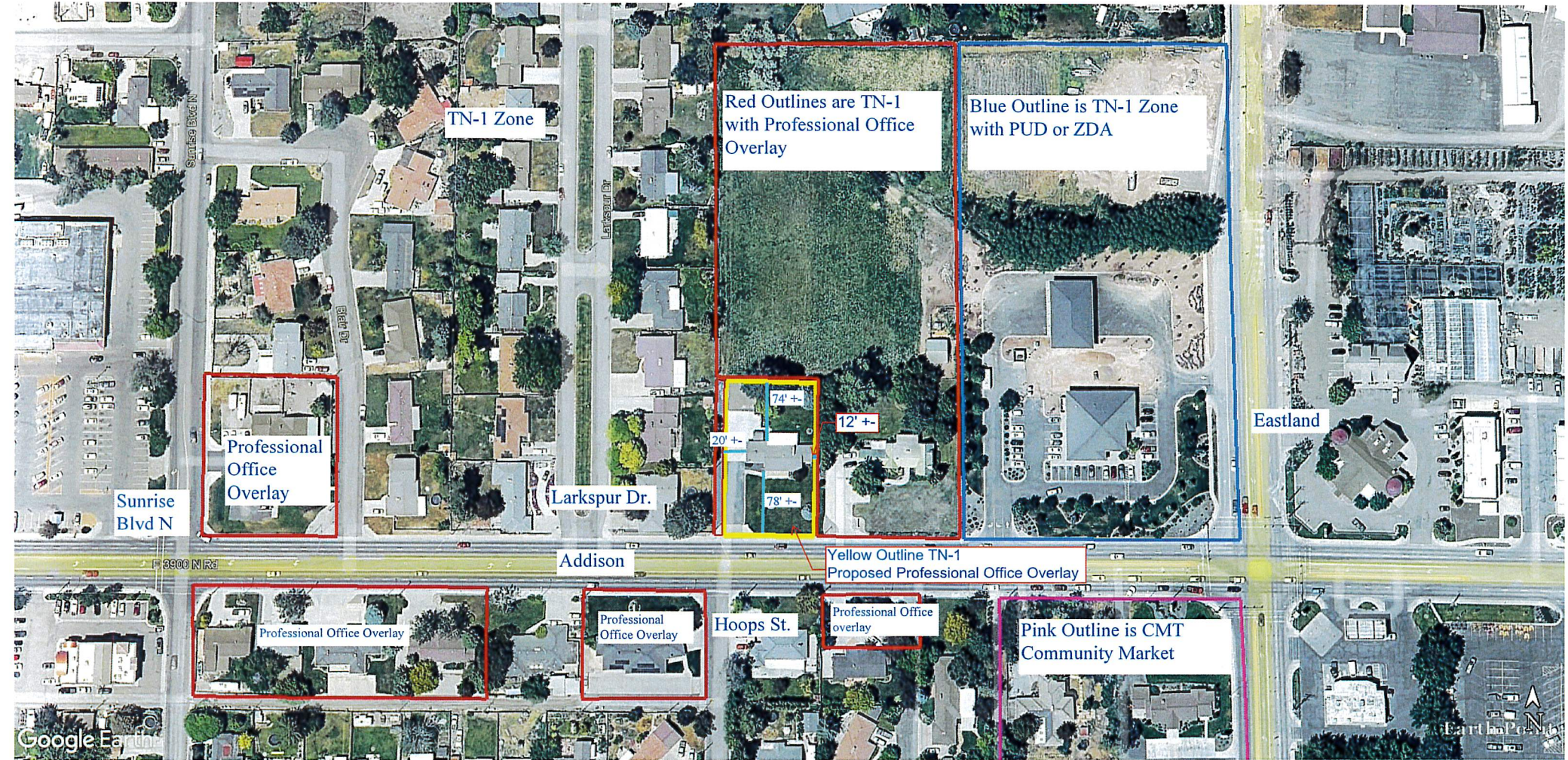
Regulations

Twin Falls Municipal Code Section(s)
10-2-5 (F), 10-3-7, 10-3-2 (K)

FLU Category

Neighborhood Commercial:
Provides supporting services and small-scale commercial for the surrounding neighborhood. Designed to complement the neighborhoods character.

Neighborhood-serving commercial, Townhomes, Condominiums, Apartments, Senior/student housing, small-scale office and retail, Civic and community facilities.





FLYING S
TITLE & ESCROW

This map/plat is being furnished as an aid in locating the herein described land in relation to adjoining streets, natural boundaries and other land, and is not a survey of the land depicted. Except to the extent a policy of title insurance is expressly modified by endorsement, if any, the company does not insure dimensions, distances, location of easements, acreage or other matters shown thereon.

Applicate is seeking a Professional Office Overlay on their current TN-1 zoning for the purpose to receive the highest and best price for the sale of their property. Neighboring parcel has Professional Office Overlay around it and would make applicates property compatible to the area. There are multiple Professional Office Overlays within 500 ft of applicates property and would conform with the Professional Office Overlays zoning purposes.

ASSEMBLY	DEFINITION	PRO
MUSEUM/LEARNING CENTER-MINOR	A building, facility, or institution designed to accommodate 100 or fewer people which is devoted to the procurement, care, study, and exhibition of books, art, and/or other object of historical or scientific value. Such as Aquarium, Planetarium, Children's Exploration Center, and other similar uses.	S
CIVIC/INSTITUTIONAL	DEFINITION	PRO
CITY OF TWIN FALLS FACILITIES OWNED OR OPERATED		P
COMMERCIAL SALES & SERVICES	DEFINITION	PRO
ADMINISTRATIVE OR PROFESSIONAL OFFICE MINOR	A facility or establishment designed, or primarily intended, for occupancy of forty-nine (49) or fewer persons to transact the clerical affairs of a business, industry, service, profession or other organization. This definition does not include offices otherwise defined herein, or offices incidental and accessory to another business, or sales activity, that is the principal use.	S
BARBER & COSMETOLOGY SERVICES	Any establishment or place of business within which the practice of barbering, cosmetology, permanent makeup, or other personal health treatments are engaged in or carried on by one or more aestheticians, barbers, cosmetologists, massage therapists, or similar licensed professionals. Excludes any practice including surgery or other medical practice otherwise defined.	S
DRY CLEANING LAUNDERING MINOR	An establishment or business maintained for the pickup and delivery of items, materials or laundry, without the maintenance or operation of any laundry or dry-cleaning equipment or machinery on the premises.	S
FINANCIAL INSTITUTION	An establishment which the primary function is to advise, hold, invest, loan (secured), save, or transfer monies for individuals or other establishments. Such establishments may include but are not limited to banks, credit unions, savings and loan offices, and mortgage loan offices. Automated teller machines (ATMs) are considered accessory to the primary business. This definition does not include payday, cash advance or check advance loan service establishments.	S
PHOTOGRAPHY STUDIOS	An establishment or workspace designed primarily to take, develop, print and duplicate photographs. Typically, owner operated, smaller in scale, not	S

	containing commercial grade or large machinery for developing large volumes of photographs.	
HEALTH/HUMAN CARE	DEFINITION	PRO
ASSISTED CARE/LIVING FACILITY-MINOR	Any facility licensed and/or certified by the state, which provides mental or physical health services for three (3) to fifteen (15) individuals for illness, disease, physical or mental infirmity. The Definition excludes “Group Homes” and “Certified Family Homes” as defined by State Statute; or hospitals, emergency clinics, or medical clinics.	S
DAYCARE CENTER	A Daycare Business providing care for thirteen (13) or more children on the premises at one time. A daycare center is required to be licensed by the Idaho Dept. of Health and Welfare.	S
MEDICAL CLINIC, MINOR	An establishment where patients are admitted for examination or treatment by physicians, dentists, other health care professionals, or similar professions and where the business operates within Normal Business Hours. Otherwise known as an out-patient Clinic.	S
INDUSTRIAL	DEFINITION	PRO
TESTING LABORATORIES MINOR	An establishment designed primarily for the objective analytical data collection and/or testing of a product or a process; where all testing activities take place indoors and no special equipment, beyond a normal office environment, is utilized.	S
LODGING	DEFINITION	PRO
BED AND BREAKFAST FACILITY	A small-scale lodging establishment providing between 4 to 7 guest rooms. Owner or operator occupied.	S
RESIDENTIAL	DEFINITION	IND2
DWELLING CARETAKE UNIT		P

ZONING DISTRICT CHANGE CRITERIA

Criteria for Review of Zoning District Change:

- a. How the requested zoning at the location in question would be in the community's best interest;**
- b. How the list of uses permitted by the zoning ordinance would blend with surrounding land uses;**
- c. If the subject site is physically suitable for the type and intensity of land uses permitted under the proposed zoning district;**
- d. If the uses permitted in the proposed zoning district would be adequately served by public facilities and services such as thoroughfares, police and fire protection, drainage, refuse disposal, water, sewer, and schools, to ensure the public health, safety and general welfare;**
- e. If the uses permitted in the proposed zoning district would be compatible in terms of their scale, mass, coverage, density, and intensity with adjacent land uses;**
- f. Whether the proposed zoning designation is consistent with the comprehensive plan land use map designation.**