

**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 June 8, 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 (1) 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 May 25, 2021

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

**I.** Case No. 21-06-DR (Design Review) Kuna Baptist Church Metal Building – Jessica Reid, Planning Services Specialist

**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 or oral testimony, please contact the Planning and Zoning Department at (208) 922-5274.*

**A.** Case No. 21-01-SUP (Special Use Permit) 273 E Screech Owl In-home Daycare – Jessica Reid, Planning Services Specialist **ACTION ITEM**

Applicants Pierre Kamageri & Kashembe Chibichibi, request Special Use Permit approval to operate an In-Home daycare with six (6) or less children, Monday through Friday from 6:00 AM to 6:00 PM.

*Staff requests to table this item until June 22, 2021 due to a noticing error.*

**4. BUSINESS ITEMS:**

**A.** Meridian Fire Department Staff Report Presentation – Joe Bongiorno, Deputy Fire Chief

**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 May 25, 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:**

**COMMISSION MEMBERS PRESENT:**

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

**CITY STAFF PRESENT:**

Bill Gigray, City Attorney – Via Zoom  
Jace Hellman, Planning & Zoning Director – In Person  
Jessica Reid, Planning Services Specialist

**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 (1) 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.*

*(Timestamp 00:02:33)*

**A. Regular Planning and Zoning Commission Meeting Minutes Dated May 11, 2021**

**Motion To:** Approve Consent Agenda.

**Motion By:** Commissioner Gealy

**Motion Seconded:** Commissioner Garten

**Further Discussion:** None

**Voting No:** None

**Absent:** 0

**Motion Passed:** 3-0-2, Chairman Young and Commissioner Damron were absent

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

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learn more about the process for written or oral testimony, please contact the Planning and Zoning Department at (208) 922-5274.

(Timestamp 00:02:50)

A. *Continued from May 11, 2021* Case No. 21-01-OA (Ordinance Amendment) Required Public Improvement Standards: An Ordinance of the City Council of Kuna, Idaho, Repealing and Amending Kuna City Code (KCC) – Jace Hellman, Planning & Zoning Director **ACTION ITEM**

- REPEALING SECTION 2 OF CHAPTER 4 OF TITLE 6 KUNA CITY CODE; AND
- AMENDING CHAPTER 4 OF TITLE 6 KUNA CITY CODE BY THE ADDITION OF A NEW SECTION 2 PROVIDING SUBDIVISION PUBLIC IMPROVEMENTS STANDARDS INCLUDING DEFINITIONS, STANDARDS FOR ACCESS, BIKE LANES, CURB AND GUTTER, FENCING, FIBER OPTIC CONDUIT, FINAL LOT GRADE, IRRIGATION SYSTEMS, IRRIGATION DITCHES, LANDSCAPE, OPEN SPACE AND PARK AREAS, PARKING LOTS, SANITARY SEWER, SCHOOL BUS STAGING AREA, SIDEWALK, STORMWATER DRAINAGE, STREETS AND ALLEYS, STREET LIGHTING, SURVEY MONUMENTS, TRAFFIC CALMING, UTILITIES AND WATER SUPPLY SYSTEM; AND
- PROVIDING A SEVERABILITY CLAUSE; AND
- DIRECTING THE CITY CLERK; AND
- PROVIDING AN EFFECTIVE DATE.

(Timestamp 00:03:05)

Planning and Zoning Director Jace Hellman provided an update that staff had received comments from Ada County Highway District, had incorporated necessary changes to the proposed Code, and a redlined version with those changes had been provided in the meeting packet. Mr. Hellman explained the changes made which included technical corrections to improvements along arterial roads, verbiage changes from Bike Lane to Bike Facilities in order to encompass a larger picture for improvements, and access points throughout subdivisions. Mr. Hellman then stood for questions.

(Timestamp 00:04:46)

Vice Chairman Hennis confirmed if there were any individuals present who wished to testify but did not have the opportunity to sign in; there were none. Vice Chairman Hennis closed the Public Hearing and the Commission proceeded into deliberation. None of the Commissioners present had any concerns.

(Timestamp 00:05:55)

**Motion To:** Recommend Approval of Case No. 21-01-OA (Ordinance Amendment) Required Public Improvement Standards: An Ordinance of the City Council of Kuna, Idaho, Repealing and Amending Kuna City Code (KCC).

**Motion By:** Commissioner Gealy

**Motion Seconded:** Commissioner Garten

**Further Discussion:** None

**Voting No:** None

**Absent:** 0

**Motion Passed:** 3-0-2, Chairman Young and Commissioner Damron were absent

#### 4. BUSINESS ITEMS:

*(Timestamp 00:06:25)*

- A. Case No. 21-06-DR (Design Review) Kuna Baptist Church Metal Building – Jessica Reid, Planning Services Specialist **ACTION ITEM**

Applicant Justin Touchstone, on behalf of Kuna Baptist Church, requests Design Review approval for a 40' x60' metal building to be constructed near the southwest corner of their property located at 1250 N Linder Road (APN: S132422333), Section 24, Township 2 North, Range 1 West.

*(Timestamp 00:06:37)*

Planning Services Specialist Jessica Reid presented an overview of the project and stood for questions. There were no questions for staff.

*(Timestamp 00:08:18)*

Justin Touchstone, Chairman of the Deacon Board for Kuna Baptist Church, pointed out various portions of the proposed project including the proposed buildings color match to the existing church, screening provided by landscaping, the use of the building, and the church's desire to adhere to Kuna City Code. Mr. Touchstone then stood for questions.

*(Timestamp 00:09:38)*

Vice Chairman Hennis asked Mr. Touchstone if he had read and agreed with the Conditions of Approval in the Staff Report.

Mr. Touchstone explained he had not seen them.

Ms. Reid apologized and provided a copy of the Staff Report to Mr. Touchstone.

*(Timestamp 00:10:47)*

Upon review of the Staff Report, Mr. Touchstone had no concerns with the Conditions of Approval.

*(Timestamp 00:11:10)*

The Commission proceeded into deliberation; there were no concerns.

Commissioner Garten pointed out the parking spaces were adequate and the design of the proposed building was favorable.

Vice Chairman Hennis agreed and stated the proposed building would match the existing facility well.

*(Timestamp 00:11:42)*

**Motion To:** Approve Case No. 21-06-DR (Design Review) for Kuna Baptist Church Metal Building with the Conditions as outlined in the Staff Report.

**Motion By:** Commissioner Gealy

**Motion Seconded:** Commissioner Garten

**Further Discussion:** None

**Voting No:** None

**Absent:** 0

**Motion Passed:** 3-0-2, Chairman Young and Commissioner Damron were absent

**5. ADJOURNMENT:**

*(Timestamp 00:12:14)*

Vice Chairman asked if there were any announcements from staff.

Planning & Zoning Director Jace Hellman notified the Commission of the invitation on their desk to attend the proposed Helen Zamzow's Park Open House which was to occur on Thursday May 27, 2021. Mr. Hellman deferred to City Attorney Bill Gigray to see if there was anything he would like to add or address; there was nothing.

*(Timestamp 00:13:00)*

Vice Chairman Hennis asked where he could find the information on the city website regarding the proposed Helen Zamzow's Park as he was unable to find it. Mr. Hellman notified the Commission he would address the informational issue with Parks and Recreation Director Bobby Withrow.

*(Timestamp 00:13:52)*

**Motion To:** Adjourn.

**Motion By:** Commissioner Gealy

**Motion Seconded:** Commissioner Garten

**Further Discussion:** None

**Voting No:** None

**Absent:** 0

**Motion Passed:** 3-0-2, Chairman Young and Commissioner Damron were 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



## **1.2 Public Meeting**

**1.2.1** Planning and Zoning Commission heard this on May 25, 2021. The FCO's have been requested to go to the Commission June 8, 2021.

## **1.3 Testimony**

**1.3.1** Those who testified at the Commissions May 25, 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:  
Justin Touchstone

## **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** Staff finds the proposed facility is an appropriate fit for the property's zoning designation and use.

**3.1.4** The buildings placement with substantial setbacks, the narrowest side of the building being parallel with N Linder Road, screening provided by existing landscaping, and the color scheme matching the existing church, all assists in reducing the utilitarian look of the proposed building.

**3.1.5** Per the standards listed in Kuna City Code 5-9, institutions such as churches, require one (1) parking stall for each five (5) seats. The 250 seats provided in the sanctuary of Kuna Baptist Church, divided by five (5) would equal fifty (50)

required parking stalls, with at least two (2) ADA stalls; 59 standard stalls and five (5) ADA stalls remain on-site.

## **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 May 25, 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 a proposed 2,400 SF metal building to be constructed near the southwest corner of the subject site located at 1250 N Linder Road.
- 3.2.1.2** The proposed metal building will total 2,400 SF with 1,200 SF (A) being an enclosed storage area, and 1,200 SF (B) as a covered, open-air picnic space facing the existing grass area. The building will total 14' 8" in height, have a concealed fastener system and the anodized metal walls will be finished in Light Stone with a Red wainscot accent, matching the color scheme of the existing church building.
- 3.2.1.3** The enclosed portion will provide storage and replace the existing wood storage building currently on-site. One (1) 36"x96" man door and two (2) 8'x10' roll-up doors will be finished in Light Stone and provide access. The anodized metal roof will be finished in Red and will be supported by metal pillars in the open-air picnic space; the picnic space faces east.
- 3.2.1.4** The building is proposed to be placed near the southwest corner of the subject site, setback 54' feet from the southern property line and 98' 6" from the western property line. In an attempt to limit the impact of the building on adjacent properties, it is proposed to have one of its shortest sides (40 feet) adjacent to N Linder Road; in addition, the building will be partially screened by trees within the existing landscaping.
- 3.2.1.5** Though the building placement will cause two (2) standard parking stalls to be lost, the remaining 59 standard stalls and five (5) ADA stalls are adequate to meet the parking standards listed in Kuna City Code (KCC) 5-9. There are no proposed changes to the existing church building or landscaping.
- 3.2.1.6** Per City Engineer comments, a fire line sprinkler connection may be required to provide adequate fire suppression; fire suppression must be shown on all plans and approved by the Kuna Rural Fire District (KRFD). In addition, the Deputy Fire Marshal, or it's representative, must approve fire access to the project before, during, and after construction.

- 3.2.1.7** Upon review, staff finds the application to be in compliance with Kuna City Code Title 5, Chapter 4 Design Review Overlay District, Comprehensive Plan, and Idaho Code §67-65.
- 3.2.2 Staff Recommendations:** As a result of the review, Planning Services Specialist, Jessica Reid, recommended approval of the application 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** This development is subject to Architectural Compliance Design Review Inspections *prior* to receiving a Certificate of Occupancy. Design Review Inspection fees shall be paid prior to requesting staff inspection.
- 3.2.2.4** If applicable, Fire Suppression shall be shown on all plans and approved by the Kuna Rural Fire District.
- 3.2.2.5** Applicant shall verify that existing and proposed elevations match at property boundaries such that a slope burden is not imposed on adjacent properties; slopes shall not be steeper than 3:1 on lots adjacent to a street.
- 3.2.2.6** 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.

- 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. 21-06-DR (Design Review) for Kuna Baptist Church Metal Building.

**BY ACTION OF THE PLANNING AND ZONING COMMISSION** of the City of Kuna at its regular meeting held on the 8<sup>th</sup> day of June 2021.

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Lee Young, Chairman

# The Meridian Fire Department Staff Report

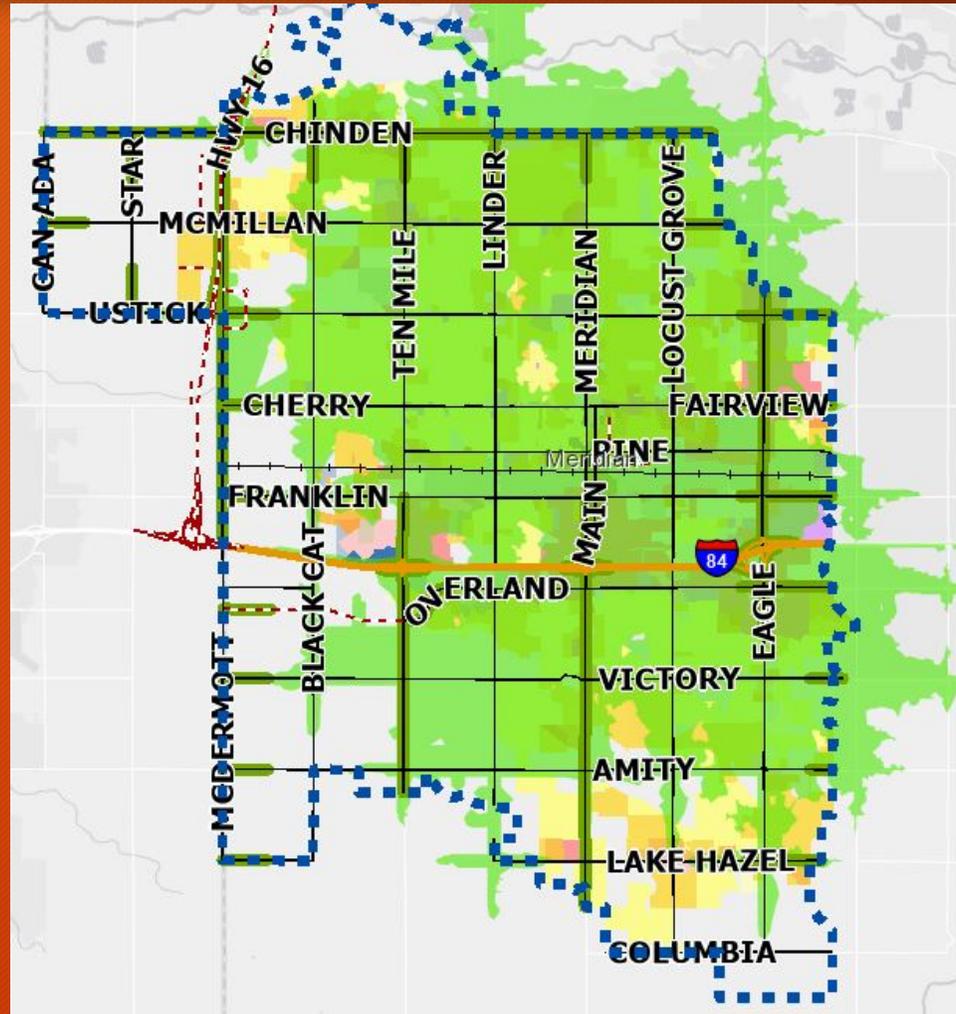
What does it mean?

Deputy Chief Joe Bongiorno

# Fire response Time

- Fire Response Time Travel time from nearest fire station (level of service expectation goal = 5 minutes)
- (EXAMPLE): This development is 6:00 minutes (under ideal conditions) from the nearest fire station - Fire Station 1. This fire station is approximately X miles from the project. If approved, the Fire Department cannot meet the response time goals.

# Fire response Time (Cont.)



# Resource Reliability

- Resource reliability Current reliability of closest fire station (Reliability Goal is 80% or greater)
- (EXAMPLE): This development is closest to Fire Station #1. Current reliability is 63% from this station and does not meet the targeted goal of 80% or greater.

# Resource Reliability (Cont.)

March 2020 to March 2021

MFD Station 31	895	657	73%
MFD Station 32	1184	1016	86%
MFD Station 33	1358	1090	80%
MFD Station 34	1223	964	79%
MFD Station 35	864	736	85%
MFD Station 36	649	507	78%

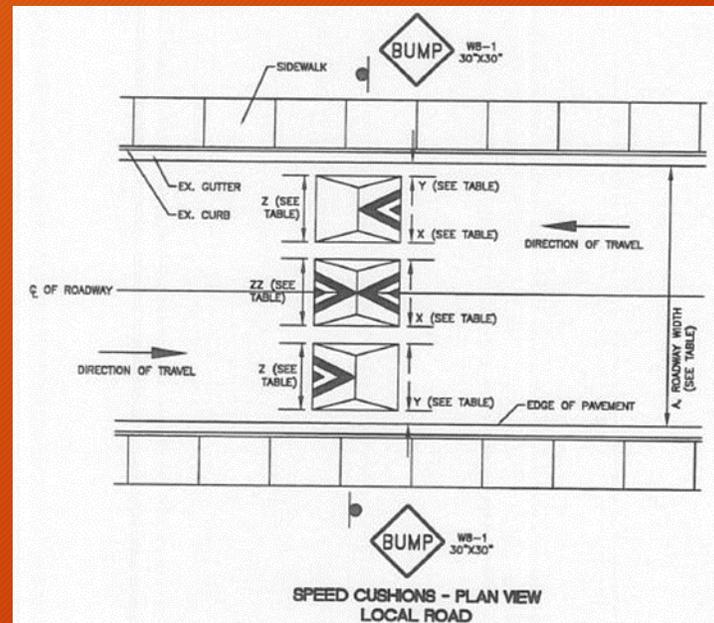
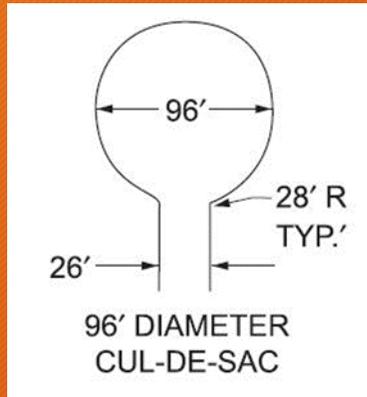
# Risk Identification

- Risk Identification Risk Factor (1=residential, 2=residential with hazards, 3=commercial, 4=commercial with hazards, 5=industrial)
- (EXAMPLE): This proposed commercial development has a risk factor of 4, in which current resources would not be adequate to supply service to this propose project. Risk factors include fire fighting in multi-story buildings and a large gathering of people in a single location. This entails a greater risk for the occupants as well as first responders. Fire, life safety systems and occupant training are critical for this development. Other hazards may be found once the development is completed.

# Accessibility

- Accessibility Roadway Access, traffic
- (EXAMPLE): This project meets all required access, road widths and turnarounds.
- Typical issues found:
  - Cul-d-sacs are not proper size - 48' Radius minimum
  - Block Lengths are too long
  - Over 30 homes with only one access
  - Over 200 apartments with one access
  - Accesses too close together - need  $\frac{1}{2}$  the diagonal of the property apart

# Accessibility (Cont.)



**D103.6 Signs.** Where required by the *fire code official*, fire apparatus access roads shall be marked with permanent NO PARKING—FIRE LANE signs complying with Figure D103.6. Signs shall have a minimum dimension of 12 inches (305 mm) wide by 18 inches (457 mm) high and have red letters on a white reflective background. Signs shall be posted on one or both sides of the fire apparatus road as required by Section D103.6.1 or D103.6.2.

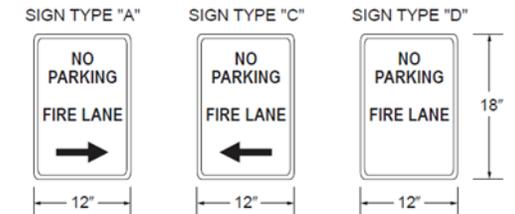
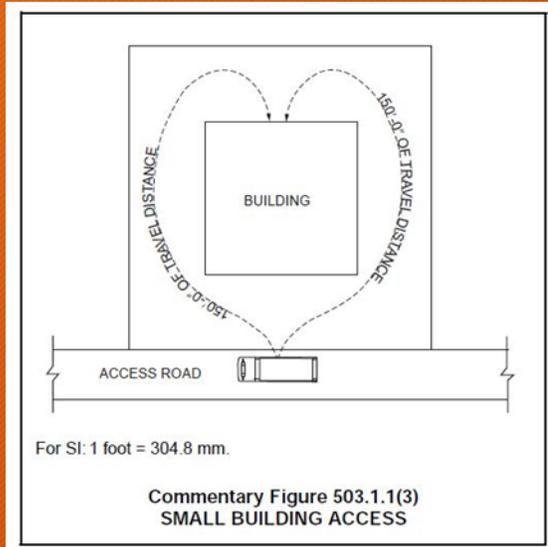


FIGURE D103.6 FIRE LANE SIGNS



# Specialty/Resource Needs

- Specialty/Resource needs

- Aerial device needed for development (more than 30' in height)?
  - If yes, is one available within a 12 minute travel time goal
- (EXAMPLE): This proposed project will require an aerial device. The closest truck company is 6 minutes travel time (under ideal conditions) to the proposed development, and therefore the Fire Department can meet this need in the required timeframe if a truck company is required. This fire station is approximately 1.5 miles from the project
- Other specialty needs (water rescue, hazmat, and technical rescue)?
  - If yes, is one available within a 5 minute travel time?
- In the event of a hazmat event, there will need to be mutual aid required for the development. In the event of a structure fire an additional truck company will be required. This will require additional time delays as they are not available in the city.

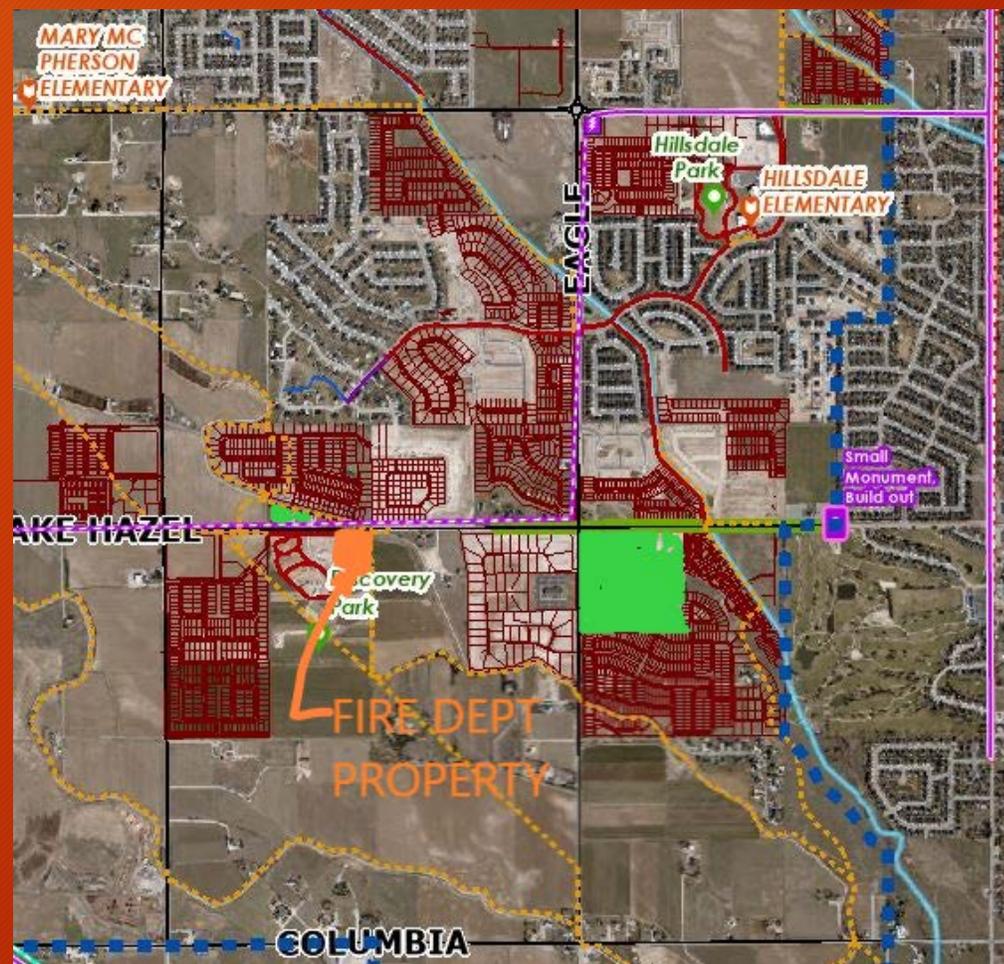
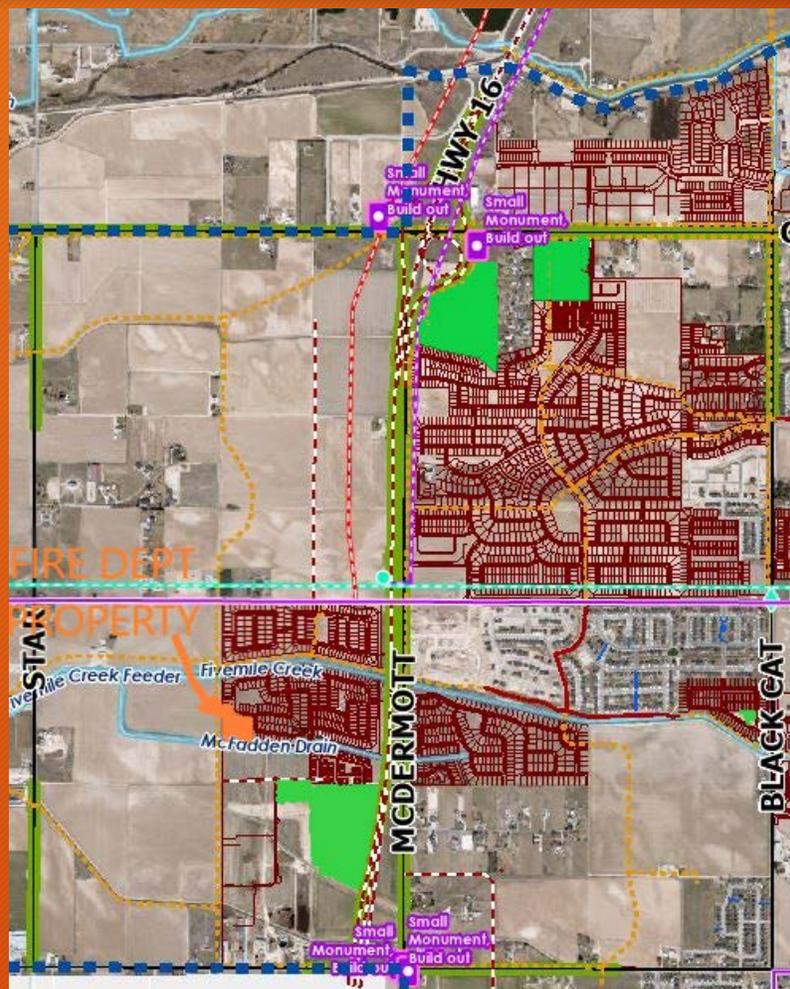
# Water Supply

- Water Supply (list expectations)
- (EXAMPLE): Water supply for this proposed development requires 1500 gallons per minute for two hours. (Approximate - see appendix B of the 2015 International Fire Code) The fire flow requirements may be less if the building is fully sprinklered.

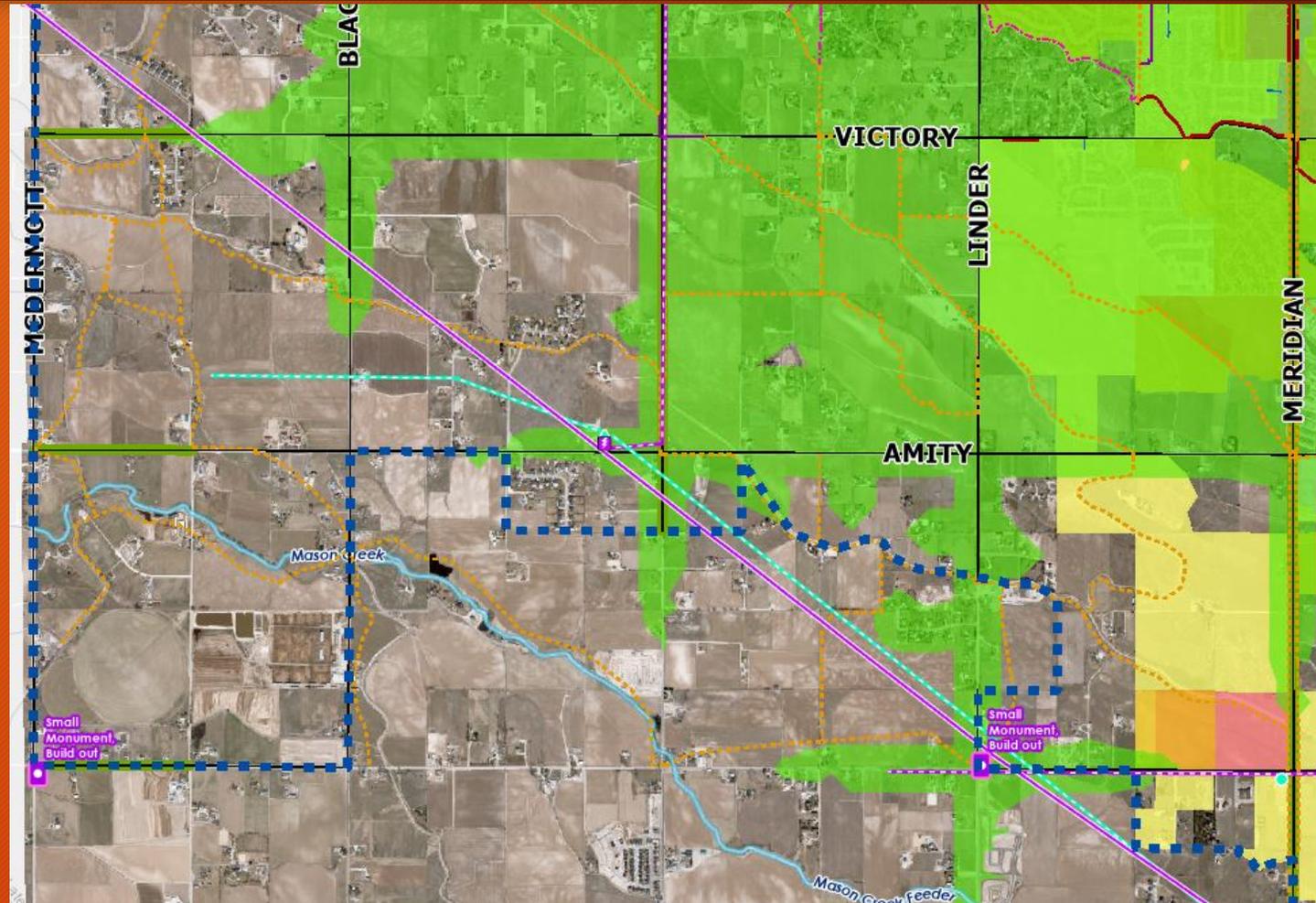
# Other Comments

- Project specific comments are listed below.
- \*\*\*All IFC code sections per 2015 IFC or as noted\*\*\*

# Station 7/8



# FUTURE FIRE STATION



Questions?

