



Twin Falls City Council Agenda

Monday, August 17, 2026, 5:00 PM
Council Chambers
203 Main Avenue East Twin Falls, Idaho

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

- 1) Call Meeting to Order/Confirmation of Quorum
- 2) Pledge of Allegiance
- 3) Consent Calendar
 - a) **ACTION ITEM:** Request to approve City Council 2026 August 10, minutes.
By: Rachael Long, Deputy City Clerk
 - b) **ACTION ITEM:** Request to approve Accounts Payable for August 06-12, 2026.
By: Amy Luna, City Clerk
 - c) **ACTION ITEM:** Request City Council to approve the Special Event Permit for the organizers of the Magic Valley Doula Collective Walk for Postpartum Mental Health.
By: Wendy Davis, Parks and Recreation Director
 - d) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the 2026 Youth Highland Games.
By: Wendy Davis, Parks and Recreation Director
 - e) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the Rim2Rim Race 4Homes
By: Wendy Davis, Parks and Recreation Director
 - f) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of The Gathering
By: Wendy Davis, Parks and Recreation Director
 - g) **ACTION ITEM:** Request City Council to approve the Special Event Permit for the organizers of the Latino Fest.
By: Wendy Davis, Parks and Recreation Director
 - h) **ACTION ITEM:** Request City Council to approve the Special Event Permit for the organizers of the Magic Valley 9/11 Memorial.
By: Wendy Davis, Parks and Recreation Director
 - i) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the Bands at the Bridge.
By: Wendy Davis, Parks and Recreation Director
 - j) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the Dani Bates XC Race.
By: Wendy Davis, Parks and Recreation Director
- 4) Items of Consideration
 - a) **ACTION ITEM:** Request for the Council to approve a contract with Jacobs Engineering in the amount of \$140,000 for the program management and support of the Rock Creek Watershed Restoration Collaborative.
By: Mandi Thompson, Assistant to the City Manager
 - b) **ACTION ITEM:** Request to enter into negotiations with Suburban Construction Management to provide CM/GC services associated with the park property located at the corner of Elizabeth Blvd and Hankins Road.
By: Wendy Davis, Parks and Recreation Director
 - c) **ACTION ITEM:** Request to enter into negotiations with Guho Corp. for CM/GC services associated with the Baxter's Park renovation project.
By: Wendy Davis, Parks and Recreation Director
 - d) **ACTION ITEM:** A request to authorize the use of \$899,672.79 of Street Fund reserves, \$884,456.88 of Capital Fund reserves, \$1,120,300.00 of park impact fees, \$1,085,563.07 of Water Fund reserves, \$980,924.68 of Wastewater Fund reserves, and \$115,000.00 of Library Fund reserves for a total amount of \$5,085,917.42 to finish twelve different projects in fiscal year 2026.
By: Mitch Humble, Deputy City Manager
 - e) **INFORMATIONAL:** Council review of FY 2027 Budget Recap.
By: Travis Rothweiler, City Manager
- 5) General Public Input
- 6) Advisory Board Report/Announcements
- 7) Public Hearings

- a) **ACTION ITEM:** Request for a Zoning District Change from Central City (CC) to Town Neighborhood-3 (TN-3) on property located at 451 Russet St., c/o Juan Torress. (PZ26-0057)
By: Kelli Ebersole, City Planner
- b) **ACTION ITEM:** Request for annexation of 2.42 acres with a proposed zoning district of Community Market for property located at 857 Hankins Road North. c/o Goeffrey Wardle on behalf of Mountain West Council — Boy Scouts of America. (PZ26-0069)
By: Lisa Strickland, City Planner

8) Executive Session

- a) **ACTION ITEM:** Request to adjourn into Executive Session § 74-206(1)(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.
By: Jason Brown, Mayor

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 other speakers.
3. All presenters shall remain respectful.

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

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

Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor or Chair shall review the public hearing procedures.
2. Individuals wishing to testify or speak before the City Council or Planning & Zoning Commission shall wait to be recognized by the Mayor or Chair, approach the microphone/podium, state their name, and then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the staff. The staff shall make an audio recording of the Public Hearing.
3. A City Staff Report shall summarize the application and history of the request.
4. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
 - **A complete explanation and description of the request.**
 - **Why is the request being made.**
 - **Location of the Property.**
 - **Impacts on the surrounding properties and efforts to mitigate those impacts.**
5. Applicant is limited to 15 minutes, unless a written request for additional time is received, at least 72 hours prior to the hearing, and granted by the Mayor or Chairman.
6. The City Council or Planning & Zoning Commission may ask questions of staff or the applicant pertaining to the request.
7. The public will then be given the opportunity to provide their testimony regarding the request. The Mayor or Chair may limit public testimony to no less than two (2) minutes per person.
 - **Individuals are not permitted to give their time to other speakers.**
 - **However, five (5) or more individuals that received written notice of the public hearing may appoint, by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the Mayor or Chair. The spokesperson shall be limited to 15 minutes.**
 - **Written comments, including e-mail, shall be received 2 business days prior to the date of the hearing to be accepted for consideration by the hearing body.**
8. Following the Public Testimony, the applicant is permitted five (5) minutes to respond.
9. Following the Public Testimony and Applicant's response, Council or Commission members, as recognized by the Mayor or Chair, shall be allowed to question the Applicant, Staff or anyone who has testified. Responses shall be limited to answering the questions asked. The Mayor or Chair may limit the time permitted for the answer.
10. The Mayor or Chair shall close the Public Hearing. The City Council or Planning & Zoning Commission shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicants or public is not allowed. Legal or procedural questions may be directed to the City Attorney.

* Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and thereafter removed from the room by order of the Mayor or Chairman.



Twin Falls City Council Minutes

Monday, August 10, 2026, 5:00 PM

203 Main Ave E.
Twin Falls, ID 83301

1) Call Meeting to Order/Confirmation of Quorum

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

Absent:

Staff Present: City Manager Travis Rothweiler, Deputy City Managers Mitch Humble & Gretchen Scott, City Attorney Bruce Castleton, Deputy City Clerk Rachael Long, Police Chief Matthew Hicks, Fire Chief Mitchell Brooks, Public Information Coordinator Joshua Palmer, City Engineer Troy Vitek, Streets Superintendent Mark Thomson, Parks and Recreation Director Wendi Davis

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

2) Pledge of Allegiance

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

3) Consent Calendar

MOTION: Council Member Pierce 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, 7 to 0.

- a) Request to approve City Council August 03, 2026 Minutes.
- b) Request to approve Accounts Payable for July 30 through August 05, 2026.
- c) Request to approve August 05, 2026, Travel Requests.

4) Items of Consideration

- a) Presentation of Road Master Certificates

City Engineer Vitek and **Streets Superintendent Thomson** presented Road Master certificates to Will Fuller and Zakery Hausner.

Mayor Brown congratulated everyone.

- b) Swearing in ceremony for the Twin Falls Police Department's three newest officers: Kyle Boas, Patrick Jones, and Murad Salvarov.

Police Chief Hicks requested the swearing in of three new officers: Kyle Boas, Patrick Jones, and Murad Salvarov.

Mayor Brown swore in all three officers and congratulated them.

- c) Presentation of POST Basic Emergency Communications Certificate to Justice Larson, POST Basic Emergency Communications Certificate to Megan Parker-Smith, POST Advanced Emergency Communications Certificate to Emily Hill, POST Advanced Certificate Martin Becerra, and POST Master Certificate to Jason Kelly.

Chief of Police Hicks presented POST Basic Emergency communication certificates to Justice Larson, Emily Hill and Officer Martin.

Mayor Brown congratulated all of the individuals.

- d) Request to authorize \$91,284.34 from wastewater reserve funds for HVAC units at the WWTP in the Dewatering and Headworks #2 buildings.

Environmental Manager Erickson requested to authorize \$91,284.34 from wastewater reserve funds for HVAC units at the WWTP in the Dewatering and Headworks #2 buildings.

Discussion ensued on the following: none

MOTION: Council Member Pierce moved to approve the request to authorize \$91,284.34 from wastewater reserve funds for HVAC units at the WWTP in the Dewatering and Headworks #2 buildings.

Council Member Stone seconded the motion. The roll call vote showed all members present voted in favor of the motion, 7 to 0.

- e) Council review of FY 2027 Budget Recap with focus on Council Capital.

City Manager Rothweiler reviewed the FY 2027 Budget Recap and focused on Council Capital.

Discussion ensued on the following:

Council Member Pierce stated that her recommendation is for an allocation to the Arts council.

Mayor Brown asked **Wendi Davis** to come forward and speak about the project with the Skate Park at Harmon Park.

Wendi Davis came up and explained what Parks and Rec is already doing for the Skate Park.

Council Member Vollmer asked about the shades on the park and if we could do temporary shades for now.

Council Member Murray spoke up that the temporary shades fell over every time the wind came up.

Council Member Pierce brought up the snow loads for the sunshades.

Council Member Murray asked about how the funding for meals on wheels and how it works exactly with a contract for service.

Council Member Pierce asked if we approve the funding for meals on wheels if that means Council would be allocated to do the service every year.

Mayor Brown asked Travis to go over the Art portion numbers again.

Council Member Pierce asked if Council needs to come up with a number tonight or will this be a discussion later?

Council Member Stone asked what the steps would be to use the rest of the council money.

MOTION: Council Member Pierce moved to approve the request to accept the Council-directed capital in the amount of \$721,000 and keep the remaining amount of money for a council decision later, using the full \$820,000. **Council Member Vollmer** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 7 to 0.

5) General Public Input

Maria Hernanadez thanked Chief Hicks and Chief Brooks for all they have done for our Community since the tragedy on August 1st.

Kandace Miano spoke on freedom and removing the Flock cameras.

Ben Miano also spoke on removing the Flock cameras.

Blake Coleman spoke on why we should remove the Flock Cameras.

6) Advisory Board Report/Announcements

Council Member Craig Hawkins met with Art Council last week and things are going great.

7) Executive Session

- a) Request to adjourn to Executive Session pursuant to Idaho Code § 74-206(1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student, & (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.

MOTION: Council Member Pierce moved to adjourn to Executive Session 74206(1)(b) to

consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student. (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.

Council Member Vollmer seconded the motion. The roll call vote showed all members present voted in favor of the motion, 7 to 0.

8) Adjournment

Convene to Executive Session 74206(1)(b)(f) at 06:29 PM, Executive Session ended at 8:00 PM.

Rachael Long, Deputy City Clerk

****If you wish to have a full accounting of this meeting, please listen to the recording that is located on our website. **** 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.

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

Approve after insurance.

Fire



Fire Recommends

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

Comments, requests and requirements from Fire

Any tents or temporary structures that exceed 4500 SF shall have a Tent Permit though the TFFD.

Parks



Parks Recommends

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

Comments, requests and requirements from Parks

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due*

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

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

Reviewer Name*

Mable Shurtleff

Initial Questions

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

- ☒ Yes
- ☐ No

Type of Event*

Please select all that apply

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

Estimated Number of Attendees*

75

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

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 *

Jacquelyn

Last Name *

Crocker

Onsite Contact

First Name *

Jacquelyn

Last Name *

Crocker

Event Information

Event Name *

Magic Valley Doula Collective Walk for Postpartum Mental Health

Event Location (Park or Facility Requested)

Thomsen Park

Is this event indoors or outdoors? *

- ☐ Indoors
- ☒ Outdoors

Event Reoccurrence

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

Event Description *

We are joining together to support moms in our community that have struggled or are currently suffering from Postpartum Mood & Anxiety Disorders. We want to provide resources, community, support and care.

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 *

rjLTm3-Thomsen copy.pdf	1.67MB
Thomsen Park.pdf	1.9MB

Set-up Time Start *

Set-up Time End *

10/17/2026 11:00:00 AM

10/17/2026 12:45:00 PM

Event Time Start *

10/17/2026 01:00:00 PM

Event Time End *

10/17/2026 04:00:00 PM

Take Down Time Start *

10/17/2026 04:00:00 PM

Take Down Time End *

10/17/2026 05:00:00 PM

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

Permits, Licenses and Agreements

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

☒ Yes ☐ No

- ✓ *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

Security

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

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

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

Restrictions and Signature

Please be aware of the following restrictions:

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

The following are prohibited in parks and on trails:

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

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

****Based on the details of your event, a parks use permit might be issued. By signing below, I agree that this permit may be revoked for reasons outlined above. I further agree that this permit will be revoked if it conflicts with any lawful order issued**

by a Federal, State, or local government agency, including orders issued in response to the COVID-19 pandemic.

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

Signature *

A handwritten signature in black ink, reading "Jacquelyn Crocker", is displayed on a light gray rectangular background.

Name *

Jacquelyn Crocker

Date *

05/12/2026



Council Agenda Information

Review

Approval Process:

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

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

Streets



Streets Recommends

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

Comments, requests and requirements from Streets

Engineering



Engineering Recommends

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

Comments, requests and requirements from Engineering

Planning and Zoning



Planning and Zoning Recommends

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

Comments, requests and requirements from Planning and Zoning

Electrical



Electrical Recommends

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

Comments, requests and requirements from Electrical

Police



Police Recommends

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

Comments, requests and requirements from Police

Fire



Fire Recommends

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

Comments, requests and requirements from Fire

Parks



Parks Recommends

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

Comments, requests and requirements from Parks

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due*

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

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

Reviewer Name*

Mable Shurtleff

Initial Questions

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

- ☒ Yes
- ☐ No

Type of Event*

Please select all that apply

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

Estimated Number of Attendees*

150

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

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

- ☒ Yes
- ☐ No

Will your event impact or require any street closure? *

- ☐ Yes
- ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☒ Yes ☐ No

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

☐ Yes ☒ No

Will you be camping overnight in any park facility? *

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

Will there be hot air balloon(s)? *

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☒ Yes ☐ No

Contact Information

Event Organizer

First Name *

Stacy

Last Name *

McClintock

Onsite Contact

First Name *

Stacy

Last Name *

McClintock

Event Information

Event Name *

2026 Youth Highland Games

Event Location (Park or Facility Requested)

Sunway Soccer Complex & St. Luke's Shelter

Is this event indoors or outdoors? *

☐ Indoors

☒ Outdoors

Event Reoccurrence

☐ One Time Event

☐ Recurring over several weeks/months

Event Description *

City of Twin Falls Youth Highland Games. Fun day filled with modified version of the Scottish Highland Games. This event is a City of Twin Falls, Recreation Department event.

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 *

Youth Highland Game map.pdf

413.54KB

Set-up Time Start *

09/26/2026 07:30:00 AM

Set-up Time End *

09/26/2026 08:30:00 AM

Event Time Start *

09/26/2026 09:00:00 AM

Event Time End *

09/26/2026 12:00:00 PM

Take Down Time Start *

09/26/2026 12:00:00 PM

Take Down Time End *

09/26/2026 12:30:00 PM

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

Permits, Licenses and Agreements

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

☐ Yes ☒ No

Will you have keg beer at your event? *

☐ Yes ☒ No

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

☒ Yes ☐ No

Definitions

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

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

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

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

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

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

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

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

Will your event generate any type of waste? *

☒ Yes ☐ No

Is this an ongoing or seasonal request? *

☒ Yes ☐ No

Agreement, insurance, and fees may apply

Will your event include pyrotechnics or fireworks? *

☐ Yes ☒ No

Notification

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

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

Notification Acknowledgement *

☒ I have read and understand this requirement

Insurance

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

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

Insurance Documents

Security

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

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

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

Restrictions and Signature

Please be aware of the following restrictions:

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

The following are prohibited in parks and on trails:

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

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

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

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

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

Signature *

Stacy McClintock

Name *

Stacy McClintock

Date *

12/29/2025



Council Agenda Information

Review

Approval Process:

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

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

Streets



Streets Recommends

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

Comments, requests and requirements from Streets

Engineering



Engineering Recommends

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

Comments, requests and requirements from Engineering

Planning and Zoning



Planning and Zoning Recommends

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

Comments, requests and requirements from Planning and Zoning

Electrical



Electrical Recommends

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

Comments, requests and requirements from Electrical

Police



Police Recommends

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

Comments, requests and requirements from Police

Insurance documents needed. Alcohol service is out of TF jurisdiction and not subject to TF regulations.

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 tents or temporary structures that exceed 400 SF shall have a Tent Permit through the TFFD. Any food vendor shall have their valid 2026 purple fire inspection decal in plain view of the public.

Parks



Parks Recommends

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

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

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

Reviewer Name *

Mable Shurtleff

Initial Questions

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

☒ Yes ☐ No

Type of Event *

Please select all that apply

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

Estimated Number of Attendees *

400

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

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

☐ Yes ☒ No

Will your event impact or require any street closure? *

☐ Yes ☒ No

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

☒ Yes ☐ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

Will you be camping overnight in any park facility? *

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

Will there be hot air balloon(s)? *

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

Contact Information

Event Organizer

First Name *

Linda

Last Name *

Fleming

Onsite Contact

First Name *

Linda

Last Name *

Fleming

Event Information

Event Name *

Rim2Rim Race 4Homes

Event Location (Park or Facility Requested)

Blue Lakes Country Club start and finish plus 1/2 rim at Sportsmans to BlueLakes

Is this event indoors or outdoors? *

☐ Indoors

☒ Outdoors

Event Reoccurrence

☐ One Time Event

☐ Recurring over several weeks/months

Event Description *

Annual fundraiser benefitting Habitat for Humanity of the Magic Valley. This will be the 49th running of this iconic community race. Rim2Rim Race starts and finishes at Bass in Blue Lakes Country Club, crossing the canyon rim trail at the visitors center. The 1/2 Rim uses the Canyon Rim Trail in front of the mall, starting at the East parking lot of Sportsman's Warehouse and merges with the full Rim2Rim at the west side of the Perrine Bridge in front of the Visitors Center.

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 *

Rim2Rim MAP Final1.jpeg

1.44MB

Parking Plan

Parking Plan *

Parking is at BLCC and Sportsman's back lot. Overflow for race is at corner of Golf Course Road and turn to BLCC

Parking Plan Map

Permits, Licenses and Agreements

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

☐ Yes ☒ No

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.

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

Will your event generate any type of waste? *

☒ Yes ☐ No

Is this an ongoing or seasonal request? *

☒ Yes ☐ No

Agreement, insurance, and fees may apply

Will your event include pyrotechnics or fireworks? *

☐ Yes ☒ No

Notification

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

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

Notification Acknowledgement *

☒ I have read and understand this requirement

Insurance

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

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

Insurance Documents

Security

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

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

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

Alcohol

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

Alcohol/Beer Gardens:

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

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

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

Waste Plan

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

Discarded Materials *

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

Water stations supply water to racers and are supplied with a garbage can for immediate clean up and beautification of surrounding area we occupy. We strive to leave it better than we found it.

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 Sagers

Phone number of contact

2087351233

Number of staff assisting in removal.

32

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 *

Linda Fleming

Name *

Linda Fleming

Date *

02/02/2026



Council Agenda Information

Review

Approval Process:

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

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

Streets

Streets Recommends

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

Comments, requests and requirements from Streets

Engineering

Engineering Recommends

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

Comments, requests and requirements from Engineering

If closing down roadways or sidewalks for vendors or activities, it will need a separate right of way permit through the City Website.

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

Approve after insurance provided.

Fire



Fire Recommends

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

Comments, requests and requirements from Fire

Any tents or temporary structures exceeding 400 SF shall have a Tent Permit through the TFFD. Any mobile food vendors shall have their purple 2026 fire inspection decal posted.

Parks



Parks Recommends

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

Comments, requests and requirements from Parks

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

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

Reviewer Name *

Mable Shurtleff

Initial Questions

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

- ☒ Yes
- ☐ No

Type of Event *

Please select all that apply

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

Estimated Number of Attendees *

750

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

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

- ☒ Yes
- ☐ No

Will your event impact or require any street closure? *

- ☐ Yes
- ☒ No

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

- ☐ Yes
- ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☒ Yes ☐ No

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

☐ Yes ☒ No

Will you be camping overnight in any park facility? *

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

Will there be hot air balloon(s)? *

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☒ Yes ☐ No

Contact Information

Event Organizer

First Name *

Kaleigh

Last Name *

Bowman

Onsite Contact

First Name *

Kaleigh

Last Name *

Bowman

Event Information

Event Name *

The Gathering

Event Location (Park or Facility Requested)

Twin Falls City Park & Bandshell

Is this event indoors or outdoors? *

☐ Indoors

☒ Outdoors

Event Reoccurrence

☐ One Time Event

☐ Recurring over several weeks/months

Event Description *

Amazing Grace Fellowship and Lighthouse Church present a worship night to the community. One hour of worship, as we close out the summer, free of charge and open to the Community!

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 *

The Gathering Map 2026.pdf

16.17MB

Set-up Time Start *

08/21/2026 10:00:00 AM

Set-up Time End *

08/21/2026 06:30:00 PM

Event Time Start *

08/21/2026 07:00:00 PM

Event Time End *

08/21/2026 08:20:00 PM

Take Down Time Start *

08/21/2026 08:30:00 PM

Take Down Time End *

08/21/2026 10:00:00 PM

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

Parking Plan

Parking Plan *

In past years we have had no problems with parking. We will have a few parking spots reserved up front for people with disabilities.

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.

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.

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, paperware, silverware, Plastic bags, water bottles, and soda cans are the majority of what will be discarded by vendors and attendees.

Have you arranged for portable toilets? *

☒ Yes ☐ No

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

☒ Yes ☐ No

Name of Contracted Company *	Number of Trash Receptacles *	Size of Trash Receptacles
Western Waste	15	30 Gal.
Contact person in charge of waste. *	Phone number of contact	Number of staff assisting in removal.
Kaleigh Bowman	2087360727	3

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 *

Kaleigh Bowman

Name *

Kaleigh Bowman

Date *

01/16/2026



Council Agenda Information

Review

Approval Process:

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

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

Streets



Streets Recommends

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

Comments, requests and requirements from Streets

Engineering



Engineering Recommends

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

Comments, requests and requirements from Engineering

Planning and Zoning



Planning and Zoning Recommends

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

Comments, requests and requirements from Planning and Zoning

Electrical



Electrical Recommends

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

Comments, requests and requirements from Electrical

Police



Police Recommends

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

Comments, requests and requirements from Police

No insurance attached. Inadequate trash plan. 1 large dumpster should be accompanied buy multiple small trash receptacles. Park provided trash will not accommodate the number of people anticipated to attend.

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

All food vendors shall have a current 2026 food truck inspection; the purple decal shall be posted within the public view. Any tent or temporary structure greater than 400sf shall have a permit through the TFFD.

Parks



Parks Recommends

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

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

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

Reviewer Name *

Mable Shurtleff

Initial Questions

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

☒ Yes ☐ No

Type of Event *

Please select all that apply

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

Estimated Number of Attendees *

3,000

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.

we are going to have food vendors, informational booths, a beer garden, children's games and music.

We will have professional set up the sound equipment for out live entertainment.

We will have live music, and other entertainment cultural dances, etc.

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 *

Jessica

Last Name *

Gonzalez

Onsite Contact

First Name *

benjamin

Last Name *

Reed

Event Information

Event Name *

Latino Fest

Event Location (Park or Facility Requested)

Twin Falls City Park

Is this event indoors or outdoors? *

☐ Indoors
☒ Outdoors

Event Reoccurrence

☐ One Time Event
☐ Recurring over several weeks/months

Event Description *

There will be music, food vendors, informational booths, a beer garden, and children game area along with infl atable bounce houses.

We will have professional set up the sound equipment for out live entertainment.

We will have live music and other entertainment, cultural dances and games

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

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

Event Map *

Latino Fest 25 layout map.pdf	551.07KB
Latino Fest 6th Ave E TF.pdf	550.8KB

Set-up Time Start *

08/29/2026 07:00:00 AM

Set-up Time End *

08/29/2026 01:00:00 PM

Event Time Start *

08/29/2026 12:00:00 PM

Event Time End *

08/29/2026 10:30:00 PM

Take Down Time Start *

08/29/2026 09:00:00 PM

Take Down Time End *

08/29/2026 10:30:00 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 *

use the facilities around the park

Parking Plan Map

Permits, Licenses and Agreements

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

☒ Yes ☐ No

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

Will you have keg beer at your event? *

☒ Yes ☐ No

- ✓ 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.):

cardboard, food wasted, plastic bags, cans, cups.

Have you arranged for portable toilets? *

☒ Yes ☐ No

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

☒ Yes ☐ No

Name of Contracted Company *

American Disposal

Number of Trash Receptacles *

1

Size of Trash Receptacles

Dumpster

Contact person in charge of waste. *

Guadalupe Castaneda

Phone number of contact

Number of staff assisting in removal.

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 *

Jessica Gonzalez

Name *

Jessica Gonzalez

Date *

11/06/2025



Council Agenda Information

Review

Approval Process:

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

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

Streets



Streets Recommends

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

Comments, requests and requirements from Streets

Engineering



Engineering Recommends

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

Comments, requests and requirements from Engineering

Planning and Zoning



Planning and Zoning Recommends

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

Comments, requests and requirements from Planning and Zoning

Electrical



Electrical Recommends

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

Comments, requests and requirements from Electrical

Police



Police Recommends

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

Comments, requests and requirements from Police

Fire



Fire Recommends

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

Comments, requests and requirements from Fire

Allow for ingress and egress of emergency vehicles in case of emergency, without delay. All food vendors shall have their 2026 Purple food vending inspection decal plainly visible from the customer window. Any tent or temporary structure larger than 400 SF shall have a Tent Permit through the TFFD.

Parks



Parks Recommends

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

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

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

Reviewer Name *

Mable Shurtleff

Initial Questions

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

☒ Yes ☐ No

Type of Event *

Please select all that apply

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

Estimated Number of Attendees *

2,500

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 for tent vendors, food vendors, and a temporary stage.

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 *

Larae

Last Name *

Saufley

Onsite Contact

First Name *

Larae

Last Name *

Saufley

Event Information

Event Name *

Magic Valley 9/11 Memorial

Event Location (Park or Facility Requested)

Visitors Center

Is this event indoors or outdoors? *

☐ Indoors
☒ Outdoors

Event Reoccurrence

☐ One Time Event
☐ Recurring over several weeks/months

Event Description *

The **Magic Valley 9/11 Memorial Event** is an annual community gathering held in **Twin Falls, Idaho**, honoring the lives lost on September 11, 2001, and celebrating the bravery, unity, and resilience of our nation's first responders, military, and citizens. The event is hosted by the **Magic Valley 9/11 Memorial nonprofit organization** and takes place on the **Snake River Canyon Rim near the Perrine Bridge**, where the largest American flag ever suspended from a structure in the United States—the 150' x 78' "Patriot Flag"—is displayed each year.

Planned Activities

- **Flag Hanging Ceremony:** The Patriot Flag is suspended near the Perrine Bridge by professional rope access and rescue teams, in collaboration with local fire departments, law enforcement, and search and rescue units.
- **Opening Ceremony:** Includes the presentation of colors, invocation, National Anthem, and moments of silence corresponding with the timeline of the September 11, 2001 attacks.
- **Bands on the Bridge / Flag Walk: Day Before in conjunction with Bands at the Bridge** A community walk across the Perrine Bridge in remembrance and unity, often accompanied by patriotic music and local performers.

- **First Responder & Military Tributes:** Recognition of local heroes, remembrance of fallen first responders, and stories of courage and service.
 - **Guest Speakers & Performances:** Local leaders, military representatives, and musicians offer messages and performances honoring the spirit of 9/11.
 - **Community Engagement:** Educational displays, nonprofit outreach booths, and opportunities for attendees to connect, reflect, and show support.
-

Equipment & Temporary Structures

- **Primary Feature:**
 - *The Patriot Flag* (150' x 78') suspended West of the Perrine Bridge using professional rigging, safety lines, and rope systems.
 - **Tents & Canopies:**
 - (10-20) 10x10 canopy tents used for registration, merchandise, first aid, and event information.
 - (1) 10x10 canopy for shade and volunteer coordination. Above the main parking Lot
 - **Audio/Visual Equipment:**
 - Portable sound system with microphones and speakers for ceremony announcements, music, and presentations.
 - Small generator(s) to power sound equipment.
 - **Portable Restrooms:**
 - Strategically placed near the back of the parking lot for attendee convenience.
 - **Signage:**
 - Event banners, directional signs, and sponsor signage.
 - **Trash & Recycling:**
 - Waste receptacles and volunteer cleanup crew.
-

Attendee Accommodations

- Attendees are invited to **bring their own camp chairs, blankets, or choose to stand**. Seating is not provided by the event.
 - The event area is open and grassy, offering natural seating and space for attendees to gather comfortably.
 - There are **not typically inflatables or amusement structures**.
-

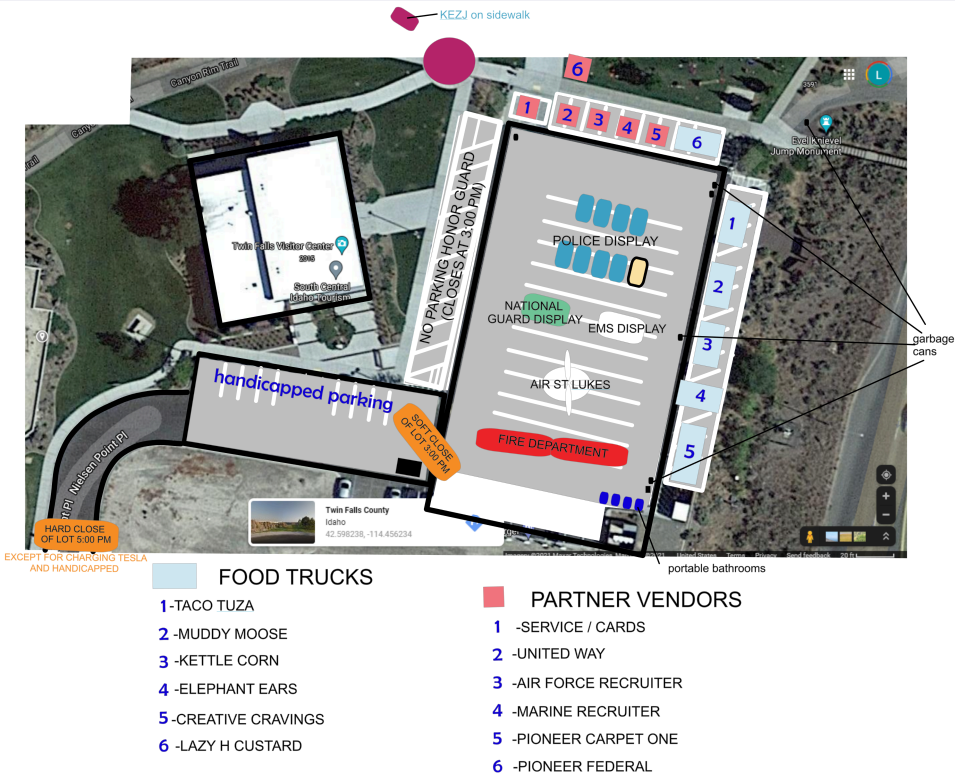
Additional Pertinent Information

- **Setup & Teardown:** Setup typically begins the day before the event, with teardown occurring immediately following the event approximately 9:00 PM.
- **Safety & Coordination:** Managed in cooperation with the Twin Falls Police Department, Fire Department, Twin Falls County Sheriff's Office, and Search & Rescue teams.
- **Estimated Attendance:** Approximately 1,000–2,000 attendees throughout the event.
- **Accessibility:** The viewing area and walkways are accessible to individuals with disabilities with limited parking on the South side of the Visitors Center.
- **Insurance & Oversight:** The event is fully insured and managed by the Magic Valley 9/11 Memorial nonprofit board and committee.

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

Event Map*

9-11 MAP.png5.05MB



parking map.png

1.48MB



Set-up Time Start*

09/04/2026 06:00:00 AM

Set-up Time End*

09/10/2025 12:00:00 PM

Event Time Start *

09/11/2026 12:00:00 PM

Event Time End *

09/19/2026 08:00:00 PM

Take Down Time Start *

09/19/2026 08:00:00 AM

Take Down Time End *

09/19/2026 10:00:00 AM

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

Parking Plan

Parking Plan *

*see maps

Parking Plan Map

parking map.png

1.48MB



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

COI 9.01.2025-9.01.2026.pdf

58.87KB

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.

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, plastic bags.

Have you arranged for portable toilets? *

☒ Yes ☐ No

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

☒ Yes ☐ No

Name of Contracted Company *	Number of Trash Receptacles *	Size of Trash Receptacles
PSI	15	50 GAL
Contact person in charge of waste. *	Phone number of contact	Number of staff assisting in removal.
Angela Johnson	801-898-2644	10

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*

Larae Saufley

Name*

Larae Saufley

Date*

10/20/2025



Council Agenda Information

Review

Approval Process:

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

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

Streets



Streets Recommends

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

Comments, requests and requirements from Streets

Engineering



Engineering Recommends

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

Comments, requests and requirements from Engineering

Planning and Zoning



Planning and Zoning Recommends

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

Comments, requests and requirements from Planning and Zoning

Electrical



Electrical Recommends

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

Comments, requests and requirements from Electrical

Police



Police Recommends

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

Comments, requests and requirements from Police

Fire



Fire Recommends

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

Comments, requests and requirements from Fire

Any food vendor shall have the purple, 2026 fire inspection decal visible to the public. Any tent or temporary structure exceeding 400 SF shall have a permit through the TFFD.

Parks



Parks Recommends

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

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

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

Reviewer Name *

Mable Shurtleff

Initial Questions

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

☒ Yes ☐ No

Type of Event *

Please select all that apply

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

Estimated Number of Attendees *

750

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.

Pop up tents are often used by our community partners for their exhibit space.

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 *

Blake

Last Name *

Gardner

Onsite Contact

First Name *

Blake

Last Name *

Gardner

Event Information

Event Name *

Bands at the Bridge

Event Location (Park or Facility Requested)

Perrine Bridge visitors area

Is this event indoors or outdoors? *

☐ Indoors
☒ Outdoors

Event Reoccurrence

☐ One Time Event
☐ Recurring over several weeks/months

Event Description *

This is 8th annual event held here. It is an evening of community hope, awareness, and resources shared with the community. We have an honoring of our 1st responders, military, police and fire, with an opening flag ceremony. Several community support organizations share their resources with the guests to help build our community resilience and lend support were needed.

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 *

12 Vendors

-
-
-
-
-
-
-
-
-
-
-



1-Food Vendor
1-Drink Vendor
1-Dessert Vendor

**Set-up Time Start ***

09/10/2026 01:00:00 PM

Set-up Time End *

09/10/2026 05:30:00 PM

Event Time Start *

09/10/2026 06:00:00 PM

Event Time End *

09/10/2026 08:00:00 PM

Take Down Time Start *

09/10/2026 08:30:00 PM

Take Down Time End *

09/10/2026 10:00:00 PM

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

Parking Plan

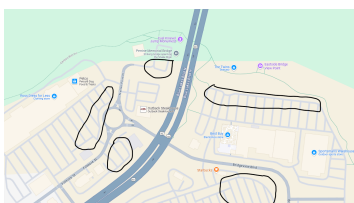
Parking Plan *

In previous years we have utilized the out lining area shown in maps with the permission of the businesses nearby.

Parking Plan Map

Proposed Parking 2025-03-25.png

391.06KB



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

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.

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 & soft drink purchased waste

Have you arranged for portable toilets? *

☒ Yes ☐ No

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

☒ Yes ☐ No

Name of Contracted Company *	Number of Trash Receptacles *	Size of Trash Receptacles
PSI	4	Small bins
Contact person in charge of waste. *	Phone number of contact	Number of staff assisting in removal.
Blake Gardner	2082802096	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 *

Blake B Gardner

Name *

Blake B Gardner

Date *

10/15/2025



Council Agenda Information

Review

Approval Process:

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

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

Streets



Streets Recommends

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

Comments, requests and requirements from Streets

Engineering



Engineering Recommends

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

Comments, requests and requirements from Engineering

Planning and Zoning



Planning and Zoning Recommends

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

Comments, requests and requirements from Planning and Zoning

Electrical



Electrical Recommends

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

Comments, requests and requirements from Electrical

Police



Police Recommends

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

Comments, requests and requirements from Police

Please provide proof of insurance documents.

Fire



Fire Recommends

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

Comments, requests and requirements from Fire

Parks



Parks Recommends

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

Comments, requests and requirements from Parks

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1

Total Due*

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

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

Reviewer Name*

Mable Shurtleff

Initial Questions

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

- ☒ Yes
- ☐ No

Type of Event*

Please select all that apply

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

Estimated Number of Attendees*

600

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.

Team canopies

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 *
Ben

Last Name *
Benoit

Onsite Contact

First Name *
Ben

Last Name *
Benoit

Event Information

Event Name *
Dani Bates xc race

Event Location (Park or Facility Requested)
Sunway soccer fields

Is this event indoors or outdoors? *

☐ Indoors

☒ Outdoors

Event Reoccurrence

☐ One Time Event

☐ Recurring over several weeks/months

Event Description *
High school xc race with teams from around the valley.

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 *

Sunway.pdf 2.21MB

Set-up Time Start * Set-up Time End *

09/18/2026 06:00:00 AM 09/18/2026 12:00:00 PM

Event Time Start * Event Time End *

09/18/2026 01:00:00 PM

09/18/2026 05:00:00 PM

Take Down Time Start *

09/18/2026 05:00:00 PM

Take Down Time End *

09/18/2026 05:20:00 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 *

Team Busses and overflow parking will again be at the reformed church.

Parking Plan Map

Permits, Licenses and Agreements

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

☐ Yes ☒ No

Will you have keg beer at your event? *

☐ Yes ☒ No

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

☐ Yes ☒ No

Definitions

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

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

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

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

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

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

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

Will your event generate any type of waste? *

☒ Yes ☐ No

Is this an ongoing or seasonal request? *

☒ Yes ☐ No

Agreement, insurance, and fees may apply

Will your event include pyrotechnics or fireworks? *

☐ Yes ☒ No

Notification

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

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

Notification Acknowledgement *

☒ I have read and understand this requirement

Insurance

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

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

Insurance Documents

Security

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

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

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

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.):

wtake all trash with us

Have you arranged for portable toilets? *

☒ Yes ☐ No

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

☒ Yes ☐ No

Name of Contracted Company *

western waste

Number of Trash Receptacles *

2

Size of Trash Receptacles

Contact person in charge of waste. *

Ben Benoit

Phone number of contact

2082935548

Number of staff assisting in removal.

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 *

Ben benoit

Name *

Ben Benoit

Date *

07/19/2026



Date: Monday, August 17, 2026
To: Honorable Mayor and City Council
From: Mandi Thompson, Assistant to the City Manager

ACTION ITEM

Request:

Request for the Council to approve a contract with Jacobs Engineering in the amount of \$140,000 for the program management and support of the Rock Creek Watershed Restoration Collaborative.

Time Estimate:

5 minutes for a brief presentation and any questions from Council.

Background:

The City of Twin Falls was awarded a direct appropriation of funds through Congressman Mike Simson's office to create a master plan and carry out watershed improvement projects in and along Rock Creek in 2023. The Twin Falls City Council approved the Rock Creek Watershed Restoration master plan on March 9, 2026. The master plan recommended the creation of a collaborative of stakeholders and partners to implement the projects recommended in the master plan. In addition, it recommended a staff position to lead the collaborative's efforts. Because many of the projects are located outside the City's jurisdiction and corporate boundaries, an outside entity separate from the City should manage the collaborative. The contract under consideration will cover the first year of the management of the collaborative, including the creation of three subgroups to drive the work of the plan — urban stormwater, agriculture and river corridor — and will be reimbursed with the funds appropriated by Congressman Simpson.

Approval Process:

Simply majority of the City Council.

Budget Impact:

\$140,000, all of which will be reimbursed with federal funds.

Regulatory Impact:

None.

History:

Analysis:

Conclusion:

Staff recommends that the City Council approve the contract with Jacobs Engineering to manage the Rock Creek Watershed Restoration Collaborative.

Attachments:

1. Rock Creek Collaborative Management

AGREEMENT FOR PROFESSIONAL SERVICES

TASK ORDER FORM

Effective Date: July 31, 2026

Task Order No.: 3

Client Project No.: _____

Engineer Project No.: _____

This Task Order is entered into on the effective date noted above pursuant to the "Master Agreement for Professional Services between the CITY OF TWIN FALLS ("Client") and JACOBS ENGINEERING GROUP INC. ("Engineer"), dated July 2024 ("Agreement"). The Agreement is incorporated herein and forms an integral part of this Task Order.

Appendix A is attached hereto and incorporated herein, which Appendix A is marked with the above noted Task Order No. and consists of 6 page(s).

Services Authorized

Client authorizes Engineer to perform the Services described in Appendix A.

Schedule

See Appendix B.

Compensation

Contract Fee: See Appendix B

_____ Time and Expenses per Agreement

_____ Firm Fixed Price per Agreement

 x Other (Describe): NTE

Other

Not Applicable

Signatures

CLIENT:

ENGINEER:

Signature: _____

Signature: _____

Printed Name: _____

Printed Name: _____

Date: _____

Date: _____

Appendix A

Task Order 3: Rock Creek Watershed Restoration Collaborative Program Management and Support Scope of Services

Date: July 31, 2026

Project Name: Task Order 3: Rock Creek Watershed Restoration Collaborative Program
Management and Support

Consultant Name: Jacobs Engineering Group Inc.

Consultant Company Address: 999 W Main St. Suite 1200, Boise, ID 83702

Consultant Project Manager/Contact Information: Molly Dawson/molly.dawson@jacobs.com

Contract Amount: \$140,000 (T/M NTE)

Duration: 15 months

Project Understanding

The City of Twin Falls, Idaho, (City) has received funding through a Congressional appropriation to address water quality challenges in Rock Creek. Jacobs was selected to prepare the Rock Creek Watershed Master Plan, which was finalized and approved by the City in March, 2026.

Now that priority projects have been identified and prioritized, Jacobs will be assisting the City to establish a self-sustaining and collaborative group of community stakeholders called the Rock Creek Watershed Restoration Collaborative (Collaborative) that will champion Rock Creek restoration activities by helping to implement the funding strategy and projects developed during the master planning process.

The goals of the Collaborative are grounded in a coordinated, multi-benefit approach to project planning and implementation that reflects community priorities, funding opportunities, and the capacity needed to achieve long-term water quality improvements. These goals include the following:

- Support a successful Collaborative and effective project implementation, ultimately improving water quality in Rock Creek.
- Identify key stakeholders and community members to participate in the steering committee and continue to build and maintain positive momentum for water quality projects.
- Facilitate and guide the Collaborative meetings to continue project planning and implementation.
- Create and support subcommittees that focus on the three main categories of water quality improvement projects that were identified in the Master Plan: 1) Urban Stormwater, 2) Agricultural, and 3) River Corridor.
- Identify sources of funding for project design and implementation.
- Continue to engage with stakeholders and the community to gain support for identified Master Plan priority projects.

Collectively, these goals are intended to build a strong, collaborative foundation that advances prioritized projects and delivers measurable, long-term improvements to water quality in the Rock Creek watershed.

Task 1. Project Management

Objective. Project management will include team coordination, schedule and budget management, progress reporting and invoicing, and project administration.

Approach. Jacobs will accomplish and facilitate the following items to track and manage scope, schedule, and budget under the project management task.

Task 1.1 Scope, Schedule, and Budget Management

Jacobs' project manager will monitor and manage progress to support on-time and on-budget successful project delivery.

Task 1.2 Project Check-In Meetings

Jacobs will hold monthly internal team meetings to review progress and collaborate on project tasks, and Jacobs' project manager will meet monthly with the City's project manager for 30 minutes to provide updates and address any questions or concerns.

Task 1.3 Progress Reports

Jacobs will provide monthly progress reports describing completed work as well as scope, schedule, and budget status. The progress reports will be submitted electronically with monthly invoices.

Task 1 Assumptions

- Project duration is 15 months.
- Up to three Jacobs team members will attend a virtual kick-off meeting with the City.
- Up to four people will participate in monthly internal coordination meetings.

- One person will participate in monthly 30-minute update call with City Project Manager.

Task 1 Deliverables

- Kickoff Meeting Agenda and Minutes
- Monthly Invoices and Progress Reports

Task 2. Meeting Facilitation and Collaborative Group Coordination and Support

Objective. Establish and provide facilitation for the Collaborative steering committee meetings and post-meeting follow up, to include coordination with steering committee members and sub-committees.

Approach. The Jacobs team will work collaboratively with the City and the Collaborative Steering Committee members to synthesize input from stakeholders to define goals and objectives of the Project, with a focus on advancing priority projects identified in the Master Plan.

Task 2.1 Establish and Charter Collaborative Group Steering Committee and Subcommittees

The Jacobs team will help the City establish a Rock Creek Restoration Collaborative steering committee and separate subcommittees for the Agricultural, Riparian and Stormwater groups. Jacobs will help charter the steering committee and subcommittees by supporting the development of mission statements by establishing meeting schedules, group processes and procedures, roles and responsibilities, and frameworks for long-term sustainability and success.

Task 2.2 Facilitate Collaborative Steering Committee and Subcommittee Meetings

Jacobs staff will attend and facilitate the steering committee and subcommittee meetings. Our team will develop and distribute meeting agendas in advance of each meeting and will prepare actionable meeting notes and with specific action items that will be tracked. Jacobs will also develop content for each of the meetings based on specific meeting needs.

Task 2.3 Data Management

This project will include the collection and organization of meeting data and conversations. Jacobs will develop a plan for how meeting data will be documented, stored, and utilized to support the Rock Creek Restoration steering committee and subcommittee efforts.

Task 2 Assumptions

- Steering committee membership will be established based on City recommendations.
- Jacobs will facilitate six collaboration steering committee meetings, which will take place every other month, in person in Twin Falls, for a total of six meetings each lasting two hours. A virtual option will be available for all meetings. Two Jacobs employees will attend meetings in person to provide facilitation and meeting support. Additional Jacobs staff will attend if needed to present technical information.

- Subcommittee membership will be established based on steering committee recommendations.
- Jacobs will facilitate 12 Collaboration subcommittee meetings. Subcommittee groups (Agricultural, River Corridor and Urban Stormwater) will each meet quarterly, and each meeting is anticipated to be two hours. A subcommittee meeting schedule will be developed and proposed to the steering committee for approval. Meetings will be held in person with a virtual option available. No more than two Jacobs employees will attend meetings to provide facilitation and meeting support.
- Jacobs will support stakeholder engagement and follow up conversations with stakeholders resulting from meeting action items.
- Meeting agendas will be submitted at least three days in advance of meetings.
- Meeting minutes will be provided to attendees within one week of each meeting.

Task 2 Deliverables

- Meeting agendas and supporting materials
- Meeting minutes with follow-up and action items
- Summaries of steering committee and other stakeholder conversations outside of the monthly steering committee meetings

Appendix B

Schedule and Compensation

Schedule

The proposed schedule includes expected project dates and durations. Work will begin as soon as Task Order is executed and will proceed based on the work plan shown in Table 1. If the Notice to Proceed date is issued later than that estimated below, the remaining milestone dates will be adjusted accordingly.

Table 1. Proposed Project Schedule

	Start Date	End Date
Task 1. Project Management	1-Aug-26	31-Oct-27
Task 1.1 Scope, Schedule, and Budget Management	1-Aug-26	31-Oct-27
Task 1.2 Project Check-In Meetings	1-Aug-26	31-Oct-27
Task 1.3 Progress Reports	1-Aug-26	31-Oct-27
Task 2. Meeting Facilitation and Collaborative Group Coordination and Support	1-Aug-26	31-July-27
Task 2.1 Establish Collaborative Group Steering Committee and Subcommittees	1-Aug-26	01-Nov-26
Task 2.2 Facilitate Collaborative Group Meetings – steering committee and subcommittees	1-Aug-26	31-July-27
Task 2.3 Data Management Plan	1-Aug-26	31-July-27

Compensation

Compensation for this task order will be on a time and materials basis, with the not-to-exceed amount of \$140,000. Labor will be billed at a raw labor multiplier of 3.15, and expenses will be billed at cost. Jacobs will not perform work beyond the NTE amount without previous authorization from the City.

The project fee is summarized in Table 2 by task.

Table 2. Rock Creek Proposed Fee

	USD	Hours
Task 1. Project Management	\$19,348	86
Task 2. Meeting Facilitation and Collaborative Group Coordination and Support	\$120,652	545
Totals	\$140,000	631

Contractor Certification Addendum

(Idaho Code §§ 67-2359, 67-2346, 67-2347A)

This certification is required for all contracts for services, supplies, information technology, or construction entered into by Idaho public entities.

Contract Name: Jacobs Engineering Group, Inc.

Contract Date: August 17, 2026

The undersigned hereby certifies and agrees as follows:

- 1) **Idaho Code § 67-2359 (Company Owned or Operated by China Prohibited)**
Contractor is not currently owned or operated by the government of China and will not be for the duration of this contract.
- 2) **Idaho Code § 67-2346 (Anti-Boycott Against Israel Act)**
Contractor is not currently engaged in, and will not for the duration of this contract engage in, a boycott of goods or services from Israel, or territories under its control.
- 3) **Idaho Code § 67-2347A (Prohibition on Contracts with Companies Boycotting Certain Sectors)**
Contractor is not currently engaged in, and will not for the duration of the contract engage in, a boycott of any individual or company because the individual or company:
 - a) Engages in or supports the exploration, production, utilization, transportation, sale, or manufacture of fossil fuel-based energy, timber, minerals, hydroelectric power, nuclear energy, or agriculture or
 - b) Engages in or supports the manufacture, distribution, sale, or use of firearms, as defined in section 18-3302(2)(d), Idaho Code.

Contractor Information

Contractor Name: _____

Authorized Representative: _____

Title: _____

Signature: _____ Date: _____



Date: Monday, August 17, 2026
To: Honorable Mayor and City Council
From: Wendy Davis, Parks and Recreation Director

ACTION ITEM

Request:

Request to enter into negotiations with Suburban Construction Management to provide CM/GC services associated with the park property located at the corner of Elizabeth Blvd and Hankins Road.

Time Estimate:

Allow approximately 5 minutes for presentation, questions and deliberation.

Background:

The Parks Department has completed construction documents for the development of the recently acquired park property located on the SE corner of Hankins and Elizabeth Blvd. Staff recommends using a CM/GC model for the construction and management of this project. A CM/GC roster was developed earlier this year with twelve companies providing qualifications to be considered. Staff created a scoring matrix for this project and ranked companies listed on the roster based on their experience with a similar project size and scope. Staff ranked the firms as follows: 1-Suburban Construction Management, 2-Guho Corp., 3-Starr Corp, 4-Petra, 5-CORE Construction.

Staff recommends council approve this recommendation and authorize staff to enter into negotiations with Suburban Construction Management. If negotiations fail, staff will move to negotiate with the second firm on the list and so on.

Once a scope and fee have been agreed upon, staff will return to council with a contract for approval.

Approval Process:

A simple majority will approve this request.

Budget Impact:

A combination of Street and Park Impact Fees were allocated for this project and will be used for this service.

Regulatory Impact:

Approval will authorize staff to enter into negotiations with the top ranked firm, and proceed with others in order of ranking if necessary.

History:

N/A

Analysis:

N/A

Conclusion:

Staff followed the process for selection and recommends council approve this request.

Attachments:

None



Date: Monday, August 17, 2026
To: Honorable Mayor and City Council
From: Wendy Davis, Parks and Recreation Director

ACTION ITEM

Request:

Request to enter into negotiations with Guho Corp. for CM/GC services associated with the Baxter's Park renovation project.

Time Estimate:

Allow approximately 5 minutes for presentation, questions and deliberation.

Background:

The Parks Department has completed construction documents for the renovation of Baxter's Dog Park. Staff recommends using a CM/GC model for the construction and management of this project. A CM/GC roster was developed earlier this year with twelve companies providing qualifications to be considered. Staff created a scoring matrix for this project and ranked companies listed on the roster based on their experience with a similar project size and scope. Staff ranked the firms as follows: 1-Guho Corp., 2-Suburban Construction Management, 3-Starr Corp, 4-Petra, 5-CORE Construction.

Staff recommends council approve this recommendation and authorize staff to enter into negotiations with Guho Corp. If negotiations fail, staff will move to negotiate with the second firm on the list and so on.

Once a scope and fee have been agreed upon, staff will return to council with a contract for approval.

The committee recommends council approve this recommendation and authorize staff to enter into negotiations with CORE Construction. If negotiations fail, staff will move to negotiate with the second firm on the list and so on.

Once a scope and fee have been agreed upon, staff will return to council with a contract for approval.

Approval Process:

A simple majority will approve this request.

Budget Impact:

Council Directed Capital funds been allocated for this project and will be used for this service.

Regulatory Impact:

Approval will authorize staff to enter into negotiations with the top ranked firm, and proceed with others in order of ranking if necessary.

History:

N/A

Analysis:

N/A

Conclusion:

Staff followed the process for selection and recommends council approve this request.

Attachments:

None



Date: Monday, August 17, 2026
To: Honorable Mayor and City Council
From: Mitch Humble, Deputy City Manager

ACTION ITEM

Request:

A request to authorize the use of \$899,672.79 of Street Fund reserves, \$884,456.88 of Capital Fund reserves, \$1,120,300.00 of park impact fees, \$1,085,563.07 of Water Fund reserves, \$980,924.68 of Wastewater Fund reserves, and \$115,000.00 of Library Fund reserves for a total amount of \$5,085,917.42 to finish twelve different projects in fiscal year 2026.

Time Estimate:

The staff presentation will take about fifteen minutes. Additional time will be needed for questions and discussion.

Background:

The City has had multiple large capital projects from various funding sources in the last couple of years. These include projects being funded from regular budgeted funds, grant revenues, impact fees, and private party donations. Many are complicated and multi-year projects, as well. Council spending authorizations can get a little complex when projects span fiscal years, and when there are mixed funding sources. We often have to come back to the Council for reauthorization of spending, particularly when projects span fiscal years. As the staff began working to prepare the FY 2026 budget amendment, we identified multiple projects that needed Council spending reauthorization prior to the public hearing and adoption of the upcoming FY 2026 budget amendment.

I have 11 different projects to discuss that impact six different funds. Since there are that many, we thought it would be more efficient to have one presentation where I share all of them, rather than have 11 different people from several different departments prepare and present these one at a time. I will discuss each project independently and try to explain the details of each and why reauthorization is needed. I have also attached a spreadsheet showing all 11 projects, how much funding is needed for each, and what fund is providing the money.

Eastland Drive: Street funds were budgeted in FY 2025 to complete this paving project. The construction spanned the fiscal year into FY 2026 and an encumbrance form was not filed. The project was completed, and the project included **\$530,125.27** in FY 2026. We need to authorize that amount from the Street Fund reserves for this project.

Washington & Filer: Street funders were budgeted in FY 2025 to complete this road maintenance project. The construction spanned the fiscal year into FY 2026 and an encumbrance form was not filed. The project was completed, and the project included **\$74,586** in FY 2026. We need to authorize that amount from the Street Fund reserves for this project. There will likely be more paving work that is needed along Washington Street North in the future. This is an aging road in need of a rebuild. Future work will be done following a future budget process where spending authorization is given at that time.

Addison Avenue East Widening: the FY 2024 budget included funds to design a widening project for Addison Ave. East. That design spanned into FY 2025 and the funds were encumbered into the FY 2025

budget to cover that continued expense. Unfortunately, the design process was complicated and extended into FY 2026, as well. Funding cannot be encumbered into a third fiscal year, so reauthorization of the funding is needed now. This request is for **\$62,281.52** of Street Fund reserves to complete the design. Future funding will be needed for ROW acquisition, construction, and construction management, but that funding will go through its own budget authorization process at that time.

Canyon Trail Junction Park: \$1,708,000 was authorized by the Council in FY 2025 for this construction project. That amount included a \$500,000 donation from Chobani, with park impact fees making up the rest of the cost. Construction began in FY 2025, but spanned into FY 2026 and an encumbrance form was not filed. We are requesting to reauthorize the use of **\$500,000** from Capital Fund reserves (Chobani's donation was deposited into this fund) and **\$1,120,300** in Park Impact Fee reserves for this project in FY 2026.

Vista Bonita Park: The Council awarded \$2,000,000 from the SLFRF money for this project back in 2024. Earlier this year, the Council approved the GMP with Core Construction and the project got underway. That GMP contract with Core was for less than the funding amount allocated from the SLFRF money. During the project, we needed to pay Idaho Power to move a transformer, and we had some construction management expenses for the designer on the project. The savings in the GMP amount is enough to pay for those services, but specific Council authorization has not yet been given for FY 2026. We are requesting **\$143,012** from Capital Fund reserves (the SLFRF money was deposited into this fund) for this project.

Gun Club Trail: This project extended the Canyon Rim Trail along Federation Road, filling in a gap in our trail system. The construction for this project was completed in September 2025, before FY 2026 began. However, the contractor did not submit their last invoice until a few months into FY2026, after our ability to attribute the invoice to FY 2025. Therefore, we need to authorize the use of **\$12,340.88** in FY 2026 from the Capital Fund reserves for this project.

Airport Well: The City received a \$2.5m grant from IDEQ in 2024 to address water quality issues with the airport well. In FY 2026, the Council approved a contract with Hiddleston & Sons to drill the well for \$285,000, and authorized the expenditure for that purpose. However, the City also hired JUB Engineers to design the well, planning to use this grant revenue. Unfortunately, the authorization for the expenditure included only the construction amount, and not the design amount. We are requesting to now authorize **\$100,000** from the Water Fund reserves (the fund where the IDEQ grant money will be deposited) to pay for engineering services associated with the airport well. Once this well is drilled, we will need to complete an investigation to make sure the water meets all relevant water quality standards. Following that determination, more design and construction work will be needed to establish a reliable water supply for the airport that meets water quality standards. Future expenses will be needed, but those future expenses will go through their own Council authorization processes at the time the projects are known. The remaining grant balance will be used for those expenses.

Kimberly Road Water Line: In FY 2024, the City learned that ITD planned to reconstruct Kimberly Road in FY 2026. That ITD project is under way now. The City had an old water line under the road that was in need of replacement. It became a priority for the City to replace that water line before the ITD reconstructed the road. The FY 2024 budget included money to build South Well #5. The water line became a new priority, and the Council authorized the funding for the well to be reallocated to the water line project instead. A contract was subsequently approved. Part of that authorization included a contingency amount of \$672,000 from the Water Fund reserves, but that funding was not part of the contract for the construction. Rather, it was set aside to be used to approve change orders if/when they were needed. Since the contingency amount was not included in a contract, that amount is not eligible for an encumbrance later on.

Construction on this project proceeded in FY 2024 and continued into FY 2025. An encumbrance was filed for the contract amount, but not the contingency amount, into FY 2025. The project then proceeded into, and was completed in FY 2026. An encumbrance is not allowed into a third fiscal year, and an encumbrance for the contingency amount was not allowed in either year. As the project proceeded, there were several unforeseen issues that caused the project cost to increase, primarily related to the water line crossing under the railroad. In the end, the project cost about \$85,699 more than previous construction cost allocations had included. And, \$822,678.39 was spent in FY 2026 that was not allocated to be spent in that year. So, we are requesting the authorization of **\$822,678.39** from the Water Fund reserves for this project in the FY 2026 budget.

Public Works Site Improvements: In FY 2025, the City constructed several site improvements at the public works office/yard. These improvements included parking, curb, gutter, sidewalk, and landscaping. The improvements were funded half from the Wastewater Fund and half from the Water Fund. The work was substantially complete in September 2025. However, the final invoice from the contractor was not submitted until a few months after FY 2026 began, after the amount could be attributed to FY 2025. Therefore, we are requesting to authorize **\$162,884.68** from the Water Fund Reserves and **\$162,884.68** from the Wastewater Fund reserves for this project in the FY 2026 budget.

Pole Line Road Sewer Line and Street Widening: In FY 2025, Chobani announced a large expansion project. That project will require additional sewer capacity in a major sewer trunk line located under Pole Line Road East. Chobani, the Urban Renewal Agency, and the City entered into a development agreement that included provisions for the City to construct a sewer line expansion and for Chobani to help pay for that expansion. As we began design, we found that the depth of the sewer line would be such that the entirety of the existing roadway would need to be removed and reconstructed to accommodate the sewer line construction. We decided that since we are removing and reconstructing the entire roadway, now would be the right time to also widen that portion of Pole Line Road East to its ultimate five lane width. We entered into a contract with JUB Engineers to design the sewer line and road widening. While the agreement with Chobani had been approved and the funding had been identified, specific budget allocation for the design contract had not been completed. We are requesting to authorize **\$818,040** from the Wastewater Fund reserves and **\$232,680** from the Street Fund reserves to complete this design work. Design is currently underway, but will not be complete by the end of FY 2026. We will need to file the appropriate encumbrance form in FY 2027 to make sure this spending authorization continues into next fiscal year.

Rock Creek Watershed Improvements: In 2024, as a result of working closely with Congressman Simpson's office, the City received a \$5m grant from the NRCS to be used to design and construct improvements along Rock Creek to address water quality concerns. The City began working on a Rock Creek Watershed Master Plan with the help of Jacobs Engineering. While the Council did accept the grant, specific budget allocation for the master plan has not yet happened. The grant funded **\$229,104** in master plan creation work in FY 2026. We are requesting authorization of that amount from the Capital Fund reserves (the fund where the grant revenues will be deposited) in the FY 2026 budget. More design and construction work will be needed for Rock Creek water quality projects, as recommended by the master plan. The grant funding will be used for those projects. Each of those future projects will need to go through the appropriate budget allocation process at the time that those projects proceed.

Library Part-Time Salaries: This last one is a little different than the rest of this list, as this is a personnel funding issue, not a capital funding one. As the Council is aware, the library began a transition in FY 2025 from previously operating very independently to now operating as a department of the [City](#). It used to be that the Library would request a lump sum dollar amount from the City each year in their budget request. The Finance Department did not know how the money was broken down into different line items. Rather,

we just paid the lump sum and didn't track the details. The Library staff did that work in house. The FY 2026 budget was the first budget that the Library staff had to follow our typical budget request process. In that process, there was a miscommunication. Typically, the Finance and HR departments calculate the proposed budget expenses for personnel-related expenses. Individual department heads are not asked to do that, as it can be very complicated with all the percent-driven benefits that apply to salaries. But department heads are typically responsible for submitting their request for part-time salaries. It was unclear to the Library staff that they needed to do that, and it was unclear to the Finance team that the department had several part-time employees. So, the FY 2026 budget failed to include funding for part-time salaries in the Library fund. As we are near the end of the fiscal year, we now have a good idea of how much money will be needed for the year to pay for the FY 2026 part-time library salaries. We also now know how much savings there will be in some other line items in the Library Fund that can be used to offset the lack of funding for part-time salaries. We are requesting **\$115,000** from the Library Fund reserves for the FY 2026 budget to help pay for part-time salaries.

Those are all the individual projects that make up this combined request. While there are many specific details that influenced the individual circumstances, in the end, I believe they all relate to one primary issue. That is that the City is required to have an annual appropriation of expenses approved by the Council. Those appropriated expenses are only good for the fiscal year for which they are appropriated. We do have options to either extend or re-authorize appropriations, but we need to make sure we're doing those things consistently and timely. We have seen these kinds of things happen before, but this year there was more than usual and with higher dollar amounts than usual. We have already begun educating our department heads about the fiscal year appropriation complexities, and we'll continue to do so. We believe that these instances will be reduced in coming budget years.

Approval Process:

A simple majority vote of the Council is needed to provide direction on this item.

Budget Impact:

If the Council approves this request, money will be allocated from the various reserve funds, as described above, into the FY 2026 budget through the upcoming FY 2026 budget amendment ordinance. A spreadsheet has been attached to show how much money from each fund will be allocated in the FY 2026 budget for each project included in this request.

Regulatory Impact:

Should the Council approve this request, reserve funds will be added to the FY 2026 budget in the amounts and to the funds discussed above. The amounts and funds discussed will be used to help create the upcoming FY 2026 budget amendment ordinance that is scheduled for a public hearing and adoption by the Council in mid-September.

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommends that the Council approve the request to authorize the use of \$5,085,917.42 in the various funds as presented above.

Attachments:

1. Council FY26 Spending Reauthorizations

Project	Funding Source	Fund Reserves Requested						Total
		Street	Capital	Park Impact Fee	Water	Wastewater	Library	
Eastland Drive	Street Fund	\$530,125.27						\$530,125.27
Washington & Filer	Street Fund	\$74,586.00						\$74,586.00
Addison Ave Widening design	Street Fund	\$62,281.52						\$62,281.52
Canyon Trail Junction	Park Impact Fees & Donation		\$500,000.00	\$1,120,300.00				\$1,620,300.00
Vista Bonita Park	SLFRF Grant		\$143,012.00					\$143,012.00
Gun Club Trail	Capital Fund		\$12,340.88					\$12,340.88
Airport Well	IDEQ Grant				\$100,000.00			\$100,000.00
Kimberly Road Water Line	Water Fund (reallocated SW #5)				\$822,678.39			\$822,678.39
Public Works Site Improvements	Water & Wastewater Funds (split)				\$162,884.68	\$162,884.68		\$325,769.36
Pole Line Sewer & Street Widening	Wastewater Fund, Street Fund, & Donation	\$232,680.00				\$818,040.00		\$1,050,720.00
Rock Creek Watershed	NRCS Grant		\$229,104.00					\$229,104.00
Part Time Library Salaries	Library Fund						\$115,000.00	\$115,000.00
		\$899,672.79	\$884,456.88	\$1,120,300.00	\$1,085,563.07	\$980,924.68	\$115,000.00	\$5,085,917.42



Date: Monday, August 17, 2026
To: Honorable Mayor and City Council
From:

INFORMATIONAL

Request:

Council review of FY 2027 Budget Recap.

Time Estimate:

Background:

Approval Process:

Budget Impact:

Regulatory Impact:

History:

Analysis:

Conclusion:

Attachments:

1. 08-10-2026 FY 2026-2027 Budget CM Presentation - Preliminary Budget Overview



Date: Monday, August 10, 2026
To: Mayor and City Council
From: Travis Rothweiler, City Manager

Request

Presentation and continued Council Discussion on the FY 2026-2027 Preliminary Budget for the City of Twin Falls, Idaho.

Time Estimate

The estimated amount of time this item will take is one hour plus time to answer questions.

Background

Idaho Code Section 50-811 requires the City Manager to keep the City Council fully advised of the financial condition of the City and its future needs while preparing and submitting an annual budget for consideration. In fulfillment of that responsibility, it is my privilege to present the Fiscal Year 2026-2027 (FY 2027) Recommended Budget for the City of Twin Falls. This budget reflects the collective efforts of the City Council, department leaders, employees, and community stakeholders. Developed in the spirit of our "One City" philosophy, it is the product of many hours of analysis, collaboration, and thoughtful discussion regarding the priorities and future needs of our community.

Twin Falls continues to experience sustained growth and increasing demands for services. With an estimated population of 57,077 residents, the City has grown by more than 10.17% since the 2020 Census and currently maintains an annual growth rate exceeding 1.8%. The City employs 354 full-time employees dedicated to delivering essential public services and supporting a community that serves as the regional hub for south-central Idaho. The City's net taxable value now exceeds \$6.782 billion, excluding more than \$717.7 million located within Urban Renewal Agency revenue allocation areas. In 2017, Twin Falls' net taxable value was \$2.360 billion, which reflects an increase of \$4.442 billion, or more than two and one-half times. Additionally, the growth in value is a sign of the strength of the local economy and the continued attractiveness of our community.

The City's fiscal year extends from October 1 through September 30. Developed in accordance with Idaho law and Government Finance Officers Association (GFOA) best practices, the FY 2027 Budget serves as the City's primary financial planning and policy document. It provides a balanced, sustainable, and strategically focused framework for allocating resources to the services, infrastructure, and programs that protect public safety, support economic vitality, maintain community assets, and enhance quality of life. While the budget does not fund every project or initiative proposed during the development process, it prioritizes the most critical needs identified by employees, departments, City Council, and the community.

The FY 2027 Budget was developed to advance the goals established by the City's Strategic Plan and confirmed by the City Council at the outset of the budget process. Those goals included:

- maintaining a stable, sustainable, and adaptable financial position,
- developing a budget that is responsive to changing economic conditions,
- aligning expenditures with the City's 2030 and 2040 Strategic Plans,
- continuing the pursuit of becoming an Employer and Organization of Choice, and,
- balancing the need for additional revenues with the affordability concerns facing residents and businesses.

The FY 2027 budget includes total expenditures and transfers of \$102,179,406, representing an increase of \$1,122,992, or 1.11%, compared to FY 2026. However, the budget for FY 2027 is less than the budget approved for FY 2025 of \$109,692,892, and represents a decrease of \$7,513,486, or 6.85%.

Overall Governmental Fund expenditures are recommended to increase by \$4,632,316, or 7.66%. The increases are predominantly found in two areas. The General Fund is recommended to increase by \$2,194,458, or 5.39%, and will be used to support increased costs realized in both personnel and operations, and in the General Fund Capital Fund of \$1,876,953, or 34.34%, to support improvements to facilities and to fund scheduled fleet replacements.

As a matter of practice, the City focuses primarily on the "net budget," which excludes transfers between funds and provides a clearer picture of actual operating and capital expenditures. The FY 2027 net budget totals \$96,547,281, an increase of \$1,070,944, or 1.12%, over the FY 2026 net budget of \$95,476,336. This budget will serve as the framework for delivering essential services, maintaining critical infrastructure, and advancing strategic priorities during the coming fiscal year.

The City's Budget as a Policy, Communications, and Funding Plan

The annual budget serves as the City of Twin Falls' primary financial planning, policy, and communication document. More than a collection of revenues and expenditures, it is a strategic roadmap that aligns resources with community priorities, organizational objectives, and the long-term vision established by the City Council. Through a deliberate and disciplined budgeting process, expenditures are carefully evaluated to ensure they advance the City's mission, support strategic priorities, and provide measurable value to the community. This approach allows the City to balance current service demands with future obligations while remaining responsive to changing economic conditions, growth pressures, and community expectations.

Strategic Budgeting

The City of Twin Falls has long embraced a strategic approach to governance, planning, and resource allocation. In 2013, the City Council adopted the 2030 Strategic Plan to establish a clear vision and direction for the future of the community. The plan was developed through an extensive public engagement process that spanned nearly a year and included meaningful conversations with residents, businesses, community organizations, and other stakeholders. These discussions, combined with an analysis of local, regional, and statewide trends, helped identify the priorities, opportunities, and challenges that would shape Twin Falls for decades to come.

While the core vision established by the community remains as relevant today as it was more than a decade ago, the City recognizes that strategic planning must remain responsive to changing circumstances. Population growth, economic shifts, technological advancements, workforce challenges, and evolving community expectations require continual evaluation and adaptation. Recognizing this reality, the City Council and staff initiated a comprehensive update of the Strategic Plan earlier this year. The updated plan is expected to be completed later this fall.

Priority Based Budgeting and Performance Measurement

As community expectations evolve and financial resources become increasingly constrained, the City must continuously evaluate how services are delivered and whether resources are aligned with the outcomes most valued by residents. Priority Based Budgeting provides a structured framework for connecting expenditures to community priorities, strategic objectives, and measurable results. Rather than focusing solely on how much is spent, this approach evaluates the value, effectiveness, and impact of City programs, helping ensure that limited resources are directed toward services that best support the community's safety, health, welfare, and quality of life.

Our Commitment to Provide Quality Services

The City of Twin Falls is committed to delivering high-quality, cost-effective services that protect public safety, support economic vitality, and enhance the quality of life for residents. This commitment serves as

the foundation for the City's policies, operational plans, and budget decisions. The annual budget is intentionally designed to align resources with the outcomes most valued by the community, ensuring that every public dollar is invested thoughtfully and strategically.

Commitment to Transparency

Consistent with the City's commitment to transparency and community engagement, significant efforts are made to encourage public participation throughout the budget development process. Budget presentations begin on July 6, 2026, and are available both in person and online to maximize accessibility. Citizens are provided multiple opportunities to review budget proposals, offer input, and participate in discussions prior to adoption. Following the required public hearing on August 24, 2026, the City Council will adopt the FY 2027 Budget, reaffirming its commitment to responsible financial stewardship and the continued success of the Twin Falls community.

Economic Indicators and Other Considerations that Shaped this Budget

Developing a responsible and sustainable budget requires more than reviewing revenues and expenditures—it requires a thorough understanding of the local economic environment. While national and state economic indicators provide valuable context, local data often provides the clearest picture of the conditions affecting residents, businesses, and municipal operations. Trends in employment, wages, housing costs, construction activity, population growth, consumer spending, and business investment directly influence service demands, revenue projections, workforce availability, and infrastructure needs. By incorporating local economic data into the budget process, the City is better positioned to anticipate challenges, identify opportunities, and make informed decisions that reflect the realities of the Twin Falls community. This data-driven approach helps ensure that resources are allocated effectively, financial risks are managed proactively, and investments remain aligned with the community's priorities and long-term vision.

Serving as a Regional Center for the Magic Valley

Twin Falls serves a population far larger than its municipal boundaries would suggest. As the regional hub for a geographic area exceeding 275,000 residents and a daytime population estimated to exceed 115,000 people. As the regional center for healthcare, education, employment, shopping, government services, recreation, and transportation, the City of Twin Falls must continue planning for service demands that reflect both resident and non-resident usage. This regional role creates significant economic opportunities while also requiring continued investment in City infrastructure, transportation systems, parks, public safety resources, and community amenities support a regional population that extends well beyond that of the City of Twin Falls.

Rising Municipal Costs and Inflation

Although inflation has moderated from the historic levels experienced in the years immediately following the pandemic, the cost of providing municipal services continues to rise. The Consumer Price Index (CPI) increased 3.77% during the twelve months ending in April 2026, while the Municipal Cost Index (MCI), which more accurately reflects the costs faced by local governments, increased 4.77% through April 2026. The MCI incorporates the costs of labor, construction materials, equipment, vehicles, utilities, technology, insurance, and contracted services, many of which continue to increase at rates exceeding general consumer inflation. Rising construction costs, supply chain disruptions, workforce shortages, insurance premiums, and utility expenses continue to place significant pressure on municipal operating and capital budgets. While annual inflation rates have moderated, the cumulative impact of these increases remains one of the most significant financial challenges facing local governments.

Population Growth and Migration Trends

Idaho continues to be one of the fastest-growing states in the nation. Recent projections estimate the state could add approximately 500,000 residents over the next 25 years, creating continued demand for housing, transportation infrastructure, utilities, public safety services, and community amenities. Growth pressures that have transformed the Treasure Valley are increasingly influencing communities throughout Idaho as households seek affordability and quality of life outside major metropolitan areas. Twin Falls is particularly

well-positioned to benefit from these trends as a regional economic center offering employment opportunities, educational institutions, healthcare services, and a high quality of life. Continued population growth will create opportunities for economic expansion while increasing expectations for public infrastructure and municipal services.

Interstate migration continues to play a significant role in Idaho's growth. According to an analysis of Internal Revenue Service migration data, Idaho gained approximately \$72 billion in adjusted gross income between 2012 and 2023 through interstate migration, ranking among the top beneficiary states nationwide. Although migration patterns fluctuate over time, Idaho continues to attract residents seeking economic opportunity, affordability, and quality of life. For Twin Falls, continued migration supports economic development and taxable value growth while simultaneously increasing demand for housing, transportation systems, parks, utilities, and public safety services.

Income, Taxes, and Household Affordability

Tax burden remains an important component of overall affordability. A recent national study ranked Idaho 42nd among states in overall tax burden, with residents paying approximately 7.04% of personal income toward state and local taxes. Idaho's relatively low tax burden contributes to the state's competitiveness and attractiveness to residents and businesses. However, local governments must continue balancing service expectations with affordability considerations. The City remains committed to maintaining financial sustainability while minimizing impacts on taxpayers and utility customers whenever possible.

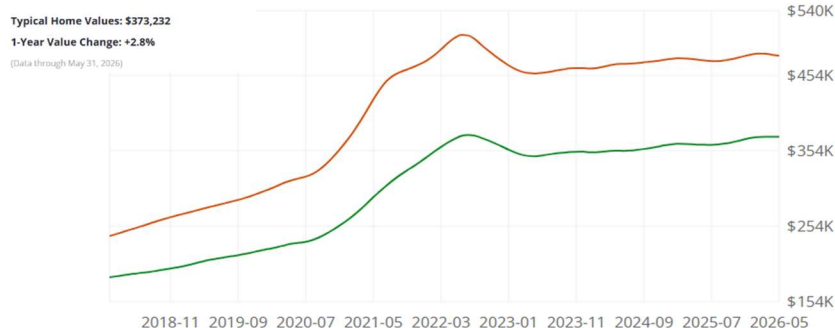
Labor Market and Workforce Conditions

For the City of Twin Falls, workforce constraints affect nearly every aspect of service delivery. Municipal governments are competing with private industry for employees in critical fields such as public safety, engineering, utilities, information technology, skilled trades, and management. As experienced employees retire and workforce expectations continue to evolve, the importance of attracting, developing, and retaining talented employees has never been greater. Employee retention is particularly important, as turnover can result in the loss of institutional knowledge, disrupt service delivery, delay projects, and place additional demands on remaining staff.

Housing Affordability and Market Conditions

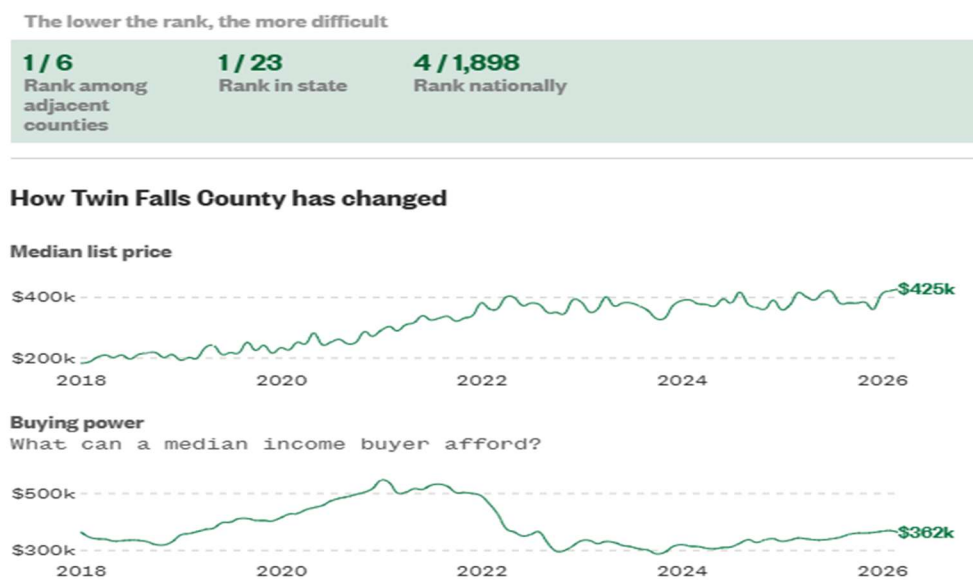
Housing affordability remains one of the most significant economic challenges facing Twin Falls, Idaho, and the nation. While housing prices have stabilized compared to the rapid appreciation experienced during and immediately following the pandemic, affordability continues to be constrained by elevated home values, limited inventory, and higher borrowing costs. As of April 2026, Zillow estimates the average home value in Twin Falls at approximately \$370,400, an increase of 2.7% over the past year. Statewide, the average Idaho home value reached approximately \$477,500, up 1.1% over the same period. Although appreciation has slowed considerably from the unprecedented growth experienced between 2020 and 2022, home values remain substantially above pre-pandemic levels, creating ongoing challenges for first-time homebuyers and households.

Twin Falls Key Takeaways



Financing costs continue to play a major role in housing affordability. According to Federal Reserve data, the average 30-year fixed mortgage rate remained near 6.7% during the spring of 2026, more than double the rates available during the pandemic era. Combined with higher home prices, these interest rates have significantly reduced purchasing power and increased monthly housing costs for prospective buyers. The National Association of Realtors recently reported that first-time homebuyers represented only 21% of home purchases nationwide, the lowest share recorded since 1981, highlighting the barriers facing younger households seeking homeownership.

These challenges are reflected in NBC News' monthly Home Buyer Index, which measures housing affordability by considering home prices, mortgage rates, wages, and market competition. The national affordability score remains above 80 on a 100-point scale, indicating one of the most difficult housing markets in decades. On the surface, Twin Falls appears more affordable than many larger metropolitan areas. However, local housing costs have increased faster than household incomes over the past several years, widening the affordability gap for many residents. In March 2026, Twin Falls held the distinction of being the most difficult place to purchase a home in the Magic Valley and the State of Idaho. Nationally, Twin Falls was ranked the fourth most difficult in the county, out of 1,898 counties surveyed.



Using Cash Reserves to Make Strategic Investments in Infrastructure

The City continues to rely on cash reserves to make strategic, long-term investments in its facilities and infrastructure. The City has elected to use \$4.893 million of cash reserves to fund a collection of deficiencies at several existing facilities, of which \$2.8 million is allocated to fund the construction of a new evidence storage facility for the Police Department. This project will provide secure long-term storage for evidence, dedicated indoor space for vehicle evidence processing and storage, and a large outdoor secured area for vehicles and other oversized evidence. The new facility will nearly double the square footage of storage space (11,500) while creating designated processing areas for both vehicles and large items. The facility will improve evidence handling, preserve chain-of-custody standards, increase operational efficiency, and provide the capacity needed to meet current and future public safety needs

Employee Compensation, Benefits, and Workforce Investment

The City's employees remain its most valuable asset and are essential to delivering the high-quality services that residents expect. Achieving the goals outlined in the Strategic Plan depends on attracting, developing, and retaining a talented and engaged workforce. As a result, employee compensation, benefits, and professional development continue to be important priorities in the FY 2027 Budget. To remain competitive in a challenging labor market, the budget includes: 3% performance adjustment, 3% general salary table

adjustment, 0% increase in health insurance premiums without a change of plan or reduction of benefits, continuation of the retention pay program, and continued employer contributions to the Voluntary Employees' Beneficiary Association (VEBA).

These investments reflect the City's ongoing commitment to being an Employer and Organization of Choice while supporting the financial well-being of employees and their families.

The City's transition to a self-funded health insurance model has also strengthened its ability to manage rising healthcare costs while maintaining quality benefits. For several years, the City explored alternatives to the traditional fully insured model, working with actuaries and conducting competitive market evaluations to identify a more sustainable long-term solution. In 2024, the transition to a self-funded plan became financially feasible and has since provided greater control over healthcare costs and plan design. At a time when many Idaho employers continue to experience double-digit increases in health insurance premiums, the City's self-funded model is projected to generate significant savings while allowing benefits to remain stable and affordable for employees and their dependents.

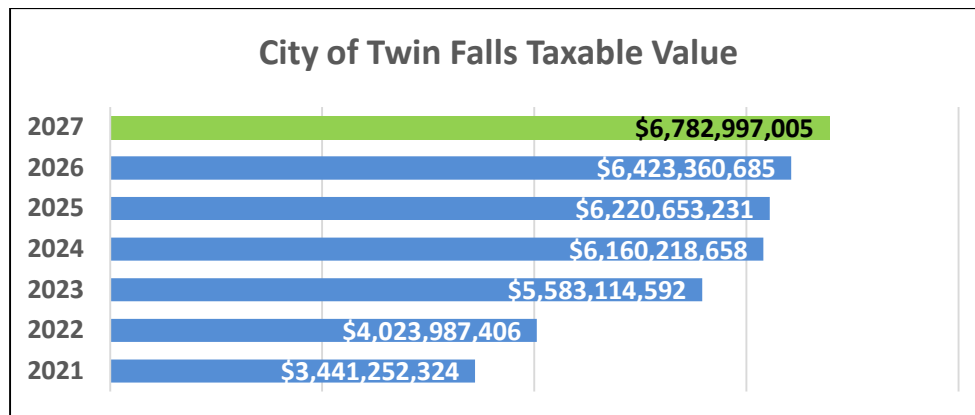
Workforce planning remained a key focus throughout the budget development process. Departments submitted requests for 11 new positions and several position upgrades totaling more than \$1.75 million in the first year alone. Following a comprehensive review, the Executive Leadership Team recommended funding two positions with a total first-year cost of \$264,096:

- 1 FTE - Project Manager, and
- 1 FTE - School Resource Officer assigned to the Twin Falls Police Department - 90% of the School Resource Officer cost reimbursed by the school district.

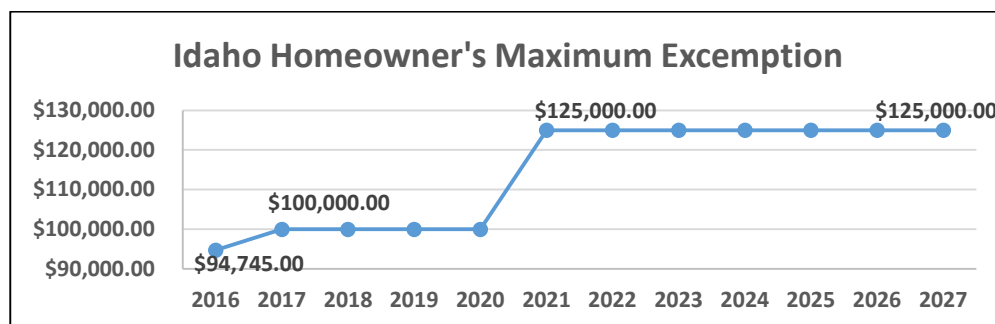
No position upgrades were funded during this budget cycle. At the same time, departments continue to evaluate workload demands, succession planning needs, compensation competitiveness, and workforce development opportunities. Additional investments in training, professional development, leadership development, and employee growth remain important components of the City's long-term strategy to attract and retain talented public servants while ensuring organizational excellence for years to come.

Taxable Value and Property Tax Considerations

The City's taxable value remains one of the primary indicators of community growth, economic activity, and long-term fiscal capacity. It is important to note that the City's reported taxable value excludes properties located within the Twin Falls Urban Renewal Agency (URA) revenue allocation areas. The taxable value of properties within the URA is currently \$717,684,566. When combined with the City's taxable value, the total taxable value within the Twin Falls city limits exceeds \$7.5 billion. As illustrated below, the taxable value used to calculate the FY 2027 tax rate for the City of Twin Falls is the largest in its history.



Property tax relief remains an important issue for homeowners throughout Idaho. From 2006 through 2016 (FY 2007 to FY 2017), the State's homeowner's exemption was indexed annually to reflect changes in real estate market conditions, helping ensure that tax relief kept pace with increasing property values. In 2017, however, the Idaho Legislature established a fixed exemption amount of \$100,000, which remained unchanged until 2021 when it increased to \$125,000. While the increase provided additional relief for homeowners, rapid appreciation in residential property values has significantly outpaced the adjustment. As housing values continue to rise across Idaho, the effectiveness of the exemption as a long-term tax relief tool has diminished. Reinstating an index tied to market conditions would provide a more responsive and sustainable approach to helping homeowners manage future increases in property values and property taxes.



Forgone Property Tax Balance

Idaho law provides local governments with flexibility in managing property tax revenues through the use of forgone balances. Under Idaho Code §63-802(e), cities may choose not to take the full property tax increase allowed in a given year and reserve that capacity for future use. This approach allows elected officials to balance current affordability concerns with future funding needs while preserving the ability to respond to changing economic conditions, service demands, or infrastructure requirements.

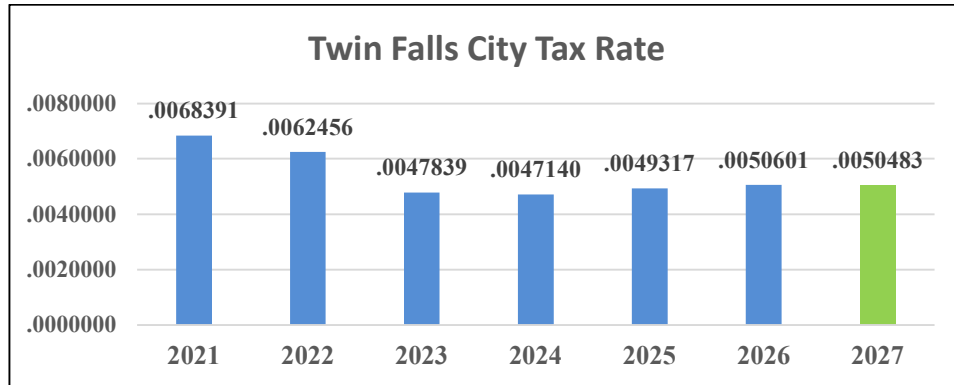
The FY 2027 budget continued this practice and includes an allocation of \$820,000 for the following capital projects - \$770,000 traditionally used for Council Capital and \$50,000 from what was previously allocated to fund the municipal power outsource grant (MPOG). By utilizing forgone balances for non-recurring expenditures, the City can address current infrastructure and capital needs while maintaining long-term fiscal sustainability and minimizing future impacts on taxpayers. The table below shows changes to the City's forgone balance since FY 2011.

	Amount by Year	Cumulative Amount
FY 2011	\$476,376	\$1,016,278
FY 2012	\$463,422	\$1,479,700
FY 2013	-\$1,123	\$1,478,577
FY 2014	\$8,630	\$1,487,207
FY 2015	\$395,464	\$1,882,671
FY 2016	\$266,548	\$2,149,219
FY 2017	\$37,034	\$2,186,253
FY 2018	\$0	\$2,186,253
FY 2019	-\$770,000	\$1,416,284
FY 2020	\$530	\$1,416,814
FY 2021	\$697,681	\$2,114,495
FY 2022	-\$251,803	\$1,862,692
FY 2023	-\$267,420	\$1,595,272
FY 2024	-\$291,244	\$1,304,028
FY 2025	-\$307,591	\$ 996,464
FY 2026	-\$324,980	\$ 671,491
FY 2027	-\$342,816	\$ 328,675

The City Council followed the City Manager's recommendation and incorporated \$342,816 of the City's forgone balance (the equivalence of 1% property tax revenue) into the FY 2027 budget for operational support and the increased cost of providing municipal services.

Property Tax Rates

As property values increase, the City's property tax rate typically adjusts downward to generate only the amount of revenue authorized by law. Based on the FY 2027 taxable value, the City's property tax rate is projected to decrease from \$5.06 per \$1,000 of taxable value in FY 2026 to \$5.05 per \$1,000 in FY 2027. As illustrated in the following graph, the FY 2027 rate remains among the lowest property tax rates levied by the City in recent history. This continued decline reflects both the growth of the City's tax base and the City's ongoing commitment to balancing community investment with long-term affordability for residents and businesses.



Additional property tax collections and comparisons, rate adjustments, expenditures and economic indexes are discussed in more detail in other sections of this budget document.

How does our Tax Rate compare to the other, large full-service Idaho cities?

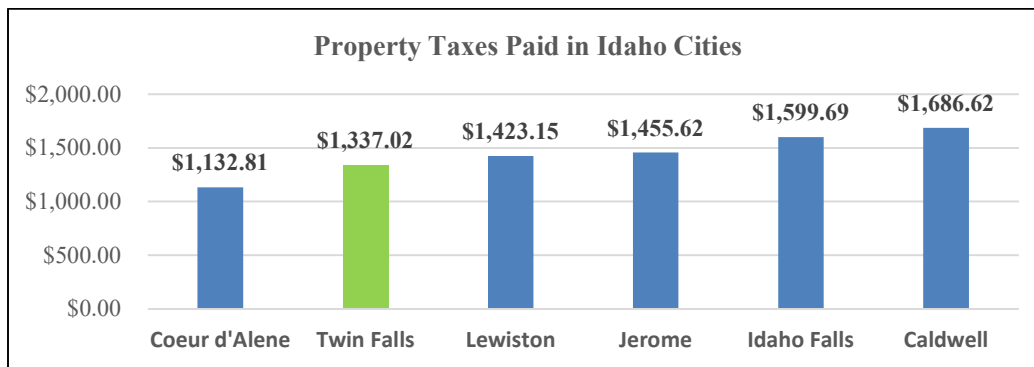
One of the most common questions asked by residents is how Twin Falls' property taxes compare to those of other Idaho cities. While tax rates alone do not provide a complete picture, they can offer useful context when evaluating overall property tax burden. To provide a more meaningful comparison, the table and graph below estimate the amount of city property tax paid on a median-valued, owner-occupied home in Idaho's larger full-service cities. This approach accounts for both local tax rates and differences in housing values, providing a better illustration of the actual taxes paid by homeowners. The information presented was compiled using property tax rate data from the Associated Taxpayers of Idaho Levy Book and median home value estimates from Zillow. Although the comparison is intended as a general illustration and should not be viewed as an exact calculation for every property, it provides a reasonable benchmark for evaluating Twin Falls' position relative to other Idaho communities and helps place local property tax discussions into a broader statewide context.

	Total City Taxes Paid	Median Home Value January 2025	Tax Rate FY 2026
Coeur d'Alene	\$1,132.81	\$591,288	0.00242941
Twin Falls	\$1,337.02	\$363,286	0.00561100
Lewiston	\$1,423.15	\$361,969	0.00600563
Jerome	\$1,455.62	\$374,516	0.00583377
Idaho Falls	\$1,599.69	\$398,975	0.00583882
Caldwell	\$1,686.62	\$405,048	0.00602261

Total City Taxes Paid	Median Home Value January 2025	Tax Rate FY 2026
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Twin Falls	\$1,141.88	\$356,510	0.00493230
Caldwell	\$1,452.25	\$393,935	0.00540000
Pocatello	\$1,363.65	\$330,452	0.00663733
Jerome	\$1,477.93	\$374,516	0.00592318
Lewiston	\$1,451.63	\$361,969	0.00612582
Idaho Falls	\$1,522.53	\$383,758	0.00588398

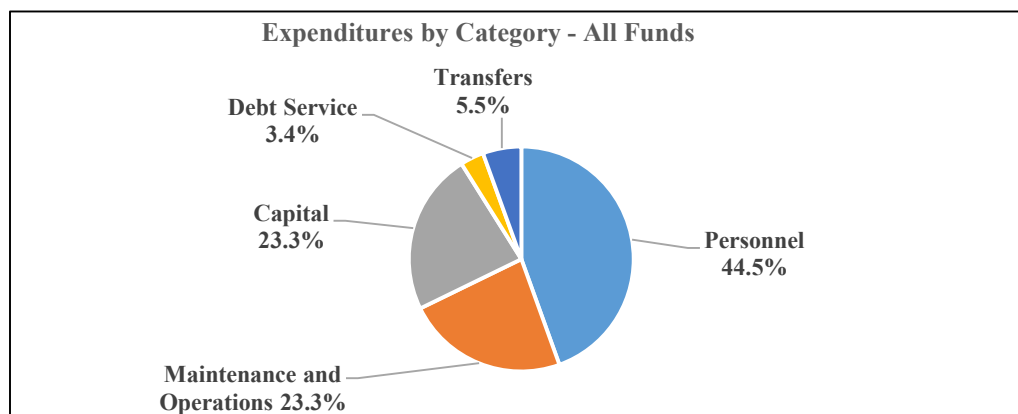
Note: Idaho's median value of an owner-occupied home for this same period was \$476,529.



The cities of Boise and Meridian were intentionally excluded because they are not directly responsible for the transportation systems in their communities; that responsibility lies primarily with the Ada County Highway District (ACHD). ACHD is an independent taxing authority specifically created for the purpose of maintaining the transportation system in these communities. For FY 2027, the Street Fund and Street Light Fund budgets for the City of Twin Falls are \$8,032,642, or 12.34% of the total for tax supported funds. Nampa has also been excluded because they contract fire and rescue services with the Nampa Rural Fire Department. The City of Twin Falls expends \$9,369,560 on fire and rescue services, or 14.40% of tax supported funds.

Expenditures in All Funds

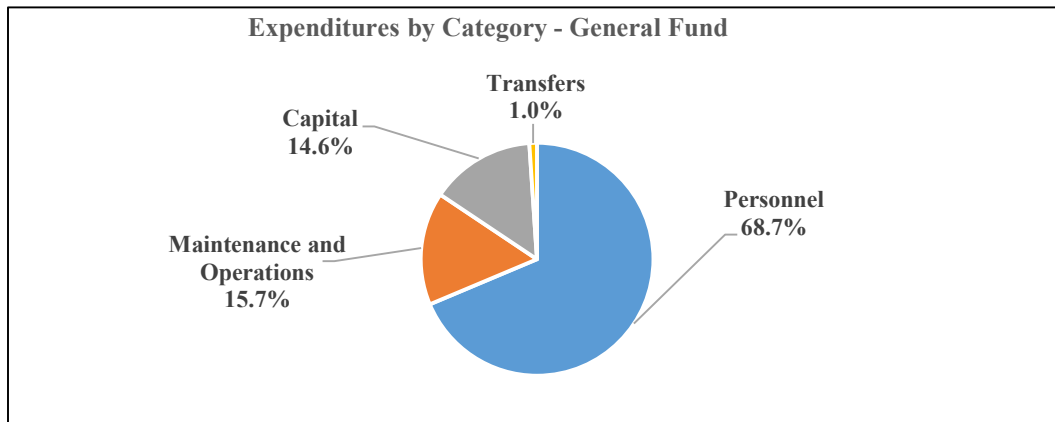
Expenditures in this budget are classified under one of five major categories: Personnel, Maintenance and Operations, Capital, Debt Service, and Transfers. The graph below shows the relative percentage of FY 2027 budget expenditures for the five major categories in all funds combined.



In most government agencies, personnel costs (salaries, wages and benefits) normally represent the largest of the expenditure categories. While municipal governments also devote a large amount of their resources to personnel, the significant investment in infrastructure drives the percentage of the budget devoted to operating and capital costs higher than most other government agencies.

Expenditures in the General Fund

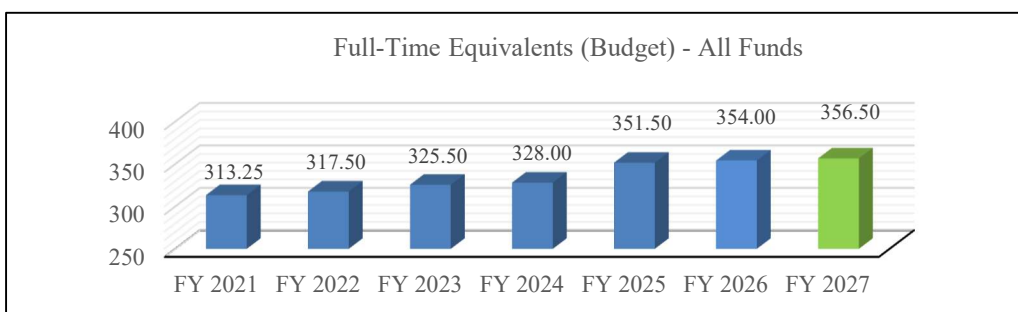
Using the same classification of expenditure types (less Debt Service), the percentages of budgeted expenditures for the General Fund are shown below. When analyzing General Fund expenditures by category in comparison to All Funds, Personnel costs are a much higher percentage, and Capital a much lower percentage, as the General Fund spends relatively less for capital improvements, infrastructure, and equipment.



Personnel in All Funds

As we work to realize this vision statement, the City of Twin Falls strives to provide existing employees with the equipment, technology, infrastructure, and financial incentives necessary for them to complete their tasks and responsibilities in an efficient and effective manner. In addition, we recognize the importance of, and the responsibility of providing our employees with a competitive total compensation package. To meet an ever-increasing workload, citizen expectations, and legislated requirements, several requests were made by department leaders to add employees to our workforce. More requests for new employees were made than we were able to include in the proposed budget. However, the fact that some of the positions were not included does not mean they aren't needed. Therefore, we want to make sure we include all the positions requested but not funded.

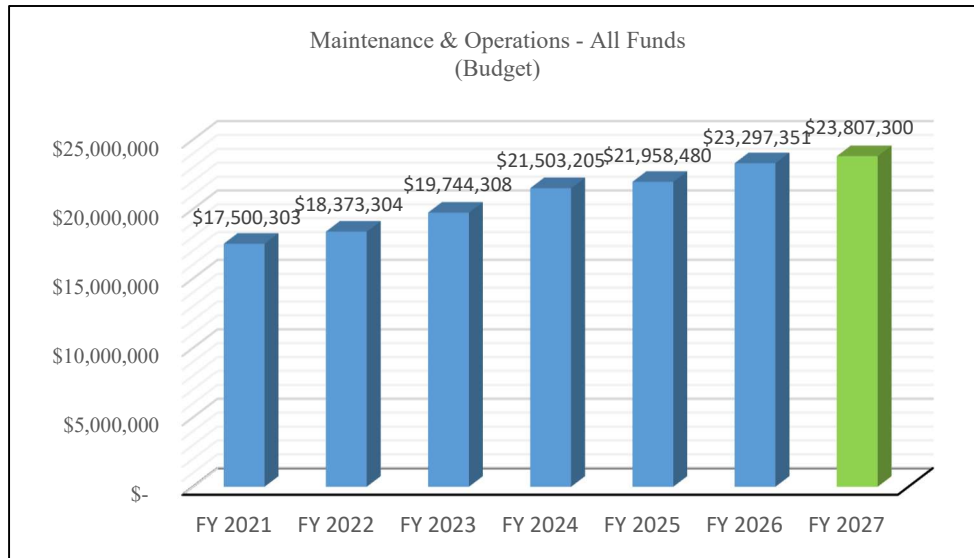
The City has a philosophy of adding full-time employees only when “need” and “sustainability” can be demonstrated. The City has an estimated population of 57,077. Based on that estimate, it has 6.2 employees per 1,000 of population. However, as the regional and urban center for a geographic area having a population of nearly 275,000, the City's daily census population is estimated to exceed 115,000. This daily increase causes the number of City employees per 1,000 of population to drop to 3.07.



For FY 2027, a net total of 2.5 Full-Time Equivalents are added to the budget. These additions bring the FTE count for the City of Twin Falls to 356.5. Below are the other increased expenditures associated with personnel in the FY 2027 budget: 3.0% performance-based salary adjustment for all employees, 3.0% increase to general salary table, and no increase in funding for health care insurance premiums

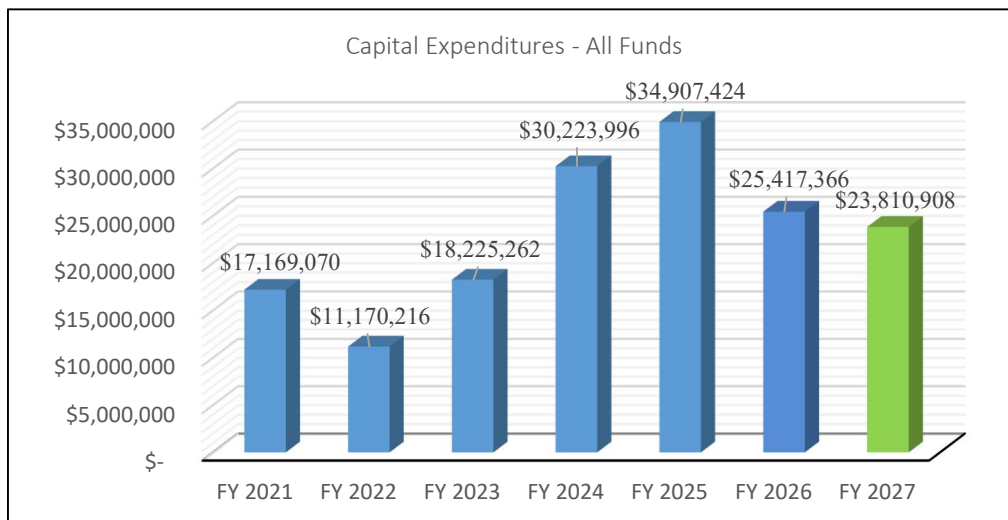
Maintenance and Operations in All Funds

This category includes funding for a wide range of typical activities, including office supplies, fuel, utilities, travel, training, uniforms, building/equipment repair and maintenance, and expenditures for durable goods. The City makes allocations in these areas based on actual expenditures from previous fiscal years, economic trends, and the municipal cost index. The FY 2027 budget allocates \$23,807,300 to cover expenses associated with maintenance and operations. In comparison, the allocation for FY 2026 was \$23,297,351. This is an increase of \$509,949 (2.19%) across all funds.



Capital Expenditures in All Funds

Capital improvements are investments made in our infrastructure. Six of the eight primary focus areas in the City of Twin Falls 2030 Strategic Plan are considered “capital dependent.” Capital financing is necessary for the ongoing development, expansion, maintenance, and repair of these capital assets, recognizing the critical value of civil infrastructure to the economic, aesthetic, and functional viability of the City. In total, the FY 2026 budget allocates \$25,424,866 to fund needed, critical, and desired capital improvements, one-time equipment purchases and projects, and community amenities. Compared to the FY 2025 budget of \$34,907,424, this is a decrease of \$9,482,558 (27.16%).

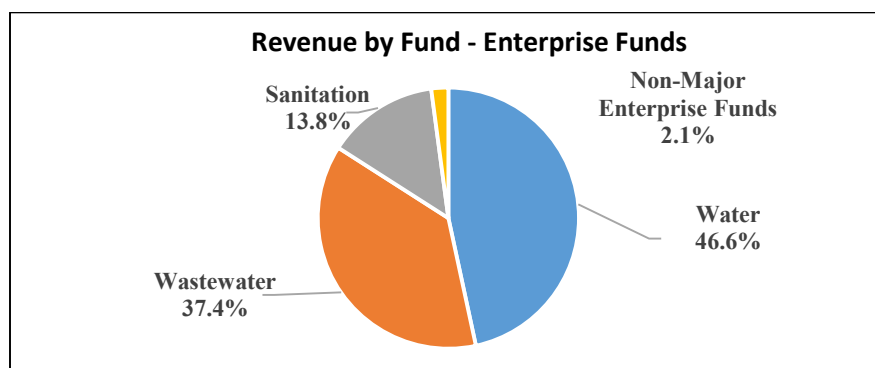


Enterprise Fund Expenditures and Revenue Overview

Enterprise Funds manage services funded by user fees, aiming to cover operational costs and capital asset maintenance. At the fiscal year's end, any net income or loss adjusts the fund's net assets, which must remain within the fund unless the City Council decides otherwise.

The City operates five distinct Enterprise Funds: Water (including supply, distribution, irrigation, and utility services), Wastewater (collection and treatment), Sanitation, Dierkes Lake/Shoshone Falls, and Common Area Maintenance. This budget message primarily addresses the three largest: Water, Wastewater, and Sanitation. The smaller funds are detailed in the budget document.

Enterprise Funds account for \$30.86 million (33.14%) of the \$93.12 million total revenues in the FY 2026 budget. Enterprise Fund cash reserves budgeted for use equal \$5.13 million of the \$8.18 million total for all funds. Combining revenues and reserves brings total funding for Enterprise Funds to \$35.99 million (35.52%) of the \$101.30 million total. The majority of funding, or 80.93%, is from User Fees. The other sources of funding include fines, investment earnings, miscellaneous income, and interfund transfers.



Enterprise Fund Revenue Overview

Enterprise Funds account for services that are primarily funded through user fees rather than property taxes. These funds are intended to operate in a business-like manner, with revenues covering the cost of daily operations, system maintenance, capital improvements, and long-term asset replacement. Any annual net income or loss remains within the respective fund and is used to support future operational and capital needs unless otherwise directed by the City Council.

The City maintains five Enterprise Funds: Water, Wastewater, Sanitation, Dierkes Lake/Shoshone Falls, and Common Area Maintenance. The Water Fund supports water supply, distribution, irrigation, and utility operations, while the Wastewater Fund is responsible for collection and treatment services. The Sanitation Fund provides solid waste collection and disposal services. Together, these three funds represent the largest enterprise operations within the City and account for the majority of enterprise fund revenues, expenditures, and capital investments. Information regarding the Dierkes Lake/Shoshone Falls and Common Area Maintenance funds is provided in greater detail within the budget document.

Water Fund

The Water Fund supports the City's water supply, distribution, pressurized irrigation, and utility billing operations. Following the payoff of the 2010B Water Bond, the FY 2027 budget no longer includes debt service payments, as the final bond obligation was retired. Total budgeted revenues and reserves for the Water Fund are \$15.243 million, an increase of \$854,917, or 5.94%, from the FY 2026 budget of \$14.388 million. While the retirement of debt strengthens the fund's long-term financial position, the City continues to face significant infrastructure and maintenance needs. To help fund critical system improvements and preserve long-term reliability, the FY 2027 budget includes a 5% water rate adjustment. Additionally, staff

is exploring the possibility of requesting the City Council consider placing a water revenue bond in the amount of \$45 million to \$60 million on the May or November 2027 ballot.

Wastewater Fund

The Wastewater Fund supports the collection, treatment, and disposal of wastewater generated throughout the community. Maintaining a reliable wastewater system requires ongoing investment in infrastructure rehabilitation, regulatory compliance, and system capacity improvements. To support these needs and maintain compliance with bond covenant requirements, wastewater user rates were increased by 5% for FY 2027. Total budgeted revenues and reserves are \$12.746 million, a decrease of approximately \$3.641 million, or 22.2%, compared to the FY 2026 budget of \$16.387 million. The decrease is due to the City decision to use less cash reserves from this fund this fiscal year. Despite the decrease in overall budgeted resources, the fund remains focused on protecting critical infrastructure and ensuring the long-term sustainability of the wastewater system.

Sanitation Fund

The Sanitation Fund supports the City's solid waste collection and recycling programs. Since FY 2023, sanitation user rates have remained unchanged, reflecting the fund's stable financial condition and the City's commitment to managing costs efficiently. In FY 2026, the City bid its sanitation service contract. At the time this budget was developed, negotiations and the scope of services had not been finalized. However, based on the bid received, the City Manager is projecting the cost of this service to Twin Falls City residents will decrease. Budgeted revenues and reserves total \$4.425 million in FY 2027, a decrease of approximately \$129,158, or 2.84%, compared to the FY 2026 budget. The fund continues to provide reliable sanitation and recycling services while maintaining the equipment, facilities, and operational resources necessary to meet community needs.

Financial Condition and Reserve Position

The City of Twin Falls' strong financial condition is built upon a longstanding commitment to conservative budgeting, prudent financial management, and strategic reserve planning. Adequate reserves provide the organization with the flexibility to respond to economic uncertainty, unexpected emergencies, infrastructure failures, and fluctuations in revenue without disrupting essential public services. Recognizing the importance of financial resilience, the City maintains a reserve policy requiring a minimum of three months of operating reserves in tax-supported funds and two months in enterprise funds. This policy exceeds the Government Finance Officers Association's (GFOA) recommendation that local governments maintain unrestricted reserves equal to at least two months of operating expenditures or revenues. Maintaining reserve levels above industry standards strengthens the City's ability to manage risk, address unforeseen challenges, and preserve long-term financial stability.

This disciplined approach to financial stewardship continues to position the City for success. At the conclusion of FY 2025, the City reported an audited fund balance and net position of \$115,652,588, including \$71,363,730 in Governmental Funds, \$43,817,978 in Enterprise Funds, and \$470,880 in Internal Service Funds. While these figures provide a useful measure of the City's overall financial strength, the most meaningful analysis focuses on the major operating funds that support daily service delivery and critical community investments. The following table highlights the reserve position of those key funds and demonstrates the City's continued commitment to fiscal sustainability, responsible stewardship of public resources, and maintaining the financial capacity necessary to support both current operations and future community needs.

At the conclusion of FY 2025 and after committing funding through June 2026 for future, critical projects described in several long-range facility planning documents, the City has an estimated \$38.891 million of unrestricted cash reserves in all funds.

	Unrestricted Fund Balance	Restricted/ Committed	Available Balance
General Fund	\$ 11,941,346	\$ 11,908,221	\$ 33,125
Street Fund	\$ 17,550,949	\$ 5,622,884	\$ 11,928,065
Airport Fund	\$ 3,532,855	\$ 776,169	\$ 2,756,686
Capital Improvement Fund	\$ 22,313,883	\$ 12,130,820	\$ 10,183,063
Water Fund	\$ 16,794,801	\$ 8,440,673	\$ 8,354,128
Wastewater Fund	\$ 24,056,202	\$ 18,419,940	\$ 5,636,262
Sanitation Fund	\$ 562,082	\$ 562,082	\$ -
Total	\$ 96,752,118	\$ 57,860,789	\$ 38,891,329

At the end of FY 2027, the City is expected to surpass the minimum reserve requirements for all major Government-Type and Enterprise-Type Funds. These reserve funds generate interest, improve cash flow, and provide a financial cushion for unexpected expenses or emergencies. As a non-recurring revenue source, beginning fund balances are allocated solely for capital or other one-time expenditures.

Impacts on our Citizens.

The FY 2027 budget relies on property taxes to raise 53.20% of the funds needed to support municipal operations in the Governmental and Tax Supported Funds. The budget includes the statutorily allowed three percent (3%) property tax increase (\$984,689) as provided for in Idaho Code §63-802, plus revenue from the growth formula (\$473,951), and the equivalence of one-percent revenue (\$342,816) from the City's forgone balance. The City's projected tax rate for FY 2027 is expected to decrease to \$5.05/\$1,000 of taxable value from \$5.06/\$1,000 (FY 2026). Based on the median value of an owner-occupied home, this will create an estimated annual property tax increase of \$42.07. It is anticipated total property tax collections for FY 2027 will be \$34,624,436, or \$1,728,313 more than the FY 2026 total of \$32,896,123.

Over the last ten fiscal years, the City's tax rate has fluctuated significantly, ranging from a high of \$8.04/\$1,000 (FY 2017) of taxable value to a low of \$4.71/\$1,000 (FY 2024) of taxable value. The average of the tax rate assessed over the course of the last seven fiscal years (2020-2026) is \$5.67/\$1,000 of taxable value. It is important to recognize the tax rate does not necessarily indicate an individual's tax burdens. The tax rate is simply a multiplier used to determine a property owner's proportionate share of property tax liability. It is a fraction of a local government's total property tax collections divided by the total taxable value of that local government unit.

	FY 25-26 Adopted Budget	FY 26-27 Proposed Budget	Variance
Property Tax	Tax Rate: \$5.06/\$1,000 of taxable value	Tax Rate: \$5.03/\$1,000 of taxable value	Tax Rate: -\$0.03/\$1,000 of taxable value
Median Value of Owner-Occupied Home:			
FY 2027 - \$372,088 (January 2026)	\$1,205.73 (annual)	\$1,242.85 (annual)	\$37.13 (annual)
FY 2026 - \$363,286 (January 2025)	\$100.48 (monthly)	\$103.57 (monthly)	\$3.09 (monthly)
Utility Bills			
Average Residential Customer Consumption of:			
Water - 18,000 gallons	\$54.49	\$57.21	\$2.72
Sewer - 12,000 gallons	\$34.05	\$35.75	\$1.70
Sanitation & Recycling	\$20.11	\$12.32	-\$7.79
Total Utility Bills	\$108.65	\$105.28	-\$3.37
Monthly Total of Property Tax and Utility Bills	\$209.13	\$208.85	-\$0.28

Approval

Approving the Preliminary Budget for the 2026-2027 Fiscal Year and setting the public hearing date of August 27, 2026 requires a simple majority (50%+1) of the members in attendance at this meeting.

The approval of the preliminary budget will set the maximum budget, or spending cap, for the City of Twin Falls for FY 2027. Only reductions in expenditures can be made from this point forward.

Final adoption of Appropriations Ordinance will be scheduled to occur on that same evening as the public hearing – August 24, 2026.

Budget Impact:

There are no current budgetary or financial impacts from the conversation. From this process, we will establish the Fiscal Year 2026-2027 City Manager's Recommended Budget.

Regulatory Impact:

- Idaho Code Section 50-811 states the City Manager shall "...keep the council fully advised of the financial condition of the city and its future needs..." and "...prepare and submit to the council a tentative budget for the next fiscal year."
- Idaho Code §50-235 empowers each city council of each city to levy taxes for general revenue purposes
- Idaho Code §50-1002 requires the city council of each city in the State of Idaho to pass a budget, referred to as an annual appropriation ordinance
- Idaho Code §63-802 sets limitations on all taxing district budget requests on the amount of property tax revenues that can be used to fund programs and services. This section also states that taxing entities can only increase property tax collections by a maximum of three percent (3%) annually, plus value of new construction and annexation added during the previous calendar year, and forgone taxes that have been accumulated and reserved in prior fiscal years

Attachments

Recommended Budget for FY 2026-2027 can be found online.



Date: Monday, August 17, 2026
To: Honorable Mayor and City Council
From: Kelli Ebersole, City Planner

ACTION ITEM

Request:

Request for a Zoning District Change from Central City (CC) to Town Neighborhood-3 (TN-3) on property located at 451 Russet St., c/o Juan Torress. (PZ26-0057)

Time Estimate:

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

Background:

The applicant, Juan Omar Torress, is requesting to change the zoning from CC, Central City to TN-3, Town Neighborhood 3, for the property located at 451 Russett Street.

This item was heard in front of the Planning and Zoning Commission on July 14, 2026. The commission voted unanimously to recommend approval of the zoning district change to TN-3, Town Neighborhood 3, by a vote of 4-0.

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(3) The planning and zoning commission and city council shall review the facts and circumstances of each proposal in terms of the following standards:

- 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.

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:

1. The regulations and standards used in evaluating the application.
2. The reasons for approval or denial.
3. 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, the proposed zoning would allow consideration of the uses allowed in the TN-3, Town Neighborhood 3, zone. The outright permitted residential uses include a single-family dwelling, duplexes, triplexes, fourplexes, and multi-family (5 or more units).

History:

According to County records, the property was purchased in April 2026. The property had a residence on it that has since been demolished. The residence was demolished prior to the current purchase of the property.

Analysis:

The property is currently zoned, CC, Central City, and is located near the Rock Creek Canyon.

While the Central City zoning district is established to be a mixed-use environment to serve as the economic, cultural and civic heart of the city, new residential uses are limited in the zone. Multi-Family dwellings (5 units or more) are outright permitted, while townhome construction requires a Zoning Use Permit. Detached single family, duplex, triplex, and fourplex units are not allowed uses in the Central City zone.

The TN-3, Town Neighborhood 3, zone allows for detached single-family, duplex, triplex, and fourplex units as outright permitted uses. Individual properties are limited to the amount of units based on the size of the property as outlined in code.

This property is in one of the original parts of town. The original residential properties in this area date back to the 1930's. The zoning map shows the properties to the West and Northwest of the property are zoned TN-3, while the block closest to Washington St. is zoned Central City.

This area of town has a range of land uses from single family residential to Commercial and Industrial uses. There is a truck depot to the south, residences to the North, Rock Creek Canyon to the west, and a pipe company, hair salon, and a local park located east of the property along Washington Street.

The 2016 Comprehensive Plan, "Grow With Us", shows this area as Downtown/High Density Residential. This designation is defined as being the central business district serving the local and regional area, with a diverse mix of land uses, encouraging redevelopment and infill.

This area of town has seen many residential rebuilds, as well as having many of the original 1930's residences. Having this property rezoned for a future residential use is in line with the neighborhood and the surrounding property uses, and with the lot currently being vacant, it would fulfill the goal of redevelopment and infill.

The TN-3 zoning designation also allows for smaller lot sizes for residential uses. A duplex would require a minimum 5,500 square foot lot. This property sits on about a 6,000 square foot lot. Therefore, should the property be rezoned to TN-3 only 1 residential unit would be allowed to be built on the property.

This request must meet the criteria for a zoning change for the commission to consider per Title 10-2-5-F for a Zoning District Change and Zoning Map Amendment. Staff believes this request follows the criteria as follows:

- A. This property is in a diverse area of downtown with a mix of residential and commercial uses. This property was previously used as a residence. A duplex on this property would fit this diverse area of town.
- B. A residential building on this small lot will help with current housing supply needs in the city. This lot originally had a single-family dwelling on it. Building a duplex on this lot would add another living unit to the area.
- C. Rezoning this property to TN-3, Town Neighborhood 3, is consistent with the Comprehensive Plan Future Land Use Map designation of Downtown/High Density Residential, which encourages medium and high-density residential development within a mixed-use downtown environment. This area of town contains a diverse mix of residential, commercial, and industrial land uses. Allowing additional residential development permitted within the TN-3 zoning district is complementary to the transitional character of the surrounding neighborhood.
- D. Rezoning this property to TN-3 is not spot zoning, as the property is contiguous to existing TN-3 zoning.
- E. A duplex would not create an undue burden on neighboring properties, due to traffic, noise, glare, etc. The ITD Trip Generation Manual indicates trip counts are fewer during peak PM travel periods for residential use than for industrial and/or commercial use.

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:

Tonight, the Council is tasked with the final decision on the request for a zoning district change. The Council may:

- 1. Choose to modify the proposed Zoning District Change (which may require another public hearing before the Commission).
- 2. Approve the proposed Zoning District Change.
- 3. Deny the proposed Zoning District Change.

Approval of this zoning request does not preclude the applicant from obtaining the required permits and/or licenses needed to complete the project.

Should the commission approve the request as presented, staff would recommend the following conditions:

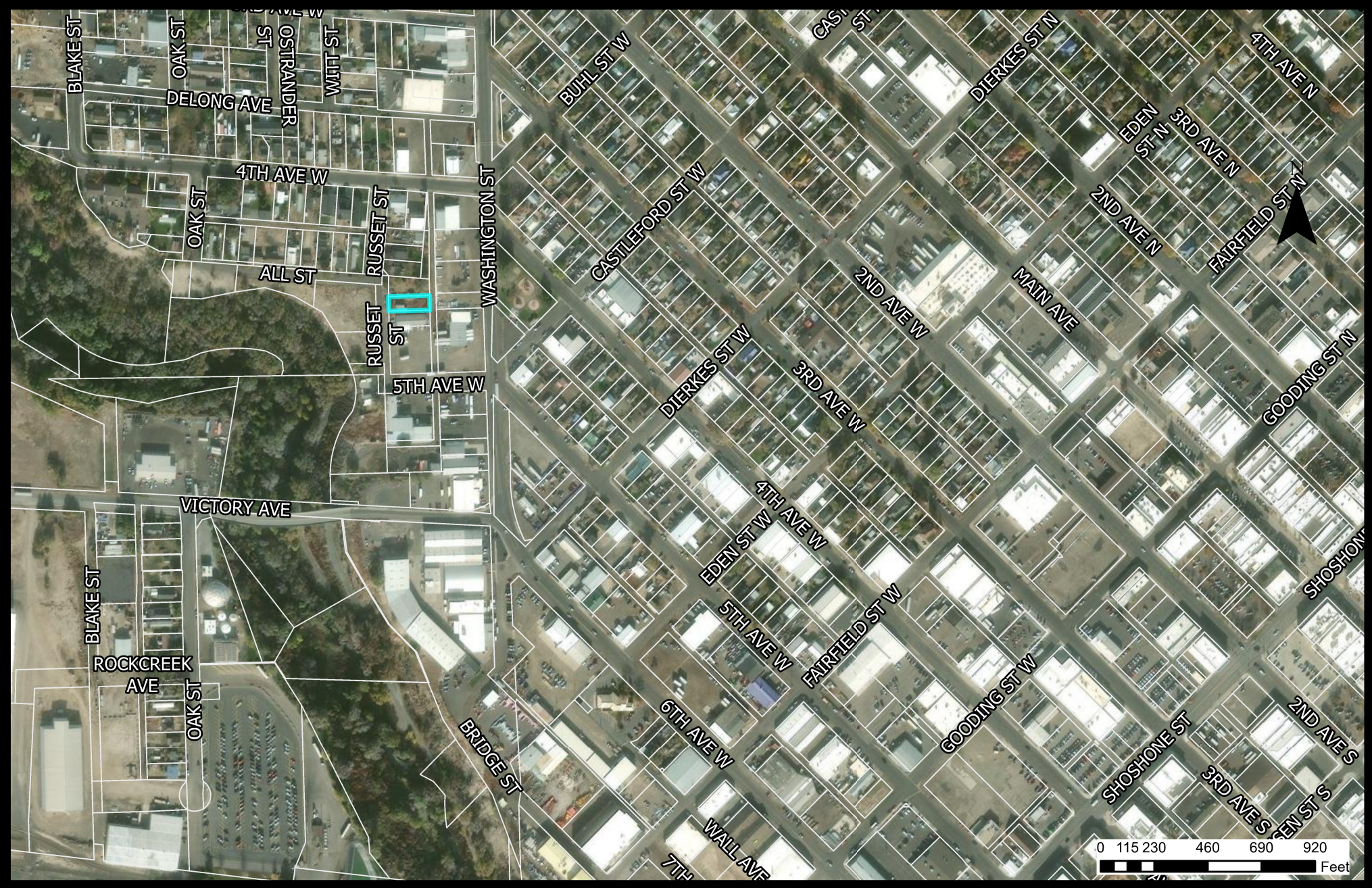
- 1. Subject to site plan amendments as required by Building, Engineering, fire and zoning Officials to comply with applicable city Codes and standards.

2. Subject to continued compliance with all local, state, and federal code requirements and other standards as applicable.

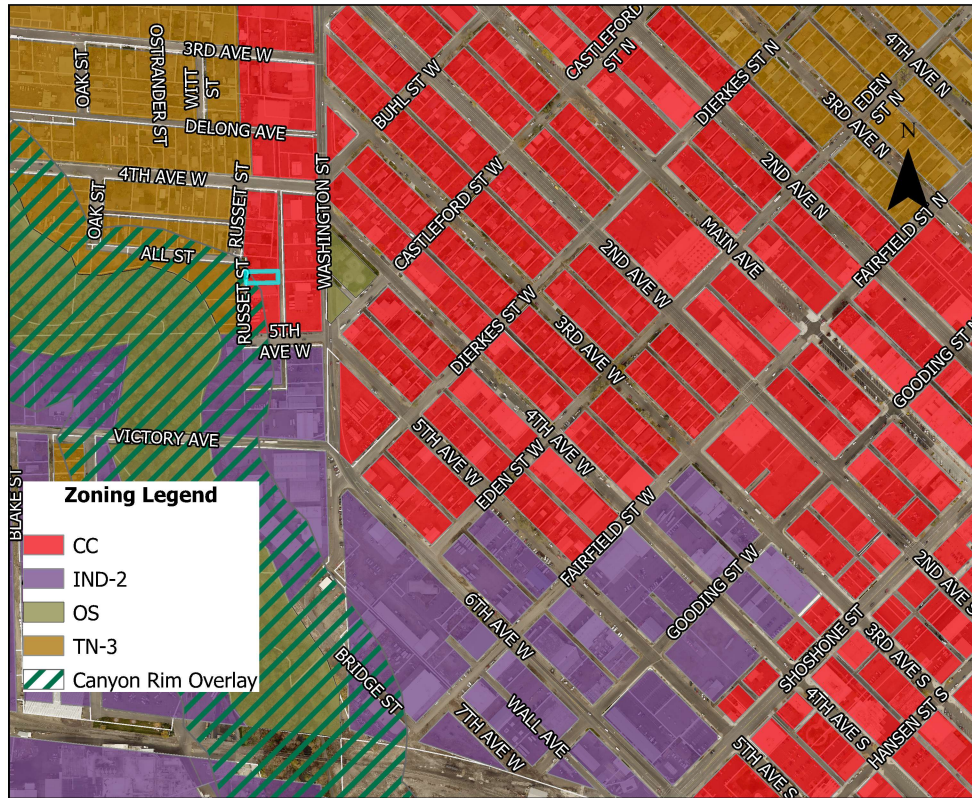
Attachments:

1. PZ26-0057 Vicinity Map
2. PZ26-0057 Presentation Map
3. PZ26-0057 Aerial Map
4. PZ26-0057 NSEW Street View
5. PZ26-0057 Applicant Narrative
6. PZ26-0057 TN3 AND CC 6-2026
7. PZ26-0057 Planning and Zoning Commission Minutes - July 14, 2026

VICINITY MAP



ZONING MAP



Zoning

Current Zoning: CC, Central City

Current Land Use: Vacant/Residence Demo'd

Proposed Zoning: TN-3, Town Neighborhood 3

Proposed Land Use: Residential

Surrounding Area

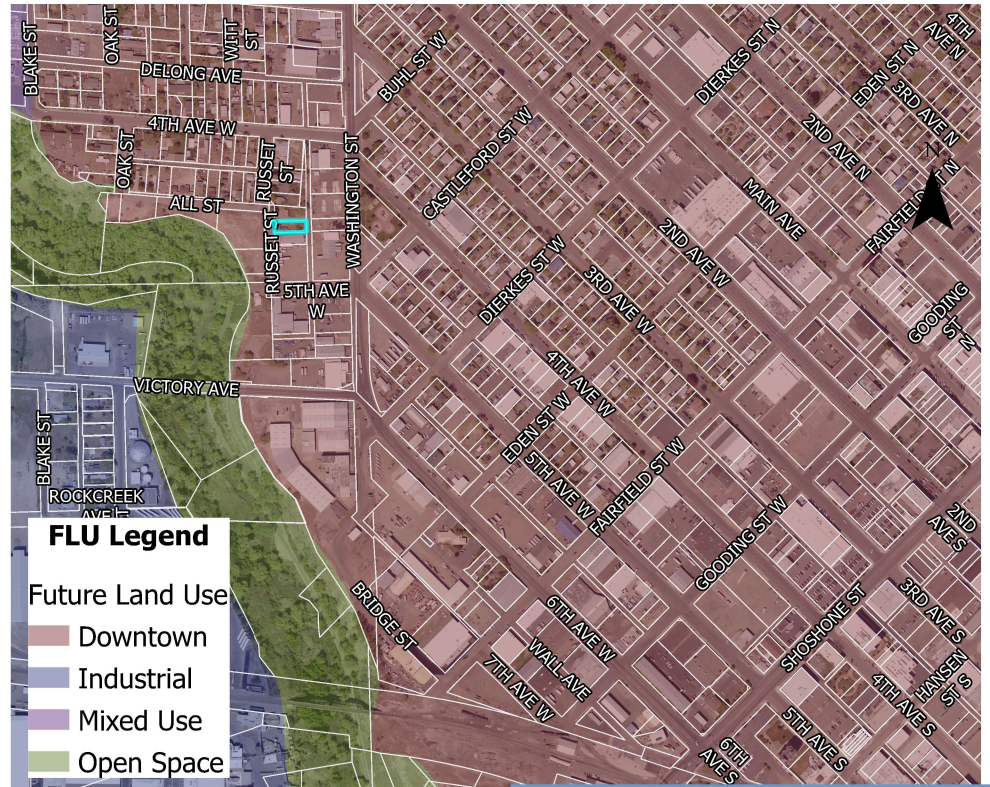
North: Residential/Commercial/Industrial

South: Commercial/Industrial

East: Residential/Commercial/Industrial

West: Vacant/Rock Creek Canyon

FUTURE LAND USE MAP



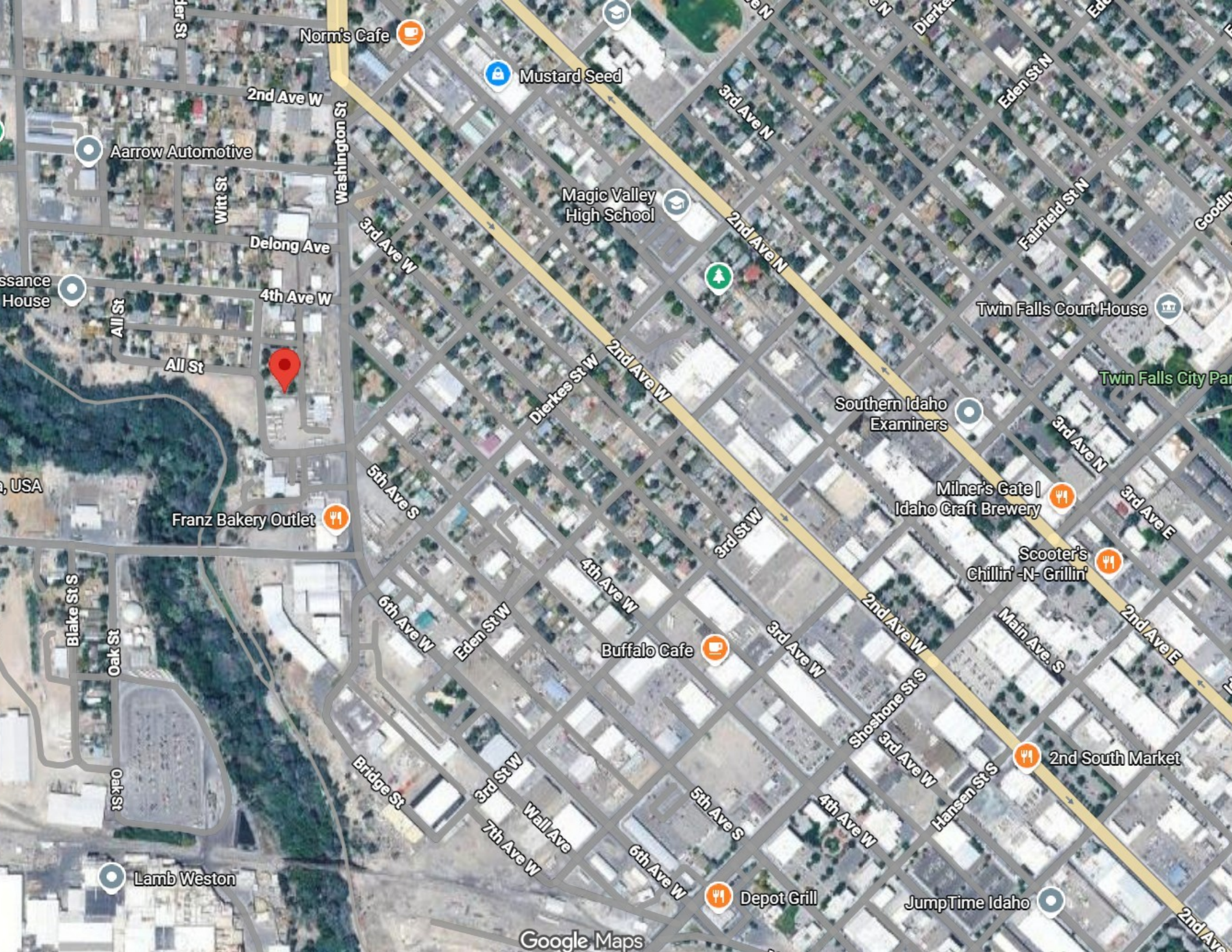
Regulations

Twin Falls Municipal Code Section(s)
10-12-2-5(F), 10-3-9, 10-3-2(K)

FLU Category

Downtown/High Density Residential:

- Central business district serving the local and regional area
- Diverse mix of land use, including restaurants, retail, community and civic facilities, and residential
- Encourages redevelopment and infill
- Scaled to create a functional, walkable, pedestrian friendly environment
- Civic and community facilities that are open to the public
- Regional and local educational and community serving facilities



Norm's Cafe

Mustard Seed

Aarrow Automotive

Magic Valley
High School

Twin Falls Court House

Twin Falls City Park

Southern Idaho
Examiners

Milner's Gate |
Idaho Craft Brewery

Scooter's
Chillin' -N- Grillin'

Franz Bakery Outlet

Buffalo Cafe

2nd South Market

Depot Grill

JumpTime Idaho

Google Maps

Street View

North



South



East



West



April 28,2026

To Whom this may concern,

We are submitting a request to rezone the subject property from its current Central City designation to TN-3 (Traditional Neighborhood) or another appropriate residential classification. The intent of this request is to align the zoning with both the surrounding land uses and the practical development potential of the lot.

At present, the property is zoned for Central City use; however, due to the limited size of the lot, it is not well-suited for viable commercial development. Constructing a functional commercial building on this parcel would be challenging and likely impractical, given space constraints for structure, access, and required parking. As a result, the property has remained underutilized in its current zoning designation.

In contrast, the surrounding area demonstrates a clear pattern of residential use and development. Directly across the street are residential properties zoned TN-3, and there has been recent investment in the neighborhood with the construction of three new homes, including one at 392 Russet and two additional homes on 4th Avenue. This ongoing residential growth supports the suitability of transitioning this parcel to a similar zoning classification.

We are proposing to develop the property as a duplex with an attached or detached garage or storage structure located at the rear of the lot for personal use. Access to the garage would be provided via the existing alley, which allows for a more efficient and neighborhood-compatible site layout. This type of development is consistent with the scale and character of nearby properties and would contribute positively to the area.

Additionally, we plan to make site improvements that will enhance both the property and the surrounding streetscape. These improvements include the installation of hard-surfaced parking spaces, as well as curb and gutter infrastructure. These upgrades will help support better drainage, improve access, and contribute to the overall quality and appearance of the neighborhood.

Given the constraints of the lot and the established residential character of the area, we believe that rezoning to TN-3 or a similar residential designation is both appropriate and beneficial. This change would allow for a practical, well-designed use of the property that complements existing development patterns while supporting continued neighborhood improvement.

We respectfully request consideration and approval of this rezoning proposal.

Thanks in advance for your time and consideration,

Omar Torres

Land Use Comparison Chart

CC Zoning District (current zone)	TN-3, Town Neighborhood 3 (requested zone)
Agriculture & Animals • Community Garden • Kennel-indoor (SUP) • Nursery-minor • Veterinary clinic-minor (SUP) Assembly • Botanical gardens and arboretums • Convention center (>500) (SUP) • Event Center-major (100-500 people) (SUP) • Event Center-minor (<100) (ZUP) • Funeral Center • Museum/Learning Center-major (SUP) • Museum/Learning Center-minor (ZUP) • Religious Facility Civic/Institutional • City of Twin Falls facilities, owned & operated • College, University, Trade or Boarding School (SUP) • Emergency Service Stations • Judicial Facility • School (SUP) Commercial Sales & Services • Administrative or Professional office – major • Administrative or Professional office – minor • Artisans workshop-major (ZUP) • Artisans workshop-minor • Auction Services and/or Public Sales Establishment (ZUP) • Bar/Night Club/Smoking Lounge • Barber & Cosmetology Services • Body Art Studio (ZUP) • Car Wash (ZUP) • Consumer Goods Repair (SUP) • Drive-thru (ZUP) • Dry Cleaning Laundering-major (SUP) • Dry Cleaning Laundering-minor • Equipment and machinery repair-major (SUP) • Equipment and Machinery sales/rental-major (SUP) • Equipment and Machinery sales/rental-minor (SUP) • Financial Institution • Fuel/charging station (ZUP) • Health/fitness facility (SUP)	Agricultural & Animals • Community Garden (ZUP) Assembly • Botanical Gardens and Arboretums (SUP) • Religious Facility (ZUP) Civic/Institutional • City of Twin Falls facilities, owner or operated • School (SUP) Health/Human Care • Assisted care/living facility-major (SUP) • Assisted care/living facility-minor (SUP) • Daycare Facility (ZUP) • Daycare Home • Shelter Home (SUP) Lodging • Bed & Breakfast facility (SUP) Recreation/Entertainment • Athletic arena or Stadium-Public Owned (SUP) • Park/Playgrounds-Private (SUP) • Park/Playgrounds-Public Residential • Accessory buildings (ZUP) • Dwellings-accessory dwelling unit (ZUP) • Dwelling attached-Townhome (ZUP) • Dwelling - detached single dwelling unit • Dwelling-duplex (2 units on 1 lot) • Dwelling - multiple dwelling unit (5+) • Dwelling-triplex (3 units on 1 lot) • Dwelling-fourplex (4 units on 1 lot) • Group Home (see Idaho statute) • Home Occupation (ZUP) Other • Utility collection/distribution facility (ZUP) • Utility collection/distribution line • Wireless communication equipment colocation (ZUP)

- Health/fitness facility-minor
- Laundromat self-serve
- Manufactured Home sales
- Mortuary (ZUP)
- Paint Booth (ZUP)
- Pawnshop (ZUP)
- Payday loan/check cashing service (ZUP)
- Pet grooming (ZUP)
- Photography studio
- Print shop-major (SUP)
- Print shop-minor
- Restaurant
- Retail shop
- Retail store-major (SUP)
- Retail store-minor (ZUP)
- Seamstress/tailer
- Theater-indoor
- Theater-outdoor (SUP)
- Vehicle Rental Facility (SUP)
- Vehicle Sales (SUP)
- Vehicle Sales-Heavy Trucks (SUP)
- Vehicle sales Temporary (ZUP)

Health/Human Care

- Assisted care/living facility-major
- Assisted care/living facility-minor
- Daycare center
- Daycare facility
- Hospital (SUP)
- Medical clinic-major
- Medical clinic-minor
- Shelter Home (SUP)
- Substance abuse treatment facility

Industrial

- Manufacturing-light (SUP)
- Storage facility, self service (SUP)
- Storage Yard (SUP)
- Taxidermy Studio (SUP)
- Testing laboratories-minor
- Vehicle repair services-major (SUP)
- Vehicle repair services-minor (SUP)
- Warehouse distribution center (SUP)

Lodging

- Bed & Breakfast facility
- Hotel
- Motel (SUP)

Recreation/Entertainment

- Athletic area or stadium-public owned (SUP)
- Athletic area or stadium-private owned (SUP)
- Fun Center-minor
- Fun Center-major (ZUP)
- Fun Park (SUP)

• Park/Playground-Private (SUP) • Park/Playground-Public • Sport shooting range-indoor (ZUP) • Zoo (SUP) Residential • Dwelling-attached single dwelling unit (Townhome) (ZUP) • Dwelling-multi dwelling unit (5+) • Dwelling-caretaker unit • Dwelling-mixed use building • Group Home (see Idaho statute) • Home Occupation (ZUP) Other • Outdoor amplified sound or music (SUP) • Parking Structure (SUP) • Utility collection/distribution facility (ZUP) • Utility collection/distribution line • Wireless communication equipment colocation (ZUP) • Wireless Communication Tower (SUP) • Wireless Communication Tower stealth or alternative design (ZUP)	





Twin Falls Planning & Zoning Commission Minutes

Tuesday, July 14, 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; Alexis Gadsby

Area of Impact: Jeff Bulkley

1) Confirmation of Quorum/Call Meeting to Order

Commissioner Gomes called the meeting to order at 06:00 PM

Members Attending: Gomes, Weatherford, Gadsby, Rambur

Staff Attending: Spendlove, Klaver, Strickland, Ebersole, Green, Vitek

2) Conflict of Interest Declaration

3) Consent Calendar

- a) Request to approve minutes from the following meeting: April 28, 2026.

MOTION: Commissioner Weatherford moved to approve minutes from the April 28, 2026, meeting. Commissioner Rambur seconded the motion. Roll call vote showed all members present voted.

Approved 4 to 0.

4) Items of Consideration

- a) Request for the consideration of the Preliminary Plat for Cook's Corner Subdivision consisting of 3 lots on 39 (+/-) acres located at 3683 N 3000 E. c/o Justin Scheel on behalf of Chris Brann (PZ26-0067).

Staff Presentation:

City Planner Strickland presented the request for the consideration of the Preliminary Plat for Cook's Corner Subdivision consisting of 3 lots on 39 (+/-) acres located at 3683 N 3000 E. c/o Justin Scheel on behalf of Chris Brann (PZ26-0067).

Per City Code 10-12-2-4

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:

- a. The standards and Regulations of this Title;
- b. General Conformance with the Comprehensive Plan;
- c. The availability of public services to accommodate the proposed development;

- d. 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.

On January 20, 2026, the council approved a request to annex 39+/- acres located at the south-west corner of Blue Lakes Blvd S and Orchard Drive with a zoning development agreement allowing for a portion of the property to be zoned Town Neighborhood 2 (TN-2) and the portion located at the intersection of Blue Lakes Blvd S and Orchard Drive to be zoned Community Market (CMT). The zoning development agreement would:

- Established the Community Market zoning as the base zone
- Allowed outright the land-use "Gasoline Service Station";
- Allowed by special use for the land-use "Storage Unit Rentals";
- Limited hours of operation for the storage unit rentals from 7:00 AM - 9:00 PM; and
- Modified the rear yard setback on Lot 1, Block 1 of the ZDA master plan. This modification is proposed to be 10 feet from residential zones rather than 15 feet from residential zones.

The proposed development plan is to be completed in multiple phases with approximately 33 +/- acres consisting of residential and approximately 6 +/- acres designated for commercial development within the Community Market zone. The preliminary plat presented in this request is for the commercial portion of the ZDA Master Development Plan and consists of 3 lots. This proposal is consistent with the comprehensive plan that designates this portion of the property as Neighborhood Commercial on the future land use map with the remaining portion as Town Neighborhood. Therefore, the zoning designation was deemed appropriate, and the property was annexed as CMT & TN-2 under a Zoning Development Agreement.

Staff has reviewed the findings of J-U-B Engineering, which determined the city systems have sufficient capacity to serve the development. Dedication of right of way along Orchard Dr and Blue Lakes Blvd South will need to be provided along with the re-construction of Orchard Dr and Blue Lakes Blvd S to city standards as development occurs.

The right of way will be deeded to the city in the first phase and the reconstruction of Orchard Dr and Blue Lakes Blvd S will occur at the time of the residential development. Staff would support the approval of the preliminary plat.

Upon conclusion, staff finds the preliminary plat compatible with the comprehensive plan and the existing zoning. The existing and planned infrastructure will adequately serve the development. 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 ensure compliance with all applicable city code requirements and standards;
2. Subject to submission of a preliminary plat complaint with the Engineering Memo dated June 9, 2026;
3. Subject to deeding right of way for the entirety of Blue Lakes Boulevard South & Orchard Drive dedication to the City of Twin Falls on the first final plat; and

4. Subject to Blue Lakes Boulevard South being reconstructed to city standards in a phased approach when development occurs.

Applicant Presentation:

Justin Scheel from JUB Engineers presented the request on behalf of the applicant.

PZ/Questions & Comments:

- Commissioner Gomex asked for clarification on what portion was being platted today.
- Planner Strickland pulled up the map and clarified.
- Commissioner Gomes asked about the west property and if it was commercial
- Director Spendlove stated that the west portion is residential, and the only commercial zones are the 2 pieces.

Discussions Followed:

The Commission feels that it follows the annexation and zoning that was requested and approve the plat.

MOTION: Commissioner Weatherford moved to approve the request for the consideration of the preliminary Plat for Cook's Corner Subdivision consisting of 3 lots on 39 (+/-) acres located at 3683 N 3000 E. c/o Justin Scheel on behalf of Chris Brann (PZ26-0067) with staff recommendations. Commissioner Rambur seconded the motion. Roll call vote showed all members present voted.

Approved 4 to 0.

- b) Request for the consideration of the Preliminary Plat for Kemp Subdivision consisting of 8 lots on 4 (+/-) acres located at the 2500 Block of Stadium Blvd c/o David Thibault on behalf of David Kemp.

Staff Presentation:

Senior City Planner Klaver presented the request for the consideration of the Preliminary Plat for Kemp Subdivision consisting of 8 lots on 4 (+/-) acres located at the 2500 Block of Stadium Blvd c/o David Thibault on behalf of David Kemp.

Per City Code 10-12-2-4

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:

- a. The standards and Regulations of this Title;
- b. General Conformance with the Comprehensive Plan;
- c. The availability of public services to accommodate the proposed development;
- d. 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 subject property was annexed into the City of Twin Falls boundary in November 2025. At that time, the property was given a zoning designation of Town Neighborhood 1 (TN-1).

The subject property is located on the northwest corner of Stadium Boulevard and Carriage Lane North and consists of just under 4 acres. The property was annexed into City Limits in November 2025, where the City Council placed the following conditions to be completed at the time of development:

1. Stadium Boulevard to be constructed to City of Twin Falls Collector standards to the centerline at the time of development; and
2. Carriage Lane North to be constructed to City of Twin Falls Collector standards to the centerline at the time of development.

At this same time, the property was zoned R-2, which translates to the new TN-1 zoning designation. There is currently an existing house on the property along with a detached accessory structure.

The proposed Kemp Preliminary Plat consists of 8 total lots, of which 7 lots are intended to be buildable residential lots and 1 lot will be dedicated to the City to manage storm water retention. The proposed plat provides for a range of buildable lot sizes from 13,642 SF (0.31 acres) to 39,777 SF (0.91 acres); with an average lot size of 20,211 SF (0.46 acres). With the current zoning, all lots will be eligible for either single-family or duplex residences, which provides for a range of 7–14 units permitted by right and a density range from 1.8–3.6 units per acre. This density is a low density as the zoning designation allows, by right, 6.2–8.7 units per acre.

Water and Sewer models were performed with this application. The models show there are adequate facilities and no major change will be necessary to this preliminary plat.

Access is proposed to each lot. Lots 1, 2, 3, and 4 are proposed to be accessed from Stadium Boulevard and Lots 5, 6, and 7 are proposed to be accessed from Carriage Lane North. Access, particularly the action of backing vehicles out, is problematic on collector roads. Collector roads are designed to move traffic, have higher traffic speeds, and access should be limited.

Lots 1, 2, 3, and 4 have proposed driveway turnarounds. These turnarounds have been utilized on other collector and arterial roads, but they are proving to be ineffective at preventing the backing out onto the roadway. People have used these turnarounds as extra parking spaces, rather than being used as intended to have people turn their car around and pull onto the collector or arterial road facing forwards. To force the correct use of these is near impossible and the City Engineer has stated this is no longer an acceptable option. Staff has conveyed this issue multiple times to the applicant in an attempt to reach alternative access options. The applicant has chosen to move forward with the original design as presented in this staff report. Lots 5, 6, and 7 do not show how access will be handled and similar comments, as stated earlier, apply to these lots accessing a collector road. There is one caveat to the lots accessing Carriage Lane North. Staff is not as concerned regarding backing out onto this road due to the existing development pattern and that Carriage Lane North is a dead end road, which is most likely a dead end road for the next +20 years.

Staff believe that the risk of people backing up and causing accidents is too high to approve the proposed development as presented. Furthermore, staff believe changing the access will change the preliminary plat substantially that a conditional approval would be difficult to do. Due to this, Staff would recommend to deny the application as presented or tabling the application to a date certain to in order for the applicant to provide alternative access options. It's also noteworthy that there is a 15 ft access easement on the north end of Lots 3 and 4.

The annexation conditions to rebuild to the centerlines of Stadium Boulevard and Carriage Lane North for the entirety of the property is still in effect. With this proposed preliminary plat, this condition is not met. The rebuild to centerline includes location of sidewalk, planter strips, pavement widths, and depth. This preliminary plat is not concerned with the depth portion, as this will be taken care of at the time of construction plans. Stadium Boulevard is shown to be rebuilt and updated for most of Stadium Boulevard, with the exception of the right-of-way in front of Lot 1. Furthermore, the existing light pole will need to be moved so the sidewalk does not have the unusual jog. These will need to be corrected and shown as being rebuilt and updated per the condition of annexation from the City Council. Upon conclusion, due to access concerns and scope of right-of-way improvements, **Staff recommends the Commission deny the application or table the application** to a date certain for more information.

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 ensure compliance with all applicable city code requirements and standards;
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 May 19, 2026;
3. Stadium Boulevard to have right-of-way improvements, rebuilt to centerline as conditioned at the time of Annexation by City Council; and
4. A condition to prohibit backing onto the Collector streets. The current configuration shall not be used per City Code 10-12-4-2-F

******Staff has not successfully reached consensus with the applicant on how condition #4 will be accomplished. The Commission should table this item to seek additional driveway layout options or deny this plat.******

Applicant Presentation:

Matt Ahrens from EHM Engineers Inc presented on behalf of the applicant.

PZ/Questions & Comments:

- Commissioner Gomes asked if multifamily is available for the lots.
- Senior Planner Klaver stated that the zoning doesn't allow for multifamily.
- City Engineer Vitek explained that the City doesn't allow backing onto Stadium Blvd and they have found that side facing garages have people backing in the driveway and facing the road to pull out.

Discussions Followed:

The Commission feels this will work for the area.

Condition #4 - require lots 3 & 4 have side entry garages for the purpose of prohibiting backing onto Stadium Boulevard.

MOTION: Commissioner Rambur moved to add condition #4 to have lots 3 & 4 have side entry garages for the purpose of prohibiting backing onto Stadium Boulevard. Commissioner Gadsby seconded the motion. Roll call vote showed all members present voted.

Approved 4 to 0.

MOTION: Commissioner Rambur moved to approve the request for the consideration of the Preliminary Plat for Kemp Subdivision consisting of 8 lots on 4 (+/-) acres located at the 2500 Block of Stadium Blvd. c/o David Thibault on behalf of David Kemp with staff recommendations and added condition. Commissioner Weatherford seconded the motion. Roll call vote showed all members present voted.

Approved 4 to 0.

5) Public Hearings

- a) Request for a recommendation to City Council for a Zoning District Change from Central City (CC) to Town Neighborhood-3 (TN-3) on property located at 451 Russet St., c/o Juan Torress. (PZ26-0057) -rescheduled from June 9, 2026, PZC meeting

Staff Presentation:

City Planner Ebersole presented the request for a recommendation to City Council for a Zoning District Change from Central City (CC) to Town Neighborhood-3 (TN-3) on property located at 451 Russet St., c/o Juan Torress. (PZ26-0057) -rescheduled from June 9, 2026 PZC meeting

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(3)The planning and zoning commission and city council shall review the facts and circumstances of each proposal in terms of the following standards:

- 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.

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:

1. The regulations and standards used in evaluating the application.
2. The reasons for approval or denial.
3. 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.

According to County records, the property was purchased in April 2026. The property had a residence on it that has since been demolished. The residence was demolished prior to the current purchase of the property.

The property is currently zoned, CC, Central City, and is located near the Rock Creek Canyon.

While the Central City zoning district is established to be a mixed-use environment to serve as the economic, cultural and civic heart of the city, new residential uses are limited in the zone. Multi-Family dwellings (5 units or more) are outright permitted, while townhome construction requires a Zoning Use Permit. Detached single family, duplex, triplex, and fourplex units are not allowed uses in the Central City zone.

The TN-3, Town Neighborhood 3, zone allows for detached single-family, duplex, triplex, and fourplex units as outright permitted uses. Individual properties are limited to the amount of units based on the size of the property as outlined in code.

This property is in one of the original parts of town. The original residential properties in this area date back to the 1930's. The zoning map shows the properties to the West and Northwest of the property are zoned TN-3, while the block closest to Washington St. is zoned Central City.

This area of town has a range of land uses from single family residential to Commercial and Industrial uses. There is a truck depot to the south, residences to the North, Rock Creek

Canyon to the west, and a pipe company, hair salon, and a local park located east of the property along Washington Street.

The 2016 Comprehensive Plan, “Grow With Us”, shows this area as Downtown/High Density Residential. This designation is defined as being the central business district serving the local and regional area, with a diverse mix of land uses, encouraging redevelopment and infill.

This area of town has seen many residential rebuilds, as well as having many of the original 1930’s residences. Having this property rezoned for a future residential use is in line with the neighborhood and the surrounding property uses, and with the lot currently being vacant, it would fulfill the goal of redevelopment and infill.

The TN-3 zoning designation also allows for smaller lot sizes for residential uses. A duplex would require a minimum 5,500 square foot lot. This property sits on about a 6,000 square foot lot. Therefore, should the property be rezoned to TN-3 only 1 residential unit would be allowed to be built on the property.

This request must meet the criteria for a zoning change for the commission to consider per Title 10-2-5-F for a Zoning District Change and Zoning Map Amendment. Staff believes this request follows the criteria as follows:

- A. This property is in a diverse area of downtown with a mix of residential and commercial uses. This property was previously used as a residence. A duplex on this property would fit this diverse area of town.
- B. A residential building on this small lot will help with current housing supply needs in the city. This lot originally had a single-family dwelling on it. Building a duplex on this lot would add another living unit to the area.
- C. Rezoning this property to TN-3, Town Neighborhood 3, is consistent with the Comprehensive Plan Future Land Use Map designation of Downtown/High Density Residential, which encourages medium and high-density residential development within a mixed-use downtown environment. This area of town contains a diverse mix of residential, commercial, and industrial land uses. Allowing additional residential development permitted within the TN-3 zoning district is complementary to the transitional character of the surrounding neighborhood.
- D. Rezoning this property to TN-3 is not spot zoning, as the property is contiguous to existing TN-3 zoning.
- E. A duplex would not create an undue burden on neighboring properties, due to traffic, noise, glare, etc. The ITD Trip Generation Manual indicates trip counts are fewer during peak PM travel periods for residential use than for industrial and/or commercial use.

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

Regarding the proposed Zoning District Change, the Commission may:

- 1. Choose to modify the proposed Zoning District Change (which may require another public hearing before the Commission).
- 2. Recommend the proposed Zoning District Change to the City Council.
- 3. Recommend the proposed Zoning District Change be denied.

Applicant Presentation:

Juan Torres is the applicant Javier Beltran is the representative for the applicant. The applicant would like to build a duplex with garages that have access from the alley.

Public Hearing: Opened and closed with no input.

Discussions Followed:

The commission feels this will work well in the area and have no issues recommending approval with the request.

MOTION: Commissioner Weatherford moved to approve the request for a recommendation to City Council for a Zoning District Change from Central City (CC) to Town Neighborhood-3 (TN-3) on property located at 451 Russet Street. c/o Juan Torress. (PZ26-0057). Commissioner Gadsby seconded the motion. Roll call vote showed all members present voted.

Approved 4 to 0.

b)

Request for a recommendation to City Council on the appropriate zoning district for a proposed annexation of 2.42 acres of property located at 857 Hankins Road North. c/o Goeffrey Wardle on behalf of Mountain West Council — Boy Scouts of America. (PZ26-0069)

Staff Presentation:

City Planner Strickland presented the request for a recommendation to City Council on the appropriate zoning district for a proposed annexation of 2.42 acres of property located at 857 Hankins Road North. c/o Goeffrey Wardle on behalf of Mountain West Council — Boy Scouts of America. (PZ26-0069)

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.

N/A

The property is designated as Neighborhood Commercial on the Future Land Use Map. The applicant is proposing Community Market (CMT) as the zoning designation. Neighborhood Commercial areas are intended to provide supporting services, neighborhood scale retail, office uses, civic facilities and similar uses that serve nearby residential areas. The Community Market zoning designation is designed to provide the services listed in the future land use category while maintaining compatibility with surrounding neighborhoods and

permits a variety of land use with development standards intended to provide an appropriate transition to adjacent residential developments.

The requested Community Market zoning appears to be in line with the future land use plan for this area. The site is already developed with an office building and has historically functioned as an office for the Boy Scouts of America. Annexation and zoning would bring the property under City jurisdiction. The Community Market district allows a mixture of retail, office, service, civic uses, allowing the existing office use to continue. The property is located at the south-west corner of Falls Avenue and Hankins Rd N. These are two major corridors with residential properties adjacent. The existing office use has operated at this location for many years and provides a good transition between residential development and the arterial roadways. Community Market uses would generally be compatible with the surrounding area provided all development standards are followed upon expansion or redevelopment of the site. The Community Market does allow for other uses that may be more intense than the current office use. However, these uses would undergo review by staff or the commission for either a zoning use permit or a special use permit. A list of land uses has been provided for the Community Market zoning district in the packet for review.

The +/-2.4-acre parcel is developed with an existing single-story office building and associated parking facilities and would be physically suitable for uses permitted in the proposed zone and allow for infill that is compatible with the area. The property is served by major arterial corridors to accommodate anticipated traffic counts and allow for good access for police and fire. City services, such as sewer and water, are already to the site. The current office use has no significant impact on public services and any future redevelopment would be reviewed for compliance with standards to address possible impacts. The applicant has been informed of the need to deed a portion of the property for right of way along both arterial roadways, with the requirement to reconstruct these roadways to arterial standards upon expansion/redevelopment of the property. Further development or modification would be subject to this standard, as well as any setbacks, landscaping, building heights and land use restrictions. Given the site's location along an arterial roadway and the existing office building, the proposed zoning appears compatible with the current land use and future land uses as dictated by the Community Market zoning district.

As for consistency with the comprehensive plan, the area is within the City's future development boundaries. By recommending the proposed zoning, it allows for infill development and neighborhood serving land uses to occur. The existing land use pattern demonstrates the viability of having higher intensity zoning designations to buffer the residential units from the major arterial roadways and could encourage future development within the surrounding area using the same zoning designation. The community market zoning designation provides a classification that is closest to the neighborhood commercial category within the comprehensive plan while allowing development standards to be manageable and allowing for low-impact retail, office or services that would benefit and support the adjacent residential development and future development in 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. Based on the staff analysis of the request, the zoning designation of Community Market is compatible with the comprehensive plan and would be supported if recommended.

1. Subject to right of way being deeded to the City of Twin Falls prior to signing of the annexation ordinance.
2. Subject to road reconstruction to arterial city standards upon redevelopment or reconstruction of the site.

Applicant Presentation:

Goeffrey Wardel presented on behalf of the applicant.

Public Hearing: Opened

- Mark Lambert is a neighbor that had a few questions about the difference between current use and what would be allowed.
- Planner Strickland showed the Commission the list of uses for the CMT zone.
- Commissioner Rambur asked about the CMT zone and if cars and trucks parked at the property would be allowed.
- Director Spendlove stated that if it is for the use of the business it's allowed. If it turned into storage, it would require a different use.

Public Hearing: Closed

Discussions Followed:

- Commissioner Rambur stated he didn't like the CMT zone and the allowed uses in that zone.
- Commissioner Weatherford asked for clarification and what makes the current use non-conforming.
- Director Spendlove clarified that currently the property is in the county jurisdiction and because of the changes since it was established, this is now a non-conforming use if annexed into the city because of the residential zone.
- Commissioner Gomes stated he liked the CMT zone and the fact that the higher density items would need to come back for a Special Use Permit.

Public Hearing opened:

- David Walker talked about the school down the street and feels like this will increase traffic.
- Goeffrey Wardel disagreed with the comments and concerns. He stated that this site has been a running office for several years and they are annexing to conform to city standards.

- Commissioner Rambur asked about the current designation and would similar uses be allowed.
- Director Spendlove responded that this is in county jurisdiction if not annexed and he doesn't know what the county allows.
- Senior Planner Klaver explained that the commission needs to recommend a zone if they disagree with the recommendation from staff.

Public Hearing closed:

Discussion Followed:

Commissioner Weatherford likes the TN-1 w/ PRO

Commissioner Rambur wants the special use requests to allow other uses.

Commissioner Gomes feels like the permitted uses in the CMT zone aren't very impactful but would like the TN-1 w/ overlay

zone TN-1 with PRO

MOTION: Commissioner Rambur moved to approve the request for a recommendation to City Council on the appropriate Zoning District for a proposed Annexation of 2.42 acres of property located at 857 Hankins Road North with a TN-1 zone with Professional Office Overlay. c/o Goeffrey Wardle on behalf of Mountain West Council - Boy Scouts of America (PZ26-0069). Commissioner Weatherford seconded the motion. Roll call vote showed all members present voted.

Approved 4 to 0.

c)

Request for a Special Use Permit to allow a Storage Yard (Impound Yard) on property located at 1560 Eldridge Avenue. c/o Victor Gomez on behalf of Prime Towing and Recovery (PZ26-0074)

Staff Presentation:

City Planner Ebersole presented the request for a Special Use Permit to allow a Storage Yard (Impound Yard) on property located at 1560 Eldridge Avenue. c/o Victor Gomez on behalf of Prime Towing and Recovery (PZ26-0074)

Per City Code 10-2-4(E) The Special Use Permit process requires a public hearing in which interested persons have the opportunity to be heard, with regard to the application. The Commission shall decide on the request within thirty (30) days after the public hearing. If Conditions of Approval are placed on the permit by the Commission, the Administrator shall issue the permit specifically listing such conditions. Conditions shall be implemented within 6 months, or the permit is void.

If the Commission's decision is appealed within fifteen (15) days of the signing of the Findings of Fact, City Council shall set a hearing date to consider all information, testimony, and minutes of the previous hearing to reach a decision on the appeal.

Standards Applicable to Special Uses:

- Will, in fact, constitute a special use as established by zoning requirements for the zone involved.
- Will be harmonious with and in accordance with the general objectives or with any specific objective of a comprehensive plan and/or zoning regulations.
- Will be designed, constructed, operated, and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area.
- Will not be hazardous or disturbing to existing or future neighboring uses.
- Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer and schools; or that the persons responsible for the establishment of the proposed use shall be able to provide adequately any such services.
- Will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.
- Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any person, property or to the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
- Will have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares.
- Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance. Conditions and Restrictions

In granting any special use, the commission may prescribe appropriate conditions, bonds and safeguards in conformity with this title. Violations of such conditions, bonds or safeguards, when made a part of the terms under which the special use is granted, shall be deemed a violation of this title. Conditions of approval may include but not be limited to:

- Minimizing adverse impact on other developments.
- Controlling the sequence and timing of development.
- Controlling the duration of development.
- Assuring the development is maintained properly.
- Designating the exact location and nature of development.
- Requiring provision for onsite or off-site public facilities or services.
- Requiring more restrictive standards than those generally required in this title.

The applicant requests approval of a Special Use Permit to allow a vehicle impound facility on property at 1560 Eldridge Avenue. The applicant has a lease to use the northern portion of the property. The southern portion of the property is currently being used as an eleven (11) bay storage facility with a recreational vehicle storage yard.

The county records show a pending lot split for this parcel, with the southern portion of the parcel addressed as 1602 Eldridge Avenue.

According to the applicant's site plan, this requested use will encompass approximately 40% of this parcel, or 288,600 sf of the 2.6-acre lot. The front portion of the subject property is

proposed to be used as a vehicle impound facility. This area is fully enclosed by a security fence and is accessed through a controlled entry gate located on Eldridge Avenue. All impounded and towed vehicles will be stored within the secured, fenced area.

The southern portion of the property, which serves the existing storage facility at 1602 Eldridge Avenue, has an independent vehicle access located along the westernmost portion of the site. This access is separate from the proposed vehicle impound facility and will continue to function independently. Accordingly, the proposed vehicle impound use will not interfere with or adversely affect access to, or the ongoing operation of, the existing storage facility at 1602 Eldridge Avenue.

The subject property consists of a parcel located on Eldridge Avenue, in the IND 2, Heavy Industrial zone. The property is developed with an existing office building and a large parking area proposed to be used as a Vehicle Impound Facility. The surrounding area has a mix of industrial uses, with a few commercial uses.

The applicant states that the business will be open Monday to Friday from 8:00 am to 5:00 pm, with two full-time employees onsite. The applicant does not address whether there will be night calls for vehicle pick-up and drop-offs.

The applicant estimates that the proposed vehicle impound facility will generate approximately three to five vehicle trips per day, consisting primarily of tow truck deliveries, two employee commute trips, and occasional customer visits to retrieve impounded vehicles. The Institute of Transportation Engineers (ITE) Trip Generation Manual does not include a specific land use classification for vehicle impound or tow yard facilities; therefore, the proposed use is most appropriately compared to General Light Industrial (ITE Land Use Code 110) or Warehousing (ITE Land Use Code 150). Based on ITE trip generation rates, a conventional General Light Industrial use generates approximately 5.6 average weekday vehicle trip ends per 1,000 square feet of gross floor area. Applied to the proposed 665-square-foot office, this equates to approximately 3.7 average weekday trip ends, which is generally consistent with the applicant's estimate. Because the facility functions primarily as a secured vehicle storage yard with only two employees, limited customer activity, and infrequent vehicle turnover, actual traffic volumes are expected to remain low and comparable to, or below, those of other industrial uses permitted within the IND-2 Industrial District. Accordingly, the proposed use is not anticipated to adversely affect the capacity or operation of the surrounding street network.

The Future Land Use Map designates the subject property as Industrial/Flex/Employment, an area intended to accommodate office parks, corporate campuses, warehousing, general manufacturing, food processing, and industrial campuses adjacent to the railway. While a vehicle impound facility is not specifically identified as an example use within this designation, it is an industrial service use that supports transportation, towing, law enforcement, insurance, and other commercial and industrial activities. The Future Land Use Map designates the subject property as Industrial/Flex/Employment, an area intended to accommodate office parks, corporate campuses, warehousing, general manufacturing, food processing, and industrial campuses adjacent to the railway. While a vehicle impound facility is not specifically identified as an example of use within this designation, it is an industrial service use that supports transportation, towing, law enforcement, insurance, and other commercial and industrial activities.

The proposed vehicle impound facility is consistent with the intent of the

Industrial/Flex/Employment designation because it functions as an industrial support use that is appropriately located within an established industrial area. The use involves the temporary storage of vehicles and is operationally similar to other outdoor industrial storage and service uses commonly found within industrial districts. Locating the facility on property designated for industrial development helps preserve industrial land for employment-generating and industrial-related activities while avoiding potential land use conflicts with residential and commercial areas. Therefore, the proposed Special Use Permit is consistent with the Comprehensive Plan and the intent of the Industrial/Flex/Employment future land use designation.

The proposed vehicle impound facility is compatible with the purpose and intent of the IND 2 Industrial zoning district. The district is intended to accommodate manufacturing, light industrial, and other industrial-related uses while limiting the encroachment of non-industrial development into established industrial areas. A vehicle impound facility is an industrial service that supports transportation, towing, law enforcement, insurance, and vehicle recovery operations, making it consistent with the function and character of an industrial district.

The use is limited to the temporary outdoor storage of vehicles in accordance with the zoning ordinance. Vehicles will be stored only for the maximum time periods established by the code, with claimed vehicles remaining onsite for no more than forty-five (45) days and wrecked vehicles for no more than fourteen (14) days. As defined by the ordinance, the facility is not intended for long-term vehicle storage or dismantling operations.

The proposed use does not introduce residential, retail, or other non-industrial activities that would be inconsistent with the purpose of the IND 2 district. Rather, it represents a service-oriented industrial use that is commonly associated with industrial areas due to its operational characteristics and need for outdoor storage.

The Special Use Permit process provides an opportunity to ensure the use remains compatible with surrounding properties through conditions of approval addressing site design, screening, lighting, circulation, security, and other operational standards as appropriate. In compliance with the zoning ordinance and any applicable conditions of approval, the proposed vehicle impound facility is consistent with the intent of the IND 2 district and is compatible with surrounding industrial development.

The proposed vehicle impound facility constitutes a new use of the property and, as such, is subject to the City's applicable site development standards. The City Engineer has determined that the development will be required to install curb and gutter improvements and provide an approved stormwater retention system in accordance with City engineering standards. These improvements will ensure the site is developed in compliance with applicable infrastructure and stormwater management requirements. Upon conclusion this request is consistent with the Twin Falls Comprehensive Plan, and compatible with the IND 2, Industrial, zoning district. The property is served adequately by public service, utilities, roadways, and railways. Staff does not anticipate detrimental outcomes for the surrounding properties if operated in compliance with any conditions of approval.

Approval of this zoning request does not preclude the applicant from obtaining the required permits and/or licenses needed to complete the project.

Should the commission approve the request as presented, staff would recommend 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.
2. Subject to continued compliance with all local, state, and federal code requirements and other standards as applicable.

Applicant Presentation:

Jesus Keegan spoke on behalf of the applicant.

PZ/Questions & Comments:

- Commissioner Gadsby asked what type of fence was up.
- Jesus Keegan replied it was chain-link.

Public Hearing: Opened and closed with no public input.

Discussions Followed:

Commission feels this is a good fit for this area.

MOTION: Commissioner Rambur moved to approve the request for a Special Use Permit to allow a Storage Yard (Impound Yard) on property located at 1560 Eldridge Avenue. c/o Victor Gomez on behalf of Prime Towing and Recovery (PZ26-0074). Commissioner Weatherford seconded the motion. Roll call vote showed all members present voted.

Approved 4 to 0.

d)

Request for a Special Use Permit to allow for Outdoor Amplified Sound on property located at 602 2nd Avenue South. c/o Tara Rueda (PZ26-0075). **Rescheduled for July 28, 2026**

6) Upcoming Meeting(s)

a) July 28, 2026.

7) Adjournment

The meeting adjourned at 08:00 PM

Jody Green

Jody Green, Planning Technician



Date: Monday, August 17, 2026
To: Honorable Mayor and City Council
From: Lisa Strickland, City Planner

ACTION ITEM

Request:

Request for annexation of 2.42 acres with a proposed zoning district of Community Market for property located at 857 Hankins Road North. c/o Goeffrey Wardle on behalf of Mountain West Council — Boy Scouts of America. (PZ26-0069)

Time Estimate:

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

Background:

The applicant is requesting annexation of approximately 2.42 acres located at 857 Hankins Rd N with a zoning designation of Commercial Market. To the north of the property is Falls Ave E and residential properties. To the south is a residential development zoned Town Neighborhood 2, to the east is Hankins Rd N and residential properties, and to the west is a residential development and there is currently an office building onsite.

Approval Process:

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.

Budget Impact:

N/A

Regulatory Impact:

Annexation of the property will affect the regulations by which this property is enforced. Currently, the area of impact is managed by Twin Falls County. If annexed, the property will fall under the regulatory policies of the City of Twin Falls.

History:

On July 14, 2026 the Planning & Zoning Commission held a public hearing to discuss the proposed Community Market zoning designation for this property. After a lengthy discussion, the commission decided to recommend a TN-1 with PRO overlay. The commission discussed the land uses for the community market and felt there were several land uses that were outright permitted or permitted with a special use permit that could have a more significant impact to the area than preferred. The

comprehensive plan designates the 4 corners at this intersection as Neighborhood Commercial, previously suggesting that this intersection be zoned with a Neighborhood Commercial designation. However, in January 2026, the zoning code was amended, and several zones could be applicable in the Neighborhood Commercial, such as mixed use, community market and residential with a professional office overlay. In the packet, a table has been provided with the recommended designation of TN-1 with PRO overlay along with Community Market & Mixed Use for comparison. The land uses are very similar in nature with variations in the level of approval; from staff or from the Planning & Zoning Commission. The has been provided as a reference for making a final decision on the zoning designation of the property.

Analysis:

The property is designated as Neighborhood Commercial on the Future Land Use Map. The applicant is proposing Community Market (CMT) as the zoning designation. Neighborhood Commercial areas are intended to provide supporting services, neighborhood scale retail, office uses, civic facilities and similar uses that serve nearby residential areas. The Community Market zoning designation is designed to provide the services listed in the future land use category while maintaining compatibility with surrounding neighborhoods and permits a variety of land use with development standards intended to provide an appropriate transition to adjacent residential developments.

The requested Community Market zoning appears to be in line with the future land use plan for this area. The site is already developed with an office building and has historically functioned as an office for the Boy Scouts of America. Annexation and zoning would bring the property under City jurisdiction. The Community Market district allows a mixture of retail, office, service, civic uses, allowing the existing office use to continue. The property is located at the south-west corner of Falls Avenue and Hankins Rd N. These are two major corridors with residential properties adjacent. The existing office use has operated at this location for many years and provides a good transition between residential development and the arterial roadways. Community Market uses would generally be compatible with the surrounding area provided all development standards are followed upon expansion or redevelopment of the site. The Community Market does allow for other uses that may be more intense than the current office use. However, these uses would undergo review by staff or the commission for either a zoning use permit or a special use permit. A list of land uses has been provided for the Community Market zoning district in the packet for review.

The +/-2.4-acre parcel is developed with an existing single-story office building and associated parking facilities and would be physically suitable for uses permitted in the proposed zone and allow for infill that is compatible with the area. The property is served by major arterial corridors to accommodate anticipated traffic counts and allow for good access for police and fire. City services, such as sewer and water, are already to the site. The current office use has no significant impact on public services and any future redevelopment would be reviewed for compliance with standards to address possible impacts. The applicant has been informed of the need to deed a portion of the property for right of way along both arterial roadways, with the requirement to reconstruct these roadways to arterial standards upon expansion/redevelopment of the property. Further development or modification would be subject to this standard, as well as any setbacks, landscaping, building heights and land use restrictions. Given the site's location along an arterial roadway and the existing office building, the proposed zoning appears compatible with the current land use and future land uses as dictated by the Community Market zoning district.

As for consistency with the comprehensive plan, the area is within the City's future development boundaries. By recommending the proposed zoning, it allows for infill development and neighborhood serving land uses to occur. The existing land use pattern demonstrates the viability of having higher intensity zoning designations to buffer the residential units from the major arterial roadways and could

encourage future development within the surrounding area using the same zoning designation. The community market zoning designation provides a classification that is closest to the neighborhood commercial category within the comprehensive plan while allowing development standards to be manageable and allowing for low-impact retail, office or services that would benefit and support the adjacent residential development and future development in the area.

Conclusion:

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. On July 14, 2026 the Planning & Zoning Commission held a public hearing to discuss the proposed Community Market zoning designation for this property. After a lengthy discussion, the commission decided to recommend a TN-1 with PRO overlay.

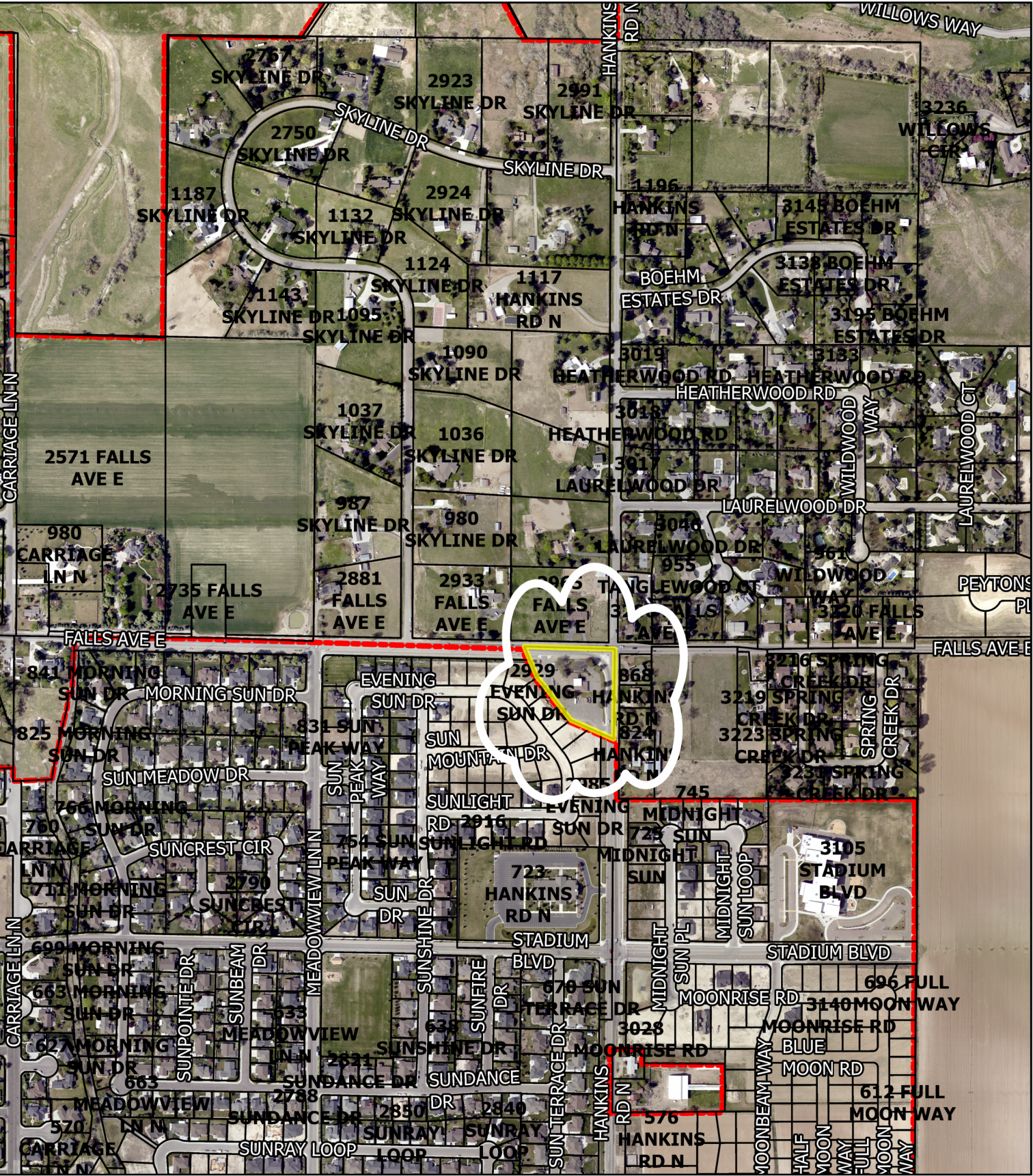
The Council may approve as recommended by the Planning and Zoning Commission of TN-1 PRO, approve the applicant's original zoning designation request of CMT, approve alternative zoning designation(s), table the request to acquire new information, or deny the application. Should the Council wish to annex the property into City limits, staff recommends the following conditions of approval:

1. Subject to right of way for Hankins Road North and Falls Avenue East being deeded to the City of Twin Falls prior to signing of the annexation ordinance; and
2. Subject to Falls Avenue East and Hankins Road North being reconstructed, to road centerlines, to arterial city standards upon redevelopment or reconstruction of the site.

Attachments:

1. PZ26-0069 Vicinity Map
2. PZ26-0069 Narrative
3. PZ26-0069 Presentation Map
4. PZ26-0069 Land Use Matrix Zone Comparison
5. PZ26-0069 Community Market Zoning Chapter
6. PZ26-0069 Mixed Use Zoning Chapter
7. PZ26-0069 Town Neighborhood -1 Zoning Chapter
8. PZ26-0069 Planning and Zoning Commission Minutes - July 14, 2026

VICINITY MAP



SUBJECT PROPERTY





Geoffrey M. Wardle
(208) 388-3321
gwardle@clarkwardle.com

Via Electronic Mail (tfplanning@tfid.org)

May 20, 2026

City of Twin Falls
Planning and Zoning Department
203 Main Ave E
Twin Falls, ID 83301

RE: Mountain West Council, Inc., Boy Scouts of America – Annexation Application
CW File #: 23304.5

A. Applicant and Property Information

Owner/Applicant: Mountain West Council, Inc., Boy Scouts of America is the successor by merger of Snake River Council, Inc., Boy Scouts of America and the Ore-Ida Council, Inc., Boy Scouts of America.

Property Location: 857 Hankins Rn N, Twin Falls, ID 83301

Parcel Number: RP10S17E110001

Acreage: 2.418

Existing Use: Office Building

Requested Action: Annexation and Zoning as Community Market Zoning District

Comprehensive Plan Land Use Map Designation: Impact Area

B. Introduction

This application is submitted on behalf of Mountain West Council of the Boy Scouts of America. In 2020, the Snake River Council, Inc., Boy Scouts of America and the Ore-Ida Council, Inc., Boy Scouts of America

merged. The Mountain West Council, Inc., Boy Scouts of America, is the successor by merger of the Snake River Council, Inc., Boy Scouts of America and the Ore-Ida Council, Inc., Boy Scouts of America. The property at 857 Hankins had long served as the council service center for the Snake River Council.

With the departure of the LDS Church from Scouting, the lingering effects of COVID 19, and the impacts upon Scouting Councils everywhere in their participation in the global settlement of the BSA's bankruptcy to fund their obligations under the settlement trust for victims of abuse, Scouting Councils throughout the West have merged, restructured, and made important decisions for the future of the movement as a whole. The Mountain West Council has worked to ensure that the Scouting program is sustainable and available to youth throughout Southern Idaho and Eastern Oregon. It has invested extensively in Camp Bradley, the historic Snake River Council camp. It has sold various other properties including Camp Morrison, in McCall, Idaho, the historic Ore-Ida Council camp.

C. Annexation Standards

Due to the fact that this property is located in the unincorporated portion of Twin Falls County the ability to reuse or dispose of this property in its current nonconforming condition has been limited. With the recent planning efforts of the City of Twin Falls and the County, there is now a clear direction to address what would otherwise be a continuing non-conforming use within the County. The reason for this application is to annex the property into the City of Twin Falls pursuant to the recently added Comprehensive Plan and Zoning scheme. The existing land use, as well as its future use, more closely aligns with the City's Plan and Zoning classifications. Annexing the property and zoning it as Community Market will maintain the character of the surrounding properties. Annexing the property will be mutually beneficial for the Applicant and the City for the following reasons:

1. Community's Best Interest. The proposed annexation and zoning of the property as Community Market advances the community's best interest by: (a) adapting an existing, well-located office building for a broader range of neighborhood-serving and community-serving uses; (b) promoting efficient use of already developed land and infrastructure at a highly visible arterial corner; (c) supporting economic vitality through flexible commercial and service opportunities that can expand local employment and services; and (d) reinforcing orderly growth by aligning entitlements with the site's urban context and Comprehensive Plan goals for infill, walkability, and multimodal access. By zoning the site as a Community Market district, the City can guide site transitions, ensure appropriate design and buffering, and secure public benefits through conditions and standards applicable at the time of annexation and future permits.

2. Compatibility of Permitted Uses with Surrounding Land Uses. The Community Market district's permitted, and conditional uses are designed to blend neighborhood-scale retail, office, civic, and service uses with adjacent residential and commercial areas. The subject corner along Hankins Road and Falls Avenue is a logical location for uses such as professional services, small-format retail, health and wellness services, and civic/assembly functions that complement nearby residential neighborhoods and existing corridor uses. The office building's established character provides a low-impact envelope

for such activities, with typical peak-hour patterns consistent with corridor traffic. Where more active uses are introduced, the site can incorporate operational limits, screening, lighting controls, and access management to maintain compatibility with adjacent parcels. Transitional design standards of the Community Market district will provide additional safeguards to ensure harmonious edges with any nearby residential development.

3. Physical Suitability of the Site. The site is physically suitable for the type and intensity of uses contemplated in the Community Market district. It is already developed with a single-story office building (with a garage basement), on-site parking, established drive approaches, and utility connections. We recognize that a sizable portion of this property is located within existing prescriptive rights of way that will need to be addressed. That said, the corner location is currently improved and provides adequate frontage and sight distances. Additionally, the parcel configuration supports internal circulation, ADA-compliant access, refuse service areas, and required landscaping. Topography is generally level, with no known physical constraints that would preclude the continuation of office or neighborhood-serving commercial uses at comparable intensities. Any minor site modifications required to meet current Community Market development standards—such as bicycle parking, pedestrian connectivity, or updated landscaping—can be accommodated within the existing site boundary.

4. Public Facilities and Services Adequacy. Public facilities and services are available and adequate to serve the use permitted in the Community Market district at the subject location:

- a) **Thoroughfares:** Falls Avenue functions as a principal corridor capable of accommodating modest increases in trip generation associated with neighborhood-serving commercial and office uses. Access points can be managed to meet applicable access spacing and safety standards.
- b) **Police and Fire Protection:** The site is within established police and fire service areas, with response routes along arterial roadways and existing hydrant coverage.
- c) **Drainage:** Existing on-site stormwater facilities can be maintained or upgraded to current standards; any incremental improvements will be designed to comply with City and County drainage criteria and best management practices.
- d) **Refuse Disposal:** The site has adequate space for screened refuse and recycling enclosures; service can be provided along existing drive aisles without impact to public right-of-way operations.
- e) **Water and Sewer:** Municipal water and sewer lines are available in the vicinity; and in the future, connecting to these systems can occur if and when the property is redeveloped.
- f) **Schools:** While Community Market uses are not school-intensive trip generators, any incidental impacts are expected to be negligible and offset by improved neighborhood services that reduce longer vehicle trips, especially where this has been a long existing use.

Collectively, the existing infrastructure and service networks ensure protection of public health, safety, and general welfare for the range of uses permitted in the Community Market district.

5. Compatibility of Scale, Mass, Coverage, Density, and Intensity. The existing office building reflects the intended and appropriate scale and massing for the corner, with building coverage, height, and intensity consistent with corridor development patterns. The Community Market district anticipates low to moderate intensities that align with this built form. Future tenancing or minor site enhancements will occur within the current building envelope or with modest additions subject to district bulk standards, setbacks, landscaping, and buffering. Operational characteristics—hours of operation, loading, and customer traffic—can be conditioned to maintain compatibility with any adjacent residential properties. The result is a context-sensitive transition that preserves neighborhood character while enabling needed services.

6. Consistency with the Comprehensive Plan. The proposed annexation and Community Market designation are consistent with the Comprehensive Plan's land use map designation for the area and with policy objectives encouraging: (a) strategic infill along established corridors; (b) neighborhood-serving commercial nodes at arterial intersections; (c) adaptive reuse of existing structures; and (d) multimodal accessibility. The request aligns the zoning toolset with the Plan's vision for mixed commercial and service uses at appropriate locations, ensuring that future site activity advances the community's long-term land use framework. Confirmation of the applicable map designation and any sub-area policies will be provided in the staff report and final annexation ordinance.

D. Conclusion

Annexation with Community Market designation for this property at Hankins Road and Falls Avenue will: (a) further the community's best interest by enabling adaptive reuse and neighborhood-serving services; (b) blend permitted uses with surrounding land uses through established district standards; (c) utilize a physically suitable, already developed site; (d) rely on adequate public facilities and services to safeguard health, safety, and welfare; (e) maintain compatibility in scale and intensity with adjacent uses; and (f) implement the Comprehensive Plan's land use direction for the corridor.

May 20, 2026

Page: 5

The Applicant respectfully requests approval of the annexation and zoning of the property Community Market as proposed. In support of this request, we provide the following additional information:

Application

Warranty Deed

Annexation Boundary Map

Legal Description of Property in Metes and Bounds & Quit Claim Deed

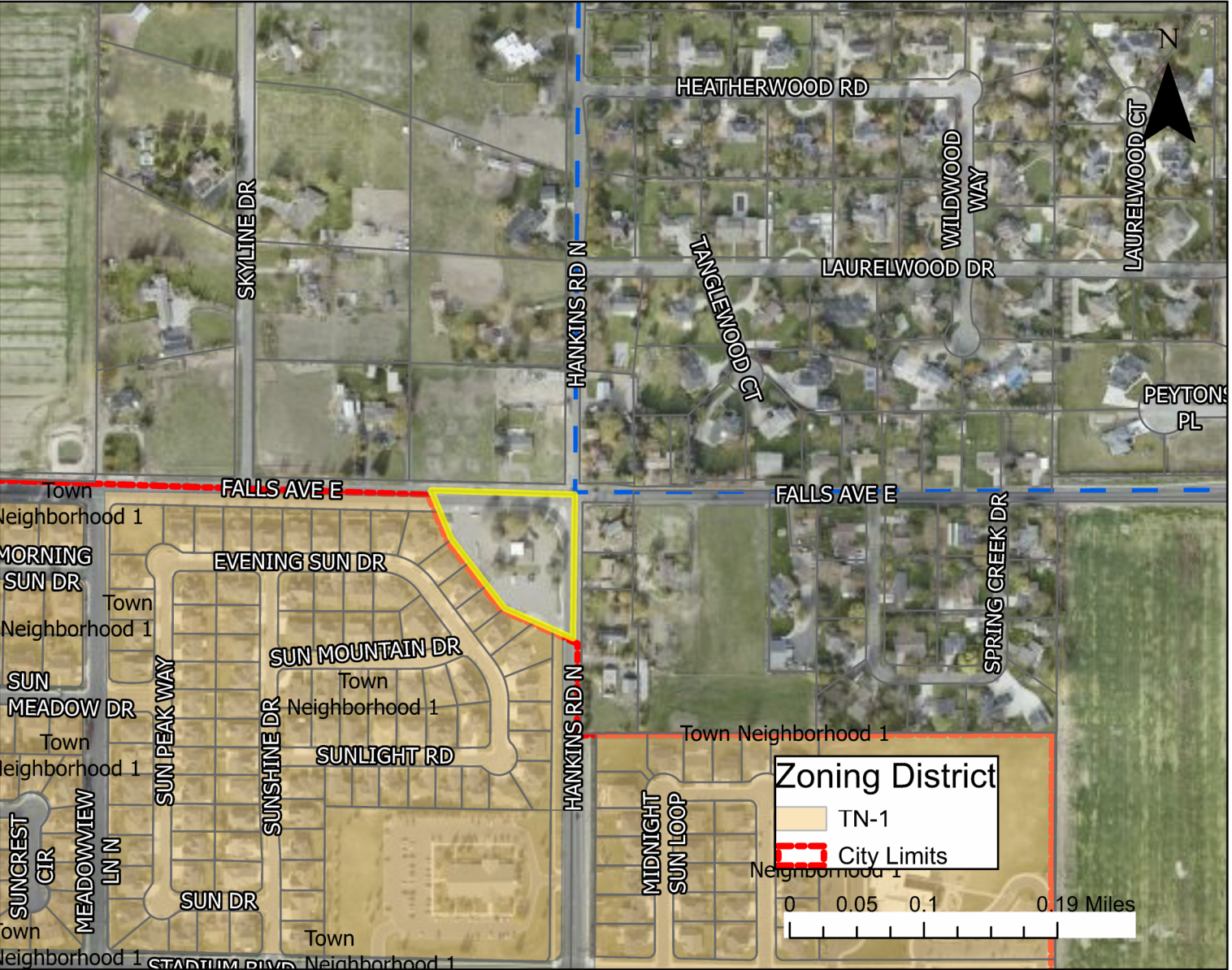
Public Notification Materials: List of Property Owners within a 750 Foot Radius

Sincerely,

A handwritten signature in blue ink, appearing to read 'Geoffrey M. Wardle', with a long horizontal flourish extending to the right.

Geoffrey M. Wardle

ZONING MAP



Zoning

Current Zoning: NA (Area of Impact)

Current Land Use: Office

Proposed Zoning: CMT

Proposed Land Use: NA

Surrounding Area

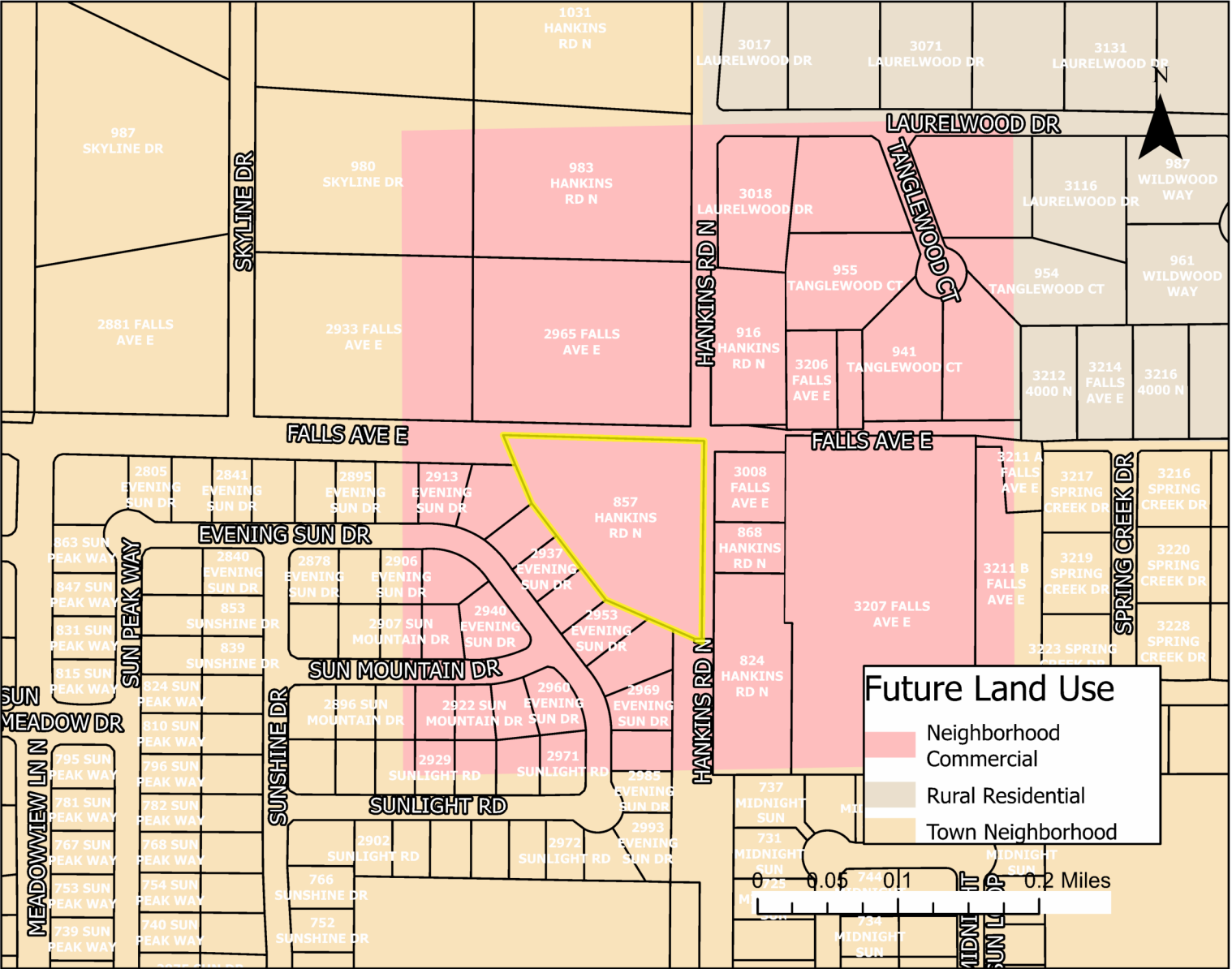
North: Falls Ave E

South: Residential

East: Hankins Rd N

West: Residential

FUTURE LAND USE MAP



Regulations

Title 10-2-5 A - Annexation

If approved:
Title 10-3-10 Community Market

FLU Category

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

Land Use Mix: Neighborhood services, townhomes, condominium, apartments, senior/ student housing, small scale office and retail, Civic community facilities

	TN-1	PRO	CMT	MU
LAND USE/ACTIVITY	Town Neighborhood 1	Professional Office Overlay	Community Market	Mixed Use
AGRICULTURE & ANIMALS				
Agritourism activity within 300' of residential use or residential zone				
Agritourism activity more than 300' of residential use or residential zone				
Community garden	Z		Z	P
Farm				
Fish hatchery				
Farms-animals on pasture				
Farm-plants and trees				
Kennel-indoor				
Kennel-outdoor				
Livestock sales				
Nursery-major				
Nursery-minor			S	P
Stable, commercial				
Veterinary clinic-minor			S	S
Veterinary clinic-major				
ASSEMBLY				
Botanical gardens and arboretums	S		S	P
Convention center (>500)				S
Event center - major (100-500 people)				S
Event center - minor (<100)			Z	Z
Funeral center			S	P
Museum / learning center - major			S	Z
Museum / learning center - minor		S	Z	Z
Religious facility	Z		Z	P
CIVIC/INSTITUTIONAL				
Cemetery				
City of twin falls facilities owned or operated	P	P	P	P

	TN-1	PRO	CMT	MU
LAND USE/ACTIVITY	Town Neighborhood 1	Professional Office Overlay	Community Market	Mixed Use
College, university, trade or boarding school				S
Detention center (jail-juvenile and adult, work release)				
Emergency service stations				
Judicial facility				P
School	S		S	S
COMMERCIAL SALES & SERVICES				
Administrative or professional office major			S	P
Administrative or professional office minor		S	P	P
Artisans workshop major			Z	Z
Artisans workshop minor			Z	P
Auction services and/or public sales establishment				Z
Bar/night club/smoking lounge				S
Barber & cosmetology services			P	P
Body art studio			Z	Z
Car wash				S
Consumer goods repair			S	S
Drive-thru			S	Z
Dry cleaning laundering major				
Dry cleaning laundering minor			S	P
Equipment and machinery repair major				
Equipment and machinery repair minor				
COMMERCIAL SALES & SERVICES				
Equipment and machinery sales/rental, major				
Equipment and machinery sales/rental, minor			Z	S
Financial institution		S	S	P
Fuel/charging station			S	S
Health/fitness facility major			S	S

	TN-1	PRO	CMT	MU
LAND USE/ACTIVITY	Town Neighborhood 1	Professional Office Overlay	Community Market	Mixed Use
Health/fitness facility minor			S	P
Laundromat self serve			S	P
Manufactured home sales				
Mortuary				
Paint booth				
Pawnshop				
Payday loan/check cashing service				
Pet grooming			S	Z
Photography studios			P	P
Print shop major				S
Print shop minor			P	P
Restaurant			S	P
Retail shop			Z	P
Retail store major				S
Retail store minor			S	P
Seamstress/tailor			P	P
Theater indoor				S
Theater outdoor				
Truck stop				
COMMERCIAL SALES & SERVICES				
Vehicle rental facility				
Vehicle sales				
Vehicle sales heavy trucks				
Vehicle sales temporary				
HEALTH/HUMAN CARE				
Assisted care/living facility major			S	S
Assisted care/living facility minor		S	P	P
Daycare center		S	P	P
Daycare facility	Z		P	P
Daycare home	P			

	TN-1	PRO	CMT	MU
LAND USE/ACTIVITY	Town Neighborhood 1	Professional Office Overlay	Community Market	Mixed Use
Hospital				
Medical clinic major				S
Medical clinic minor			P	P
Shelter home			S	S
Substance abuse treatment facility				
INDUSTRIAL				
Electric power generating plant				
Fuel sales				
Grain & seed processing				
Manufacturing heavy				
Manufacturing light				
Manufacturing medium				
Recycling center				
Recycling plant				
Slaughterhouse				
Storage facility, self service				
Storage Yard				
INDUSTRIAL				
Taxidermy studio				
Testing laboratories major				
Testing laboratories minor		S	S	S
Vehicle impound yard				
Vehicle repair services, major				
Vehicle repair services, minor				
Warehouse distribution center				
Wrecking, salvage & junkyard				
LODGING				
Bed & breakfast facility		S	P	S
Campground/repair vehicle park				
Dormitory				

	TN-1	PRO	CMT	MU
LAND USE/ACTIVITY	Town Neighborhood 1	Professional Office Overlay	Community Market	Mixed Use
Hotel				
Motel				
RECREATION/ENTERTAINMENT				
Athletic arena or stadium-public owned	S		S	S
Athletic arena or stadium-private owned				
Fun center minor			P	P
Fun center major			S	Z
Fun park				S
Golf course/golf driving range				
Park/playground private	S		S	S
Park/playground public	P		P	P
Racetrack				
Sport shooting range indoor				
Sport shooting range outdoor				
RECREATION/ENTERTAINMENT				
Zip line				
Zoo				
RESIDENTIAL				
Accessory building	Z			
Dwellings- accessory dwelling unit (adu)	Z			
Dwellings attached single dwelling unit (Townhome)	Z		Z	Z
Dwelling detached single dwelling unit (SDU)	P			
Dwelling multi dwelling unit (5+)				P
Dwelling unit two dwelling unit duplex (2 units on 1 lot)	P			P
Dwelling unit triplex (3 units on 1 lot)			S	P
Dwelling unit fourplex (4 units on 1 lot)			S	P
Dwelling caretake unit		P	P	P
Dwelling mixed use building			S	

	TN-1	PRO	CMT	MU
LAND USE/ACTIVITY	Town Neighborhood 1	Professional Office Overlay	Community Market	Mixed Use
Group home (see idaho statute)	p			
Home occupation	Z			Z
Manufactured housing community				
OTHER				
Adult establishments				
Airport supplemental uses				
Airport/heliport				
Eagles Nest -CSI				
Helistop				
Outdoor amplified sound or music			S	S
Parking structure				S
Utility collection/distribution facility	Z		Z	Z
Utility collection/distribution line	P		P	P
OTHER				
Wind turbine				
Wireless communication equipment colocation	Z		Z	Z
Wireless communication tower				S*
Wireless communication tower stealth or alternative design			S*	Z

*Shall follow the criteria listed in 10-6 Land Use Regulations for Stealth Tower.

CHAPTER 3 ZONING DISTRICTS

10-3-10: COMMUNITY MARKET DISTRICT (CMT)

- A. Purpose. The purpose of the Community Market District is to provide supporting services and neighborhood-scale commercial and office development for surrounding residential uses. Such development should be designed to complement the surrounding neighborhood character.
- B. Use of Lots: Each building, except accessory structures, shall be located on a separate lot and each such lot and the buildings or structures thereon shall conform to the minimum dimensional standards contained herein. For the purpose of this chapter, a "lot" shall be one or more lots platted in accordance with this title or shall be a parcel that includes parts of platted or unplatted lands existing at the effective date hereof.



C. Property Development Standards.

1. Lot Area.
 - a. Commercial Uses: The lot area shall be of sufficient size to provide for the building, off street parking and landscaping.
 - b. Residential Uses: Residential uses less than five units and not attached to a commercial use shall provide the minimum lot area of the Town Neighborhood 2 (TN-2) district.
2. Building Height. No building shall exceed 35 feet in height except as provided by section 10-2 of this title.
3. Building Setbacks.
 - a. Front Setbacks: A setback of 35 feet shall be maintained on major arterials and 15 feet on all other streets.
 - b. Side Setbacks:
 - i. Commercial and residential over 5 units: 0 feet or 15 feet from residential zones
 - ii. Residential: 15 feet
 - c. Rear Setbacks:
 - i. Commercial and residential over 5 units: 0 feet or 15 feet from residential zones
 - ii. Residential: 15 feet
4. Off-Street Parking. Off-street parking shall meet the requirements of section 10-8 of this title.
5. Landscaping. Landscaping shall meet the requirements of section 10-9 of this title.

CHAPTER 3 - ZONING DISTRICTS

10-3-11: MIXED-USE DISTRICT (MU)

- A. Purpose. The Mixed-Use District is established to promote a vibrant, inclusive, and sustainable neighborhood that balances residential, commercial, and recreational uses. This district encourages a sense of place and community through thoughtful design, diverse housing options, accessible public spaces, and walkable connectivity to nearby amenities. It supports smart growth principles to enhance livability, foster economic opportunities, and preserve the distinct character of Twin Falls.



B. Property Development Standards.

1. Lot Area:
 - a. Commercial Uses: The lot area shall be of sufficient size to provide for the building, the required setbacks, off street parking and landscaping.
 - b. Residential Uses: Residential uses not attached to a commercial use shall provide the minimum lot area of the TN-3 district or as determined by the ZDA process.
2. Building Height. No building shall exceed 40 feet in height except as provided by section 10-2 of this title.
3. Building Setbacks.
 - a. Front Setbacks:
 - i. Commercial and residential over 5 units: 35 feet on major arterials, 15 feet all other roads.
 - ii. Residential: Standards for TN-3 Zone apply.
 - b. Side Setbacks:
 - i. Commercial and residential over 5 units: 0 feet
 - ii. Residential: Standards for TN-3 Zone apply.
 - c. Rear Setbacks:
 - i. Commercial and residential over 5 units: 0 feet
 - ii. Residential: Standards for TN-3 Zone apply.
4. Off-Street Parking. Off-street parking shall meet the requirements of section 10-8 of this title.
5. Landscaping. Landscaping shall meet the requirements of section 10-9 of this title.

CHAPTER 3 - ZONING DISTRICTS

10-3-7: TOWN NEIGHBORHOOD 1 DISTRICT (TN-1)

- A. Purpose. This district is intended to promote and preserve residential development and to provide a low density residential environment with a mix of both single household and duplex dwellings in an area with ample space for personal privacy, private open space and free from encroachment by commercial and industrial activities. Centralized water and sewer facilities are required.
- B. Use of Lots: Each building, except accessory structures, shall be located on a separate lot and each such lot and the buildings or structures thereon shall conform to the minimum dimensional standards contained herein. For the purpose of this chapter, a "lot" shall be one or more lots platted in accordance with this title or shall be a parcel that includes parts of platted or unplatted lands existing at the effective date hereof.

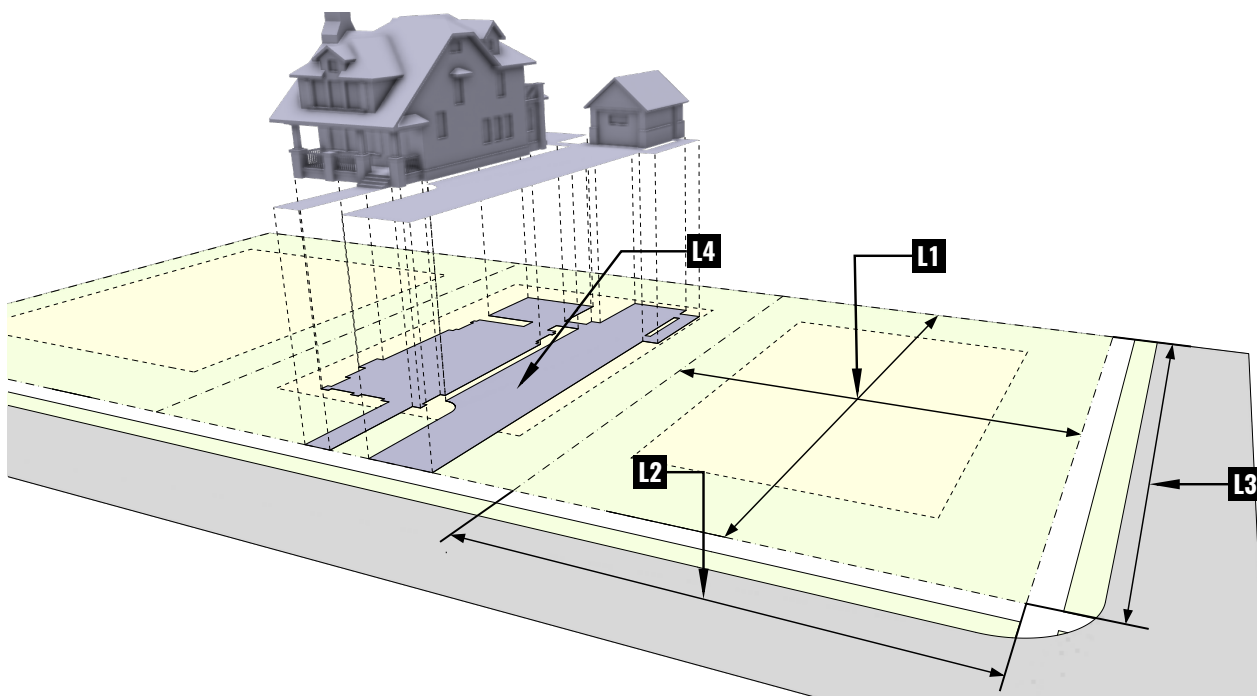


C. Property Development Standards.

1. Lot Area. The minimum lot area shall be 7,000 square feet for a single household dwelling and 10,000 square feet for a duplex dwelling.

Table 11 Lot Dimensions

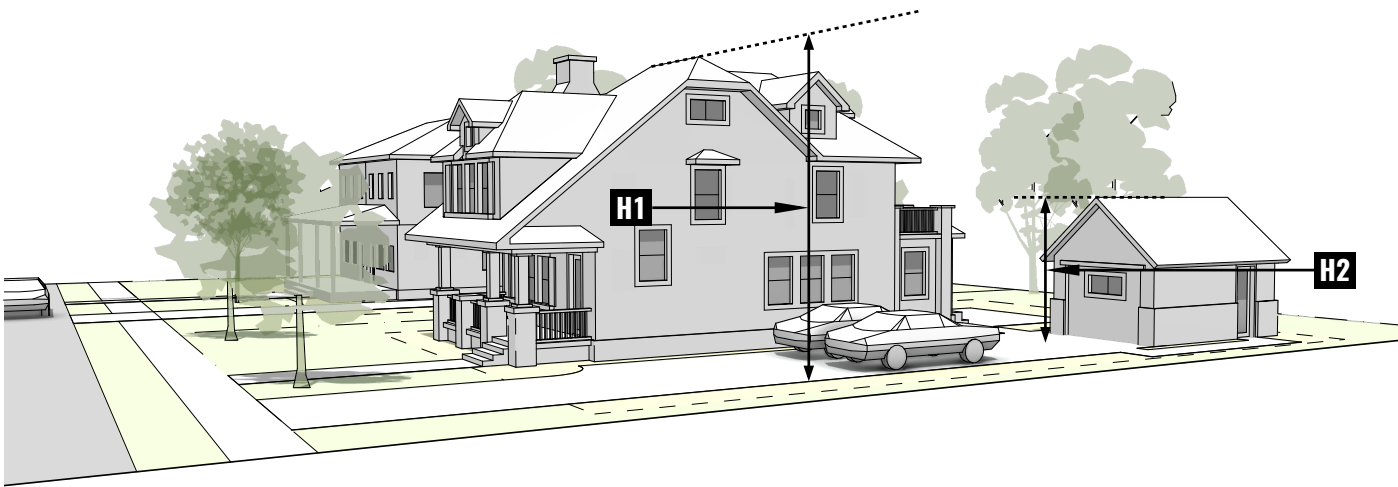
Min. Area (sq. ft.)	Min. Width (ft.)	Min. Depth (ft.)	Max. Coverage
7,000/10,000	n/a	n/a	n/a
L1	L2	L3	L4



2. Building Height. No building shall exceed 35 feet in height.

Table 12 Building Height

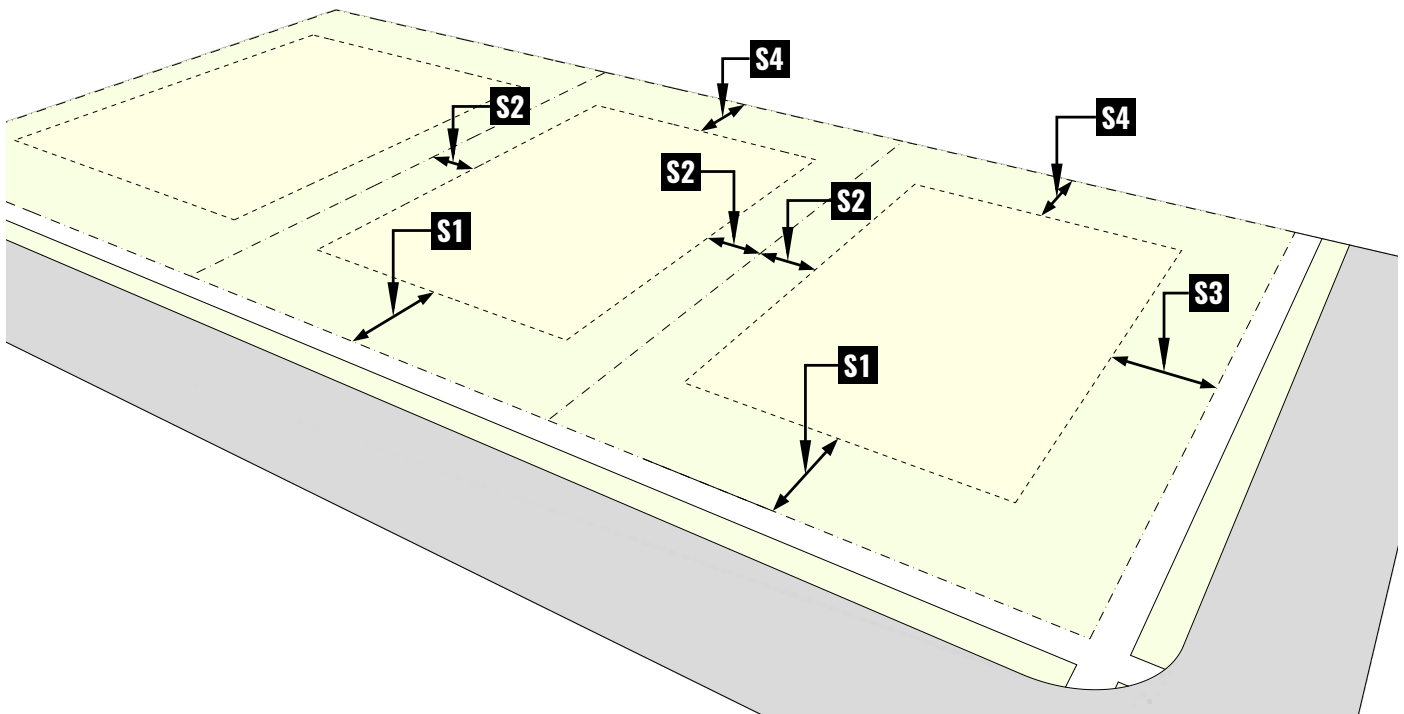
Building / Structure	Max. Height (ft.)	Key
Main building	35	H1



3. Building Setbacks.
- a. Front Setbacks: The front building line shall not be closer than 15 feet to the front property line.
 - i. Garages facing any street shall not be closer than 20 feet to the property line.
 - b. Side Setbacks: The side building line shall not be closer than 7 feet to the side property line.
 - c. Rear Setbacks: The rear building line shall not be closer than 15 feet to the rear property line.
 - i. Garages facing any street shall not be closer than 20 feet to the property line.

Table 13 Building Setbacks

Building Setbacks	Main	Diagram Key
Front	15'/20'	S1
Side	5'	S2/S3
Rear	15'/20'	S4



4. Off-Street Parking. Off-street parking shall meet the requirements of section 10-8 of this title.
5. Landscaping. Landscaping shall meet the requirements of section 10-9 of this title.



Twin Falls Planning & Zoning Commission Minutes

Tuesday, July 14, 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; Alexis Gadsby

Area of Impact: Jeff Bulkley

1) Confirmation of Quorum/Call Meeting to Order

Commissioner Gomes called the meeting to order at 06:00 PM

Members Attending: Gomes, Weatherford, Gadsby, Rambur

Staff Attending: Spendlove, Klaver, Strickland, Ebersole, Green, Vitek

b)

Request for a recommendation to City Council on the appropriate zoning district for a proposed annexation of 2.42 acres of property located at 857 Hankins Road North. c/o Goeffrey Wardle on behalf of Mountain West Council — Boy Scouts of America. (PZ26-0069)

Staff Presentation:

City Planner Strickland presented the request for a recommendation to City Council on the appropriate zoning district for a proposed annexation of 2.42 acres of property located at 857 Hankins Road North. c/o Goeffrey Wardle on behalf of Mountain West Council — Boy Scouts of America. (PZ26-0069)

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.

N/A

The property is designated as Neighborhood Commercial on the Future Land Use Map. The applicant is proposing Community Market (CMT) as the zoning designation. Neighborhood Commercial areas are intended to provide supporting services, neighborhood scale retail, office uses, civic facilities and similar uses that serve nearby residential areas. The Community Market zoning designation is designed to provide the services listed in the future land use category while maintaining compatibility with surrounding neighborhoods and permits a variety of land use with development standards intended to provide an appropriate

transition to adjacent residential developments.

The requested Community Market zoning appears to be in line with the future land use plan for this area. The site is already developed with an office building and has historically functioned as an office for the Boy Scouts of America. Annexation and zoning would bring the property under City jurisdiction. The Community Market district allows a mixture of retail, office, service, civic uses, allowing the existing office use to continue. The property is located at the south-west corner of Falls Avenue and Hankins Rd N. These are two major corridors with residential properties adjacent. The existing office use has operated at this location for many years and provides a good transition between residential development and the arterial roadways. Community Market uses would generally be compatible with the surrounding area provided all development standards are followed upon expansion or redevelopment of the site. The Community Market does allow for other uses that may be more intense than the current office use. However, these uses would undergo review by staff or the commission for either a zoning use permit or a special use permit. A list of land uses has been provided for the Community Market zoning district in the packet for review.

The +/-2.4-acre parcel is developed with an existing single-story office building and associated parking facilities and would be physically suitable for uses permitted in the proposed zone and allow for infill that is compatible with the area. The property is served by major arterial corridors to accommodate anticipated traffic counts and allow for good access for police and fire. City services, such as sewer and water, are already to the site. The current office use has no significant impact on public services and any future redevelopment would be reviewed for compliance with standards to address possible impacts. The applicant has been informed of the need to deed a portion of the property for right of way along both arterial roadways, with the requirement to reconstruct these roadways to arterial standards upon expansion/redevelopment of the property. Further development or modification would be subject to this standard, as well as any setbacks, landscaping, building heights and land use restrictions. Given the site's location along an arterial roadway and the existing office building, the proposed zoning appears compatible with the current land use and future land uses as dictated by the Community Market zoning district.

As for consistency with the comprehensive plan, the area is within the City's future development boundaries. By recommending the proposed zoning, it allows for infill development and neighborhood serving land uses to occur. The existing land use pattern demonstrates the viability of having higher intensity zoning designations to buffer the residential units from the major arterial roadways and could encourage future development within the surrounding area using the same zoning designation. The community market zoning designation provides a classification that is closest to the neighborhood commercial category within the comprehensive plan while allowing development standards to be manageable and allowing for low-impact retail, office or services that would benefit and support the adjacent residential development and future development in 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. Based on the staff analysis of the request, the zoning designation of Community Market is compatible with the comprehensive plan and would be supported if recommended.

1. Subject to right of way being deeded to the City of Twin Falls prior to signing of the annexation ordinance.
2. Subject to road reconstruction to arterial city standards upon redevelopment or reconstruction of the site.

Applicant Presentation:

Goeffrey Wardel presented on behalf of the applicant.

Public Hearing: Opened

- Mark Lambert is a neighbor that had a few questions about the difference between current use and what would be allowed.
- Planner Strickland showed the Commission the list of uses for the CMT zone.
- Commissioner Rambur asked about the CMT zone and if cars and trucks parked at the property would be allowed.
- Director Spendlove stated that if it is for the use of the business it's allowed. If it turned into storage, it would require a different use.

Public Hearing: Closed

Discussions Followed:

- Commissioner Rambur stated he didn't like the CMT zone and the allowed uses in that zone.
- Commissioner Weatherford asked for clarification and what makes the current use non-conforming.
- Director Spendlove clarified that currently the property is in the county jurisdiction and because of the changes since it was established, this is now a non-conforming use if annexed into the city because of the residential zone.
- Commissioner Gomes stated he liked the CMT zone and the fact that the higher density items would need to come back for a Special Use Permit.

Public Hearing opened:

- David Walker talked about the school down the street and feels like this will increase traffic.
- Goeffrey Wardel disagreed with the comments and concerns. He stated that this site has been a running office for several years and they are annexing to conform to city standards.
- Commissioner Rambur asked about the current designation and would similar uses be allowed.

- Director Spendlove responded that this is in county jurisdiction if not annexed and he doesn't know what the county allows.
- Senior Planner Klaver explained that the commission needs to recommend a zone if they disagree with the recommendation from staff.

Public Hearing closed:

Discussion Followed:

Commissioner Weatherford likes the TN-1 w/ PRO

Commissioner Rambur wants the special use requests to allow other uses.

Commissioner Gomes feels like the permitted uses in the CMT zone aren't very impactful but would like the TN-1 w/ overlay

zone TN-1 with PRO

MOTION: Commissioner Rambur moved to approve the request for a recommendation to City Council on the appropriate Zoning District for a proposed Annexation of 2.42 acres of property located at 857 Hankins Road North with a TN-1 zone with Professional Office Overlay. c/o Goeffrey Wardle on behalf of Mountain West Council - Boy Scouts of America (PZ26-0069). Commissioner Weatherford seconded the motion. Roll call vote showed all members present voted.

Approved 4 to 0.

c)

Request for a Special Use Permit to allow a Storage Yard (Impound Yard) on property located at 1560 Eldridge Avenue. c/o Victor Gomez on behalf of Prime Towing and Recovery (PZ26-0074)

Staff Presentation:

City Planner Ebersole presented the request for a Special Use Permit to allow a Storage Yard (Impound Yard) on property located at 1560 Eldridge Avenue. c/o Victor Gomez on behalf of Prime Towing and Recovery (PZ26-0074)

Per City Code 10-2-4(E) The Special Use Permit process requires a public hearing in which interested persons have the opportunity to be heard, with regard to the application. The Commission shall decide on the request within thirty (30) days after the public hearing. If Conditions of Approval are placed on the permit by the Commission, the Administrator shall issue the permit specifically listing such conditions. Conditions shall be implemented within 6 months, or the permit is void.

If the Commission's decision is appealed within fifteen (15) days of the signing of the Findings of Fact, City Council shall set a hearing date to consider all information, testimony, and minutes of the previous hearing to reach a decision on the appeal.

Standards Applicable to Special Uses:

- Will, in fact, constitute a special use as established by zoning requirements for the zone involved.
- Will be harmonious with and in accordance with the general objectives or with any specific objective of a comprehensive plan and/or zoning regulations.
- Will be designed, constructed, operated, and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area.
- Will not be hazardous or disturbing to existing or future neighboring uses.
- Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer and schools; or that the persons responsible for the establishment of the proposed use shall be able to provide adequately any such services.
- Will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.
- Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any person, property or to the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
- Will have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares.
- Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance. Conditions and Restrictions

In granting any special use, the commission may prescribe appropriate conditions, bonds and safeguards in conformity with this title. Violations of such conditions, bonds or safeguards, when made a part of the terms under which the special use is granted, shall be deemed a violation of this title. Conditions of approval may include but not be limited to:

- Minimizing adverse impact on other developments.
- Controlling the sequence and timing of development.
- Controlling the duration of development.
- Assuring the development is maintained properly.
- Designating the exact location and nature of development.
- Requiring provision for onsite or off-site public facilities or services.
- Requiring more restrictive standards than those generally required in this title.

The applicant requests approval of a Special Use Permit to allow a vehicle impound facility on property at 1560 Eldridge Avenue. The applicant has a lease to use the northern portion of the property. The southern portion of the property is currently being used as an eleven (11) bay storage facility with a recreational vehicle storage yard.

The county records show a pending lot split for this parcel, with the southern portion of the parcel addressed as 1602 Eldridge Avenue.

According to the applicant's site plan, this requested use will encompass approximately 40% of this parcel, or 288,600 sf of the 2.6-acre lot. The front portion of the subject property is proposed to be used as a vehicle impound facility. This area is fully enclosed by a security fence and is accessed through a controlled entry gate located on Eldridge Avenue. All

impounded and towed vehicles will be stored within the secured, fenced area.

The southern portion of the property, which serves the existing storage facility at 1602 Eldridge Avenue, has an independent vehicle access located along the westernmost portion of the site. This access is separate from the proposed vehicle impound facility and will continue to function independently. Accordingly, the proposed vehicle impound use will not interfere with or adversely affect access to, or the ongoing operation of, the existing storage facility at 1602 Eldridge Avenue.

The subject property consists of a parcel located on Eldridge Avenue, in the IND 2, Heavy Industrial zone. The property is developed with an existing office building and a large parking area proposed to be used as a Vehicle Impound Facility. The surrounding area has a mix of industrial uses, with a few commercial uses.

The applicant states that the business will be open Monday to Friday from 8:00 am to 5:00 pm, with two full-time employees onsite. The applicant does not address whether there will be night calls for vehicle pick-up and drop-offs.

The applicant estimates that the proposed vehicle impound facility will generate approximately three to five vehicle trips per day, consisting primarily of tow truck deliveries, two employee commute trips, and occasional customer visits to retrieve impounded vehicles. The Institute of Transportation Engineers (ITE) Trip Generation Manual does not include a specific land use classification for vehicle impound or tow yard facilities; therefore, the proposed use is most appropriately compared to General Light Industrial (ITE Land Use Code 110) or Warehousing (ITE Land Use Code 150). Based on ITE trip generation rates, a conventional General Light Industrial use generates approximately 5.6 average weekday vehicle trip ends per 1,000 square feet of gross floor area. Applied to the proposed 665-square-foot office, this equates to approximately 3.7 average weekday trip ends, which is generally consistent with the applicant's estimate. Because the facility functions primarily as a secured vehicle storage yard with only two employees, limited customer activity, and infrequent vehicle turnover, actual traffic volumes are expected to remain low and comparable to, or below, those of other industrial uses permitted within the IND-2 Industrial District. Accordingly, the proposed use is not anticipated to adversely affect the capacity or operation of the surrounding street network.

The Future Land Use Map designates the subject property as Industrial/Flex/Employment, an area intended to accommodate office parks, corporate campuses, warehousing, general manufacturing, food processing, and industrial campuses adjacent to the railway. While a vehicle impound facility is not specifically identified as an example use within this designation, it is an industrial service use that supports transportation, towing, law enforcement, insurance, and other commercial and industrial activities. The Future Land Use Map designates the subject property as Industrial/Flex/Employment, an area intended to accommodate office parks, corporate campuses, warehousing, general manufacturing, food processing, and industrial campuses adjacent to the railway. While a vehicle impound facility is not specifically identified as an example of use within this designation, it is an industrial service use that supports transportation, towing, law enforcement, insurance, and other commercial and industrial activities.

The proposed vehicle impound facility is consistent with the intent of the Industrial/Flex/Employment designation because it functions as an industrial support use that is appropriately located within an established industrial area. The use involves the

temporary storage of vehicles and is operationally similar to other outdoor industrial storage and service uses commonly found within industrial districts. Locating the facility on property designated for industrial development helps preserve industrial land for employment-generating and industrial-related activities while avoiding potential land use conflicts with residential and commercial areas. Therefore, the proposed Special Use Permit is consistent with the Comprehensive Plan and the intent of the Industrial/Flex/Employment future land use designation.

The proposed vehicle impound facility is compatible with the purpose and intent of the IND 2 Industrial zoning district. The district is intended to accommodate manufacturing, light industrial, and other industrial-related uses while limiting the encroachment of non-industrial development into established industrial areas. A vehicle impound facility is an industrial service that supports transportation, towing, law enforcement, insurance, and vehicle recovery operations, making it consistent with the function and character of an industrial district.

The use is limited to the temporary outdoor storage of vehicles in accordance with the zoning ordinance. Vehicles will be stored only for the maximum time periods established by the code, with claimed vehicles remaining onsite for no more than forty-five (45) days and wrecked vehicles for no more than fourteen (14) days. As defined by the ordinance, the facility is not intended for long-term vehicle storage or dismantling operations.

The proposed use does not introduce residential, retail, or other non-industrial activities that would be inconsistent with the purpose of the IND 2 district. Rather, it represents a service-oriented industrial use that is commonly associated with industrial areas due to its operational characteristics and need for outdoor storage.

The Special Use Permit process provides an opportunity to ensure the use remains compatible with surrounding properties through conditions of approval addressing site design, screening, lighting, circulation, security, and other operational standards as appropriate. In compliance with the zoning ordinance and any applicable conditions of approval, the proposed vehicle impound facility is consistent with the intent of the IND 2 district and is compatible with surrounding industrial development.

The proposed vehicle impound facility constitutes a new use of the property and, as such, is subject to the City's applicable site development standards. The City Engineer has determined that the development will be required to install curb and gutter improvements and provide an approved stormwater retention system in accordance with City engineering standards. These improvements will ensure the site is developed in compliance with applicable infrastructure and stormwater management requirements. Upon conclusion this request is consistent with the Twin Falls Comprehensive Plan, and compatible with the IND 2, Industrial, zoning district. The property is served adequately by public service, utilities, roadways, and railways. Staff does not anticipate detrimental outcomes for the surrounding properties if operated in compliance with any conditions of approval.

Approval of this zoning request does not preclude the applicant from obtaining the required permits and/or licenses needed to complete the project.

Should the commission approve the request as presented, staff would recommend 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.
2. Subject to continued compliance with all local, state, and federal code requirements and other standards as applicable.

Applicant Presentation:

Jesus Keegan spoke on behalf of the applicant.

PZ/Questions & Comments:

- Commissioner Gadsby asked what type of fence was up.
- Jesus Keegan replied it was chain-link.

Public Hearing: Opened and closed with no public input.

Discussions Followed:

Commission feels this is a good fit for this area.

MOTION: Commissioner Rambur moved to approve the request for a Special Use Permit to allow a Storage Yard (Impound Yard) on property located at 1560 Eldridge Avenue. c/o Victor Gomez on behalf of Prime Towing and Recovery (PZ26-0074). Commissioner Weatherford seconded the motion. Roll call vote showed all members present voted.

Approved 4 to 0.

d)

Request for a Special Use Permit to allow for Outdoor Amplified Sound on property located at 602 2nd Avenue South. c/o Tara Rueda (PZ26-0075). **Rescheduled for July 28, 2026**

6) Upcoming Meeting(s)

- a) July 28, 2026.

7) Adjournment

The meeting adjourned at 08:00 PM

Jody Green

Jody Green, Planning Technician