

**OFFICIALS**

Lee Young, Chairman  
Dana Hennis, Vice Chairman  
Stephen Damron, Commissioner  
Cathy Gealy, Commissioner  
Tyson Garten, Commissioner



**CITY OF KUNA**  
Kuna City Hall Council Chambers, 751 W 4<sup>th</sup> Street, Kuna, Idaho 83634

**Planning & Zoning Commission Meeting**  
**AGENDA**  
**Tuesday March 23, 2021**

**6:00 PM REGULAR MEETING**

*For questions, please call the Kuna Planning and Zoning Department at (208) 922-5274.*

**1. CALL TO ORDER & ROLL CALL:**

**2. CONSENT AGENDA:** ALL OF THE LISTED CONSENT AGENDA ITEMS ARE ACTION ITEMS

*All items listed under the Consent Agenda are considered to be routine and are acted on with one motion by the Commission. There will be no separate discussion on these items unless the Chairman, Commissioner, or City Staff requests an item to be removed from the Consent Agenda for discussion. Items removed from the Consent Agenda will be placed on the Regular Agenda under Business or as instructed by the Commission.*

**A.** Regular Planning and Zoning Commission Meeting Minutes Dated March 9, 2021

**B.** Findings of Fact and Conclusions of Law

- 1.** Case No. 20-04-SUP (Special Use Permit) for Gerla Commercial Group Daycare – Jessica Reid, Planning Services Specialist **ACTION ITEM**
- 2.** Case Nos. 20-12-S (Preliminary Plat) & 20-20-DR (Design Review) for Lugarno Terra North – Doug Hanson, Planner II **ACTION ITEM**
- 3.** Case No. 20-28-DR (Design Review) Trimjoist Manufacturing Facility – Jessica Reid, Planning & Zoning Specialist **ACTION ITEM**
- 4.** Case No. 21-02-DR (Design Review) for Multi-tenant Building – Jessica Reid, Planning Services Specialist **ACTION ITEM**

**3. PUBLIC HEARINGS:** (6:00 PM or as soon thereafter as matters may be heard.)

*Due to current health precautions associated with the coronavirus, the city of Kuna is providing alternative ways for the community to submit comments at public hearings. To learn more about the process for written, oral or virtual testimony, please follow the directions above or contact the Planning and Zoning Department at (208) 922-5274.*

None

**4. BUSINESS ITEMS:**

**A.** Consideration to approve Case No. 21-03-DR (Design Review) Kuna Marketplace Village – Jessica Reid, Planning Services Specialist **ACTION ITEM**

Lisa Holland, Economic Development Director, requests Design Review approval for Kuna Marketplace Village, a multi-phased retail development, and associated landscaping. The proposed marketplace will consist of approximately twenty-nine (29) small retail storefronts and twelve (12) food truck parking spaces; located behind the old 4<sup>th</sup> Street Gym at 571 W 4<sup>th</sup> Street. The approximately 120 Square Foot, temporary retail spaces will be placed in small groups and situated around a community plaza space to be landscaped and maintained by the Kuna Parks Department.

Potential Motions:

Option 1: Approve or Deny Case No. 21-03-DR

**5. ADJOURNMENT:**

**OFFICIALS**

Lee Young, Chairman  
Dana Hennis, Vice Chairman  
Stephen Damron, Commissioner  
Cathy Gealy, Commissioner  
Tyson Garten, Commissioner



**CITY OF KUNA**  
Kuna City Hall Council Chambers, 751 W 4<sup>th</sup> Street, Kuna, Idaho 83634

**Planning & Zoning Commission Meeting**  
**MINUTES**  
**Tuesday March 9, 2021**

**6:00 PM REGULAR P&Z COMMISSION**

**1. CALL TO ORDER & ROLL CALL:**

*(Timestamp 00:22:45 - Recording started early to allow persons attending virtually to login)*

**COMMISSION MEMBERS PRESENT:**

Chairman Lee Young – In Person  
Vice Chairman Dana Hennis – In Person  
Commissioner Stephen Damron – In Person  
Commissioner Cathy Gealy – Absent  
Commissioner Tyson Garten – Via Zoom

**CITY STAFF PRESENT:**

Bill Gigray, City Attorney – In Person  
Jace Hellman, Planning & Zoning Director – In Person  
Doug Hanson, Planner II – In Person  
Jessica Reid, Planning & Zoning Staff – In Person

**2. CONSENT AGENDA: ALL OF THE LISTED CONSENT AGENDA ITEMS ARE ACTION ITEMS**

*(Timestamp 00:06:47)*

*All items listed under the Consent Agenda are considered to be routine and are acted on with one motion by the Commission. There will be no separate discussion on these items unless the Chairman, Commissioner, or City Staff requests an item to be removed from the Consent Agenda for discussion. Items removed from the Consent Agenda will be placed on the Regular Agenda under Business or as instructed by the Commission.*

**A.** Regular Planning and Zoning Commission Meeting Minutes Dated February 23, 2021

**B.** Findings of Fact and Conclusions of Law

**I.** Case Nos. 20-13-S (Preliminary Plat) and 20-21-DR (Design Review) for Lugarno Terra South Subdivision – Doug Hanson, Planner II **ACTION ITEM**

**Motion To:** Approve the Consent Agenda

**Motion By:** Commissioner Hennis

**Motion Seconded:** Commissioner Damron

**Further Discussion:** None

**Voting No:** None

**Absent:** 1

**Motion Passed:** 4-0-1, Commissioner Gealy was absent

3. **PUBLIC HEARINGS:** (6:00 PM or as soon thereafter as matters may be heard.)

Due to current health precautions associated with the coronavirus, the city of Kuna is providing alternative ways for the community to submit comments at public hearings. To learn more about the process for written, oral or virtual testimony, please follow the directions above or contact the Planning and Zoning Department at 9208) 922-5274.

(Timestamp 00:23:25)

- A. *Public Hearing continued from February 9, 2021* and consideration to recommend approval for Case No. 20-12-S (Preliminary Plat) and consideration to approve Case No. 20-20-DR (Design Review) for Lugarno Terra North – Doug Hanson, Planner II and Billy Edwards, Select Development (Applicant) **ACTION ITEM**

Select Development requests to subdivide approximately 38.5 acres into 153 total lots (133 buildable lots and 20 common lots). The subject site is within Kuna City Limits with an R-4 (Medium Density Residential) zoning district classification. The subject site is located at 2075 E Rodeo Lane, Kuna, ID 83634, within Section 18, Township 2 North, Range 1 East; (APNs: R7534260375, R7534260500, R7534260218 and R7534260156).

(Timestamp 00:23:55)

Chairman Young provided a review of the proceedings timeline and stated the engineered Final Plat had been submitted. The Chairman then asked if there was any additional information to provide, there was not

(Timestamp 00:24:42)

Planning Services Specialist Jessica Reid stated the Case was continued from February 23<sup>rd</sup> and apologized for the mistake.

(Timestamp 00:24:55)

The Chairman acknowledged this correction and proceeded to accepting public testimony.

Support: None

Against: None

Neutral: None

Seeing none, the Commission proceeded to their deliberation.

**Motion To:** Recommend approval of Case No. 20-12-S (Preliminary Plat) for the Lugarno Terra North Subdivision, with the Conditions as outlined in the staff report.

**Motion By:** Commissioner Hennis

**Motion Seconded:** Commissioner Damron

**Further Discussion:** None

**Voting No:** None

**Absent:** 1

**Motion Passed:** 4-0-1, Commissioner Gealy was absent

**Motion To:** Approve Case No. 20-20-DR (Design Review) for Lugarno Terra North Subdivision, with the Conditions as outlined in the staff report.

**Motion By:** Commissioner Hennis

**Motion Seconded:** Commissioner Damron

**Further Discussion:** None

**Voting No:** None

**Absent:** 1

**Motion Passed:** 4-0-1, Commissioner Gealy was absent

#### 4. BUSINESS ITEMS:

*(Timestamp 00:28:05)*

- A. Tabled from February 23, 2021 Consideration to approve Case No. 21-02-DR (Design Review) Multi-Tenant Building – Jessica Reid, Planning Services Specialist **ACTION ITEM**

Glancey Rockwell & Associates requests Design Review approval for an approximately 17,280 SF multi-tenant building, accompanying parking lot and landscaping, located at 547 E Access Street.

*(Timestamp 00:28:42)*

Planning Services Specialist Jessica Reid, 751 W 4<sup>th</sup> Street, Kuna, Idaho 83634 provided an overview of the project.

*(Timestamp 00:30:40)*

Brian Frost, owner and developer of subject site, 10400 W Overland Road, Suite 316, Boise, Idaho 83709, respectfully requested approval of the proposed project.

*(Timestamp 00:30:56)*

The Commission proceeded to their deliberation.

**Motion To:** Approve Case No. 21-02-DR (Design Review) for the Multi-tenant Building with the Conditions as outlined in the staff report.

**Motion By:** Commissioner Hennis

**Motion Seconded:** Commissioner Damron

**Further Discussion:** None

**Voting No:** None

**Absent:** 1

**Motion Passed:** 4-0-1, Commissioner Gealy was absent

*(Timestamp 00:32:28)*

- B. Consideration to approve Case No. 20-28-DR (Design Review) for Trimjoist Manufacturing – Jessica Reid, Planning Services Specialist **ACTION ITEM**

Tamara Thompson of the Land Group, on behalf of her client, requests Design Review approval for the construction of a 2,550 Square Foot administration building, a 72,315 Square Foot truss manufacturing facility, open-air lumber storage building, associated parking lots, roadway, landscaping and infrastructure, located on W Kuna Mora Road approximately 1/3 mile west of S Cole Road.

*(Timestamp 00:33:00)*

Planning Services Specialist Jessica Reid, 751 W 4<sup>th</sup> Street, Kuna, Idaho 83634 presented an overview of the case.

*(Timestamp 00:36:00)*

Commissioner Damron asked if the location would connect to a water/sewer mainline when it was available. Ms. Reid answered that would be correct per Kuna City Code but services would not be available any time soon.

*(Timestamp 00:36:50)*

Tamara Thompson of the Land Group, 462 E Shore Drive, Suite 100, Eagle, Idaho 83616 stated they had read and agreed to the staff report and the Conditions of Approval and respectfully requested approval of the project; she then stood for questions.

*(Timestamp 00:37:40)*

The Commission proceeded to their deliberation.

**Motion To:** Approve Case No. 20-28-DR (Design Review) for the Trimjoist Manufacturing Facility with the Conditions as outlined in the staff report.

**Motion By:** Commissioner Hennis

**Motion Seconded:** Commissioner Damron

**Further Discussion:** None

**Voting No:** None

**Absent:** 1

**Motion Passed:** 4-0-1, Commissioner Gealy was absent

## 5. **ADJOURNMENT:**

*(Timestamp 00:40:48)*

The Chairman asked if there were any updates from staff.

*(Timestamp 00:41:00)*

Planning and Zoning Director Jace Hellman provided an update on the Legal 101 Workshop.

*(Timestamp 041:34)*

**Motion To:** Adjourn

**Motion By:** Commissioner Hennis

**Motion Seconded:** Commissioner Damron

**Further Discussion:** None

**Voting No:** None

**Absent:** 1

**Motion Passed:** 4-0-1, Commissioner Gealy was absent

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Lee Young, Chairman  
Kuna Planning and Zoning Commission

ATTEST:

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Jace Hellman, Planning and Zoning Director  
Kuna Planning and Zoning Department

**BEFORE THE PLANNING AND ZONING COMMISSION  
OF THE  
CITY OF KUNA**

	)	Case No. 20-04-SUP (Special Use Permit)
IN THE MATTER OF THE APPLICATIONS	)	
OF	)	<b>FINDINGS OF FACT,</b>
<b>STEPHANIE GERLA</b>	)	<b>CONCLUSIONS OF LAW, AND</b>
	)	<b>ORDER OF APPROVAL OF</b>
For Special Use Permit for the <i>Gerla</i>	)	<b>SPECIAL USE PERMIT</b>
<i>Commercial Group Daycare.</i>	)	<b>APPLICATION.</b>

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THESE MATTERS came before the Planning and Zoning Commission for review and approval or denial on February 23, 2021. It was heard February 23, 2021 for receipt and consideration by the Planning and Zoning Commission of these recommended Findings of Fact, Conclusions of Law and Order of Decision for the above referenced Application. The Planning and Zoning Commission does now hereby make and set forth the Record of Proceedings, and these Findings of Fact, Conclusions of Law, and Order of Decision.

**I  
RECORD OF PROCEEDINGS**

The record of proceedings of the above-referenced matter consists of the follow, to-wit:

**1.1 Exhibits:**

<i>DESCRIPTION OF EVIDENCE</i>		Withdrawn	Refused	Admitted
<b>1</b>	Staff Report			X
<b>2</b>	Commission & Council Review Application			X
<b>3</b>	Special Use Permit Application – Childcare Facility			X
<b>4</b>	Letter of Intent			X
<b>5</b>	Vicinity Map			X
<b>6</b>	Letter of Permission from Property Owner			X
<b>7</b>	Affidavit of Legal Interest			X
<b>8</b>	Site Plan			X

<b>9</b>	Evacuation Plan			X
<b>10</b>	Commitment to Property Posting			X
<b>11</b>	Neighborhood Meeting Certification			X
<b>12</b>	Pediatric First Aid & CPR Certifications			X
<b>13</b>	Idaho Health & Welfare Daycare Licensing Application			X
<b>14</b>	Staff Release of Application Letter			X
<b>15</b>	Agency Notification Transmittal			X
<b>16</b>	Kuna Rural Fire District Comments			X
<b>17</b>	Central District Health Department Comments			X
<b>18</b>	Assistant City Engineer Comments			X
<b>19</b>	Proof of Property Posting			X
<b>20</b>	Kuna Melba News Affidavit of Publication for Public Hearing			X
<b>21</b>	Legal Notice Mailer			X
<b>22</b>	Certificate of Mailing 02.03.2021			X

## **1.2 Public Hearing**

**1.2.1** Planning and Zoning Commission heard this on February 23, 2021. The FCO's have been requested to go to the Commission March 23, 2021.

## **1.3 Testimony**

**1.3.1** Those who testified at the Commissions February 23, 2021 meeting are as follows, to-wit:

- 1.3.1.1** City Staff:  
Jessica Reid, Planning Services Specialist
- 1.3.1.2** Appearing for the Applicant:  
Stephanie Gerla
- 1.3.1.3** Neighboring Property Owners appearing in Favor:  
None
- 1.3.1.4** Neighboring Property Owners appearing Neutral:  
None
- 1.3.1.5** Neighboring Property Owners appearing in Opposition:  
None

## **II DECISION**

WHEREUPON THE PLANNING AND ZONING COMMISSION being duly informed upon the premises and having reviewed the record, evidence, and testimony received and being

fully advised in the premises, DO HEREBY MAKE THE FOLLOWING FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ORDER, to-wit:

**III  
FINDINGS OF FACT**

**3.1 Findings Regarding Notice**

**3.1.1 Notice Required:** Notice has been given in accordance with Kuna City Code and Idaho Statutes.

**3.1.2 Notice Provided**

**3.1.2.1** Notice was published for the February 23, 2021 hearing on the Special Use Permit for Gerla Commercial Group Daycare, in the *Kuna Melba News Newspaper*, the official City of Kuna newspaper, which has general circulation within the boundaries of the City, Ada County and Canyon County.

<i>Newspaper</i>	<i>Date Published</i>
<i>Kuna Melba News</i>	<i>February 3, 2021</i>

**3.1.2.2** Notice for the February 23, 2021 hearing containing the description of the proposed use of the property, was mailed February 3, 2021 to all known and affected Property Owners within three-hundred (300) feet of the boundaries of the area described in the application.

**3.1.2.3** Notice for the February 23, 2021 hearing was posted on a sign in accordance with Kuna City Code 5-1A-8 on February 9, 2021. A Proof of Property Posting form and photos were provided to staff on February 9, 2021.

**3.1.2.4** Notice for the February 23, 2021 hearing was posted in a conspicuous place on the City website.

**3.2 Findings Regarding Special Use Permit**

**3.2.1** Based on the evidence contained in Case No. 20-04-SUP, this proposal does generally comply with Kuna City Code and the use will not be hazardous or disturbing to existing or future neighboring uses.

**3.2.2** The Applicant has submitted a complete application, and following staff review for technical compliance, the application appears to be in general compliance with the Special Use Permit standards listed in Kuna City Code Title 5.

**3.2.3** The current Zoning District is CBD (Central Business District); the Comprehensive Plan Map designates the subject site as CBD.

- 3.2.4 The subject site is serviced by essential public facilities and services and will not create an excessive additional requirement at public cost.
- 3.2.5 According to the Office Schedule of District Regulations found in Kuna City Code Title 5, Chapter 3, a Commercial Group Daycare Facility does constitute a Special Use Permit for the subject sites Zoning District.
- 3.2.6 Notice requirements were met to hold a Public Hearing on February 23, 2021.
- 3.2.7 The subject site has vehicular approaches that will not create interference with traffic on surrounding public thoroughfares.
- 3.2.8 The use will not result in the destruction, loss or damage of a natural, scenic or historic feature as it is an existing, developed site.

### **3.3 Testimony of the City Planner**

**3.3.1 Conclusions:** The City Planner, in a staff report to the Planning and Zoning Commission dated February 23, 2021, confirmed that a review of the site and records on file at the City of Kuna has been completed with the following conclusions:

- 3.3.1.1 This application is a request for approval of a Special Use Permit for a Commercial Group Daycare Facility located at 346 W 4<sup>th</sup> Street, that will care for no more than twelve (12) or fewer children throughout the day, with the appropriate child to staff ratio according to Idaho Code §39-1109(4)(a), and will operate Monday through Friday from 6:00 AM to 6:00 PM.
- 3.3.1.2 The square footage of the subject site provides for a total of twelve (12) or fewer children/infants and two (2) employees.
- 3.3.1.3 The Applicant previously applied for and received a fence permit (F-24611) but it has since expired. The Applicant shall acquire a current fence permit and install fencing composed of one of the allowable materials listed in Kuna City Code Title 5, Chapter 4, Section 6. Staff notes Kuna City Code Title 5, Chapter 17 states chain-link fencing with slats or otherwise, is prohibited for screening in or adjacent to Residential Zoning Districts.
- 3.3.1.4 The subject site has been previously developed with a recycled asphalt parking lot; Kuna City Code Title 5, Section 9 states that parking and loading areas shall be improved with such material to provide a durable and dust-free surface. Staff notes alternative compliance of the recycled asphalt area is permissible, granted the Applicant maintains the area by ensuring it is compacted, treats the area with Magnesium Chloride no later than June 15<sup>th</sup> of every year, and provides striping of parking stalls.
- 3.3.1.5 Staff has determined this application generally complies with Title 5 of Kuna City Code; Comprehensive Plan, and the Future Land Use Map.

**3.3.2 Staff Recommendations:** As a result of the review, Planning Services Specialist, Jessica Reid, recommended approval of the application with the following conditions:

- 3.3.2.1** As requested by the Applicant, the Group Childcare facility shall be permitted to be open Monday through Friday from 6:00 am to 6:00 pm, with some variation to accommodate special circumstances. The Applicant shall provide protection or supervision to children twelve (12) years of age or under, for less than 24-hours per day per KCC 5-1-6.
- 3.3.2.2** The Applicant shall provide protection or supervision for no more than twelve (12) children throughout the day, including proprietor and/or staff's children and/or relatives children.
- 3.3.2.3** The Applicant shall not involve uses, activities, processes, materials, equipment or conditions of operation that will be detrimental to any persons, property or general welfare by reason of excessive production of traffic or noise per KCC 5-6-3:G.
- 3.3.2.4** The Applicant shall have vehicle approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares.
- 3.3.2.5** The Applicant shall abide by the appropriate child to staff ratio according to Idaho Code §39-1109(4)(a).
- 3.3.2.6** The Applicant shall abide by the Occupant Load provided by the Kuna Rural Fire District; final occupancy approval is contingent on passing the Fire & Life Safety Inspection.
- 3.3.2.7** Applicant shall submit Group Childcare Facility plans to Central District Health Department for review.
- 3.3.2.8** Signs, banners, flags or other means to attract attention onsite are allowed, with a permit, in accordance with KCC 5-10-4. A sign permit must be obtained prior to installing any new, or modifying any existing signage.
- 3.3.2.9** Applicant shall acquire a Fence Permit from the Building Department prior to any fence installation. Applicant shall install approved fencing around the outside play area, ensure it is in safe condition and complies with Idaho Code §39-1109 and Kuna City Code Title 5, prior to applying for a Kuna City Commercial Business License.
- 3.3.2.10** Applicant shall maintain parking lot area by ensuring it is weeded, compacted, treats the area with magnesium chloride no later than June 15th of every year, and provides striping of parking stalls including required ADA parking stall.

- 3.3.2.11** Applicant shall maintain an approved Fire Extinguisher on site at all times.
- 3.3.2.12** Applicant shall install approved inter-connected smoke alarm devices throughout the facility, with an additional smoke alarm installed and inter-connected, in the storage/utility basement prior to applying for a Kuna City Commercial Business License.
- 3.3.2.13** Applicant shall install an approved, 32-inch clear exit egress door and approved porch landing from the Nursery, prior to applying for a Kuna City Commercial Business License.
- 3.3.2.14** Applicant shall install lever type door hardware on exit doors prior to applying for a Kuna City Commercial Business License.
- 3.3.2.15** Applicant shall finish all walls, flooring and other finishes for habitation prior to applying for a Kuna City Commercial Business License.
- 3.3.2.16** Applicant shall install a door chime on the front door to indicate any opening.
- 3.3.2.17** Applicant shall install safety locks on doors and cabinets where chemicals are stored.
- 3.3.2.18** Applicant shall install safety devices on all electrical outlets accessible to children prior to applying for a Kuna City Commercial Business License.
- 3.3.2.19** Applicant shall install approved, permanent 5-inch address numbers, mounted on exterior with clear visibility from the street, prior to applying for a Kuna City Commercial Business License.
- 3.3.2.20** Applicant shall not perform frying or food preparation that produces grease laden vapors; only warming or baking is allowed.
- 3.3.2.21** Fire District, Building Inspector and Central District Health Department inspections are required for final sign off; Applicant shall provide the Kuna Planning and Zoning Department with copies of said inspections prior to applying for a Kuna City Business License.
- 3.3.2.22** In the event the uses or the building located on this parcel are enlarged, expanded upon or altered in anyway (even for temporary purposes), the Landowner/Applicant/Developer, and any future assigns having interest in the subject property, shall seek an amendment to the approvals of this Special Use Permit through the Planning and Zoning Department.
- 3.3.2.23** This Special Use Permit is valid only if the Conditions of Approval are adhered to continuously. In the event the conditions are not continuously followed, the Special Use Permit approval may be revoked.

- 3.3.2.24** The Special Use Permit shall follow the proposed intent provided on the application and divest when the Applicant no longer operates a Group Childcare Facility on the property and/or no longer has any interest in the property or the business is discontinued for more than one (1) year. The Applicant is obligated to advise the City of any changes in ownership or leasing agreements which would affect business operations.
- 3.3.2.25** The Applicant shall acquire a Kuna Commercial Business License through the Kuna City Clerk's Office once all Conditions of the Special Use Permit are met, and shall maintain said license through the renewal process during the entirety the business is in operation.
- 3.3.2.26** The special use permit is not transferable from one parcel to another.
- 3.3.2.27** The applicant shall follow all staff and agency recommendations.
- 3.3.2.28** The applicant shall comply with all local, state and federal laws.
- 3.3.2.29** The Applicant shall provide the City with a copy of the Childcare License from the State of Idaho Health and Welfare Department within 30 days after approval and signing of the City's Findings of Fact, Conclusions of Law for the Special Use Permit or the approvals may be revoked.
- 3.3.2.30** The Applicant shall provide a copy of all subsequent license renewals, Central District Health Department inspections and Fire inspections to Kuna's Planning and Zoning Department for the Commercial Group Childcare Facility.

#### **IV CONCLUSIONS OF LAW**

- 4.1** City of Kuna is a duly formed Municipal Corporation organized and existing by virtue of the laws of the State of Idaho and is organized, existing and functioning pursuant to Chapter 1, Title 50, Idaho Code.
- 4.2** The Kuna Planning and Zoning Commission has the decision-making authority over all Legislative Special Use Permit applications as provided in Kuna City Code §1-14-3.
- 4.3** Kuna City Code §5-6 provides that:

It is recognized that an increasing number of new kinds of uses are appearing daily, and that many of these and some other more conventional uses possess characteristics of such unique and special nature relative to location, design, size, method of operation, circulation and public facilities that each specific use must be considered individually.

The Planning and Zoning Commission shall hold a public hearing on each special use permit application as specified in the official schedule of district regulations.

The Commission may approve, conditionally approve or deny a special use permit under the conditions as herein specified and considering such additional safeguards as will uphold the intent of this title.

**V**

**ORDER OF APPROVAL OF APPLICATION FOR SPECIAL USE PERMIT**

The Kuna Planning and Zoning Commission, having reviewed the above-entitled record, having listened to the arguments and presentations at the hearing, and being fully informed in the premises and further based upon the Findings of Fact and Conclusions of Law hereinabove set forth, DO HEREBY APPROVE:

**6.1** Case No. 20-04-SUP (Special Use Permit) for the Gerla Commercial Group Daycare.

**BY ACTION OF THE PLANNING AND ZONING COMMISSION** of the City of Kuna at its regular meeting held on the 23<sup>rd</sup> day of March 2021.

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Lee Young, Chairman



4	Site Photos			X
5	Preliminary Plat Checklist			X
6	Design Review Application			X
7	Vicinity Map			X
8	Homeowner's Maintenance Agreement			X
9	Legal Description			X
10	Affidavit of Legal Interest			X
11	Deed			X
12	Letter of Intent			X
13	Commitment to Property Posting			X
14	TIS Executive Summary			X
15	Subdivision Name Reservation			X
16	Phasing Plan			X
17	Original Landscape Plan			X
18	Updated Landscape Plan			X
19	Neighborhood Meeting Certification			X
20	Original Preliminary Plat			X
21	Preliminary Plat 2.23.2021			X
22	Preliminary Plat 3.9.2021			X
23	Agency Transmittal			X
24	Department of Environmental Quality			X
25	Central District Health Department			X
26	Ada County Highway District			X
27	City Engineer			X
28	COMPASS			X
29	Planning and Zoning Kuna Melba News			X
30	Planning and Zoning Mailer			X
31	Planning and Zoning Proof of Property Posting			X

**1.2 Hearings**

**1.2.1** Planning and Zoning Commission heard this on February 23, 2021 and it was continued to March 9, 2021, The FCO's have been requested to go to the Planning and Zoning Commission on March 23, 2021.

**1.3 Witness Testimony**

**1.3.1** Those who testified at the Commission's February 23, 2021 hearing are as follows, to-wit:

**1.3.1.1** City Staff:  
Doug Hanson, Planner II

**1.3.1.2** Appearing for the Applicant:

William Edwards, Select Development

**1.3.1.3** Neighboring property owner's appearing in favor:  
None

**1.3.1.4** Neighboring property owner's appearing neutral:  
None

**1.3.1.5** Neighboring property owner's appearing in opposition:  
None

**1.3.2** Those who testified at the Commission's March 9, 2021 hearing are as follows, to-wit:

**1.3.2.1** Appearing for the Applicant:  
William Edwards, Select Development

**1.3.2.2** Neighboring property owner's appearing in favor:  
None

**1.3.2.3** Neighboring property owner's appearing neutral:  
None

**1.3.2.4** Neighboring property owner's appearing in opposition:  
None

## **II DECISION**

WHEREUPON THE PLANNING AND ZONING COMMISSION being duly informed upon the premises and having reviewed the record, evidence, and testimony received and being fully advised in the premises, DO HEREBY MAKE THE FOLLOWING RECCOMENDED FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ORDER, to-wit:

## **III FINDINGS OF FACT**

### **3.1 Findings Regarding Notice**

**3.1.1 Notice Required:** Notice has been given in accordance with the City Code and Idaho Statutes.

### **3.1.2 Notice Provided**

**3.1.2.1** Notice was published for the February 23, 2021 hearing on the Preliminary Plat for Lugarno Terra South Subdivision was published in the *Kuna Melba Newspaper*, the official City of Kuna newspaper, which has general circulation within the boundaries of the City, Ada County and Canyon County.

<i>Newspaper</i>	<i>Dates Published</i>
<i>Kuna Melba Newspaper</i>	February 3, 2021

**3.1.2.2** Notice for the February 23, 2021 hearing containing the description of the property proposed to be developed, was mailed on February 3, 2021 to all known and affected property owners within three hundred (350) feet of the boundaries of the area described in the application.

**3.1.2.3** Notice for the February 23, 2021 hearing was posted on a sign in accordance with Kuna City Code 5-1A-8 on February 8, 2021. A Proof of Property Posting was provided to staff on February 9, 2021.

**3.1.2.4** Notice for the February 23, 2021 hearing was posted in conspicuous places within City Hall on the Foyer’s Bulletin Boards and City Website.

**3.2 Findings Regarding Preliminary Plat**

**3.2.1** The land for proposed subdivision is comprised of one parcel totaling approximately 38.5 acres. The parcel includes the following:

<b>Property Owner</b>	<b>Parcel Size:</b>	<b>Current Zone:</b>	<b>APN:</b>
Select Development & Contracting	28.33	R-4 (Medium Density Residential)	R7534260375
Select Development & Contracting	0.21	R-4 (Medium Density Residential)	R7534260500
Select Development & Contracting	1.86	R-4 (Medium Density Residential)	R7534260218
Select Development & Contracting	8.12	R-4 (Medium Density Residential)	R7534260156

**3.2.2** The proposal is for subdivision that would include 153 lots (133 residential lots and 20 common lots).

**3.2.3** The existing land uses and zoning district classifications for lands surrounding the subject parcels are as follows:

<b>North</b>	C-1	Neighborhood Commercial – Kuna City
<b>South</b>	R-4	Medium Density Residential – Kuna City
<b>East</b>	RR	Rural Residential – Ada County
<b>West</b>	R-4 RR	Medium Density Residential – Kuna City Rural Urban Transition – Ada County

**3.2.4** All technical requirements listed in KCC 6-2-3 were provided on the Preliminary Plat.

**3.2.5** Lugarno Terra North sewage is anticipated to flow to the Patagonia Lift Station and subsequently to the Danskin Lift Station. Per Kuna City Engineer comments the Danskin Lift Station is at capacity, there is no lift station capacity for the proposed subdivision. However, correspondence between the City Engineer in an e-mail dated February 12, 2021, states that the applicant (Select Development) is an integral/active part of the Danskin Lift Station service basin solution.

### **3.3 Testimony of the City Planner**

**3.3.1 Conclusions:** The City Planner, in a staff report to the Planning and Zoning Commission dated March 9, 2021, confirmed that a review of the site and records on file at the City of Kuna has been completed with the following conclusions:

**3.3.1.1** A pre-application meeting was held with the applicant on July 16, 2020, representatives from Planning and Zoning, Public Works, Parks and Recreation, ACHD and the Kuna Police Department were in attendance. The applicant held a neighborhood meeting on October 2, 2020. There was a total of four residents who attended the meeting. Neighborhood meeting minutes have been provided as a part of this application.

**3.3.1.2** The applicant is proposing to subdivide the approximately 38.5-acres into 153 total lots (133 buildable lots and 20 common lots), the property is zoned R-4 (Medium Density Residential) within Kuna City Limits. The overall gross density of the project is 3.45 dwelling units per acre (DUA).

**3.3.1.3** 4.81 acres, or 12.5% of the project, is proposed to be open space, including all buffers, parks, and pathways. 3.13 acres, or 8.12% of the project, are considered useable open space as defined by KCC 5-1-6-2. Included in the useable open space is a park area with shelter, playground and tennis court. Pathways are provided throughout the subdivision to provide pedestrian connectivity. KCC 5-17 requires developments with a range of 101 to 150 homes/dwelling units to devote 8.00% of the development area to useable open space; staff views the open space to be in compliance with KCC.

**3.3.1.4** Lugarno Terra North sewage is anticipated to flow to the Patagonia Lift Station and subsequently to the Danskin Lift Station. Per Kuna City Engineer comments (Exhibit B-5) Danskin Lift Station is at capacity, there is no lift station capacity for the proposed subdivision. However, correspondence between the City Engineer in an e-mail dated February 12, 2021, which can be seen as a part of exhibit B-5, states that the applicant (Select Development) is an integral/active part of the Danskin Lift Station service basin solution.

**3.3.1.5** The installation of streetlights is a required public improvement listed under Kuna City Code 6-4-2. The applicant has not included proposed locations of streetlights on the Preliminary Plat. The applicant will be required to work with staff in order to comply with KCC and install street lights with a maximum spacing of 250 ft. The final location of street lights will be approved at the time of construction document review. Staff would note that these streetlights must be designed and installed according to “Dark Sky” standards.

**3.3.1.6** A design review application for common area landscaping and open space was included as a part of the overall application. The application includes several internal pathways, staff will require the applicant comply with KCC 5-5-5-F and install “see-through” fence. Staff finds the proposed landscaping, buffers and common space to be in compliance with Kuna City Code. Additionally, staff notes that if this project is approved, at the time of civil plan development, landscaping cannot be placed within ten (10) feet of any and all meter pits, pressurized irrigation valves, and ACHD underground facilities. In the event that locations of landscaping are within the locations listed above, the landscaping in that area must be moved to an alternate location, and an updated landscape plan must be provided to staff prior to scheduling a final landscape inspection. The developer, owner and/or applicant is hereby notified that this project is subject to design review inspection fees. Required inspections (post construction), are to verify landscaping compliance prior to signature on the final plat.

**3.3.1.7** Kuna’s Comprehensive Plan (Comp Plan) encourages a variety of housing types for all income levels, open space and pathways numerous times throughout the document. Pertinent sections of the Comp Plan that address the above listed items are included below in Section H of this staff report. Staff has reviewed the proposed Preliminary Plat for technical compliance with KCC, and finds the Preliminary Plat and landscape plan are in compliance Kuna City, Title 5 and Title 6 of the Kuna City Code; Idaho Statute § 67-6511; and the Kuna Comprehensive Plan. The applicant will be required to work with Kuna’s staff, Ada County Highway District (ACHD), the Kuna Rural Fire District (KRFD) and any other applicable agencies to ensure conformance to each agency’s requirements. Staff recommends that if the Planning and Zoning Commission recommends approval of Case No. 20-12-S (Preliminary Plat) and approves Case No. 20-20-DR (Design Review), the applicant be subject to the Conditions of Approval listed in section “J” of this report, as well as any additional conditions requested by the Planning and Zoning Commission.

**3.3.2 Staff Recommendations:** As a result of the review, Planner II, Doug Hanson, recommends that if the Planning and Zoning Commission recommends approval of Case No. 20-12-S (Preliminary Plat), and approves Case No. 20-20-DR (Design Review), the applicant be subject to the following Conditions of Approval:

**3.3.2.1** The applicant and/or owner shall obtain written approval on letterhead or may be written/stamped on the approved plans of the construction plans from the agencies noted below. All submittals are required to include the lighting, landscaping, drainage, and development plans. All site improvements are prohibited prior to approval of the following agencies:

**3.3.2.1.1** The City Engineer shall approve the sewer hook-ups.

**3.3.2.1.2** The City Engineer shall approve all civil plans. No construction, grading, filling, clearing or excavation of any kind shall be initiated until the applicant has received approval of the drainage plan.

- 3.3.2.1.3** Central District Health Department recommends the plan be designed and constructed in conformance with standards contained in, “Catalog for Best Management Practices for Idaho Cities and Counties”.
- 3.3.2.1.4** The Kuna Rural Fire District shall approve fire flow requirements and/or building plans. Installation of fire protection facilities as required by Kuna Fire District are required.
- 3.3.2.1.5** The Kuna Municipal Irrigation System and Boise Project Board of Control shall approve any modifications to the existing irrigation system.
- 3.3.2.1.6** Approval from Ada County Highway District (ACHD) shall be obtained and Impact Fees must be paid *prior to issuance* of any building permit(s).
- 3.3.2.1.7** All public rights-of-way shall be dedicated and constructed to standards of the City and Ada County Highway District. No public street construction may commence without the approval and permit from Ada County Highway District.
- 3.3.2.2** Installation of service facilities shall comply with the requirements of the public utility or irrigation district providing the services. All utilities shall be installed underground, see KCC 6-4-2-W.
- 3.3.2.3** Compliance with Idaho Code §31-3805 pertaining to irrigation waters is required. Irrigation/drainage waters shall not be impeded by any construction on site. Compliance with the requirements of the Boise Project Board of Control is required.
- 3.3.2.4** When required, submit a petition to the City (as necessary, confirmed with the City engineer) consenting to the pooling of irrigation surface water rights for delivery purposes and request to annex the irrigation surface water rights appurtenant to the property over to the Kuna Municipal Irrigation System of the City (KMIS).
- 3.3.2.5** Connection to City Services (Sewer, Water, Pressurized Irrigation) is required. The applicant shall conform all corresponding Master Plans.
- 3.3.2.6** Developer/owner/applicant shall be required to participate, as determined by the City Engineer, in the development of additional lift station capacity.
- 3.3.2.7** Curb, gutter and sidewalk (attached and detached) shall be installed in accordance with Kuna City Code Title 5 Chapter 17 and Title 6 Chapter 4.
- 3.3.2.8** Applicant shall work with staff in order to provide final locations of street lights as required by Kuna City Code.

- 3.3.2.9** Street lights for the site shall be LED lighting and must comply with Kuna City Code and established Dark Sky practices.
- 3.3.2.10** Fencing within and around the site shall comply with Kuna City Code (Unless specifically approved otherwise and permitted).
- 3.3.2.11** All required landscaping shall be permanently maintained in a healthy growing condition. The property owner shall remove and replace unhealthy or dead plant material within 3 days or as the planting season permits as required to meet the standards of these requirements. Maintenance and planting within public rights-of-way shall be with approval from the public entities owning the property.
- 3.3.2.12** Landscaping shall not be placed within ten (10) feet of any and all meter pits, pressurized irrigation valves and/or ACHD underground facilities and must honor all vision triangles.
- 3.3.2.13** The applicant shall install sod wherever the landscape plan (dated February 8, 2021) identifies “Lawn” and provide staff an updated landscaping plan accommodating the requested change.
- 3.3.2.14** All signage within/for the project shall comply with Kuna City Code, and shall be approved through the applicable sign approval process listed in KCC 5-10.
- 3.3.2.15** If any revisions are made, the applicant shall provide the Planning and Zoning Staff with a revised copy of the preliminary plat.
- 3.3.2.16** Any revisions of the plat are subject to administrative determination to rule if the revision is substantial.
- 3.3.2.17** The land owner/applicant/developer, and any future assigns having an interest in the subject property, shall fully comply with all conditions of development as approved by the City Council, or seek amending them through public hearing processes.
- 3.3.2.18** Developer/owner/applicant shall follow staff, City engineers and other agency recommended requirements as applicable.
- 3.3.2.19** Developer/owner/applicant shall comply with all local, state and federal laws.
- 3.3.2.20** Developer/owner/applicant shall not request final plat approval until the City’s Public Works Director issues the Will-Serve Letter to the applicant that states the City’s Patagonia and Danskin Lift Stations or some other City appurtenance has capacity to accept the wastewater discharged from the proposed subdivision.
- 3.3.2.21** In the event a Will-Serve Letter is not issued within the time the Applicant is required to record a final plat, the Applicant shall have good cause and be eligible to receive, pursuant to KCC 6-2-3 (J), a time extension to file a final plat up to and until a Will-Serve Letter has been issued.

**3.4 Other Testimony**

- 3.4.1** 2/23/2021 Public Hearing – William Edwards, Select Development, testified about the specifics of the project including: open space, public roadway design, housing product and amenities.
- 3.4.2** 3/9/2021 Public Hearing – William Edwards, Select Development, asked if there was any additional questions from the Planning and Zoning Commission.

**IV**

**CONCLUSIONS OF LAW**

**RE: POWERS AND DUTIES OF THE PLANNING AND ZONING COMMISSION**

- 4.1** City of Kuna is a duly formed Municipal Corporation organized and existing by virtue of the laws of the State of Idaho and is organized, existing and functioning pursuant to Chapter 1, Title 50, Idaho Code.
- 4.2** The power of the City of Kuna lies in the Planning and Zoning Commission to hear this matter as provided in Idaho Code §50-13 & 67-65, and Kuna City Code 1-14-3.
- 4.3** The Kuna Planning and Zoning Commission has the exclusive general supervisory authority over recommendation of all plat approvals and certification under their jurisdiction as provided in Idaho Code §50-1308.

**V**

**CONCLUSIONS OF LAW**

**RE: APPLICATION FOR PRELIMINARY PLAT**

- 5.1** The City of Kuna has authority to approve Preliminary Plats within its boundaries pursuant to I.C. §50-13 & 67-65.
- 5.2** Kuna City Code, Title 1, Chapter 14, Section 3, states that Preliminary Plats are designated as Public Hearings, with the Planning and Zoning Commission as a recommending body and City Council as the decision-making body.
- 5.3** Subdivision regulations as defined in Kuna City Code Title 6 are authorized by I.C. §§ 50-13 & 67-65 and Article 12, section 2.

**VI**

**ORDER OF RECOMMENDING APPROVAL OF APPLICATION FOR  
PRELIMINARY PLAT**

The Kuna Planning and Zoning Commission, having reviewed the above-entitled record, having listened to the arguments and presentations at the hearing, and being fully informed in the premises and further based upon the Findings of Fact and Conclusions of Law hereinabove set forth, DO HEREBY ORDER AND THIS DOES ORDER:

- 6.1** That the Preliminary Plat application (Case No. 20-12-S) is recommended approval.

**VII**

**ORDER OF APPROVAL OF APPLICATION FOR DESIGN REVIEW**

The Kuna Planning and Zoning Commission, having reviewed the above-entitled record, having listened to the arguments and presentations at the hearing, and being fully informed in the premises and further based upon the Findings of Fact and Conclusions of Law hereinabove set forth, DO HEREBY APPROVE:

**7.1** That the Design Review application (Case No. 20-20-DR) is hereby approved.

**BY ACTION OF THE CITY COUNCIL** of the City of Kuna at its regular meeting held on the 23<sup>rd</sup> day of March, 2021.

---

Lee Young, Chairman



<b>8</b>	Color Landscape Plan			X
<b>9</b>	Color Facility Rendering			X
<b>10</b>	Material Board			X
<b>11</b>	Color Exterior Elevations – Manufacturing Facility			X
<b>12</b>	Color Exterior Elevations – Administration Building			X
<b>13</b>	Color Exterior Elevations – Open-air Lumber Storage Building			X
<b>14</b>	Roof Plan			X
<b>15</b>	Site Layout Schematic			X
<b>16</b>	Lighting Plan			X
<b>17</b>	Lighting Cutsheets			X
<b>18</b>	Agency Transmittal			X
<b>19</b>	Central District Health Department Comments			X
<b>20</b>	Assistant City Engineer Memo			X
<b>21</b>	Ada County Highway District Kuna Mora Road Interim Policy (6.20.07)			X
<b>22</b>	TIS Executive Summary			X

**1.2 Public Meeting**

**1.2.1** Planning and Zoning Commission heard this on March 9, 2021. The FCO’s have been requested to go to the Commission March 23, 2021.

**1.3 Testimony**

**1.3.1** Those who testified at the Commissions March 9, 2021 meeting are as follows, to-wit:

**1.3.1.1** City Staff:  
Jessica Reid, Planning Services Specialist

**1.3.1.2** Appearing for the Applicant:  
Tamara Thompson, The Land Group

**II  
DECISION**

WHEREUPON THE PLANNING AND ZONING COMMISSION being duly informed upon the premises and having reviewed the record, evidence, and testimony received and being fully advised in the premises, DO HEREBY MAKE THE FOLLOWING FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ORDER, to-wit:

### III FINDINGS OF FACT

#### 3.1 Findings Regarding Design Review

- 3.1.1 The Applicant has submitted a complete application, and following staff review for technical compliance, the application appears to be in general compliance with the design requirements listed in Kuna City Code Title 5 and is an appropriate for the properties M-1 (Light Industrial) Zoning Designation.
- 3.1.2 Review by staff and the Commission confirms all applicable requirements listed in Kuna City Code Title 5 were provided.
- 3.1.3 The proposed parking lots appear to be in conformance with Kuna City Code Title 5, Chapter 9. The Applicant is in agreeance with Ada County Highway Districts (ACHD) requirement of installation of an eastbound right turn lane on W Kuna Mora Road as listed in their staff report, and the turn lane shall be constructed to Ada County Highway District standards.
- 3.1.4 The proposed landscape buffer plantings and locations appear to be in conformance with Kuna City Code Title 5, Chapter 17 and will minimize impact on adjacent sites as they are developed. Staff notes that additional right-of-way dedication is required as listed in the ACHD staff report, and the landscape buffer adjacent to W Kuna Mora Road shall be adjusted to reflect this change.
- 3.1.5 The Applicant shall submit the required grading and drainage plans to the City Engineer for review and approval.
- 3.1.6 Staff has reviewed the application and finds that the proposed building, parking lot & landscaping generally appears to conform to Kuna City Code Title 5, Chapter 4, Design Review Overlay District, as well as conforms to the Kuna architectural guidelines and parking standards.

#### 3.2 Testimony of City Staff

- 3.2.1 **Conclusions:** The Planning Services Specialist, in a staff report to the Planning and Zoning Commission dated March 9, 2021, confirmed that a review of the site and records on file at the City of Kuna has been completed with the following conclusions:
  - 3.2.1.1 This application is a request for approval of Design Review for the proposed 2,550 SF Administration building; 72,315 SF truss manufacturing facility; open-air lumber storage building; storage yard; parking lots; roadway; landscaping; and infrastructure.

- 3.2.1.2** The subject site lies on W Kuna Mora Road, 1/3 mile west of S Cole Road, within a recently annexed Industrial Park area and will be the first user to develop.
- 3.2.1.3** The facades will feature prefinished aluminum wall panels in Charcoal Grey and Trimjoist Yellow, roofing and downspouts in Polar White and painted black lettering.
- 3.2.1.4** Lighting for both buildings will feature wall mounted LED luminaires in black.
- 3.2.1.5** The proposed parking area for the Administration building and employee parking lot, provide ample parking. The fully paved admin parking area will have 19 standard stalls and 1 ADA stall while the recycled asphalt employee parking area will have 37 standard stalls and 2 ADA stalls. Staff notes that while recycled asphalt is a permitted surface within an industrial area, Kuna City Code states all recycled asphalt areas are required to be treated yearly with Magnesium Chloride, no later than June 15th. LED parking lot pole lights in black will be installed and spaced every 126 Feet as per Kuna City Code Title 5, Chapter 9.
- 3.2.1.6** The proposed landscaping consists of low-moisture turf sod; ornamental trees, shrubs and grasses; undisturbed natural grasses; basalt rock mulch and curbing. A firebreak consisting of existing native grasses and a basalt rock mulch, will also be provided along the southern property line.
- 3.2.1.7** W Kuna Mora Road is classified as a future Expressway to be constructed with Kuna City Code Title 5, Chapter 17, Section 14. Staff has included the Condition the Applicant work with staff on a deferred timeline for required sidewalk installation as they will be the first user in the area. Per recent traffic counts performed February 15th 2021, ACHD has conditioned the construction of an eastbound right turn lane.
- 3.2.1.8** Water, sewer & pressurized irrigation services are not provided to the site due to its distance from the main core of the City. Therefore, a private well, septic & irrigation system will be developed onsite; the layout plan for these items shall be reviewed and approved by the City Engineer.
- 3.2.1.9** Upon review, the application appears to be in compliance with Kuna City Code, Comprehensive Plan, and Idaho Code.

**3.2.2 Staff Recommendations:** As a result of the review, Planning Services Specialist, Jessica Reid, recommended approval of the applications with the following conditions:

**3.2.2.1** The Applicant and/or Owner shall obtain written approval on letterhead or may be written/stamped on the approved plans of the construction plans from the agencies noted below. All submittals are required to include the lighting, landscaping, drainage, and development plans. All site improvements are prohibited prior to approval of the following agencies:

**3.2.2.1.1** The City Engineer shall approve all stormwater retention and drainage plans.

**3.2.2.1.2** The City Engineer shall approve all Civil Plans. No construction, grading, filling, clearing or excavation of any kind shall be initiated until the Applicant has received approval of the drainage plan.

**3.2.2.1.3** Central District Health Department recommends the plan be designed and constructed in conformance with standards contained in, "Catalog for Best management Practices for Idaho Cities and Counties".

**3.2.2.1.4** The Kuna Rural Fire District shall approve fire flow requirements and/or building plans. Installation of fire protection facilities as required by Kuna Rural Fire District are required.

**3.2.2.1.5** Approval from Ada County Highway District (ACHD) shall be obtained and Impact Fees must be paid *prior to issuance* of any building permit(s).

**3.2.2.2** This development is subject to building Design Review inspections *prior* to receiving a Certificate of Occupancy. Design Review inspection fees shall be paid *prior* to requesting staff inspection.

**3.2.2.3** All required landscaping shall be permanently maintained in a healthy growing condition. The property owner shall remove and replace unhealthy or dead plant material within three (3) days or as the planting season permits, as required by Kuna City Code Title 5, Chapter 17, Section 7 standards. Maintenance and planting within public rights-of-way shall be approved by the public entities owning the property.

**3.2.2.4** The Land Owner/Applicant/Developer and any future assigns having interest in the subject property, shall fully comply with all conditions of

development as approved by the Commission, or seek amending them through the Design Review process.

- 3.2.2.5** Applicant shall work with Ada County Highway District in dedication of additional right-of-way.
- 3.2.2.6** Applicant shall work with Ada County Highway District in the installation of an eastbound right turn lane on W Kuna Mora Road. Installation/construction shall be in conformance with all Ada County Highway District Policies/Requirements.
- 3.2.2.7** With the exception of the employee parking area and storage yard, the Applicant shall pave the entirety of all roadways, drive aisles and parking lots.
- 3.2.2.8** Applicant shall work with City Staff in developing a deferred timeline for the installation of sidewalk(s) along W Kuna Mora Road frontage.
- 3.2.2.9** Applicant shall adjust building setbacks on the subject site to meet Ada County Highway District and City Requirements.
- 3.2.2.10** The Applicants proposed Landscape Plan dated December 17, 2020, shall be considered a binding site plan, or as modified and approved through the Design Review process.
- 3.2.2.11** Applicant shall follow staff, City Engineer and other agency recommended requirements, as applicable.
- 3.2.2.12** Applicant shall comply with all local, state and federal laws.

#### **IV CONCLUSIONS OF LAW**

- 4.1** City of Kuna is a duly formed Municipal Corporation organized and existing by virtue of the laws of the State of Idaho and is organized, existing and functioning pursuant to Chapter 1, Title 50, Idaho Code.
- 4.2** The Kuna Planning and Zoning Commission has the decision-making authority over all Legislative Design Review applications as provided in Kuna City Code Title 1, Section 14, Section 3.
- 4.3** Kuna City Code Title 5, Chapter 4, Section 2 provides that:

This chapter applies to all proposed development located within the design review overlay district which shall include the entire city limits, and any land annexed into the city after the date of adoption hereof. Such development includes, but is not limited to, new commercial, industrial, institutional, office, multifamily residential projects, common areas,

subdivision signage, proposed conversions, proposed changes in land use and/or building use, or exterior remodeling, exterior restoration, and enlargement or expansion of existing buildings, signs or sites, and requires the submittal of a design review application pursuant to this chapter and fee as prescribed from time to time by the city council.

**V**

**ORDER OF APPROVAL OF APPLICATION FOR DESIGN REVIEW**

The Kuna Planning and Zoning Commission, having reviewed the above-entitled record, having listened to the arguments and presentations at the public meeting, and being fully informed in the premises and further based upon the Findings of Fact and Conclusions of Law hereinabove set forth, DO HEREBY APPROVE:

**5.1** Case No. 20-28-DR (Design Review) for the Trimjoist Manufacturing Facility.

**BY ACTION OF THE PLANNING AND ZONING COMMISSION** of the City of Kuna at its regular meeting held on the 23<sup>rd</sup> day of March, 2021.

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Lee Young, Chairman

**BEFORE THE PLANNING AND ZONING COMMISSION  
OF THE  
CITY OF KUNA**

	)	Case No. 21-02-DR (Design Review)
IN THE MATTER OF THE APPLICATIONS	)	
OF	)	
<b>BRIAN FROST</b>	)	<b>FINDINGS OF FACT,</b>
For Design Review for the <i>Multi-Tenant</i>	)	<b>CONCLUSIONS OF LAW, AND</b>
<i>Building.</i>	)	<b>ORDER OF APPROVAL OF</b>
	)	<b>DESIGN REVIEW APPLICATION.</b>

THESE MATTERS came before the Planning and Zoning Commission for review and approval or denial on March 9, 2021. It was heard March 9, 2021 for receipt and consideration by the Planning and Zoning Commission of these recommended Findings of Fact, Conclusions of Law and Order of Decision for the above referenced Application. The Planning and Zoning Commission does now hereby make and set forth the Record of Proceedings, and these Findings of Fact, Conclusions of Law, and Order of Decision.

**I  
RECORD OF PROCEEDINGS**

The record of proceedings of the above-referenced matter consists of the follow, to-wit:

**1.1 Exhibits:**

<i>DESCRIPTION OF EVIDENCE</i>		Withdrawn	Refused	Admitted
<b>1</b>	Staff Report			X
<b>2</b>	Design Review Application			X
<b>3</b>	Affidavit of Legal Interest			X
<b>4</b>	Project Narrative			X
<b>5</b>	Aerial Map			X
<b>6</b>	Building Layout			X

<b>7</b>	Exterior Elevations			X
<b>8</b>	Material Board			X
<b>9</b>	Site Plan			X
<b>10</b>	Landscape Plan			X
<b>11</b>	Lighting Plan			X
<b>12</b>	Lighting Cut Sheets			X
<b>13</b>	J&M Sanitation Comments			X
<b>14</b>	City Engineer Comments			X

**1.2 Public Meeting**

**1.2.1** Planning and Zoning Commission heard this on March 9, 2021. The FCO’s have been requested to go to the Commission March 23, 2021.

**1.3 Testimony**

**1.3.1** Those who testified at the Commissions March 9, 2021 meeting are as follows, to-wit:

**1.3.1.1** City Staff:  
Jessica Reid, Planning Services Specialist

**1.3.1.2** Appearing for the Applicant:  
Brian Frost, Owner

**II  
DECISION**

WHEREUPON THE PLANNING AND ZONING COMMISSION being duly informed upon the premises and having reviewed the record, evidence, and testimony received and being fully advised in the premises, DO HEREBY MAKE THE FOLLOWING FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ORDER, to-wit:

**III  
FINDINGS OF FACT**

**3.1 Findings Regarding Design Review**

**3.1.1** The applicant has submitted a complete application, and following staff review for technical compliance, the application appears to be in general compliance with the design requirements listed in Kuna City Code Title 5.

- 3.1.2** Review by staff and the Commission of the proposed Design Review confirms all applicable requirements listed in Kuna City Code Title 5, Chapter 4, Section 9 were provided.
- 3.1.3** The proposed multi-tenant building will lay at the center of the subject site and will be surrounded by a fully improved parking lot and landscape buffers, as well as concrete pedestrian walkways running along the full length of the buildings east and west sides. The proposed building will be 16 FT tall at top of wall, and offers varying rooflines, textures, materials, and colors. The floor plan indicates twelve (12) 30 FT by 48 FT units, each equipped with their own man-door entrance, restroom, office and 12 FT by 14 FT overhead door. Man-doors and vinyl windows will be accented in white; roll-up doors will be white; wall mounted, shielded LED lighting in black and a metal awning over each entrance will be in copper penny. Building façade colors are tons of white, black, and ivory, with pops of copper penny. Two (2) CMU trash enclosures and associated receptacles will be provided in the southwest and southeast corners of the parcel.
- 3.1.4** Staff finds that the proposed 40 regular parking spaces and 2 ADA accessible parking spaces appear to meet the requirements specified in Kuna City Code Title 5, Chapter 9, Section 3. Staff notes Kuna City Code Title 5, Chapter 9, Section 5 indicates landscape islands and streetlights are to be installed in alternating fashion, every fourteen (14) parking spaces or every 126 FT; however, staff finds the information provided on the Landscape Plan is sufficient for alternative compliance. The parking lot is a public lot that serves the patrons of each individual business and will be accessed via a future public street ingress/egress from E Access Street. The parking lot includes a forward motion circulation for any delivery type vehicles. Applicant shall follow stall and aisle design standards listed in Kuna City Code Title 5, Chapter 9.
- 3.1.5** Staff notes the applicant will be required to have all drainage and storm water retention plans reviewed and approved by the City Engineer. The applicant is hereby notified that this project is subject to a Design Review inspection and fees for the building and parking lot. Required post construction inspections, are to verify Design Review compliance for the building, parking lot, landscaping and lighting. Staff has determined that this application complies with Kuna City Code; Kuna Comprehensive Plan; the Future Land Use Map; and Idaho Code. Staff recommends that if the Planning and Zoning Commission approves Case No. 21-02-DR (Design Review), the Applicant be subject to the Conditions of Approval listed in section “F” of this report, as well as any additional conditions requested by the Planning and Zoning Commission.
- 3.1.6** Staff has reviewed the application and finds that the proposed building, parking lot & landscaping generally appears to conform to Kuna City Code Title 5, Chapter 4, Design Review Overlay District, as well as conforms to the Kuna architectural guidelines and parking standards.

## 3.2 Testimony of City Staff

**3.2.1 Conclusions:** The Planning Services Specialist, in a staff report to the Planning and Zoning Commission dated March 9, 2021, confirmed that a review of the site and records on file at the City of Kuna has been completed with the following conclusions:

- 3.2.1.1** This application is a request for approval of Design Review for an approximately 17,280 Square Foot multi-tenant building, accompanying parking lot and landscaping, located at 547 E Access Street.
- 3.2.1.2** The proposed multi-tenant building elevations will feature Ivory metal wall panels; fascia and entryway canopies in Copper Penny; White vinyl windows; and White overhead doors.
- 3.2.1.3** The proposed multi-tenant building layout will consist of twelve (12) individual units, equipped with dedicated entryways and restrooms.
- 3.2.1.4** Two (2) CMU, gated trash enclosures will be provided on the southern end of the property.
- 3.2.1.5** A proposed Mocha colored vinyl fence will be installed along the southern property line and the provided buffer is adequate in providing for the competing residential use.
- 3.2.1.6** The proposed fully improved parking area will provide forty (40) standard stalls and two (2) ADA stalls, and will be accessed via a future curb cut from E Access Street.
- 3.2.1.7** Landscaping will consist of turf-type Fescue sod, ornamental trees and shrubs. Though Kuna City Code Title 5, Chapter 9, Section 5 requires landscaping islands within parking areas, staff finds the landscaping provided fulfills alternative compliance standards.
- 3.2.1.8** Upon review, the application appears to be in compliance with Kuna City Code, Comprehensive Plan, and Idaho Code.

**3.2.2 Staff Recommendations:** As a result of the review, Planning Services Specialist, Jessica Reid, recommended approval of the applications with the following conditions:

- 3.2.2.1** The applicant shall follow all requirements for sanitary sewer, potable water, irrigation system connections, and all other requirements of the Kuna Public Works Department.

- 3.2.2.2** The applicant shall obtain written approval of the construction plans from applicable agencies. The approval may be either on agency letterhead referring to the approved use or, may be written or stamped upon a copy of the approved plans. All site improvements are prohibited prior to approval of these agencies and the issuance of a building permit.
- 3.2.2.2.1** No construction, grading, filling, clearing or excavation of any kind shall be initiated until the applicant has received approval of the Civil Plan.
- 3.2.2.2.2** The Kuna Fire District shall approve fire flow requirements and /or building plans. Installation of fire protection facilities as required by Kuna Fire District is required.
- 3.2.2.2.3** The Kuna Municipal Irrigation System shall approve any modifications to the existing irrigation system.
- 3.2.2.2.4** Approval from Ada County Highway District/Impact Fees, if any, shall be paid *prior to issuance* of building permits.
- 3.2.2.3** The City Engineer shall review and approve all Civil Plans and sewer hook-ups.
- 3.2.2.4** The applicant shall obtain separate electrical and plumbing permits *prior* to construction.
- 3.2.2.5** This development is subject to building Design Review inspections *prior* to receiving a Certificate of Occupancy. Design Review inspection fees shall be paid *prior* to requesting staff inspection.
- 3.2.2.6** The land Owner/Applicant/Developer, and any future assigns having an interest in the subject property, shall fully comply with all conditions of development as approved by the Planning and Zoning Commission, or seek amending them through the Design Review process.
- 3.2.2.7** Applicant shall follow staff, City Engineer and other agency recommended requirements, as applicable.
- 3.2.2.8** Applicant shall comply with all local, state and federal laws.

**IV  
CONCLUSIONS OF LAW**

- 4.1** City of Kuna is a duly formed Municipal Corporation organized and existing by virtue of the laws of the State of Idaho and is organized, existing and functioning pursuant to Chapter 1, Title 50, Idaho Code.
- 4.2** The Kuna Planning and Zoning Commission has the decision-making authority over all Legislative Design Review applications as provided in Kuna City Code §1-14-3.
- 4.3** Kuna City Code Title 5, Chapter 4, Section 2 provides that:

This chapter applies to all proposed development located within the design review overlay district which shall include the entire city limits, and any land annexed into the city after the date of adoption hereof. Such development includes, but is not limited to, new commercial, industrial, institutional, office, multifamily residential projects, common areas, subdivision signage, proposed conversions, proposed changes in land use and/or building use, or exterior remodeling, exterior restoration, and enlargement or expansion of existing buildings, signs or sites, and requires the submittal of a design review application pursuant to this chapter and fee as prescribed from time to time by the city council.

**V  
ORDER OF APPROVAL OF APPLICATION FOR DESIGN REVIEW**

The Kuna Planning and Zoning Commission, having reviewed the above-entitled record, having listened to the arguments and presentations at the public meeting, and being fully informed in the premises and further based upon the Findings of Fact and Conclusions of Law hereinabove set forth, DO HEREBY APPROVE:

- 5.1** Case No. 21-02-DR (Design Review) for the Multi-tenant Building at 547 E Access Street.

**BY ACTION OF THE PLANNING AND ZONING COMMISSION** of the City of Kuna at its regular meeting held on the 23<sup>rd</sup> day of March, 2021.

---

Lee Young, Chairman



751 W 4<sup>th</sup> Street | Kuna, ID | 83634  
(208) 922-5274 | [www.kunacity.id.gov](http://www.kunacity.id.gov)  
**EXHIBIT CHECKLIST**



Case Name: Kuna Marketplace Village  
Case No.(s): 21-03-DR

EXHIBITS	Page No.
Exhibit List	1
Staff Report	2
Design Review Application	6
Project Narrative	13
Site/Landscape Plan	14
Elevations	15 & 16



# City of Kuna

## Planning & Zoning Commission

### Staff Report

P.O. Box 13  
Phone: (208) 922-5274  
Fax: (208) 922-5989  
www.Kunacity.id.gov

**To:** Kuna Planning and Zoning Commission

**File Numbers:** 21-03-DR (Design Review)  
Kuna Marketplace Village

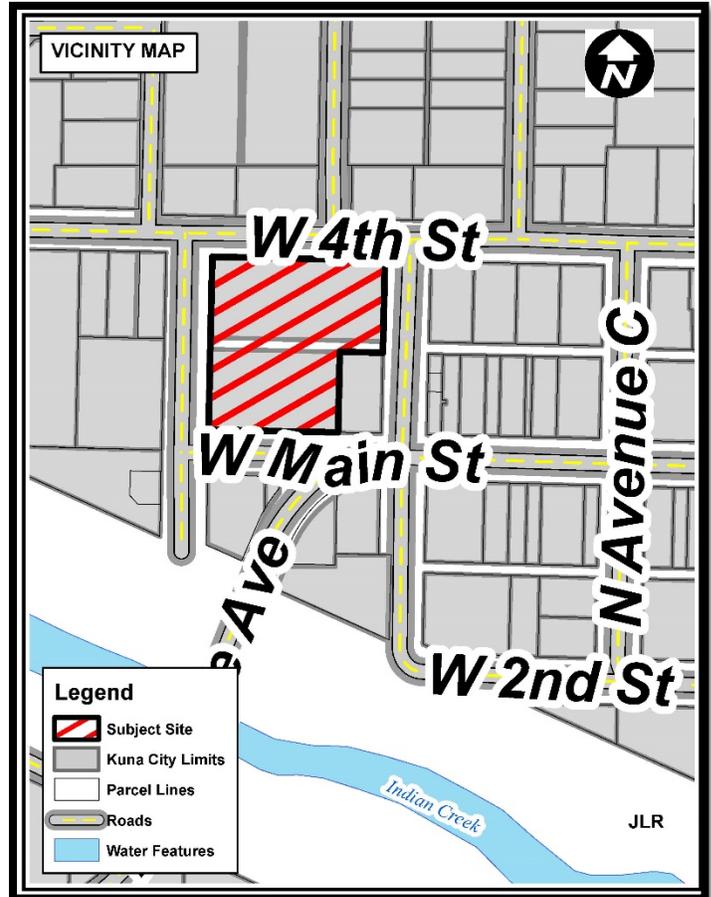
**Location:** 571 W 4<sup>th</sup> Street  
Kuna, ID 83634

**Planner:** Jessica Reid  
Planning Services Specialist

**Meeting Date:** March 23, 2021

**Owner:** Kuna Joint School District No. 3  
711 E Porter Road  
Kuna, ID 83634  
208.922.1000

**Applicant:** Lisa Holland  
Economic Development  
Director  
751 W 4<sup>th</sup> Street  
Kuna, ID 83634  
208.922.5546  
[lholland@kunaid.gov](mailto:lholland@kunaid.gov)



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|---------------------------------|---|
| <b>A.</b> Course Proceedings    | <b>E.</b> Applicable Standards                |
| <b>B.</b> Applicants Request    | <b>F.</b> Proposed Findings                   |
| <b>C.</b> General Project Facts | <b>G.</b> Proposed Decision by the Commission |
| <b>D.</b> Staff Analysis        |   |

#### **A. Course of Proceedings:**

1. According to Kuna City Code (KCC) Title 5, Chapter 4, Section 2 (Design Review); all new commercial projects are required to submit an application for review by the Planning and Zoning Commission. As a public meeting item, this action requires no formal public noticing actions.

#### **a. Notifications**

- |                               |                |
|-------------------------------|----------------|
| <b>i.</b> Completeness Letter | March 15, 2021 |
| <b>ii.</b> Agenda             | March 23, 2021 |

**B. Applicants Request:**

Lisa Holland, Economic Development Director, requests Design Review approval for Kuna Marketplace Village, a multi-phased retail development, and associated landscaping. The proposed marketplace will consist of approximately twenty-nine (29) small retail storefronts and twelve (12) food truck parking spaces; located behind the old 4<sup>th</sup> Street Gym at 571 W 4<sup>th</sup> Street. The approximately 120 Square Foot, temporary retail spaces will be placed in small groups and situated around a community plaza space to be landscaped and maintained by the Kuna Parks Department.

**C. General Projects Facts:**

**1. Surrounding Land Uses:**

<b>North</b>	R-6	Medium Density Residential – Kuna City
<b>South</b>	CBD	Central Business District – Kuna City
<b>East</b>	CBD	Central Business District – Kuna City
<b>West</b>	CBD	Central Business District – Kuna City

**2. Parcel Sizes, Current Zoning, Parcel Numbers:**

- Approximately 1.825 acres
- Zoning: CBD (Central Business District)
- Parcel No. R5070001380

**3. Services:**

Sanitary Sewer – City of Kuna  
 Potable Water – City of Kuna  
 Fire Protection – Kuna Rural Fire District  
 Police Protection – Kuna Police (Ada County Sheriff’s office)  
 Sanitation Services – J&M Sanitation

**4. Existing Structures, Vegetation and Natural Features:**

The building known as the “Old 4<sup>th</sup> Street Gym” is situated facing North on the subject site, and its associated parking areas are finished with gravel, concrete or asphalt.

**5. Transportation / Connectivity:**

Access to the proposed project is provided via sidewalk from the gravel parking area on N Avenue D and sidewalks along N Avenue E. N Avenue D parking area provides vehicle ingress/egress off of N Avenue D and W 4<sup>th</sup> Street. City Hall parking lot access is provided via two (2) ingress/egress points on W 4<sup>th</sup> Street.

**6. Environmental Issues:**

The subject site lies within the designated Nitrate Priority Area (NPA). Beyond the NPA, staff is not aware of any additional environmental issues, health or safety conflicts.

**D. Staff Analysis:**

The proposed project will be developed in partnership with Kuna Joint School District No. 3, and provide local, licensed Home Occupation businesses the opportunity to operate a small retail storefront. There will be space for approximately twenty-nine (29) retail units, up to twelve (12) food trucks, landscaped plazas with picnic tables, and even a possible stage area.

Each approximately 120 Square Foot unit will be constructed by High School students with local developers’ leadership, over a two (2) day event in May 2021. Each unit will be ten (10) feet by twelve (12) feet and stand up to twelve (12) feet in height. The façade of the units will be hardboard or six (6) inch cottage lap siding in a variety of earth toned or neutral colors, and be roofed in Asphalt Gray shingles.

A white vinyl window will be present on the rear elevation and a six (6) foot wide, white vinyl French door will offer access on the front elevation. Units will be on temporary foundations, allowing the marketplace unit to be rearranged, or relocated.

The site is proposed to be developed in two (2) Phases; Phase No. 1 to occur in 2021 and Phase No. 2 occurring in 2022. In Phase No. 1, twelve (12) units will be arranged in small adjacent groups, surrounding a landscaped plaza area. The marketplace will provide three (3) portable restrooms. The perimeter will be fenced with six (6) foot, black powder-coated chain-link fencing to match what is existing. Landscaping will be installed and maintained by the Kuna Parks Department and will consist of recycled asphalt pathways and grass areas with picnic tables.

**E. Applicable Standards:**

1. Kuna City Code, Title 5, Zoning Regulations
2. City of Kuna Comprehensive Plan
3. Idaho Code, Title 67, Chapter 65, Local Land Use Planning Act

**F. Proposed Findings:**

Based upon the record contained in Case No. 21-03-DR including the Comprehensive Plan, Kuna City Code, Staff's Memorandums, including the exhibits, the Kuna Commission hereby (*approves/approves conditionally/denies*) the Findings of Fact and Conclusions of Law, and conditions of approval for Case No. 21-03-DR (Design Review), a request for Design Review approval for the Kuna Marketplace Village and landscaping.

*If the Planning and Zoning Commission wishes to approve, deny or modify specific parts of the Findings of Facts and Conclusions of Law as detailed below, those changes must be specified.*

1. The contents of the proposed Design Review application contain all of the necessary requirements as listed in KCC 5-4-9: - Design Review Application Required.

*Staff Finding: The Applicant has submitted a complete application, and following staff review for technical compliance and Commission review of the Design Review, the application appears to be in general compliance with the design requirements listed in KCC Title 5, Chapter 9.*

2. Based on the evidence contained in Case No. 21-03-DR, the building design, including building mass, proportion of building, and relationship of exterior materials generally comply with the City Code.

*Staff Finding: Upon staff review, the buildings appear to be in compliance with design standards.*

3. The overall building design, including building mass, proportion of building, relationship of openings in the buildings, and relationship of exterior materials, is appropriate for the proposed site selection.

*Staff Finding: Upon review, staff finds the Kuna Marketplace Village is an appropriate fit for the properties CBD (Central Business District) zoning designation.*

4. The existing parking lot to be used for this project minimizes the impact of traffic on adjacent streets, and provide appropriate, safe vehicle parking.

*Staff Finding: The existing gravel parking lot provides ample space for patrons of the Kuna Marketplace Village and specifically provides the required number of ADA accessible parking stalls. In addition, the fully improved Kuna City Hall Parking lot lies one (1) block away and can be utilized for overflow parking.*

5. The site landscaping minimizes the impact on adjacent properties.

*Staff Finding: The Applicant has proposed a plaza style green space in which the project will be centered around, as well as pedestrian walkways throughout the marketplace.*

6. On-site grading and drainage are designed to maximize land use benefits and minimize off-site impact.

*Staff Finding: Minimal to no grading is required as the subject site is existing; slight evening of the surface may be required to ensure proper leveling of the individual units.*

**G. Proposed Decision by the Commission:**

*Note: This proposed motion is for approval, conditional approval or denial of this request. However, if the Planning and Zoning Commission wishes to change specific parts of the request as detailed in the report, those changes must be specified.*

The decision is based on the facts outlined in the staff report, the case file, and the discussion at the public meeting. The Planning and Zoning Commission (acting as Design Review Committee) of Kuna, Idaho, hereby *approves/denies* Case No. 21-03-DR, a Design Review request by Lisa Holland, Economic Development Director, for the Kuna Marketplace Village and associated landscaping, with the following conditions of approval:

1. The Applicant shall obtain written approval of the construction plans from the agencies noted below. The approval may be either on agency letterhead referring to the approved use or may be written or stamped upon a copy of the approved plans. All site improvements are prohibited prior to approval of these agencies and the issuance of a building permit:
  - a. No construction, grading, filling, clearing or excavation of any kind shall be initiated until the applicant has received approval of the civil plan.
  - b. The Kuna Fire District shall approve fire flow requirements and/or building plans. Installation of fire protection facilities as required by Kuna Fire District is required.
  - c. The City shall approve any modifications to the existing irrigation system.
  - d. Approval from Ada County Highway District/Impact Fees, if any, shall be paid *prior to issuance* of building permits.
2. The City Engineer shall review and approve all Civil Plans.
3. The Applicant shall obtain separate electrical and plumbing permits *prior* to construction.
4. This development is subject to building and landscaping Design Review Inspections *prior* to receiving a Certificate of Occupancy.
5. The Landowner/Applicant/Developer, and any future assigns having an interest in the subject property, shall fully comply with all conditions of development as approved by the Planning and Zoning Commission, or seek amending them through the Design Review process.
6. Applicant shall follow staff, City Engineer and other agency recommended requirements, as applicable.
7. Applicant shall comply with all local, state and federal laws.

**DATED** this 23<sup>rd</sup> day of March, 2021.



# DESIGN REVIEW APPLICATION

PO Box 13 | 751 W 4<sup>th</sup> Street | Kuna, ID 83634  
(208) 922-5274 | [www.KunaCity.ID.gov](http://www.KunaCity.ID.gov)



## **\*\*Office Use Only\*\***

**Case No(s):** 21-03-DR

**Project Name:** Kuna Marketplace Village

**Date of Pre-Application Meeting:** \_\_\_\_\_ **Valid for three (3) months**

**Date Received:** 02.26.2021

**Date Accepted as Complete:** 03.15.2021

The City of Kuna has adopted a Design Review Overlay District whose purpose is to make Kuna a pleasant and comfortable place to live and work. This Design Review process is based on standards and guidelines found in Kuna City Code 5-4. The Design Overlay District includes all of Kuna City Limits.

Design Review includes, but is not limited to:

- Commercial
- Industrial
- Institutional
- Office
- Multi-family Residential
- Common Areas
- Proposed Conversions
- Proposed changes in land and/or building use
- Exterior Remodeling/Restoration
- Enlargement or Expansion of existing buildings or sites

### **Application shall contain one (1) copy of the following:**

- Complete Planning & Zoning Application Coversheet
- Complete Design Review Application (*It is the applicant's responsibility to use the most current application.*)
- Detailed narrative or justification for the application, describing the project, design elements and how the project complies with Design Review standards.
- Vicinity Map: 8.5" x 11" at 1" = 300' scale (or similar). Label the location of the property and adjacent streets.
- Aerial Map: 8.5" x 11" color photo depicting proposed site, street names, and surrounding area within 500'.
- Recorded Warranty Deed
- Affidavit of Legal Interest if the individual submitting the application is not the property owner. (*One Affidavit required for each party involved. Originals must be submitted to the Planning & Zoning Department.*)
- Color rendering and material sample(s) specifically noting where each color and material is to be located on the structure. (*PDF or photo of materials acceptable*).

- Detailed Plans: Site Plan; Landscape Plan; Drainage Plan; and Elevations.

### **Detailed Site Plan Requirements**

- Name of plan preparer with contact information
- Name of project and date
- North arrow
- Property Lines
- Existing structures – Identify those which are relocated or removed
- On-site and adjoining streets, alleys, private drives and rights-of-way
- Drainage location and method of on-site retention/detention
- Location of public restrooms
- Existing and/or proposed utility services; any above ground utility structures and provide their location
- Location and width of easements, canals and drainage ditches
- Location and dimensions of off-street parking
- Location and size of any loading areas, docks, ramps and vehicle storage or service areas
- Location of trash storage areas and exterior mechanical equipment; provide proposed method of screening
- Sign locations (*A separate Sign Application must be submitted; this is a Staff level review.*)
- On-site transportation circulation plan for motor vehicles, pedestrians and bicycles
- Locations and uses of all Open Spaces (*if applicable*)
- Location, types and sizes of sound and visual buffers (*all buffers must be located outside the public rights-of-way.*)
- Parking layout including spaces, driveways, curbs, cuts, circulation patterns, pedestrian walks and vision triangles
- Location and designation of subdivision lines (*if applicable*), property lines, and rights-of-way
- Location of walls and fences; provide their height and material of construction
- Roofline and foundation plan of building and location onsite

### **Landscape Plan**

The Landscape Plan need to be drawn by the Project Architect, Professional Landscape Architect, Landscape Designer, or qualified Nurseryman for developments possessing more than twelve thousand (12,000) square feet of private land. The Landscape Plan must be colored and drawn to a scale no smaller than 1" = 30', unless otherwise approved. The Planning & Zoning Director may require the preparation of a landscape plan for smaller developments by one of the noted individuals, if the lot(s) have unique attributes. (*See Kuna City Code 5-17 Landscaping Requirements*)

- Name of plan preparer with contact information
- Name of project and date
- North arrow
- Boundaries, property lines and dimensions
- Location and design of areas to be landscaped
- Location and labels for all proposed plants
- Existing vegetation identified by species & sizes, and if they are proposed to be relocated or removed (*Retention of existing trees required, see Kuna City Code 5-17-4*)

- Plant lists or schedules with the botanical common name, quantity, and spacing as well as the size of all proposed landscape materials at time of planting
- Location of automatic, underground irrigation systems (*See Kuna City Code 5-17-11*)
- Clearly identify pressurized irrigation lines and underground water storage
- Location, description, materials, and cross-sections of special features, including berming, retaining walls, hedges, fences, fountains, street/pathway furniture, etc.
- Sign locations (a separate sign application must be submitted)
- Locations of open spaces (*if applicable*)
- Parking areas
- Location and designations of all sidewalks
- Engineered Grading and Drainage Plans: A generalized drainage plan showing direction drainage with proposed on-site retention. Upon submission of building/construction plans for an approved Design Review application, a detailed site grading and drainage plan prepared by a registered professional engineer (PE), shall be submitted to the City for review and approval by the City Engineer.

### **Building Elevations**

- Detailed elevation plans, in color, of each side of any proposed building(s) or addition(s). Label associated elevations with North, South, East, West
- Color renderings of all proposed building materials and indication where each material and color application are to be located, in PDF or JPEG format.
- Screening of mechanical equipment
- Provide a cross-section of the building showing any rooftop mechanical units and their roof placement
- Detailed trash enclosure elevation plans showing the materials to be used in construction

### **Lighting Plan**

- Exterior lighting, including detailed cut sheets and photometric plan (*pedestrian, vehicle, security, decoration, etc.*)
- Types and wattage of all light fixtures. (*NOTE: Lighting fixtures shall comply with "Dark Sky" policies.*)
- Placement of all light fixtures shown on elevations and landscaping plans

### **Owner Information**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Applicant Information**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Engineer/Representative**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Property Information**

Address: \_\_\_\_\_

Parcel No(s): \_\_\_\_\_

Closest Major Cross Streets: \_\_\_\_\_

Please check the box that reflects the intent of the application:

- Building Design Review    Design Review Modification
- Staff Level Application    Subdivision/Common Area Landscape

1. Briefly explain the nature of the request: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Dimension of property: \_\_\_\_\_

3. Current land use(s): \_\_\_\_\_

4. What are the land uses of the adjoining properties?

North: \_\_\_\_\_ South: \_\_\_\_\_

East: \_\_\_\_\_ West: \_\_\_\_\_

5. Is the project intended to be phased? If so, what is the phasing time period?

\_\_\_\_\_

\_\_\_\_\_

6. Number and use(s) of all structures: \_\_\_\_\_

7. Building Height: \_\_\_\_\_

8. Number of Stories: \_\_\_\_\_

*(The height and width relationship of new structures shall be compatible and consistent with the architectural character of the area and proposed use. Height and area standards can be found in Kuna City Code 5-5-3.)*

9. What is the percentage of building space on the lot when compared to the total lot area:  
\_\_\_\_\_

### Exterior Building Materials and Colors

	Material	Color
Roof:		
Walls: (include percentage of wall coverage of each material)		
% of Wood Application:		
% EIFS: (Exterior Insulation Finish System)		
% Masonry:		
% Face Block:		
% Stucco:		
Other:		
Windows/Doors:		
Soffits and Fascia:		
Trim, etc.:		

### Mechanical Units

Please identify mechanical unit(s) size and placement: \_\_\_\_\_

\_\_\_\_\_

Proposed screening method? \_\_\_\_\_

\_\_\_\_\_

### Trash Enclosures

Please identify trash enclosure location, size, and construction materials: \_\_\_\_\_

\_\_\_\_\_

### Irrigation Ditches/Canals

Are there any irrigation ditches/canals on or adjacent to the property? YES NO

If Yes, what is the name of the irrigation/drainage provider? \_\_\_\_\_

What is the proposed method of on-site drainage retention/detention? \_\_\_\_\_

\_\_\_\_\_

### Fencing

Is there any existing fencing that will remain? YES NO

If Yes, what is the fencing material, size and location? \_\_\_\_\_

What is the fencing material for all new fencing? \_\_\_\_\_

*The City has regulations for fences, walls, and hedges (see Kuna City Code 5-5-5). A fence permit must be acquired prior to installation of any fencing; a permit cannot be acquired until Design Review Application approval/denial.*

### Building Coverage

% of site devoted to building coverage?		
% of site devoted to landscaping? (Include landscaped rights-of-way)		Square Footage:
% of site that is hard surface? (paving, driveways, walkways)		Square Footage:
% of site devoted to other uses:		Describe:

### Landscaping

Please provide dimensions of landscaped areas within public rights-of-way: \_\_\_\_\_

Are there any existing trees of 4" or greater in caliper on the property? YES NO

If Yes, what type, size and general location? *(Please indicate location on site plan. NOTE: It is the city's goal to preserve such trees.)*

### Dock Loading Facilities

Will there be any dock loading facilities? YES NO *(If Yes, please continue; if No, please skip this section.)*

No. of dock loading facilities and their location: \_\_\_\_\_

What is the proposed method of screening? \_\_\_\_\_

**Pedestrian Amenities**

Are there any proposed pedestrian amenities? (i.e. bike racks, trash receptacles, drinking fountains, benches, etc.) YES NO

If Yes, please indicate type, number of each type: \_\_\_\_\_

\_\_\_\_\_

**Parking**

Total number of parking spaces? \_\_\_\_\_ Dimensions? \_\_\_\_\_

Total number of ADA accessible spaces? \_\_\_\_\_ Dimensions? \_\_\_\_\_

Total number of compact spaces (8' x 17')? \_\_\_\_\_

**Miscellaneous**

Will you be proposing setbacks different than those found in KCC 5-3-3? YES NO

If YES, please provide setbacks below, in feet:

Front: \_\_\_\_\_ Rear: \_\_\_\_\_ Side: \_\_\_\_\_ Side: \_\_\_\_\_

Is any portion of the property subject to flooding conditions? YES NO

*The Ada County Highway District (ACHD) may also conduct a public meeting regarding this application. If you have questions about the meeting date, the traffic that this development may generate or the impact of that traffic on streets in the area, please contact ACHD at (208) 387-6170. In order to expedite your request, please have ready the file number indicated.*

Applicant Signature:       *Lise Hubbard*       Date: \_\_\_\_\_

**Additional Information**

Please indicate/explain/provide any additional information deemed relevant to this application:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



P.O. BOX 13  
KUNA ID 83634  
(208) 922-5546  
www.KunaCity.id.gov

### Mayor

Joe Stear

### City Council

#### Members

John Laraway  
Richard Cardoza  
Warren Christensen  
Greg McPherson

### Economic

### Development

#### Director

Lisa Holland  
208-559-5926  
lholland@kunaid.gov

# City of Kuna – Economic Development

City of Kuna  
Planning & Zoning Department  
751 W 4<sup>th</sup> Street  
Kuna, ID 83634

March 15, 2021

Re: Kuna Market Village Application

Dear Staff & Planning & Zoning Commissioners,

In May 2021, the City of Kuna is planning to launch a marketplace of small retail storefronts (120 sq ft each) that will help foster growth of small Kuna businesses who farm or create local products. After holding two community feedback sessions in July 2020, there were over 30 businesses who indicated their interest in participating in the market village. There has been strong community support for the Kuna Market Village to move forward, and also local media interest:

- Idaho Statesman (July 2020):  
<https://www.idahostatesman.com/news/business/article244392902.html>
- Kuna Melba News (July 2020):  
[https://www.idahopress.com/kuna/news/kuna-pop-up-village-eyeing-spring-2021-opening/article\\_4d6ccb6f-af38-57de-a6eb-6923cecd3c35.html](https://www.idahopress.com/kuna/news/kuna-pop-up-village-eyeing-spring-2021-opening/article_4d6ccb6f-af38-57de-a6eb-6923cecd3c35.html)

Attached you will find an application with the proposed layout of the Market Village which will feature a community plaza space, landscaped and maintained by the Kuna Parks Department. The City has an existing agreement with the Kuna School District to utilize the 4<sup>th</sup> Street Gym courtyard for the location. All of the structures created will be moveable so if the Market Village needs to relocate or be reconfigured in the future, the City will have the ability to retain ownership of the sheds.

This economic development project also features a partnership with the Kuna School District for the construction of the retail units. We will be holding a 2-day construction event on May 6-7 with high school students and a number of developers from the Boise Metro to give students hands-on construction experience. We see this as a great collaboration opportunity between multiple entities, and we are excited about the prospect of replicating this event again in the future.

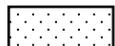
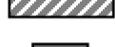
The first phase of the Market Village will include 12 retail sheds and a plaza area, and we would look to implement a second phase in 2022 to expand the village to include additional units. We appreciate your consideration and look forward to bringing this new amenity to the City of Kuna's downtown.

Sincerely,

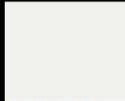
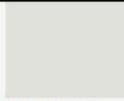
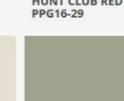
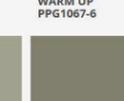
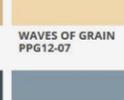
Lisa Holland  
Economic Development Director



# LEGEND

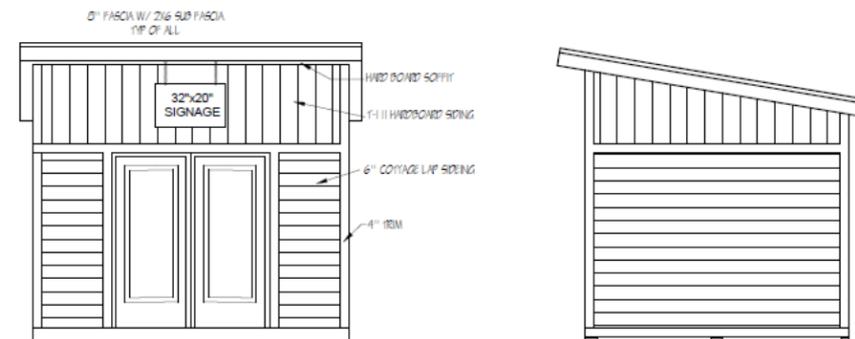
-  Property Boundary
-  Existing Landscape Buffers
-  Existing Gravel Surface
-  Existing Concrete Surface
-  Existing Sidewalk
-  Proposed Recycled Asphalt Pathway
-  Proposed Food Truck Parking
-  Proposed Picnic Tables
-  Proposed Restrooms (Portable Facilities)
-  Proposed Retail Units
-  Proposed Retail Units to be Built First
-  Proposed Grassed Area
-  Proposed Powder Coated Fence

# BUILDING COLORS

 DELICATE WHITE PPG1001-1	 TUNDRA FROST PPG1009-1	 CHEROKEE RED PPG13-02	 BRICK DUST PPG1056-7	 HUNT CLUB RED PPG16-29	 WARM UP PPG1067-6
 COOL CLAY PPG1071-5	 BULLETIN BOARD PPG12-04	 WAVES OF GRAIN PPG12-07	 SOUTHERN BREEZE PPG1097-2	 SMOKY SLATE PPG1028-4	 AUTUMN GRAY PPG1028-5
 LICORICE PPG1009-7	 NIGHT WATCH PPG1145-7	 SEASTONE PPG10-11	 GROUND COFFEE PPG1076-7	 SHEFFIELD GRAY PPG1041-6	 GOBLIN PPG1040-7
 NOTORIOUS PPG1074-4	 COCOA CREAM PPG1079-3	 HAT BOX BROWN PPG1085-6	 ALMOND BRITTLE PPG1095-3	 MAISON DE CAMPAGNE PPG15-01	 GRAY BY ME PPG1008-4
 GHOST WRITER PPG1007-3	 SOLITARY STATE PPG1009-3	 DOVER GRAY PPG1001-5	 KNIGHT'S ARMOR PPG1001-6	 BLACK MAGIC PPG1001-7	 PUMPKIN PATCH PPG1201-5

# BUILDING ELEVATIONS

SCALE: N.T.S



FRONT & RIGHT ELEVATION  
SCALE: 1/4" = 1'-0"



REAR & LEFT ELEVATION  
SCALE: 1/4" = 1'-0"

**KUNA**  
Economic Development  
&  
Planning & Zoning

(208) 559-5926  
(208) 922-5274

751 W. 4<sup>th</sup> St  
Kuna, ID 83634

Proposed Development for:

**KUNA MARKET  
VILLAGE**

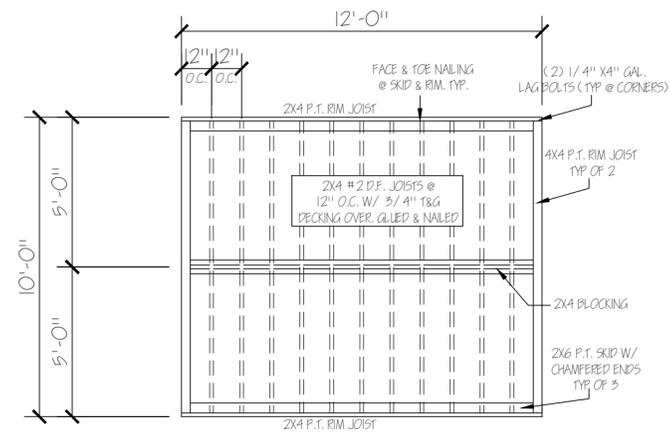
Kuna, Idaho

571 W 4<sup>th</sup> St

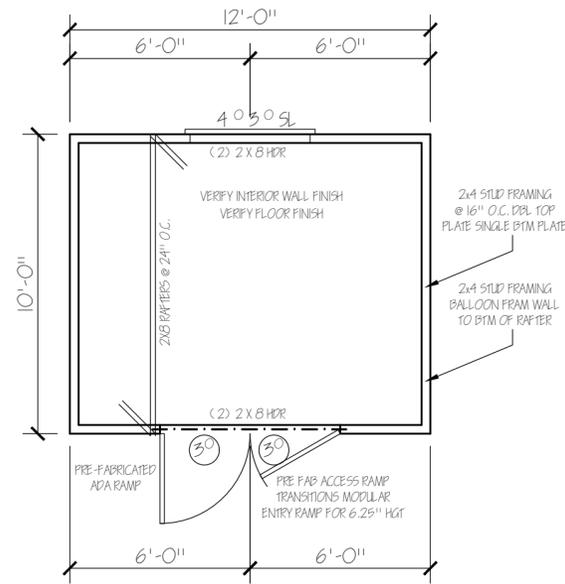
SITE PLAN

**DR 2**

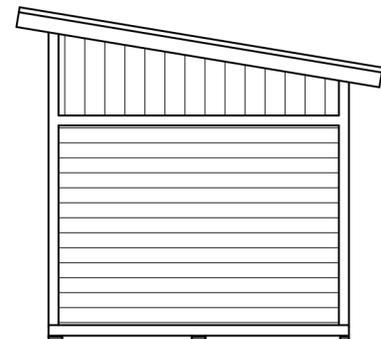
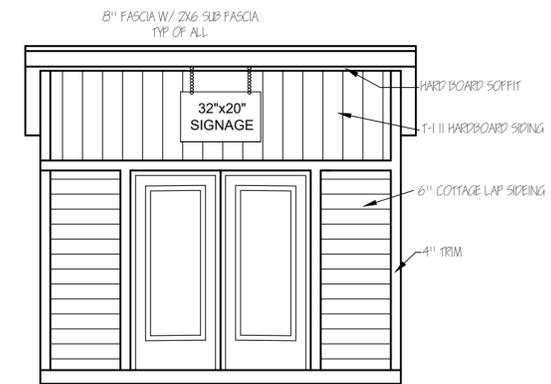
DRAWN: JMH  
DATE: 3/16/2021



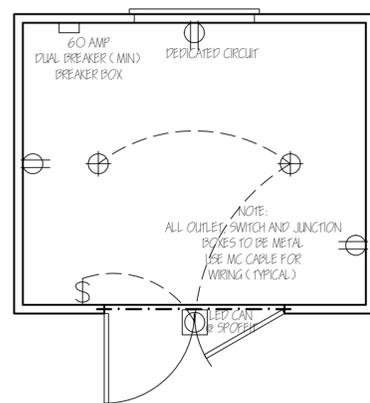
**FOUNDATION**  
SCALE: 1/4" = 1'-0"



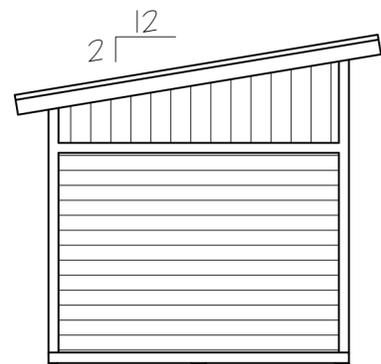
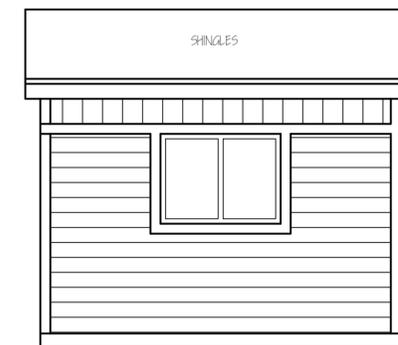
**FLOOR PLAN**  
SCALE: 1/4" = 1'-0"



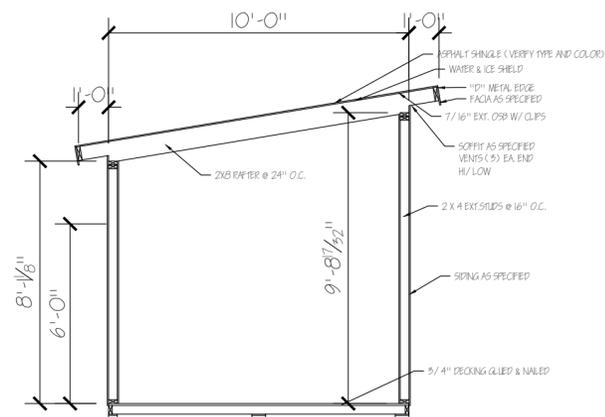
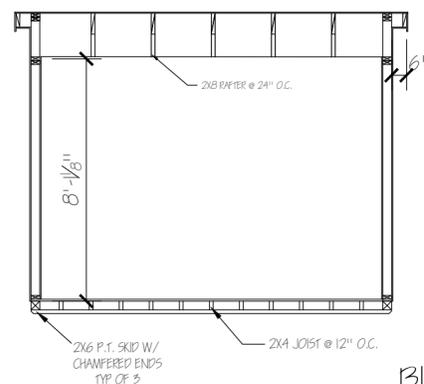
**FRONT & RIGHT ELEVATION**  
SCALE: 1/4" = 1'-0"



**ELECTRICAL**  
SCALE: 1/4" = 1'-0"



**REAR & LEFT ELEVATION**  
SCALE: 1/4" = 1'-0"



**BUILDING SECTIONS**