



Twin Falls City Council Agenda

Monday, April 22, 2019, 5:00 PM

City Council Chambers
203 Main Avenue East- Twin Falls, Idaho

Members: Shawn Barigar, Suzanne Hawkins, Nikki Boyd, Chris Talkington, Gregory Lanting, Christopher Reid, Ruth Pierce

- 1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM
- 2) PLEDGE OF ALLEGIANCE
- 3) PROCLAMATIONS
 - a) **PRESENTATION:** Youth Appreciation Week 2019 - Request made by Anna Scholes, Twin Falls Optimist Club
 - b) **PRESENTATION:** Arbor Day - Request made by Wendy Davis, Parks & Recreation Director
- 4) GENERAL PUBLIC INPUT
- 5) CONSENT CALENDAR
 - a) **ACTION ITEM:** Request to approve the Accounts Payable for April 11 thru April 17, 2019.
By: Amy Luna, Finance Administrative Assistant
 - b) **ACTION ITEM:** Request to approve the April 15, 2019, City Council Minutes.
By: Lisa Strickland, City Planner
 - c) **ACTION ITEM:** Request to approve Alcohol License for Persian Coffee Shop.
By: Amy Luna, Finance Administrative Assistant
 - d) **ACTION ITEM:** Request to approve the Findings of Fact and Conclusions of Law:
Vacation for Geronimo, LLC c/o EHM Engineers
Special Use Permit for Carleen M. Duncan, dba Bodyworks by Carleen
By: Jonathan Spendlove, Planning & Zoning Director
 - e) **ACTION ITEM:** Request to approve the Annual Mother's Day Fiesta and Cinco de Mayo 2019 event.
By: Sergeant Justin Dimond, Twin Falls Police Department
 - f) **ACTION ITEM:** Request to hold the Magic Valley Law Enforcement Memorial Service on May 18, 2019.
By: Sergeant Justin Dimond, Twin Falls Police Department
- 6) ITEMS OF CONSIDERATION

- a) **ACTION ITEM:** Request to confirm the City Manager's appointment of Mark Holtzen as the City of Twin Falls City Engineer.
By: Travis Rothweiler, City Manager
- b) **PRESENTATION:** Southern Idaho Tourism annual update.
By: Melissa Barry, Southern Idaho Tourism
- c) **INFORMATIONAL:** Update on MPOG Process
By: Mandi Thompson, Grant and Community Relations Manager
- d) **INFORMATIONAL:** Recycling History for Twin Falls – a new conversation regarding market issues, costs, and the “carbon footprint” factor.
By: Bill Baxter, Utility Services Supervisor/Finance Accountant
- e) **PRESENTATION:** A presentation on the finances of the City of Twin Falls for six months of fiscal year 2018-2019.
By: Lorie Race, Chief Financial Officer
- 7) GENERAL INPUT/ADVISORY BOARD REPORT/ANNOUNCEMENTS
- 8) PUBLIC HEARINGS
 - a) **ACTION ITEM:** Request to Vacate platted easements and dedicated right of way within the Perrine Point Subdivision (Blocks 5, 6, 7, 8) located at the 1000 block of Falls Avenue West, on behalf of Tres Gringos c/o EHM Engineers, Inc. (PZ19-0016)
By: Steve O'Connor, City Planner
- 9) ADJOURNMENT

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Leila Sanchez (208) 735-7287 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208) 735-7287.

Public Input Procedures

1. Individuals wishing to provide public input regarding matters relevant to the City of Twin Falls shall:
 - Wait to be recognized by the Mayor or Chairman
 - Approach the microphone/podium
 - State their name, and whether they are a resident or property owner in the City of Twin Falls, and proceed with their input.
2. The Mayor or Chairman may limit input to no less than two (2) minutes. Individuals are not permitted to give their time to other speakers.

Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor or Chairman 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 Chairman, approach the microphone/podium, state their name, and then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the staff. The staff shall make an audio recording of the Public Hearing.
3. A City Staff Report shall summarize the application and history of the request.
4. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
 - A complete explanation and description of the request.
 - Why the request is being made.
 - Location of the Property.
 - Impacts on the surrounding properties and efforts to mitigate those impacts.
5. Applicant is limited to 15 minutes, unless a written request for additional time is received, at least 72 hours prior to the hearing, and granted by the Mayor or Chairman.
6. The City Council or Planning & Zoning Commission may ask questions of staff or the applicant pertaining to the request.
7. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor or Chairman 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 Chairman. The spokesperson shall be limited to 15 minutes.
 - Written comments, including e-mail, received by 12:00 p.m. on the date of the hearing shall be either read into the record or displayed to the public on the overhead projector.
8. Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.
9. Following the Public Testimony and Applicant's response, Council or Commission members, as recognized by the Mayor or Chairman, 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 Chairman may limit the time permitted for the answer.
10. The Mayor or Chairman shall close the Public Hearing. The City Council or Planning & Zoning Commission shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.

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

*Office of the Mayor
City of Twin Falls, Idaho*

Proclamation



Youth Appreciation Week 2019

Whereas, the vast majority of youth are concerned, knowledgeable, and responsible citizens, and

Whereas, Optimist International and the Twin Falls Optimist Club have developed and promoted a program entitled Youth Appreciation Week, and

Whereas, the citizens of Twin Falls have indicated a desire to join the Optimists in expressing appreciation and approval for the contributions of youth.

I, Shawn Barigar, therefore proclaim the fourth week of April as Youth Appreciation Week in Twin Falls, Idaho.

By this action, let it be known that we have faith in the ability of today's youth as they assume responsible roles in the future of mankind.



In witness whereof I have hereunto set my hand and caused this seal to be affixed.

Shawn Barigar
Mayor Shawn Barigar

Attest:
Leila A. Sanchez
Leila A. Sanchez

Date: April 22, 2019



P.O. Box 1907

103 Main Avenue East

Twin Falls, Idaho 83303-1907

Fax: (208) 736-2296

OFFICE OF THE MAYOR

208-735-7271

Arbor Day Proclamation

- Whereas,* In 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and
- Whereas,* this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and
- Whereas,* Arbor Day is now observed throughout the nation and the world, and
- Whereas,* trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen, and provide habitat for wildlife, and
- Whereas,* trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and
- Whereas,* trees in our City increase property values, enhance the economic vitality of business areas, and beautify our community, and
- Whereas* trees, wherever they are planted, are a source of joy and spiritual renewal,

NOW, THEREFORE, I, Shawn Barigar, Mayor of the City of Twin Falls, do hereby proclaim, Friday, April 26, 2019, as

ARBOR DAY

in the City of Twin Falls, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the wellbeing of this and future generations.

Dated this twenty-sixth day of April 2019.


Mayor



Twin Falls City Council

Minutes

AMENDED AGENDA

Monday, April 15, 2019, 5:00 PM
City Council Chambers
203 Main Avenue East- Twin Falls, Idaho

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

Present: Mayor Shawn Barigar, Vice Mayor Nikki Boyd, Council Members Suzanne Hawkins, Chris Talkington, Greg Lanting & Christopher Reid

Absent: Ruth Pierce

Staff Present: City Manager Travis Rothweiler, Deputy City Managers Mitch Humble & Brian Pike, City Attorney Shayne Nope, Parks & Rec Director Wendy Davis, Grant & Community Relations Manager Mandi Thompson, Water Superintendent Robert Bohling, City Planner Steve O'Connor, Help Desk Technician Kim Hafer, City Planner Lisa Strickland.

Mayor Barigar called the meeting to order at 05:01 PM. A quorum was present.

2) PLEDGE OF ALLEGIANCE

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

3) PROCLAMATIONS:

- a) Telecommunicators Week - Request made by Tami Lauda, Communications Manager
- Mayor Barigar read into the record the proclamation for Telecommunicators Week.
 - Communications Manager Lauda accepts the proclamation and thanked the Council for the recognition.

4) GENERAL PUBLIC INPUT

None

5) CONSENT CALENDAR

Council Member Hawkins explained that she requested two amendments be made to the April 8, 2019 Minutes. Item F the vote should reflect 6-0-1. She also asked that the Commonwealth Students be listed by name in the minutes. She explained that if these amendments are acceptable she would be willing to make the motion for approval.

- a) **ACTION ITEM:** Request to approve the Accounts Payable for April 4 thru April 10, 2019.
- b) **ACTION ITEM:** Request to approve the April 8, 2019, City Council Minutes.
- c) **ACTION ITEM:** Request to hold the Dusk to Dawn Trail Runs at Dierkes Lake Park.
- d) **ACTION ITEM:** Request to hold the Easter Church Gathering in the City Park.
- e) **ACTION ITEM:** Request to hold the annual Canyon Rim Classic Soccer Tournament on May 4 and 5, 2019.
- f) **ACTION ITEM:** Request to hold the Lights and Lasers at Shoshone Falls Event on May 15 to 18, 2019.
- g) **ACTION ITEM:** Request to approve the Findings of Fact and Conclusions of Law for David Kemp, c/o EHM Engineers (PZ19-0001)

MOTION:

Council Member Hawkins moved to approve the Consent Calendar, as amended. Council Member Reid seconded the motion.

UNANIMOUSLY APPROVED

- a) **PRESENTATION:** Plaque Presentation and Recognition of Service to Cindy Collins, Parks and Recreation Commission.
- Parks & Recreation Director Davis presented a plaque to Cindy Collins for her services on the Parks & Recreation Commission.
 - Ms. Collins thanked the Council and stated that she is going to miss serving on the commission.
- b) **INFORMATIONAL:** Update on the Blue Cross of Idaho Foundation Community Transformation grant application

Grant & Community Relations Manager Thompson explained the City applied last year for the Blue Cross of Idaho Foundation Community Transformation grant. The process included a grant application, hosting the executive team from Blue Cross and giving a tour of the Twin Falls area.

Council Questions/Comments

- Mayor Barigar stated that they also participated in walking tours and they have worked with parks and the school district. The City of Twin Falls has been announced as a recipient of the grant in the amount of \$250,000.00.
 - Council Member Talkington stated the Twin Falls School District needs to be included in this process, one of the pieces of wellness that is missing around the community is providing food those in need which is an essential component of health.
 - Vice Mayor Boyd thanked staff and the team for making the effort to get this grant. The first year will involve planning and the remaining two years will be implementation.
 - Council Member Hawkins asked if there have been any partnerships with the University of Idaho Extension Office. They are a wealth of knowledge and would be a good resource.
 - Grant & Community Relations Manager Thompson explained the focus from the beginning will be who needs to be involved in the grant program and who wants to participate as a partner.
 - Mayor Barigar explained this will be a community project and is very exciting.
 - Mrs. Thompson explained St. Luke's was also a participant in the grant application process. They have just finished an assessment of the Twin Falls area that helped to identify areas of need within the community which was significant receiving the grant.
- c) **INFORMATIONAL:** Twin Falls Source Water Protection Plan Update

Water Superintendent Bohling explained that he is here to inform the Council that the Water Department is in the process of putting together a group of individuals that will be amending/updating the Twin Falls Source Water Protection Plan. The mission is to help identify

contamination hazards, provide information that will assist in guiding development and reduce the chance for water contamination.

Council Questions/Comments

- Mayor Barigar asked for a timeline for completing the amendment/update.
- Water Superintendent Bohling explained it shouldn't take long to have a draft prepared for review. He explained the goal would be to complete a bi-annual review once the update is complete.
- Council Member Talkington expressed his interest in being involved in the discussion for this update.
- Council Member Hawkins offered the services of the Environmental Committee for the Association of Idaho Cities.
- Mayor Barigar explained that Council Member Talkington has volunteered to be on the committee and he will rely on Mr. Bohling's expertise on assembling the committee. He did ask if the committee will need to be approved by the Council.
- City Manager Rothweiler explained this could cause changes to Title 10, which would require public notification and hearings for the process, if so, then approval by the Council for the committee would be necessary.
- Water Superintendent Bohling expressed his understanding and would report back to Council as the process moves forward.

7) GENERAL INPUT/ADVISORY BOARD REPORT/ANNOUNCEMENTS

Citizen Tami Billman stated she would like to speak to the Council about Harrison Park. She stated that she has spoken to the Parks & Recreation Department about the quality of the park. Harrison Park is older but is in a nice neighborhood. She explained that there use to be a recreational building on site that allowed citizens to check out play equipment for use in the park. This service is no longer available. She stated the playground equipment is breaking, the plaque that identified who donated the equipment and when is missing. When she inquired as to whether or not there will be porta-potty on site at the park, it was explained that PSI makes that determination. She is frustrated, her tax money should be used to provide a porta-potty and should not be decided by PSI. She spoke to the previous Parks & Recreation Director about her concerns and nothing was done. She has asked the new director and still gets an answer that there are plans for the future. She is asking that the timeline for getting some of these things be moved up.

Council Questions/Comments

- Council Member Hawkins explained to her that she can also use the See Click Fix app to help identify the issues throughout the city. It is a reporting system that the City is trying to use to address problems reported by citizens.
- City Manager Rothweiler explained that the parks are available to the public 7 days a week and the hours are typically from dawn to dusk. He will work with staff to ensure that the website is reviewed to correct the hours or operation.

Other Updates/Announcements

- Council Member Hawkins explained that Saturday, May 18, 2019, there is going to be a rally for suicide prevention. The five steps to suicide prevention will be addressed during the event, you can register for the event on the Parks & Recreation webpage. She encouraged everyone to participate.
- Council Member Talkington explained the Airport is looking to get another route from Twin Falls to Denver, CO., it may be seasonal but could be possible. He also stated that there is a growing concern about drone usage around the airport that the Airport Advisory Board is discussing. The board is also discussing coordinating another Air Show and creating a 501(c)3 to manage funds. Another service that the airport is working on providing for frequent fliers is a pre-check for approximately \$80.00.

Break

Mayor Barigar announced at 5:45 pm there will be approximately 15 minute break. The meeting will be called back to order at 6:00 pm for the two public hearings items.

8) PUBLIC HEARINGS

Called To Order

Mayor Barigar called the meeting back to order at 6:00 pm. He explained that he is going to amend the order of the public hearing items. The request for vacation will be heard first.

- b) **ACTION ITEM:** Request to Vacate platted easements within Canyon Park Subdivision located at the 2000 block of Neilsen Point Place on behalf of Geronimo, LLC c/o EHM Engineers, Inc. (PZ19-0012)

Staff Presentation:

Planner O'Connor stated that this is a request to vacate a platted easements within Canyon Park Subdivision located at the 2000 block of Neilsen Point Place. The subject easement is part of lot 6 in the Canyon Park Subdivision Plat, recorded in December 2013. This is a request to vacate a public utility easement to reroute existing utilities outside of the proposed building pad. The developer would like this vacated to prepare for future development. The city does not have a building plan submitted as to what that development will be. As this easement is shown on a plat it must go through the public process to vacate it.

The applicant has provided all the required letters of approval from the various utility owners, and all have agreed to the vacation. However, if a utility company has existing utilities they have indicated a new one shall be provided as a condition of their approval.

Below is a list of existing utilities:

Cable One

Century Link

Idaho Power

Intermountain Gas

PMT

On March 12, 2019 the Planning & Zoning Commission recommended approval of the vacation by a

vote of 4-0-1 to the City Council as presented. The Council is tasked with recommending approval, approval with conditions, denial or they may table for more information. Should the Council recommend approval, Staff recommends the following conditions.

1. Subject to the recordation of a new utility easement/s for all existing utilities, prior to official vacation of the platted easement.

Applicant Presentation:

Dave Thibault, EHM Engineers, Inc, representing the applicant, explained the existing utility easements are in conflict with the footprint for the proposed development. A new easement and installation of the utilities is understood and the applicants is in agreement with the conditions. The alignments for the new easement are proprietary and will be provided by the utility companies.

Council Questions/Comments:

None

Public Hearing: Opened & Closed Without Comment

Discussions Followed:

None

MOTION:

Council Member Lanting moved to approve the request to vacate platted easements within Canyon Park Subdivision located at the 2000 block of Neilsen Point Place. Council Member Reid seconded the motion. Roll call vote showed all members present voted in favor of the motion.

Approved 6 to 0.

APPROVED, AS PRESENTED WITH THE FOLLOWING CONDITIONS

1. Subject to the recordation of a new utility easement/s for all existing utilities, prior to official vacation of the platted easement.
-
- a) **ACTION ITEM:** Request for a Special Use Permit to operate a Home Occupation at property located at 1333 Bitterroot Drive on behalf on Carleen M. Duncan. (PZ19-0007)

Staff Presentation:

Planner O'Connor stated this is a request for a Special Use Permit to operate a Home Occupation at property located at 1333 Bitterroot Drive. On March 12, 2019, the Planning & Zoning Commission heard this request and it was denied by a 2-4-1 vote. Therefore the applicant is requesting to appeal the Planning & Zoning Commission decision.

The property was platted in 1998 and development occurred shortly thereafter. The property is zoned R-2 PUD and per the R-2 zone and PUD #205 a home occupation requires a Special Use

Permit. The home is accessed via a shared driveway from Bitterroot Dr. that is shared with three (3) other residences. The applicant stated she only sees 4 to 5 clients in any day and there is a thirty plus (30+) minute break in between to accommodate customer parking. The drive way is rather large and is able to handle an extra vehicle to prevent any conflicts with the neighbors.

The applicant and staff do not anticipate any significant increase of detrimental impacts from this request on the surrounding properties. However, parking at times may pose a problem.

If the Council approves this request as presented, then staff recommends the following conditions.

1. Subject to continued compliance with all local, state, and federal code requirements and other standards as applicable.
2. Subject to customers parking on lot 20 only, and no parking on lot 19 of the Grove Estates Subdivision.

Applicant Presentation:

Carleen M. Duncan, the applicant, stated she has had a solo therapeutic business for 15 years. She has had various locations for her office, she would like to relocate her business to her home to reduce overhead costs. Over the past few months she has had several life changes, which have impacted her financially. She explained there will not be any external signage advertising the business and she does not advertise for clients. She has agreed that she would be willing to take on some additional cost of the fogging of the driveway when it is necessary. The business would not increase traffic any more than what is currently occurring due to her or her children having to stop by her home to let her pets out every couple of hours. She has approached this request as a professional and has been very forthcoming with what she is trying to do, and would appreciate an approval of her request.

Discussion Followed:

- Council Member Talkington asked about hours of operation. Would there be any external equipment associated with this business?
- Ms. Duncan stated her hours are typically from approximately 10am to sometimes 6pm. There is not any equipment associated with the business that would require outside storage.
- Council Member Lanting asked how many cars are typically parked in the driveway during the day.
- Ms. Duncan explained none, she parks in the garage.

Public Hearing: Opened

- Jan Hall, 596 Buckingham Dr.: Spoke in support of this request.
- Sherry Jeff, 299 Pheasant Rd: Spoke in support of the request.
- Linda Roundtree, 864 Rose Street North: Spoke in support of the request.
- Susan Harris, 2024 Mt View Circle: Spoke in support of the request.
- Allysa Fields, 1172 Limbrook Rd: Spoke in support of the request.
- Donna Newberry, 1311 Bitterroot Dr: Spoke against this request.
- Pat Herman, 1305 Bitterroot Dr: Spoke against this request.
- Dave Newberry, 1311 Bitterroot Dr: Spoke against this request.

- Juan Ramirez, 1325 Bitterroot Dr: Spoke against this request.
- Scott Klites, 1472 Bitterroot Dr: Spoke against this request.

Public Hearing: Closed

Applicant Closing Statements:

She explained it is a little hard not to take this personally. She wants the neighbors to understand, she is not trying to change the zoning on the property to allow for commercial, this is just a special use permit. It will not impact property values, she would be concerned if it was going to impact the values. She understands the neighbors' concerns, the business does not have any exterior noise, lighting or smells that would impact the neighborhood.

Discussion ensued on the following:

- Mayor Barigar: Asked for clarification of the request.
- Planner O'Connor explained all of the residentially zoned properties within the city are allow this type of use with approval of a special use permit. If there are CCR's that prevent this type of request it would be a civil issue that the neighborhood would have to pursue through an attorney. Even if there are CCR's the City does not enforce CCR's. The base zone for this neighborhood allows for this use with a Special Use Permit.
- Council Member Talkington asked if there are any prohibitions that deal with cul-de-sac's.
- Planner O'Connor explained that he is not aware of any.
- Vice Mayor Boyd asked why there is a protrusion or lawn along the driveway, it seems that would be an issue regardless of this request.
- Planner O'Connor explained that is how the subdivision was platted and designed.
- Council Member Reid asked what recourse is there if the applicant does not follow the conditions of the Special Use Permit.
- Planner O'Conner explained if the applicant is reported to be in violation of the conditions, the neighbors can petition for revocation of the Special Use Permit.
- Council Member Talkington explained that over the years he has reviewed lots of these types of requests and the applicants have been very aware of the neighbors' concerns and have been responsible. Approval of this type of request allows people the opportunity to work out of their home and it is a request that is compatible with the City of Twin Falls Comprehensive Plan. He would be willing to make a motion to approve but would add a third condition that limits the hours of operation to Monday – Friday 10am – 5pm.

MOTION:

Council Member Talkington made a motion to approve the request, as presented, with staff recommendations and an additional condition. Subject to the hours of operation being limited to Monday –Friday 10am – 5pm.

Discussion on the Motion:

- Council Member Hawkins explained this request is very difficult, she understands the business is not noisy, but the car doors opening and closing can be noisy. She does have a home occupation in her neighborhood and she is impacted by individuals blocking her driveway, but they have

worked with the neighbor to resolve some of the issues.

- Council Member Lanting explained that this is difficult because of the driveway, and if this was a childcare type business his answer would be an automatic no. He does agree with the limitation of hours.
- Vice Mayor Boyd stated that 5:00 pm is too early because the clients may work until 5:00 pm. She thinks 6:00 pm would be more reasonable. She is struggling with the kids stopping to park and let the dogs out vs someone parking to get a message. Both City Code and the PUD allows for home occupations with an approved Special Use Permit.
- Mayor Barigar explained the difference between 3-4 in and out stops, to let the dogs out, is to him the same number of trips. There are possibly 15 trips back and forth to his home because of him, his wife and teenagers. He does not see this being a traffic issue. The applicant is willing to pay more towards the maintenance of the driveway. This is a business operating at a home, it is not commercial zoning, and he does not think allowing this types of use will impact property values. He is supportive of the request and change causes fear of the unknown and worry. He has confidence in the neighbors being able to work the small issues out.
- Council Member Reid explained this is difficult, he doesn't think this is going to affect the neighbors, and those that spoke in favor are clients. The neighborhood is surrounded by commercial so he understands the concern of the commercial encroaching the neighborhood.
- Mayor Barigar explained this is not a rezoning request for the property, this is a home occupation.
- Council Member Hawkins explained this street and neighborhood is too close together, it is going to make for an unhappy neighborhood if it is approved.
- Council Member Talkington explained the applicant has gone through the process in the open and has been very forthcoming by asking for this Special Use Permit.
- Council Member Reid asked about the width of the driveway. Neighbors that are there now know the situation, whereas new people are not aware.
- Vice Mayor Boyd stated that they are following the rules to make the decision, the applicant is following the rules, and that the clients will be told exactly how they are supposed to park and what time they are to be there. He is confident that they will be respectful of the neighbors.

Roll Call Vote:

Mayor Barigar, Vice Mayor Boyd & Council Members Lanting & Talkington voted in favor of the motion. Council Members Hawkins & Reid voted against the motion. Motion passes 4 to 2.

APPROVED, AS PRESENTED, WITH THE FOLLOWING AMENDED CONDITIONS

1. Subject to continued compliance with all local, state, and federal code requirements and other standards as applicable.
2. Subject to customers parking on lot 20 only, and no parking on lot 19 of the Grove Estates Subdivision.
3. Subject to the hours of operation being limited to Monday –Friday 10am – 5pm.

9) ADJOURNMENT

The meeting adjourned at 07:15 PM

Lisa Strickland, City Planner



City of Twin Falls
103 Main Avenue East
P.O. Box 1907
Twin Falls, Idaho 83303

Print Form

Alcohol License

Please attach a copy of your state license

Business Name: Persian Coffee State License # 2I-25517
Doing Business As: Persian Coffee
Physical Address: 360 Main St N City, State, Zip 83301
Legal Description of Place of Business Lot _____ Block _____ Subdivision _____
Mailing Address: 564 Main St S City, State, Zip: Twin Falls ID 83301
Contact Person: Iraj Ranjbar Phone # 208 219 2226

Beer: Bottled for consumption off the premises only (\$ 50.00) ☐

Bottled for consumption on premises (\$150.00) ☒

Bottled for Draught for consumption on premises (\$200.00) ☐

Wine: Retail Sales for consumption off premises only (\$200.00) ☐

Wine by the Drink for consumption on premises only (\$200.00) ☒

Liquor: Liquor license & fees cover wine license and fees (\$562.50) ☐

License expires June 30th

Total Fee \$ 350⁰⁰

Applicant is an: Individual ☒ Partnership ☐ Corporation ☐

If a partnership, name all partners:

Name: Iraj Ranjbar

Name: _____

Name: _____

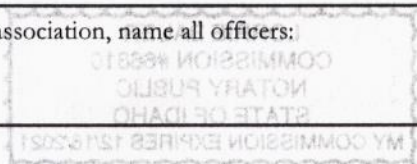
If a corporation or association, name all officers:

Name: _____

Title: _____

Name: _____

Title: _____



Name: _____

Title: _____

Name: _____

Title: _____

Date of incorporation or organization: _____ Place of incorporation or organization: _____

Principal place of business in Idaho: 360 Main St N Twin Falls 83301

Owner of premises: 564 Main St S Twin Falls ID 83301

Name of person who will manage business of selling beer at retail: Iraj Ranjbar

(If a partnership, all partners must sign)

Signature of applicant _____

Name: Iraj Ranjbar

Birth date: [REDACTED]

Signature of applicant _____

Name: Iraj Ranjbar

Birth date: [REDACTED]

Signature of applicant _____

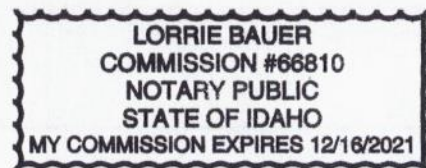
Name: _____

Birth date: _____

Signature of applicant _____

Name: _____

Birth date: _____



Subscribed and sworn to before me this 28 day of January, 2019

Notary Public for Idaho

Lorrie Bauer

Residing at: Twin Falls

Notary Expiration Date: 12/16/21

Amy Luna For Questions call 208-735-7245 [Click here for the City Code \(Title 3 then Chapter 7,8, & 9\)](#)

Return completed form to: Deputy City Clerk, City of Twin Falls, 103 Main Ave. East, Twin Falls, ID 83301

CITY STAFF USE ONLY:

Approvals:

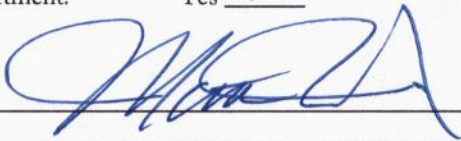
Planning and Zoning: Yes X No

Comments:

SEE LETTER DATED APRIL 16, 2019 ABOUT HOURS OF
OPERATION

Police Department: Yes ✓ No

Comments:



City Clerk: Yes No

Comments:

State of Idaho

Idaho State Police

Retail Alcohol Beverage License

Cycle Tracking Number: 108129

Premise Number: 2T-25517

License Year: 2019

License Number: 25517

This is to certify, that Iraj Ranjbar
doing business as: Persian Coffee

is licensed to sell alcoholic beverages as stated below at:
360 Main Ave N, Twin Falls, Twin Falls County

Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in
accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.
County and city licenses are also required in order to operate.

Liquor	No
Beer	Yes <u>\$50.00</u>
On-premise consumption	Yes <u>\$0.00</u>
Kegs to go	No
Restaurant	Yes <u>\$0.00</u>
Wine by the bottle	No
Wine by the glass	Yes <u>\$100.00</u>
Multipurpose arena	No
Growlers	No

TOTAL FEE: \$150.00

Signature of Licensee, Corporate Officer, LLC Member or Partner

IRAJ RANJBAR
PERSIAN COFFEE
564 MAIN ST S

TWIN FALLS, ID 83301

Mailing Address

License Valid: 02/12/2019 - 06/30/2019

Expires: 06/30/2019



Director of Idaho State Police

Retail Alcohol Beverage License

THIS IS TO CERTIFY THAT Iraj Ranjbar

doing business as Persian Coffee

at 360 Main Ave N, Twin Falls, Idaho 83301

a(n) _____, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapter 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Twin Falls County Courthouse, Twin Falls, Idaho, dated: 16th day of April, 1973.

Draught and Bottled or

Canned Beer..... 100.00

Bottled or Canned Beer to be
consumed on premises.....

Bottled or Canned Beer not to be
consumed on premises.....

Retail Liquor.....

Retail Wine.....

Wine by the Drink..... 100.00

Special Wine (Sunday).....

TOTAL FEE \$ 200.00

(SEAL)

Signature of Licensee or Officer of Corporation

This License is TRANSFERABLE and EXPIRES
July 1, 1:00 a.m., 2019

Witness my hand and seal

Chairman

Vice Chairman

Commissioner

Deputy

Clerk of the Board of County Commissioners

Office of
Finance



P.O. Box 1907
203 Main Ave E.
Twin Falls, ID. 83303-1907

Date: February 15, 2019

To: Twin Falls County

Attention: Alcohol Licensing

From: Janie Higgins

Subject: Alcohol License for Persian Coffee

Persian Coffee has applied for an Alcohol License with the City of Twin Falls. Please find attached:

- A receipt showing that they paid our application/license fee;
- A copy of their City application;
- A copy of their State License

Our process is to review their application once the County has issued an alcohol license.

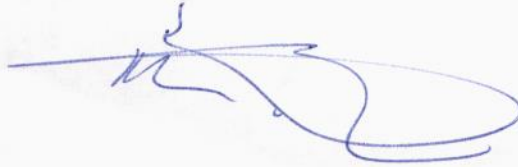
Please contact Amy Luna to confirm a County license has been issued. She can be reached at (208) 735-7245, or email at aluna@tfid.org.

Sincerely,

A handwritten signature in cursive script that reads "Janie Higgins".

Janie Higgins
City of Twin Falls
(208) 735-7331
jhiggins@tfid.org

My name is Iraj Ranjbar. I am the owner of Persian Coffee. I understand and accept that I can serve alcohol from 7:00 a.m. to 10:00 p.m.



THIS LETTER APPLIES TO 360 MAIN AVE N. TWIN FALLS
IDAHO, 83301.

-NOTE ADDED BY STEVE O'CONNOR, CITY PLANNER


SIGNED BY


~~IRAJ RANJBAR~~

DATE APRIL 16, 2019

RECEIVED

APR 16 2019

CITY OF TWIN FALLS
PLANNING & ZONING

City of Twin Falls
203 Main Avenue East
P.O. Box 2469
Twin Falls, ID 83303-2469

02/15/2019

03:06 PM

Persian Coffee
000000

Alcohol & Catering Permi

t 350.00
Total 350.00

Cash 0.00

OKR Sta 3 1006 350.00
Change 0.00

Cashier: rsparrow Station: BRNORD2
Receipt # 02344424



BEFORE THE CITY COUNCIL OF THE CITY OF TWIN FALLS

In Re:

Appeal Application)

Carleen M. Duncan, dba Bodyworks by Carleen
Applicant(s)

)
) FINDINGS OF FACT,
) CONCLUSIONS OF LAW,
)
) AND DECISION

This matter having come before the City Council of the City of Twin Falls, Idaho on **April 15, 2019** for public hearing pursuant to public notice as required to consider an appeal of the Twin Falls Planning and Zoning Commission's decision denying a Special Use Permit to **operate a Home Occupation at property located at 1333 Bitterroot Drive** and the City Council having heard testimony from interested parties being fully advised in the matter, now makes the following

FINDINGS OF FACT

1. Applicant has appealed the Twin Falls Planning and Zoning Commission's decision denying a Special Use Permit to **operate a Home Occupation at property located at 1333 Bitterroot Drive**.
2. All legal requirements for notice of public hearing have been met with advertisement taking place on the following date: **March 28, 2019**
3. The property in question is zoned **R-2 PUD** pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as **Town Neighborhood** in the duly adopted Comprehensive Plan of the City of Twin Falls.
4. Relevant criteria and standards for consideration of this application are set forth in Sections 10-1-4, 10-1-5, 10-4-8.2(B) 10f, 10-10-3, 10-13-2.2, Twin Falls City Code
5. The existing neighboring land uses in the immediate area of this property are: to the north, **Residential**; to the south, **Residential**; to the east, **Residential**; to the west, **Residential**.

Based on the foregoing Findings of Fact, the City Council hereby makes the following

CONCLUSIONS OF LAW

1. The application for a Special Use Permit to **operate a Home Occupation at property located at 1333 Bitterroot Drive** is consistent with the purpose of the **R-2 PUD** Zone, and is not detrimental to any of the outright permitted uses or existing special uses in the area.

2. The proposed use is consistent with the provisions of the Comprehensive Plan and Zoning Ordinance of the City of Twin Falls, and in particular Sections 10-1-4, 10-1-5, 10-4-4, 10-11-1 thru 8, 10-13, and Fallo Limited PUD #205, Twin Falls City Code.

3. The proposed use is proper use in the **R-2 PUD** Zone, subject to the conditions which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein.

4. The application for a Special Use Permit to **operate a Home Occupation at property located at 1333 Bitterroot Drive** should be granted, subject to all applicable requirements of the Zoning Ordinance, Adopted Standard Drawings and City code of the City of Twin Falls and to the conditions which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein.

Based on the foregoing Conclusions of Law, the Twin Falls City Council hereby enters the following

DECISION

1. The application for Special Use Permit to **operate a Home Occupation at property located at 1333 Bitterroot Drive** is hereby granted by the Twin Falls City Council and is subject to the conditions which are attached as "Exhibit No. A", and incorporated by reference as though full set forth herein.

2. The applicant shall comply with all applicable requirements of the Adopted Standard Drawings, the Zoning Ordinance, and the City Code of the City of Twin Falls and conditions which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein.

MAYOR-TWIN FALLS CITY COUNCIL

DATE

"Exhibit No. A"

1. Subject to continued compliance with all local, state, and federal code requirements and other standards as applicable.
2. Subject to customers parking on lot 20 only, and no parking on lot 19 of the Grove Estates Subdivision.
3. Subject to hours of operation of Monday through Friday from 10:00 am – 5:00 pm.

APPLICATION # PZ19-0007



**CITY OF TWIN FALLS
PLANNING AND ZONING DEPARTMENT**

203 Main Avenue East
P.O. Box 1907
Twin Falls, Idaho 83303-1907
Phone: 208-735-7267 Fax: 208-736-2641

SPECIAL USE PERMIT

Permit No. PZ19-0007

Granted by the Twin Falls City Council, as presented, on **April 15, 2019** to **Carleen M. Duncan, dba Bodyworks by Carleen** to **operate a Home Occupation** at property located at **1333 Bitterroot Drive** and legally identified with the following Parcel ID: **RPT23580010200T**.

The Commission has attached the following conditions which must be fully implemented to avoid permit revocation (City Code Section 10-13-2.3):

1. Subject to continued compliance with all local, state, and federal code requirements and other standards as applicable.
2. Subject to customers parking on lot 20 only, and no parking on lot 19 of the Grove Estates Subdivision.
3. Subject to hours of operation of Monday through Friday from 10:00 am – 5:00 pm.

Mayor

Date

This 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.

Please contact the Building Department at 735-7238 for further information.



BEFORE THE CITY COUNCIL OF THE CITY OF TWIN FALLS

In Re:

Vacation Application,

Geronimo, LLC
c/o EHM Engineers, Inc.

Applicant(s)

)
) FINDINGS OF FACT,
) CONCLUSIONS OF LAW,
)
)
)
) AND DECISION

This matter having come before the City Council of the City of Twin Falls, Idaho on **April 15, 2019** for public hearing pursuant to public notice as required by law for Vacation of **platted easements within Canyon Park Subdivision located at the 2000 block of Neilsen Point Place** and the City Council of the City of Twin Falls having heard testimony from interested parties and being fully advised in the matter, now makes the following

FINDINGS OF FACT

1. Applicant has applied for Vacation of **platted easements within Canyon Park Subdivision located at the 2000 block of Neilsen Point Place.**
2. All legal requirements for notice of public hearing have been met with advertisement taking place on the following dates: **March 28, 2019 and April 4, 2019**
3. The property in question is zoned **C-1 PUD CRO** pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as **Mixed Use** in the duly adopted Comprehensive Plan of the City of Twin Falls.
4. The existing neighboring land uses in the immediate area of this property are: to the north, **Snake River Canyon, Parks**; to the south, **Commercial**; to the east, **Civic**, to the west, **Commercial**.

Based on the foregoing Findings of Fact, the City Council of the City of Twin Falls hereby makes the following

CONCLUSIONS OF LAW

1. The application for Vacation of **platted easements within Canyon Park Subdivision located at the 2000 block of Neilsen Point Place** is consistent with the purpose of the **C-1 PUD CRO** Zone, and is not detrimental to any of the outright permitted uses or existing special uses in the area.

2. The proposed use is consistent with the provisions of the Comprehensive Plan and Zoning Ordinance of the City of Twin Falls, and in particular Sections 10-1-4, 10-1-5, 10-4-8, 10-7-12, 10-10-11, 10-11-1 thru 8, 10-13, Twin Falls City Code.

3. The proposed use is proper use in the **C-1 PUD CRO** Zone, subject to the conditions which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein.

4. The application for Vacation of **platted easements within Canyon Park Subdivision located at the 2000 block of Neilsen Point Place** should be granted, subject to all applicable requirements of the Zoning Ordinance, Adopted Standard Drawings and City code of the City of Twin Falls.

Based on the foregoing Conclusions of Law, the City Council of the City of Twin Falls hereby enters the following

DECISION

1. The application Vacation of **platted easements within Canyon Park Subdivision located at the 2000 block of Neilsen Point Place** is hereby granted.

2. The applicant shall comply with all applicable requirements of the Adopted Standard Drawings, the Zoning Ordinance, and the City Code of the City of Twin Falls.

MAYOR - TWIN FALLS CITY COUNCIL

DATE

Exhibit No. A

1. Subject to the recordation of a new utility easement/s for all existing utilities, prior to official vacation of the platted easement.

APPLICATION #: **PZ19-0012**



Date: Monday, April 22, 2019
To: Honorable Mayor and City Council
From: Sergeant Justin Dimond, Twin Falls Police Department

ACTION ITEM

Request:

ACTION ITEM: Request to approve the Annual Mother's Day Fiesta and Cinco de Mayo 2019 event.

Time Estimate:

Staff requests that this item be placed on the Consent Calendar.

Background:

Rosa Paiz has submitted a Special Event Application for the Annual Mother's Day Fiesta and Cinco de Mayo celebration. The date of the event will be Sunday, May 12, 2019, commencing at 10:00 a.m. and concluding at 8:00 p.m.

This event will feature live music performed by various bands in the band shell, as well as pre-recorded music starting at 12:00 p.m. and ending at 8:00 p.m. There will also be a variety of food vendors in the park.

There will be alcoholic beverages served as part of this event. The organizers will set up a beer garden for the consumption of these beverages. Identifications will be checked and wrist bands will be issued to legal drinkers. Alcoholic beverages will only be allowed in the beer garden.

The Twin Falls Police Department's Administrative Staff recommends that four (4) sworn law enforcement personnel provide security from 4:00 p.m. until 8:00 p.m. Rosa Paiz has arranged for Twin Falls County Sheriff's Reserve Deputies to provide the security.

While it is possible that the live bands and recorded music may become a noise disturbance issue for the residential neighborhood near the City Park, we have had very few complaints in past years. Should the amplified sound become an issue, the Patrol Supervisor will be advised to contact Rosa Paiz regarding noise complaints. The Staff recommends that the on-duty Supervisor be given the authority to order event organizers to mitigate the sound of amplified music. If the noise complaints become habitual, the Patrol Supervisor shall be granted the authority to order the music to be terminated.

There were no calls for Police service during the 2017 or 2018 Mother's Day Fiesta and Cinco de Mayo events.

Approval Process:

Consent of the Council

Budget Impact:

Ms. Paiz requested that Twin Fall County Sheriff's Reserve Deputies provide the security for the event. Therefore, there will be no budget impact to the City of Twin Falls.

Regulatory Impact:

Approval of this request will allow the applicant to proceed with the event as scheduled. Given the success of previous years' events, Staff has approved the use of four (4) Twin Falls County Sheriff's Reserve Deputies for security for this event from 4:00 p.m. until 8:00 p.m.

History:

N/A

Analysis:

N/A

Conclusion:

This Special Event Application has been approved by several relevant City Staff members and the Twin Falls Police Department Staff. It is recommended that this request be approved by the City Council as presented.

Attachments:

None



Date: Monday, April 22, 2019
To: Honorable Mayor and City Council
From: Travis Rothweiler, City Manager

ACTION ITEM

Request:

ACTION ITEM: Request to confirm the City Manager's appointment of Mark Holtzen as the City of Twin Falls City Engineer.

Time Estimate:

The staff presentation will take about ten minutes. Following the presentation, additional time will be necessary for questions and discussion.

Background:

The purpose of this agenda item is to appoint Mark Holtzen to the position of City Engineer.

At the beginning of the calendar year, Jackie Fields announced that she will be retiring in June 2019. Shortly after her announcement, we started a national recruitment to find the next City Engineer.

The application process was open for approximately one month. In total, we received 11 applications. Although the pool was smaller than we were hoping to receive, we are fortunate to have a pool of very qualified candidates to choose from.

At the end March, a small group of internal team members interviewed the seven semi-finalist candidates. The interviews were performed over Skype for the out-of-organization candidates and face-to-face for those already serving in the organization. I served on the initial interview team along with Mitch Humble, Lorie Race, Gretchen Scott, and Shawn Barigar.

After the semi-finalists interviews, the interview team made the decision to turn our attention and focus on a single candidate. The City Council was supportive of the decision.

Mark is a Jerome native. He has worked for JUB's Twin Falls office for 19+ years. Mark has been married 18 years to Josie and has three children, Kora (16), Luke (14), and Nyla (12). He is familiar with our team, our plans and our processes. He will begin his career with us in mid-June.

Approval Process:

Request Council to confirm the request to appoint Mark Holtzen to the position of Twin Falls City Engineer.

Budget Impact:

The total budget impact associated with this appointment is budget neutral. The cost of the City Engineer position is funded in the current FY 2019 Budget.

Regulatory Impact:

Section 1-7-8 of the Twin Falls Municipal Code states: The City Manager shall be the chief executive officer and the head of the administrative branch of the City government. He shall be responsible to the City Council for the proper administration of all affairs of the City under the specific direction and control of the City Council.

In addition to his general powers as the chief executive officer and the head of the administrative branch of the City government, and not as a limitation thereof, it shall be his responsibility and duty and he shall have the power: (C) To appoint and remove any officers and employees of the City except the elected officers and their respective staffs, subject to ratification by the City Council in the case of department heads.

History:

N/A

Analysis:

N/A

Conclusion:

Confirm the City Manager's appointment of Mark Holtzen as the City of Twin Falls City Engineer.

Attachments:

None

Southern Idaho Tourism

Our Mission:

Develop and promote tourism and recreation in Southern Idaho – striking the balance between economic development and our natural resources.

Tourism in Region IV

- Tourism is the 5th largest industry in our region
- Lodging collections are up 1.5% in the region – flat
 - Vacation rental numbers may be negatively affecting our numbers
 - Eclipse totals also brought us down in the fall
 - November & December up
 - No reports since December
- FY2018 Lodging collections for the region \$885,072
 - \$44,253,600 in Lodging Sales
 - \$100 Average Daily Rate
 - 442,536 overnight stays
 - \$230 average spend for an overnight stay
 - \$101,783,280 in tourism spending
- Hospitality Industry
 - 21.5% increase in hospitality job growth
- Four new hotels in various stages of construction

Tourism in Twin Falls County

- CY 2018 Lodging Sales \$31,067,919
 - \$100 ADR – 313,068 overnight stays
 - \$231 ave non-lodging spending
 - ~\$72,318,708 in visitor spending
- SIT Campaigns
 - Website content focus – filling holes and increasing SEO
 - Water ways & Waterfalls – Shoshone Falls, Perrine Coulee, Auger Falls, Twin Falls & more
 - Hidden Gems Campaign – Outdoor Idaho Magazine, photo contest and high value giveaways
 - AAA Guide, AAA Via, Yellowstone Journal, Stack Adapt, CableOne BSU, KTUV, Illiad & Townsquare media, paid search, Hagadone digital display & retargeting, Yellowstone Journal, Sunset Magazine, Sunset Awards, TripAdvisor, AAA Digital
 - Social Media campaign spend & influencers
- FY 18 Grant:
 - Winter collections up – big win
 - Hosted 5 social media influencers with 20,000 followers or more – 4 more this summer
 - Waterfalls campaign – big year for runoff
 - Lights & Lasers event – 6,000 people in four nights. Friday, Saturday and all VIP sold out.
 - Wings of Love World Cup BASE Jumping Competition – September 11 - 14
- FY 19 Grant
 - Focus on basics - Ad spend audit & website performance
 - Look at niche travel segments – women solo travel, adventure travel
 - Continued focus on shoulder season

AUTHENTIC IDAHO

VisitSouthIdaho.com or call 1 (800) 255-8946

2015 Neilsen Point Place, Twin Falls, ID 83301

 /SouthernIdaho  @VisitSouthIdaho



Southern Idaho Tourism works closely with partners in the region, Chambers of Commerce, SIED, private and public entities to accomplish our mission. We utilize funding from the Idaho Regional Travel and Convention Grant Program to implement our programs and services. The current grant utilized to market the area is \$377,750.00 with a cash match requirement of \$47,219.

Executive Committee

Dan Olmstead – Chair

Dave Nebeker– Vice-Chair

Jim Olson – Treasurer

Leslie Garner – Secretary

Stephen Kaatz – Past Chair

Directors:

- Dan Olmstead, Idaho Power
- Stephen Kaatz, Buhl Economic Council
- Terry Patterson, College of Southern Idaho
- David Nebeker, Burley Fairfield Inn & Suites
- Wendy Davis, City of Twin Falls Parks & Recreation
- Mark Bolduc, Gooding County Commissioner
- Leslie Garner, City of Rupert/Nancy's Floral Shop
- Don Hall, Twin Falls County Commissioner
- Curtis Hansen, TF Fairfield Inn & Suites
- Megan Fleshman, Twin Falls Area Chamber of Commerce
- Cheryl Viola, Jerome Chamber of Commerce
- Barb Cutler, Camas County/Fairfield Chamber of Commerce
- Gary Warr, Jerome Recreation District
- Jim Olson, Thousand Springs Scenic Byway Committee
- Mini-Cassia Chamber of Commerce
- Payson Reese, Lincoln County Chamber of Commerce
- Don Gill, Gooding Pro Rodeo & Fairgrounds
- Wallace Keck, City of Rocks National Monument/Castle Rocks State Park
- Doug Megargle, Idaho Fish and Game
- Diane McFerran, Soldier Mountain Resort
- Wade Vagias, Hagerman Fossil Bed/Minidoka National Historic Site
- Julie Thomas, Sawtooth National Forest
- Shawn Barigar, Idaho Travel Council Region IV - *ex-offici*

Executive Director: Melissa Barry

208 732-5569

mbarry@visitsouthidaho.com

AUTHENTIC IDAHO

VisitSouthIdaho.com or call 1 (800) 255-8946

2015 Neilsen Point Place, Twin Falls, ID 83301

 /SouthernIdaho

 @VisitSouthIdaho



Date: Monday, April 22, 2019
To: Honorable Mayor and City Council
From: Mandi Thompson, Grant and Community Relations Manager

INFORMATIONAL

Request:

INFORMATIONAL: Update on MPOG Process

Time Estimate:

5 minute presentation on the FY2019 MPOG program.

Background:

The Council voted to change the MPOG process in November 2018. This is simply an opportunity to advise the Council on the pending dates (pre-grant meeting, application due date, evaluations of applications, applicant presentations to Council) and how the process will work this year.

Approval Process:

N/A

Budget Impact:

None

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

No action by the Council is needed.

Attachments:

1. MPOG Procedures



All eligible applications must provide a service expressly granted as a municipal power by Idaho Code, Title 50, Chapter 3 – Municipal Powers.

Connection to Strategic Plan

All eligible applications must include programs and projects that are directly tied to the Council priorities set forth in the City's Strategic Plan. The connection to the strategic plan must be made to the activities of the grant, and not just the organization and its mission. The connection needs to be tied to the Strategic Plan at the goal or initiative level.

Example: Applications that will specifically fund programs that target senior citizens (mileage reimbursement for Interlink Care Givers to transport seniors, project to improve the kitchen at the TF Senior Center that will enhance the Center's ability to provide meals to the elderly, or funds that will enable LINC to provide vouchers to senior citizens for taxi or Uber trips)

- RC2 (goal) – The City will create a focus on the needs of an aging population
- RC2.1 (initiative) – The City will support the community dialogue regarding issues impacting the senior population

The intent is that organizations begin examining the programs for which they have traditionally sought MPOG funds. This requirement will help applicants make the distinction between organization and program/project connections to the strategic plan.

Pre-Grant Meeting

Prior to announcing the release of the NOFA (Notice of Funding Opportunity) for MPOG funds, a pre-grant meeting will be held at City Hall for all interested applicants. At this meeting, the Grant Manager will share important information about the current funding cycle. Information that may be shared at this meeting includes:

- Essential elements of the new grant application
- Expectations of how the grant application/project must directly tie to the Strategic Plan
- Limitations on funds
- Reporting requirements
- No duplication of services (i.e. recreation programs)

Limitations on Funds

- Maximum award amount (\$10,000 per organization).
- Detailed budget that accounts for all dollars requested in order to avoid organizations automatically requesting the full amount.

- No partial funding of applications. An application will be either fully funded or not funded at all, thus encouraging applicants to be intentional in their requests. This could make the process of allocating awards less complicated.

MPOG Committee Review

Council members will receive MPOG applications and score each application against a matrix scoring matrix. The scores will be compiled by staff and provided to Council.

- May 20: MPOG applications to Council for review and scoring
- May 28: MPOG applications returned to City Manager's Office
- May 31: Compiled scores will be provided to Council in their meeting packet
- June 3: MPOG Meeting

Scoring Matrix

- **Eligibility:** Is the proposed project/program directly linked to City Strategic Plan? Does the applicant include the goal and/or initiative and give specific information showing the connection?
- **Demonstration of Need:** Does the applicant have access to alternate funding? Has the applicant clearly established a compelling need within the community?
- **Duplication of Services:** Does the proposed project/program provide a service or program not already present in the community?
- **Demonstrated Outcomes:** Does the application clearly demonstrate measurable outcomes? Are the outcomes objective and measurable?
- **Budget:** Does the application contain a budget detailing how the funds will be expended? Does the request exceed the maximum amount allowed?



Date: Monday, April 22, 2019
To: Honorable Mayor and City Council
From: Bill Baxter, Utility Services Supervisor/Finance Accountant

INFORMATIONAL

Request:

INFORMATIONAL: Recycling History for Twin Falls – a new conversation regarding market issues, costs, and the “carbon footprint” factor.

Time Estimate:

Presentation will take 10 to 15 minutes. Staff will answer any questions during and following the presentation. Additional time anticipated to be, perhaps, 10 minutes.

Background:

The City of Twin Falls’ recycle program has been operating in various forms since October of 2005, and since the advent of the cart process in October of 2010, the total amount of material that has been re-directed from the landfill has totaled, as of March of this year, 17,122.38 tons. As discussed throughout last year, and in February of this year, beginning in 2013, the revenues that had offset the costs and even provided a bit of revenue to both PSI and the City, on a 50/50 split, decreased to \$0. Then, from 2015 forward the costs have actually exceeded the revenue for the material, and began to result in a net cost for handling and processing.

With China’s National Sword program, initiated in late 2017, market changes for pricing and use of single stream recycled material have been in a state of high volatility. Contamination is still the largest concern, and is the primary driver of the Chinese response. Effectively, China is now out of the market for exporting recyclable materials. The continuing contamination amounts along with the backlog of material is driving costs higher, and limiting further those countries whose governments and processors are willing to accept more material. This is not only a problem for the United States markets, but has effects around the world.

For calendar year 2018, recycling “net” materials handling and processing costs per ton ranged from \$106 in January, to \$173 in December. From March through September, the cost was steady at \$164 per ton. Following the decision by Council In March, 2018, to allow a cap of \$100 per ton to recycle the collected material or landfill it until that cost came down to that amount, we began sending the recyclable material collected by PSI under the residential contract, to the landfill. During this time, we sent 1,057.49 tons of the recyclables to the landfill. In October, with the beginning of the new fiscal year, Council made the decision to raise the City’s sanitation rate to cover up to \$175 per ton for recycling costs, to get our participation in the actual recycling process started again, under the existing market conditions. For October through December, 2018, the cost of handling and processing went from \$170.50, to \$169.50 in November, and back up to \$173 in December. For the months January through March, 2019, costs have ranged from \$714.90 to top out at \$175, then dropped to \$147.12 in March. The City’s share of the cost for recycling during this 6 month period, after PSI’s \$50 per ton share, has totaled \$89,967.78. Prior to the beginning of the current fiscal year, the City also reimbursed a recycling cost

share amount of \$10,703.93 for the months of January through February, 2018.

The existing circumstances of the recycling market, and the costs associated with our current single-stream recycling process now call for a shift in the conversation in order that we be certain to address those factors that give a clearer view of the success of our efforts to recycle. As a first step in broadening our discussion, we have begun to review the full process of our recycling, from curbside to endpoint of use, and also to open the conversation on the “carbon footprint” of the materials which make up our stream of recyclables. To that end, Mike and Jason at PSI have prepared a Power Point presentation that will give an orientation to the current handling and disposition of our recyclables, and enhanced the original version with some information on the environmental impacts of the handling and transport of the sorted product to the processing destinations.

The discussion of the “carbon footprint” impact of recycled materials is a complex one, so the information presented here will be quite basic. If there is interest in a more technical conversation, we will certainly look for sources of information that go into greater depth. One source that I found by searching on Google, provided the following pieces of data, albeit from 2008:

Aluminum - 1,440,000 tons discarded each year/45% recycled – energy saved by recycling 96%; 10 tons CO₂ per ton is the carbon emissions prevented – Advantage to recycling is obvious

Glass – 11,390,000 tons discarded each year/25% recycled – energy saved by recycling 21%; 0.34 tons CO₂ per ton is the carbon emissions prevented – No advantage to recycling

Newsprint – 12,360,000 tons discarded each year/25% recycled – energy saved by recycling 45%; 2.5 tons CO₂ per ton is the carbon emissions prevented – Market for this and mixed paper needs to redevelop after China’s exit

Polyethylene Terephthalate (PET, No. 1 – Soda bottles) - 940,000 tons discarded each year/31% recycled – energy saved by recycling 76%; 1.7 tons CO₂ per ton is the carbon emissions prevented – Usually “downcycled” into lower-grade fibers, but now possible to make it into new bottles. Market should continue to mature.

Polystyrene (PS, No. 6 – yogurt containers) – 1.460,000 tons discarded each year/negligible amount recycled – energy saved by recycling 88%; 1.3 tons CO₂ per ton is the carbon emissions prevented – Hard to sort PS from other plastics, but new infrared technologies could help make this sorting viable.

Despite the age of the information, it is apparent that some materials are more viable from the recycling vs. landfill analysis than others. This continues to be true today, although the development of technologies, processes and market pricing for recycling/re-purposing currently disposed materials are creating a continual shift in options for various products. Also attached, from a Scotland study, is information that includes discussion of the transport function and its particular contribution to the “carbon footprint.” This topic is one that PSI’s presentation will also cover for our materials and their journeys. Other information is available, and as the conversation develops we will bring more sources forward as needed.

This entire conversation, from its beginning in the winter of 2017-2018, has been focused on best efforts to maintain our recycling program in an effort to help make a difference in the environmental pollution and rapid climate change issues we all are facing. Yet the reality is that we need to focus on the

effectiveness of the effort at the cost required, as well. While new facilities for mixed paper and some plastics is being developed here in the U.S., the time frame still is out in the future by 10 to 24 months, leaving no new domestic options that are coming online soon. Recycling is still a good idea, and the processes are being improved, yet the issues of what can be recycled, the contamination of the material by those who simply don't care, or won't pay attention to the shifts in the markets, and the current high cost of the processes are holding us all back from reasonable cost options.

The question is, how do we address the current realities of the cost versus benefit information and create a more sustainable recycling program with what we currently have in place. At this time, and in consideration of the developing FY 2020 budget, now is a good time to begin discussing potential options. Those options remain:

1. Restricting the types of items allowed in the single stream recycling: metal cans and cardboard only – this removes all plastics, and mixed paper, which have lower, or non-existent, market prices at present.
 2. Redetermine a dollar amount to pay for processing, etc., at the current rates as they fluctuate, then cut off the movement of recyclables into that stream and take the remaining portion to the landfill. This could be focused on the most reliable areas of “clean” tonnage to get the most effective control on the recycling costs, and move the other areas who contaminate regularly to go to the landfill.
 3. Simply shut off the delivery of materials to the recycling stream completely
1. Issues here:
 1. Losing our place in the customer base for recycling materials
 2. Defeating the ground gained by the efforts over the past years to develop and encourage our recycling program for the good it does
 3. Shifting use of the recycle carts to more garbage contamination due to an attitude that “it doesn't matter anyway” – we had this issue last year during the March to September time period.
 4. Adjust utility rates to compensate for the cost share and continue full on participation in recycling, as we are currently doing.
 1. Issues here:
 1. No way to be certain that 100% our efforts would actually result in “recycling” – current approximately 11% contamination rate per Western Recycling audit of our arriving materials
 2. PSI's work to keep options for material delivery open so they can locate and deliver to the least expensive processors. This relies on “excess capacity “ at these processors, created by some communities ceasing or limiting their recycling programs
 3. The net cost, which is inclusive of any offsetting revenues, may simply outweigh the good being done. This may be true for our situation, despite the analysis of the effects on the environment by continuing to create the products from raw materials, under the current market and end user scenario

Approval Process:

N/A

Budget Impact:

N/A

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

N/A

Attachments:

1. Staff Report to Council 4-22-19 Attachment

The carbon impacts of recycling and the effects of transport

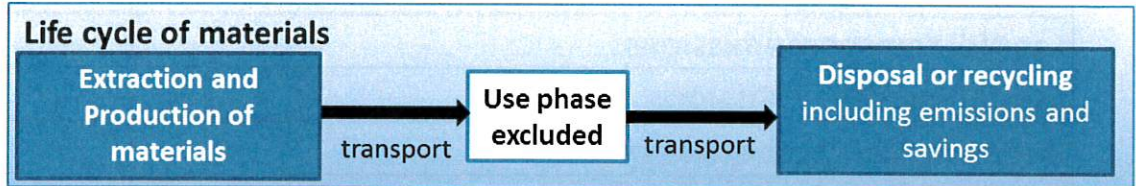


Recycling saves carbon emissions through two processes:

- It avoids extraction and production of primary products;
- It avoids emissions from disposal, especially anaerobic biodegradation at landfill.

However, the recycling process has emissions associated with it too – there may be extra transportation involved and the recycling process itself can be energy intensive for some materials. Zero Waste Scotland developed the Scottish Carbon Metric to understand whether these savings outweigh the additional emission costs.

The Carbon Metric estimates the emissions and savings from the life cycles of materials that become wastes.



It includes emissions from transport at all stages from production and manufacturing to recycling, incineration or landfill. It shows that, in general, the most emissions intensive part of the life cycle is the extraction and primary production of materials. Transport is a small part of the overall emissions.

Carbon emissions from aluminium life cycle, comparing recycling and landfill

Life Cycle Stage	Carbon Impact (tCO ₂ eq per tonne of material)
Production process emissions	12.851
Production transport emissions	0.110
Landfill transport emissions	0.005
Landfill process emissions	0.000
Recycling transport emissions	0.030
Recycling process emissions	2.946
Savings from recycling	-9.989
Production + landfill emissions	12.965
Production + recycling emissions + recycling savings	5.947
Savings of recycling scenario compared to landfill scenario	7.018

This table shows the carbon impacts for the different life cycle stages of aluminium including two end of life scenarios, recycling or landfill. It shows that the main source of carbon is the production stage. Whilst recycling transport emissions are higher than landfill transport emissions, the additional savings made from using recycled material rather than virgin material means that recycling saves a lot more carbon than landfill – about 7 tCo₂eq in this case of aluminium.

Impact of landfill scenario 12.965	=	Impact of recycling scenario 5.947	=	Savings from recycling compared to landfill 7.018
---------------------------------------	---	---------------------------------------	---	--

The carbon impacts of transport account for about 1% of the overall life cycle emissions of aluminium. This is similar for other materials. For example, for plastic (which is assumed to be recycled abroad) recycling transport emissions accounts for about 2% of overall life cycle emissions. For paper, transport for recycling (including transport abroad for 50% of collected paper waste) account for 3% of overall emissions. For glass, often recycled in Scotland, recycling transport impacts make up less than 1% of emissions.

So, whilst recycling may increase transport impacts in Scotland slightly, the overall benefit is so great that, recycling saves carbon emissions compared to disposal options for all commonly wasted materials.

This case study is part the evidence base for the Scottish Carbon Metric developed by Zero Waste Scotland. For more information please visit the ZWS website: www.zerowastescotland.org.uk/category/subject/carbon-metric

Additional examples comparing recycling and landfill impacts

Carbon emissions from paper life cycle, comparing recycling and landfill

Life Cycle Stage	Carbon Impact (tCO ₂ eq per tonne of material)
Production process emissions	0.860
Production transport emissions	0.110
Landfill transport emissions	0.005
Landfill process emissions	0.485
Recycling transport emissions	0.052
Recycling process emissions	0.827
Savings from recycling	-0.581
Production + landfill emissions	1.460
Production + recycling emissions + recycling savings	1.268
Savings of recycling scenario compared to landfill scenario	0.192

Carbon emissions from food waste life cycle, comparing recycling and landfill

Life Cycle Stage	Carbon Impact (tCO ₂ eq per tonne of material)
Production process emissions	3.950
Production transport emissions	0.110
Landfill transport emissions	0.005
Landfill process emissions	0.347
Recycling transport emissions	0.010
Recycling process emissions	0.072
Savings from recycling	-0.177
Production + landfill emissions	4.412
Production + recycling emissions + recycling savings	3.965
Savings of recycling scenario compared to landfill scenario	0.447



Date: Monday, April 22, 2019
To: Honorable Mayor and City Council
From: Lorie Race, Chief Financial Officer

PRESENTATION

Request:

PRESENTATION: A presentation on the finances of the City of Twin Falls for six months of fiscal year 2018-2019.

Time Estimate:

I will give a presentation, followed by any questions Council may have. I would estimate this item taking approximately 10-15 minutes.

Background:

The information I will be presenting includes a comparison of budget to actual information for revenues and expenditures in the tax supported funds, and in the three major enterprise funds. I will be sharing what I am seeing and projecting for these funds.

Approval Process:

There is no approval process.

Budget Impact:

There is no budget impact.

Regulatory Impact:

There is no regulatory impact.

History:

N/A

Analysis:

N/A

Conclusion:

There is no action required by the City Council.

Attachments:

1. 6 Month Financial Update - TSF, Water, Wastewater, Sanitation

City of Twin Falls			
Summary of Tax-Supported Funds			
March 31, 2019			
		6 of 12 months	50.000%
			% Received
	Budgeted Rev	Actual Rev	to Date
Property Taxes	\$ 22,134,866	\$ 13,024,831	58.8%
Franchise Taxes	1,995,000	1,104,731	55.4%
Permits	1,255,236	538,185	42.9%
Revenue Sharing-County, State, Liquor	4,205,673	2,273,755	54.1%
State Liquor Apportionment	700,000	287,078	41.0%
Street Fund-Highway Monies	3,290,000	1,867,878	56.8%
Court Revenues	200,000	95,551	47.8%
Street Sweeping	-	(1)	
Contributions	-	8,516	#DIV/0!
Grants	185,000	144,038	77.9%
Misc	584,786	343,271	58.7%
E-911	487,700	272,298	55.8%
Recreation Fees	560,715	247,196	44.1%
Airport Revenues	1,107,781	696,625	62.9%
Investment Interest	578,000	293,686	50.8%
Fire District	525,030	299,819	57.1%
Transfers	3,397,250	1,698,626	50.0%
Surplus Reserves	454,645	-	0.0%
Revenue Totals	\$ 41,661,682	\$ 23,196,083	55.7%
	Budgeted Exp	Actual Exp	
Personnel	\$ 25,449,848	\$ 12,912,294	50.7%
M & O	7,943,845	3,181,331	40.0%
Capital	6,268,170	2,543,410	40.6%
Transfers	1,999,818	999,909	50.0%
Expenditure Totals	\$ 41,661,681	\$ 19,636,944	47.1%

City of Twin Falls					
Water Fund					
Fiscal Year 2018-2019					
	6 of 12 months	50.00%			
		2018-2019	2018-2019		
Revenues		<u>Budget</u>	<u>Actuals</u>		<u>Difference</u>
	Water revenue	\$ 7,675,597	\$ 2,741,502	35.7%	\$ (4,934,095)
	Flat rate-Arsenic compliance	\$ 2,100,000	\$ 1,100,851	52.4%	\$ (999,149)
	Tap fees	\$ 125,000	\$ 75,658	60.5%	\$ (49,342)
	Irrigation revenue	\$ 778,711	\$ 419,032	53.8%	\$ (359,679)
	Investment income	\$ 118,000	\$ 94,208	79.8%	\$ (23,792)
	Other	\$ 312,910	\$ 219,119	70.0%	\$ (93,791)
	Transfers	\$ 583,692	\$ 291,846	50.0%	\$ (291,846)
	Reserves	\$ -	\$ -		\$ -
		<u>\$ 11,693,910</u>	<u>\$ 4,942,216</u>	42.3%	
Expenditures					
	Personnel	\$ 2,288,890	\$ 1,189,772	52.0%	\$ (1,099,119)
	M&O	\$ 2,989,646	\$ 792,658	26.5%	\$ (2,196,988)
	Capital	\$ 2,252,000	\$ 879,822	39.1%	\$ (1,372,178)
	Debt	\$ 2,911,206	\$ 301,872	10.4%	\$ (2,609,333)
	Transfers	\$ 1,252,169	\$ 626,085	50.0%	\$ (626,084)
		<u>\$ 11,693,910</u>	<u>\$ 3,790,208</u>	32.4%	

City of Twin Falls					
Wastewater Fund					
Fiscal Year 2018-2019					
	6 of 12 months	50.00%			
		2018-2019	2018-2019		
Revenues		<u>Budget</u>	<u>Actuals</u>		<u>Difference</u>
	Residential & commercial	\$ 6,783,702	\$ 3,327,726	49.1%	\$ (3,455,976)
	Industrial	\$ 2,503,615	\$ 988,297	39.5%	\$ (1,515,318)
	Municipal	\$ 238,562	\$ 105,844	44.4%	\$ (132,718)
	Capacity fees	\$ -	\$ 98,048		\$ 98,048
	Investment income	\$ 240,000	\$ 123,181	51.3%	\$ (116,819)
	Other	\$ 128,000	\$ 216,890	169.4%	\$ 88,890
	Reserves	\$ 48,000	\$ -	0.0%	\$ 48,000
		\$ 9,941,879	\$ 4,859,985	48.9%	\$ (4,985,894)
Expenditures			\$ -		
		Budget	Actual		
	Personnel	\$ 809,414	\$ 370,404	45.8%	\$ (439,010)
	M&O	\$ 3,517,469	\$ 1,955,334	55.6%	\$ (1,562,135)
	Capital	\$ 1,265,000	\$ 388,175	30.7%	\$ (876,825)
	Debt	\$ 3,481,781	\$ 772,807	22.2%	\$ (2,708,974)
	Transfers	\$ 868,215	\$ 434,107	50.0%	\$ (434,107)
	Totals	\$ 9,941,879	\$ 3,920,827	39.4%	\$ (6,021,052)

City of Twin Falls					
Sanitation Fund					
Fiscal Year 2018-2019					
	6 of 12 months	50.00%			
		2018-2019	2018-2019		
Revenues		<u>Budget</u>	<u>Actuals</u>		<u>Difference</u>
	Garbage & Refuse Collection	\$ 2,031,084	\$ 1,066,860	52.5%	\$ (964,224)
	Extra Garbage Collection	\$ -	\$ 14,015		
	Sanitation Admin Fee	\$ 466,891	\$ 235,277	50.4%	\$ (231,614)
	Refuse & Weed Removal	\$ -	\$ -		\$ -
	Landfill Fees	\$ 807,000	\$ 357,777	44.3%	\$ (449,223)
	Recycle Revenue	\$ -	\$ -		\$ -
	Code Violations	\$ -	\$ -		\$ -
	Penalties & Interest	\$ -	\$ -		\$ -
	Interest Income	\$ 3,500	\$ 4,837	138.2%	\$ 1,337
	Miscellaneous Revenues	\$ -	\$ 222		\$ (222)
	Surplus Reserves	\$ -	\$ -		\$ -
		<u>\$ 3,308,475</u>	<u>\$ 1,678,987</u>	50.7%	<u>\$ (1,643,946)</u>
Expenditures					
		<u>Budget</u>	<u>Actual</u>		
	Personnel	\$ -	\$ -		\$ -
	M&O	\$ 2,838,084	\$ 1,163,145	41.0%	\$ (1,674,939)
	Capital	\$ -	\$ -		\$ -
	Debt	\$ -	\$ -		\$ -
	Transfers	\$ 470,391	\$ 235,195	50.0%	\$ (235,195)
	Totals	<u>\$ 3,308,475</u>	<u>\$ 1,398,340</u>	42.3%	<u>\$ (1,910,134)</u>



Date: Monday, April 22, 2019
To: Honorable Mayor and City Council
From: Steve O'Connor, City Planner

ACTION ITEM

Request:

ACTION ITEM: Request to Vacate platted easements and dedicated right of way within the Perrine Point Subdivision (Blocks 5, 6, 7, 8) located at the 1000 block of Falls Avenue West, on behalf of Tres Gringos c/o EHM Engineers, Inc. (PZ19-0016)

Time Estimate:

Approximately 15-20 minutes between staff and the applicant.

Background:

On March 26, 2019 the Planning and Zoning Commission held a public hearing on this request. No public comment was made, after short deliberation the Commission recommended approval of this request, as presented, by a 6 - 0 vote.

Approval Process:

All procedures will follow the process as described in TF City Code: 10-16-1 Vacations & Dedications require a public hearing before the Planning Commission where the public and the applicant will have the opportunity to make a presentation, ask questions, or voice their concerns.

The Planning & Zoning Commission will make a recommendation to the City Council that the vacation be granted or it may recommend a modification to the vacation, or it may recommend that the vacation be denied.

Budget Impact:

N/A

Regulatory Impact:

Approval of this request will remove the limitation, or entitlement, for the specific area, as described on the Plat. This area will become private property, and subject to current rules and regulations for taxes, zoning code compliance, and development.

History:

Perrine Point was platted and recorded in May 2008. Prior to that, and since that time, the property has been used for agricultural production.

Analysis:

This is a request to vacate the rights of way and easements within Blocks 5, 6, 7 and 8 of the Perrine Point Subdivision. The purpose of the request is to remove the undevelopable area for future development. At the time a new development plan is presented new easements will be dedicated by

separate deed for public access and utilities.

We have received all the required letters from the appropriate utility companies. Only Twin Falls Canal Company has existing infrastructure and will agree to a new easement once a new lateral is piped and or rerouted to standard.

Please review Vacation Exhibit (attachment #3) for a better understanding of the request.

Conclusion:

Should the City Council approve the request as presented, staff recommends approval be subject to the following conditions:

1. Subject to continued compliance with all local, state, and federal code requirements and other standards as applicable.
2. Subject to City Engineer and Fire Marshal approved permanent Public Access and Utility easements to replace the platted Right of Way and easements.

Attachments:

1. PZ19-0016 Staff Report
2. 1 - Vicinity Map
3. 2 - Narrative
4. 3 - Vacation Exhibit
5. 4 - Photos
6. 5 - P&Z Minutes



Comprehensive Staff Report

To: Planning & Zoning Commission

Presenter: Steve O'Connor, City Planner

Request: To **Vacate** platted easements and dedicated right of way within the Perrine Point Subdivision (Blocks 5, 6, 7, 8) located at the 1000 block of Falls Avenue West.

Application: PZ19-0016

Applicant & Representative:

Tres Gringos

c/o EHM Engineers, Inc.

621 North College Rd.

Twin Falls, ID 83301

208.734.4888

gmartens@ehminc.com

Public Hearing: April 22nd, 2018

Analysis

This is a request to vacate the rights of way and easements within Blocks 5, 6, 7 and 8 of the Perrine Point Subdivision. The purpose of the request is to remove the undevelopable area for future development. At the time a new development plan is presented new easements will be dedicated by separate deed for public access and utilities.

We have received all the required letters from the appropriate utility companies. Only Twin Falls Canal Company has existing infrastructure and will agree to a new easement once a new lateral is piped and or rerouted to standard.

Please review Vacation Exhibit (attachment #3) for a better understanding of the request.

On March 26th, 2019 the Planning & Zoning commission voted unanimously to forward a positive recommendation to the Council.

Approval Process

All procedures will follow the process as described in TF City Code: 10-16-1

Vacations & Dedications require a public hearing before the Planning Commission where the public and the

applicant will have the opportunity to make a presentation, ask questions, or voice their concerns. The Planning & Zoning Commission will make a recommendation to the City Council that the vacation be granted or it may recommend a modification to the vacation, or it may recommend that the vacation be denied.

History

Perrine Point was platted and recorded in May 2008.

Comprehensive Plan Compliance

The 2016 Comprehensive Plan "Grow With Us" designates this area as Town Neighborhood. The surrounding streets are residential per the Transportation Master Plan. Therefore staff has determined this request complies with the associated mater plans

Regulatory Impacts

Approval of this request will remove the limitation, or entitlement, for the specific area, as described on the Plat. This area will become private property, and subject to current rules and regulations for taxes, zoning code compliance, and development.

Conclusion

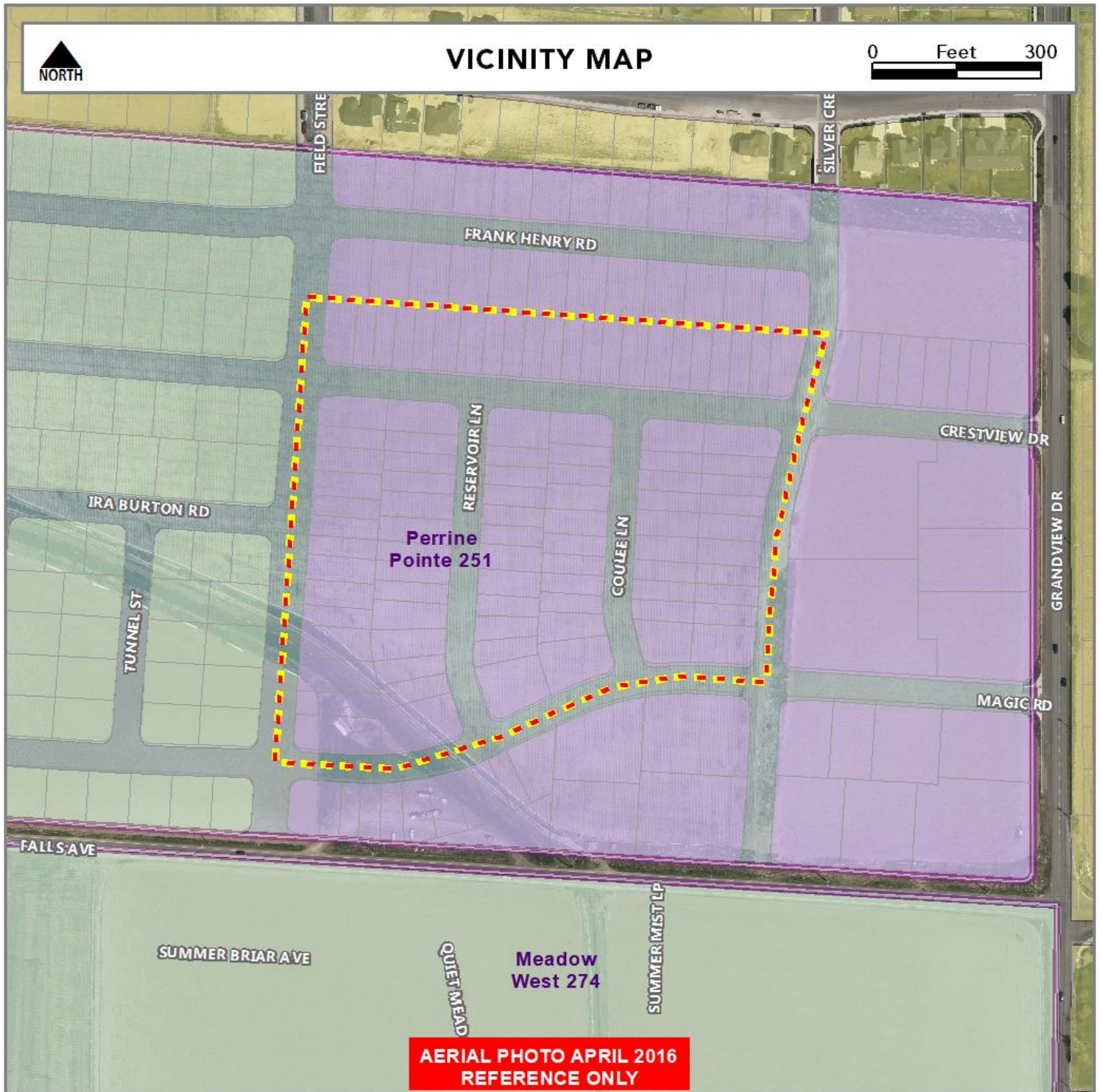
City Council is tasked with approving, approving with conditions, denying, or tabling the request for more information. If approved, staff recommends approval be subject to the following conditions:

1. Subject to continued compliance with all local, state, and federal code requirements and other standards as applicable.
2. Subject to City Engineer and Fire Marshal approved permanent Public Access and Utility easements to replace the platted Right of Way and easements.

Attachments

1. Vicinity Map
2. Narrative
3. Vacation Exhibit
4. Photos

Public Hearing: April 22nd, 2018



- PUD
 R-6
 R-2

Current Zoning: R-6 PUD

Comprehensive Plan: Town Neighborhood

Existing Land Use: Vacant

Proposed Land Use: Residential

Surrounding Zoning Designations & Land Use(s)

North: R-6 PUD; Vacant

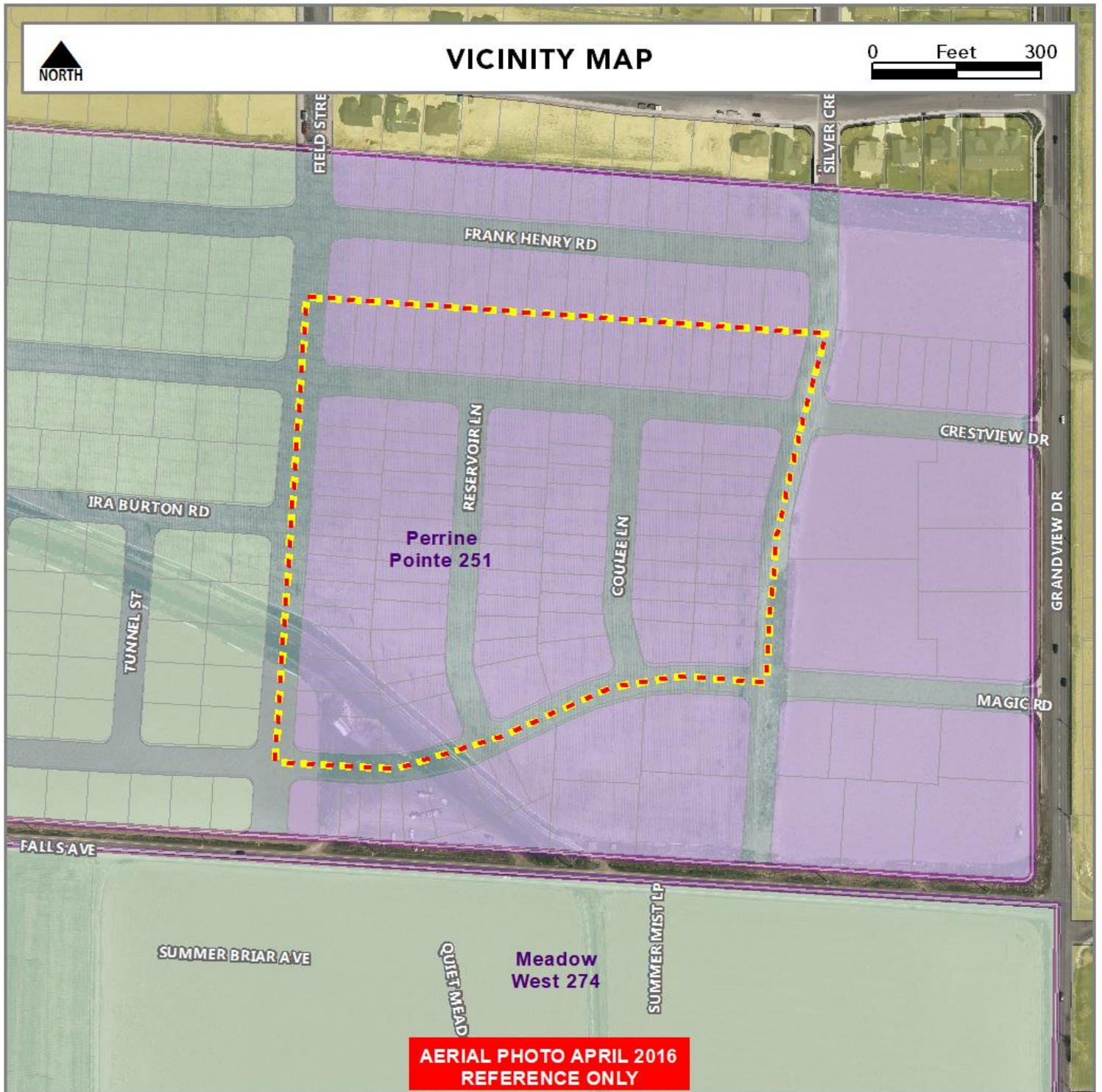
East: Silver Creek Rd.; R-6 PUD; Vacant

South: Magic Rd.; R-6 PUD; Vacant

West: R-2 PUD; Vacant

Applicable Regulations

10-1-4, 10-1-5, 10-16-1



- PUD
 R-6
 R-2

Current Zoning: R-6 PUD

Comprehensive Plan: Town Neighborhood

Existing Land Use: Vacant

Proposed Land Use: Residential

Surrounding Zoning Designations & Land Use(s)

North: R-6 PUD; Vacant

East: Silver Creek Rd.; R-6 PUD; Vacant

South: Magic Rd.; R-6 PUD; Vacant

West: R-2 PUD; Vacant

Applicable Regulations

10-1-4, 10-1-5, 10-16-1

Perrine Point
Vacation Request

Tres Gringos, LLC is requesting the vacation of road rights of way and easements as noted on the accompanying exhibit and land description within Blocks 5, 6, 7, and 8 of Perrine Point Subdivision. The reason for the request is to remove the hard boundaries that exist by those non-encroachable lines thereby providing a flexibility of parcel lines that can then be relocated as needed into a phased multi-family development. Once development plans are in place and approved, new easements will be dedicated by separate deed to facilitate public utilities and public access.

The property is located adjacent to north of Falls Avenue West and west of Grandview Drive. No negative effects are anticipated for adjacent properties as this area is within the interior of the platted subdivision. This property was platted for higher density residential development and with the recent increase in need for multi-family housing the potential to provide that at this site seemed logical. The roadways surrounding this site will be retained and extended to provide access and utilities to this site.

Shaded area is the area for the vacation request



NORTH

0 30 60 120
SCALE IN FEET

Blocks 5, 6 & 7 and
Lots 13 through 34, Block 8
Perrine Point Subdivision
In
S² SE⁴, Section 6
Township 10 South, Range 17 East
Boise Meridian
Twin Falls County, Idaho
2019

Curve Table

CURVE #	DELTA	RADIUS	ARC	CHORD	TANGENT	CHORD BRG
C1	89°57'26"	20.00'	31.40'	28.27'	19.89'	S40°22'02"E
C2	80°15'42"	20.00'	28.02'	25.78'	16.86'	N54°31'24"E
C3	99°44'18"	20.00'	34.82'	30.58'	23.72'	N35°28'36"W
C4	90°52'04"	20.00'	31.72'	28.50'	20.31'	S49°13'12"W
C5	17°10'10"	125.00'	37.46'	37.32'	18.87'	S4°47'55"E
C6	82°49'48"	20.00'	28.91'	26.46'	17.64'	S54°47'54"E
C7	9°28'52"	525.00'	86.87'	88.78'	43.54'	S79°02'47"W
C8	87°41'21"	20.00'	30.61'	27.71'	19.21'	N30°27'40"E
C9	17°10'10"	175.00'	52.44'	52.25'	26.42'	S4°47'55"E
C10	89°07'56"	20.00'	31.11'	28.07'	19.70'	N40°46'48"W
C11	80°52'04"	20.00'	31.72'	28.50'	20.31'	S49°13'12"W
C12	21°48'57"	125.00'	47.59'	47.31'	24.09'	S70°18'E
C13	96°49'37"	20.00'	33.80'	29.92'	22.54'	S66°26'36"E
C14	6°30'31"	475.00'	53.96'	53.93'	27.01'	N68°23'51"E
C15	88°40'54"	20.00'	31.30'	28.21'	19.89'	N26°48'40"E
C16	21°48'57"	175.00'	66.63'	66.23'	33.72'	S70°18'E
C17	89°07'56"	20.00'	31.11'	28.07'	19.70'	N40°46'48"W
C18	90°02'34"	20.00'	31.43'	28.29'	20.01'	S49°37'58"W
C19	4°45'28"	325.00'	26.99'	26.98'	13.50'	N12°00'49"E
C20	10°05'14"	375.00'	66.02'	65.94'	33.10'	S8°49'47"W
C21	90°00'00"	20.00'	31.42'	28.28'	20.00'	N48°47'10"E
C22	28°38'35"	525.00'	262.45'	259.73'	134.03'	S79°27'53"W
C23	28°38'01"	475.00'	257.38'	254.92'	121.22'	N79°27'36"E
C24	90°50'05"	20.00'	31.71'	28.49'	20.28'	S40°48'21"E

Line Table

LINE #	BEARING	DISTANCE
L1	S13°23'00"E	65.64'
L2	S13°23'00"E	61.82'
L3	S18°01'47"E	64.33'
L4	S65°08'36"W	38.72'
L5	S18°01'47"E	72.15'

PRELIMINARY

NOTES:

ALL LOT LINES WILL BE PROJECTED TO THE CENTERLINE OF THE RIGHT-OF-WAYS AFTER THEY HAVE BEEN VACATED.

Exhibit

A Portion Perrine Point Subdivision to be

Vacated

JOB NO.	080-08
APPROVED	
DESIGN	
DRAWN	CSJ
DATE	JANUARY 2015
SCALE	As Shown
Y 080-08 CTRL_CSD	
Sheet No.	

1



SE Corner looking NW



NE Corner looking SE



NW Corner Looking SE



SE Corner looking NW



Twin Falls Planning & Zoning Commission Minutes

Tuesday, March 26, 2019, 6:00 PM

203 Main Ave East
Twin Falls, ID 83301

Members -

City Limits: Danielle Titus, Chairperson; Craig Hawkins; Ed Musser; Carolyn Bolton; Curtis Hansen; Craig Kelley, Vice-Chair; VACANT

Area of Impact: Ryan Higley; David Detweiler

1) Confirmation of Quorum/Call Meeting to Order

Chairperson Titus called the meeting to order at 06:00 pm.

A quorum was present.

Members Attending: Titus, Bolton, Musser, Kelley, Detweiler, Hawkins

Staff Attending: Spendlove, Ebersole, Cherry, O'Connor, Vitek

2) Consent Calendar

Vice Chairperson Kelley made a motion to approve the consent calendar, as presented. Commissioner Musser seconded the motion.

Consent Calendar was approved by a vote of three (3) in favor and three (3) abstentions.

a) Approval of Minutes from the following meeting: 03/12/19

b) Approval of Findings of Fact and Conclusions of Law:

- Pamela Holt
- Carleen Duncan
- Bearded Axe
- David Wilcox
- The Circus
- Country Auto
- Doug Vollmer, WS&V

Due to technical difficulties, a break was taken at 6:05 pm.

Meeting resumed at 6:45 pm.

3) Items of Consideration

4) Public Hearings

- a) Request to Vacate platted easements and dedicated right of way within the Perrine Point Subdivision (Blocks 5, 6, 7, 8) located at the 1000 block of Falls Avenue West on behalf of Tres Gringos c/o EHM Engineers, Inc. (PZ19-0016)

Staff Presentation:

City Planner Steve O'Connor presented the request to Vacate platted easements and dedicated right of way within the Perrine Point Subdivision (Blocks 5, 6, 7, 8) located at the 1000 block of Falls Avenue West on behalf of Tres Gringos c/o EHM Engineers, Inc. (PZ19-0016)

All procedures will follow the process as described in TF City Code: 10-16-1 Vacations & Dedications require a public hearing before the Planning Commission where the public and the applicant will have the opportunity to make a presentation, ask questions, or voice their concerns.

The Planning & Zoning Commission will make a recommendation to the City Council that the vacation be granted or it may recommend a modification to the vacation, or it may recommend that the vacation be denied.

Perrine Point was platted and recorded in May 2008.

This is a request to vacate the rights of way and easements within Blocks 5, 6, 7 and 8 of the Perrine Point Subdivision. The purpose of the request is to remove the undevelopable area for future development. At the time a new development plan is presented new easements will be dedicated by separate deed for public access and utilities.

We have received all the required letters from the appropriate utility companies. Only Twin Falls Canal Company has existing infrastructure and will agree to a new easement once a new lateral is piped and or rerouted to standard.

Please review Vacation Exhibit (attachment #3) for a better understanding of the request. Should the Commission recommend approval to the City Council as presented, staff recommends approval be subject to the following conditions:

1. Subject to continued compliance with all local, state, and federal code requirements and other standards as applicable.
2. Subject to City Engineer and Fire Marshal approved permanent Public Access and Utility easements to replace the platted Right of Way and easements.

Applicant Presentation:

Tim Vawser, EHM Engineers, Inc., representative for applicant, presented the request to vacate the right of ways and easements within Blocks 5, 6, 7 and 8 of the Perrine Point Subdivision. Mr. Vawser gave a history of the development. The original development was platted by a different developer and sold to the current owners. The entitlements were already in place and the current layout it is very congested.

He stated the applicant's intent is to vacate the existing easements and right of ways to rebuild for multi-family units with a better layout. The applicants will come back for a PUD agreement

amendment in the future for more flexibility with the development. Mr. Vawser stated they are only in the vacation process for now and are asking the commission for recommendation of approval to City Council.

PZ/Questions & Comments:

- Commissioner Bolton asked for clarification on the plan for the development.
- Mr. Vawser stated the plans at this time for the portion of the development in question.
- Chairperson Titus asked staff about the process for rededication of the streets back to city with vacation of right of way.
- City Planner O'Connor clarified the process of vacating the right of ways and easements, giving the developers the opportunity to expand the lots for multifamily size units.
- Mr. Vawser expanded the explanation for vacating right of way and easements. Creating temporary easements for access to the lots. The easements will be relocated and recorded as a new easement. City will have access to all of the corridors that they originally had.
- City Planner O'Connor stated the right of way will go away, but easement access will stay until development plan is presented. Developer will create new easements around the new development that is more conducive to traffic and utility flow. (Condition #2)
- Chairperson Titus asked about the current zoning of the properties.
- City Planner O'Connor stated the zoning is R-6 PUD.
- Chairperson Titus asked about roads surrounding around the development are constructed right now.
- City Planner O'Connor stated the roads are not constructed right now.
- Commissioner Detweiler asked if Silver Creek Rd. is stubbed right now.
- City Planner O'Connor stated Silver Creek Rd and Fieldstream Rd are both stubbed and will be continued with new development.

Public Hearing: Opened and closed without input

Discussions Followed: without concerns

Motion:

Commissioner Bolton made a motion to recommend approval to City Council of the request to vacate platted easements and dedicated right of way within the Perrine Point Subdivision (Blocks 5, 6, 7, 8) located at the 1000 block of Falls Avenue West on behalf of Tres Gringos c/o EHM Engineers, Inc., as presented, with staff recommendations. (PZ19-0016)
Commissioner Detweiler seconded the motion.

Unanimously approved

- b) Request a Special Use Permit to allow a detached accessory building greater than 1000 sq. ft.

on property located at 177 Orchard Drive on behalf of Glenn Earl. (PZ19-0017)

Staff Presentation:

City Planner Cherry presented the request a Special Use Permit to allow a detached accessory building greater than 1000 sq. ft. on property located at 177 Orchard Drive on behalf of Glenn Earl. (PZ19-0017)

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

The Commission shall make a decision 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.

Per City and County records, the primary residence on the subject property was first built in 1922. The residence was then substantially remodeled in 1959.

This is a request to construct a detached accessory building larger than 1000 sq. ft. (approx. 1,140 sq. ft.) on property located at 177 Orchard Drive. The subject property is located within the R-2 (Residential Single Household or Duplex) Zoning District.

The applicant has stated the proposed accessory building will be used for personal storage. The site plan and elevations submitted indicate that the accessory building will have two (2) garage bays and gray steel siding. The accessory building will be located at the rear of the property.

Staff determines that the applicant's request is in accordance with City Code and City Comprehensive Plans.

If the Commission approves this request as presented, then staff recommends the following conditions:

1. Subject to continued compliance with all local, state, and federal code requirements and other standards as applicable.
2. Subject to personal use only – no commercial activity.

Applicant Presentation:

Applicant Glenn Earl, presented his request for a Special Use Permit to build a shop for his fifth wheel and outdoor toys. He stated he will comply with the requirements of the commission.

Public Hearing: Opened and closed without input

Discussions Followed: without concerns

Motion:

Commissioner Kelley made a motion to approve the Special Use Permit to allow a detached accessory building greater than 1000 sq. ft. on property located at 177 Orchard Drive on behalf of Glenn Earl (PZ19-0017), as presented with staff recommendations.
Commissioner Musser seconded the motion.

Unanimously approved

- c) Request a Special Use Permit to allow a Home Occupation on property located at 828 Maurice Street on behalf of Joe and Jana Mabey. (PZ19-0018)

Staff Presentation:

City Planner Cherry presented the request for a Special Use Permit to allow a Home Occupation on property located at 828 Maurice Street on behalf of Joe and Jana Mabey. (PZ19-0018)

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

The Commission shall make a decision 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.
Per County and City records the subject property was built in 1924.

This is a request to allow a Home Occupation for a Federal Firearms Licensed Transfer business located at 828 Maurice Street. The subject property is located within the R-4 (Residential Medium Density) Zoning District.

The applicant intends to operate regularly from 8:00 A.M. to 5:00 P.M. The applicant intends to serve approximately twenty (20) customers a week. It is anticipated that deliveries (USPS, UPS, & FedEx) will be made to the subject property daily.

Staff determines that the applicant's request is in accordance with City Code and City Comprehensive Plans.

If the Commission approves this request as presented, then staff recommends the following conditions:

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

Applicant Presentation:

Applicant Mabey presented her request for a Special Use Permit for a home occupation. The applicant stated they have a current engraving business. She would like to expand business to engrave on firearms and needs the Special Use Permit per the ATF. The new addition to the business will have no affect to neighbors, as there will be minimal traffic, with customer drop off and pick up only.

PZ/Questions & Comments:

- Commissioner Musser asked for confirmation of what will happen at the business.
- Ms. Mabey clarified they may receive guns for customers and there will be a transfer for customers.
- Commissioner Musser asked about storing weapons for customers.
- Ms. Mabey stated they are not storing weapons for customers.
- Commissioner Bolton asked about parking accommodations and is the reason for the Special Use Permit for a chain of custody.
- Ms. Mabey stated there is curb across street for parking. She clarified the transfer process.
- Commissioner Detweiler asked if weapon repair is being done on property and for clarification on the number of customers being seen a week.
- Ms. Mabey stated there is no weapon repair on property and they may see twenty (20) people a week.
- Chairperson Titus asked if there will be discharging of weapons on property.
- Ms. Mabey stated there is no discharge of weapons on location.
- City Planner Cherry stated discharge of firearms is not allowed in the city.
- PZ Spendlove clarified the weapons transfer has to take place at the business address on license listed with ATF.

Public Hearing: Opened and closed without input

Discussions Followed: without concern

Motion:

Commissioner Hawkins motioned to approve the Special Use Permit to allow a Home Occupation on property located at 828 Maurice Street on behalf of Joe and Jana Mabey. (PZ19-0018), as presented with staff recommendations.

Commissioner Kelley seconded the motion.

Unanimously approved

5) Upcoming Meeting(s)

a) Worksession Wednesday, April 3, 2019 at noon

b) Tuesday, April 9, 2019 at 6:00 pm

PZ Director Spendlove reviewed the vote from City Council on the hotel from the March 18 meeting. He reviewed the changed and added elements to the design that the Planning and Zoning Commission did not see when the hotel was presented.

6) Adjournment

The meeting adjourned at 07:14 pm

Kelli Ebersole, Administrative Assistant