



NOTICE OF AGENDA

AMENDED

TWIN FALLS CITY PLANNING & ZONING COMMISSION

September 9, 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

City Council Liaison

Rebecca Mills Sojka

I. CALL MEETING TO ORDER:

1. Confirmation of quorum
2. Introduction of staff

II. CONSENT CALENDAR:

1. Approval of Minutes from the following meeting(s): **August 26, 2014 PH**
2. Approval of Findings of Fact and Conclusions of Law:
 - Mix (SUP 08-26-14)

III. GENERAL PUBLIC INPUT:

IV. ITEMS OF CONSIDERATION: **NONE**

V. PUBLIC HEARINGS:

1. Request for a **Special Use Permit** to establish and operate a mini-storage facility and outdoor RV storage area on property located at 2716 Addison Avenue East. *c/o Forrest LeBaron* (app. 2667)
2. Request for a **Special Use Permit** to operate a handcrafted wood cabinet shop on property located at 1825 Floral Avenue. *c/o Gary Henning dba Gary's Woodworking* (app. 2668)
3. Request for the Commission's recommendation on the **Annexation** of 4.75 (+/-) acres zoned C-1 proposed for development of a water storage facility on property located at 2951 Marie Street. *c/o City of Twin Falls* (app. 2669)— **Rescheduled for OCTOBER 14, 2014 PUBLIC HEARING.**
4. Request for the Commission's recommendation on a request for a **Comprehensive Plan Amendment** from AG to Residential Medium Density and to extend the Water Service Boundary area for land located on the east side of the 500, 600, and 700 blocks of Hankins Road North. *c/o Brad Wills on behalf of the Twin Falls School District 411 and the City of Twin Falls* (app. 2670) **Rescheduled for OCTOBER 14, 2014 PUBLIC HEARING.**
5. Request for Vacation of various platted easements along the northern and eastern boundaries of the Quail Ridge Estates Subdivision – A PUD located on the west side of 3400 East Road and south of the Snake River Canyon in the Area of Impact. *c/o Hailey Barns, EHM Engineers on behalf of Cornerstone Industries* (app. 2671) **WITHDRAWN**

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

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

1. Public Hearing-September 23, 2014
2. Work Session-Wednesday October 1, 2014

VIII. ADJOURN MEETING:

Si desea esta información en español, llame Leila Sanchez al (208) 735-7287

Any person(s) needing special accommodations to participate in the above noticed meeting should contact Lisa A. Strickland at (208) 735-7267 at least two (2) working days before the meeting.

CITY OF TWIN FALLS
PLANNING & ZONING COMMISSION
Public Hearing Procedures for Zoning Requests

1. Prior to opening the public meeting, the Chairman shall review the public hearing procedures, confirm a quorum is present and introduce staff present.
2. Individuals wishing to testify or speak before the Commission shall wait to be recognized by the Chairman, approach the microphone/podium, state their name and address, then commence with their comments. Following their statements, they shall write their name and address on the Sign-In record sheet(s) located on a separate table near the entrance of the chambers. The administrative assistant shall make an audio recording of each public meeting.
3. **The Applicant, or the spokesperson for the Applicant, shall make a presentation** on the application/request. No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing – WHICH IS A MINIMUM OF 15 DAYS PRIOR TO PUBLIC HEARING. **The applicant's presentation should include the following:**
 - **A complete explanation and description of the request.**
 - **Why the request is being made.**
 - **Location of the Property.**
 - **Impacts on the surrounding properties and efforts to mitigate those impacts.**

The Applicant is limited to 15 minutes, unless a written request for additional time is received and granted by the Chairman prior to commencement of the public meeting.
4. Upon completion of the applicant's presentation City Staff will present a staff report which shall summarize the application/request, history of the property, if any, staff analysis of the request and any recommendations.
 - **The Commission may ask questions of staff or the applicant pertaining to the request at this time.**
5. The public will then be given the opportunity to provide public testimony/input/comments regarding the request.
 - **The Chairman may limit public testimony to no more than two (2) minutes per person.**
 - **Five (5) or more individuals, having received personal public notice of the application under consideration, may select a spokesperson by written petition. The spokesperson shall be limited to 15 minutes.**
 - **No written comments, including e-mail, received after 12:00 o'clock noon on the date of the hearing will be accepted for consideration by the hearing body. Written comments, including e-mail, received by 12:00 o'clock noon or before the date of the hearing shall be either read into the record or displayed on the overhead projector either during or upon the completion of public comment.**
 - **Following the Public Testimony, the applicant is permitted a maximum five (5) minutes rebuttal to respond to Public Testimony.**
6. Following the Public Testimony and Applicant's response, the Public Input portion of the public hearing shall be closed-**No further public testimony is permitted.** Commission Members, as recognized by the Chairman, shall be allowed to request clarification of any public testimony received of the Applicant, Staff or any person who has testified. The Chairman may again establish time limits.
7. The Chairman shall then close the Public Hearing. The Commission shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. **Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed.** Legal or procedural questions may be directed to the City Attorney.

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



Public Hearing: **TUESDAY, SEPTEMBER 9, 2014**

To: Planning & Zoning Commission

From: Rene'e V. Carraway, Community Development Department

AGENDA ITEM V-1

Request: Request for a **Special Use Permit** to establish and operate a mini-storage facility and outdoor RV storage on property located at 2716 Addison Avenue East c/o Forrest LeBaron (app. 2667)

Time Estimate:

The applicant's presentation may take up to ten (10) minutes. Staff presentation will be approximately five (5) minutes.

Background:

Applicant:	Status: Purchase/ Sale Agreement	Size: 4 +/- Acres
Forrest LeBaron 246 9 th Ave N Twin Falls, ID 83301	Current Zoning: C-1 and R-2	Requested Zoning: Special Use Permit to operate a mini storage facility and outside RV Storage area.
	Comprehensive Plan: Commercial/Retail	Lot Count: 1 Lot
	Existing Land Use: residence with an office and agricultural	Proposed Land Use: Mini-Storage units and an outside RV Storage area with an associated office.
Representative:	Zoning Designations & Surrounding Land Use(s)	
	North: C-1 PUD ; Addison Ave East; Active Agriculture Use	East: C-1 & R-2; Active Agriculture Use
	South: R-2, developed Residential subdivision	West: C-1 & R-2; Commercial Use – Owner Occupied
	Applicable Regulations: 10-1, 10-4-8.2, 10-7-12, 10-10, 10-11, 10-13-2-2	

Approval Process:

The Special Use Permit process requires a public hearing to be held in which interested persons have the opportunity to be heard with regards to the application.

Within thirty (30) days after the public hearing, the Commission shall approve, conditionally approve, or disapprove the application as presented during the hearing. If conditions are placed on the permit, the Administrator shall issue a special use permit listing the specific conditions specified by the Commission for approval.

Budget Impact:

Approval of this request will have a small impact on the City budget with increased property tax revenue.

Regulatory Impact:

Approval of this request will allow the applicant to proceed with building permit and development review process for a mini-storage facility with an outside RV Storage area on the commercial portion of the undeveloped land at 2716 Addison Ave East.

A special use permit is for zoning purposes only. Other permits such as sign, building, electrical or plumbing permits, etc. may be required. All facilities must comply with all Building and Fire Code Regulations.

History:

Ordinance 2012 was passed in 1981, it created the zoning districts we currently use, and zoned various properties within City Limits. The new zoning designations were assigned at that time, or when areas were annexed. This lot is identified as Twin Falls Acres Inside, which makes this one of the older lots located within city limits. No further zoning history is known at this time.

Analysis:

The applicant has supplied a narrative outlining the details of the proposed use of the property. The storage facility will have up to 300 Pod Units. This will be done through multiple phases. The office hours of operation will be 9am – 5pm; Mon – Friday, or by appointment. The tenants will have access from 7:30am – 9:30pm every day. The applicant anticipates 10-15 vehicles per day will visit the storage units. The facility will have two employees. The Commission may wish to have clarified if the two employees will be onsite during office hours only or living in the existing residence.

The applicant does not anticipate any negative impacts to neighbors in the form of noise, glare, odor or vibration.

Per City code 10-4-4: Mini-storage units are not an allowed or special use in the R-2 Zoning District.

This Special Use Permit will therefore will not apply to the area zoned R-2 and cannot be approved for that area. The applicant will need to successfully rezone that portion of the property from R-2 to C-1 prior to moving forward with any expansion of this particular business. The Rezone process will require public hearings with the P&Z Commission and the City Council. If the rezone is granted another public hearing would be require with the Planning and Zoning Commission for the expansion.

Per City Code 10-4-8.2: Mini-storage units and outside RV Storage in the C-1 Zone are required to obtain a Special Use Permit prior to establishing the use due to potential impacts on neighboring properties.

The northern portion of this storage facility is within the C-1 Zone, the southern portion is within the R-2 Zone (see attached Zoning Map). This Special Use Permit is therefore only applicable to the currently zoned C-1 portion of the lot. The exact boundary line will need to be determined on the Development Plan Review.

Typically, the greatest impacts are of a visual matter. Impacts to surrounding areas are not anticipated to greatly increase as it pertains to traffic, noise, or glare. However, the plan proposed by the applicant shows the use of shipping containers as the storage units themselves. This type of plan has not been implemented within the City of Twin Falls as of this date. City Code does not differentiate between the types of material used to construct the storage units. The zoning code clearly identifies storage unit rentals as a permanent land use.

Staff's concern is that this type of construction could turn into more of a shipping yard if the applicant, or future owner, shifted the business plan to renting the containers for off-site storage. This would essentially change the nature of the business and consequently the degree of impact to surrounding properties. It would be reasonable to place conditions on this permit to address this concern. Some of those conditions may be a phased development plan, no stacking of containers, limit on the # of temporary or off-site rental pods, and restriction on the uniform color of the units.

Per City Code 10-10: The required number of spaces is counted for the residential/office portion of the development. This will be assessed at the time of Building and/or Development review at a rate of 1 space per 250 sq ft for office use and minimum of 2 spaces for the residential use. Actual storage spaces do not require a parking space

Per City Code 10-7-12: Addison Ave East is a gateway arterial. This property will be required to meet those standards set forth in this code section at the time of Building Permit or Development Review.

Per City Code 10-11-1 thru 8: Required improvements include but are not limited to Curb, Gutter, Sidewalk, vehicle approaches, paved drive aisles, storm water, enclosed trash container, screening and drainage will be required prior to operation of this business..

Typically the required improvements are reviewed at the time of Building Permit Submittal. Staff feels it would be beneficial to have a condition that requires a development review prior to the business being established. This development review will address the required improvements to ensure potential issues have been addressed prior to any site work or storage unit type business taking place. Some of the types of items to be addressed in this development review would include but not limited to: screening; height, type and materials, vehicle approaches and locations, curb, gutter, sidewalk, paved drive aisles, paved RV storage area, drainage, trash enclosure, lighting and storm water retention.

Possible Impacts: The applicant has stated that access to the units will be during normal business hours. Any increase in traffic, noise, odor, or glare is not anticipated to be significantly increased to unacceptable levels for neighboring land uses along Addison Ave E. There will be substantial increase of potential traffic, noise, odor and glare to the residential neighborhood directly south. Staff is concerned with the possibility that the essential character of the land use could change from storage unit rentals to something more along the lines of a shipping yard in the future. This change would effectively be a change of use of the property and would require a re-evaluation of the use of the property. In order to more clearly determine when a change of use from storage unit rentals and some other type of business occurs, staff has proposed conditions that would attempt at addressing this issue. Further conditions could be placed by the Commission that limits the amount of "Off-site" or "Temporary" Storage Units that can be stored on the property at any given time and the manner they are stored – limiting stacking to single story.

The potential visual impact of storage units is not completely known at this time. Examples have been provided by the applicant that show homogenous and color matching units. At first review it would seem that this would help to address the visual impact for those properties that have a clear line of sight to the rear of the property. This scenario will be limited as the property in questions is some distance from Addison Ave E. The applicant will be required to screen areas to separate Residential Use and Residentially zoned properties from this commercial development. The location identified as the outside RV storage area specifically will require screening from the residences to the

south as well as hard surface paving. The commission may require additional screening, or require a specific type and manner of screening, in order to mitigate the impacts to surrounding properties.

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 a Development Plan being approved by City Staff, prior to any development taking place on the property.
3. Subject to a Phasing Plan being submitted and approved by City Staff prior to any development taking place on the property.
4. Subject to all storage units located on the property being the same color hue.
5. Subject to no vertical stacking of units allowed.
6. Subject to required screening material being approved by City Staff prior to installation.

Attachments:

1. Letter of Request
2. Zoning Vicinity Map
3. Aerial Map
4. Future Land Use Map
5. Applicant Submitted Site Plan
6. Applicant Submitted Elevations
7. Applicant Submitted Storage Unit Examples (4)
8. Site Photos (2)

**Forrest LeBaron
246 9th Ave. N.
Twin Falls, Idaho 83301
208-410-2025**

Reason for Request: to build a self storage facility.

I am proposing to build a self storage facility to be located at 2716 Addison Ave. E. in Twin Falls, Idaho. The property is +/- 4 acres. It is currently an office/residents for a tax preparation business. I intend to name it Addison Secure Storage and it will serve the residences in the area and fill their storage needs as well as outside parking for RVs.

There will be +/- 300 units that will be available for rent. They will be built of standard mini-storage construction that will have two tone paint and doors as well as mobile units similar to PODS that can be moved to a location for temporary use. The office hours of operation will be 9 am to 5 pm 5 days a week, or by appointment. The tenants will have access to the storage units from 7:30 am till 9:30 pm.

The expected traffic to the facility will be approximately 10-15 vehicles per day. This facility will be run by two employees.

I don't anticipate there being any noise to speak of that will be generated from the business. There will be no glare, odor or vibration to adjoining properties. We will install a screen fence along the property perimeter of chain link with slats to match the neighbors fence.

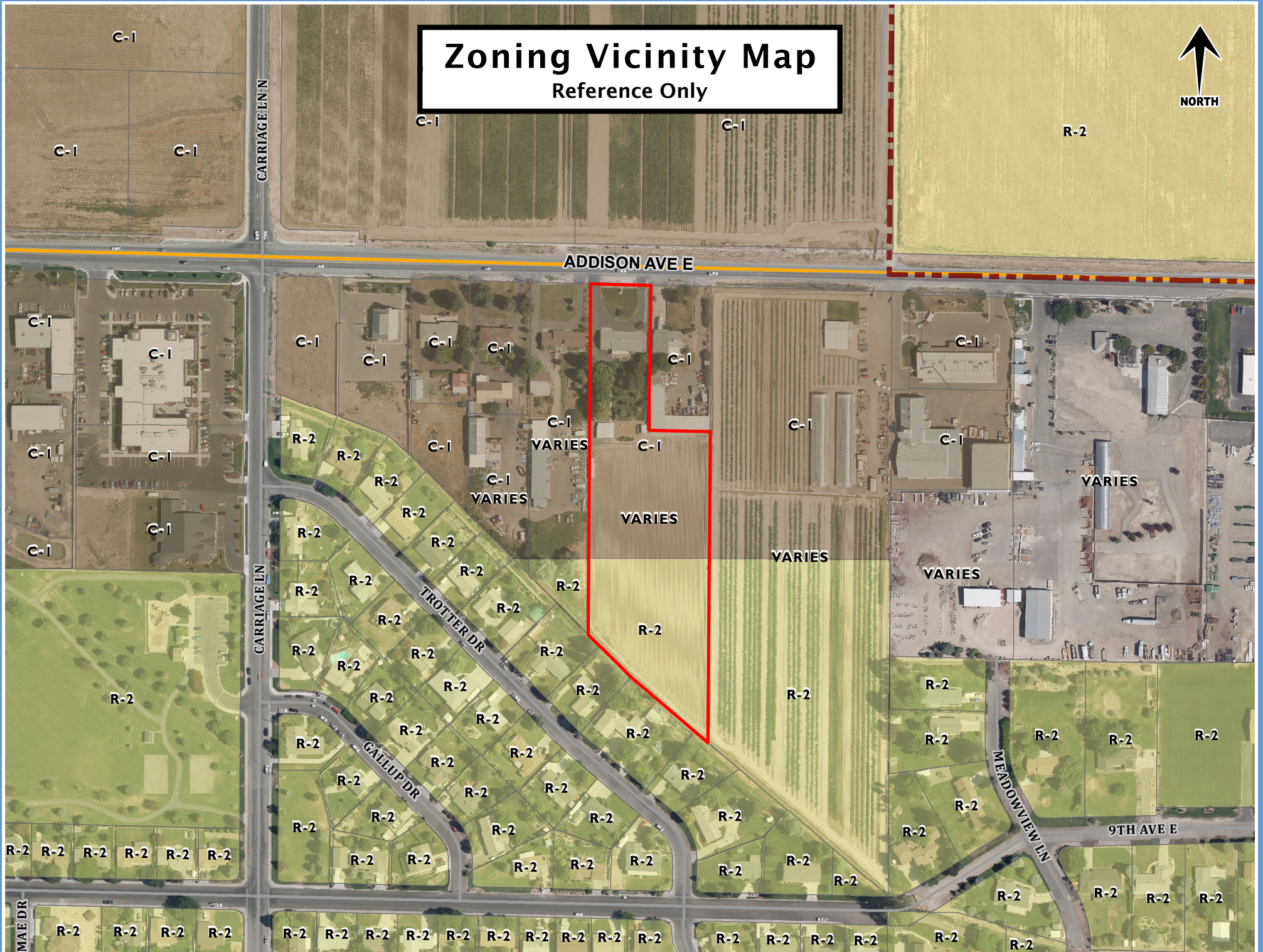
The general compatibility for this business with the other properties in the vicinity will be good. Currently there is a auto

repair shop on the East side of the property. There is a Heating and cooling business with storage shops and fabrication shops to the west of the property that is zoned C-1 as well. The property to the south is a residential area. There is a large line of trees that has and will obstruct the view of the property from the south. On the north side of Addison is a farm field under crop.

The office located on the property that is facing Addison is currently an office for a home based business with standard hours of operation. It is well kept and maintained currently. I intend to modify the office only as needed to meet current building codes required to change use of the overall property.

Zoning Vicinity Map

Reference Only



Aerial Photo Map

Reference Only



Future Land Use Map

Reference Only



**Commercial/Retail
Designation**

ADDISON AVE E

Medium Density Designation

CARRIAGE LN N

CARRIAGE LN

TROTTER DR

GALLUP DR

MEADOWVIEW LN

2695 ADDISON AVE E

ADDISON AVE E

2674
ADDISON
AVE E

2732
ADDISON
AVE E

2698
ADDISON
AVE E

2674
ADDISON
AVE E

2715
ADDISON
AVE E

1036
TROTTER DR

1022
TROTTER DR

996
TROTTER DR

997
TROTTER DR

968
TROTTER DR

952
TROTTER DR

977
TROTTER DR

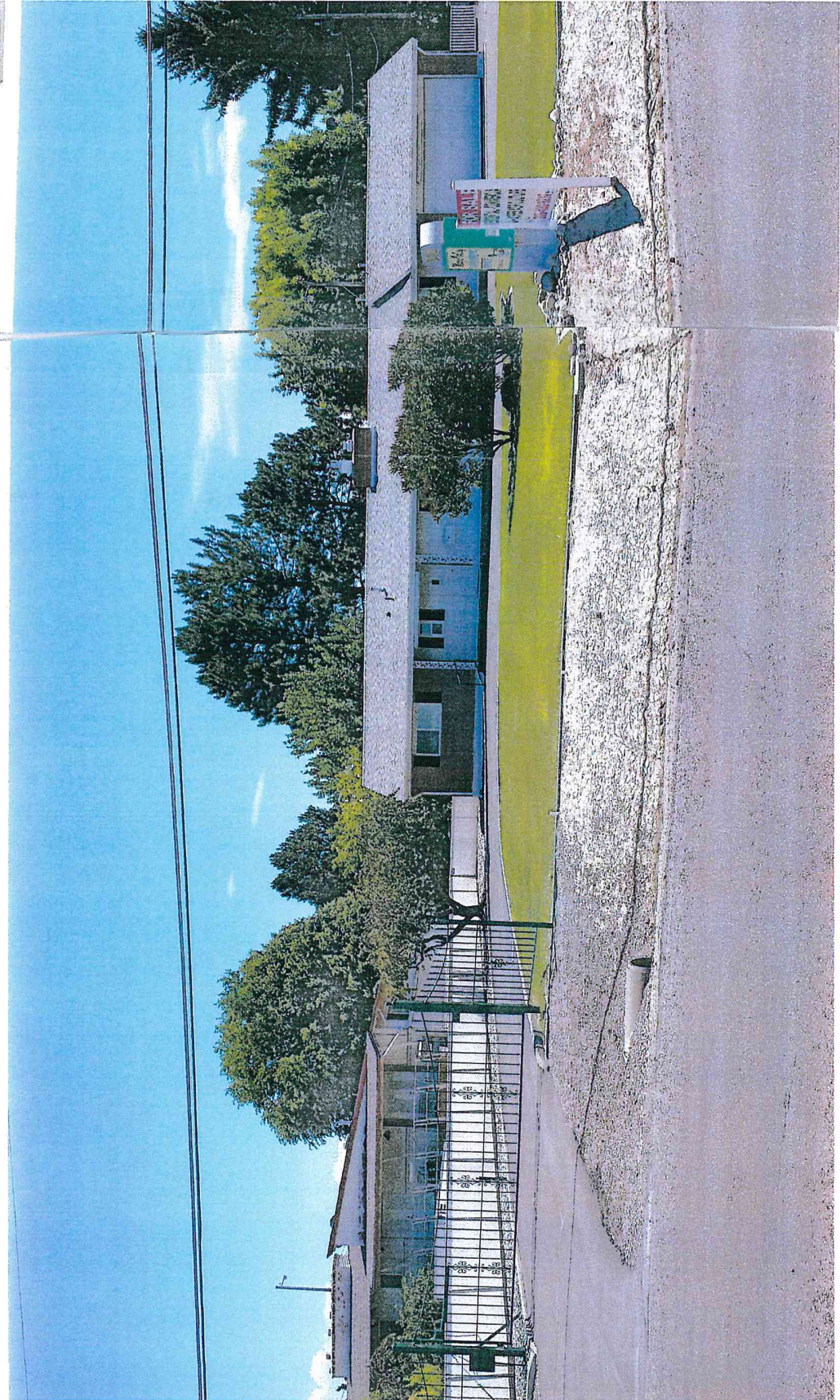
940
TROTTER DR

2d Road Concrete

30' ROAD

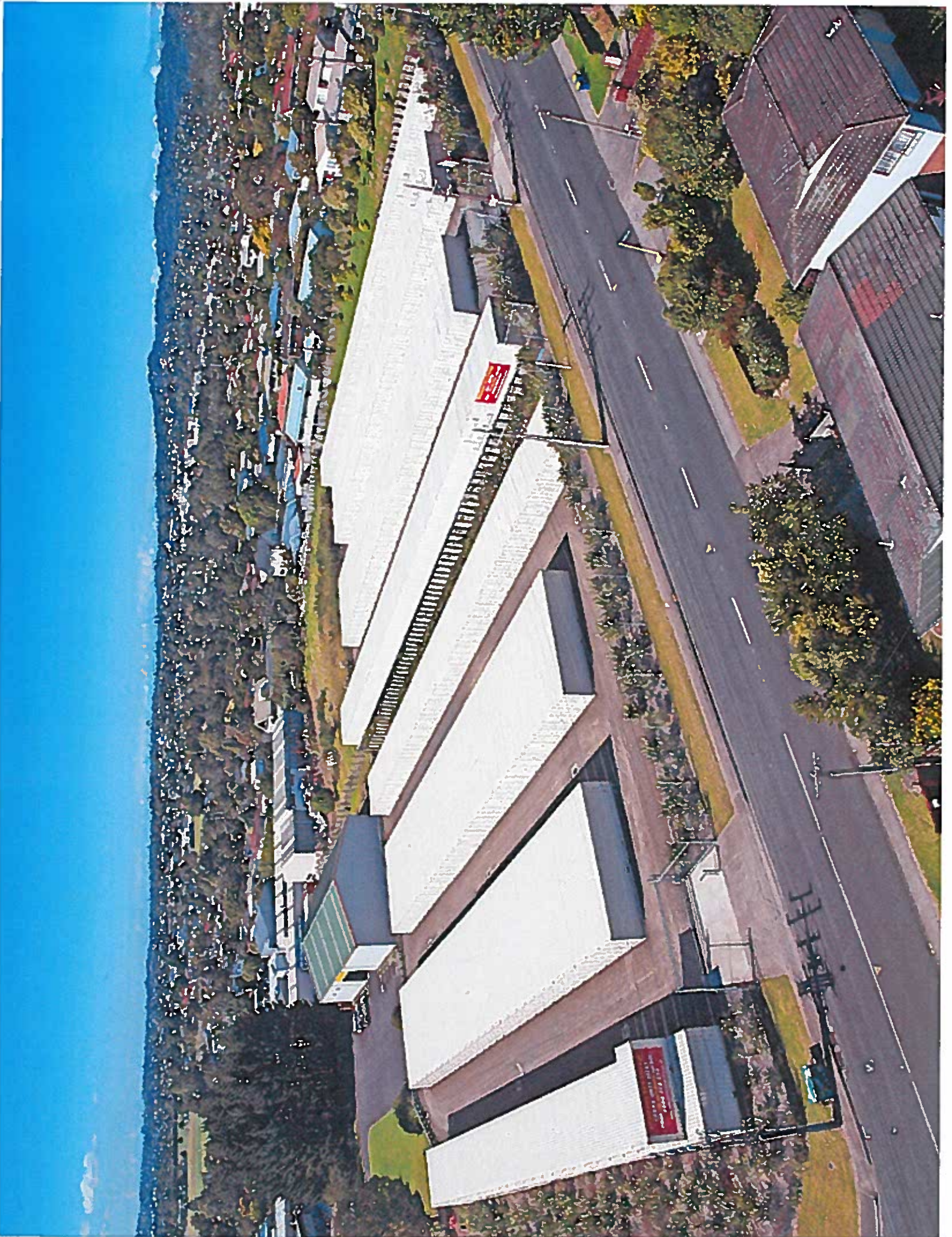
RV Storage

280' 4"











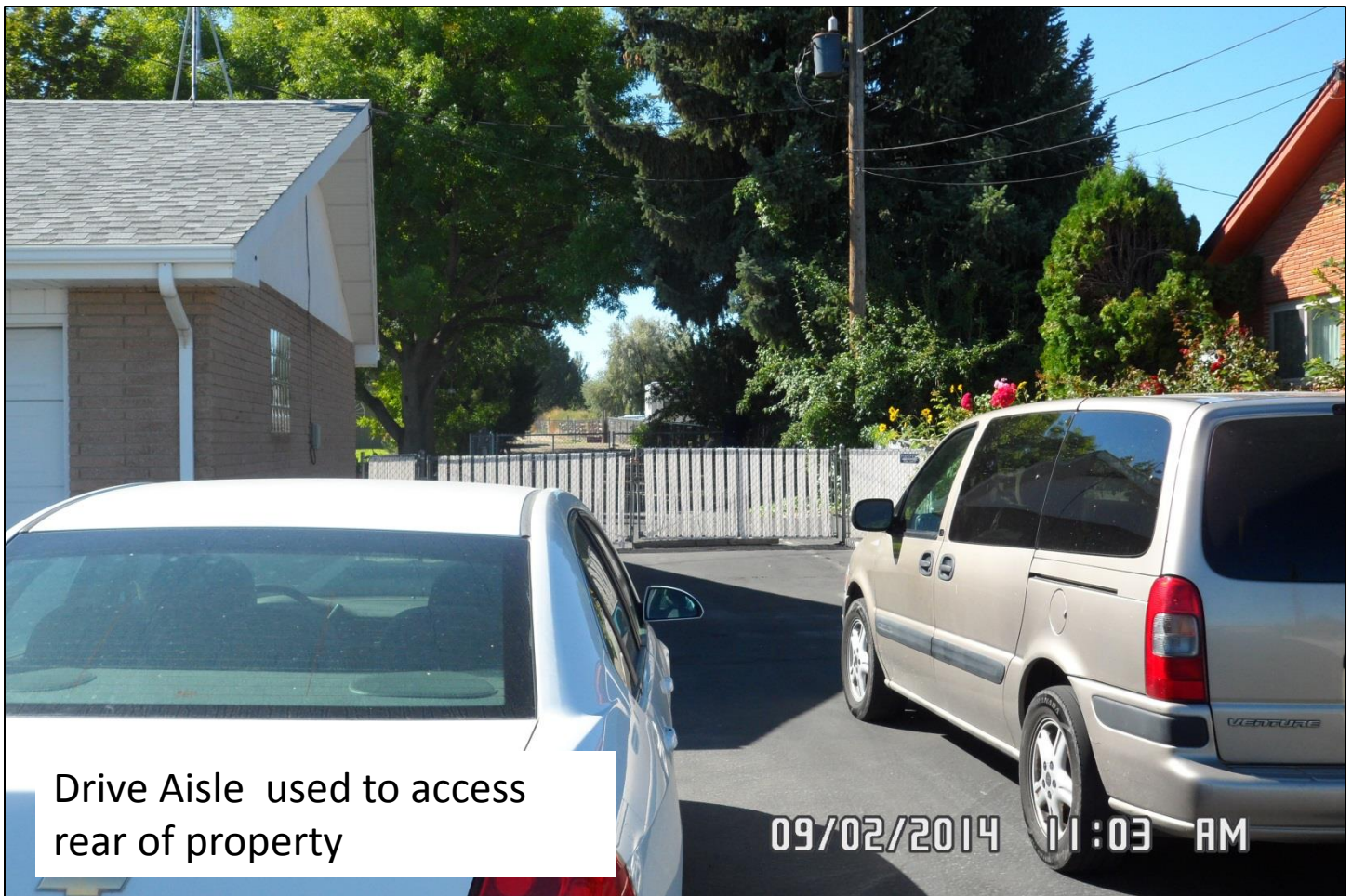


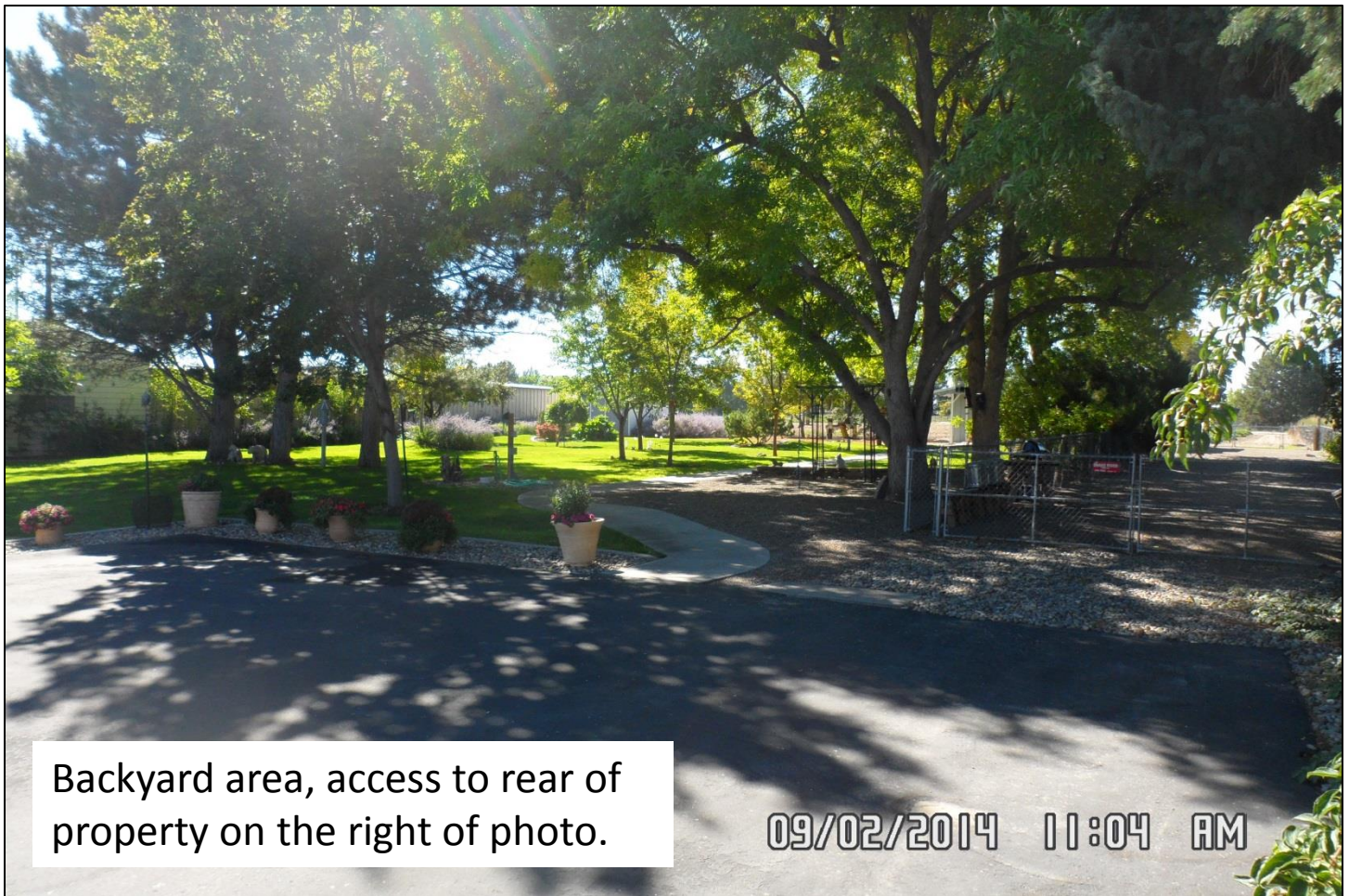
Frontage along Addison Ave. East

09/02/2014 11:00 AM



09/02/2014 11:00 AM





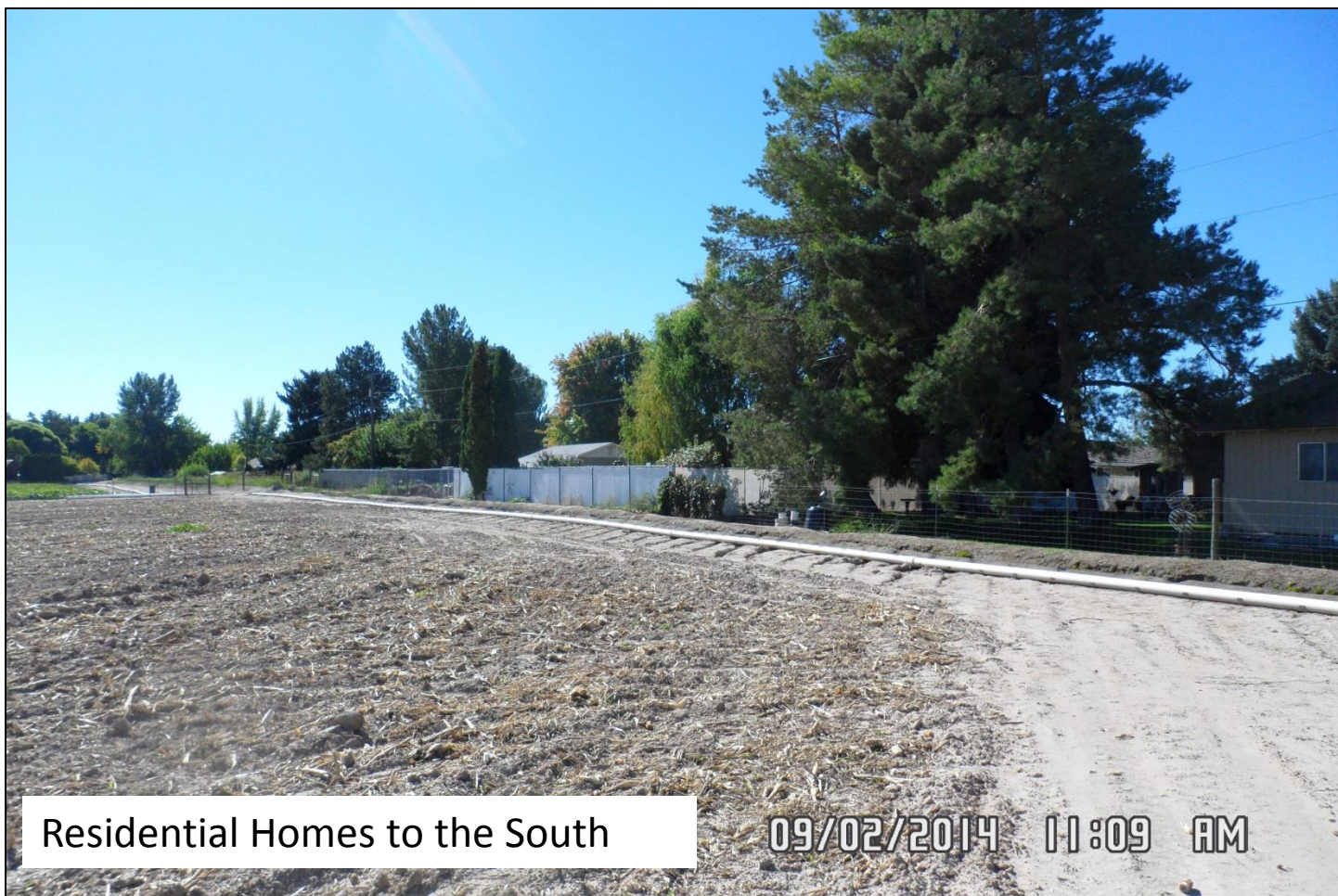
Backyard area, access to rear of property on the right of photo.

09/02/2014 11:04 AM



Rear property line Looking southeast

09/02/2014 11:09 AM



Residential Homes to the South

09/02/2014 11:09 AM



West Property Line Looking North

09/02/2014 11:09 AM





Looking toward the North East from
Rear of Property.

09/02/2014 11:09 AM



Public Hearing: **TUESDAY, September 9, 2014**

To: Planning & Zoning Commission

From: Rene'e V. Carraway, Community Development Department

AGENDA ITEM V-2

Request: Request for a Special Use Permit to operate a handcrafted wood cabinet shop on property located at 1825 Floral Avenue. c/o Gary Henning D.B.A. Gary's Woodworking (app 2668)

Time Estimate: The applicant's presentation may take up to fifteen (15) minutes. Staff presentation will be approximately ten (10) minutes.

Background:

Applicant:	Status: Owner	Size: 0.34 (+/-) acres/6000 sf building
Gary's Woodworking Gary Henning 1825 Floral Ave Twin Falls ID 83301 208-734-6121 garyswoodworking@gmail.com	Current Zoning: C-1	Requested Zoning: SUP
	Comprehensive Plan: Commercial Retail	Lot Count: 1 Lot
	Existing Land Use: Woodworking facility	Proposed Land Use: Handcrafted wood cabinet shop
Representative:	Zoning Designations & Surrounding Land Use(s)	
	North: C-1; Commercial Retail	East: C-1; Undeveloped
	South: M-2; Floral Ave, Undeveloped	West: C-1; Commercial Retail
	Applicable Regulations: 10-1-4, 10-1-5, 10-4-8, 10-10-3, 11-1 & 6 through 9, 10-13-2.2	

Approval Process:

The Special Use Permit process requires a public hearing to be held in which interested persons have the opportunity to be heard with regards to the application.

Within thirty (30) days after the public hearing, the Commission shall approve, conditionally approve, or disapprove the application as presented during the hearing. If conditions are placed on the permit, the Administrator shall issue a special use permit listing the specific conditions specified by the Commission for approval.

If an applicant or interested party appeals the decision of the Commission, the 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.

Budget Impact:

Approval of this request will have negligible impact on the City budget.

Regulatory Impact:

Approval of this request will allow the applicant to operate a handcrafted wood cabinet shop at this location.

A special use permit is for zoning purposes only. Other permits such as sign, building, electrical or plumbing permits, etc. may be required. All facilities must comply with all Building and Fire Code Regulations.

History:

The Planning and Zoning Commission approved Special Use Permit #0726 on April 24, 2001, for constructing and operating a Wholesale Distribution Business at this location with the condition that the applicant comply with all zoning and building codes. A building permit for the facility was issued in January of 2001 and was finalized and a Certificate of Occupancy was issued in June of 2004. The property operated as a wholesale distribution facility for some time. At some point in time a handcrafted furniture business moved into the building. Handcrafted furniture businesses require a Special Use Permit in the C-1 zone. A Special Use Permit was not obtained.

Analysis:

The purpose of this request is to allow the operation of a handcrafted wood cabinet shop on the property located at 1825 Floral Avenue. This property is zoned C-1, Commercial Retail zoning district. A Special Use Permit is required for the operation of handcrafted furniture manufacturing.

Gary's Woodworking currently operates at 2414 Addison Avenue East. They state in the narrative they have outgrown this location. The applicant plans on ceasing operation of the handcrafted wood cabinet facility at the Addison Avenue East location upon receiving the Certificate of Occupancy at the Floral Avenue location. They will operate at the new location on Floral Avenue from 8:00 am to 5:00 pm, Monday through Friday. They will have five employees. All construction activities will take place inside the building. A Special Use Permit is required for a paint spray booth in the C-1 zoning district. However, the applicants are not installing a paint spray booth at this time. They anticipate little noise, glare, odors or impacts to adjacent properties. The property fronts Floral Avenue and will have minimal traffic impacts.

A building permit is required for a Certificate of Occupancy to operate a handcrafted furniture business at this location. Staff will ensure compliance with City Codes such as landscaping, storm water retention, parking, trash enclosure, etc. at the time of building permit review.

City code requires 3% of the total land area or 10% of the required parking to be provided in landscaped area. The frontage of this property is all hard surfaced except a little area shown on the site plan provided. The minimum required landscaping is 440 square feet. The required one (1) tree and five (5) bushes could be provided in the proposed landscaped area. The Commission may wish to place a condition on this special use permit that the applicant provides an alternative landscaping plan to be approved at a later date by the Commission.

City Code requires all parking and maneuvering area to be hard-surfaced with asphalt or concrete. The area between Floral Avenue and the building is hard-surfaced. The parking and maneuvering area behind the building is gravel. The Commission may wish to place a condition on the special use permit that the applicant hard-surface the remainder of the parking and maneuvering area prior to the operation of the business.

The Comprehensive Plan - Future Land Use Map designates the area as Commercial Retail.

Conclusion:

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

- 1) Site plan amendments as required by Building, Fire, Engineering, and Zoning Officials to ensure compliance with all applicable City Code requirements and standards.
- 2) Subject to the applicant providing an alternative landscaping plan to be approved by the commission at a later date.
- 3) Subject to all of the parking and maneuvering area being hard surfaced with asphalt or concrete.
- 4) Subject to the applicant obtaining a Special Use Permit before installation and operation of a paint spray booth.

Attachments:

1. Letter of Request
2. Zoning Vicinity and Aerial Map
3. Applicant Submitted Site Plan
4. Applicant Submitted Floor Plan
5. Site Photo (2)

REASON FOR REQUEST

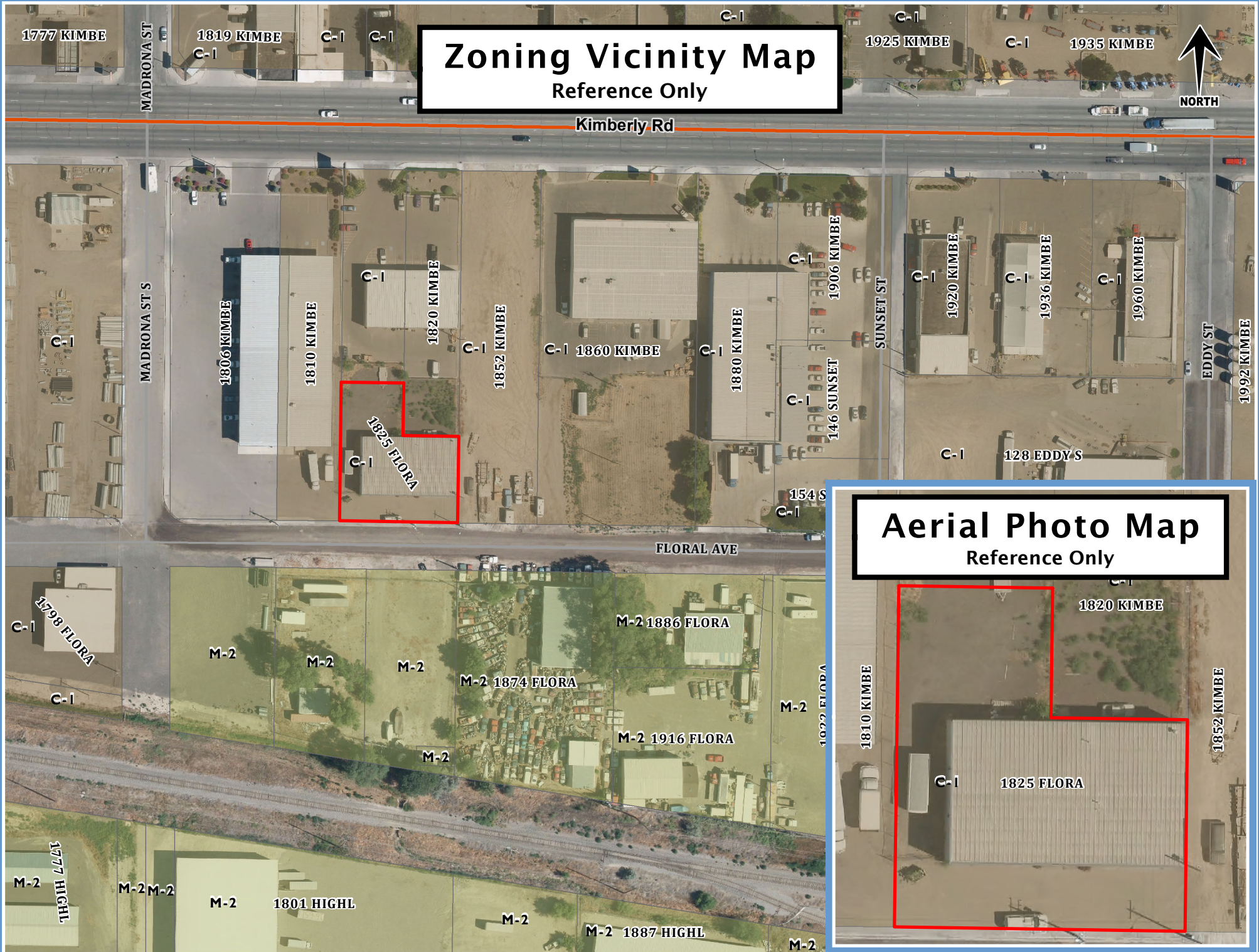
Gary's Woodworking requests a Special Use Permit to operate a cabinet manufacturing and installation business (currently operating at 2414 Addison Ave East). Operations of a cabinet manufacturing facility in a C-1 zone require a special use permit.

All construction activities will occur within the building. Yard space will be used for parking of trailers and other vehicles. All finished products and raw material will be stored inside the building.

The facility will operate from 8am to 5pm, five day a week. Total employees will be five. The proposed cabinet shop will not create any noise, glare or objectionable odors or impact adjacent properties. The proposed business will have minimal traffic impacts.

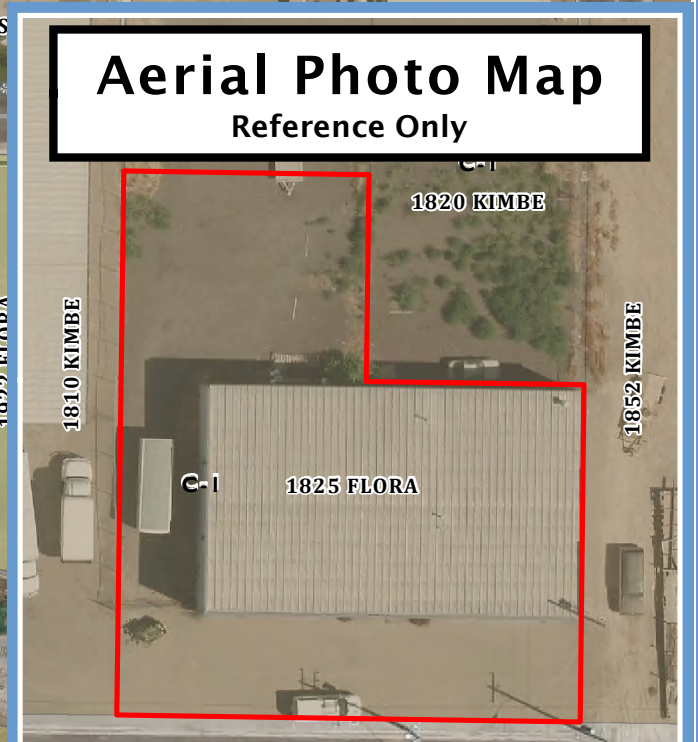
Zoning Vicinity Map

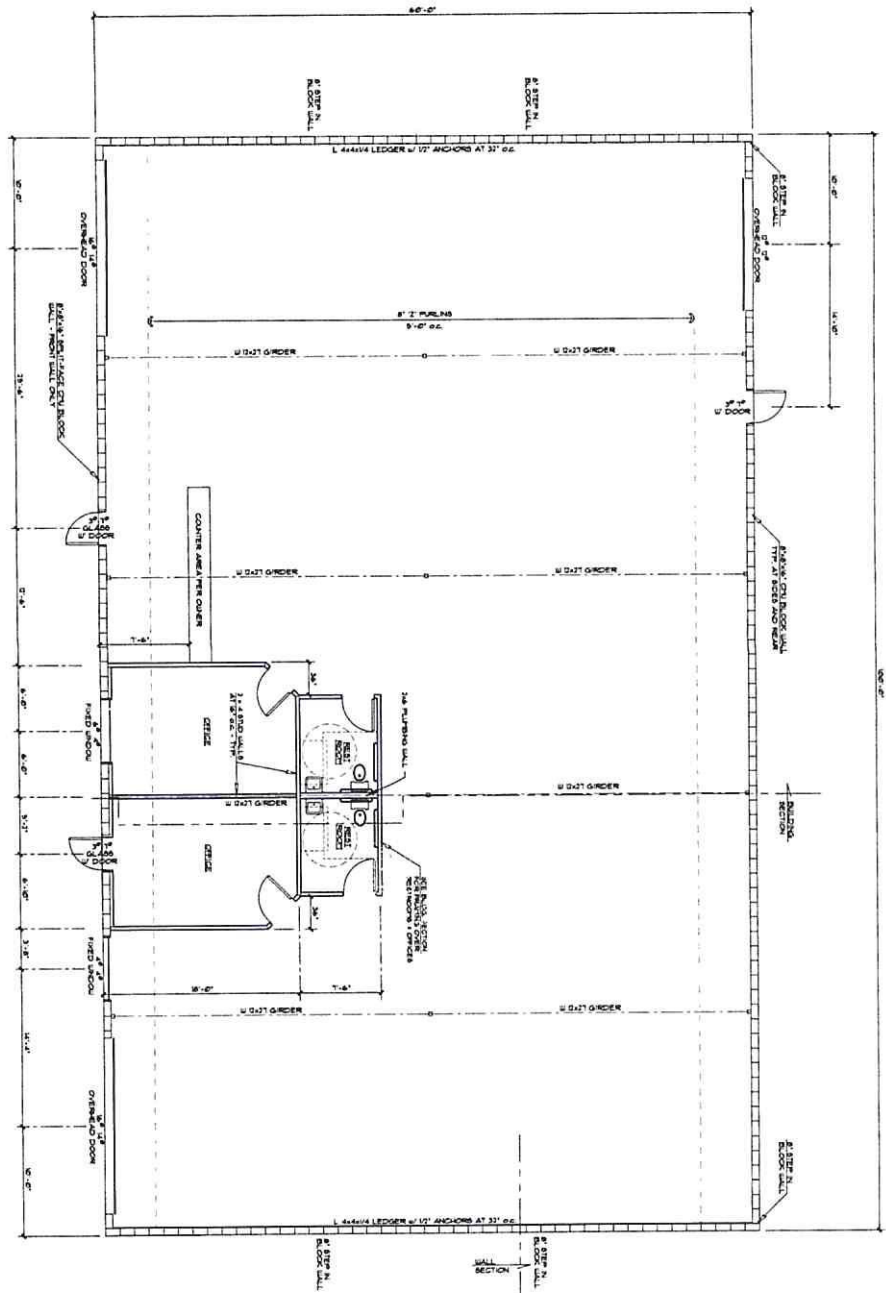
Reference Only



Aerial Photo Map

Reference Only





Floor & Roof Framing Plan

3/8" = 1'-0"

PLAN ANALYSIS
Based on 1997 Edition of UBC

Architect or Engineer of Record	Engineer/Architect/Engineer/Architect
Project Name	Shelton Warehouse
Location	621 North College Road, Suite 100, Twin Falls, Idaho 83301
Owner	Shelton Warehouse, Inc.
Design Date	10/1/97
Design By	E.H.M.
Check By	E.H.M.
Scale	3/8" = 1'-0"
Notes	1. VERTICAL CURB CUTS SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UBC. 2. THE CURB CUTS SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UBC. 3. THE CURB CUTS SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UBC.

Floor & Roof Framing Plan for
SHELTON WAREHOUSE
Twin Falls, Idaho

E.H.M. Engineers, Inc.
ENGINEERS/SURVEYORS/PLANNERS
621 NORTH COLLEGE ROAD, SUITE 100, TWIN FALLS, IDAHO 83301
PHONE: (208) 734-4888 FAX: (208) 734-6049
E-MAIL: ehm@ehm-inc.com







Rear of the building