

---

**MIDDLETON CITY PLANNING AND ZONING  
COMMISSION MINUTES  
FEBRUARY 10, 2020**

The February 10, 2020 Planning and Zoning Commission Meeting was called to order by Vice Chair Waltemate at 6:30 p.m.

**Roll Call:** Chairwoman Janet Gregory, Commissioners Jackie Hutchison, Ray Waltemate, and Whitney Springston were present. Commissioner Deaver was absent due to medical reasons.

**3. Information Items:**

- Upcoming Planning and Zoning Commission Meetings dates changed from April 13, 2020 to April 6, 2020 and December 14, 2020 to December 7, 2020. And Monday October 12, 2020 (Columbus Day) to Tuesday October 13, 2020.
- Discuss changes to the Design Review Requirements for Middleton City Code.

**Motion:** Vice Chair Waltemate motioned to move the discussion of the Design Review requirements to the end of the meeting, it was seconded by Commissioner Hutchison and carried unanimously.

**4. Action Items**

**A. Consider approving minutes of the January 13, 2020 regular meeting.**

Vice Chair Waltemate called the agenda item and asked if any of the commissioners had anything they wanted to speak on: None.

**Motion:** Motion by Chairwoman Gregory to approve the minutes for the regular meeting was seconded by Commissioner Springston and carried unanimously.

**B. Consider approving an application from the Nick Guho Family Trust for a preliminary plat approval of Bozic Subdivision. The proposed preliminary plat consists of 6 buildable lots, an extension of a public street to Hartley Lane, and a proposed private commercial drive accessing Highway 44. Site area is approximately 8.46 acres of vacant land located at the southeast corner of Hartley Ln. and Highway 44.**

---

Vice Chair Waltemate called the agenda item and Planning and Zoning Official Bruce Bayne gave a brief review of the application. Commissioner Hutchison asked what the time frame is on the signal installation at Hartley Lane and Highway 44. Planning and Zoning Official Bruce Bayne advised it has to be in before the 6<sup>th</sup> or 9<sup>th</sup> of August 2020 and it very close to being approved by Idaho Transportation Department, and once it is approved it will immediately go out for bid and we will get it built sometime this spring. Commissioner Hutchison asked if there are going to be painted yellow lines along the curbing on Hartley Lane and Highway 44 to discourage parking in that area. Planning and Zoning Official Bruce Bayne advised along Highway 44 there is no area where they can park. And as for Hartley he cannot comment as he has not looked at that. However, we will not know the parking requirements until there is a tenant, and we will look at the parking requirements allowed in that zoning for the specific tenant when they come in.

Commissioner Hutchison asked if the only entrances into the subject property would be on Hartley and along Highway 44. Planning and Zoning Official Bruce Bayne advised yes with ITD approval the little private drive up to Highway 44 would be a right in and right out only, and the one off Hartley would have full movement of traffic. Chairwoman Gregory asked if ITD had approved it yet? Planning and Zoning Official Bruce Bayne stated yes.

Vice Chair Waltemate asked if there is a designated bus route along Highway 44, and if so, parking wouldn't be out of the question. Bruce Bayne advised yes there is going to the school and parking there wouldn't be out of the question, but Hartley is not there for parking and it is definitely not designed for that. Vice Chair Waltemate wanted to know what will be the safe distance from the traffic circle to the turnoff be? Bruce Bayne advised he does not know what the distance is, but he is sure when it was reviewed it met the correct requirements.

Vice Chair Waltemate asked if the applicant was present. Nick Guho with the address of 1300 W Osprey Ridge Drive, Eagle, Idaho gave a brief review of the proposed subdivision. He also advised all the distances between the light and the subdivision were approved by ITD. And ITD has approved a right in only and he has written a letter asking for a right in right out possibility, in thinking it may help mitigate the school traffic. He advised they do have a working relationship with Idaho Pizza, and they are interested in putting a commissary there as well, and they have already done a layout for their parking and everything. And as for the back lots he has been approached by an electrical contractor and an auto mechanic as well. Commissioner Hutchison asked if he had any letters of intent, and Nick advised no it is all verbal at this time.

**Motion:** Motion by Commissioner Hutchison to approve the application from the Nick Guho Family Trust for the preliminary plat of Bozic Subdivision with conditions from staff, it was seconded by Commissioner Springston and carried unanimously.

---

**C. Consider reviewing the conditions of approval placed on the Design Review Permit for address 11310 Bass Ln., Caldwell, Idaho. The subject property is located along the West side of Middleton Road in the Middleton Industrial Park.**

Vice Chair Waltemate called the agenda item and Planning and Zoning Official Bruce Bayne gave brief review of the item, he advised Representative Jo Greer was unable to attend the last meeting and but she is here today to go over those conditions of approval placed on the Design Review Permit at the prior meeting in January.

Vice Chair Waltemate asked if the representative was present. Representative Jo Greer with the address of 801 W Colbert St., Meridian, Idaho came forward and spoke to the first condition of the wrought iron fencing. She stated the fencing and the trash enclosure were not shown on the old site plan, but they have since updated the plans and resubmitted them to the City. Their entire industrial park has security fencing because most of them are secured yards where they store material, in the southwest corner of the property there is already chain-link fencing because there is a City water pump there. The intent was to keep using the same fencing they currently have as they do have a theft and vandalism problem and want to keep people out.

Vice Chair Waltemate stated to reiterate the wrought iron fencing condition was more focused on where the public view is, so the street side of the building. They are just wanting to see something more appealing. Jo Greer asked for clarification on street side, and if they meant closer to Middleton Road or Bass Lane. Vice Chair Waltemate advised Bass Lane. Jo advised there is currently fencing on the West, North, and partially the East side. However, there is a large body of water on the East side and their hope was to have no fencing along the body of water as it is to be more of a lunch break area with a park look for the employees. But they will not have fencing in front of the building, they are going to be using landscaping features up front such as drainage swells with crushed rock.

Planning and Zoning Official Bruce Bayne advised Jo that the Commission thought she was putting up fencing along Bass Lane. Commissioner Hutchison stated that going forward she wished for some continuity among all of the buildings, we do not want what has happened along Middleton Road with the old Rule Steel building we want something that looks nice and that we can be proud of, but yet something that is functional.

**Motion:** Motion by Commissioner Hutchison to approve the Design Review Permit for 11310 Bass Ln., Caldwell, Idaho with the condition of fire department approval, was seconded by Commissioner Springston and carried unanimously.

---

**A. Consider reviewing the conditions of approval placed on the Design Review Permit for address 21895 Cobalt Ave., Caldwell, Idaho. The subject property is located along the West side of Cobalt Avenue in the Middleton Industrial Park.**

Chairwoman Gregory called the agenda item and Planning and Zoning Official Bruce Bayne gave a brief review of the item. Representative Jo Greer with the address of 801 W Colbert St., Meridian, Idaho came forward to discuss the conditions of approval. She stated per the resubmitted color elevations she did have an awning added to the front entrance, and there is a trash enclosure as well per the site plan. There is existing fencing on the West and South side of the building, however there is not fencing on the North side as there is currently no tenant in that building. And they will not have fencing on the office side as they want easy access to parking.

Vice Chair Waltemate stated the concern is that there will be chain-link fencing along the Cobalt side, the public view area. Jo stated the only issue is that it is a secured area, as it is DZ Grinder's yard. Vice Chair Waltemate stated what they are trying to say is there are other materials that they could use to fence that portion that are made of different materials with the same safety and standard, other than giant chain-link fence. Jo stated per City Code if it is an industrial area it is chain-link with razor wire. Commissioner Hutchison stated they understand that, but they are hoping until that gets changed, we can think of what we want our City to look and be a few years from now. Vice Chair Waltemate said that all they can do for now is suggest. Jo asked if they did some kind of gate would it help? Commissioner Hutchison stated if they did the same kind of landscaping yes, and Jo advised they will be doing the crushed rock.

Commissioner Springston advised since this is so far back off of the main road that she is not so concerned about the public facing area because in this case it is heavy commercial. She doesn't see how we can hold them to a standard that doesn't exist in City Code. Jo advised she is going to see if on the East side of the property if she can do something a little nicer like a gate. Commissioner Springston stated it is a main artery into town and you never get a second chance to make a first impression.

**Motion:** Motion by Commissioner Springston to approve the Design Review Permit for 21895 Cobalt Ave., Caldwell, Idaho with the condition of fire department approval, was seconded by Commissioner Hutchison and carried unanimously.

**Public Comments, Commission/Staff Comments:**

Vice Chair Waltemate stated this is the portion of the meeting where he wanted to discuss the Design Review Requirements. Planning and Zoning Official Bruce Bayne gave a review of the current requirements for Design Review per Middleton City Code.

Vice Chair Waltemate advised instead of it needing to be three of the five requirements met we should set it to four of the five needing to be met because it is currently too easy to meet the three requirements. Commissioner Springston stated we have all driven

---

through parts of town that need a little love. Planning and Zoning Official Bruce Bayne advised we need to look at MCC 1-15-8-5 Design Criteria and Standards, with the design elements currently needing to include at least three of the following: A-frame or gable, some stucco, brick or rock, vertical or horizontal metal siding and roofing, some timberwork, and a public art feature. And we need to decide if those are all that we want on the list.

Vice Chair Waltemate stated then we will start the list of changes with needing to have four of the five requirements met, and then having a sublet be if they are going to require fencing or not, at least on the public facing side. Commissioner Springston stated we need to make sure that the fencing has good durability, you know something like pine looks dilapidated very quickly. The fencing needs to be serviceable and useful for the applicant, but also needs to maintain a certain aesthetic. Planning and Zoning Official Bruce Bayne stated we need to look at a few things, one is that residential areas do often have fencing, however places like strip malls do not. But then we have area like Rule Steel where they need security fencing because of break ins and vandalism. Vice Chair Waltemate stated which is why we would want to look at adding fencing to the criteria area because it gives them another option, and if it is not something they need to meet then they need to meet four of the others. Planning and Zoning Official Bruce Bayne stated yes but what he is saying is that they may need to state that certain areas need fencing.

Commissioner Hutchison stated her concern is Main Street, and a mile North of town and a mile South of town. She would like to do away with metal siding on the main drag of town, and she would like to add the opportunity to put in block on sides and in the back. But on the front of the buildings she would like something that is a little higher quality like stucco, rock, or brick. The street facing sides need to have continuity. Commissioner Springston asked if we could add some types of siding to the street facing portions of buildings, because there are all kinds of good quality siding options and we don't want to discourage some people from being able to have businesses here with the price differences.

Planning and Zoning Official Bruce Bayne stated he would like to add that metal buildings like the ones we just had come through should have to have an accent on them like brick or rock. Chairwoman Gregory stated she would like to know if we have ever had a public art feature and if we could remove that. All Commissioners agreed that we should change it to be that a public art feature should have to be approved by the Design Review Committee.

Commissioner Springston stated we should add something that says they need to present a photo of the lot or area where the design review is taking place. All Commissioners agreed.

---

Commissioner Hutchison asked if we could require that buildings have their piping on the back portion of the building where it would be unseen, and Planning and Zoning Official Bruce Bayne stated this would almost be impossible to request that because it would depend on the interior layout of the structure, but we should add that the piping on the roofs should have to match the color of the building.

Vice Chair Waltemate stated we need to change the shall to will in the portion speaking to screened/enclosed dumpsters. Planning and Zoning Bruce Bayne advised we could get that changed. Commissioner Hutchison stated she would like to ask Fire Chief Victor Islas if when they are looking at the numbering on buildings if they have a preferred color for safety. Fire Chief Victor Islas with the address of 302 E. Main Street stated they do want six inches for the size, and a contrasting color. And they do have to be an actual number not a written-out number. He stated most of the problems they run in to with numbers is the rural and residential areas not upkeeping their numbers.

Planning and Zoning Official Bruce Bayne gave a brief review of the fencing requirements in Middleton City Code. Afterward he mentioned that nowhere in there did it state what type of fencing you have to use, but for industrial you can use chain link fencing with barbwire on top. He advised this is where we could add that the street facing portions for the industrial zones cannot be chain link with barbwire. Vice Chair Waltemate stated it needs to be decorative but functional and needs to meet their purpose and that we understand that. And the people use chain link because it services the purpose of keeping the contents safe, but it also doesn't completely obstruct the view because it is see through. Planning and Zoning Official Bruce Bayne stated that is also for the Police, because they need to be able to see the front of the building and that is currently in code.

Vice Chair Waltemate stated it needs to be stated in code that the street facing portions of the building need to be something other than chain link, functional yet decorative. Commissioner Springston stated there also needs to be something that speaks about the upkeep of the fencing. Planning and Zoning Official Bruce Bayne stated he would not add fencing to the design requirements and criteria portion, because if applicants are going to have it, it will be an addition.

Vice Chair Waltemate stated at the next meeting we can discuss Urban Renewal processes and what they do for the City, as they do a lot of upkeep for things needed. Commissioner Springston asked if fire Chief Victor Islas had any other things he would like to add. Chief Islas stated in Canyon County they do have illumination for the numbering on the houses, and that would be helpful. Especially when they don't have streetlights or house lights. He stated he can also send Bruce an email with all of the things he thinks would be good to add to City Code.

---

**Public Comments:**

Victor Islas 302 E. Main Street came forward to state they did go in with Star Fire District last year to combine administrations, and his new role as of January 1<sup>st</sup> is the Deputy Chief of Health and Safety, and what that includes is he is the Fire Code Official for the City of Middleton and the City of Star. And going forward he wanted to tell the Commissioners he will be present at a lot of these meetings and he will be a reference for them. The ultimate goal as Middleton continues to grow is to just keep it safe.

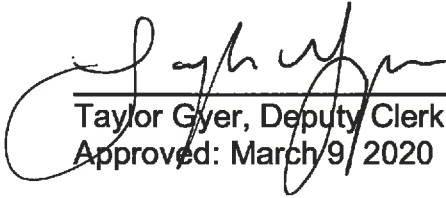
**Commission Comments: None.**

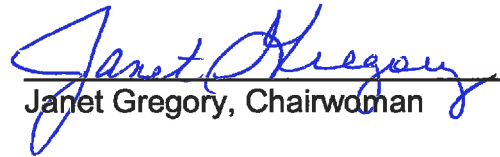
**Motion:** Commissioner Springston motioned to adjourn the meeting at 8:46 p.m.

**Adjourn**

Chairwoman Gregory adjourned the meeting at 8:46 p.m.

ATTEST:

  
Taylor Gyer, Deputy Clerk  
Approved: March 9, 2020

  
Janet Gregory, Chairwoman

