



NOTICE OF AGENDA
TWIN FALLS CITY PLANNING & ZONING COMMISSION
SEPTEMBER 23, 2014 6:00 PM
City Council Chambers
305 3rd Avenue East Twin Falls, ID 83301

PLANNING & ZONING COMMISSION MEMBERS

CITY LIMITS:

Nikki Boyd Jason Derricott Tom Frank Kevin Grey Gerardo "Tato" Munoz Christopher Reid Jolinda Tatum
Chairman Vice-Chairman

AREA OF IMPACT:

Ryan Higley Steve Woods
Vice-Chairman

CITY COUNCIL LIAISON

Rebecca Mills Sojka

ATTENDANCE

**CITY LIMIT
MEMBERS**

<u>Present</u>	<u>Absent</u>
Boyd	Derricott
Frank	Munoz
Grey	Tatum
Reid	

AREA OF IMPACT MEMBERS

<u>Present</u>	<u>Absent</u>
Higley	
Woods	

CITY COUNCIL LIAISON(S): Mills Sojka

CITY STAFF: Andersons, Fields, Johnson, Nope, Spendlove, Strickland, Wonderlich

I. CALL MEETING TO ORDER:

Chairman Frank called the meeting to order at 6:00 P.M. He then reviewed the public meeting procedures with the audience, confirmed there was a quorum present and introduced City Staff.

II. CONSENT CALENDAR:

1. Approval of Minutes from the following meeting(s): **September 3, 2014 WS & September 9, 2014 PH**
2. Approval of Findings of Fact and Conclusions of Law: Henning (SUP 09-09-14)

Motion:

Commissioner Grey made a motion to approve the consent calendar, as presented. Commissioner Woods seconded the motion.

Unanimously Approved

III. GENERAL PUBLIC INPUT: None

IV. ITEMS OF CONSIDERATION:

1. Consideration of a request to adjust a property line setback along a street frontage on property located at 150 South Park Avenue West. c/o Jim Soran/Soranco Bean Company (App2676)

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Applicant Presentation:

Jim Soran, the applicant stated the business would like to put a truck dock on the west side of their building however the location of the dock would be within the 15' front yard setback. They would like to add this enclosed dock to their building to provide better access to the building and minimize some traffic issues for the property.

Staff Analysis:

The Soranco Bean Products, Inc. has been at this location for quite some time. Russet Street was originally platted at 100' of right-of-way. On October 19, 1981, Ordinance #2029 was approved to vacate the easterly 23.75' of the right-of-way. Soranco Bean Products, Inc. has submitted building plans to construct an enclosed loading dock on the west side of the existing building located at 150 South Park Ave W. The proposed structure would encroach 6' into the required 15' front yard setback. They would like to have the front yard setback of fifteen feet (15') reviewed and adjusted in accordance with 10-4-10.3(D) to allow them to construct the enclosed loading dock as proposed. The section of the code referenced specifically calls out the ability to review and adjust front setbacks for the reason of existing building lines being established along the same corridor. This area is established and has existing building lines that encroach the 15' front yard setback.

Planner I Spendlove stated upon conclusion should the Commission approve this request, as presented; city staff would recommend approval be subject to the following condition:

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.

PZ Questions/Comments:

- Commissioner Grey asked how the trucks will approach the dock.
- Mr. Soran showed on the overhead the traffic flow for the trucks. He feels this is a much better solution for the business as well as the truck drivers.
- Commissioner Frank asked about the trigger for this request.
- Planner I Spendlove explained that the dock did not require a permit until they decided that they wanted to make it enclosed.

Public Hearing: [Opened & Closed Without Concerns](#)

Discussion Followed: [Without Concerns](#)

Motion:

Commissioner Woods made a motion to approve the request, as presented. Commissioner Higley seconded the motion. All members present voted in favor of the motion.

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Approved, As Presented With the Following Conditions

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.

V. PUBLIC HEARINGS:

1. Request the Commission's recommendation on the **Vacation** of 89.44 +/- acres of the undeveloped portion of the Jayco Subdivision, including portions of platted public rights-of-way and easements, on property located at 556 Champlin Way aka 3300 East Road. c/o Melinda Anderson/Urban Renewal Agency; c/o Tim Vawser of EHM Engineers, Inc. (App 2673)

Applicant Presentation:

Tim Vawser, EHM Engineers, Inc, representing the Urban Renewal Agency, reviewed the history of the site and plans for making one large lot for a new development. The easiest way to achieve this plan is to vacate the remaining Jayco Subdivision, right-of-ways and easements. He explained what portion will be vacated and what portions will remain in place for easements. The easements still allow utilities and infrastructure to remain in place. They are working on traffic flow plans for emergency vehicles and turn around locations.

Staff Analysis:

The area currently known as the Jayco Subdivision was annexed in 2006. Originally an area approximately 177 acres in size was annexed. The area on the agenda today is the eastern 89.44 acre portion of that annexation. Subsequently the Jayco Subdivision went through the Platting Process in 2006-07. This plat designated 18 lots within the subdivision. During the platting process, multiple public hearings were held with the Planning and Zoning Commission and the City Council. The Jayco Plat was officially recorded on 9-19-2007. This is a request to vacate lot lines, multiple utility and irrigation easements, as well as dedicated public right-of-way within the recorded Jayco Subdivision.

Vacation of Lot Lines: The plat approved in 2007 had a total of 18 lots. The proposed user of this area will utilize 17 of the platted 18 lots. In order to facilitate the construction and best use of the property, the applicant has applied to vacate all the lot lines delineating between 17 of the platted lots.

The vacation of the lot lines will consolidate this land into one lot, thus eliminating any applicable code sections that use lot lines as a delineator for regulations in the Zoning, Building or Engineering Codes. Staff does not foresee any substantial negative effects in vacating the platted lot lines.

Vacation of Right-of-Way: The roadways designated on the plat as Eldridge Ave, Jayco Ave and Middlebury Way are to be vacated as part of this application. The Right Of Way along Champlin road is not part of this vacation and will remain as dedicated public roadways. Additionally, the Railroad Easement identified along the Northern boundary of the plat is not part of this vacation and will not be changed.

The vacation of Eldridge Road will create a dead end street on the west side of this property. In order to accommodate truck traffic on this roadway, an approved turnaround will need to be constructed. The location and design of this turnaround needs to be in conjunction with the site design for the overall Clif Bar

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Project. In order to facilitate this, a condition should be placed that requires a truck turnaround, and associated roadway dedication, be approved by City Staff.

Vacation of Utility Easements: The approved plat had a note that stated the following: "All interior lot lines have a 5' Utility Easement". With the vacation of the lot lines, these particularly described utility easements are no longer to be utilized.

The plat also contains Utility Easements along the frontage of all lots for a depth of 15'. These utility easements will be vacated along Jayco Ave and expanded along Middlebury Way and Eldridge Avenue.

The expansion of the utility easements is being done in order to protect existing and future utility lines that have been installed within the now vacated roadways, and to ensure future service to surrounding properties. The size of these new easements was determined based on the need for an expanded area due to the nature of the existing and future line sizes, potential construction area, and adequate access for maintenance.

Vacation of Irrigation Easements: The plat showed irrigation easements along the frontages of lots. The plat also showed an irrigation easement running North – South on the western side of a number of lots and another irrigation easement on the southern boundary of the subdivision. Along with the plat, a separate utility easement was recorded (Instrument # 2011-012045) that was placed in order to facilitate a water line connection. These identified irrigation easements are to be vacated with this request and additional easements will be placed in certain locations to satisfy the need for future irrigation needs.

Staff has worked with the Twin Falls Canal Company to facilitate the movement of a portion of a canal from the interior of the property to the Eastern Boundary as shown on Exhibit #4. The details of the irrigation plan for the Clif Project are to be addressed in conjunction with the design of the overall project. Staff does not foresee insurmountable issues with vacating the irrigation easements as shown in the presentation.

Current Utilities: Various city and enterprise utilities currently exist within this subdivision. The applicant will need to satisfy the requirements of all applicable entities prior to the vacation officially taking place. Some of these requirements may entail demolition, movement, and reconstruction of current facilities. The City has received letters from three (Century Link, PMT, and Cable One) of the required six applicable utility companies (we are missing Intermountain Gas & Idaho Power). The City has been working with the Twin Falls Canal Company in order to facilitate conditions that would result in the approval of this vacation.

The needs of the city owned utilities have been addressed by the location and size of the proposed new utility easements as shown in Exhibit #4. A condition should be placed on the vacation requiring all conditions of approval by applicable Utility Companies to be met, and the new irrigation, utility and water line easements being recorded.

Planner I Spendlove stated upon conclusion should the Commission recommend approval of this request as presented; staff recommends approval be subject to the following conditions.

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.

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2. Subject to the truck turn-around, and associated roadway dedication, on Eldridge Ave being approved by City Staff.
3. Subject to letters from each of the utility companies granting approval being submitted to the City prior to recordation of the Vacation Ordinance.
4. Subject to any conditions required by the utility companies being satisfied.
5. Subject to the new easements for irrigation, utilities, and waterlines, being recorded.

PZ Questions/Comments:

- Commissioner Woods asked if staff had any estimate for the height of the building that will be constructed on the sight.
- Planner I Spendlove explained that he has not seen an official plan yet but they are allowed to build to the maximum height limit in the M-2 zone which is 50 ft. anything taller would need to go through a public hearing process.
- Commissioner Frank asked about the private drive and access for people to travel through this area.
- Mr. Vawser explained that this will be a private drive maintained by the business with some signage to discourage traffic traveling through the area but it will not be gated.

Public Hearing: Opened & Closed Without Concerns

Discussion Followed: Without Concerns

Motion:

Commissioner Boyd made a motion to recommend approval of the request, as presented. Commissioner Wood seconded the motion. All members present voted in favor of the motion.

Recommended For Approval, As Presented, With the Following Conditions

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
2. Subject to the truck turn-around, and associated roadway dedication, on Eldridge Ave being approved by City Staff.
3. Subject to letters from each of the utility companies granting approval being submitted to the City prior to recordation of the Vacation Ordinance.
4. Subject to any conditions required by the utility companies being satisfied.
5. Subject to the new easements for irrigation, utilities, and waterlines, being recorded.

Scheduled for City Council October 20, 2014

Chairman Frank asked to hear both items V-2 & V-3 in the same presentation with separate public hearing motions for each item.

2. Request for a **Special Use Permit** to operate a restaurant/deli with a drive-through window and extended hours of operation from 6 A.M. to 11 P.M. on property located at 1925 Fillmore Street. c/o Gerald Martens of EHM Engineers on behalf of Geronimo, LLC (app. 2674)

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3. Request for a **Special Use Permit** to operate a coffee shop with a drive through window and extended hours of 6 A.M. to 11 P.M. on property located at 1853 Blue Lakes Boulevard North. c/o Gerald Martens of EHM Engineers on behalf of Geronimo, LLC (app. 2675)

Applicant Presentation:

Gerald Martens, EHM Engineers, Inc. representing the applicant explained that Canyon Park development is starting to be constructed and within the next week there will be additional building applications submitted for permits. These two buildings will be the small buildings located along the outer edges of the property. The two sites will be marketed to tenants that are interested in leasing these spaces. There will be landscaping provided to buffer the drive through isles. The request in V-3 states “coffee shop” but they would like to allow for other businesses that may require a drive-thru that meets city code requirements and standards. Prior to this request an offer was proposed by a coffee shop business however this has since been withdrawn. The applicants would like to be allowed to market this space for a business in need of a drive thru and extended hours.

Staff Presentation: V-2 & V-3

City Council approved the Zoning District Change and Zoning Map Amendment from R-1 43,000 to C-1 PUD for approximately 14.07 acres of land located north/northwest of the intersection of Blue Lakes Boulevard North and Canyon Springs Road in the City’s Area of Impact on December 19, 1994. The final plat for Canyon Park West Subdivision was approved by Council on June 12, 1995. The final plat was recorded on June 17, 1998. City Council approved the Zoning District Change and Zoning Map Amendment from C-1 and OS to C-1 PUD for approximately 12 acres located north of Bridgeview Boulevard and east of Blue Lakes Boulevard North and from R-1 43,000 to C-1 PUD for approximately 4.1 acres of land located north of the 2000 block or Fillmore Street and east of Canyon Springs Road, and approximately 2.1 acres of land located west of the 2000 block of Blue Lakes Blvd N and north of the 2100 block of Fillmore Street on February 7, 2000. The final plat for Canyon Park North Subdivision was approved by Council on February 22, 2000 with conditions. The final plat was recorded on November 29, 2000. On January 25, 2007 the Citizen Design Review Committee approved a development plan to allow a 10-story hotel/convention center on the rim within the Canyon Park North project. This project was not constructed. The Council later approved a Zoning District Change and Zoning Map Amendment combining both Canyon Park North and Canyon Park West developments and plats into one PUD and one plat. The rezone was for the same zoning but with a different development plan. Rezoned from C-1 PUD and SUI PUD to C-1 CRO PUD. The Council approved ORD #3043 on April 9, 2012 vacating that portion of Fillmore Street within this development. The Planning and Zoning Commission approved the Canyon Park Amended – PUD Subdivision on April 10, 2012. The Council approved the final plat on June 4, 2012. The final plat was recorded on December 23, 2013.

Staff Analysis: V-2

The property is zoned C-1 CRO PUD. The request is to operate a new restaurant/deli with a drive-through window at 1925 Fillmore Street. The C-1 CRO zone requires a Special Use Permit for any facility to operate with a drive-through window. The applicant is also requesting to operate from 6:00 am to 11:00 pm. The C-1 CRO zone requires a Special Use Permit to operate outside the hours of 7:00 am to 10:00 pm. The

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Canyon Park West (Amended) C-1 PUD Agreement does not waive the Special Use Permit process for extended retail hours of operation or the drive-through window.

The applicant submitted a request for a SUP to allow a drive-through window and extended business hours of 6:00 A.M to 11:00 P.M. The site is in a commercial area that will serve highway traffic, nearby hotels and other commercial businesses. The applicant does not anticipate any significant impacts to neighboring businesses.

Per City Code 10-4-8.2: Permitted retail/trade uses operating outside the hours of seven o'clock (7:00) AM to ten o'clock (10:00) PM require a special use permit in the Commercial Highway District (C-1). The C-1 Zone is intended to provide commercial activities of various sizes from large retail stores to small specialty shops with residential opportunities for persons wishing to work and live in a unified environment. The C-1 PUD Agreement does not waive the special use permit process for extended retail hours of operation.

Per City Code 10-7-13: Any facility with drive-through windows are required to comply with minimum requirements for vehicle stacking. Fast food restaurants and drive-in banks require nine (9) spaces or such other number as approved by Planning and Zoning Commission, but no less than six (6). All others are required to have six (6) spaces. The proposed site plan is indicating six (6) spaces. The drive-through window will be located on the south side of the building along Fillmore Street. The lights of the vehicles waiting in the drive-through lane will be shining into oncoming traffic. The commission may wish to place a condition on the Special Use Permit that additional landscaping be placed to buffer the lights of the waiting vehicles.

Possible Impacts: The neighboring properties are currently mostly undeveloped. There are currently restaurants and banks located in the immediate area. These various businesses may not be greatly impacted by these proposed extended hours. A full review of parking and required site improvements for compliance with all applicable codes and regulations will be completed at the time of building permit process.

Staff Recommendations V-2

Planner I Spendlove stated upon conclusion should the Commission approve this request, as presented; city staff recommends approval be subject to the following conditions:

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
2. Subject to hours of operation being no earlier than 6:00 a.m. and no later than 11:00 p.m.
3. Subject to additional trees and shrubs to create a visual buffer from the roadway along Fillmore Street, to be approved by staff.

Staff Analysis: V-3

The property is zoned C-1 CRO PUD. The request is to operate a drive-through window at 1853 Blue Lakes Boulevard North. The C-1 zone requires a Special Use Permit for any facility to have a drive-through window. The applicant is also requesting to operate from six o'clock A.M to eleven o'clock P.M. The C-1 zone requires a Special Use Permit to operate outside the hours of 7:00 am to 10:00 pm. The CRO zone also requires a Special Use Permit to have a drive-through window and operate extended hours. The Canyon Park West (Amended) C-1 PUD Agreement does not waive the Special Use Permit process for extended retail hours of operation or the drive-through window. The applicant submitted a request for an SUP to allow a drive-

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through window and extended business hours of 6:00 A.M. to 11:00 P.M. The site is in a commercial area that will serve highway traffic, nearby hotels and other commercial businesses. The applicant does not anticipate any significant impacts to neighboring businesses.

Per City Code 10-4-8.2: Permitted retail/trade uses operating outside the hours of seven o'clock (7:00) AM to ten o'clock (10:00) PM require a special use permit in the Commercial Highway District (C-1). The C-1 Zone is intended to provide commercial activities of various sizes from large retail stores to small specialty shops with residential opportunities for persons wishing to work and live in a unified environment. The C-1 PUD Agreement does not waive the special use permit process for extended retail hours of operation.

Per City Code 10-7-13: Any facility with drive-through windows are required to comply with minimum requirements for vehicle stacking. Fast food restaurants and drive-in banks require nine (9) spaces or such other number as approved by Planning and Zoning Commission, but no less than six (6). All others are required to have six (6) spaces. The proposed site plan is indicating six (6) spaces. The drive-through window will be located on the south side of the building along Fillmore Street. The lights of the vehicles waiting in the drive-through lane will be shining into oncoming traffic. The commission may wish to place a condition on the Special Use Permit that additional landscaping be placed to buffer the lights of the waiting vehicles.

Per City Code 10-13-2.2(D)3: Any proposed facility 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. Blue Lakes Blvd North is the major gateway arterial into the City of Twin Falls. The front of the restaurant is oriented toward the north (interior of the development), where the main entrance and parking is located. The existing businesses in the area, including other restaurants and drive-through businesses within this development have the same situation with access as none of the properties have their own access to Blue Lakes Blvd North however they have a building front facing Blue Lakes Blvd North. There is some concern that the south elevation of the proposed building facing Blue Lakes Blvd North looks too much like the back of the building as there are no windows and few architectural articulations. Staff recommends that the south elevation have additional features such as additional rock, windows, or architectural articulations so that it will have an aesthetically pleasing Blue Lakes Blvd North frontage to keep in character with the existing businesses in the area and within this development.

Possible Impacts: The neighboring properties are currently mostly undeveloped. There are currently restaurants and banks located in the immediate area. These various businesses may not be greatly impacted by these proposed use and extended hours. However, the general public, including visitors, may be aesthetically impacted with the appearance of the back of a building on Blue Lakes Boulevard North.

Assistant City Engineer Vitek, reviewed the proposed site plan and confirmed there is an abandoned sewer line lying under the proposed building site. This sewer line will have to be removed at the time of construction of the proposed building. A full review of parking and required site improvements for compliance with all applicable codes and regulations will be completed at the time of building permit process.

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Staff Recommendations V-3

Planner I Spendlove stated upon conclusion should the Commission grant this request, as presented; city staff recommends approval be subject to the following conditions:

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
2. Subject to hours of operation being no earlier than 6:00 a.m. and no later than 11:00 p.m.
3. Subject to additional trees and shrubs to create a visual buffer from the roadway along Blue Lakes Blvd N, to be approved by staff.
4. Subject to the south elevation of the proposed building being appropriate in appearance to appear as a building "front" in harmony with the existing character of the other existing businesses along this section of Blue Lakes Blvd North, a major entrance corridor of the City of Twin Falls.

PZ Questions/Comments: V-2 & V-3

- Commissioner Woods asked if the engineer is the same for this development as it was for the Chik-Fil-A.
- Mr. Martens explained that it is not the same engineer.
- Commissioner Boyd asked about traffic flow and parking for the existing businesses in the area.
- Mr. Martens explained that Golden Corral and Zions Bank were built with parking requirements specific to their own lots and both businesses have met the parking requirement for their development. There will be cross use parking agreements that will maintain the overall parking requirements for the development in its entirety. There has been communications with Zions Bank prior to this request and concerns regarding parking have not been mentioned. There may be a need for employee parking to be designated for the Zions Bank.

Public Hearing: V-2 & V-3

- Dean Hurst, 838 Canyon Park Avenue, stated he recently moved here about a year ago and has been watching this development sight. His concern is the traffic flow and the additional businesses with extended hours of operation.
- Mr. Martens explained when the final plat was complete with the changes to Fillmore there was a traffic study completed and the roundabout was part of the plan to help with traffic impacts. Fillmore is designated as a collector and these items were considered in the planning process for this development. He also stated that a traffic pattern that creates a problem for other tenants will not be beneficial to any of the tenants in this location and they are willing to work with the neighbors.

Discussion Followed: V-2 Without Concerns

Motion: V-2 1925 Fillmore Street

Commissioner Woods made a motion to approve the request, as presented. Commissioner Reid seconded the motion. All members present voted in favor of the motion.

Approved, As Presented, With the Following Conditions

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
2. Subject to hours of operation being no earlier than 6:00 a.m. and no later than 11:00 p.m.
3. Subject to additional trees and shrubs to create a visual buffer from the roadway along Fillmore Street, to be approved by staff.

Discussion Followed: V-3

- Commissioner Grey asked about traffic study requirements and what triggers a traffic signal.
- City Engineer Fields explained a signal is validated by having a warrant analysis conducted that shows it meets the criteria for the state for example has someone died at the intersection or how long is the delay at the intersection for the traffic stuck in the queue. Signals are evidence of intersection failure and they should be avoided until the intersection has failed.
- Commissioner Higley asked if there is something that triggers a specific traffic flow that does not allow for left turns. For example if you are traveling north on Blue Lakes Blvd and want to turn left into the entrance by Zions Bank.
- Mr. Martens explained that as a development they do not want to encourage left hand traffic because it creates traffic hazards. The roundabout is in place to calm the traffic slow the flow and that is the route that traffic will be encouraged to use.
- Commissioner Higley asked how the entrance located just north of the Zions site would be addressed if traffic becomes an issue because people are trying to enter the development at this location.
- City Engineer Fields stated people tend to travel the path of least resistance however if a traffic hazard is identified the City can request that the state review the traffic concern.
- Commissioner Woods explained that there were issues similar to this between Costco and Target, which has since been addressed and seems to have been resolved.
- Commissioner Reid expressed concerns about the traffic flow being limited with the addition of the new pad site and the possibility of traffic bottle necking at the Zions egress. He explained with the entrance to the development on the north side trying to exit the Zions parking area is going to be difficult.

Motion: V-3 1853 Blue Lakes Boulevard North

Commissioner Higley made a motion to approve the request for a business to operate with a drive-thru and extended hours of operation from 6:00 am to 11:00 pm, as presented. Commissioner Grey seconded the motion. All members present voted in favor of the motion.

Approved, As Amended and As Presented, With the Following Conditions

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
2. Subject to hours of operation being no earlier than 6:00 a.m. and no later than 11:00 p.m.
3. Subject to additional trees and shrubs to create a visual buffer from the roadway along Blue Lakes Blvd N, to be approved by staff.

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4. Subject to the south elevation of the proposed building being appropriate in appearance to appear as a building “front” in harmony with the existing character of the other existing businesses along this section of Blue Lakes Blvd North, a major entrance corridor of the City of Twin Falls.

VI. ITEMS FROM THE ZONING DEVELOPMENT MANAGER AND/OR THE PLANNING & ZONING COMMISSION:

- Zoning & Development Manager Johnson reviewed the requests scheduled for the October 14, 2014 Planning and Zoning public hearing.
- Commissioner Frank asked if staff had any items ready for the work session meeting October 1, 2014.
- Planner I Spendlove stated that staff is working on the agenda most likely the discussion will involve Title 10; Chapter 4 and once a packet has been prepared the Commission will be notified.

VII. UPCOMING PUBLIC MEETINGS: (held at the City Council Chamber unless otherwise posted)

1. Work Session- **October 1, 2014**
2. Public Hearing- **October 14, 2014**

VIII. ADJOURN MEETING:

Chairman Frank adjourned the meeting at 7:30pm.

Lisa A Strickland
Administrative Assistant
Planning & Zoning Department