

Planning & Zoning Meeting
January 9, 2018

This regular meeting of the City of Jerome Planning & Zoning Commission was called to order at 7:01 p.m. Present were Chairman Rod Mink, Commissioner Bill Allred, Commissioner Randy King, Commissioner Dave Holley, Commissioner Carl McEntarffer, and Commissioner Sheryl Gibbons. Commissioner Janey Miller was excused. Also present were City Planner Esmeralda Chavez, Legal Counsel Ted Larsen, and Secretary Katie Elliott.

PUBLIC HEARING to consider a request from Gerald Martens for approval on a preliminary plat for Stoney Ridge Subdivision Phase 3, located in a portion of N2 SE4, Section 7, Township 10 South, Range 17 East, Boise Meridian, Jerome County, Idaho; said property being more specifically described as follows:

Commencing at the southeast corner of said Section 7, Said point lies S 00°08'35"E, 2649.54 feet from the east quarter corner of said section 7;

Thence, N 00°08'35"W, 1365.24 feet along the east boundary of said section 7 to the southeast corner of "Stoney Ridge Subdivision No. 1", recorded October 13, 2006 as instrument No.

2066327, of the Official Records, in the office of the County Recorder of Jerome County;

Thence, N 89°34'08"W 1999.05 feet along the south boundary of said "Stoney Ridge Subdivision No. 1" and the south boundary of "Stoney Ridge Subdivision No. 2", recorded June 14, 2010, as instrument No. 2102539, of official records, in said office of the County Recorder of Jerome County to the southwest corner of said "Stoney Ridge Subdivision No. 2" and being the real point of beginning;

Thence N 89°34'08"W, 280.00 feet along the north boundary of "Magic Meadows No. 4 Subdivision", recorded September 6, 1977 as instrument No. 227897, of official record, in said office of the County Recorder of Jerome County;

Thence, leaving said north boundary, N 00°25'52"E, 514.85 feet.

Thence, S 89°34'08"E, 285.50 feet to the northwest corner of said "Stoney Ridge Subdivision No. 2";

Thence, S 00°25'52"E, 350.00 feet along the west boundary of said "Stoney Ridge Subdivision No. 2";

Thence, continuing along said west boundary, N 89°34'08"W, 5.50 feet;

Thence, continuing along said west boundary, S 00°25'52"W, 164.65 feet to said REAL POINT OF BEGINNING.

The gross area contained in this platted land as described is 3.35 acres.

Staff Report: Ms. Chavez stated the property in question, as described on the agenda, contains about 3.35 acres. It is currently zoned Residential 1 (R1), as detailed in 17.14.010 of the JMC. The proposed project, a sixteen (16) lot residential subdivision, requires a preliminary plat recommendation from the Planning and Zoning Commission.

As pertains to Jerome Comprehensive Plan, Ms. Chavez stated the application meets the following objectives within section three Land Use; Objective 1 – Exploring the growth patterns of the city and plan and prepare for future growth opportunities; Objective 4 – Maintaining and developing convenient access and opportunities for services and employment; and Objective 6 – Developing a variety of densities that support mixed land use.

Regarding the Preliminary Plat Criteria Staff Analysis, Ms. Chavez stated the applicant met with the City of Jerome staff for a pre-application meeting to discuss the proposed project. The applicant has provided proof of ownership. The applicant has adequately provided a complete subdivision application with adequate information to review the preliminary plat. She stated she received the following comments from various City Departments: Public Works- The Street Department is satisfied with the preliminary plans and location of the street lighting; All responsibility for future maintenance/ replacement of the Irrigation system shall belong to the Development/ Homeowners Association or individual homeowners, The City of Jerome shall not be liable; Because of the intentions to phase the project, all water lines that dead end shall be constructed with a method approved by the City of Jerome means for flushing bi-annually, that is appropriately sized and in a location that will accommodate the large volumes of water necessary; Building- No comments; Fire- The Fire Department has reviewed the preliminary plat for Stoney Ridge Subdivision No. 3 and approves the plans as submitted; Engineering- The water and wastewater system components meet our requirements for construction and we agree to provide service to the project. Our wastewater treatment and water supply systems have adequate capacity to provide service for the development; Wastewater- No concerns with the preliminary plat. Ms. Chavez stated that if the preliminary plat is approved, the applicant has one year to apply for the final plat or the preliminary plat is null and void and they would have to complete the process from the beginning.

Ms. Chavez stated the site is zoned Residential 1 (R1). The minimum lot size requirement is 6,250 square feet. As proposed, the lots meet the minimum lot size for the zone. The project will extend 21st and 22nd Avenue to provide access to the subdivision. The streets have been designed with a 50' right-of-way width, which meets the requirements for width as well as the requirements for horizontal alignment. The application notes all streets will be dedicated to public use and be constructed to meet City standards. The streets are located accordingly to serve all proposed lots. The streets meet the required right-of-way, horizontal and vertical geometry, and minimum and maximum grades. The streets line up the City's Grid System and will be a continuation of 21st and 22nd Avenue. The streets meet the requirements for angle, sight triangle and vertical alignment. The application does not propose any alleys due to the configuration of the lots and the street layout. The application materials propose a 10' utility, drainage and irrigation easement on all front property lines. Additionally, the materials show a 10' irrigation and drainage easement on the rear property lines. The City Sewer Collection and Treatment System has adequate capacity to accommodate the additional sewage volume and flow rate from the Stoney Ridge Subdivision No. 3 as noted in the Will Serve Letter prepared by Rick Wuori, City Engineer. The water system components meet the City's requirements for construction. The materials show the retention pond on the southwest corner of the

development. Stormwater retention/detention will be provided to accommodate at minimum the 50 year, 24 hour storm event with a 1.9" rainfall. The development proposes a 5' wide sidewalk with 2' wide rolled curb.

Ms. Chavez recommended the following conditions if approved: comply with all City of Jerome Engineering Department, Public Works Department, Building Department, Planning Department and Fire Department requirements pertaining to the needed sewer, water, roads, hydrants, irrigation, construction and any other needed improvements; a final plat shall be submitted for review and approval by the City Council prior to recording the plat at the County; and comply with all City, State and Federal Requirements.

Chairman Mink inquired about the water lines. Ms. Chavez explained this project was phase three of the Stoney Ridge Subdivision. She stated there may be more phases in the future so this is to make sure that the water lines will all be able to service the following phases. Commissioner Holley inquired if the one year to finalize the plat requirement was automatic. Ms. Chavez stated it was automatic but wanted to make sure the applicant and the commission were aware.

Applicant Testimony: Gerald Martens, 11 E 500 S, testified he is the developer of the project. He stated he developed both Phase 1 and Phase 2 of the same project. He noted it is a small expansion of the development, as there will only be 16 lots. He stated the lots will be identical to the previous two phases. He further noted they will only be doing four lots to the west due to the gravity sewer and water only extending that far. He stated this will only be a partial of the original preliminary plat. He noted the Final Plat is drafted and waiting for approval. He stated they are wanting to get everything started and they are ready to go. He stated all of the lots in the previous phases have been sold or are under contract so there is a need for additional lots in the area.

Commissioner Holley inquired if the streets will be the same. Mr. Martens affirmed they would be identical. Commissioner McEntarffer inquired if this phase went to Magic Meadows. Mr. Martens stated it would not as the gravity sewer and water did not go that far. He stated they are looking at putting a path way in the area between Tiger Drive and Lincoln.

Testimony in Favor: none

Testimony in Neutral: none

Testimony in Opposition: none

There being no further testimony, Chairman Mink closed the public hearing at 7:13 p.m.

CONSIDER a request from Gerald Martens for approval on a preliminary plat for Stoney Ridge Subdivision Phase 3, located in a portion of N2 SE4, Section 7, Township 10 South, Range 17

East, Boise Meridian, Jerome County, Idaho; said property being more specifically described as previously noted. The gross area contained in this platted land as described is 3.35 acres.

Commissioner Holley stated it will be nice to have more houses in the neighborhood. Commissioner McEntarffer stated it is great to have something finishing up. Chairman Mink stated he liked the homes instead of the vacant lots.

Commissioner McEntarffer made a motion to approve the preliminary plat for Gerald Martens to follow all staff recommendations as presented.

Second to the motion by Commissioner King and carried.

Unanimous "ayes"

CONSIDER a Sign Design Review for Country Auto, 2400 South Lincoln, Jerome, Idaho.

Ms. Chavez stated Country Auto is located at 2400 South Lincoln in Jerome; it is an existing building. The applicant is proposing to update the signage. The change is proposed for an existing business. The Country Auto business is located in the High Density Business zone (C3).

Per section 17.32.050.D of the Jerome Municipal Code, signs in the C3 zone are allowed as follows: "Building signs facing each adjacent road shall not be more than two hundred (200) square feet in size and mounted no higher than thirty five feet (35') from the ground and no higher than the eave line of the building to which it is attached or adjacent without a special use permit approved by the commission pursuant to the provisions of chapter 17.60 of this title."

Ms. Chavez stated the application proposes two new building signs. Sign #1 is a 3' circular sign, with an approximate sign area of 7.07 square feet. Sign #2 measures 2' x 7', with an approximate sign area of 14 square feet. The combined area of these two building signs is 21.07, which is less than the allotted 200 square feet. The application materials note Sign #1 will have LED illumination and Sign #2 will not be illuminated. The signs will be manufactured using aluminum, acrylic and vinyl. Sign #1 will have the business logo in white and yellow lettering on a white and blue background. Sign #2 will have white lettering on a red background.

Regarding the Sign Design Review Guidelines, Ms. Chavez stated the application states Sign #1 will be placed on the building front canopy facing South Lincoln. Sign #2 will be placed on the slanted roof of the building canopy. The signs are designed to complement the remodel of the building. The signs will be manufactured and installed by Lytle Signs. It appears that they will be produced using professional workmanship. The application notes the signs will be manufactured using aluminum for long durability, acrylic and vinyl. As proposed the signs will be in English.

Craig Lookingbill, 525 Butte Dr, Twin Falls, representing Lytle signs stated they are adding a few new signs for the building. He stated there is one pole sign in the front. He stated they are fairly small but effective. He continued to state the Country Auto sign will match the existing Country Auto sign but it will be more updated. Chairman Mink stated they previously came in for a building design review and he liked the look. Commissioner McEntarffer inquired if the finance sign would be on both sides. Mr. Lookingbill stated it will only be one on the north side of the building. Commissioner Allred inquired where the second sign would be. Mr. Lookingbill pointed out the sign would be on the eaves of the west side of the building. Commissioner King stated they will look nice and it goes along with the previous design review.

Commissioner King made a motion to approve a Sign Design Review for Country Auto, 2400 South Lincoln, Jerome, Idaho as presented.

Second to the motion by Commissioner Holley and carried.

Unanimous "ayes"

CONSIDER a Sign Design Review for Stephen Morgan, dba, Idaho Vapor Company, 1976 South Lincoln #A, Jerome, Idaho, 83338.

Ms. Chavez stated Idaho Vapor Company is located at 1976 South Lincoln in Jerome. It is an existing building. The applicant is proposing to change the signage. The change is proposed for an existing business. The business is located in the General Business zone (C2).

Per section 17.32.050.D of the Jerome Municipal Code signs in the C2 zone are allowed as follows: "Building signs facing each adjacent road shall not be more than two hundred (200) square feet in size and mounted no higher than thirty five feet (35') from the ground and no higher than the eave line of the building to which it is attached or adjacent without a special use permit approved by the commission pursuant to the provisions of chapter 17.60 of this title."

The application materials propose a 3' x 2'6" sign to be placed on the frontage facing South Lincoln. As proposed the sign would be approximately 7.5 square feet. The materials note there are two other existing signs on the building. The first sign measures approximately 8 square feet. The second sign measures approximately 10 square feet. The combined area of all three signs is 25.5 square feet, which is less than the allotted 200 square feet. The application proposes a non-illuminated aluminum sign with blue and white lettering.

Regarding the Sign Design Guidelines, Ms. Chavez stated the sign appears to promote sign design and placement. The application states the sign will be professionally constructed with high quality aluminum, automotive paint, vinyl lettering and a clear coat to withstand environmental factors. The proposed sign will be constructed of aluminum, which is described as a permanent material. The proposed sign will be in English.

Alison Morgan, 1208 E Mountain View Dr, stated they recently relocated and they have upgraded to a bigger retail shop. She stated they have been in business for a little over two years. She stated the sign will not be illuminated. Commissioner King inquired of the location. Ms. Morgan stated they are in the old Domino's place, north of the Recreation District. Ms. Morgan stated they now have more visibility and access for their customers. Commissioner McEntarffer inquired if there was a monument sign in front. Ms. Chavez explained there was and since the cabinets were already in place, they were okay to add vinyl to the sign. Commissioner Allred inquired about the windows and the doors. Commissioner McEntarffer stated he likes the sign.

Commissioner McEntarffer made a motion to approve a Sign Design Review for Stephen Morgan, dba, Idaho Vapor, 1976 South Lincoln #A, Jerome, Idaho, 83338 as presented.

Second to the motion by Commissioner King and carried.

Unanimous "ayes"

CONSIDER/APPROVE FINDINGS OF FACTS for a request from Buck Barnes for a Special Use Permit allowing an off premises sign on that parcel described as Lot 25, Block 75 Jerome Townsite SE 13-8-16, more commonly known as 228 West Main Street, Jerome, Idaho.

**FINDINGS AND CONCLUSIONS ON APPLICATION OF BUCK BARNES
FOR A SPECIAL USE PERMIT ALLOWING AN OFF PREMISES
SIGN ON THAT PARCEL DESCRIBED AS LOT 25, BLOCK 75 JEROME
TOWNSITE SE 13-8-16, MORE COMMONLY KNOWN AS 228 WEST
MAIN STREET, JEROME, IDAHO.**

Staff Report: Ms. Chavez stated she incorporated both the Special Use permit and the Design Review into one staff report. She stated the Tri County Construction building is located at 232 West Main. It is an existing building. The materials propose utilizing the existing projecting sign located east of the property as an off premises sign. The property hosting the off premises sign is located at 228 West Main. The application proposes replacing the existing sign panel with a 2'x4' sealed plywood panel. The property is located in the Central Business District zone (CBD). Section 17.32.075.A of the Jerome Municipal Code allows off premises signs in the Central Business District (CBD) by special use permit only. Per section 17.32.075 of the Jerome Municipal Code, off premises signs in the CBD zone are allowed as follows:

"Off premises signs are allowed by special use permit only in the central business district (CBD), neighborhood business (C-1), general business (C-2), high density business (C-3), light industrial (M-1) and heavy industrial (M-2) zones. Off premises signs shall conform to the special use standards in chapter 17.60 of this title as they now exist or may be amended in addition to the following standards: 1. Each property may have a maximum of two (2) off premises signs,

not to exceed eight (8) square feet per sign. 2. Off premises signage combined with on premises signage shall not exceed total allowed sign area per property.”

Ms. Chavez stated the building at 228 West Main has an existing projecting sign. The application materials propose to replace the existing sign panel with a non-illuminated 2’ x 4’ sealed plywood or aluminum panel, with the business logo and white, red and yellow lettering on a wood floor background.

Regarding the General Standards for Special Uses, Ms. Chavez stated the application notes the design of the sign will be constructed to blend closely with the existing character of the general vicinity. The use of the sign will not change the character of the area. It does not appear that the off premises sign will be hazardous or disturbing to the neighboring uses, as the sign structure will remain in place. The proposed off premises sign will not have an impact on public services. As proposed, the off premises sign will not create additional requirements at public cost for public facilities nor be detrimental to the economic welfare of the community. The off premises sign will not create excessive production of traffic, noise, smoke, fumes, glare or odors. Vehicular approaches will not be impacted by this special use request. It does not appear that the destruction, loss or damage of a natural, scenic or historic feature of major importance will be impacted by the proposed off premises sign.

Regarding the Sign Design Review Guidelines, Ms. Chavez stated the proposed sign placement and design appear to meet this standard. The application materials note the sign will be professionally produced and installed. The materials do not propose to use hand lettering or a sloppy or garish paint job. The application indicates the sign frame will remain the same; the sign panel will be constructed of sealed plywood or aluminum, which are described as permanent materials. The proposed sign only includes lettering in English.

If approved, Ms. Chavez recommended the following conditions: Special Use Permit valid for two years, renewable upon expiration; obtain necessary building permit prior to modifying sign; and comply with all City, State and Federal requirements.

Applicant Testimony: Buck Barnes, 155 Rainbow Drive, testified he wants to have a little more advertising for his business and would try to clean up the building the sign would be on. He stated he has rented the sign space from the owner of the building. He stated the projecting sign covers his sign up from the east so he thought it would look nicer with a sign.

Commissioner King inquired about the sign materials. Mr. Barnes stated it would be aluminum with vinyl. Commissioner Allred inquired about the design of the sign. Ms. Chavez stated they would be going over the design review portion of the application next on the agenda.

Testimony in Favor: none

Testimony in Neutral: none

Testimony in Opposition: none

The Jerome City Planning and Zoning Commission having heard the testimony presented, and having reviewed the application, and the other documents and material in the file, and having heard the testimony given verbally at the hearing enters its findings and conclusions as follows:

I. Findings

- A. The subject property is located in the Central Business District (CBD) zone, Jerome, Idaho, which requires a special use permit for off premises signs.
- B. The proposed sign is an off premises sign located at 228 West Main Street, Jerome, Idaho.
- C. The proposed request to have an off premises sign which requires a Special Use Permit from the Planning and Zoning Commission as detailed in 17.32.075 *et seq.* of the Jerome Municipal Code.

II. Conclusions

- A. A special use permit is required for the applicant to install an off premises in the CBD zone in the City of Jerome.
- B. The Planning and Zoning Commission allows off premises signs by special use permit, so long as the following standards are met:
 - a. Each property may have a maximum of two (2) off premises signs, not to exceed eight (8) square feet per sign and
 - b. Off premises signage combined with on premises signage shall not exceed total allowed sign area per property.
- C. There will be no changes to the structure of the sign; only that the existing sign panel with a non-illuminated 2' x 4' sealed plywood or aluminum panel, with the business logo and white, red and yellow lettering on a wood floor background.
- D. The sign will be constructed to blend closely with the existing character of the general vicinity. The sign will be professionally produced and installed. The materials do not propose to use hand lettering or a sloppy or garish paint job. The sign frame will remain the same; the sign panel will be constructed of sealed plywood or aluminum, which are described as permanent materials. The sign only includes lettering in English
- E. The proposed off premises sign will not require any electricity or excessive maintenance.
- F. There is no indication that the proposed off premises sign would create excessive additional requirements at public costs for public facilities and services and will not be detrimental to the economic welfare of the community.
- G. It is not anticipated that the proposed off premises sign will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
- H. There is no indication that the sign will have any effect of the vehicular approaches to the property.
- I. There is no indication that the sign will result in destruction, loss or damage of a natural, scenic or historical feature of major importance.
- J. The Commission approves the application of Buck Barns, allowing an off premises sign located at the common address of 228 West Main, Jerome, Idaho 83338, subject to the following conditions:
 - a. That the necessary building permit be obtained prior to modification of the off premises sign subject to this Special Use Permit;

- b.** That the off premises sign shall comply with all city, county, state and federal rules and regulations.
- c.** That this Special Use Permit shall be valid for two (2) years and is renewable upon expiration.

These findings and conclusions, having been adopted by the Jerome City Planning and Zoning Commission on the 12th day of December, 2017 in support of the decision of the Planning and Zoning Commission on the 9th day of January, 2018 to approve the application as specified herein is hereby made final this 12th day of December, 2017.

ROD MINK, Chairman of the Board
Jerome City Planning and Zoning.

Commissioner King made a motion to accept the finding of facts for

Second to the motion by Commissioner Gibbons and carried.

Unanimous “ayes”

APPROVAL OF MINUTES

Upon inquiry from Chairman Mink, the Commission unanimously approved the regular meeting minutes for the December 12, 2017 meeting.

CITIZEN CORRESPONDENCE

None

DISCUSSION PERIOD & STAFF REPORTS

Ms. Chavez stated the commission previously talked about having only one meeting a month. She stated she wanted to inquire of the commission if it would be okay to have one set meeting a month and if needed, they would have a second meeting. She emphasized the importance of keeping the 2nd Tuesday open in case a meeting was needed. The Commission discussed and agreed. Ms. Chavez also stated that she had spoken with the City Administrator about staff approving the sign design reviews to help alleviate the agenda. Commissioner McEntarffer stated he liked this as it would help him with making the meetings during the summer. Commissioner King inquired if the Findings of Facts needed to be voted on in a meeting or if they would be voted on by email. Legal Counsel, Mr. Larsen stated they do need to be voted on at a meeting as they need to be formally adopted by the Commission. Ms. Chavez stated most Findings are not time sensitive. However, those applications requiring review by City Council

would be time sensitive. Ms. Chavez stated she would meet again with the City Administrator and discuss how they would proceed.

Commissioner Holley inquired if the City Planner would be giving the applicants the pros and cons on the sign design reviews. Ms. Chavez stated if there would be a sign design review accompanying a Special Use permit, she would be placing those items on the agenda for the Commission to review. She stated she would be reviewing more of the simple sign design reviews with some freestanding signs. She stated she will still be doing a Staff Analysis. Commissioner King inquired if the Commission would be able to get a copy of the Design Reviews that were approved from Staff. Ms. Chavez stated they would be able to accommodate that. Commissioner Allred inquired if the Commission would know at the first meeting of the month if there would be a second meeting. Ms. Chavez stated she would know if there are any Special Use permits for the next meeting as there is a 15 day publishing requirement. Ms. Chavez stated she would be sending information out to the Commission of those sign that were approved.

There being no further discussion, Chairman Mink closed this regular meeting at 7:41 p.m.

Rod Mink, Chairman

Katie Elliott, Secretary