



CITY COUNCIL MEETING

Thursday, January 30, 2020

7:30 p.m.

CITY COUNCIL CHAMBERS

680 Park Avenue

Idaho Falls, ID 83402

*Thank you for your interest in City Government. If you wish to express your thoughts on a matter listed below, please contact Councilmembers by email or personally **before** the meeting. Public testimony on agenda items will not be taken unless a hearing is indicated. Be aware that an amendment to this agenda may be made upon passage of a motion that states the reason for the amendment and the good faith reason that the agenda item was not included in the original agenda posting. Regularly-scheduled City Council Meetings are live streamed at www.idahofallsidaho.gov, then archived on the city website. If you need communication aids or services or other physical accommodations to participate or access this meeting, please contact City Clerk Kathy Hampton at 612-8414 or the ADA Coordinator Lisa Farris at 612-8323 as soon as possible and they will accommodate your needs.*

1. **Call to Order.**

2. **Pledge of Allegiance.**

3. **Public Comment.** *Members of the public are invited to address the City Council regarding matters that are **not** on this agenda or already noticed for a public hearing. When you address the Council, please state your name and city for the record and please limit your remarks to three (3) minutes. Please note that matters currently pending before the Planning Commission or Board of Adjustment, which may be the subject of a pending enforcement action or which are relative to a City personnel matter, are not suitable for public comment.*

4. **Consent Agenda.** *Any item may be removed from the Consent Agenda at the request of any member of the Council for separate consideration.*

A. Item from Office of the Mayor:

- 1) Appointments/Reappointments to City Boards, Commissions and Committees
Lee Radford, Idaho Falls Redevelopment Agency, Reappointment

B. Item from Human Resources:

- 1) Proposed Changes to the City's Personnel Manual

C. Item from the Fire Department:

- 1) Quote from Weidner Fire for Exhaust System at Fire Station #3

D. Items from Municipal Services:

- 1) Bid IF-20-07, Purchase of 30-yard Steel Refuse Containers
- 2) Purchase Meter Inventory for Idaho Falls Power
- 3) Quote IF-20-016, Load Bank Rental for Idaho Falls Power
- 4) Quote IF-20-017, Generators for Idaho Falls Power
- 5) Minutes from the January 9, 2020 Council Meeting and Executive Session
- 6) License Applications, all carrying the required approvals

RECOMMENDED ACTION: Approve, accept, or receive all items on the Consent Agenda according to the recommendations presented (or take other action deemed appropriate).

5. **Regular Agenda.**

A. Public Works

1) State/Local Agreement with ITD and the Local Highway Technical Assistance Council for the S. Higbee Avenue Bridge over Butte Arm Canal Replacement Project: For your consideration is a State/Local Agreement with the Idaho Transportation Department (ITD) and the Local Highway Technical Assistance Council (LHTAC) for the S Higbee Avenue Bridge over Butte Arm Canal. The purpose of this project is to replace an aging bridge on S Higbee Avenue between E 15th Street and E 16th Street over the Butte Arm Canal.

RECOMMENDED ACTION: Approve the agreement with the Idaho Transportation Department and the Local Highway Technical Assistance Council for the S Higbee Avenue Bridge over Butte Arm Canal project and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

2) Access Easement – Lots 1-2, Block 7 of the Yellowstone Addition Division No. 5: For consideration is an Access Easement for Lots 1-2, Block 7 of the Yellowstone Addition Division No. 5. The easement is being requested by Roy Cole (Executor of the Naomi J. Cole Estate) for a property access needed to accommodate a recent lot split.

RECOMMENDED ACTION: Approve the Access Easement and give authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).

B. Community Development Services

1) Final Plat and Reasoned Statement of Relevant Criteria and Standards, Eagle Rock Town Center Division 4: For consideration is the Final Plat and Reasoned Statement of Relevant Criteria and Standards for Eagle Rock Town Center Division 4. The Planning and Zoning Commission considered this plat at its September 5, 2017, meeting and again at its April 4 2019, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

RECOMMENDED ACTIONS (in sequential order):

- a. Accept the Final Plat for Eagle Rock Town Center Division 4, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
- b. Approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Eagle Rock Town Center Division 4, and give authorization for the Mayor to execute the necessary documents.

2) Final Plat and Reasoned Statement of Relevant Criteria and Standards, Rose Nielsen Addition, Division 101, Fourth Amended: For consideration is the Final Plat and Reasoned Statement of Relevant Criteria and Standards for Rose Nielsen Addition, Division 101, Fourth Amended. The Planning and Zoning Commission considered this plat at its November 12, 2019 and recommended approval by unanimous vote. Staff concurs with this recommendation.

RECOMMENDED ACTIONS (in sequential order):

- a. Accept the Final Plat for Rose Nielsen Addition, Division 101, Fourth Amended, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
- b. Approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Rose Nielsen Addition, Division 101, Fourth Amended, and give authorization for the Mayor to execute the necessary documents.

3) Final Plat and Reasoned Statement of Relevant Criteria and Standards, Eagle Rock Town Center

Division 4: For consideration is the Final Plat and Reasoned Statement of Relevant Criteria and Standards for Rose Nielsen Addition, Division 101, Fifth Amended. The Planning and Zoning Commission considered this plat at its November 12, 2019 and recommended approval by unanimous vote. Staff concurs with this recommendation.

RECOMMENDED ACTIONS (in sequential order):

- a. Accept the Final Plat for Rose Nielsen Addition, Division 101, Fifth Amended, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
- b. Approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Rose Nielsen Addition, Division 101, Fifth Amended, and give authorization for the Mayor to execute the necessary documents.

4) Public Hearing – Resolution adopting the City Core Master Plan and Implementation Strategy:

For consideration is a Resolution adopting the City Core Master Plan and Implementation Strategy. This document replaces the Downtown Master Plan and includes the full text of that plan as well as a new section covering the South Downtown area. Though completed as separate projects, the staff and steering committee felt the documents should be combined to reduce confusion and emphasize the interrelatedness of the various districts that make up the City's geographic core. The final product is the result of many hours of work completed in partnership between the City and community members, the project's steering committee, the Greater Idaho Falls Association of Realtors, Idaho Smart Growth, and Compass Academy. The Planning and Zoning Commission considered this plan at its November 12, 2019, meeting and recommended approval by a 5-1 vote. Staff concurs with this recommendation.

RECOMMENDED ACTION: Approve the Resolution adopting the City Core Master Plan and Implementation Strategy, and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

6. Announcements.

7. Adjournment.

CONSENT

AGENDA:



MEMORANDUM

TO: City Council

FROM: Rebecca Casper

DATE: January 21, 2020

RE: Reappointments to City Boards, Commissions and Committees

Attached please find communication from Community Development Services Director, Brad Cramer regarding the citizen volunteer I am reappointing to serve on the following City of Idaho Falls Boards, Committees, and Commissions.

Name	Commission (City code citation)	Sponsoring Department	Term Expires	Status
Lee Radford	Idaho Falls Redevelopment Agency	Community Development Services	12/31/25	Reappointment

The applicant has a desire to continue his service and comes recommended by Director Cramer as he has served our community well over the past years. I anticipate he will continue to make a positive contribution to the good work of the city.

I request your vote to confirm this appointment at the regular Council Meeting on Thursday, January 30, 2020.

If you have questions or comments, please feel free to contact me.



MEMORANDUM

TO: Honorable Mayor and Council

FROM: Mr Brad Cramer, Director

DATE: December 12th, 2019

RE: The re-appointment of Lee Radford to the Idaho Falls Redevelopment Agency

Community Development Services respectfully requests the re-appointment of Lee Radford to the Idaho Falls Redevelopment Agency (IFRA) for a term starting January 1, 2020 and ending December 31, 2025.

Mr. Radford has agreed to serve another term on the IFRA Board.

Please feel free to contact me with any questions.



MEMORANDUM

FROM: Ryan Tew, Human Resources Director

DATE: Friday, January 24, 2020

RE: Vote to Amend the City Personnel Manual

Council Action Desired

- ☐ Ordinance
 ☐ Resolution
 ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc)

Request that Council vote to approve proposed changes to the City's Personnel Manual.

Description, Background Information & Purpose

At the December 9, 2019 City Council Work Session, Human Resources presented proposed changes to the City's Personnel Manual. These were then submitted to all employees for feedback. After the required 30 days, no substantive feedback was received requiring modifications to the proposed changes.

Relevant PBB Results & Department Strategic Plan



Click or tap here to enter text.

Interdepartmental Coordination

Coordination was completed prior to presenting the proposed changes.

Fiscal Impact

Changing the way longevity pay is paid out to city employees (including in each paycheck), is expected to save administrative time at the end of a fiscal year. This has not been quantified. There is no other discernable fiscal impact from any of the changes.

Legal Review

Completed

Proposed Personnel Manual Changes – January 30, 2020

Please note: Current page numbering in the Personnel Manual is not accurate. It will be corrected when Manual changes are approved and finalized.

Cover Page

Addition of approval date at bottom of page

Section IX – Discrimination and Sexual Harassment Policy

Subsection D.5 has been added, prohibiting illegal discrimination against veterans.

In subsection E, language has been added, requiring that all officers who receive complaints of harassment or discrimination must report those complaints to the Director of Human Resources within 72 hours of the receipt of the complaints.

In subsection F, language has been added indicating that harassment or discrimination complaints may be referred to the Director of Human Resources as well as the City Attorney, and that either can conduct an investigation.

Section XII – Work Week and Determination of Benefits

A new subsection C has been added, specifying that employee benefits commence on the 1st day of the month following and employee's date of hire or status change. It also explains that benefits will terminate on the last day of the month in which an employee terminates their employment.

Section XIV – Overtime and Comp Time

Section title has been changed to Overtime, Comp-Time, and Time Keeping for Exempt Employees.

Subsection D has been added. It provides guidance regarding overtime and time-keeping for exempt employees. It includes language explaining that, for public accountability purposes, exempt employees shall take vacation and sick in 4 hour or full day increments. It also explains that flexible working arrangements for exempt employees must be approved by their supervisors.

Section XXIV – Occupational Injury

In subsection D, language has been added, explaining that when an employee who has experienced a workplace injury has returned to work, but still requires medical appointments

related to the injury, he or she may be granted additional occupational leave time for such appointments.

Section XXVII – Military Leave

In subsection F.3, The word “working” has been replaced with the words “consecutive calendar”.

Section XXXIII – Special Provisions – Fire Department

Subsection H has been deleted as agreed to in City/Union negotiations

Section XXXVI – Longevity Compensation

Subsection A has been changed, explaining that longevity will no longer be paid in a lump sum every November. Instead, it will be included in the employee’s hourly rate.

Subsection B has been deleted to reflect that the payment of longevity at an employee’s termination date will no longer be prorated, based on the employee’s anniversary date and that payment at termination will no longer be computed on the basis of the employee’s last complete month of service.

(An explanation of the proposed change to longevity pay at termination will be provided by the Municipal Services Department in the December 9, 2019 work session. Please see material attached in separate document as preparation for discussion.)

Section XXXVII – Reduction in Force

In subsection A., language has been added clarifying that Reductions in Force are not to be used to address performance issues.

Language has been added to subsection E., explaining that if job recalls occur within one year of the Reduction in Force those affected by the reduction will be given the opportunity to return to work before other candidates are considered.

Section XXXVIII – Drug Free Workplace Policy

In subsection K.3, language has been added, indicating that a violation of the Drug Free Workplace policy may lead to disciplinary action, up to and including termination.

Section XXXIX – Social Media

This is a new policy, establishing guidelines for the use of social media.

Appendix A – Longevity Schedule

The longevity schedule is now included as an Appendix instead of being included in the body of the Longevity Compensation Policy.



MEMORANDUM

FROM: Duane A Nelson; Fire Chief
DATE: Thursday, January 23, 2020
RE: Exhaust System Fire Station #3

Council Action Desired

- ☐ Ordinance
 ☐ Resolution
 ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc)

Approve the quote from Weidner Fire for a total of \$57,763.84. (or take other action deemed appropriate).

Description, Background Information & Purpose

Weidner Fire will provide a MagneGrip 100% source capture exhaust removal system. This turnkey proposal includes: site survey, equipment, installation, startup, and training. This system provides respiratory protection and removal of harmful carcinogens providing for a safer living and working environment.

Relevant PBB Results & Department Strategic Plan



This renovation of the exhaust system at Station 3 allows the Fire Department to meet NFPA 1500: Standard for Fire Department Occupational Safety, Health, and Wellness and further develop and implement Departmental occupational health and safety standards.

Interdepartmental Coordination

N/A

Fiscal Impact

This project was authorized in budget FY 19/20 for \$56,000. [CC 001-2306-512-6000] The additional \$1763.84 will be taken from another project in the same line item. No accounting transfers are needed.

Legal Review

N/A

Date: 2/22/2019	Customer: Idaho Falls Fire Department Contact: Capt. Alyn Criddle Phone: 208-390-5268 Email: acriddle@idahofallsidaho.gov			
Proposal #: 02222019A	Address: 2125 Federal Way Idaho Falls ID 83402 Job Location: Station # 3			
> Scope of Work: Weidner Fire will provide a MagneGrip 100% source capture exhaust removal system. This turnkey proposal includes: site survey, equipment, installation, startup, and training.				
> Project Overview: Three MagneGrip sliding flex track systems and two MagneGrip vertical stack rails for back-in apparatus parking configuration. Wireless pressure sensors, auto starts for VSR, photo eyes, control panel, and system fan.				
QTY	P/N	EQUIPMENT DESCRIPTION	PRICE EA.	EXT. PRICE
3	SFTM 301	MagneGrip 30 ft. sliding balancer track system, includes track, support legs, blue and white hose, hi temp solid blue lower hose, riser plate, blue balancer, pressure sensor, wireless standard transmitter, and tailpipe adapter.	4,242.00	12,726.00
2	VSR 401	MagneGrip 42 ft. vertical stack rail, includes catcher, rail, rubber lips, support legs, blue/white hose, blast gate, plenum, AutoStart, feet and end caps.	9,725.25	19,450.50
2	600701-01	MagneGrip photo eye assemblies, laser beam alignment, signal and output indicator LED's, with mounting brackets.	268.00	536.00
1	CF363-5	MagneGrip Cincinnati fan/motor assembly, 5 HP, three phase, 3300 CFM at 6" sp, 12" inlet and outlet.	3,907.00	3,907.00
1	500179-05	MagneGrip control panel, wireless capabilities, stop button, UL certified, NEMA 4 enclosure, variable timer, compatible with the above motor and fan.	1,440.00	1,440.00
1	500157-12	MagneGrip 12" up blast and rain damper, galvanized	385.00	385.00
5	Misc.	MagneGrip misc. tailpipe reducers and exhaust clamps	63.00	315.00
1	Install	Install includes: travel, equipment installation, equipment rental, electrical, spiral duct, start up, calibration, and training.	17,504.34	17,504.34
1	Freight	Estimated Freight	1,500.00	1,500.00
			TOTAL:	57,763.84
Delivery of system will be within 8 weeks of proposal acceptance.				
Payment Terms: Equipment portion of project due on delivery, balance due upon completion of installation and training.				
All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the quotation. All agreements contingent upon strikes, accidents, weather, or other delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Weidner Fire is licensed and insured according to all laws and regulations.				
Weidner Fire 135 West 7065 South Midvale, UT 84047 Tel: 801.565.9595 weidnerfire.com				

TERMS & CONDITIONS

EXCLUSIONS TO THE PROJECT PROPOSED:

1. Permits and fees of any kind are not included in this proposal; including but not limited to, any pertinent load calculations; technical drawings, submittals, shop drawings and permit drawings of any kind. Should any of these items be required, a separate quote will be required.
2. Outside services, not limited to but including, concrete work, exterior penetrations, fork or scissor lift rentals, etc. are not included, unless indicated on Page 1 of 2 of the proposal.
3. All work to be performed during normal business hours (M-F, 7:30 a.m. to 4:00 p.m.). Work done outside of normal business hours will be subject to additional charges (i.e., time and one-half, double time, etc.) unless indicated on Page 1 of 2 of the proposal.
5. Payments terms are noted on the proposal. Should you require different terms than noted, an addendum to this contract will need to be fully executed before revised terms will be accepted.
6. Freight is not included, unless indicated on Page 1 of 2 of the proposal. Please provide preferred carrier. If you authorize, Weidner Fire will pay for freight charges and invoice you, but you must include this provision in your purchase order to Weidner Fire.

SIGNATURE: _____	Date: _____
<i>(Acceptance of Terms & Conditions)</i>	
<p>(Pages 1 and 2, inclusively.) The above prices, specifications, and Terms and Conditions are satisfactory and are hereby accepted. Weidner Fire is authorized to do the work as specified. By signing where indicated, _____, as agent for the organization proposed, hereby authorizes Weidner Fire. to perform the work as specified on Page 1 of 2 of this proposal and agree and accept the Terms and Conditions (Page 2 of 2) of this proposal. Payment will be made as outlined above.</p>	



MEMORANDUM

FROM: Pam Alexander, Municipal Services Director
DATE: Thursday, January 23, 2020
RE: Bid IF-20-07, Purchase of 30-yard Steel Refuse Containers

Council Action Desired

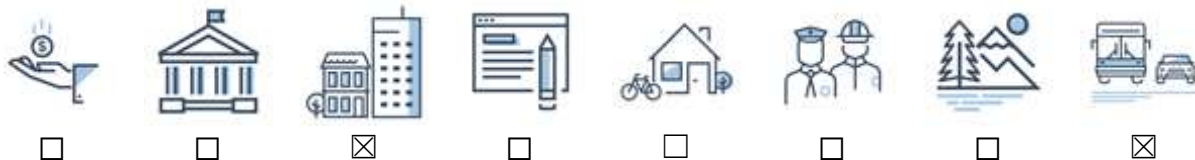
- ☐ Ordinance
 ☐ Resolution
 ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc)

Accept and approve the bid from the lowest responsive and responsible bidder, Enterprise Sales, Inc., for \$66,912.00 (or take other action deemed appropriate).

Description, Background Information & Purpose

Public Works is requesting purchase of twelve new 30-yard steel refuse containers for the Sanitation division.

Relevant PBB Results & Department Strategic Plan



The purchase of the steel refuse containers supports the well-planned growth and development community-oriented result.

Interdepartmental Coordination

Public Works concurs with the recommendation.

Fiscal Impact

Funds to purchase the refuse containers are within the Public Works 2019/20 budget.

Legal Review

This purchase complies with State Statute §67-2806(1).

City of Idaho Falls

P. O. BOX 50220
IDAHO FALLS, IDAHO 83405
PHONE: (208) 612-8433
FAX: (208) 612-8536

Office of Purchasing Agent

Opening Date: January 3, 2020

BID TABULATION **BID IF-20-07**

New 30-Yard Refuse Containers

BIDDER	Eastern Farm Machinery, Ltd.	Enterprise Sales, Inc.	Wastequip Manufacturing Company, LLC	Technology International, Inc.	
	Puslinch, Ontario	Ontario, OR	Statesville, NC	Lake Mary, FL	
Manufacturer	AMM	Enterprise Sales	Wastequip	Buck's Tough Box	
Price per Each – Quantity 12	\$8,900.00	\$5,576.00	\$7,150.00	\$6,695.00	
Freight Fee per Unit (if listed separately)	Included	Included	Included	Included	
Lump Sum Total Price	\$106,800.00	\$66,912.00	\$85,800.00	\$83,940.00	
Delivery Time	8 Weeks ARO	70 Days ARO	6-8 Weeks ARO	9 Weeks ARO	



MEMORANDUM

FROM: Pam Alexander, Municipal Services Director
DATE: Thursday, January 23, 2020
RE: Purchase Meter Inventory for Idaho Falls Power

Council Action Desired

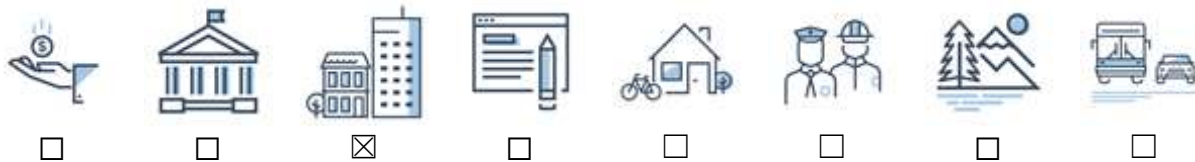
- ☐ Ordinance
 ☐ Resolution
 ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc)

Approve the purchase of 3,000 meters from Elster Solutions, LLC., for a total of \$240,000 (or take other action deemed appropriate).

Description, Background Information & Purpose

Idaho Falls Power will purchase 3,000 meters to replenish meter inventory.

Relevant PBB Results & Department Strategic Plan



The purchase of the meters supports the economic, growth and livable community results by improving the outage management system and therefore providing a higher level of customer service by reducing the duration of unplanned power outages.

Interdepartmental Coordination

Idaho Falls Power concurs with the recommendation.

Fiscal Impact

Elster Solutions, LLC., is honoring a price of \$80.00 per meter. Funds to purchase the meters are within the Idaho Falls Power 2019/20 budget.

Legal Review



MEMORANDUM

TO: Pam Alexander, Municipal Services Director

FROM: Lisa Jones, Purchasing Agent

DATE: September 4, 2018

RE: Power Meter Inventoryt

It is the recommendation of Municipal Services Department and Idaho Falls Power to purchase additional Power Meters through Elster Solutions, LLC with prices \$21.00 below that of the March 2018 quote. The total cost of \$285,000.00 includes an additional discount of \$35,000 due to issues with previous shipment.

The amount is budgeted in the Idaho Falls Power 2017/2018 budgets.

Respectfully,

Lisa Jones
Purchasing Agent

Chandra Witt
General Services Administrator

Credit Memo

Bill-To-Party Idaho Falls Power Attn: Mark Reed PO Box 50220 IDAHO FALLS ID 83405	Invoice Number 1600002559 Invoice Date 08-09-2018 P.O. Customer No. 0001001083 Invoice Amt. 35,000.00 USD Term of Payment Payable Immediately
Remit Payment To Elster Solutions, LLC PO Box 27858 CHICAGO IL 60673-1274 USA	

Assignment No	Text Description	Cust.Ref.Item	Total Amount
20180809	IFP - U6 Resolution Credit Memo		35,000.00

Lisa Jones

From: Bil Knox
Sent: Thursday, August 23, 2018 1:09 PM
To: Lisa Jones; Pam Alexander; Chandra Witt
Cc: Jace Yancey
Subject: FW: [External] Idaho falls power

Here is the email from Elster stating the price reduction and the credit given per the resolution agreed upon by Bear and Elster.

Is there anything else required to issue the purchase order.

Bil'



Electric Department
William Knox | *Facility Services Manager*

140 S Capital Ave
Idaho Falls, Idaho 83402
Work: (208) 612-8434
BKnox@ifpower.org

From: Jace Yancey
Sent: Thursday, August 23, 2018 12:47 PM
To: Pam Alexander <PAlexander@idahofallsidaho.gov>; Chandra Witt <CWitt@idahofallsidaho.gov>; Lisa Jones <LJones@idahofallsidaho.gov>; Bil Knox <BKnox@ifpower.org>
Subject: FW: [External] Idaho falls power

Below is the document that was sent from Elster to the City of Idaho Falls for the meter pricing. Bil asked me to forward this to everyone. Let me know if you need additional information or if you have questions.

Thanks,
Jace



Jace Yancey | *Operation Technology Manager*

140 S Capital Ave

Idaho Falls, Idaho 83402
(208) 612-8121
jyancey@ifpower.org

From: Durham, Scott [<mailto:Scott.Durham@Honeywell.com>]
Sent: Wednesday, August 08, 2018 7:19 AM
To: Bil Knox <BKnox@ifpower.org>; Henes, Robert <Robert.Henes@Honeywell.com>
Cc: Jace Yancey <JYancey@ifpower.org>; Bear Prairie <BPrairie@ifpower.org>
Subject: RE: [External] Idaho falls power

Greetings all,

Per the Resolution Agreement, the price for up to 25,000 REXU D meters is \$80 ea.

Use that for the PO while we get the Credit Memo issued.

The two are independent docs so for us to get these in the production queue to meet your delivery timing, I'd issue the PO ASAP if you are OK with us processing the Credit Memo in parallel.

By this email, we acknowledge that Idaho Falls plans to apply the \$35,000 credit against this purchase.

Thanks!

Scott

Scott Durham
General Manager, West
Honeywell HPS | Smart Energy
214-912-0671
scott.durham@honeywell.com

From: Bil Knox [<mailto:BKnox@ifpower.org>]
Sent: Wednesday, August 08, 2018 8:09 AM
To: Henes, Robert <Robert.Henes@Honeywell.com>
Cc: Jace Yancey <JYancey@ifpower.org>; Bear Prairie <BPrairie@ifpower.org>; Durham, Scott <Scott.Durham@Honeywell.com>
Subject: RE: [External] Idaho falls power

Robert – that is great news, I'll look for it and then start the process of the new purchase order. Is the price on the meter still going to be the \$101 cost?



Electric Department
William Knox | Facility Services Manager

140 S Capital Ave

Lisa Jones

From: Bil Knox
Sent: Wednesday, August 08, 2018 11:46 AM
To: Lisa Jones; Jace Yancey
Cc: Chandra Witt; Bear Prairie
Subject: RE: Meter order

Lisa – I did a req - #67568 for the meters that Jace is requesting. There is a credit memo also going to be on that req. Also, there was a resolution that I forwarded to you about some negotiations that Bear secured on pricing. The last po that we did was on 3/23 - #90388. Council approved on 3/22

If you need anything else, let me know



Electric Department
William Knox | Facility Services Manager

140 S Capital Ave
Idaho Falls, Idaho 83402
Work: (208) 612-8434
BKnox@ifpower.org

From: Lisa Jones
Sent: Wednesday, August 08, 2018 11:37 AM
To: Jace Yancey <JYancey@ifpower.org>
Cc: Chandra Witt <CWitt@idahofallsidaho.gov>; Bil Knox <BKnox@ifpower.org>; Bear Prairie <BPrairie@ifpower.org>
Subject: RE: Meter order

What is the PO # of that previous order? I will use that info to populate the specs in the invitation.

Thanks in advance,
Lisa

From: Jace Yancey
Sent: Wednesday, August 08, 2018 11:21 AM
To: Lisa Jones <LJones@idahofallsidaho.gov>
Cc: Chandra Witt <CWitt@idahofallsidaho.gov>; Bil Knox <BKnox@ifpower.org>; Bear Prairie <BPrairie@ifpower.org>
Subject: Meter order

Lisa we would like to purchase 4000 remote disconnect meters as soon as possible. The total dollar amount will be approximately \$320,000. This will obviously require a formal quote. We submitted an order a few months back that will be identical to this one. We would like at least 1000 meters here by October 1st and the remainder of meters here by November 1st. I know the deadline for formal bids was last week but this should be straight forward with little or no

chance of a re-bid. Of the 1000s of meter we have purchased in the past it always goes to the same entity. Let us know if you have any issues or concerns.

Thanks,
Jace



Jace Yancey | *Operation Technology Manager*

140 S Capital Ave
Idaho Falls, Idaho 83402
(208) 612-8121
jyancey@ifpower.org



MEMORANDUM

FROM: Pam Alexander, Municipal Services Director

DATE: Thursday, January 23, 2020

RE: Quote IF-20-016, Load Bank Rental for Idaho Falls Power

Council Action Desired

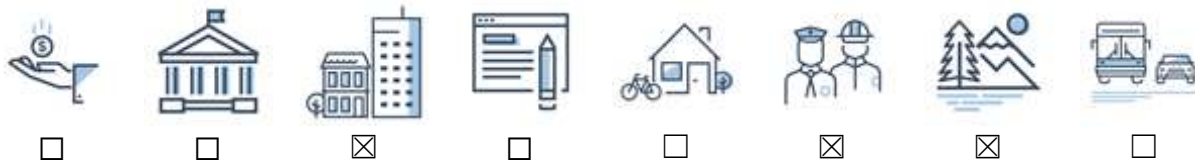
- ☐ Ordinance
 ☐ Resolution
 ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc)

Approve the quote from ComRent for a total of \$62,352.58 (or take other action deemed appropriate).

Description, Background Information & Purpose

ComRent will provide equipment, shipping and technical services for rental of equipment for Idaho Falls Power to conduct black start tests of the lower plant.

Relevant PBB Results & Department Strategic Plan



The rental agreement supports the well-planned growth and development, environmental sustainability and resource preservation, and safety community-oriented results by providing specialized equipment to test local black start capabilities on our localized grid.

Interdepartmental Coordination

Idaho Falls Power concurs with the recommendation.

Fiscal Impact

Funds for the services provided in the rental agreement are within the Idaho Falls Power 2019/20 budget.

Legal Review

PURCHASE REQUISITION NBR: 0000074344

REQUISITION BY: EL-BRNOX/BEN

STATUS: DEPT APPROVAL (#2)
REASON: LOAD BANK RENTAL -

DATE: 1/21/20

SHIP TO LOCATION: ELECTRIC ADM-IF POWER

SUGGESTED VENDOR: 7418 COMRENT INTERNATIONAL LLC

DELIVER BY DATE: 2/02/20

LINE
NBR DESCRIPTION

QUANTITY UOM UNIT COST EXTEND COST

VENDOR PART NUMBER

1 LOAD BANK RENTAL 6MW 13.8KV. 1.00 EA 35160.0000 35160.00

COMMODITY: RENTAL
SUBCOMMOD: EQUIPMENT-RENT
WORK ORDER INFORMATION:
WORK ORDER ID: WF0029774
WORK ORDER JOB NBR: 003

2 APPROX FREIGHT: 1.00 EA 17500.0000 17500.00

COMMODITY: FREIGHT
SUBCOMMOD: FREIGHT ALL
WORK ORDER INFORMATION:
WORK ORDER ID: WF0029774
WORK ORDER JOB NBR: 003

3 TECH SERVICES HIPO: 2 TECHNICIANS WITH PER DIEM 1.00 EA 9692.5800 9692.58

PER QUOTE #341003175.1.00
COMMODITY: PROFESSIONAL/PERSONAL SRV
SUBCOMMOD: MISC PROFESSIONAL SERV
WORK ORDER INFORMATION:
WORK ORDER ID: WF0029774
WORK ORDER JOB NBR: 003

REQUISITION TOTAL: 62352.58

A C C O U N T I N F O R M A T I O N

LINE #	ACCOUNT	PROJECT	%	AMOUNT
1	06490106015700	Rental Property & Equip EE9210	100.00	35160.00
2	06490106015700	Rental Property & Equip EE9210	100.00	17500.00
3	06490106015700	Rental Property & Equip EE9210 A&G-Engineering-Misc	100.00	9692.58

62352.58

REQUISITION IS IN THE CURRENT FISCAL YEAR.

Rented To		Equipment Delivery Address	
Idaho Falls Power 140 S Capital Idaho Falls, ID 83402	Account Number: 7410 Contact: Ben Jenkins Phone: 208-612-8340	Idaho Falls Power 140 S Capital Idaho Falls, ID 83402	Contact: Ben Jenkins Phone: 208-612-8340 E-mail: bjenkins@ifpower.org
Quote Information		Rental Period	
PO #: Job #: 8mW @ 12.5kV Prepared By: Matt Lendway Date Created: 1/13/2020 12:47PM		Sales Rep: Scott Becher Sales Rep Contact: Sbecher@Comrent.Com FOB: Origin	
		Rental Start Date:	4/27/2020 8:00AM
		Ship to Customer Date:	4/20/2020 8:00AM
		Rental End Date:	5/4/2020 7:59AM

Quote reflects testing 8MW @ 12.5kV with 50ft cable runs on ComRent trailers, with Tech Services for rollout, for a 1-week rental duration.

Internal/External: (if utilized) 480 VAC, 3 Phase, 160 Amps.

Freight is budgetary only and will need to be re-quoted closer to the time of delivery.

BlackStart

29774/3

Item	Rental Rates			One-Time Charge	Qty	UOM	Amount		Net Amount
	Day	Week	4 Week						
1 - Tech Services									
CR922 Hybrid 6MW MV 13.8kV Resis LB *** Unit will provide 8mW @ 12.47kV (Can do internal power)	16,860.00	16,860.00	50,580.00		2	EA	33,720.00		33,720.00
2/0 15kV VOLTLOC® Cable 50ft *** 1 per phase	77.00	77.00	231.00		6	EA	462.00		462.00
2/0 15kV VOLTLOC® Pigtail 15ft *** 1 per phase on each end	16.00	16.00	48.00		12	EA	192.00		192.00
Trailer Drop Deck 48ft w/ Fifth-Wheel *** Load Bank & Xfmr will remain on trailer during operation	303.00	303.00	909.00		2	EA	606.00		606.00
Buss Connector M *** Trailer ground mounts x2	2.00	2.00	6.00		2	EA	4.00		4.00
4/0 2kV CamLoc Cable 50ft *** Trailer ground cables	31.00	31.00	93.00		4	EA	124.00		124.00
4/0 2kV CamLoc F-Pigtail Bare *** Trailer ground tails	4.00	8.00	24.00		4	EA	32.00		32.00
Buss Connector F *** Equipment Bonding to Trailer x2	2.00	2.00	6.00		2	EA	4.00		4.00
4/0 2kV CamLoc M-Pigtail Lugged *** Equipment Bonding to Trailer x2	4.00	8.00	24.00		2	EA	16.00		16.00
							Tech Services Total: 35,160.00 USD		

ComRent International LLC

10901 W. 120th Ave.

Suite 150

Broomfield, CO 80021

Phone: 888-881-7118



www.comrent.com

Rental Quote

Quote Number: 341003175.1.00

Item	Rental Rates			One-Time Charge	Qty	UOM	Amount		Net Amount
	Day	Week	4 Week						

2 - Freight

Estimated Delivery by freight forwarding service	8,400.00	1	EA	8,400.00	8,400.00
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*** BUDGETARY QUOTE - both ship from Cali shop. Need to re-quote once PO comes in.

Estimated Pickup by freight forwarding service	9,100.00	1	EA	9,100.00	9,100.00
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*** BUDGETARY QUOTE - two trucks - Need to re-quote once PO comes in.

Freight Total: 17,500.00 USD**3 - Tech Services**

Tech Services Hipot Service	0.00	1	EA	0.00	0.00
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Technician Standard Time	125.00	16	HR	2,000.00	2,000.00
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*** 2 techs for Rollout

Technician Standard Travel Time	125.00	18	HR	2,250.00	2,250.00
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*** 2 techs

Tech Services Expenses Travel costs	2,742.58	1	EA	2,742.58	2,742.58
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*** 2 techs - Flights/hotel/car/fuel/parking costs

Tech Services Labor Travel Time Sun/Hol	150.00	18	HR	2,700.00	2,700.00
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*** 2 Techs

Tech Services Total: 9,692.58 USD

All Equipment is tested and/or inspected by ComRent and is in good working order prior to shipment from ComRent's facility. Equipment is subject to availability. Equipment will not be reserved or shipped until a signed quote or contract has been received by ComRent. If customer requires a PO for payment, a PO document must accompany a signed contract. Rates quoted are subject to change if the rental period changes. This Quote and freight estimates are valid for 30 days, and are subject to change based on equipment availability and the point of origin of equipment at the time of contract execution. All applicable taxes will be applied. Customer is responsible for contacting ComRent at job completion to arrange for equipment pick up. ComRent will put forth reasonable efforts to arrange for prompt equipment pick up.

BEFORE SIGNING: ComRent International LLC hereby leases the Equipment to Customer, and Customer hereby accepts all the terms of this QUOTE, including the Terms and Conditions set forth on the following pages, which the undersigned has read and understands. REMINDERS: (1) Rates do not include fuel, delivery, or applicable taxes. (2) Customer pays for all time the equipment is out, including Saturdays, Sundays, and Holidays. (3) This QUOTE supersedes all other purchase orders or Terms and Conditions contained in any of Customer's agreements or forms. (4) Customer assumes all risk and is responsible for all damages and other costs, including late charges. Details of the above as well as other obligations and responsibilities are contained in the Terms and Conditions on the following pages. **THE CUSTOMER: (1) AGREES TO ALL OF THE TERMS AND CONDITIONS ATTACHED TO THIS QUOTE; (2) AGREES TO NOTIFY COMRENT IMMEDIATELY IF EQUIPMENT IS NOT RECEIVED IN GOOD WORKING ORDER; (3) IS FULLY FAMILIAR WITH THE OPERATION AND USE OF THE EQUIPMENT.**

Thank you for choosing ComRent, specialists in load bank, transformer, switchgear, and cable rentals.
Nationwide: ComRent International LLC 888-881-7118 info@loadbanks.com



www.comrent.com

Rental Quote

Quote Number: 341003175.1.00

Acceptance

Customer: Idaho Falls Power

I have read and agree to the terms of this Rental Quote, including the Terms and Conditions that follow, and I represent and warrant that I have the authority and power to sign this Rental Quote as, or on behalf of, Customer.

By:

(Signature)

(Date)

(Printed Name of Authorized Person)

(Title of Authorized Person)

Sign and Submit

Scan and send via E-mail to Sbecher@Comrent.Com
Digital Signature to Sbecher@Comrent.Com

Totals

Total Rental	35,160.00 USD
Total Sales	0.00 USD
Total Services	9,692.58 USD
Total Shipping	17,500.00 USD
Taxes	0.00 USD
Quote Total	62,352.58 USD

Payment Terms: Net 30 days

See Terms and Conditions on the following pages.

Payments made by credit card will be assessed
a 3% convenience fee.

**EQUIPMENT RENTAL AGREEMENT
TERMS AND CONDITIONS**

1. **DEFINITIONS.** As used in these Terms and Conditions, "Rental Agreement" shall mean this ComRent Rental Agreement, and all of its attachments and exhibits, including these Terms and Conditions. "Equipment" shall mean any one or more of the items identified as such on the first page of this Rental Agreement, and shall include any accessories, attachments or other similar items delivered to Customer. "ComRent" shall mean ComRent International LLC, a Maryland limited liability company with its principal offices at 10901 W. 120th Ave., Suite 150, Broomfield, CO 80021. "Customer" shall mean the person or entity identified as such on the first page of this Rental Agreement, including any representative, agent, officer employee or contractor thereof.
2. **AUTHORITY TO SIGN.** Any individual signing this Rental Agreement represents and warrants that he or she is of legal age, and has the authority and power to sign this Rental Agreement as or for the Customer.
3. **DISCLAIMER OF WARRANTIES.** ComRent makes no warranties, express or implied, as to the merchantability of the Equipment or its fitness for any particular purpose. There is no warranty that the Equipment is suited for Customer's intended use, or that it is free from defects. Except as may be specifically set forth in this Rental Agreement, ComRent disclaims all other warranties, either express or implied made in connection with this rental transaction.
4. **INDEMNITY/HOLD HARMLESS/DAMAGES.** Customer acknowledges and assumes all risks inherent in the operation and use of the Equipment by Customer, and will take all necessary precautions to protect all persons and property from injury or damage while in possession of the Equipment. ComRent shall not be responsible to Customer or to any other party for any loss, damage, or injury (including any loss of profits, business interruption or other special or consequential damages) caused by, resulting from, or in any way connected with the Equipment, its operation or use, or any defect with respect thereto. Customer agrees to defend, indemnify and hold ComRent harmless from and against any and all liability, claims and damages of any kind (including attorney's fees) for injuries or death to persons and damage to property arising out of the use, maintenance, instruction, operation, possession, ownership or rental of the Equipment, however caused.
5. **RECEIPT AND INSPECTION OF EQUIPMENT.** Customer agrees to inspect the Equipment upon taking possession thereof, and will notify ComRent immediately if the Equipment is not in good working order and repair upon receipt. Customer acknowledges that the Equipment is suitable for Customer's needs, and that Customer is familiar with the proper operation and use of each item of Equipment.
6. **USE OF EQUIPMENT.** Customer agrees to use the Equipment in accordance with any instructions provided by ComRent. Customer will not use or allow anyone to use the Equipment: (a) for an illegal purpose or in an illegal manner; (b) without a license, if required under any applicable law; or (c) who is not qualified to operate it. Customer agrees, at Customer's sole expense, to comply with all applicable municipal, state, and federal laws, ordinances and regulations (including O.S.H.A.) which may apply to the use of the Equipment. Customer agrees to visually inspect the Equipment daily and to immediately notify ComRent in the event the Equipment malfunctions while it is in Customer's possession.
7. **CUSTOMER'S REPRESENTATION.** Customer represents and warrants that it is not renting ComRent Equipment for the purposes of competitive analysis, reverse engineering, design copying or a similar purpose.
8. **MALFUNCTIONING EQUIPMENT.** Should the Equipment become unsafe, malfunction or require repair, Customer shall immediately cease using such Equipment and immediately notify ComRent. If such condition is the result of normal operation, ComRent will repair or replace the Equipment with similar Equipment in working order if such replacement Equipment is available. ComRent has no obligation to replace Equipment rendered inoperable by misuse, abuse or neglect. Customer's sole remedy for any failure or defect in Equipment shall be the termination of any rental charges accruing after the time of failure. The Equipment must be returned to ComRent within five business days from the time of defect in order to terminate rental charges.
9. **RETURN OF EQUIPMENT, DAMAGED AND LOST EQUIPMENT.** At the expiration of the Rental Period Customer will return the Equipment to the ComRent facility during ComRent's regular business hours, such Equipment to be in the same condition and repair as when delivered to Customer, subject to reasonable wear and tear, as defined below. Customer shall be liable for all damages to or loss of the Equipment, or inability or failure to return same to ComRent for any reason whatsoever. In the event of total loss or destruction of any of the Equipment, Customer shall pay ComRent the then full replacement list value together with the full rental rate as specified until the lost or destroyed Equipment is replaced. In the event of partial damage to the Equipment, Customer shall pay ComRent the reasonable cost of repair together with the full rental rate until all repairs have been completed. ComRent shall be under no obligation to commence repair work until Customer has paid to ComRent the estimated cost therefor. Repairs to the Equipment shall be made to the reasonable satisfaction of ComRent and in a manner which will not adversely affect the operation, manufacturer's design or value of the Equipment. In the event ComRent and Customer agree that Customer will purchase from ComRent any damaged, destroyed or lost Equipment, Customer shall i) pay ComRent the then full replacement value of the Equipment; ii) accept the Equipment so purchased in an "AS IS" condition; and iii) accept and acknowledge ComRent's disclaimer of any warranties, express or implied, in the Rental Agreement following the sale.
10. **REASONABLE WEAR AND TEAR.** Reasonable wear and tear of the Equipment shall mean only the normal deterioration of the Equipment caused by ordinary and reasonable use on a one shift (eight hours per day, 40 hours per week) basis. The following shall not be deemed reasonable wear and tear: (a) damage from any improper operation, including overloading or exceeding the rated capacity of the Equipment; (b) damage in the nature of dents, bending, tearing, and staining to or of the Equipment or any part thereof; and (c) any other damage to the Equipment which is not considered ordinary and reasonable in the equipment rental industry.

**EQUIPMENT RENTAL AGREEMENT
TERMS AND CONDITIONS**

11. **RENTAL PERIOD AND CALCULATION OF CHARGES.** Rental charges commence when the Equipment leaves the ComRent facility and end when the Equipment is returned thereto. Notwithstanding the foregoing, if Customer delays receipt of the Equipment through no fault of ComRent, rental charges shall commence on the shipping date set forth on the first page of this Rental Agreement. Rental charges accrue during Saturdays, Sundays and holidays. Rental rates are for normal usage based on an eight-hour day, 40 hours per week and 160 hours per month. On power Equipment, operation in excess of one shift (eight hours per day) will be at ComRent's standard premium rates. Customer will truthfully and accurately certify to ComRent the number of shifts the Equipment was operated. Time is of the essence for return of the Equipment and Customer's right to possess the Equipment terminates on the expiration of the rental period set forth on the first page of this Rental Agreement. If the Equipment is not returned at the end of the rental period, Customer agrees that it will be in material breach of this Rental Agreement and it will continue to pay the applicable rental charges invoiced by ComRent, until the Equipment is returned to ComRent.
12. **DEPOSIT.** In addition to securing the payment of rental charges hereunder, Customer agrees that any rental deposit shall be deemed to be a guaranty by Customer of the full and complete performance of each and all of the terms, covenants, and agreements to be performed by Customer hereunder, and in the event of any breach by Customer thereof said deposit shall be credited against any damages, costs or expenses incurred by ComRent as a result of such breach.
13. **PAYMENT.** All charges due hereunder shall be payable in full upon return of the Equipment to ComRent or prior to 30 days following ComRent's invoice to Customer, whichever occurs first. Customer acknowledges that timely payment of all charges is essential to ComRent's business operations and it would be impractical and extremely difficult to fix the actual damages caused by late payment. Customer and ComRent agree that there shall be added to all past due charges a late payment fee of the lesser of 1.5% per month (18% per annum), or the maximum amount allowed by applicable law.
14. **FAILURE TO DELIVER.** Customer releases and discharges ComRent from any and all liability or damages (including consequential and special damages) which might be caused by ComRent's failure or inability to deliver any Equipment by any specified date or time.
15. **TITLE/NO PURCHASE OPTION/NO LIENS.** This agreement is not a contract of sale, and title to the Equipment shall at all times remain with ComRent. Unless covered by a specific supplemental agreement signed by ComRent, the Customer has no option or right to purchase the Equipment. Customer shall keep the Equipment free and clear of all mechanics and other liens and encumbrances.
16. **DEFAULT.** Should Customer in any way fail to perform, observe or keep any provision of this Rental Agreement, ComRent may at its option do any one or more of the following: (a) terminate this Rental Agreement; (b) declare the entire rent immediately due and payable and commence legal action therefor; (c) retake possession of the Equipment, holding the Customer liable for all rental and other charges; or (d) pursue any other remedies available by law.
17. **REPOSSESSION OF EQUIPMENT.** In the event of any actual or anticipatory breach by Customer, ComRent's employees or agents may, without notice or legal process, go upon the property where the Equipment is located and take all action reasonably necessary to repossess the Equipment. Customer waives all claims for damages and losses, physical or pecuniary, caused thereby, and shall pay all cost and expenses incurred by ComRent in retaking the Equipment.
18. **CUSTOMER'S INSURANCE COVERAGE.** Customer agrees to maintain and carry, at its sole cost, adequate liability, physical damage, public liability, property damage and casualty insurance extended coverage endorsement to cover any damage or liability arising from the handling, transportation, maintenance, operation or use of the Equipment during the entire rental period. When requested, Customer shall supply to ComRent proof of such insurance by Certificate of Insurance clearly setting forth the coverage for the Equipment and naming ComRent as loss payee and additional insured; such insurance and evidence thereof to be in amounts and form satisfactory to ComRent. The Certificate of Insurance and policy shall provide that ComRent shall receive not less than thirty (30) days notice prior to any cancellation of the insurance required hereunder.
19. **ENTIRE AGREEMENT/ONLY AGREEMENT.** This Rental Agreement represents the entire agreement between the Customer and ComRent. There are no oral or other representations or agreements not included herein. None of ComRent's rights or Customer's rights may be changed and no extension of the terms of this Rental Agreement may be made except in writing, signed by both ComRent and Customer. The use of Customer's purchase order number on this Rental Agreement is for Customer's convenience only. This Rental Agreement supersedes any purchase order or other Customer provisions or forms whether sent to or received prior, or subsequent to, this Rental Agreement.
20. **NO ASSIGNMENT, LENDING OR SUBLETTING.** Unless otherwise agreed to by ComRent, Customer shall not sublease, subrent, assign or loan the Equipment, and any such action by Customer shall be void. Customer agrees to use and keep the Equipment at the Equipment Delivery Address on the first page of this Rental Agreement unless ComRent approves otherwise in writing.
21. **ADDITIONAL PROVISIONS.** Any failure of ComRent to insist upon strict performance by Customer of any terms and conditions of this agreement shall not be construed as waiver of ComRent's right to demand strict compliance. Customer has carefully reviewed this Rental Agreement and waives any principle of law which would construe any provision hereof against ComRent as the draftsman of this Rental Agreement. Customer agrees to pay all reasonable costs of collection, court, attorneys' fees and other expenses incurred by ComRent in the collection of any charges due under this Rental Agreement or in connection with the enforcement of its terms. Customer shall pay the rental charge without any offsets, deductions or claims. All questions with respect to the construction of this Rental Agreement and the rights and liabilities of the parties hereto shall be determined in accordance with the laws of the State of Maryland, and the federal and state courts of Maryland shall have exclusive jurisdiction over all matters relating to this Rental Agreement. Trial by jury is waived. Service of process may be effected by certified mail, return receipt requested. ComRent shall be entitled to decrees of specific performance (without posting bond or other security) in addition to such other remedies as may be available.

CRIMINAL WARNING: The use of false identification to obtain Equipment or the failure to return the Equipment by the Return to ComRent Date specified on the first page of this Rental Agreement may be considered a theft subject to criminal prosecution pursuant to applicable criminal or penal code provisions.



MEMORANDUM

FROM: Pam Alexander, Municipal Services Director
DATE: Thursday, January 23, 2020
RE: Quote IF-20-017, Generators for Idaho Falls Power

Council Action Desired

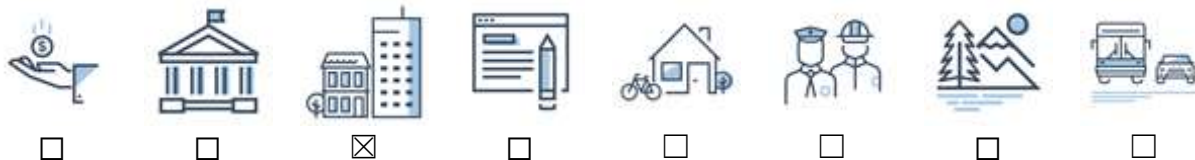
- ☐ Ordinance
 ☐ Resolution
 ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc)

Approve the quote from Rod's Diesel and Generators for a total of \$75,840.00 (or take other action deemed appropriate). The lowest quote from Norwall Power Systems would not accept a purchase order and required a prepayment.

Description, Background Information & Purpose

Idaho Falls Power will purchase eleven generators for substation and fiber huts.

Relevant PBB Results & Department Strategic Plan



The generators support the growth and development community-oriented result by providing equipment for power and fiber reliability in the field.

Interdepartmental Coordination

Idaho Falls Power concurs with the recommendation.

Fiscal Impact

Funds to purchase the generators are within the Idaho Falls Power 2019/20 budget.

Legal Review

Rod's Diesel and Generator Service Inc.

(208)317-7637

rod.rooney@gmail.com

4390 Amber Lane

Idaho Falls ID. 83406

Estimate

Date	Estimate #
1/16/2020	2096

Name / Address
City of Idaho Falls Po.Box 50220 Idaho Falls Idaho 83405-0220

Project

4390	Description	Qty	Cost	Total
	RS 20 with cold weather kit installed	7	4,114.28571	28,800.00
	RS36 with coolant heater	4	11,760.00	47,040.00
			Subtotal	\$75,840.00
			Sales Tax (6.0%)	\$0.00
			Total	\$75,840.00

City of Idaho Falls
PO BOX 50220
IDAHO FALLS, IDAHO 83405
PHONE: (208) 612-8433

Quote IF-20-017
Generators - IFP

BIDDER	Cummins Sales and Service.	Norwall Power Systems.	Rod's Diesel and Generator Service Inc.
	Henderson, CO	Lake Havasu, AZ	Idaho Falls, ID
TOTAL QUOTE PRICE	\$79,464.00	\$72,369.57	\$75,840.00

January 9, 2020 – Unapproved

The City Council of the City of Idaho Falls met in Regular Council Meeting, Thursday, January 9, 2020, in the Council Chambers in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 7:30 p.m.

Call to Order:

There were present:

Mayor Rebecca L. Noah Casper
Councilmember Thomas Hally
Councilmember Shelly Smede
Councilmember Michelle Ziel-Dingman
Councilmember John Radford
Councilmember Jim Freeman
Councilmember Jim Francis

Also present:

All available Department Directors
Randy Fife, City Attorney
Kathy Hampton, City Clerk

Pledge of Allegiance:

Mayor Casper requested Tom Hally, Council President, to lead those present in the Pledge of Allegiance.

Special Presentation from the Linden Park Elementary School “Nerds for Safety” First Lego League Robotics Team:

Mayor Casper stated this is the second year this team of 5th, 6th and 7th graders has been together. For the second time in two (2) years they have competed successfully enough at the local and regional level to qualify for the State competition in Boise on January 11. The team’s travel to Boise has been paid for by fundraising efforts, School District 91, Idaho Falls Power Linemen, and, “Island Park Grandparents.” The lion’s share of their costs have been paid by the Bill and Shirley Maeck Family Foundation. Mayor Casper stated the winning project is on the topic of “Crosswalk Safety.” The students consisted of Devyn Asay, Damien Christensen, Clarissa Cogliati, Quincee Gose, Alyssa Hurtado, Aliyah Jones, and, Dallin Mitchell; and, coaches: Michael Gose and Jeff Mitchell. Coach Mitchell stated the team must build a robot out of legos, which will complete missions, and the team must also have a presentation and a project. The students then presented their “Crosswalk Safety” presentation. To the response of Mayor Casper, Coach Gose stated the Maeck Family Foundation has donated money for this years’ competition and, there will be 44 teams in the State competition. Mayor Casper believes this project may assist with more dangerous crosswalks in the City. To the response of Councilmember Dingman, it took numerous hours for construction of the robot and the team generally meets twice a week prior to competition. Councilmember Dingman recognized the time commitment and expressed her appreciation to the adult coaches. Mayor Casper recognized Michael Gose as a City of Idaho Falls/Idaho Falls Power employee.

Public Comment:

Mayor Casper requested any public comment not related to items currently listed on the agenda or not related to a pending matter. No one appeared.

Consent Agenda (2019 Business – “Concluding Fiscal Matters”):

The Airport requested approval of minutes from the November 2, 2019 Airport Leadership Workshop.
Idaho Falls Power requested approval of minutes from the September 26, 2019; October 24, 2019; and, November 14, 2019 Idaho Falls Power Board Meetings.

January 9, 2020 – Unapproved

Municipal Services requested approval of the Treasurer’s Report for the month of November, 2019; minutes from the December 9, 2019 Council Work Session; December 12, 2019 Council Meeting; and, December 19, 2019 Council Meeting; and, license applications, all carrying the required approvals.

It was moved by Councilmember Radford, seconded by Councilmember Smede, to approve all items on the Consent Agenda according to the recommendations presented. Roll call as follows: Aye – Councilmembers Francis, Dingman, Freeman, Hally, Radford, Smede. Nay – none. Motion carried.

Regular Agenda:

State of the City Address presented by Mayor Casper

2020 State of the City Idaho Falls: A SMART City Then and Now

Good evening. To all in attendance, and to those watching online, welcome to the Idaho Falls State of the City Address. I appreciate having the opportunity to share some thoughts about our community. January 2020 is the start of not only a new year, but also a new decade. New opportunities lie before us—the speed of change and innovation is unparalleled. And we can safely assume that more change is on the horizon. It is therefore a prudent strategy for us to thoughtfully consider our past so that we might capture the essence of our finest community accomplishments and carry that into the coming years.

A SMART City— A Successful Past

This year and last, we have, or will be, celebrating a great many significant anniversaries in our community. This list is by no means exhaustive. Rather, it is meant just to give you an idea of the scale, the longevity, and breadth of the accomplishments in our city.

In the last decade: INL celebrated 70 years; CAES celebrated 10 years; and, Habitat for Humanity celebrated 25 years

This year: The City of Idaho Falls celebrates 155 years; Idaho Falls Police celebrates 125 years; Idaho Falls Power celebrates 120 years; Johnson Brothers celebrates 115 years; East Idaho Credit Union celebrates 85 years; Idaho Central Credit Union celebrates 80 years; Idahoan Foods celebrates 60 years; Community Food Basket celebrates 40 years; and, Melaleuca celebrates 35 years

In my mind, you don’t have this many double- and triple-digit anniversaries if you aren’t doing something right. We are fortunate to have these success stories in our midst. Every anniversary is a great story... and what they all have in common is hard work, vision, sacrifice, and dedication. That’s what has fueled every Idaho Falls success. As with the rest of Idaho, Idaho Falls is experiencing population and business growth—the perfect opportunity for more success. I wish to keep this momentum moving forward. That requires the city to maintain a favorable environment for growth.

The best way to do this? Being smart. I don’t mean being clever. Rather, to be a SMART City in the modern sense means to be **intelligent**, but also **sustainable & resilient, fiscally-responsible, safe, future-oriented, cutting-edge, data-driven, comprehensive, inclusive, intuitive**, and perhaps most importantly, **citizen-focused**. These qualities constitute the standard for which our city will strive in the coming years. We will be successful because of a carefully-crafted, city-wide culture that embraces data and recognizes and trusts the expertise of city workers and leaders.

A SMART 2020

For 2020, we have high expectations and clear goals for a SMART Idaho Falls. I’d like to highlight a few now.

City Enterprises

First, City Enterprises. Three city departments operate enterprise programs—the Airport, Idaho Falls Power and Public Works. A city enterprise is a public service that pays for or supports itself by charging user-fees. These programs charge only what they need to offer the service, that way, no tax dollars are used in their operation.

At the ***Idaho Falls Airport***, 2019 was a record-breaking year with over 350,000 passengers travelling through our airport—a full 10% increase over 2018. You may have noticed the expansion of the baggage claim area that was completed this past fall to better serve our passengers. More passengers mean even more expansion. A two-year project for our terminal will kick off this spring. We will increase the TSA footprint, add new features to our lobby, and build three additional gates—doubling our capacity to serve passengers. A new flight to Denver has been added to the schedule *and* both Delta and United will be using larger planes for flights they operate currently. Growth in airport use and capacity signals very healthy, sustainable, regional economic growth. Facilitating this is SMART not just for the city, *but for all of Eastern Idaho*.

At ***Idaho Falls Power***, we always have an eye on the future. When it comes to fiber, we have been on the leading edge since 2002 when we first started serving business customers. Back in 2018 we initiated a pilot program to test the feasibility of residential fiber service. This past fall, the City Council voted to expand the pilot project city-wide. Over the next four-to-five years, we anticipate that fiber infrastructure will be built out for *every* home and business that desires it to have high speed internet service. Fiber optics are the next iteration in communications. We are pleased that, along with the City of Ammon, which also has a fiber program, we will continue to be that bright spot in Eastern Idaho where residents and businesses can readily obtain cutting edge technology. In 2020, Idaho Falls Power will replace 400 city streetlights with more efficient, longer lasting LED lighting. We will continue to explore future energy resources for our community like the Small Modular Reactor to maintain our low rates and carbon-free energy sources. Carbon-free electric power isn't just a catch-phrase. It means clean energy for homes, businesses, and other technologies like electric vehicles (EVs). Within the transportation sector, EVs are one of the most effective technologies to reduce greenhouse gases. But this only holds true if the power charging the batteries is carbon free. And that is what you get in Idaho Falls: clean electrons for clean power technologies, now and into the future.

At our ***Wastewater Treatment Plant***, staff are pursuing innovations in how water is treated and released into the environment—whether that be into the river or into aquifer recharge sites. We currently don't send our treated wastewater to recharge sites, but we are evaluating the possibility because recharge increases the viability of the Eastern Snake Plain Aquifer, which in turn, supports hundreds of thousands of Idahoans.

Our ***Sanitation Division*** has waste collection down to a science, and is always improving its capacity to collect still more, including leaves, yard debris, and recyclables. I should pause here to acknowledge the frustration many residents felt with the dwindling *global* market for recyclable plastics. I am pleased to report that our community has a very motivated and highly-credentialed group of citizen volunteers working on this topic. They are researching all possible recycling streams and avenues available to us. If there is a plastics market out there that works, they will find it. In the meantime, I am proud the city added glass recycling in 2019.

As for the ***Water Division***—we remain very engaged statewide to ensure Idaho Falls' our supply of safe drinking water. It is our drinking water that is driving the need to replace our compromised, worn-out water tower. There are long-term safety concerns associated with our current tower that we cannot ignore. If repairing it still were a viable path, we'd take it. But it is not. In 2020 we will continue the community dialogue about the replacement options available to us.

Public Safety

Next, Public Safety. Three essential city services that fall under public safety are Police, Fire, and Ambulance.

Prompt response times, high-quality of care, and coordination with the hospital resulted in the American Heart Association presenting the ***Idaho Falls Fire Department*** and EIRMC with several *Mission: Lifeline* recognition awards in 2019. The app called *PulsePoint*, which can be downloaded by citizens who are trained in CPR, has

proven its value in saving the lives of individuals experiencing heart attacks. Significantly, the app guides users to the nearest defibrillator. Throughout the coming year, Fire Department personnel will be broadening training efforts for the public, thereby empowering community members to help save lives.

In 2020, a top priority for the **Idaho Falls Police Department** is to establish a facility for our city's law enforcement professionals and the community they serve. In 2019, a citizen committee concluded that a new station was necessary. Today, we have officers and equipment staged in *eight* different places throughout the city—some leased, some borrowed, some loaned. This piecemeal configuration creates a host of serious issues. It hinders collaboration and it impacts morale, among others. The Chief and I want our officers serving together so they can best serve our city. In 2020, I am happy to report that the City Council will pursue development and revitalization of the recently-purchased stockyards property along Northgate Mile. This site was selected for the community's much-needed Law Enforcement Complex. I will be encouraging the Council to opt for the financing option that results in the *least overall expense* for the city. Timing matters. We know that significant cost-savings for this project will come from commencing construction quickly because in the current market, *construction inflation is a significant cost driver*. That, to me, is SMART. Despite these challenges, the commitment within our Police Department to thorough police work remains exceptional. Recently, our detectives pursued leads in not one, but two, cold cases that led to case resolution this past year. This was done with the support and teamwork of patrol, professional standards, and other bureaus and members within the department. This success is a testament to the progress a dedicated police force can achieve with the use of modern investigative methods and resources, as well as the right training and leadership.

Finally, I am very proud to report that both our police and fire departments have been developing programs to combat one of the greatest threats to today's first responders: *emotional and mental duress*. These men and women, who risk everything for the public good, often carry their experiences with them long after the sirens are turned off and the cases are closed. In this field of work, many suffer from Post-Traumatic Stress Illnesses. By working with trained mental health professionals, vast improvements can be made—not only for our first responders, but for their *entire families*. This is an initiative that is deeply important to me because by recognizing this need we are empowering our first responders and paving the road for success and departmental longevity.

Quality of Life

Next, Quality of Life. One of the strongest determinants of citizen satisfaction is the presence, variety, and quantity of quality-of-life indicators found in a community. This includes the less-visible city services like **planning and zoning**, **urban renewal** and **building inspection**, as well as the ever-popular **Library** programing and **Parks and Recreation** offerings—just a few of the assets that make Idaho Falls a family-friendly community.

Later this month, city residents will have the opportunity to experience the grand opening of the newly renovated Bonneville hotel property. The Bonneville Apartments will contain 35-units. The newly refurbished edifice will retain all of the dignity of its namesake. We are fortunate that the **Idaho Falls Redevelopment Agency** created a project that respected the beautiful old brick and mortar building in the heart of our historic Downtown. As we look to the future, we know that housing will continue to be a concern for current and future citizens. We do not have a large enough supply of homes to meet demand which then drives up the value of property and prices. Wages have not kept pace either, making home affordability even more of an issue. The city cannot and should not resolve all of this, but we can help. Projects like the Bonneville are terrific, and we need more.

City Planners are working with the local Habitat for Humanity organization and a local developer to determine whether federal grant dollars can be leveraged to generate new home ownership opportunities for low and moderate income families. Next month, we have been invited to send a small team of community members—including planners, a realtor, a homebuilder, and others—to a specialized workshop focusing on developing new housing strategies. Their education will help us generate a citizen-oriented, funding-conscious, and SMART strategy for managing Idaho Falls' response to this stressed national housing market.

In **Parks and Recreation**, it is not hard to find SMART city thinking.

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The Department, together with several other city departments, is working to incorporate xeriscaping throughout our city's landscape. This conservative approach to landscaping right-of-way, flower beds, round-a-bouts and common areas, will save hundreds of thousands of gallons of water, staff time, and expense each year, thus proving that being SMART about the way we beautify our city also can be aesthetically pleasing.

The ***Idaho Falls Zoo at Tautphaus Park*** is part of a global effort to protect endangered species. The Zoo supports and offers educational programs that allow our young people to experience and study species and evolving habitats. To further enrich our community, 2020 will bring the long-awaited splash pad to Reinhart Park on the west side. We hope to roll this out early in the summer. And finally, with a fond look at the past, we will be inviting citizens who care to help us organize a Funland revitalization and restoration effort. Now that the city owns the Funland assets outright, we can work to make it possible for tomorrow's children to have the same kinds of fond childhood memories that many long-time residents cherish to this day.

Administrative Services

City administrators, accountants and other professionals in the Legal, HR and Municipal Services departments are engaged in aligning city administrative efforts with SMART city objectives. This includes everything from placing a 24-7 payment kiosk at City Hall for utility payments, to developing economic forecasting tools for budgeting, to managing health insurance with foresight, to managing workforce, workload and workman's comp claims. A quick example—training a new employee is time consuming and expensive, starting at about \$1800 per employee on the low end and increasing to thousands of dollars depending on the complexity of the job. Human Resource professionals agree that it is far more cost effective to retain employees whenever possible. The Council members and I rely upon city staff expertise. We of course wish to retain the best employees train them to hone their current skills and develop new ones. A well-trained city workforce provides excellent work, remains with the city well into the future and is prepared for leadership roles when opportunities arise—all sources of cost savings overall. This is SMART Management and it is more important than ever. I wish for all to know that we regularly receive prudent, professional, and intelligent management and services from city employees.

Mayor's Office Initiatives

In my office, planning for the future is a key component of our day-to-day work. The city's Economic Development Coordinator and I are focused on several opportunities for the area and region. This includes:

- planning for the slate of impressive new projects proposed for development at INL;
- preparing for the Costco opening in August 2020; and
- establishing one of only a very few Innovation Districts *in the entire country* right here near MK Simpson BLVD.

Additionally, my office is always working to improve transparency and communication with city residents.

We have numerous social media pages. We have a very robust city website with interactive maps and a feature that allows us to sign up to have meeting notices emailed to us. This past year, city departments published standardized annual reports—some for the very first time. In future years, these reports will be available online so all citizens can see what our city has to offer.

Finally, the CUSP (Connecting Us, Sustaining Progress) Program. In October 2019, the creation of eight CUSP committees resulted in over 80 citizens stepping forward to identify, document and study needs and data-based solutions for our community. This months-long effort is expected to result in myriad excellent policy and program options for the Council to consider right alongside the business, faith, non-profit and residential stakeholders throughout the community. The idea driving CUSP is simple—we who live in Idaho Falls possess the *right* and the *responsibility* to come together and make SMART improvements. CUSP simply provides the opportunity. I look forward to reporting out the committee results later in 2020.

IF SMART

This year, and in the years to come, Idaho Falls will maintain and enhance our status as a SMART city.

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On the screen you can see a summary of the SMART Idaho Falls vision for 2020 and beyond.

Community Partners (CUSP); Fiber Connectivity; LED Street Lighting; Solar-powered Street Signage; EV Recharging Infrastructure; Water Conserving Landscaping (Xeriscaping); Carbon-free Energy; Joint Research Initiatives (INL); Employee/Talent Development; Modern Emergency Services Facilities (IFPD/IFFD)*; Integrated Camera Network*; and, Aquifer Recharge*

Items in blue already have been implemented or are underway, while the grey sections (*) are still aspirational. The listing is not comprehensive, but it captures the spirit of what it means to be SMART and future-focused.

Conclusion

I believe 2020 is a *new year* in which we find success by carrying forward the sound practices that have served us well for 155 years. The key opportunity a *new decade* presents to us, however, is the opportunity to improve as we pair tired-and-true practices with innovations in technology and the use of data. This will allow our city to establish new benchmarks in sustainability, fiscal stewardship, safety and security, citizen satisfaction, and quality of life. As we do this, Idaho Falls will continue to be a model for exceptional success across the state and throughout the Mountain West. It's my privilege, and it brings me the deepest satisfaction, to be a part of this community. We are fortunate to have Council members who care, directors at the top of their fields, talented and committed staff, and citizen volunteers who are not afraid to roll up their sleeves and problem-solve. I look forward with great enthusiasm to the coming year.

Tonight, I would like to close with the same simple but true statement I have shared before: ***"The state of our city is strong... and Idaho Falls' future is bright. I could not be more proud to serve you and to be a part of this great community."***

Thank you.

Installation of New Council Members

Judge Michelle Mallard, sister to Councilmember Radford, administered the Official Oath of Office to Council Seat 5 – Councilmember John Boyd Radford. Mayor Casper then administered the Official Oaths of Office to Council Seat 1 – Councilmember Michelle Ziel-Dingman, and, Council Seat 3 – Councilmember Tom Hally. Mayor Casper noted this was the fifth Official Oath of Office for Councilmember Hally and, the second Official Oaths of Office for Councilmembers Ziel-Dingman and Radford.

Council Administration

Election of Council President:

Mayor Casper stated, per City Code, the Council President is primarily meant to be the backup when the Mayor is absent or unavailable. She then requested any comments from the Councilmembers. Councilmember Hally stated he has been on the Council for 16 years and upon finishing this term it will be 20 years. Mel Erickson, who served on the Council for numerous terms, was credited for Councilmember Hally's interest in serving on the Council. Councilmember Hally recognized the knowledge of Mayor Casper and her influence to a variety of topics. He stated one of the thrills of being Council President is meeting with Mayor Casper and talking about issues. He also stated he has gained a lot of knowledge. Councilmember Hally mentioned the numerous meetings. He noted he was re-assigned to the Idaho Falls Redevelopment Agency (IFRda), which contributes to the tax base. He believes it's important to have a base and ingredients to grow a pie. He also believes the Council has worked tirelessly to have quality growth which benefits the City residents and the many visitors. He also noted the involvement with IFRda takes a lot of time. He expressed his appreciation to his spouse, Judy. Councilmember Hally stated tradition has indicated that the senior member of the Council serves as Council President. He believes any of the current Councilmembers could fill this position. He believes transitioning and gaining experience as the Council President

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is important. It was then moved by Councilmember Hally, seconded by Councilmember Radford, to nominate Councilmember Michelle Ziel-Dingman as Council President. Councilmember Francis stated he concurs with Councilmember Hally's comments. Councilmember Radford expressed his appreciation to Councilmember Hally. He believes Councilmember Hally is a tireless learner. He also believes he has learned much from Councilmember Hally's leadership and is grateful for his service. Councilmember Smede stated Councilmember Hally has been an incredible mentor. She also concurred with Councilmember Hally's comments. Councilmember Freeman expressed his appreciation to Councilmember Hally as a mentor and friend and he looks forward to working with him for another four (4) years. Councilmember Dingman accepted the nomination. She stated this is a tremendous honor, although she believes Councilmember Hally will always be President Hally. Roll call as follows: Aye – Councilmembers Radford, Freeman, Smede, Francis, Dingman, Hally. Nay – none. Motion carried.

Announcement of Council Liaison Assignments:

Mayor Casper reviewed the new liaison Council assignments as follows:

Seat 1, Michelle Ziel-Dingman – Airport, Human Resources, Municipal Services (#2), and, Targhee Regional Public Transportation Authority (TRPTA) Board

Seat 2, Shelly Smede –Municipal Services, Fire (#2), and, Parks and Recreation (#2)

Seat 3, Tom Hally – Fire, Legal, Investment Committee, and, Idaho Falls Redevelopment Agency (IFRdA) Board

Seat 4, Jim Francis – Police, Parks and Recreation, Community Development Services (#2), Bonneville Metropolitan Planning Organization (BMPO) Policy Board, and, Library

Seat 5, John Radford – Community Development Services, Idaho Falls Power Co-Liaison (National), Public Works (#2), and, BMPO Policy Board

Seat 6, Jim Freeman – Public Works, Idaho Falls Power Co-Liaison (State), Police (#2), and, BMPO Policy Board

Mayor Casper briefly reviewed additional Boards/Committees/Commissions.

Consent Agenda (2020 Business):

Municipal Services requested approval of Quote 20-012, Purchase of Garage Door Replacement for Idaho Falls Power; Quote 20-013, Water Inventory for Public Works; Quote 20-014, Purchase of Conductor Inventory for Idaho Falls Power; Bid IF-20-06, Overhead Fiber Project for Idaho Falls Power; Bid IF-20-I, Purchase of Six Replacement Vehicles and One Addition to the Fleet; and, Sole Source Purchase – Replacement Pump Purchase for Public Works.

It was moved by Councilmember Smede, seconded by Councilmember Freeman, to approve, accept, or receive all items on the Consent Agenda according to the recommendations presented. Roll call as follows: Aye – Councilmembers Smede, Hally, Radford, Dingman, Freeman, Francis. Nay – none. Motion carried.

Announcements:

There were no announcements.

Executive Session:

It was moved by Councilmember Radford, seconded by Councilmember Smede, to move into Executive Session. The Executive Session has been called pursuant to the provisions of Idaho Code Section 74-206(1)(f) "To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated, but imminently likely to be litigated." The Executive Session will be held in the City Annex Conference Room. At the conclusion of the Executive Session the Council

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will not reconvene into Regular Council Meeting. Roll call as follows: Aye – Councilmembers Francis, Dingman, Freeman, Hally, Radford, Smede. Nay – none. Motion carried.

The City Council of the City of Idaho Falls met in Special Council Meeting (Executive Session), Thursday, January 9, 2020, in the City Annex Conference Room in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 8:44 p.m.

There were present:

Mayor Rebecca L. Noah Casper
Councilmember Jim Francis
Councilmember John Radford
Councilmember Shelly Smede
Councilmember Jim Freeman
Councilmember Michelle Ziel-Dingman
Councilmember Thomas Hally

Also present:

Bryce Johnson, Police Chief
Jessica Clements, Police Department Public Information Officer
Bud Cranor, Public Information Officer
Sam Angell, Attorney
Randy Fife, City Attorney
Kathy Hampton, City Clerk

The Executive Session was called pursuant to the provisions of Idaho Code Section 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated, but imminently likely to be litigated.

There being no further business, the Executive Session adjourned at 9:42 p.m.

CITY CLERK

MAYOR

REGULAR

AGENDA:



MEMORANDUM

FROM: Chris H Fredericksen, Public Works Director
DATE: Wednesday, January 22, 2020
RE: State/Local Agreement with ITD and the Local Highway Technical Assistance Council
 for the S Higbee Avenue Bridge over Butte Arm Canal Replacement Project

Council Action Desired

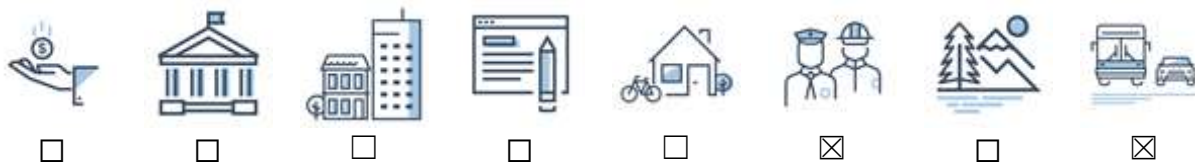
- ☐ Ordinance
 ☐ Resolution
 ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc)

Authorization for Mayor and City Clerk to sign.

Description, Background Information & Purpose

Attached for your consideration is a State/Local Agreement with the Idaho Transportation Department (ITD) and the Local Highway Technical Assistance Council (LHTAC) for the S Higbee Avenue Bridge over Butte Arm Canal. The purpose of this project is to replace an aging bridge on S Higbee Avenue between E 15th Street and E 16th Street over the Butte Arm Canal.

Relevant PBB Results & Department Strategic Plan



This agreement supports the community-oriented results of safe and secure community and reliable public infrastructure and transportation.

Interdepartmental Coordination

Reviews have been conducted with all necessary city departments to ensure coordination of project activities.

Fiscal Impact

The cost of the project is anticipated to be \$1,173,820.97. This agreement requires city financial contribution toward the project with a match rate of 7.34% for an estimated total cost of \$85,240.96.

Legal Review

The Agreement has been reviewed by the City Attorney.

2-38-19-4-STR-2020-12
2020-1

LHTAC/LOCAL AGREEMENT (SUB-AGREEMENT)
(PROJECT DEVELOPMENT)
BRIDGE BUNDLING
HIGBEE BRIDGE
BONNEVILLE COUNTY
PROJECT NO. A022(431)
KEY NO. 22431

PARTIES

THIS AGREEMENT is made and entered into this _____ day of _____, by and between the **LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNCIL (LHTAC)**, hereafter called LHTAC, and the **CITY OF IDAHO FALLS**, acting by and through its City Council, hereafter called the Sponsor.

PURPOSE

LHTAC is administering the Bridge Bundling with federal funds obligated from the Idaho Transportation Department (ITD). The Sponsor has requested that the State include in its Idaho Transportation Investment Program Federal-Aid Project No. A022(431), described as replacing the Higbee Bridge. Project development is to be performed by Sponsor's staff/Consultant Engineers. The purpose of this Agreement is to set out the terms and conditions to accomplish the project development phase of this project.

NOTE: Securing the services of a consultant for project development services must follow the process outlined in the Idaho Transportation Department Guidelines for Local Public Agency Projects.

Since certain functions under this Agreement are to be performed by the LHTAC, requiring the expenditure of funds, the Sponsor is fully responsible for all costs incurred by LHTAC related to the project.

Authority for this Agreement is established by Section 40-2403 of the Idaho Code.

The Parties agree as follows:

SECTION I. GENERAL

1. It is necessary to develop construction plans and specifications in order that federal participation may be obtained for the construction costs of the project. Federal-aid for project development and right of way is available on this project.
2. Federal participation in the project is at the rate of 92.66%; local participation is 7.34%. Scheduled funding for this project is listed in the approved Idaho Transportation Investment Program, and subsequent revisions. Current estimated funding is as follows:
 - a. Project Development - \$ 294,955.24
 - (PE-\$1,500, PL-\$35,214.63, PC-\$ 258,240.61)
 - b. Right-of-Way - \$0
 - c. Utilities - \$0
 - d. Construction Engineering - \$212,637.77
 - (CE-\$1,500, CL-\$35,214.63, CC-\$140,858.52 & Cont.-\$35,064.63)
 - e. Construction - \$ 666,227.95 (Federal-\$653,727.95 LHTAC Local Participation-\$12,500)
 - f. Total Estimated Project Costs - \$1,173,820.97

ESTIMATED PROJECT COST BREAKOUT	
Federal-aid - 92.66%	\$1,076,080.01
Sponsor Match - 7.34%	\$ 85,240.96
LHTAC Local Participation	\$ 12,500.00
Total Estimated Project Costs	\$1,173,820.97

3. The Sponsor's match for this project will be provided in cash in the amount of 7.34 percent of the entire project (current estimate \$85,240.96).
 - a. Cash deposit of 7.34% of Project Development Costs in the amount of \$21,649.71 is initially due.
4. This project shall be designed to State Standards as defined in the current version of the Idaho Transportation Department's Design Manual, or as subsequently revised. The current version of the Design Manual can be viewed at the following web site:
<http://itd.idaho.gov/manuals/ManualsOnline.htm>.

5. All information, regulatory and warning signs, pavement or other markings, and traffic signals required and warranted will be developed as a part of the plans, regardless of whether the work is done as a portion of the contract or by the Sponsor's forces.
6. If the project is terminated by the Sponsor prior to completion, the Sponsor shall repay to the LHTAC all federal funds received for the project, and shall be liable to the LHTAC for any un-reimbursed incidental expenses as provided for in Section II, Paragraph 1 of this Agreement.
7. Sufficient Appropriation. It is understood and agreed that the LHTAC and the Sponsor are governmental agencies, and this Agreement shall in no way be construed so as to bind or obligate the LHTAC or the Sponsor beyond the term of any particular appropriation of funds by the Federal Government or the State Legislature as may exist from time to time. LHTAC and the Sponsor reserve the right to terminate this Agreement if, in its sole judgment, the Federal Government or the legislature of the State of Idaho fails, neglects or refuses to appropriate sufficient funds as may be required for the State to continue payments. Any such termination shall take effect immediately upon notice and be otherwise effective as provided in this Agreement.

SECTION II. LHTAC shall:

1. Provide the following services incidental to the project development:
 - a. Assist Sponsor in the selection of a Consulting Engineer and negotiations as needed, and furnish the Agreement for Engineering Services and any supplements thereto, to be used between the Sponsor and Consultant Engineers on this project.
 - b. Review Preliminary Environmental Evaluation and recommend other appropriate environmental documentation.
 - c. Furnish to the engineers copies of materials test reports and other data applying to the project and available to the State.

- d. Provide a hearing officer to conduct a formal public hearing as necessary.
 - e. Assign LHTAC personnel or assist in hiring a qualified relocation agent consultant to determine relocation entitlements and assistance which might be required by the project.
 - f. File with the Federal Highway Administration applications for exceptions to AASHTO Standards when appropriate and for government land withdrawals for rights-of-way and airport clearance.
 - g. If requested by the Sponsor, assist in negotiations with public carriers and utilities for agreements on behalf of the Sponsor.
 - h. Review the Consultant plans, estimates, reports and environmental studies, and issue notice of approval.
 - i. Supply roadway summary sheets and such standard drawings as may be required to supplement the plans.
 - j. Print and assemble plans, special provisions, specifications and contracts.
 - k. Advertise for bids and let the construction contract. Prior to construction, the parties will enter into a separate agreement covering responsibilities of the parties relating to construction.
- 2. Upon receipt of invoices from the design consultant, review for eligibility and submit to ITD for payment.
 - 3. Bill the Sponsor for costs incurred by the LHTAC under this Agreement for project development, if those costs exceed the amount set out in Section III, Paragraph 1.
 - 4. Bill the Sponsor for any federal funds to be repaid by the Sponsor if the project is terminated by the Sponsor prior to completion, and the Sponsor has been reimbursed with federal funds for preliminary engineering and/or right-of-way acquisition.

SECTION III. That the Sponsor shall:

1. Pay to LHTAC, before LHTAC begins the incidental services referred to in Section II, Paragraph 1, the sum of **TWENTY-ONE THOUSAND SIX HUNDRED FORTY-NINE DOLLARS AND SEVENTY-ONE CENTS (\$21,649.71)**, estimated to be the total expense to the LHTAC referred to in Section I, Paragraph 3a. In addition, pay to the LHTAC the cost of all incidental services provided by the LHTAC upon receipt of the billing provided for in Section II, Paragraph 3. These funds will be credited towards the Sponsor's match on the project. **Checks shall be made payable to "LHTAC" and mail to LHTAC, 3330 W Grace St., Boise ID 83703.**
2. Sponsor warrants that it will repay any federal reimbursements on this project if the project is terminated by the Sponsor prior to completion.
3. With the assistance of the State, hire a consultant for development of the project.
4. Advertise for and hold a formal public hearing if required in accordance with the Idaho Open Meetings Law.
5. Coordinate the relocation of utilities within the right-of-way of the project. Federal-aid utility relocations will be processed in accordance with the applicable provisions of 23 CFR and the Sponsor's utility policies and procedures.
6. Right of Way
 - a. Acquire all rights-of-way and easements needed to provide for construction and maintenance of the project.
 - b. Employ an approved certified general appraiser to complete all appraisals and an independent certified general appraiser to review appraisals required for the project unless the property value meets the requirements in Idaho Code Section 54-4105(5) and 45 CFR 24.102.
 - c. Review the appraisal reviewer's statement of the estimated fair market value and approve an amount to be just compensation for each parcel to be acquired.
 - d. Provide a monthly right-of-way status report (ITD-2161), and forward it to the project manager.
 - e. Before initiating negotiations for any real property

required for right-of-way, establish, in writing, an amount considered to be just compensation, under Idaho law, Federal Regulations or any other applicable law, and make a prompt offer to acquire the property for the full amount established.

- f. Make a good faith effort, in accordance with Real Property Acquisition Policies Act of 1970, to acquire the real property by negotiation. Employ a LHTAC Approved Negotiator if necessary.
 - g. Inform the property owner, in those cases where he indicates a willingness to donate a portion of his real property for rights-of-way, of all his rights including his right to full compensation in money for land and damages, if any, in accordance with Idaho Code.
 - h. Provide relocation assistance and payments for any displaced person, business, farm operation, or nonprofit organization in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970; 49 CFR 24; 23 CFR 710; the Idaho Real Property Acquisition Act of 1971; Title 40, Chapter 20; and Title 58, Chapter 11; Idaho Code, as amended, and regulations promulgated thereunder. No individual or family shall be displaced until decent, safe and sanitary replacement housing is available to the relocatees for immediate occupancy. In addition, advise the State of any relocations required by the project and upon request of the State, authorize the State to negotiate on the Sponsor's behalf for all relocation assistance and payments, the cost of which will be assumed by the Sponsor at the time of negotiation.
 - i. Ensure to the greatest extent practicable that no person lawfully occupying the real property shall be required to move from his home, farm or business without at least ninety (90) days written notice prior to advertisement of the project.
- 7. Before advertisement for bids, provide a certification that all rights-of-way, easements, permits, materials sources and agreements necessary for the construction of the project have been acquired in accordance with the provisions of this Section. Provide a value of any right-of-way donations obtained, which may be credited as a matching share.
 - 8. Evaluate the impact the project might have on the quality of

the human environment and prepare and furnish to the State an environmental evaluation that includes cultural resources and any other documentation required by the National Environmental Policy Act.

9. At all required public hearings, furnish all necessary exhibits and provide for a representative of the Sponsor to describe the project; present information about the location and design, including alternates; discuss the tentative schedules for rights-of-way acquisitions and construction; discuss the Sponsor's relocation assistance program; discuss the economic, sociological, and environmental effects of the project; and answer all questions concerning the project.
10. Comply with Attachment 1 attached hereto and made a part hereof. By this agreement Sponsor agrees to comply with and be bound to the Civil Rights provisions of Title VI of the Federal Code and to generally insert those provisions in all contracts that it enters into that are federally funded on this project. If property acquired for this project with Federal financial assistance is transferred, the recipient of the property will be subject to Attachment 1 if the property is used for the same purpose it was originally acquired or for another purpose involving similar services or benefits to the general public. Sponsor should contact the State prior to disposing of any property acquired under this agreement.
11. Maintain all project records, including source documentation for all expenditures and in-kind contributions, for a period of three (3) years from the date of final acceptance. If any litigation, claim, negotiation, or audit has been started before expiration of the three-year period, the records shall be retained until completion of the action and resolution of all issues that arise from it.
12. Comply with all other applicable State and Federal regulations.

EXECUTION

This Agreement is executed for the LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNCIL by its Administrator, and executed for the Sponsor by the Mayor, attested to by the Clerk, with the imprinted Corporate Seal of City of Idaho Falls.

APPROVED BY:

LHTAC

Administrator

ATTEST:

CITY OF IDAHO FALLS

CITY CLERK

MAYOR

(SEAL)

By regular/special meeting
on _____.

ATTACHMENT 1

1050.20 Appendix A:

During the performance of work covered by this Agreement, the Consultant for themselves, their assignees and successors in interest agree as follows:

1. **Compliance With Regulations.** The Consultant shall comply with all regulations of the United States Department of Transportation relative to Civil Rights, with specific reference to Title 49 CFR Part 21, Title VI of the Civil Rights Act of 1964 as amended, and Title 23 CFR Part 230 as stated in the ITD EEO Special Provisions and Title 49 CFR Part 26 as stated in the appropriate ITD DBE Special Provisions.
<http://apps.itd.idaho.gov/apps/ocr/index.aspx>
2. **Nondiscrimination.** The Consultant, with regard to the work performed by them during the term of this Agreement, shall not in any way discriminate against any employee or applicant for employment; subcontractor or solicitations for subcontract including procurement of materials and equipment; or any other individual or firm providing or proposing services based on race, color, sex, national origin, age, disability, limited English proficiency or economic status.
3. **Solicitations for Subcontracts, Including Procurement of Materials and Equipment.** In all solicitations, either by bidding or negotiation, made by the Consultant for work or services performed under subcontract, including procurement of materials and equipment, each potential subcontractor or supplier shall be made aware by the Consultant of the obligations of this Agreement and to the Civil Rights requirements based on race, color, sex, national origin, age, disability, limited English proficiency or economic status.
4. **Information and Reports.** The Consultant shall provide all information and reports required by regulations and/or directives and sources of information, and their facilities as may be determined by the State or the appropriate Federal Agency. The Consultant will be required to retain all records for a period of three (3) years after the final payment is made under the Agreement.
5. **Sanctions for Noncompliance.** In the event the Consultant or a Subconsultant is in noncompliance with the EEO Special Provisions, the State shall impose such sanctions as it or the appropriate Federal Agency may determine to be appropriate, including, but not limited to:
 - Withholding of payments to the Consultant until they have achieved compliance;
 - Suspension of the agreement, in whole or in part, until the Consultant or Subconsultant is found to be in compliance, with no progress payment being made during this time and no time extension made;
 - Cancellation, termination or suspension of the Agreement, in whole or in part;
 - Assess against the Consultant's final payment on this Agreement or any progress payments on current or future Idaho Federal-aid Projects an administrative remedy by reducing the final payment or future progress payments in an amount equal to 10% of this agreement or \$7,700, whichever is less.
6. **Incorporation of Provisions.** The Consultant will include the provisions of paragraphs 1 through 5 above in every subcontract of \$10,000 or more, to include procurement of materials and leases of equipment unless exempt by the Acts, the Regulations, and directives pursuant thereto. The Consultant shall take such action with respect to any subcontract or procurement as the State or the appropriate Federal Agency may direct as a means of enforcing such provisions, including sanctions for noncompliance. Provided, that if the Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Consultant may request the State to enter into any litigation to protect the interest of the State. In addition, the Consultant may request the United States to enter into the litigation to protect the interests of the United States.

1050.20 Appendix E

During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with all non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 4 71, Section 4 7123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U .S.C. 1681 et seq).

Implementation Procedures

This agreement shall serve as the Sponsor's Title VI plan pursuant to 23 CFR 200 and 49 CFR 21.

For the purpose of this agreement, "Federal Assistance" shall include:

1. grants and loans of Federal funds,
2. the grant or donation of Federal property and interest in property,
3. the detail of Federal personnel,
4. the sale and lease of, and the permission to use (on other than a casual or transient basis), Federal property or any interest in such property without consideration or at a nominal consideration, or at a consideration which is reduced for the purpose of assisting the Sponsor, or in recognition of the public interest to be served by such sale or lease to the Sponsor, and
5. any Federal agreement, arrangement, or other contract which has as one of its purposes, the provision of assistance.

The Sponsor shall:

1. Issue a policy statement, signed by the Sponsor's authorized representative, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Sponsor's organization and to the general public. Such information shall be published where appropriate in languages other than English.

2. Take affirmative action to correct any deficiencies found by ITD or the United States Department of Transportation (USDOT) within a reasonable time period, not to exceed 90 days, in order to implement Title VI compliance in accordance with this agreement. The Sponsor's authorized representative shall be held responsible for implementing Title VI requirements.
3. Designate a Title VI Coordinator who has a responsible position in the organization and easy access to the Sponsor's authorized representative. The Title VI Coordinator shall be responsible for initiating and monitoring Title VI activities and preparing required reports.
4. Adequately implement the civil rights requirements.
5. Process complaints of discrimination consistent with the provisions contained in this agreement. Investigations shall be conducted by civil rights personnel trained in discrimination complaint investigation. Identify each complainant by race, color, national origin, sex, or disability; the nature of the complaint; the date the complaint was filed; the date the investigation was completed; the disposition; the date of the disposition; and other pertinent information. A copy of the complaint, together with a copy of the Sponsor's report of investigation, will be forwarded to ITD's EEO Office – External Programs within 10 days of the date the complaint was received by the Sponsor.
6. Collect statistical data (race and sex) of participants in, and beneficiaries of the Transportation programs and activities conducted by the Sponsor.
7. Conduct Title VI reviews of the Sponsor and sub-recipient contractor/consultant program areas and activities. Revise where applicable, policies, procedures and directives to include Title VI requirements.
8. Attend training programs on Title VI and related statutes conducted by ITD's EEO Office.
9. Participate in an annual review of the Sponsor's Title VI Program, the purpose of which is to determine to what extent the Sponsor has complied with Title VI requirements including the ADA. This review is conducted one year from the date of approval of the Non-Discrimination Agreement and then annually on the same date. The format for the Title VI review will be provided each year to the Sponsor for completion. A determination of compliance will be made by ITD's EEO Office based on the information supplied in the review. This review of the Sponsor's Title VI Program may also include an on-site review in order to determine compliance.

Discrimination Complaint Procedure

Any person who believes that he or she, individually, as a member of any specific class, or in connection with any disadvantaged business enterprise, has been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964, the American with Disabilities Act of 1990, Section 504 of the Vocational Rehabilitation Act of 1973 and the Civil Rights Restoration Act of 1987, as amended, may file a complaint with the Sponsor. A complaint may also be filed by a representative on behalf of such a person. All complaints will be referred to the Sponsor's Title VI Coordinator for review and action.

In order to have the complaint consideration under this procedure, the complainant must file the complaint no later than 180 days after:

- a) The date of alleged act of discrimination; or
- b) Where there has been a continuing course of conduct, the date on which that conduct was discontinued.

In either case, the Sponsor or his/her designee may extend the time for filing or waive the time limit in the interest of justice, specifying in writing the reason for so doing.

Complaints shall be in writing and shall be signed by the complainant and/or the complainant's representative. Complaints shall set forth as fully as possible the facts and circumstances surrounding the claimed discrimination. In the event that a person makes a verbal complaint of discrimination to an officer or employee of the Sponsor, the person shall be interviewed by the Title VI Coordinator. If necessary, the Title VI Coordinator will assist the person in reducing the complaint to writing and submit the written version of the complaint to the person for signature. The complaint shall then be handled according to the Sponsor's investigative procedures.

Within 10 days, the Title VI Coordinator will acknowledge receipt of the allegation, inform the complainant of action taken or proposed action to process the allegation, and advise the complainant of other avenues of redress available, such as ITD and USDOT.

The Sponsor will advise ITD within 10 days of receipt of the allegations. Generally, the following information will be included in every notification to ITD:

- a) Name, address, and phone number of the complainant.
- b) Name(s) and address(es) of alleged discriminating official(s).
- c) Basis of complaint (i.e., race, color, national origin or sex)
- d) Date of alleged discriminatory act(s).
- e) Date of complaint received by the Sponsor.
- f) A statement of the complaint.
- g) Other agencies (state, local or Federal) where the complaint has been filed.
- h) An explanation of the actions the Sponsor has taken or proposed to resolve the issue raised in the complaint.

Within 60 days, the Title VI Coordinator will conduct an investigation of the allegation and based on the information obtained, will render a recommendation for action in a report of findings to the Sponsor's authorized representative. The complaint should be resolved by informal means whenever possible. Such informal attempts and their results will be summarized in the report of findings.

Within 90 days of receipt of the complaint, the Sponsor's authorized representative will notify the complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the complainant of his/her appeal rights with ITD, or USDOT, if they are dissatisfied with the final decision rendered by the Sponsor. The Title VI Coordinator will also provide ITD with a copy of this decision and summary of findings upon completion of the investigation.

Contacts for the different Title VI administrative jurisdictions are as follows:

Idaho Transportation Department
Equal Employment Opportunity Office – External Programs
EEO Manager
PO Box 7129
Boise, ID 83707-1129
208-334-8884

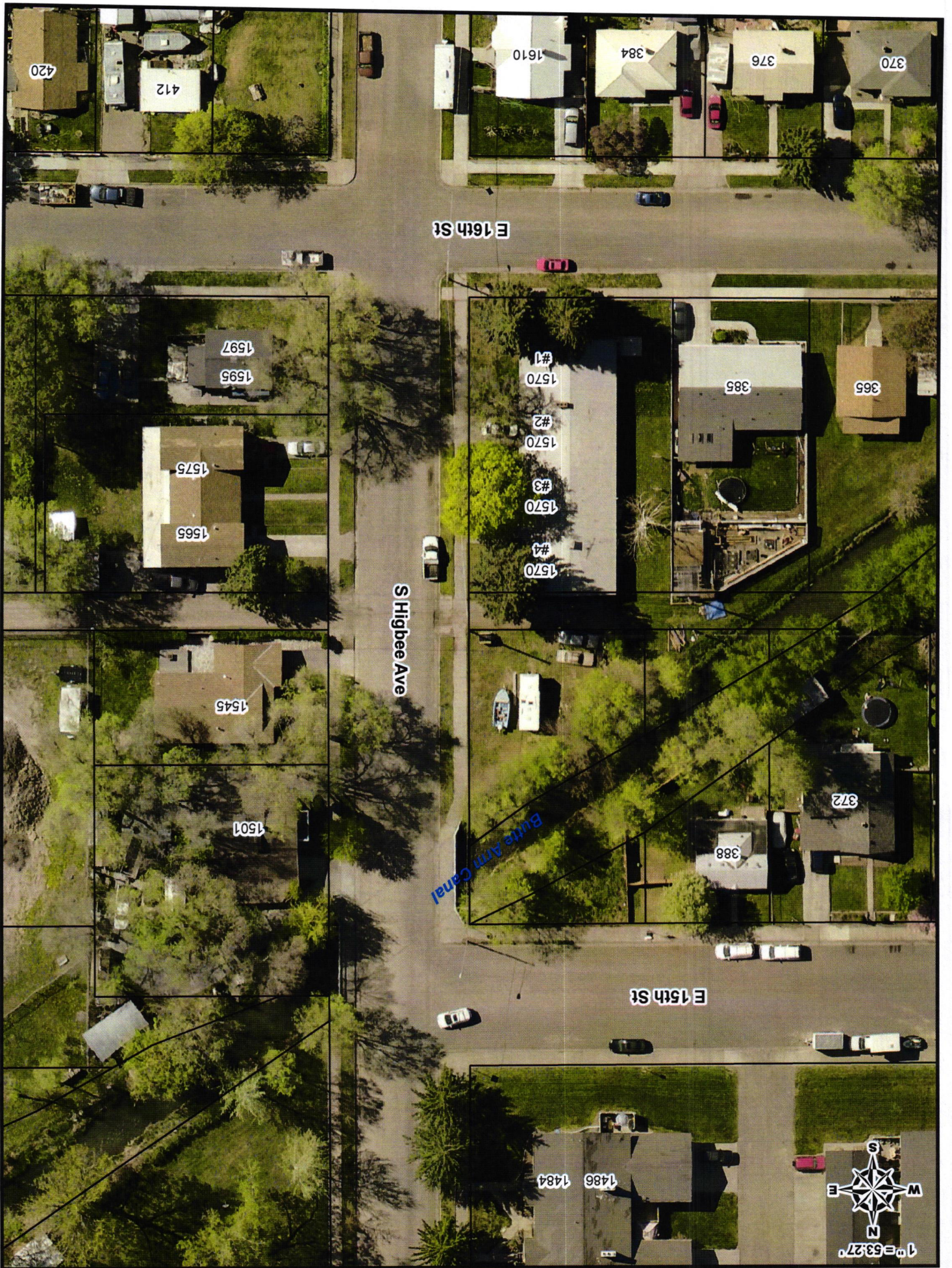
Federal Highway Administration
Idaho Division Office
3050 Lakeharbor Lane, Suite 126
Boise, ID 83703
208-334-9180

Sanctions

In the event the Sponsor fails or refuses to comply with the terms of this agreement, the ITD may take any or all of the following actions:

1. Cancel, terminate, or suspend this agreement in whole or in part;
2. Refrain from extending any further assistance to the Sponsor under the program from which the failure or refusal occurred until satisfactory assurance of future compliance has been received from the Sponsor.
3. Take such other action that may be deemed appropriate under the circumstances, until compliance or remedial action has been accomplished by the Sponsor;
4. Refer the case to the Department of Justice for appropriate legal proceedings.

Distribution: EEO Office
Revised: 03-09, 08-10, 08-17





MEMORANDUM

FROM: Chris H Fredericksen, Public Works Director

DATE: Wednesday, January 22, 2020

RE: Access Easement – Lots 1-2, Block 7 of the Yellowstone Addition Division No. 5

Council Action Desired

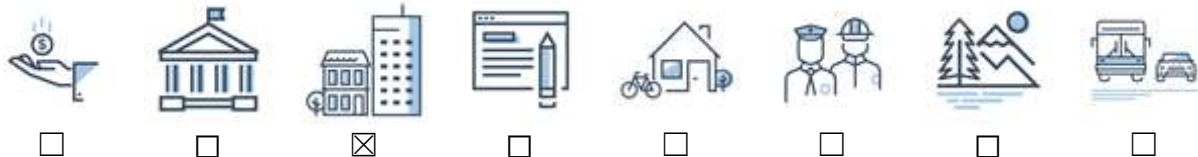
- ☐ Ordinance
 ☐ Resolution
 ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc)

Access Easement Authorization

Description, Background Information & Purpose

Attached for consideration is an Access Easement for Lots 1-2, Block 7 of the Yellowstone Addition Division No. 5. The easement is being requested by Roy Cole (Executor of the Naomi J. Cole Estate) for a property access needed to accommodate a recent lot split.

Relevant PBB Results & Department Strategic Plan



This Access Easement supports the community-oriented goals of well-planned growth and development.

Interdepartmental Coordination

The appropriate departments have reviewed the Access Easement.

Fiscal Impact

This Access Easement will have no fiscal impact.

Legal Review

The Agreement has been reviewed by the City Attorney.

GRANT OF EASEMENT **WITH WARRANTY**

THIS INDENTURE, made this _____ day of _____, 20____, between the CITY OF IDAHO FALLS, IDAHO, a municipal corporation of the State of Idaho, P.O. Box 50220, Idaho Falls, Idaho 83405, County of Bonneville, hereinafter referred to as "GRANTOR", and NAOMI J. COLE (Deceased) and ROY COLE (Executor of the Estate), hereinafter referred to as "GRANTEE".

WITNESSETH

For and in consideration of the sum of One and No/100 Dollars (\$1.00) and other good and valuable consideration paid by GRANTEE, the receipt of which is hereby acknowledged, GRANTOR does hereby grant, and convey unto GRANTEE, and GRANTEE's successors and assigns, an irrevocable non-exclusive permanent access easement over, across and under the following described real estate, situated in the County of Bonneville, State of Idaho, to-wit:

See Attached "Exhibit A and Exhibit B", hereinafter referred to as the "Easement Area"

This easement may be used for ingress, egress and maintenance of the access to Lots 1-2, Block 7 of the Yellowstone Addition, Division #5.

GRANTEE or GRANTEE's heirs, successors or assigns further agree that GRANTEE shall be limited to installing a drive approach that is compliant with current City of Idaho Falls Engineering Standards.

To have and to hold unto GRANTEE and GRANTEE's successors and assigns forever or until GRANTOR abandons it.

IN WITNESS WHEREOF, GRANTOR has hereunto subscribed its hand and seal on this day and year first above written.

CITY OF IDAHO FALLS, (GRANTOR)

REBECCA L. NOAH CASPER, MAYOR

STATE OF IDAHO)
) ss:
County of BONNEVILLE)

On this _____ day of _____, 20____, before me, the undersigned, a notary public, in and for said State, personally appeared REBECCA L. NOAH CASPER, known or identified to me to be the MAYOR of the City of Idaho Falls, a municipal corporation of the State of Idaho, and whose name is subscribed to the within instrument and acknowledged to me that she is authorized to execute the same for and on behalf of said City of Idaho Falls.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year in this certificate first above written.

Notary Public of Idaho
Residing at: _____
My Commission Expires: _____

(Seal)

EXHIBIT "A"

A parcel of land in a portion of the West ½ of the Northwest ¼ of Section 24, Township 2 North, Range 37 East of the Boise Meridian, City of Idaho Falls, Bonneville County, Idaho, described as follows:

COMMENCING at the West ¼ Corner of said Section 24; and running **THENCE** N88°30'17"E 1319.91 feet along the East-West Center line of said Section 24; **THENCE** N00°17'43"W 1368.81 feet to the northeast corner of Lot 1, Block 7 of Yellowstone Addition, Division No. 5, recorded with the Office of the Recorder for Bonneville County, Idaho as Instrument No. 589960, and a point on the westerly line of Lot 9, Block 5 of Yellowstone Addition, Division No. 3, recorded with the Office of the Recorder for Bonneville County, Idaho as Instrument No. 579901, said point being the **TRUE POINT OF BEGINNING**; and running **THENCE** N89°58'30"W 35.00 feet along the northerly line of said Lot 1; **THENCE** N00°47'01"W 8.05 feet to a point on the southerly right-of-way line of Albany Street, said point being a point on a curve; **THENCE** to the left along said curve, having a radius of 173.76 feet and a chord that bears S84°28'53"E 35.21 feet, through a central angle of 11°37'52", for a curve length of 35.27 feet along said right-of-way to the northwest corner of said Lot 9; **THENCE** S00°47'01"E 4.68 feet along the westerly line of said Lot 9 to the **TRUE POINT OF BEGINNING**.

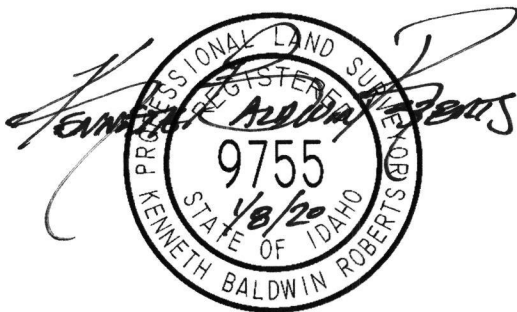
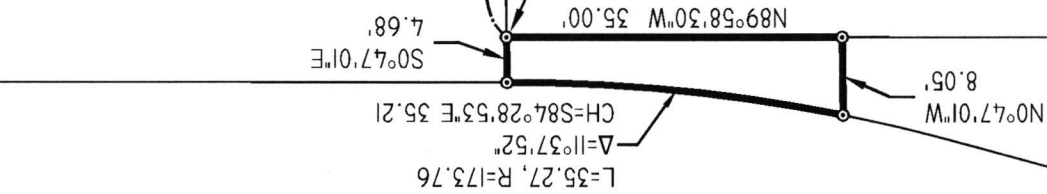
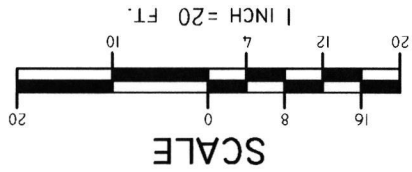


EXHIBIT "B" IN A PORTION OF THE CITY OF IDAHO FALLS BONNEVILLE COUNTY W 1/2 OF THE NW 1/4 OF SEC. 24 T. 2 N., R. 37 E., B.M.

DEED INSTRUMENT NO. 1012996

SATURN AVENUE

ALBANY STREET

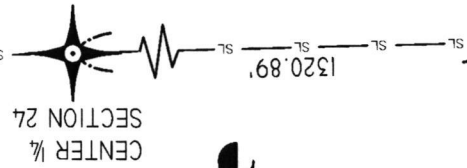


LOT 9, BLOCK 5
YELLOWSTONE ADDITION,
DIVISION NO. 3

LOT 1, BLOCK 7
YELLOWSTONE ADDITION,
DIVISION NO. 5



POINT OF
COMMENCEMENT



CITY OF IDAHO FALLS 2004 COORDINATE SYSTEM
BASIS OF BEARING:
N88°30'17"E 2640.80'



MEMORANDUM

FROM: Brad Cramer, Community Development Services Director

DATE: Thursday, January 23, 2020

RE: Final Plat and Reasoned Statement of Relevant Criteria and Standards, Eagle Rock Town Center Division 4

Council Action Desired

☐ Ordinance ☒ Resolution ☐ Public Hearing

☒ Other Action (Approval, Authorization, Ratification, etc)

1. Accept the Final Plat for Eagle Rock Town Center Division 4, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
2. Approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Eagle Rock Town Center Division 4, and give authorization for the Mayor to execute the necessary documents.

Description, Background Information & Purpose

Attached is the Final Plat and Reasoned Statement of Relevant Criteria and Standards for Eagle Rock Town Center Division 4. The Planning and Zoning Commission considered this plat at its September 5, 2017, meeting and again at its April 4 2019, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation. The plat is now being submitted to the Mayor and City Council for consideration.

Relevant PBB Results & Department Strategic Plan



Click or tap here to enter text.

Interdepartmental Coordination

All appropriate departments have reviewed the plat.

Fiscal Impact

NA

Legal Review

NA

Legend

- Legend:**

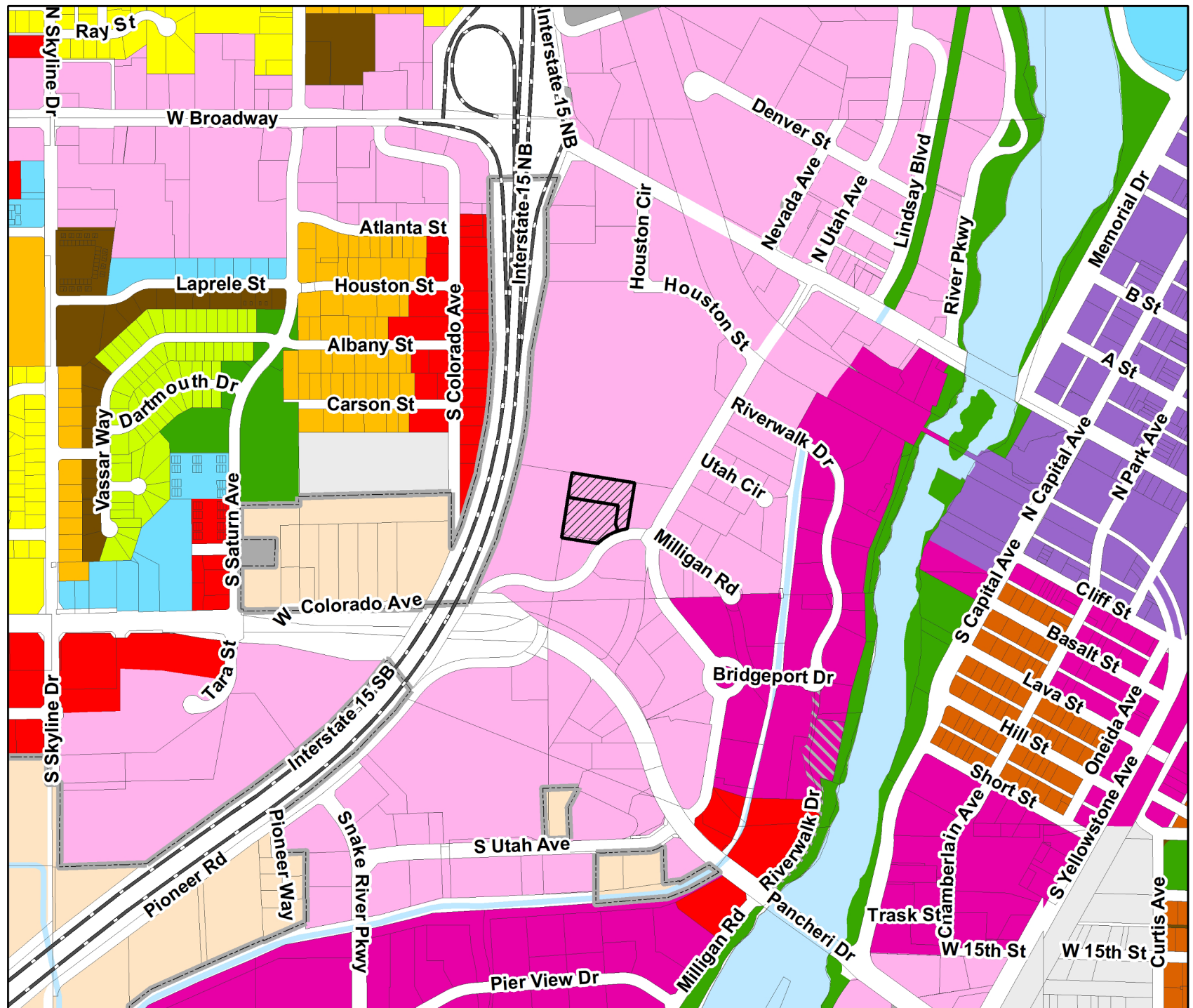
 - Site
 - RE
 - RP
 - R1
 - R2
 - TN
 - RMH
 - R3
 - R3A
 - PB
 - DT
 - CC
 - LC
 - HC
 - R&D
 - LM
 - I&M
 - P

Overlays

 - PT
 - PT&T-1
 - PUD
 - T-1
 - T-2
 - City Limits
 - Area of Impact

IDAHO FALLS

Planning Division
City Annex Building
680 Park Ave.
Idaho Falls, ID 83402
(208) 612-8276





S Colorado Ave

Interstate 15 SB

Interstate 15 NB

Pioneer Rd

Pancheri Dr

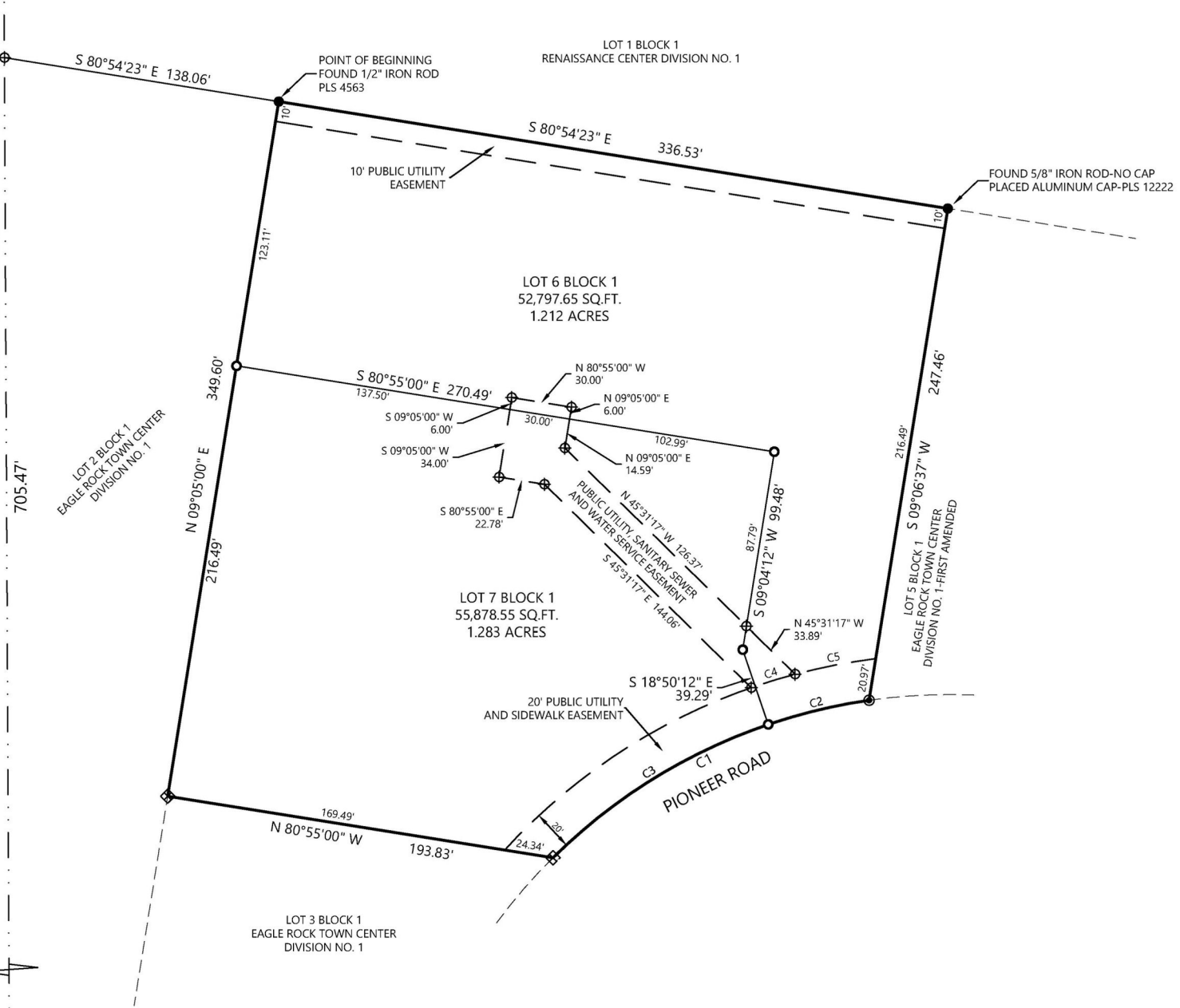
S Utah Ave

Riverwalk Dr

Utah Cir

Milligan Rd

BASIS OF BEARINGS
CITY OF IDAHO FALLS 2004 CONTROL
N 00°17'36" W 2565.84'



IDAHO FALLS PLANNING AND ZONING COMMISSION
STAFF REPORT
FINAL PLAT
Eagle Rock Town Center Division 4
April 2, 2019



Community
Development
Services

Applicant: Connect Engineering

Location: Generally south of Broadway, west of S Utah Ave., north of Pioneer Rd., and east of I-15

Size: 2.495 acres

Lots: 2

Existing Zoning:

Site: HC

North: HC

South: HC

East: HC

West: HC

Existing Land Uses:

Site: Undeveloped

North: Commercial

South: Undeveloped

East: Commercial

West: Undeveloped

Future Land Use Map:

Commercial

Attachments:

1. Maps and aerial photos
2. Subdivision

Requested Action: To **recommend** to the Mayor and City Council approval of the final plat for Eagle Rock Town Center, Division 4.

Staff Comments: This area was annexed into the City in 1940, and platted in 2006 as part of Eagle Rock Town Center Division 1. The plat includes 2.495 acres with 2 lots. The property is zoned HC, and the plat meets the requirements of the HC Zone and Subdivision Ordinance.

Staff Recommendation: Staff has reviewed the final plat and recommends approval of the plat.

Subdivision Ordinance: Boxes with an “X” indicated compliance with the ordinance

REQUIREMENTS	Staff Review
• Purposes listed in Section 10-1-1 as follows:	
Building envelopes sufficient to construct a building.	X
Lot dimensions conform to the minimum standards of Zoning Ordinance.	X
Lots have full frontage on, and access to, a dedicated street.	X
Residential lots do not have direct access to arterial streets.	NA
Direct access to arterial streets from commercial or industrial lots shall be permitted only where it can be demonstrated that: 1) The direct access will not impede the flow of traffic on the arterial or otherwise create an unsafe condition; 2) There is no reasonable alternative for access to the arterial via a collector street; 3) There is sufficient sight distance along the arterial from the proposed point of access; 4) The proposed access is located so as not to interfere with the safe and efficient functioning of any intersection; and 5) The developer or owner agrees to provide all improvements, such as turning lanes or signals, necessitated for the safe and efficient uses of the proposed access.	Access exists onto Pioneer Dr. which is designated and a Major Collector.
Adequate provisions shall be made for soil preservation, drainage patterns, and debris and waste disposal and collection.	X
Sidelines of lots shall be at, or near, right angles or radial to the street lines. All corner lots shall have a minimum radius of twenty feet on the property line.	X
All property within the subdivision shall be included within a lot or area dedicated for public use.	X
All corner lots zoned RP through R-3, inclusive, shall be a minimum of ten percent larger in area than the average area of all similarly zoned lots in the plat or subdivision under consideration.	NA
All major streets in subdivision must conform to the major street plan of the City, as set forth in Comprehensive Plan.	NA
The alignment and width of previously platted streets shall be preserved unless topographical conditions or existing buildings or structures required otherwise.	NA
Residential lots adjoining arterial streets shall comply with: 1) Such lots shall have reverse frontage on the arterial streets, 2) such lots shall be buffered from the arterial street by any effective combination of the following: lot depth, earth berms, vegetation, walls or fences, and structural soundproofing, 3) Minimum lot depth shall be 150 ft except where the use of berms, vegetation, and structures can be demonstrated to constitute an effective buffer, 4) Whenever practical, existing roadside trees shall be saved and used in the arterial buffer, 5) Parking areas shall be used as part of the arterial buffer for high density residential uses, 6) Annexation and development agreement shall include provisions for installation and continued maintenance of arterial buffers.	NA

Planning Director to classify street on basis of zoning, traffic volume, function, growth, vehicular & pedestrian safety, and population density.	NA
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Comprehensive Plan Policies:

Encourage creative solutions to redevelop industrial lands, especially those lands used for gravel extraction. (pg. 35)

Require perimeter landscaping for new commercial development. Perimeter landscaping is not required for heavier commercial and industrial zones. Perimeter landscaping in all zones along our major highways will reduce the visual impact of parking areas and create more attractive entrance ways.(p.46)

We may allow older commercial and industrial areas to be vacant or we may work with the private sector to find new uses and direct growth to these deteriorating parcels, many of which are on our entrance ways. (p.36)

April 2, 2019

7:00 p.m.

Planning Department

Council Chambers

MEMBERS PRESENT: Commissioners Margaret Wimborne, Natalie Black, Gene Hicks, Arnold Cantu, George Swaney, Joanne Denney, Brent Dixon, Lindsey Romankiw, George Morrison. (9 present 8 votes).

MEMBERS ABSENT:

ALSO PRESENT: Planning Director, Brad Cramer, Assistant Planning Directors Kerry Beutler, Brent McLane; and interested citizens.

CALL TO ORDER: Margaret Wimborne called the meeting to order at 7:00 p.m.

CHANGES TO AGENDA: None.

MINUTES: Swaney moved to approve the March 5, 2019 minutes, Morrison seconded the motion and it passed unanimously.

Business:

4. PLAT 17-021: FINAL PLAT. Eagle Rock Town Center Division 4. McLane presented the staff report, a part of the record. Dixon asked if there is a cross-access agreement on the property. McLane confirmed that there is a cross-access agreement on the property, and they don't always put it on the plat, but will include it on the site plan.

No Applicant.

Hicks moved to recommend to the Mayor and City Council approval of the Final Plat for Eagle Rock Town Center Division 4, Denney seconded the motion and it passed unanimously.

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

FINAL PLAT OF EAGLE ROCK TOWN CENTER DIVISION 4 GENERALLY LOCATED SOUTH OF BROADWAY, WEST OF S UTAH AVENUE, NORTH OF PIONEER ROAD, AND EAST OF I-15.

WHEREAS, the applicant filed an application for a final plat on July 27, 2017; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission during a duly noticed public meeting on April 2, 2019; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public meeting on January 30, 2020; and

WHEREAS, having reviewed the application, including all exhibits entered and having considered the issues presented:

I. RELEVANT CRITERIA AND STANDARDS

1. The City Council considered the request pursuant to the City of Idaho Falls 2013 Comprehensive Plan, the City of Idaho Falls Zoning Ordinance, the City of Idaho Falls Subdivision Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The property is an approximately 2.495 acres located generally south of Broadway, west of S. Utah Avenue, north of Pioneer Road, and east of I-15.
3. The comprehensive plan designates this area as Commercial and the property is currently zoned HC, Highway Commercial.
4. The plat includes 2 commercial lots which comply with the standards of the HC Zone.
5. The Idaho Falls Planning and Zoning Commission recommended approval of this Final Plat.

II. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Idaho Falls Approved the Final Plat for Eagle Rock Town Center Division 4.

_____ BY THE CITY COUNCIL OF THE CITY OF IDAHO FALLS

THIS _____ DAY OF _____, 2020

Rebecca L. Noah Casper, Mayor



MEMORANDUM

FROM: Brad Cramer, Community Development Services Director

DATE: Thursday, January 23, 2020

RE: Final Plat and Reasoned Statement of Relevant Criteria and Standards, Rose Nielsen Addition, Division 101, Fourth Amended

Council Action Desired

☐ Ordinance ☐ Resolution ☐ Public Hearing

☒ Other Action (Approval, Authorization, Ratification, etc)

1. Accept the Final Plat for Rose Nielsen Addition, Division 101, Fourth Amended, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
2. Approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Rose Nielsen Addition, Division 101, Fourth Amended, and give authorization for the Mayor to execute the necessary documents.

Description, Background Information & Purpose

Attached is the Final Plat and Reasoned Statement of Relevant Criteria and Standards for Rose Nielsen Addition, Division 101, Fourth Amended. The Planning and Zoning Commission considered this plat at its November 12, 2019, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation. The plat is now being submitted to the Mayor and City Council for consideration.

Relevant PBB Results & Department Strategic Plan



☐

☒

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Click or tap here to enter text.

Interdepartmental Coordination

All appropriate departments have reviewed the plat.

Fiscal Impact

NA

Legal Review

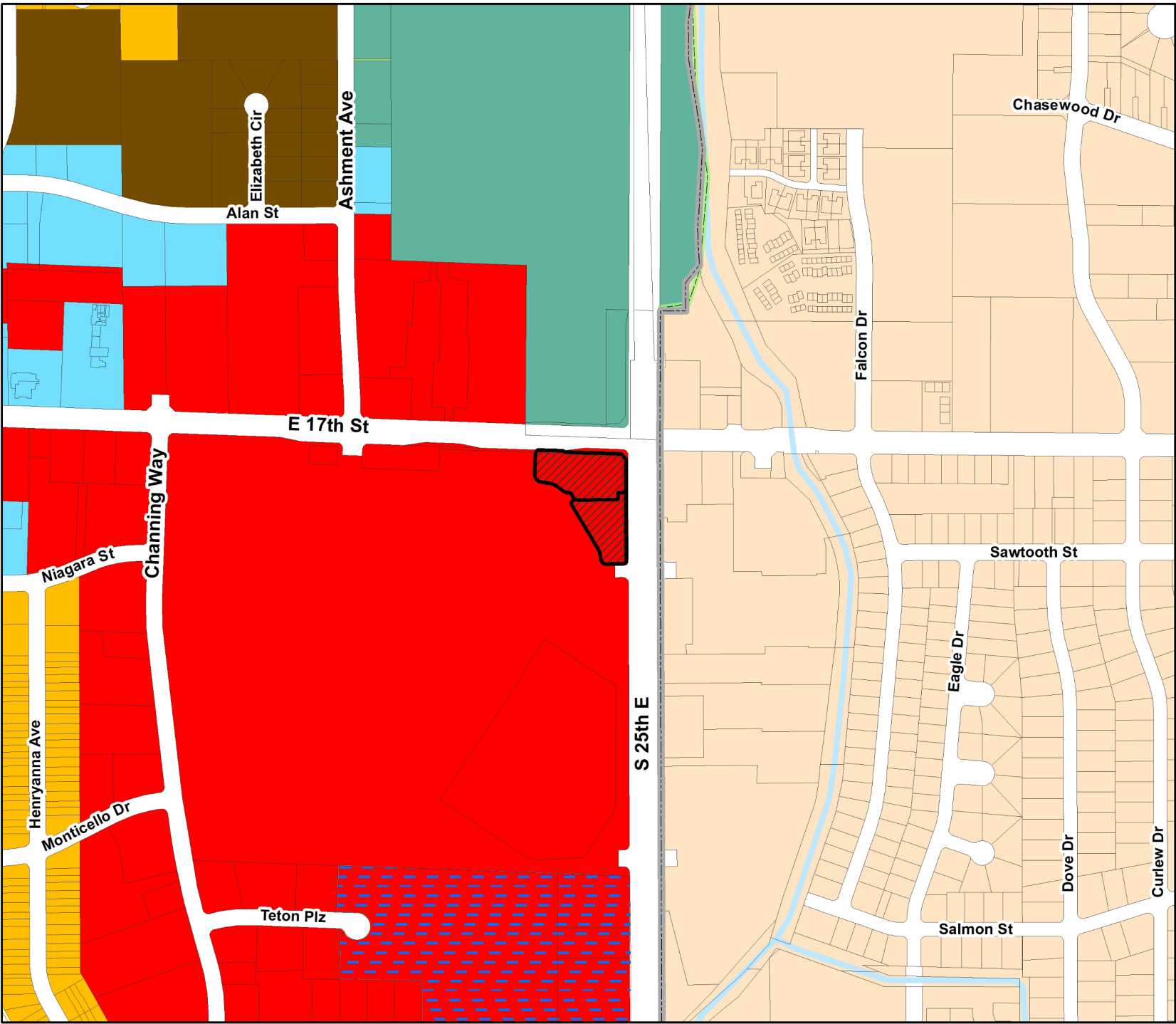
NA

Legend

- Site
- RE
- RP
- R1
- R2
- TN
- RMH
- R3
- R3A
- PB
- DT
- CC
- LC
- HC
- R&D
- LM
- I&M
- P
- Overlays
- PT
- PT&T-1
- PUD
- T-1
- T-2
- City Limits
- Area of Impact



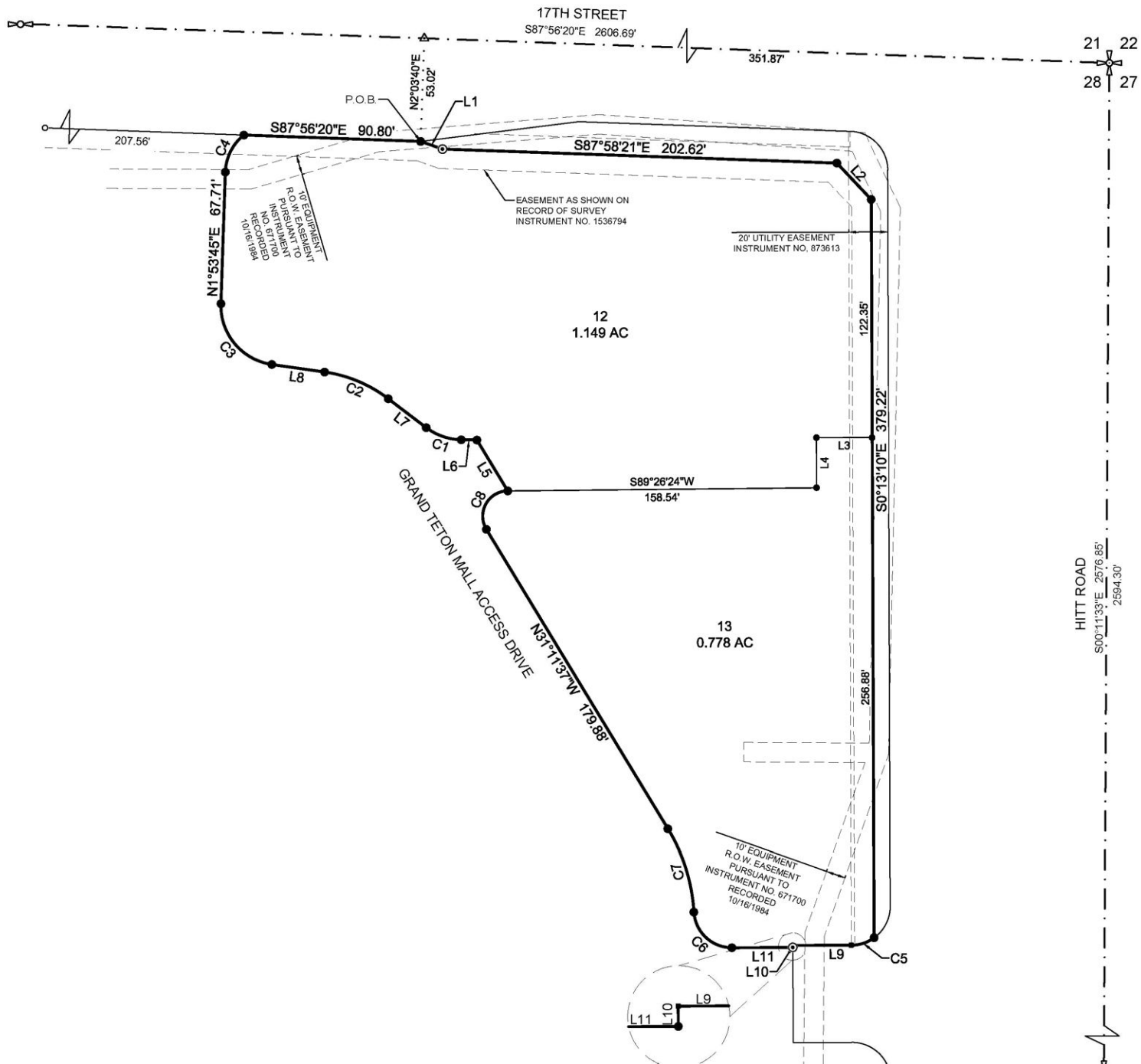
Planning Division
City Annex Building
680 Park Ave.
Idaho Falls, ID 83402
(208) 612-8276





E 17th St

S 25th E



September 23, 2019

City of Idaho Falls
Planning and Development Services
380 Constitution Way
Idaho Falls, ID 83405

SUBJECT: Final Plat Application/Amendment #1, Grand Teton Mall LLC

Dear Planning & Development Division,

On behalf of our client, Grand Teton Mall, LLC ("Client" or "Owner"), we submit this application for Final Plat to amend the Rose Nielsen #101 Third Amended plat. The existing plat ("Site") is located at the southwest corner of E. 17th Street and Hitt Road (S. 25th East) in Idaho Falls, Idaho and is referenced by Bonneville County as Parcel # RPA3063101011B. Legal description is attached as **Exhibit A**. The site is ___ acres in size and is zoned LC.

PROJECT DESCRIPTION

Our Client requests to split and create two (2) new parcels from the master plat as shown on **Exhibit B**. The result will be that the current site of Wells Fargo Bank, and the current site of Red Robin Restaurant, will be situated on their own new parcels.

The Wells Fargo parcel will become ___ acre in size, and the Red Rob parcel will be ___ acre in size. Adequate parking as required by City Code will be parceled out with each split. Both new parcels will include cross access easements to continue to utilize existing mall permitted approaches.

Note: a second Final Plat application for amendment will be processed concurrently with this application to split off a separate portion of the same Rose Nielsen plat (at Garcia's Restaurant).

ANTICIPATED IMPACTS

There are no impacts anticipated to the surrounding area as there is no construction involved, no zoning modification and no change in use with the amendments requested.

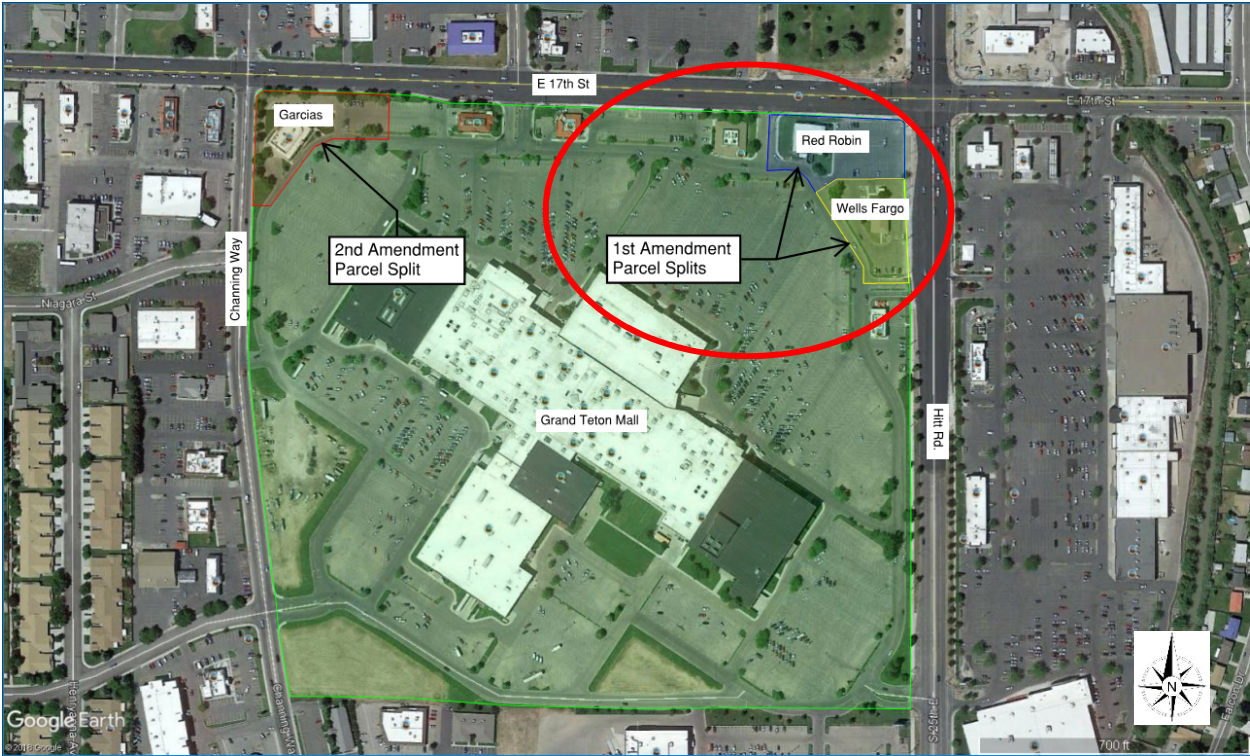
We appreciate the City considering this Final Plat Application to amend the existing plat. Should any questions arise regarding this submittal, please contact Caden Fuhrman at (208) 523-1223 or at cadenf@horrocks.com.

Sincerely,



Caden Fuhrman
Horrocks Engineers

EXHIBIT B



IDAHO FALLS PLANNING AND ZONING COMMISSION
STAFF REPORT

Final Plat

Rose Nielsen Addition Division 101 4th Amended

November 12, 2019



Community
Development
Services

Applicant: Horrocks
Engineering

Location: Generally south of
E 17th St., west of S 25th E,
north of E 25th St., and east
of Channing Way

Size: Approx. 1.927 acres

Lots: 2

Buildable Lots: 2

Avg. Lot Size: .96 acres

Existing Zoning:

Site: LC

North: R&D

South: LC

East: LC

West: LC

Existing Land Uses:

Site: Commercial

North: Education

South: Commercial

East: Commercial

West: Commercial

Future Land Use Map:

Commercial

Attachments:

1. Maps
2. Aerial photos

Requested Action: To **recommend** to the Mayor and City Council approval of the final plat for Rose Nielsen Addition Division 101 4th Amended.

History: The Rose Nielsen preliminary plat was approved in 1965 and the property was annexed in 1978. In 1981 the initial division 101 for the Rose Nielsen Addition was approved and subsequent amendments have been approve since that time.

Staff Comments: The property is zoned LC, Limited Commercial. The plat incudes a 2 buildable commercial lots. All lots meet the minimum requirements for development in the LC Zone. This plat subdivides two existing buildings from the single lot that the mall resides on. They will have access only through the existing access points via a cross-access easement.

Staff Recommendation: Staff has reviewed the final plat and finds that it complies with the subdivision ordinance and the development standards of the RPLC Zone. Staff recommends approval of the plat.

Subdivision Ordinance: Boxes: with an "X" indicated compliance with the ordinance

REQUIREMENTS	Staff Review
Building envelopes sufficient to construct a building.	X
Lot dimensions conform to the minimum standards of Zoning Ordinance.	X
Lots have full frontage on, and access to, a dedicated street.	X
Residential lots do not have direct access to arterial streets.	NA
Direct access to arterial streets from commercial or industrial lots shall be permitted only where it can be demonstrated that: 1) The direct access will not impede the flow of traffic on the arterial or otherwise create an unsafe condition; 2) There is no reasonable alternative for access to the arterial via a collector street; 3) There is sufficient sight distance along the arterial from the proposed point of access; 4) The proposed access is located so as not to interfere with the safe and efficient functioning of any intersection; and 5) The developer or owner agrees to provide all improvements, such as turning lanes or signals, necessitated for the safe and efficient uses of the proposed access.	NA
Adequate provisions shall be made for soil preservation, drainage patterns, and debris and waste disposal and collection.	X
Sidelines of lots shall be at, or near, right angles or radial to the street lines. All corner lots shall have a minimum radius of twenty feet on the property line.	X
All property within the subdivision shall be included within a lot or area dedicated for public use.	X
All corner lots zoned RP through R3, inclusive, shall be a minimum of ten percent larger in area than the average area of all similarly zoned lots in the plat or subdivision under consideration.	NA
All major streets in subdivision must conform to the major street plan of the City, as set forth in Comprehensive Plan.	X
The alignment and width of previously platted streets shall be preserved unless topographical conditions or existing buildings or structures required otherwise.	X
Residential lots adjoining arterial streets shall comply with: 1) Such lots shall have reverse frontage on the arterial streets, 2) such lots shall be buffered from the arterial street by any effective combination of the following: lot depth, earth berms, vegetation, walls or fences, and structural soundproofing, 3) Minimum lot depth shall be 150ft except where the use of berms, vegetation, and structures can be demonstrated to constitute an effective buffer, 4) Whenever practical, existing roadside trees shall be saved and used in the arterial buffer, 5) Parking areas shall be used as part of the arterial buffer for high density residential uses, 6) Annexation and development agreement shall include provisions for installation and continued maintenance of arterial buffers.	NA
Planning Director to classify street on basis of zoning, traffic volume, function, growth, vehicular & pedestrian safety, and population density.	No public streets

Comprehensive Plan Policies:

Cluster community commercial centers and highway commercial rather than encourage strip commercial along arterial streets. (p.48)

Access to commercial properties shall be designed to minimize disruptive effects on traffic flow. (p.49)

Encourage development in areas served by public utilities or where extensions of facilities are least costly. (p. 67)

Limit access to arterial streets and section line roads. Access management is a process to provide access to adjacent land uses while preserving the safety, capacity, and speed of the arterial street (p.80)

Zoning:

11-3-5: PURPOSE OF COMMERCIAL ZONES

(C) LC Limited Commercial Zone. This zone provides a commercial zone for retail and service uses which supply the daily household needs of the City's residents. This Zone is usually located on major streets contiguous to residential uses. This zone is characterized by smaller scale commercial uses which are easily accessible by pedestrians and non-motorized vehicles from the surrounding residential neighborhoods, although larger scale developments such as big-box stores may still serve as anchors. Connectivity is provided with walkways that provide access to and through the development site. Parking for vehicles is understated by the use of landscaping, location, and provision of pedestrian walkways to the businesses.

Table 11-3-5: Dimensional Standards for Commercial Zones

	CC	PB	LC	HC
Site width at front setback - Minimum in ft.		50	50	50
Setbacks – Minimum in ft.				
Front		20	20*	20
Side				
Rear				
Landscape buffer contiguous to street* in ft.		15	20*	20*
Landscape buffer contiguous to a residential Zones* in ft.	10	10	20/10	30/10
Building height – Maximum in ft.		*	*	
Lot Coverage- Maximum in %		80	80	

*See explanations, exceptions and qualifications that follow in Section 11-3-6A (1-3) of this Zoning Code.

- (1) In the LC Zone, structures may encroach into the twenty foot (20') setback up to ten feet (10') when designed with a pedestrian walkway a minimum of five feet (5') in width connecting the public sidewalk to the structure's entrance. Parking is not permitted to encroach into the twenty foot (20') setback.
- (2) In the HC Zone, display space may encroach into the landscape buffer contiguous to the street. Such encroachments may not exceed twenty five percent (25%) of the linear frontage contiguous to the street.
- (3) In all commercial zones, when a development adjoins a residential zone or unincorporated land designated for residential land use in the City's Comprehensive Plan and the height of the building is over twenty-four feet (24'), the building shall set back thirty feet (30') from the property line contiguous to such Zones or land designated for residential land uses.
- (4) For commercial uses, lot coverage shall include all areas under roofs and paved surfaces including driveways, walks, and parking areas. The remaining lot area shall be landscaped as required by this Code.

November 12, 2019

7:00 p.m.

Planning Department

Council Chambers

MEMBERS PRESENT: Commissioners Margaret Wimborne, Joanne Denney, Brent Dixon, Arnold Cantu, Gene Hicks, Natalie Black, George Morrison. (7 present 6 votes).

MEMBERS ABSENT: George Swaney, Lindsey Romankiw

ALSO PRESENT: Planning Director Brad Cramer; Assistant Planning Directors Kerry Beutler, Brent McLane and Brian Stephens; and interested citizens.

CALL TO ORDER: Margaret Wimborne called the meeting to order at 7:00 p.m.

CHANGES TO AGENDA: None.

MINUTES: Morrison and Dixon had changes to the minutes regarding wording of their comments. (Pages 7, 8, 16 and 17). **Cantu moved to approve the October 2, 2019 minutes with the suggested amendments, Black seconded the motion and it passed unanimously.**

Business:

4. PLAT 19-026: FINAL PLAT. Rose Nielsen Division 101 Fourth Amended (Mall).

McLane presented the staff report, a part of the record. Dixon asked when they realize this is the busiest intersection in the City and they do need right turn lanes on all 4 corners, what would happen to this plat. McLane stated that if Public Works decides that they need more right of way, they have a process to go through to obtain the right of way from property owners and it can be addressed at that time. McLane stated that Public Works has reviewed this plat and it isn't something they are planning to do at this time. Hicks asked what the purpose of this final plat. McLane stated that these are properties so the business owners can own their lot instead of being part of the same lot as the mall.

Applicant: Kaden Fuhriman, Horrocks Engineers, 901 Pier View Drive, Idaho Falls, Idaho.

Fuhriman stated that they are separating the lots because now the pieces of property are leased over long term leases and this will allow the business to buy the lot and it will separate it from being attached to the mall. Fuhriman stated that there is a designated ring road for the cross access that all the lots within the mall use, so that will be the access.

Morrison moved to recommend to the Mayor and City Council approval of the Final Plat for Rose Nielsen Division 101 Fourth Amended, Dixon seconded the motion and it passed unanimously.

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

FINAL PLAT OF ROSE NIELSEN DIVISION 101 4TH AMENDED, LOCATED GENERALLY SOUTH OF E 17TH ST., WEST OF S 25TH E, NORTH OF E 25TH ST., AND EAST OF CHANNING WAY.

WHEREAS, the applicant filed an application for a final plat on October 1, 2019; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission during a duly noticed public meeting on November 12, 2019; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public meeting on January 30, 2020; and

WHEREAS, having reviewed the application, including all exhibits entered and having considered the issues presented:

I. RELEVANT CRITERIA AND STANDARDS

1. The City Council considered the request pursuant to the City of Idaho Falls 2013 Comprehensive Plan, the City of Idaho Falls Zoning Ordinance, the City of Idaho Falls Subdivision Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The property is an approximate 1.927 acre parcel located generally south of E 17th St., west of S 25th E, north of E 25th St., and east of Channing Way
3. The plat includes 2 lots.
4. The plat will have agreements for shared access, maintenance, parking, etc.
5. The plat complies with the standards of the Subdivision Ordinance.
6. The Idaho Falls Planning and Zoning Commission recommended approval of this Final Plat.

II. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Idaho Falls approved the Final Plat for Rose Nielsen Addition Division 101 4th Amended.

PASSED BY THE CITY COUNCIL OF THE CITY OF IDAHO FALLS

THIS _____ DAY OF _____, 2020

Rebecca L. Noah Casper, Mayor



MEMORANDUM

FROM: Brad Cramer, Community Development Services Director

DATE: Thursday, January 23, 2020

RE: Final Plat and Reasoned Statement of Relevant Criteria and Standards, Rose Nielsen Addition, Division 101, Fifth Amended

Council Action Desired

☐ Ordinance ☐ Resolution ☐ Public Hearing

☒ Other Action (Approval, Authorization, Ratification, etc)

1. Accept the Final Plat for Rose Nielsen Addition, Division 101, Fifth Amended, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
2. Approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Rose Nielsen Addition, Division 101, Fifth Amended, and give authorization for the Mayor to execute the necessary documents.

Description, Background Information & Purpose

Attached is the Final Plat and Reasoned Statement of Relevant Criteria and Standards for Rose Nielsen Addition, Division 101, Fifth Amended. The Planning and Zoning Commission considered this plat at its November 12, 2019, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation. The plat is now being submitted to the Mayor and City Council for consideration.

Relevant PBB Results & Department Strategic Plan



Click or tap here to enter text.

Interdepartmental Coordination

All appropriate departments have reviewed the plat.

Fiscal Impact

NA

Legal Review

NA

Legend

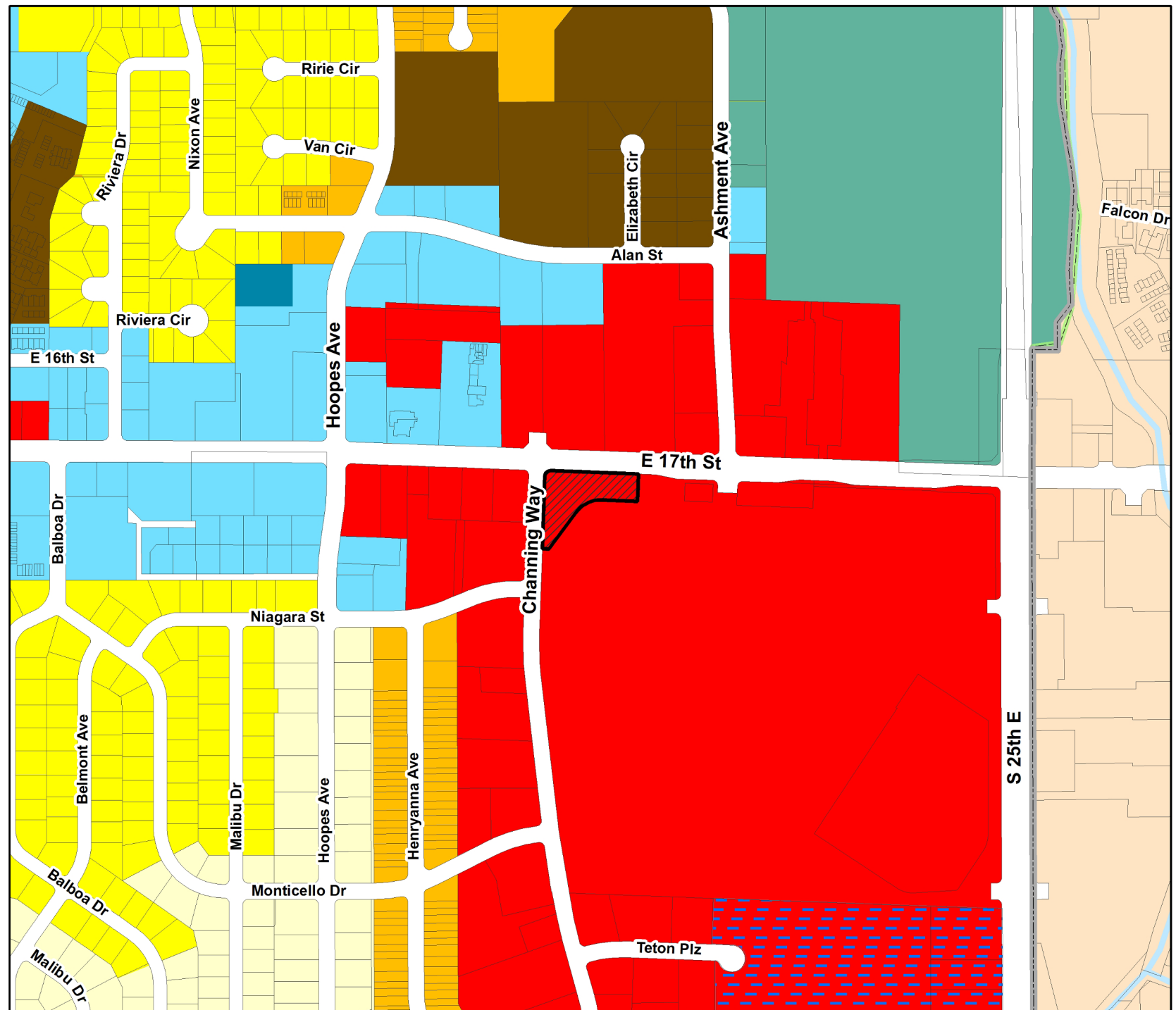
- Site
- RE
- RP
- R1
- R2
- TN
- RMH
- R3
- R3A
- PB
- DT
- CC
- LC
- HC
- R&D
- LM
- I&M
- P

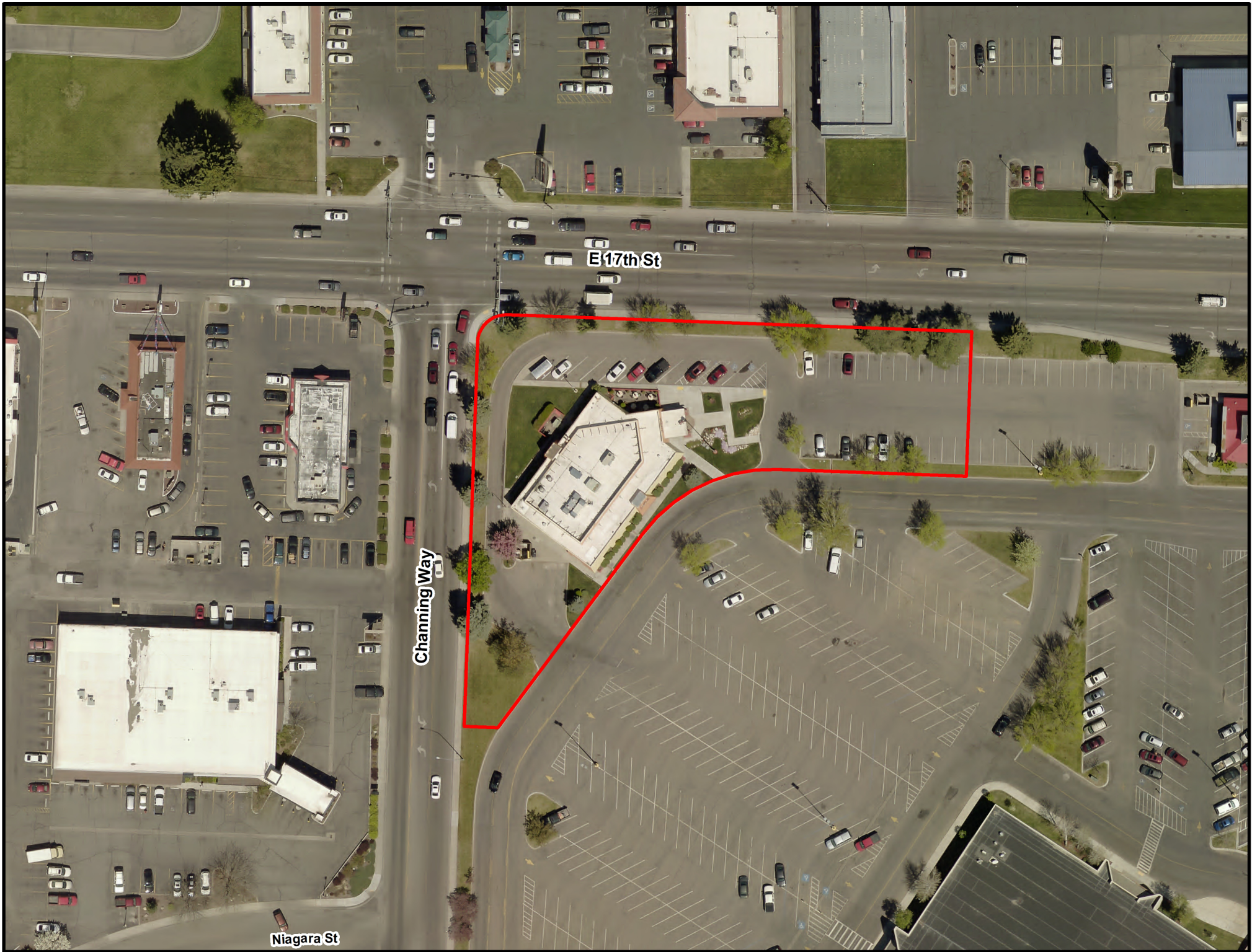
Overlays

-
- PT
PT&T-1
PUD
T-1
T-2
City Limits
Area of Impact



Planning Division
City Annex Building
680 Park Ave.
Idaho Falls, ID 83402
(208) 612-8276

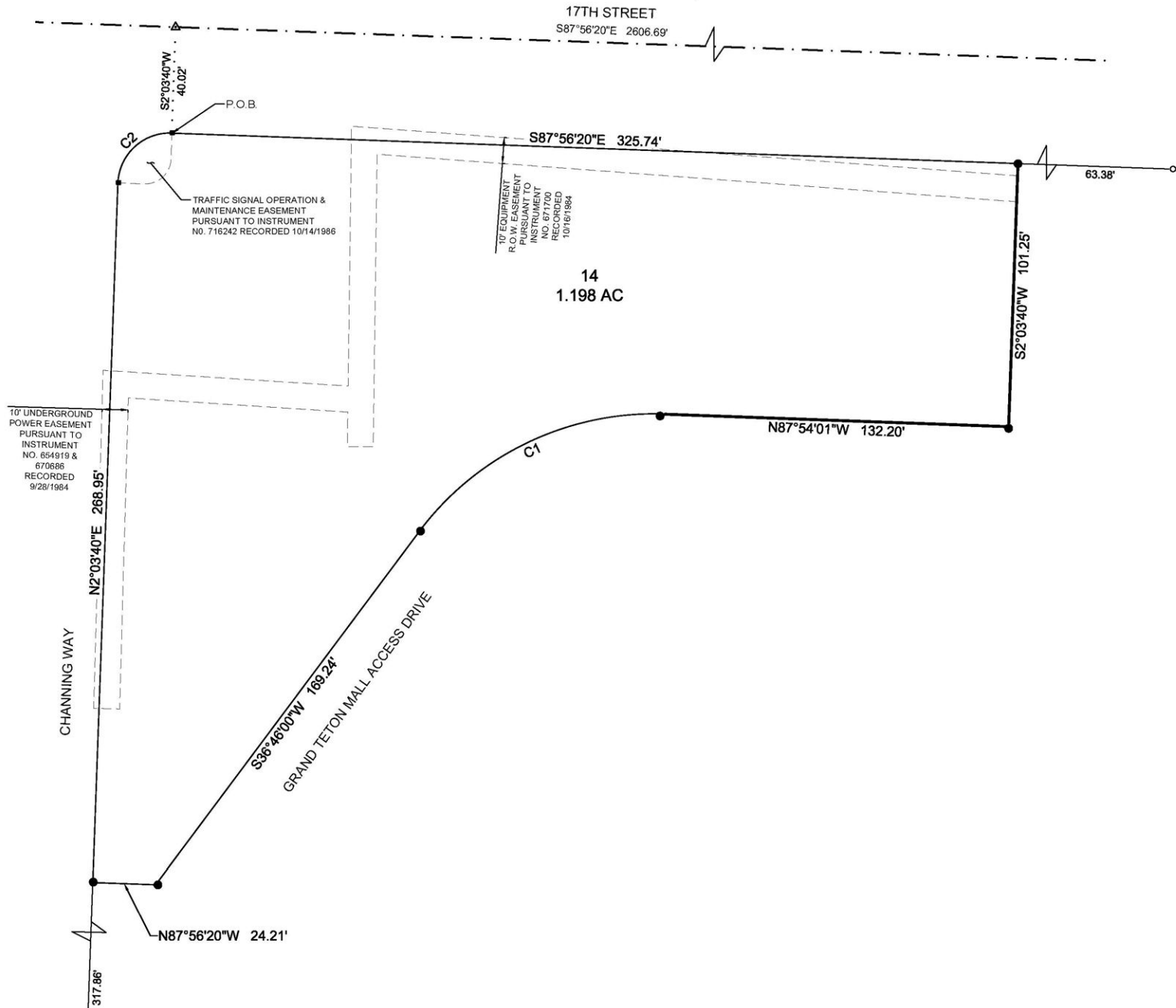




E 17th St

Channing Way

Niagara St



September 23, 2019

City of Idaho Falls
Planning and Development Services
380 Constitution Way
Idaho Falls, ID 83405

SUBJECT: Final Plat Application/Amendment #2, Grand Teton Mall LLC

Dear Planning & Development Division,

On behalf of our client, Grand Teton Mall, LLC ("Client" or "Owner"), we submit this application for Final Plat to amend the Rose Nielsen #101 Third Amended plat. The existing plat ("Site") is located at the southwest corner of E. 17th Street and Hitt Road (S. 25th East) in Idaho Falls, Idaho and is referenced by Bonneville County as Parcel # RPA3063101011B. Legal description is attached as **Exhibit A**. The site is ___ acres in size and is zoned LC.

PROJECT DESCRIPTION

Our Client requests to split and create one (1) new parcel from the master plat as shown on **Exhibit B**. The result will be that the current site of Garcia's restaurant will be situated on its own parcel.

The Garcia's parcel will become ___ acre in size. Adequate parking as required by City Code will be parceled out with the split, and will include cross access easements to continue to utilize existing mall permitted approaches.

Note: another Final Plat application for amendment to split off another, separate portion of the same Rose Nielsen plat was submitted concurrent to this application (Wells Fargo and Red Robin).

ANTICIPATED IMPACTS

There are no impacts anticipated to the surrounding area as there is no construction involved, no zoning modification and no change in use with the amendments requested.

We appreciate the City considering this Final Plat Application to amend the existing plat. Should any questions arise regarding this submittal, please contact Caden Fuhrman at (208) 523-1223 or at cadenf@horrocks.com.

Sincerely,



Caden Fuhrman
Horrocks Engineers

EXHIBIT B



IDAHO FALLS PLANNING AND ZONING COMMISSION
STAFF REPORT

Final Plat
Rose Nielsen Addition Division 101 5th Amended
November 12, 2019



Community
Development
Services

Applicant: Horrocks
Engineering

Location: Generally south of
E 17th St., west of S 25th E,
north of E 25th St., and east
of Channing Way

Size: Approx. 1.198 acres

Lots: 1

Buildable Lots: 1

Avg. Lot Size: 1.198 acres

Existing Zoning:

Site: LC

North: LC

South: LC

East: LC

West: LC

Existing Land Uses:

Site: Commercial

North: Commercial

South: Commercial

East: Commercial

West: Commercial

Future Land Use Map:

Commercial

Attachments:

1. Maps
2. Aerial photos

Requested Action: To **recommend** to the Mayor and City Council approval of the final plat for Rose Nielsen Addition Division 101 5th Amended.

History: The Rose Nielsen preliminary plat was approved in 1965 and the property was annexed in 1978. In 1981 the initial division 101 for the Rose Nielsen Addition was approved and subsequent amendments have been approve since that time.

Staff Comments: The property is zoned LC, Limited Commercial. The plat incudes a 1 buildable commercial lot. The lot meet the minimum requirements for development in the LC Zone. This plat subdivides an existing building from the single lot that the mall resides on. It will have access only through the existing access points via a cross-access easement.

Staff Recommendation: Staff has reviewed the final plat and finds that it complies with the subdivision ordinance and the development standards of the LC Zone. Staff recommends approval of the plat.

Subdivision Ordinance: Boxes: with an "X" indicated compliance with the ordinance

REQUIREMENTS	Staff Review
Building envelopes sufficient to construct a building.	X
Lot dimensions conform to the minimum standards of Zoning Ordinance.	X
Lots have full frontage on, and access to, a dedicated street.	X
Residential lots do not have direct access to arterial streets.	NA
Direct access to arterial streets from commercial or industrial lots shall be permitted only where it can be demonstrated that: 1) The direct access will not impede the flow of traffic on the arterial or otherwise create an unsafe condition; 2) There is no reasonable alternative for access to the arterial via a collector street; 3) There is sufficient sight distance along the arterial from the proposed point of access; 4) The proposed access is located so as not to interfere with the safe and efficient functioning of any intersection; and 5) The developer or owner agrees to provide all improvements, such as turning lanes or signals, necessitated for the safe and efficient uses of the proposed access.	NA
Adequate provisions shall be made for soil preservation, drainage patterns, and debris and waste disposal and collection.	X
Sidelines of lots shall be at, or near, right angles or radial to the street lines. All corner lots shall have a minimum radius of twenty feet on the property line.	X
All property within the subdivision shall be included within a lot or area dedicated for public use.	X
All corner lots zoned RP through R3, inclusive, shall be a minimum of ten percent larger in area than the average area of all similarly zoned lots in the plat or subdivision under consideration.	NA
All major streets in subdivision must conform to the major street plan of the City, as set forth in Comprehensive Plan.	X
The alignment and width of previously platted streets shall be preserved unless topographical conditions or existing buildings or structures required otherwise.	X
Residential lots adjoining arterial streets shall comply with: 1) Such lots shall have reverse frontage on the arterial streets, 2) such lots shall be buffered from the arterial street by any effective combination of the following: lot depth, earth berms, vegetation, walls or fences, and structural soundproofing, 3) Minimum lot depth shall be 150ft except where the use of berms, vegetation, and structures can be demonstrated to constitute an effective buffer, 4) Whenever practical, existing roadside trees shall be saved and used in the arterial buffer, 5) Parking areas shall be used as part of the arterial buffer for high density residential uses, 6) Annexation and development agreement shall include provisions for installation and continued maintenance of arterial buffers.	NA
Planning Director to classify street on basis of zoning, traffic volume, function, growth, vehicular & pedestrian safety, and population density.	No public streets

Comprehensive Plan Policies:

Cluster community commercial centers and highway commercial rather than encourage strip commercial along arterial streets. (p.48)

Access to commercial properties shall be designed to minimize disruptive effects on traffic flow. (p.49)

Encourage development in areas served by public utilities or where extensions of facilities are least costly. (p. 67)

Limit access to arterial streets and section line roads. Access management is a process to provide access to adjacent land uses while preserving the safety, capacity, and speed of the arterial street (p.80)

Zoning:

11-3-5: PURPOSE OF COMMERCIAL ZONES

(C) LC Limited Commercial Zone. This zone provides a commercial zone for retail and service uses which supply the daily household needs of the City's residents. This Zone is usually located on major streets contiguous to residential uses. This zone is characterized by smaller scale commercial uses which are easily accessible by pedestrians and non-motorized vehicles from the surrounding residential neighborhoods, although larger scale developments such as big-box stores may still serve as anchors. Connectivity is provided with walkways that provide access to and through the development site. Parking for vehicles is understated by the use of landscaping, location, and provision of pedestrian walkways to the businesses.

Table 11-3-5: Dimensional Standards for Commercial Zones

	CC	PB	LC	HC
Site width at front setback - Minimum in ft.		50	50	50
Setbacks – Minimum in ft.				
Front		20	20*	20
Side				
Rear				
Landscape buffer contiguous to street* in ft.		15	20*	20*
Landscape buffer contiguous to a residential Zones* in ft.	10	10	20/10	30/10
Building height – Maximum in ft.		*	*	
Lot Coverage- Maximum in %		80	80	

*See explanations, exceptions and qualifications that follow in Section 11-3-6A (1-3) of this Zoning Code.

- (1) In the LC Zone, structures may encroach into the twenty foot (20') setback up to ten feet (10') when designed with a pedestrian walkway a minimum of five feet (5') in width connecting the public sidewalk to the structure's entrance. Parking is not permitted to encroach into the twenty foot (20') setback.
- (2) In the HC Zone, display space may encroach into the landscape buffer contiguous to the street. Such encroachments may not exceed twenty five percent (25%) of the linear frontage contiguous to the street.
- (3) In all commercial zones, when a development adjoins a residential zone or unincorporated land designated for residential land use in the City's Comprehensive Plan and the height of the building is over twenty-four feet (24'), the building shall set back thirty feet (30') from the property line contiguous to such Zones or land designated for residential land uses.
- (4) For commercial uses, lot coverage shall include all areas under roofs and paved surfaces including driveways, walks, and parking areas. The remaining lot area shall be landscaped as required by this Code.

November 12, 2019

7:00 p.m.

Planning Department
Council Chambers

MEMBERS PRESENT: Commissioners Margaret Wimborne, Joanne Denney, Brent Dixon, Arnold Cantu, Gene Hicks, Natalie Black, George Morrison. (7 present 6 votes).

MEMBERS ABSENT: George Swaney, Lindsey Romankiw

ALSO PRESENT: Planning Director Brad Cramer; Assistant Planning Directors Kerry Beutler, Brent McLane and Brian Stephens; and interested citizens.

CALL TO ORDER: Margaret Wimborne called the meeting to order at 7:00 p.m.

CHANGES TO AGENDA: None.

MINUTES: Morrison and Dixon had changes to the minutes regarding wording of their comments. (Pages 7, 8, 16 and 17). **Cantu moved to approve the October 2, 2019 minutes with the suggested amendments, Black seconded the motion and it passed unanimously.**

Business:

5. PLAT 19-026: FINAL PLAT. Rose Nielsen Division 101 Fifth Amended. McLane presented the staff report, a part of the record. Black asked about the corner going south and asked why it doesn't go all the way down. McLane deferred to the applicant, but assumes it is to square it off, and have the mall be responsible for that portion.

Applicant: Kaden Fuhriman, Horrocks Engineers, 901 Pier View Drive, Idaho Falls, Idaho. Fuhriman stated that it is an arbitrary point where they cut it off, but it is an agreed point. Dixon asked about the parking lot between Garcia's and Pizza Hut and why there isn't a cross access at that point. Fuhriman stated that it gets tricky because Pizza Hut is a separated lot and not part of the Mall's conglomeration. Fuhriman stated that the property line cuts it in half, but it is shared parking right now. Fuhriman stated that the owner that is addressing all the parking in the agreements within the lots themselves. Fuhriman indicated that each lot will have to have x amount of lots per the use, so they platted it, so they have enough parking for the individual lot use and then any other access and cross-parking is between the lot owner.

Cantu moved to recommend to the Mayor and City Council approval of the Final Plat for Rose Nielsen Division 101 Fifth Amended, Denney seconded the motion and it passed unanimously.

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

FINAL PLAT OF ROSE NIELSEN DIVISION 101 5TH AMENDED, LOCATED GENERALLY SOUTH OF E 17TH ST., WEST OF S 25TH E, NORTH OF E 25TH ST., AND EAST OF CHANNING WAY.

WHEREAS, the applicant filed an application for a final plat on October 1, 2019; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission during a duly noticed public meeting on November 12, 2019; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public meeting on January 30, 2020; and

WHEREAS, having reviewed the application, including all exhibits entered and having considered the issues presented:

I. RELEVANT CRITERIA AND STANDARDS

1. The City Council considered the request pursuant to the City of Idaho Falls 2013 Comprehensive Plan, the City of Idaho Falls Zoning Ordinance, the City of Idaho Falls Subdivision Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The property is an approximate 1.198 acre parcel located generally south of E 17th St., west of S 25th E, north of E 25th St., and east of Channing Way
3. The plat includes 1 lot.
4. The plat will have agreements for shared access, maintenance, parking, etc.
5. The plat complies with the standards of the Subdivision Ordinance.
6. The Idaho Falls Planning and Zoning Commission recommended approval of this Final Plat.

II. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Idaho Falls approved the Final Plat for Rose Nielsen Addition Division 101 5th Amended.

PASSED BY THE CITY COUNCIL OF THE CITY OF IDAHO FALLS

THIS _____ DAY OF _____, 2020

Rebecca L. Noah Casper, Mayor



MEMORANDUM

FROM: Brad Cramer, Community Development Services Director

DATE: Thursday, January 23, 2020

RE: Resolution adopting the City Core Master Plan and Implementation Strategy

Council Action Desired

- ☐ Ordinance
 ☒ Resolution
 ☐ Public Hearing
☐ Other Action (Approval, Authorization, Ratification, etc)

Approve the Resolution adopting the City Core Master Plan and Implementation Strategy, and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

Description, Background Information & Purpose

Attached is the Resolution adopting the City Core Master Plan and Implementation Strategy. This document replaces the Downtown Master Plan and includes the full text of that plan as well as a new section covering the South Downtown area. Though completed as separate projects, the staff and steering committee felt the documents should be combined to reduce confusion and emphasize the interrelatedness of the various districts that make up the City's geographic core. The final product is the result of many hours of work completed in partnership between the City and community members, the project's steering committee, the Greater Idaho Falls Association of Realtors, Idaho Smart Growth, and Compass Academy. The Planning and Zoning Commission considered this plan at its November 12, 2019, meeting and recommended approval by a 5-1 vote. Staff concurs with this recommendation. The plan and resolution are now being submitted to the Mayor and City Council for consideration.

Relevant PBB Results & Department Strategic Plan



Click or tap here to enter text.

Interdepartmental Coordination

Multiple departments were involved in the creation of this plan. In particular, Public Works staff was an important part of the steering committee.

Fiscal Impact

The plan does not commit any funding for projects. It recommends short, medium, and long range projects, but also includes recommendations on funding sources other than the general fund.

Legal Review

Legal has reviewed the attached resolution.

RESOLUTION NO. 2020-

A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, ADOPTING A CITY CORE MASTER PLAN AND IMPLEMENTATION STRATEGY; AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE AND APPROVAL ACCORDING TO LAW.

WHEREAS, the 2013 Comprehensive Plan recommends an increased focus on redevelopment in older parts of Idaho Falls; and

WHEREAS, Idaho Falls' implementation of this part of the Comprehensive Plan has been to develop specific area plans for various districts in Idaho Falls' geographic core; and

WHEREAS, the first of these plans was the Downtown Master Plan and Implementation Strategy (Downtown Plan); and

WHEREAS, following the adoption of the Downtown Plan, the City partnered with the Greater Idaho Falls Association of Realtors and Idaho Smart Growth for a grant to begin visioning and planning work in the area defined by Cliff Street on the north, Pancheri on the South, Capital on the west, and Yellowstone on the east (herein defined as "South Downtown"); and

WHEREAS, this visioning and planning work lead to further and more detailed community discussions and planning related study; and

WHEREAS, all of these efforts have resulted in a South Downtown Plan, which follows the model of the Downtown Plan, including key themes, potential projects and costs, and recommendations on tools to use for implementation; and

WHEREAS, the Council believes this planning and implementation strategy will result in the long term improvement of the area's economic health, preservation, and condition of infrastructure; and

WHEREAS, the South Downtown and Downtown areas are closely related, both geographically and historically; and

WHEREAS, combining the Downtown Plan with South Downtown Plan in a single document emphasizes these connections and creates a more unified approach to planning of the City's geographic core.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF IDAHO FALLS, IDAHO, AS FOLLOWS:

1. The Council hereby adopts the City of Idaho Falls City Core Master Plan and Implementation Strategy.
2. The Mayor and City staff are hereby authorized to implement the City of Idaho Falls City Core Master Plan and Implementation Strategy.

ADOPTED and effective this ____ day of _____, 2020.

CITY OF IDAHO FALLS, IDAHO

Rebecca L. Noah Casper, Mayor

ATTEST:

Kathy Hampton, City Clerk

(SEAL)

STATE OF IDAHO)
) ss:
County of Bonneville)

I, KATHY HAMPTON, CITY CLERK OF THE CITY OF IDAHO FALLS, IDAHO, DO HEREBY CERTIFY:

That the above and foregoing is a full, true and correct copy of the Resolution entitled, "A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, ADOPTING A CITY CORE MASTER PLAN AND IMPLEMENTATION STRATEGY; AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE AND APPROVAL ACCORDING TO LAW."

Kathy Hampton, City Clerk

(SEAL)

November 12, 2019

7:00 p.m.

Planning Department

Council Chambers

MEMBERS PRESENT: Commissioners Margaret Wimborne, Joanne Denney, Brent Dixon, Arnold Cantu, Gene Hicks, Natalie Black, George Morrison. (7 present 6 votes).

MEMBERS ABSENT: George Swaney, Lindsey Romankiw

ALSO PRESENT: Planning Director Brad Cramer; Assistant Planning Directors Kerry Beutler, Brent McLane and Brian Stephens; and interested citizens.

CALL TO ORDER: Margaret Wimborne called the meeting to order at 7:00 p.m.

CHANGES TO AGENDA: None.

12. SOUTH DOWNTOWN. McLane presented the staff report, a part of the record. Black asked what kind of development pressures for this area, that this will help. McLane stated that the most obvious has been the expansion of Johnson Brother's Property and the desire to preserve the residential area. McLane stated that they are seeing a lot of turn over in the area of people looking at redevelopment and they need to decide what they want it to be. McLane stated that it is a historic part of town and they want to retain the history. McLane stated that the warehouse area has some potential and it has changed ownership recently so there has been talk about development. McLane wants the vision in place, so they are not reactionary. Morrison asked about their intent with historic versus run down homes. McLane stated that they want to maintain the feel of the neighborhood. McLane stated that they can promote future development and write Code to prevent things from changing the feel of the area. Black thinks this is a prime property to go into an area and put mixed use with some different housing, restaurants, commercial and this does help promote that type of development. McLane stated that the warehouse area has huge potential for that type of development. McLane stated that the form-based code takes the concepts and helps promote those things. Dixon stated that there is a lot of good and a lot of things that need more discussion and things that are unclear. Dixon is unclear that the Bonneville Hotel redevelopment is unclear whether its private or public activity. McLane directed Dixon to the implementation section that has a bunch of implementation options and these will be a wide array of things that will happen. McLane stated this isn't just the City doing things, most of this is going to happen through public means and the City won't be involved financially, but they will look at ways to address the desires to promote those things. McLane stated that there will be some capital improvements that will happen through the City. McLane clarified that they are bringing forth the whole City Core Plan, the Downtown section has been approved and hasn't changed, only formatted to fit with the South Downtown section (28-40). Dixon stated that the cross walks by Civitan are a problem and they need modifications.

Wimborne opened the public hearing.

No one appeared in support or opposition.

Wimborne closed the public hearing.

Wimborne clarified that the motion would need to be a recommendation on the South Downtown Plan.

Black stated that there are great ideas and a great plan. Black stated that it is only a matter of getting developers to implement it.

Wimborne stated that the form-based code will guide the development as people think about projects.

Morrison believes it's a good start and it needs to pass.

Dixon believes the concepts are good, and the definitions of the parts of South Downtown are good. Dixon believes there is a bigger picture that has come up with the roads. When Memorial was redone there was a way to avoid the traffic circle by going to Yellowstone. Dixon stated that if the purpose is to get people off the roads and make it more pedestrian friendly then they are going in the right direction, however if that is done south of Broadway there is no alternative travel route. Dixon explained concern about having the focus on the roads be local and pedestrian, etc. as opposed to moving traffic across the City there needs to be alternate routes of where the traffic will go to get to Pancheri.

Black moved to recommend to the Mayor and City Council approval of the South Downtown Plan as presented, Morrison seconded the motion and it passed 5-1.

Dixon opposed the motion for the reasons previously stated.



MEMORANDUM

TO: Planning and Zoning Commission

FROM: Brent McLane, Planner II

DATE: Tuesday, November 12, 2019

RE: City Core Plan

The intent of this memo is to introduce the Planning and Zoning Commission to work that has been underway since the end of last year to develop a Neighborhood Plan for the South Downtown. Enclosed is a copy of the proposed City Core Plan. This plan is a modification and expansion of the existing Downtown Plan. The City Core Plan has taken the information and format of the Downtown Plan and restructured it in a way that additional areas and neighborhoods can be added to the plan as subsequent chapters. So in addition to the Downtown Vision, which only has minor formatting updates, there is a new South Downtown Vision.

The background for the South Downtown portion began with visioning work completed by Idaho Smart Growth in 2018. City staff also created a Steering Committee consisting of residents, property owners, developers, real estate professionals, City staff from the different departments, a Planning Commission member, and City Council representatives. This group participated in a design charrette and the information gathered from the Steering Committee was then taken to the public for feedback. A public open house was held on October 9, 2019 to share the plan and receive feedback about the City Core Plan and specifically the South Downtown Chapter.

City of Idaho Falls City Core Master Plan and Implementation Strategy





CITY CORE PLAN: ACKNOWLEDGEMENTS

City of Idaho Falls City Core Plan

Mayor: Rebecca L. Noah Casper

Community Development Services Director: Brad Cramer

Planner II: Brent McLane

Assistant City Planner: Travis Barnes

City of Idaho Falls Planing & Zoning Commission

City of Idaho Falls City Council

City of Idaho Falls Downtown Plan Steering Committee

City of Idaho Falls South Downtown Steering Committee

CRSA

Kelly Gillman

Susie Petheram

Tina Black Gillman

Melissa Fryer

Agnew Beck

Chris Beck

Ellen Campfield Nelson

Pros Consulting

Neelay Bhatt

Brayton McClure



1. INTRODUCTION + OVERVIEW

1.1 **City Core Introduction**

Project Components

1.2 **Existing Plans Summary**

*2006 Downtown Design Assessment
Downtown Parking Analysis + Study
Downtown Design Focus Groups + Summary
Downtown Housing Market Study
Downtown Design Guidelines
Idaho Smart Growth Report
South Downtown Design Charrette Report*

1.3 **Market Analysis Recommendations**

2. DOWNTOWN VISION

2.1 **Key Initiatives**

*Urban Design
Tactical Urbanism
Market & Housing
Transportation, Linkages, & Mobility*

2.2 **Catalytic Projects & Tactical Urbanism**

2.3 **Catalytic Programs**

2.4 **Place Type**

*Place Type
Subdistricts
Regulating Map*

3. SOUTH DOWNTOWN VISION

3.1 **Key Initiatives**

*Connectivity
Economic Health
Urban Design*

3.2 **Catalytic Projects**

3.3 **Subdistricts**

*Place Type
Subdistricts Map
Subdistricts Descriptions*

4. IMPLEMENTATION

4.1 **Introduction**

4.2 **Redevelopment Tools Summary**

4.3 **Barriers to Success**

*Older Building Stock
Capital and Financing
Sunsetting of Downtown Urban Renewal District
Maintaining/Supporting Housing Diversity*

4.4 **Financial Options + Tools**

*National Incentive Program Examples
State Incentive Programs
Local Incentive Programs*

4.5 **Redevelopment Case Studies**

4.6 **Form-Based Code Introduction**

5. APPENDIX A: MARKET STUDY

6. APPENDIX B: DOWNTOWN OUTREACH

7. APPENDIX C: SOUTH DOWNTOWN OUTREACH



1.0 INTRODUCTION + OVERVIEW

The overall purpose of the Idaho Falls City Core Plan is to create a coordinated vision and implementation strategy for central Idaho Falls. Exciting new projects are already occurring and serve as catalysts for reinvestment and improvement throughout the area. The plan aims to channel current and future investment into shared visions, goals, and initiatives which are necessary to create a cohesive central area. Policies that promote place-making, create complete and walkable streets, and make an inviting urban form will enable the city center to thrive as a unique space for residents and visitors alike.

Within the Idaho Falls City Core Plan there are currently two main districts of interest: Downtown and South Downtown. Each district presents distinct urban forms, land use, and zoning. Therefore, both districts are separated in each section to recognize their unique characteristics. While each might have slightly differing goals and initiatives together they make up the Idaho Falls City Core Plan and will promote a shared vision for the area.

CITY CORE PROJECT COMPONENTS

1. Identify what works, does not work, what is missing, and what can be added to improve the city core.
2. Consult existing plans and studies to create a cohesive and comprehensive city core plan.
3. Identify catalytic projects that will spur development and improvements.
4. Create a plan for complete, safe, and walkable streetscapes and intersections.
5. Draft visions, goals, and initiatives that create an inviting and unique central area for the Idaho Falls community.

1.1 EXISTING PLANS SUMMARY

Over the years, there have been many studies and plans focused on the city core including comprehensive studies of parking management and housing, a design assessment, creation of design guidelines, and policies from the comprehensive plan. Each has included key recommendations, but a consolidated effort has not been initiated to implement them within the area. Therefore, the Idaho Falls City Core Plan aims to incorporate their relevant findings into a uniform document with concrete implementation strategies. In order to understand their key findings, a summary of each document has been provided below.

2006 DOWNTOWN DESIGN ASSESSMENT

In early December 2005 Urban Development Services conducted a five day design charrette to assess the needs of downtown for a development strategy and streetscape improvements to make downtown a more vibrant place for businesses, shopping, entertainment and social gatherings. The assessment specifically examined how the water front could be more of an asset for Idaho Falls and how to improve the sense of entrance, both as you cross the Snake River Bridge on Broadway and also as you enter the Yellowstone Highway Corridor from the railroad underpass to the intersection of Broadway and Yellowstone. The assessment also provides drawings that convey some of the critical issues and ideas for downtown Idaho Falls.

DOWNTOWN PARKING ANALYSIS + STUDY

There have been three parking studies conducted on the downtown area. The initial study, conducted in 2009, provided by Carl Walker, Inc. was instigated to redesign parking located along Memorial Drive to provide increased connectivity between the Riverwalk and downtown. The subsequent studies were a follow-up of the initial Carl Walker Study. Parking for downtown has been a long focus of debate and these studies help provide valuable information for parking strategies to improve the functionality and perception of parking resources. These studies take a comprehensive look at parking in downtown and concentrate on:

- Long-term parking development strategies/opportunities;
- Opportunities to utilize parking development as an economic development strategy;
- The development of a recommended parking management organization;
- The development of specific parking management action plan items;
- Recommendations related to parking technology options to enhance revenue collection/control and to improve operational efficiency/effectiveness.

DOWNTOWN DESIGN DEVELOPMENT FOCUS GROUPS + SUMMARY

This report was compiled by Agnew::Beck in the fall of 2015. In an effort to grow and augment the downtown area to meet the changing needs and desires of the community, the City began a robust stakeholder engagement process to inform the future direction of investment into downtown. In order to gain a better understanding of what downtown stakeholders wanted from future development and investment, a series of focus groups were invited to participate in visioning exercises. In addition to the four focus groups, a live polling exercise was conducted with the City of Idaho Falls Rotary Club. Overall, the focus group participants identified projects and design elements that are consistent with best practices for place-making, including:

- Streetscape environments;
- Creating opportunities for more people to live downtown;

- Creation of open multi-function plaza spaces;
- Amenities that enhance the downtown experience and allow people to stay in downtown longer;
- The creation of bicycle and pedestrian friendly corridors and connections;
- The promotion of distinct districts with arts and cultural spaces and installations to build a sense of place and character.

DOWNTOWN HOUSING MARKET STUDY

The objective of this study, conducted in 2015, was to document the market, economic, and demographic information and provide the necessary background to formulate a detailed downtown housing revitalization plan and suggest possible strategies and tools that can be utilized to stimulate housing development in the downtown. This study determined the following conclusions:

- Historic downtown Idaho Falls has the necessary character and infrastructure that provides an opportunity to create an urban downtown environment with a balance of housing, employment, retail goods and services, public spaces, social interaction, cultural activities, and other events that bring people together and creates a lifestyle that encourages people to live downtown.
- The downtown leaders responsible for seeding the downtown with housing should focus on place making, marketing, and promotion to begin to form the image in people's minds of downtown as an attractive alternative to the suburbs.
- Downtown Idaho Falls market is severely under supplied with essentially no housing of any consequence and no competition from suburban residential real estate products.
- Pent up demand is no doubt present and there are no projects in the pipeline that are potentially competitive and can duplicate the walkable urban environment of downtown Idaho Falls.
- In the short term, to win market acceptance, achieve healthy absorption, obtain the necessary price premiums over the suburbs, and create economic feasibility, downtown housing in Idaho Falls will strongly favor rental apartments over condominiums.

DOWNTOWN DESIGN GUIDELINES

The central purpose of the Idaho Falls Downtown Design Guidelines is to maintain and enhance the community's unique downtown architecture while accommodating new development initiatives. The study area for this document is bounded by G Street to the north, Memorial Drive to the west, Eastern Idaho Railroad to the south and Yellowstone Highway to the east.

The Downtown Idaho Falls Design Guidelines were developed by the City of Idaho Falls Planning Department with input from steering committees to help represent various sectors' needs during the development of these guidelines. Two different public input sessions were held to make sure that the community's concerns were addressed in establishing these guidelines. Urban Development Services, a technical service provider to the City of Idaho Falls Planning Department, assisted the steering committee, facilitated a production process, provided consultation, and edited the drafts and final document. Although these guidelines were never formally adopted by the City they have served as a valuable resource for developers in the downtown area.

COMPREHENSIVE PLAN

The Comprehensive Plan is an adopted document that proposes a direction, to guide the future growth of our City. The policies and goals of the Comprehensive Plan are based on the comments received from the residents of the City of Idaho Falls over years of citizen participation programs. The downtown is identified as a priority throughout the Comprehensive Plan Purpose Statement:

“An active, vital downtown – an attraction for resident and tourist with historic character, community events...”

Downtown Section

- Encourage the development of downtown Idaho Falls as a cultural center;
- Identify the market niche for downtown;
- Structure revitalization efforts to use the Main Street approach for downtown;
- Complete the projects recommended by the 2006 an urban design study for the downtown;
- Investigate funding alternatives for historic restoration and commercial redevelopment;
- Encourage the reuse of second floor space for offices or residences;
- Develop parking alternatives for downtown.

Growth and Development Section

- “Our downtown can be an exciting collection of interesting shops, busy offices, public spaces and walks, or it can be a hodgepodge of deteriorating structures, parking areas and vacant retail fronts, unfriendly and cold to passers-by.”

Commercial Development Section

- Form partnerships with private investors to redevelop vacant or deteriorating commercial areas within Idaho Falls.

IDAHO SMART GROWTH REPORT

In April 2017, The Greater Idaho Falls Association of Realtors (GIFAR) contracted Idaho Smart Growth (ISG) to work with the City of Idaho Falls and various stakeholders to develop a community vision for South Downtown. It aimed to attract more people and development to the area while identifying potential improvements for multi-modal transit within the district. As a result of the report, a number of conclusions were reached:

- As the original Eagle Rock township, the history of South Downtown should be respected and understood in the South Downtown plan.
- Historic homes and structures should be protected and promoted as assets within the plan.
- Redevelop the old warehouses into a warehouse district with a mix of uses including loft apartments, retail, and a plaza or other large outdoor gathering place types.
- Support the commercial edge along Yellowstone Highway, but don't let it encroach into the residential area.
- Preserve and enhance Cliff Street as a “Main Street” with small, local businesses.
- Improve the Riverwalk and parks by connecting both to the residential areas across S. Capital Avenue.

SOUTH DOWNTOWN DESIGN CHARRETTE SUMMARY REPORT

In April 2019, a design charrette was conducted to assess and gather information for the drafting of the South Downtown section of the Idaho Falls City Core Plan. It included a range of activities encouraging participants to think critically about the existing urban form and to create a vision of South Downtown's future. The charrette provided a range of insightful conclusions provided below:

- Ensure that development of the district does not create adverse congestion and traffic conditions, especially within the residential district. Additionally, the Plan should aim to facilitate connectivity within the district, especially across S. Capital Ave, with urban design elements such as bike lanes and crosswalks.
- Promote anchor businesses and public investment which increase positive public perception of the district. Provide maintenance and activities which activate the district and draw consumers and the public to South Downtown more frequently.
- Ensure that projects and policies within the Plan are both attainable and financially feasible. Investigate policies, such as a business improvement district and tax increment financing, which could make cost hurdles more manageable for the private and public sectors.
- Understand the various stakeholders and how the Plan will impact them over time. Foster community and city buy-in to promote cooperation for the benefit of positive development of the district over time.
- Respect and preserve the historic character of the area and provide activities which inform the public of its importance and heritage.

1.2 MARKET ANALYSIS

DEMOGRAPHICS



- The population is growing mildly
- The population is young; the median age for the Idaho Falls area is 33.9 years old, whereas the national median age is 38 years old

RETAIL GAPS



- A retail gap quantifies the difference between the market demand and the actual supply. Currently there are a few retail sectors in the downtown area and are not meeting demand. For example, Department Stores, Clothing and Accessories Stores, and Dining Establishments are listed as industry sectors in demand for downtown.

PARTICIPATION TRENDS



- These events could be key drivers for both community wellness and economic impact.
- Trails, bike lanes and the Snake River could be utilized for connectivity and creative adventure races as the popularity of these events continues to grow.

HEALTH TRENDS

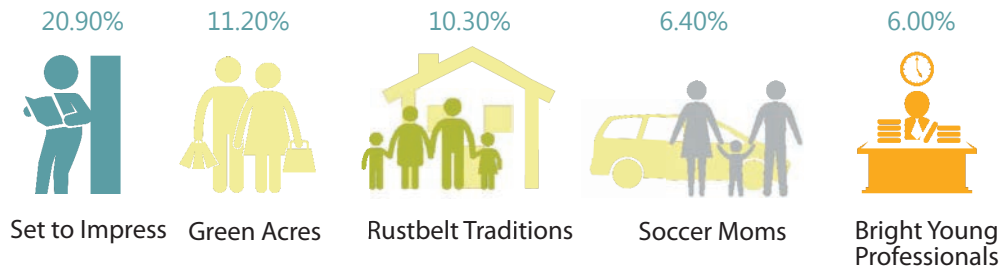


There are many opportunities in the area that are listed as positive attributes for healthy living. To improve the overall health of the downtown area (physical and social), the following should be considered:

- Access to outdoor spaces
- Programs, events, meet-ups, etc. to socialize and build a sense of community

DEMOGRAPHICS

Tapestry segmentation is a way to classify groups based on their socioeconomic and demographic compositions. This helps to better understand lifestyles and life stages in the larger population. The top five Tapestry Segments for the downtown area are as follows:



What do they have in common?

1. Enjoy outdoor activities
2. Primarily white collar jobs
3. Couples (married or unmarried)
4. Comfortable with latest technology
5. Conscious about their community and environment



Set to Impress

Set to Impress (20.9% of households)

- Single-person households make up over 40% of all households and found most in urban areas but also in suburbs.
- Unemployment is higher, although most are still in college, and live in areas where it is easy to walk or bike to work.
- Leisure activities include going to rock concerts, night clubs, and the zoo and are very comfortable with the latest technology.
- Nearly one in three residents are 20-34 years old and live in apartment complexes that are multiple multi-unit structures.
- With a median household income of \$29,000; they are always looking for a good deal and will stock up when the price is right.



Green Acres
Green Acres

Green Acres (11.2% of households)

- An older market (median age 43.0) who are married couples and most with no children.
- Sixty percent (60%) of residents are college educated with a median household income of \$72,000 and are avid do-it-yourselfers.
- Residents enjoy outdoor activities such as hunting and fishing, motorcycling, hiking, camping, and golf.
- Use technology as a tool more than a trend such as online banking or paying bills online, they are also cautious consumers focused on quality and durability.
- Residents are active in their communities and participate in a variety of social organizations from fraternal orders to veterans' club.



Rustbelt Traditions
Rustbelt Traditions

Rustbelt Traditions (10.3% of households)

- Work force is primary white collar with a higher concentration of skilled worker in manufacturing, retail trade and health care.
- Residents are family oriented and value spending time at home – most have lived and worked in the same area for years.
- Budget aware shoppers that favor American made products.
- Activities include reading the newspaper, watching TV, online gaming, and listening to rock stations.
- Most residents live in modest, singly-family homes in older neighborhoods and have an average household size of 2.46 and median household income of \$49,000.



Soccer Moms

Soccer Moms (6.4% of households)

- Are affluent, family-oriented market who prefer living in the suburban areas over living in the city.
- Most households are married couples with children, with median age of 36.6 and median household income of \$84,000.
- Most households have at least 2 vehicles with longer commutes into the city for work and a high labor for participation rate.
- Outdoor activities and sports are characteristic of life in the suburban, such as bicycling, jogging, golfing, boating, and target shooting.
- Carry a high level of debt, including first and second mortgages and auto loans.



Bright Young
Professionals

Bright Young Professionals (6.0% of households)

- Married or unmarried couples living in single family and multi-unit homes on the outskirts of large metropolitan cities with median age of 32.2 and median household income of \$50,000.
- Young, educated, and diverse white-collar working professionals with a mix of food service and part-time jobs among college students within the group.
- Consumers up on the latest technology and get most of their information from the internet.
- Leisure activities include going to bars/night clubs, attending concerts, going to the zoo, renting movies, and participating in variety of sports (backpacking, basketball, football, bowling, Pilates, weight lifting, and yoga)
- Concern for the environment impacts their purchasing decisions.



2.0 DOWNTOWN VISION

The vision for downtown Idaho Falls is expressed in Four Key Initiatives with accompanying gaps analysis and catalytic projects; Place Type forms describing the Downtown District with subdistricts; and Market Analysis Recommendations to assist in realizing the vision.

2.1 FOUR KEY INITIATIVES

Several themes emerged from the project tour, charrette, and focus groups held on Oct 17th and 18th, 2016. Additional themes came from the market analysis report and existing plan summary matrix. These themes were grouped into four key initiatives of Urban Design, Tactical Urbanism, Market & Housing, and Transportation, Linkages, and Mobility. The diagram below illustrates how the key initiatives, themes, and goals and objective statements are organized on the following page. Each key initiative is supported by vision themes. The goals and objectives statements provide an explanation of how the theme may be implemented to complete the initiative.

In some cases catalytic projects will be the implementation strategy. Catalytic projects are projects sponsored by the City and privately developed projects that support the initiatives and themes. Other strategies may be the development of new programs, such as the introduction of events. Additional implementation will be the adoption of the Idaho Falls downtown form based code. The adopted form based code will be the regulatory mechanism for project implementation.



STREETSCAPE

- ✓ Consistent lighting and streetscape needed across all blocks downtown. Develop plan to allow logical upgrades to increase perception of quality and safety.
- ✓ Consider pedestrian scale street lights, upgraded landscaping, and safety upgrades.

ARCHITECTURE

- ✓ Encourage street level awnings, marquees and blade signs.
- ✓ Encourage glass store fronts.
- ✓ Encourage views, dining, amenities in projects that can interface with river. Terrace dining for example.
- ✓ Encourage architectural diversity, but respect historic roots.

KEY INITIATIVE: URBAN DESIGN



HISTORIC FOCUS

- ✓ Assets are too spread out across the downtown. Focus efforts on one key street to allow visitors to come to one well preserved place.
- ✓ Constitution was the key street historically, train depot at one end and courthouse at the other. Rebuild this street and modify middle street parking, perhaps test with tactical urbanism.

BOUNDARIES

- ✓ Planning area refocused to exclude development patterns different than typical of downtown. Area west of Yellowstone HWY and south of Cliff St. removed. Boundary extended to center of river.

PLACEMAKING

- ✓ Create Civic Plaza/Pop Up Events.
- ✓ Focus on gateways into town, to draw people into interior of blocks.
- ✓ Create catalytic spaces to draw individuals into downtown, and more frontage for private development. Improve Civitan Plaza.
- ✓ Allow 4 to 5 story buildings in downtown to generate critical mass.

KEY INITIATIVE: TACTICAL URBANISM



STREETSCAPE/LANDSCAPE

- ✓ Consider temporary enhancements for key streets and alleys. For example, test reconfiguration of parts of Constitution and an Alley to add landscape improvements.
- ✓ Consider temporary enhancements for streets identified for temporary closures.

PEDESTRIAN AREAS

- ✓ Consider temporary landscape improvements to test effectiveness and improve pedestrian environment.
- ✓ Expand the Saturday Farmer's Market on Memorial street to create a pedestrian mall for local shops. Bring merchandise out to the street.

MARKET

- ✓ Estimated current short term demand for downtown housing is 217 owner occupied and 238 rental occupied.
- ✓ Current ratio of resident to jobs is 1:14.4, should be 1:3.3 as per peer case studies
- ✓ Return on investment however may be challenging without public assistance to cover gaps. See study for further details/facts/assumptions.

KEY INITIATIVE: MARKET & HOUSING



HOUSING

- ✓ Downtown needs to be a distinct area to separate itself from competing districts in the City (restaurants and shops that support dominant tapestry groups).
- ✓ "Set to Impress" and "Bright Young Professionals" are two of the top five tapestry segments in Idaho Falls. At rates much higher than national average, these groups are more likely to contribute to the downtown area, and are attracted to high tech, the outdoors, and environmental causes.
- ✓ Idaho Falls has a young population as compared to national averages. This is good for downtown as this demographic is more likely to live downtown.

CIRCULATION

- ✓ The alleys currently have H Frame's over to carry power. Rebuild these or bury them.
- ✓ Consider making the Alley a key pedestrian way rather than repurposing streets.
- ✓ Consider bike network enhancements, especially those that may pull trail users into downtown from all directions.

RECREATION

- ✓ Expand recreation/interface with River.
- ✓ Extend greenbelt into the interior streets somehow. Get people on the the Riverwalk to walk into the interior streets.
- ✓ There are a lots of people in hotels across the river that are not coming across the bridge and into interior.
- ✓ Park, linked to The Riverwalk, as a civic space downtown. This would support housing.

KEY INITIATIVE: TRANSPORTATION, LINKAGES, & MOBILITY



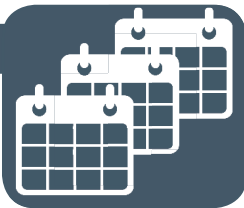
PARKING

- ✓ Signage improvements for existing public stalls. For example, Marriott has them along the Riverwalk side of their property on west side of the river.
- ✓ Long term shared parking structure.
- ✓ Improve use of off site parking lots by adding shade/cover for heat/snow.

2.2 CATALYTIC PROJECTS

The following recommendations have been developed subsequent to input from the project steering committee, meetings with stakeholders, and review in a public workshop. These will be detailed in the Idaho Falls Downtown Master Plan as part of the vision and strategies for implementation in Part 1 of the plan. Part 2, Form Based Code, will include additional strategies to implement the vision.

Tactical urbanism is a term used to describe a single and/or collection of lower-cost temporary urban planning or transportation strategies. The changes are temporary because they are implemented by utilizing methods to test the effect of the strategy prior to a permanent change to the built environment. The strategies are selected with the intent to improve the urban environment for users. In Idaho Falls the strategies that have been chosen are outlined as short term catalytic projects designed to improve the urban environment as part of the overall downtown vision. For example, painting an underutilized parking lot may allow the City to test festival spaces prior to constructing a permanent civic plaza. While the civic plaza may be a long term strategy to catalyze private investment in housing, the temporary plaza may allow the City to determine if one of a number of places may be a better fit.



LONG TERM STRATEGIES: CAPITAL FUNDING

- New City Recreation Center,
- Parking Structure
- Pedestrian Bridge across river



MEDIUM TERM STRATEGIES: CAPITAL FUNDING + ADMINISTRATION/PROGRAMING

- Bonneville Hotel Redevelopment
- Kelsch Block/Gateway to Downtown Redevelopment
- Street/Sidewalk Reconstruction (Constitution and/or B Street)
 - Rebuild Constitution as a Boulevard.
 - Rebuild B Street with on-street bike facilities to allow connection to the Riverwalk and greater recreation system.
 - Rebuild Alley(s) as pedestrian ways
- Intersection Reconstruction
 - Constitution and Park
 - B street and Park (Associated W/Civitan Plaza)
- Plaza Development
 - Civitan Plaza reconstruction/Stage reconfiguration with Intersection & Street enhancements for events (for example, lights over intersection to create event space)
 - Construct Urban Plaza in northern blocks
- Crossings at Yellowstone
- Implement new funding sources/tools
- Add a public parking way finding component to downtown's way finding program
- Signal timing



SHORT TERM STRATEGIES: TACTICAL URBANISM + ADMINISTRATION/PROGRAMMING

- Temporary Plaza
- Intersection Reconfiguration
 - o Constitution and Park
 - o B street and Park
- Street Reconfiguration
 - o Constitution
 - o B Street
 - o Reconfigure alley as pedestrian way
- Temporary Sidewalk Reconfiguration/Restaurant Dining
- Temporary Street Closure
 - o Park Street
- Programmatic Improvements
 - o Farmer's Market moved to Memorial Drive as a first step
 - o Additional summer/winter events
 - o Centrally coordinated snow removal in the business district (improve walkability)
- Adopt Form Based Code
- Implement new funding sources/tools

DOWNTOWN VISION: CATALYTIC PROJECTS

PROJECT	Temporary Plaza	
Project Type	Short Term	
Cost	Low	
Key Initiatives	Urban Design	Tactical Urban
	Market & Housing	
Companion Projects	Programmatic: Additional Summer/ Winter Events, Bonneville Hotel Redevelopment	
Consider closing a parking lot to create space to test public events. The closure could be short term, for a weekend or longer term, for the summer months. The space made available could be used by tenants to display goods, by food trucks at a festival event, or as public plaza space. Temporary improvements may include painting the pavement with bright colors, installing temporary lighting and planters, and temporary seating. The project regulating plan suggests parking lots that may be a good candidate for these improvements. Civic spaces may also enhance the marketability of adjacent parcels for housing developments.		



PROJECT	Intersection Reconfiguration	
Project Type	Short Term, Operating Fun	
Cost	Low/Medium	
Key Initiatives	Urban Design	Tactical Urban
Companion Projects	Street Reconfiguration, Bonneville Redevelopment	

The intersection of streets are key locations for enhancements to the urban environment. Sidewalk bulb-outs for example provide additional space for aesthetic upgrades and shorten the crossing of streets for pedestrian. These, with planters, are already found at many intersections in downtown. The intersection of Constitution and Park Street is a location where new bulb-outs may be tested with flexible delineators, temporary planters and other aesthetic upgrades. Additional improvements such as parklets, enhanced seating, planters and festival string lighting may also be tested here and at other locations. B Street and Park Street is a candidate for other temporary upgrades to support the plaza and stage. Short term reconfiguration may be temporary, allowing measured review prior to commitment of capital funds. Other intersections may be tested prior to permanent improvements.



PROJECT	Parklets	
Project Type	Short Term	
Cost	Low	
Key Initiatives	Urban Design	Tactical Urban
Companion Projects	Street Reconfiguration	
Create dedicated spots for parklets that allow businesses and shops to utilize the streetscape for dining and other activities. Parklets temporarily use small portions of on-street parking and make them available for outdoor seating making them ideal for restaurants and niche businesses. Parklets provide flexibility for business owners and enhance the quality of the street for pedestrians.		



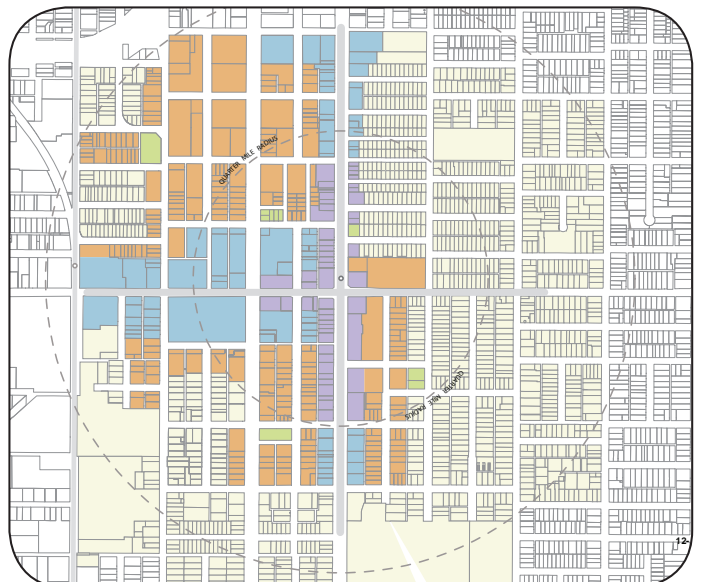
PROJECT	Temporary Plaza
Project Type	Short Term/Tactical, Operating Funds
Cost	Low
Key Initiatives	Tactical Urbanism
Companion Projects	Programmatic: Additional Summer/Winter Events
<p>To host an expansion of the farmer's market and the hosting of other festivals, the temporary closure of a street may be considered to increase interactions between merchants and customers. The street may be closed for a short time (over a weekend) with temporary barricades. Slightly longer closures may be tested for a few days and include addition of movable planters, temporary lighting, and temporary furnishings. Long term closure is not recommended however unless continuing testing concludes strong positive results.</p>	



PROJECT	Programmatic Improvements
Project Type	Short Term/Tactical, Operating Funds
Cost	Low
Key Initiatives	Tactical Urbanism
Companion Projects	Temporary Street Closure, Temporary Plaza
<p>Additional summer/winter events Centrally coordinated snow removal in the business district (improve walkability)</p>	



PROJECT	Adopt Form Based Code
Project Type	Short Term/Permanent, Administrative
Cost	Low
Key Initiatives	Urban Design Transportation Tactical Urbanism Market & Housing
Companion Projects	Temporary Plaza, Temporary Street Closure
<p>The form based code that has been written for the downtown supports multiple project objectives. For new developments, the code requires urban design enhancements to public spaces. The code also requires new development to be sympathetic to the existing historic core while increasing off street parking. Mixed use development is recommended. The code itself encourages private development by streamlining the development process.</p>	



PROJECT	Historic Building Restoration Guidance	
Project Type	Short Term, Operating Funds	
Cost	Low	
Key Initiatives	Urban Design	Transportation
	Tactical Urbanism	Market & Housing
Companion Projects	Temporary Plaza, Temporary Street Closure, Programmatic Projects	
Idaho Falls to develop an informational cut sheet that outlines the common code requirements associated with redevelopment of an existing building. Cut sheet would direct business owners to professional resources to determine the appropriate course of action prior to remodeling or application for permitting.		



PROJECT		Implement New Funding Sources/ Tools	
Project Type		Short Term/Temporary, Administrative	
Cost		Low/Medium	
Key Initiatives	Urban Design	Transportation	
	Tactical Urbanism	Market & Housing	
Companion Projects		Temporary Plaza, Temporary Street Closure, Programmatic Projects	
Funding of short term projects and temporary upgrades may be provided from a variety of sources on an as-needed basis. Supporting all project objectives, funding may come from the operating budgets of various departments or agencies or through grant requests. Refer to Implementation Section, Part 3, for more information.			



PROJECT		Implement Dedicated Funding Sources/Tools	
Project Type	Long Term/Permanent, Administrative		
Cost	Medium/High		
Key Initiatives	Urban Design	Transportation	
	Tactical Urbanism	Market & Housing	
Companion Projects	Intersection Reconstruction		
Funding of long term project and long term upgrades may be provided from a variety of sources through regular budget and grant funding cycles. Supporting all project objectives, funding may come as specific capital funding from the City Council to various departments or agencies or through grant requests. Refer to Implementation Section, Part 3, for more information.			



DOWNTOWN VISION: CATALYTIC PROJECTS

PROJECT	Bonneville Hotel Redevelopment
Project Type	Medium Term/Permanent, Capital Funds
Cost	High
Key Initiatives	Market & Housing
Companion Projects	Street/Sidewalk/Plaza Reconfiguration or Reconstruction
<p>As outlined by the Idaho Falls Redevelopment Agency, this project will result in the rehabilitation of the Historic Bonneville Hotel. As a large scale long term catalytic project, extensive funding and will be required. Coupled with temporary or long term improvements to the public right of way, this project may increase activity in the area and support increased development in the future.</p>	



PROJECT	Kelsch Block/Gateway to Downtown
Project Type	Medium Term/Permanent, Construction
Cost	Low
Key Initiatives	Urban Design Market & Housing
Companion Projects	Street/Sidewalk/Plaza Reconfiguration or Reconstruction
<p>A privately developed project at the intersection of Memorial and Broadway, when complete this mixed use housing project will remove a largely vacant parcel from the gateway to the City. The project is organized around a central public plaza with structured parking.</p>	



PROJECT	Street Planters Repair/Reconstruction
Project Type	Medium Term, Capital
Cost	Low/Medium
Key Initiatives	Urban Design
Companion Projects	Intersection Reconstruction
<p>Idaho Falls currently has concrete planters throughout downtown. However, many of these planters have fallen into disrepair. Reconstruction and repair of the planters will help improve the visual quality of the streetscape. Plants in the planters also need updating. For easier maintenance, self-watering planters and hanging baskets can be added to the streetscape.</p>	

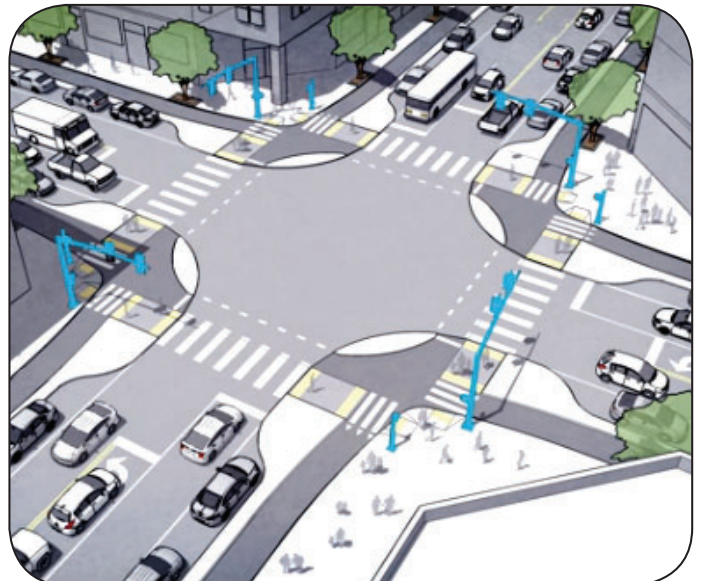


DOWNTOWN VISION: CATALYTIC PROJECTS

PROJECT	Street/Sidewalk Reconstruction/ Restaurant Dining
Project Type	Medium Term, Capital
Cost	Medium/High
Key Initiatives	Urban Design
Companion Projects	Intersection Reconstruction
<p>Reconfigure Constitution as a boulevard with wide sidewalks with room for outdoor dining, street trees, and parking with a planted median down the center of the street.</p>	



PROJECT	Intersection Reconstruction
Project Type	Medium Term, Capital
Cost	Medium/High
Key Initiatives	Urban Design
Companion Projects	Street Reconstruction
<p>Temporary upgrades as tested at two intersections (Constitution & Park Street, B Street and Park Street) may be made permanent at this and other intersections across downtown. This may include the addition or enhancement of sidewalk bulb-outs with planters, new street and traffic lighting, overhead festival lighting, furnishings, landscaping, and outdoor dining opportunities. Outdoor dining, parklets, and enhanced planters may result in geometric changes to streets and parking. The introduction of upgraded materials in streets and sidewalks may also be considered.</p>	



PROJECT	Plaza Development
Project Type	Medium Term, Capital
Cost	Medium/High
Key Initiatives	Urban Design
Companion Projects	Intersection Reconstruction, New Recreation Center
<p>Civitan Plaza reconstruction/Stage reconfiguration with intersection and street enhancements for events (for example, lights over intersection to create event space). Construct a new Urban Plaza in northern blocks of Downtown.</p>	



DOWNTOWN VISION: CATALYTIC PROJECTS

PROJECT	Way Finding Enhancements	
Project Type	Medium Term, Capital	
Cost	Medium	
Key Initiatives	Urban Design	Transportation
Companion Projects	Street Reconstruction	
Create a way finding plan to provide people clear, easy to find information on knowing where they are and how to get to their desired location. Use a cohesive sign design that fits within the urban design of the streetscape.		



PROJECT	Signal Timing	
Project Type	Medium Term, Capital	
Cost	Medium	
Key Initiatives	Urban Design	Transportation
Companion Projects	Street Reconstruction	
Analyze signal timing and make best practice adjustments to optimize signal coordination with the goal of enhancing traffic flow, reducing delay and minimizing pollution.		



PROJECT		New City Recreation Center	
Project Type	Long Term, Capital		
Cost	High		
Key Initiatives	Urban Design	Market & Housing	
Companion Projects	Plaza Development		
Construct a city recreation center or reuse the existing rec center to provide opportunities for a variety of health, wellness, and fitness opportunities. The recreation center can function as a central anchor to draw other businesses downtown. It could also function as a social gathering area - ‘third place’ - to provide people a place to gather outside of home and work.			



DOWNTOWN VISION: CATALYTIC PROJECTS

PROJECT	New City Recreation Center	
Project Type	Long Term, Capital	
Cost	High	
Key Initiatives	Urban Design	Market & Housing
Companion Projects	Plaza Development	
Construct a parking structure for a “park once” approach that allows people to park once and visit multiple downtown locations. The parking structure can also be used as a shared parking structure for county offices and other employers in the downtown district.		



PROJECT		Pedestrian Bridge	
Project Type	Long Term, Capital		
Cost	High		
Key Initiatives	Urban Design	Transportation	
	Market & Housing		
Companion Projects	Way Finding Enhancements		
Construct a pedestrian bridge across the Snake River to allow people to easily access destinations on either side of the river.			



CONCEPT PLAN



3.2 CATALYTIC PROGRAMS

Catalytic programs that compliment and integrate with catalytic projects are described below. Program suggestions are focused on supporting downtown vitalization in nine areas:

1. Activate downtown through:

- A. Increasing and strategically locating programming
- B. Creating inviting streetscapes
- C. Programming that supports multi-model circulation options
- D. Testing potential capital investments through tactical urbanism approach
- E. Connecting the downtown to other magnet/hub locations in Idaho Falls

2. Redevelop downtown by:

- A. Implementing a form-based code
- B. Using programming to develop a mix of downtown housing types
- C. Increasing ability of the City, local businesses and other partners to utilize redevelopment programs and increase investments downtown
- D. Directing and incentivizing parking in key locations

3. Strengthen organizational supports for downtown, such as:

- E. Maintain and grow an active, diverse group of “downtown champions” who operate in a coordinated way, to implement the downtown plan
- F. Develop marketing strategies for downtown.

1. Activate downtown

- A. Increase and strategically locate programming



A. Increase and strategically locate programming

Location-specific activations:

- *Farmer's Market* – The market has been relocated to Memorial Drive as a first step. Expand to draw more attendees and patrons toward existing businesses by stretching vendors along the street rather than concentrating the market in a single parking lot. Encourage street artists and children's activities to integrate with vendor stalls.
- *Civitan Plaza and intersection of Park and B* – Expand programming at Civitan Plaza, in conjunction with tactical urbanism investments (see below/tactical urbanism projects). In particular, extend plaza use into weekends and spring and fall seasons.
- *Kelsch Project* - Encourage project to include the proposed plaza and water feature.





Programs to support activation:

- Special events – Continue existing programs such as summer concert series and winter holiday events. Continue to develop a robust annual calendar of events for downtown. City could support events by purchasing and storing materials such as movable seating, inflatables, and movable play equipment.
- Focus activation – invest in programming on streets/small sections that already have good street character and a concentration of existing businesses. Establish programming in these areas and reconfigure/grow programming, over time, to extend into more marginal areas.
- Encourage citizen programming – Provide information to arts and cultural organizations and street artists – for example, musicians, balloon animal artists, chalk artists, dance groups, children's performance groups – on where to locate and how to set up. Consider designating an "art alley" to provide a safe, comfortable location for artists to set up and for passers-by to watch and interact with artists. Establish a funding program to support temporary art installations and "pop-up" art. Coordinate events with existing First Thursday Gallery Walk
- Provide a variety of itinerary or temporary food and drink options – Review downtown code and ordinances and, as needed, revise them to allow and encourage food carts and food trucks; "21-and-over" alcohol areas and non-alcohol areas for special events and sidewalk cafes.



B. Create inviting streetscapes

- Facades – Continue façade improvement program. Consider need to revise sign/awning requirements or design review process to align with form-based code.
- Test sidewalk redesign – Use tactical urbanism programming to widen and temporarily redesign sidewalks in key areas (see below/list of tactical urbanism projects).
- Encourage sidewalk cafés – Review downtown code and ordinances and, as needed, revise them to allow and encourage sidewalk cafes. Develop a seed funding program and/or provide technical support for businesses interested in investing in sidewalk cafes.
- Increase shade and greenery downtown – through seasonal awning and shade structure incentives or requirements, a program to systematically develop the downtown urban canopy, supporting and encouraging business-based greenery and planters with a consistent look-and-feel, involving local gardeners and landscapers in designing and developing urban gardens and reviewing downtown code and ordinances and, as needed, revise them to allow and encourage urban agriculture, support development of a downtown community garden. Consider how stormwater management might be integrated into street design to increase downtown vegetation.
- Increase and/or strategically relocate public seating downtown.
- Increase investment in public art – Review downtown code and ordinances and, as needed, revise them to allow and encourage murals and public art, and possibly require art elements be incorporated into building design when new development occurs. Develop a seed funding program for local artists. Provide technical support for property owners interested in having a mural or public art on their building or property.



C. Programming that supports multi-model circulation options

- Develop needed bike/ped infrastructure downtown – focus in particular on creating a “low stress” bike network to, from and around downtown, building on the existing downtown River Walk (<http://tran-sweb.sjsu.edu/PDFs/research/1005-low-stress-bicycling-network-connectivity.pdf>).
- Critical mass awareness rides and bike ambassador programs – allow local bike and Safe Routes to School groups to organize critical mass rides or promote other programs that raise awareness of bike safety and the downtown bike network.
- Downtown transportation – Consider ways to make it easy for people, especially visitors going between hotels and downtown and patrons and workers going between parking lots and offices and stores, to move around downtown. This could be accomplished through a variety of options such as welcoming sidewalks, pedestrian bridge across the river, circulator bus or street car shuttle, bike share and car share programs.
- Creative crosswalks – Establish a “creative crosswalks” program, which could include a collaboration between local school classes and artists to submit crosswalk designs, annually, for featuring at downtown intersections.



D. Test potential capital investments through tactical urbanism approach

Spring/Summer/Fall programming at Civitan Plaza/intersection of Park and B

- Temporarily reconfigure Civitan Plaza to allow better interaction with and utilization of the streets and intersection by moving the stage to the back corner of the plaza
- Paint intersection to simulate plaza space
- Incorporate festival lighting and/or hanging banners over intersection
- Allow and encourage sidewalk café seating
- Design temporary landscaping and buffers (such as planter boxes or hay bales) to extend the sidewalk area into the streets
- Consider temporarily closing streets in all directions within 1-block of the intersection and diverting traffic around the street
- Utilize techniques, as appropriate, described in “activation” section, above.



E. Connect the downtown to other magnet/hub locations in Idaho Falls

Ongoing planning efforts across the City of Idaho Falls can have a positive impact on the downtown area. In coordination with the Connecting Your Community Plan, Parks & Rec Master Plan, and other planning efforts, the City shall seek to make positive connections to downtown. This connections may be physical, such as extensions of trails. However, other connections may be programmatic and could include programs that generate interest in the City overall.

2. Redevelop downtown

See Section 3.4 and 3.5 for additional information pertaining to redevelopment

- A. Implement a form-based code
- B. Use programming to develop a mix of downtown housing types
- C. Increase ability of the City, local businesses and other partners to utilize redevelopment programs and increase investments downtown
- D. Direct and incentivize parking in key locations

3. Strengthen organizational supports for downtown

See Section 3.8 for additional information pertaining to additional supports for downtown

- A. Maintain and grow an active, diverse group of “downtown champions” who operate in a coordinated way, over time, to implement the downtown master plan
- B. Develop a marketing strategy for downtown

2.4 PLACE TYPE

PLACE TYPE INTRODUCTION

Idaho Falls is a beautiful and regionally significant city. As the largest city in the region, it is a regional destination for shopping and business. Its proximity to Teton and Yellowstone National Parks means that visitors from around the world stop in Idaho Falls on the way to these national parks. The goal is create downtown Idaho Falls as an attractive place that draws locals and out-of-town visitors alike to patronize local businesses. To best achieve this goal, the Urban Center Place Type was chosen for the form based code.

The Urban Center Place Type is intended for use in the fairly intensive centers of activity, particularly downtowns of regionally important cities such as Idaho Falls. This place type allows for a range of building intensity and a wide mix of uses, and is served by one or more modes of transit. The Urban Center Place Type typically includes some lower intensity edges along with two or more intersecting Primary Street mixed use corridors with ground floor commercial uses and office or residential uses in upper stories. Stoop buildings typically surround these corridors, housing multiple family units or offices, including row type housing or live work units.

DISTRICT INTRODUCTION

The following districts are hereby created to regulate the location of distinct mixes of building forms and uses permitted within the Downtown District. The building types and scales vary by each district to create distinct and recognizable characteristics between each district.

1. Core Subdistricts.

The Core Subdistricts are defined to support a vibrant Urban Center and encourages a mix of retail shops, workplaces, and housing opportunities. The building types and scales vary by each subdistrict to create distinct and recognizable characteristics between each subdistrict.

(1) Core A Mixed Use Development Subdistrict

The “Core A” Subdistrict is a mixed-use, higher intensity development subdistrict. This subdistrict will form the geographic center of an urban center district. Buildings should have active retail storefronts or street level residential entries with glass windows on the main floor. Upper stories of the buildings may be used for working and living. Uses may also be mixed horizontally or vertically. Placement of new buildings should be close to the street similar. This area emphasizes and promotes walkability and pedestrian accessibility through a “Park Once and Walk” policy. A mix of heights are allowed.

2. General Subdistricts.

The “General A” Multi-Purpose Mixed Use Subdistrict is targeted as a redevelopment area. This area does not have a significant historic features, but may be directly adjacent to areas of significant historic value and/or significant contributions to the urban center. Low density large parcel developments exist that are supportive of the Urban Center. Redevelopment of these parcels may include higher density mixed use developments, but may also include medium and lower density mixes of uses. Mid scale shop buildings may also be developed. Placement of buildings in this subdistrict should define a street wall. Like the Core Subdistricts, walkability is also emphasized in this district through a “Park Once and Walk” policy.

3. Edge Subdistricts.

The purpose of the edge subdistricts is to provide a transition between the Core and General Subdistricts and adjacent open space, residential or alternative place type districts. The level of intensity varies between Edge A, B and C subdistricts.

(1) Edge A Subdistrict

The “Edge A” Subdistrict acts primarily as transition area between linear open space amenities (such as the Riverwalk) and core/general subdistricts. The Edge subdistricts offer a variety of retail and mixed-use establishments oriented to the linear open space and designed to draw people in towards the core. Housing is encouraged as the adjacent open space may be an amenity to residents.

(2) Edge B Subdistrict

The “Edge B” Subdistrict acts primarily as a transition between highway corridors and core/general subdistricts. This subdistrict provides a mix of retail and mixed-use establishments oriented to the highway corridor. Somewhat lower development intensity may be appropriate to accommodate increased requirements associated with highway frontage.

(3) Edge C Subdistrict

The “Edge C” Subdistrict provides an important transition between Core subdistricts and existing established single family residential areas. Mixed-use development is lower in intensity. Single use developments such as townhomes are permitted.

4. Specialty Subdistricts.

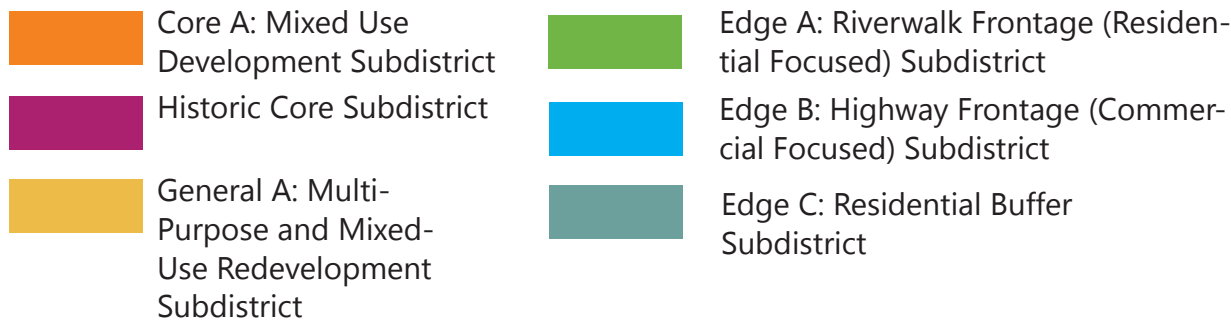
Specialty subdistricts define areas that are unique and not likely to be repeated elsewhere in Idaho Falls.

(1). Historic Core

The “Historic Core” subdistrict intends to preserve and restore historic buildings located in downtown Idaho Falls. This subdistrict is the geographical center of an urban center district, and more specifically, the historic core of the Idaho Falls downtown area. Buildings in this subdistrict should have active storefront uses on the ground level. Upper stories may be utilized for working and living. Uses may also be mixed horizontally or vertically. Similar to Core A, walkability and pedestrian connections will be a key component of the subdistrict. New buildings will be compatible in form to existing buildings.



Figure 3.1. Urban Center Place Type and Subdistricts Regulating Map.

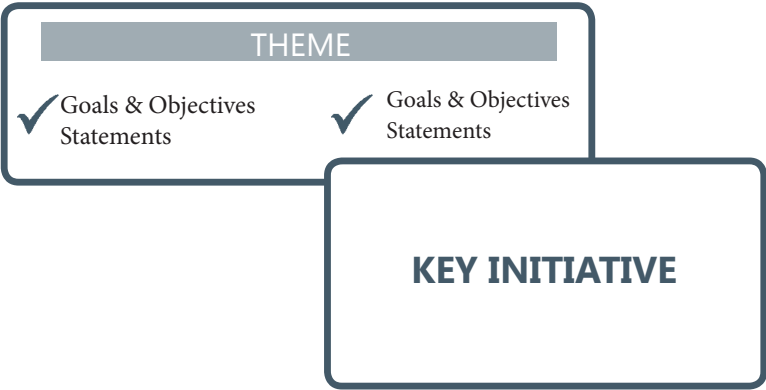




3.0 SOUTH DOWNTOWN VISION

3.1 THREE KEY INITIATIVES

A range of information and recommendations were gathered regarding South Downtown as a result of past studies, the South Downtown Steering Committee, and the design charrette. Analyzing this information revealed trends that were able to be organized into three Key Initiatives: Connectivity, Economic Conditions, and Urban Design. Each of these initiatives represents broad and important considerations which should guide the development of South Downtown and inform the plan. All of the initiatives are broken down into specific objectives explaining how each initiative might be implemented.



Walkability

1. Provide conditions for safe pedestrian commutes.
2. Improve infrastructure in the area such as sidewalks and crosswalks.
3. Enable pedestrians to walk safely and confidently through South Downtown.

Multi-Modal Transit

1. Facilitate and encourage diverse commuting types.
2. Reduce car-centric development.

Key Initiative: Connectivity



Roads & Sidewalks

1. Improve the existing South Downtown infrastructure.
2. Reinvest in roads and sidewalks to provide conditions for growth.

CONNECTIVITY

The City of Idaho Falls has taken strides toward encouraging and facilitating connectivity. For example, the redevelopment of Memorial Drive has opened the Riverwalk to the public and brought more business to Downtown Idaho Falls. Similarly this type of reconstruction and design could be implemented along South Capital Avenue.

Connectivity affords mobility and accessibility; allowing individuals to confidently navigate the entirety of the community without dependence on one form of transportation. Complementing development while allowing locals and tourists to explore Idaho Falls.



Memorial Drive Improvement Project



S. Capital Drive

Housing

1. Create and maintain housing affordability in South Downtown.
2. Support a range of housing types including homes and apartments.

Market Drivers

1. Understand growth is coming and guide it in a positive direction.
2. Utilize the area's amenities to fulfill its full market and growth potential.

Key Initiative: Economic Conditions

Business Operation

1. Facilitate the growth of local and new business in the area.
2. Use the existing building stock to foster the creation of niche businesses which distinguish South Downtown.
3. Use policies which aid in development such as TIF and BID.

ECONOMIC CONDITIONS

Idaho Falls has enjoyed steady economic and population growth during the last decade. Steady investment combined with guidance from the Downtown Plan and Form Based Code the downtown has already improved.

South Downtown is prime for reinvestment due to its excellent location and access to amenities like the Riverwalk. Influencing future development to the community's desires, as seen in Downtown, is a locally proven model for success which should be pursued in the district.



The old creamery building is prime for redevelopment

Redevelopment of the Bonneville Hotel

Distinct District Character

1. Utilize the area's proximity to amenities to create a unique space in Idaho Falls for the community to enjoy.
2. Create new development which respects and complements existing features.

Key Initiative: Urban Design

Historic Character

1. Respect and preserve the historic character of the area and provide tools which inform the public of it.

Design Elements

1. Use the natural elevation, industrial building stock, and other area specific elements to make it stand out.

URBAN DESIGN

South Downtown is home to some of the oldest residences in Idaho Falls and encompasses the original Eagle Rock town site. An important aspect of this plan is to respect and enhance the existing urban design of the community.

Successful implementation means preserving these structures while giving owners the flexibility to use them in a changing community. Utilizing a form-based code enables a community vision to take shape and helps preserve the history of this area for the future.



Cliff Street commercial center



Historic residences along Lava Street

3.2 CATALYTIC PROJECTS

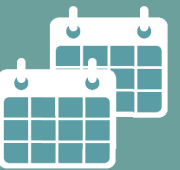
Catalytic projects serve as an implementation strategy for South Downtown's Key Initiatives. Catalytic projects may be sponsored by the City or private entities and aid in creating positive development for the district by spurring development. Some include the introduction of new programs helping draw attention and activity to the City Core by fostering community involvement. The South Downtown form-based code will facilitate this community vision through the creation of an inviting urban form which locals desire.



SHORT TERM CATALYTIC PROJECTS

PROJECTS:

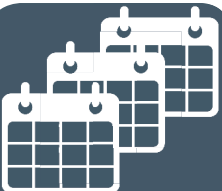
1. Historic Tours
2. Adopt a Form Based Code
3. Neighborhood Organization
4. Riverwalk Activities



MEDIUM TERM CATALYTIC PROJECTS

PROJECTS:

1. Facade Improvements
2. Parklets
3. Festive Streets
4. Pedestrian Crossings



LONG TERM CATALYTIC PROJECTS

PROJECTS:

1. Pedestrian Plaza
2. South Capital Street Diet
3. Capital Project Funding
4. Rail Trail

PROJECT	Riverwalk Activities
Project Type	Short Term
Cost	Low/Medium
Key Initiatives	Urban Design
Companion Projects	Neighborhood Organization, Rail Trail, Historic Tours
<p>Increase the frequency of communal activities at South Capital Park to draw the general public and promote positive placemaking. South Downtown's access to the Riverwalk and Downtown make it a prime location for increased recreational programming. Events can be held regularly and contribute toward fostering a positive public perception of South Downtown.</p>	

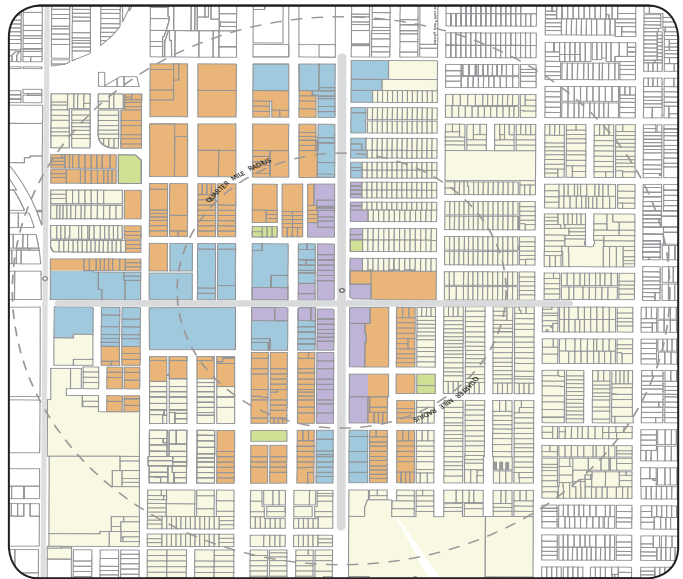


SOUTH DOWNTOWN VISION: CATALYTIC PROJECTS

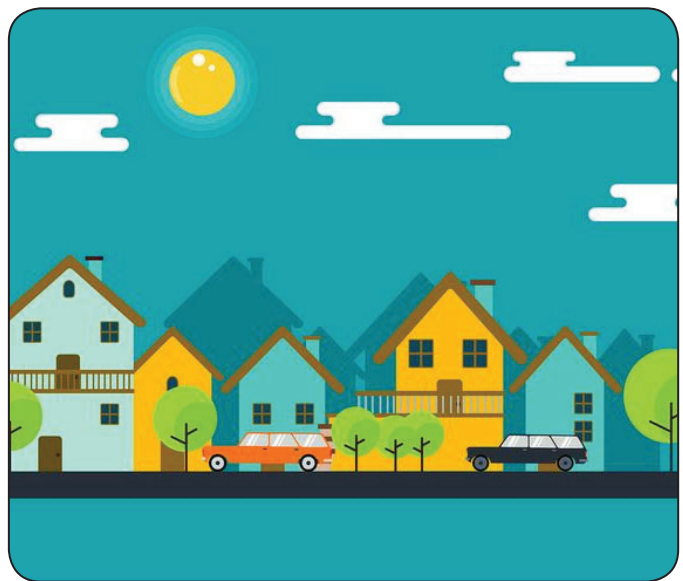
PROJECT	Historic Tours
Project Type	Short Term
Cost	Low
Key Initiatives	Urban Design
Companion Projects	Neighborhood Organization, Riverwalk Activities
Facilitate historic tours through South Downtown; focusing on its distinct character and place in Idaho Falls. South Downtown includes the original site of the Eagle Rock township which preceded the founding of Idaho Falls itself. Harnessing this history by informing the public of it through tours can attract both attention and increase community involvement.	



PROJECT		Adopt a Form Based Code	
Project Type	Short Term		
Cost	Low		
Key Initiatives	Urban Design	Econ. Cond.	
	Connectivity		
Companion Projects	Downtown Form Based Code		
Adopt a form based code, similar to the Downtown Form Based Code, which helps to implement the stated goals from the South Downtown Plan. This can aid in ensuring the community vision for the South Downtown district is fulfilled.			



PROJECT		Neighborhood Organizations	
Project Type	Short Term		
Cost	Low		
Key Initiatives	Urban Design	Econ. Cond.	
Companion Projects	Historic Tours, Riverwalk Activities		
Encourage the formation of an independent neighborhood organization for local residents and business owners. It can add to a sense of community and aid in forming social and communal activities drawing positive attention to the area. Additionally, they are effective at identifying concerns within the district and help formulate solutions to address relevant issues.			



SOUTH DOWNTOWN VISION: CATALYTIC PROJECTS

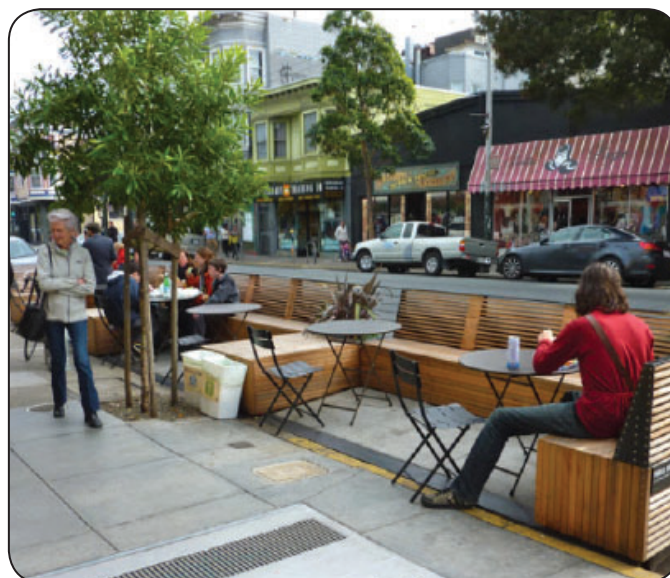
PROJECT	Water Tower Park
Project Type	Medium Term
Cost	Medium/High
Key Initiatives	Urban Design
Companion Projects	Riverwalk Activities, Rail Trail, Historic Tours
<p>A project to replace the existing water tower is underway. This provides an opportunity to create a space to record and recognize the importance of this iconic landmark. It may include park facilities at the new location that would provide a history of the water tower with historical photos and informative plaques.</p>	



PROJECT	Facade Improvements
Project Type	Medium Term
Cost	Low/Medium
Key Initiatives	Urban Design Econ. Cond.
Companion Projects	Historic Tours, Capital Projects Funding
<p>Utilize existing façade funding to refurbish the exteriors of eligible buildings within South Downtown. Using façade funds in conjunction with private investment can reduce cost hurdles for developers and business owners while enhancing the aesthetic of the streetscape. This financing model has already demonstrated success in Downtown Idaho Falls and could be replicated within South Downtown.</p>	



PROJECT	Parklets
Project Type	Medium Term
Cost	Low
Key Initiatives	Urban Design Econ. Cond.
Companion Projects	Festive Streets, Facade Improvements
<p>Create dedicated spots for parklets that allow businesses and shops to utilize the streetscape for dining and other activities. Parklets temporarily use small portions of on-street parking and make them available for outdoor seating making them ideal for restaurants and niche businesses. Parklets provide flexibility for business owners and enhance the quality of the street for pedestrians.</p>	



SOUTH DOWNTOWN VISION: CATALYTIC PROJECTS

PROJECT		Festive Streets	
Project Type	Medium Term		
Cost	Low/Medium		
Key Initiatives	Urban Design	Connectivity	
Companion Projects	Parklets, Pedestrian Plaza, Capital Project Funding		
Identify streets for pedestrian oriented activities such as festivals and farmers markets. Chamberlain Avenue in particular spans a sizable portion of South Downtown and would be an excellent option. The use of festive streets may create an opportunity the community to directly engage with South Downtown. An example of a successful festive street event is “Live After Five” which takes place on Park Avenue in Downtown. It regularly draws sizable crowds driving local business and is a welcoming activity for the public.			



PROJECT	Pedestrian Crossings
Project Type	Medium Term
Cost	Medium/High
Key Initiatives	Connectivity
Companion Projects	S. Capital Street Diet, Capital Project Funding

Install protected pedestrian crossings in the area, such as across South Capital Avenue, to promote connectivity and safety. Currently, there are a distinct lack of safe crossings from the residential neighborhood to the Riverwalk. Well defined crossings, such as a hawk signal, allow pedestrians to move safely through the district enhancing their experience within the area. Additionally, they can act as a traffic calming measure along South Capital Avenue reducing speeds.



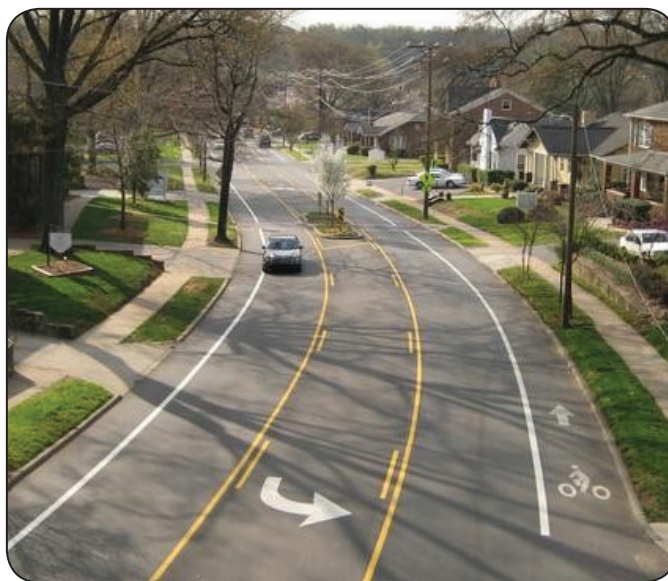
PROJECT	Pedestrian Plaza	
Project Type	Long Term	
Cost	Medium/High	
Key Initiatives	Urban Design	Connectivity
Companion Projects	Capital Projects Funding, S. Capital Street Diet	

Create an area in South Downtown that is a pedestrian oriented plaza. Throughout the design charrette and public information gathering process a constant observation has been the appeal to make the Warehouse Subdistrict the location of a pedestrian plaza. Making an area which is not auto-oriented will set South Downtown apart and provide a desirable amenity for Idaho Falls.



SOUTH DOWNTOWN VISION: CATALYTIC PROJECTS

PROJECT		S. Capital Street Diet	
Project Type	Long Term		
Cost	High		
Key Initiatives	Urban Design	Connectivity	
Companion Projects	Pedestrian Crossings, Capital Project Funding		
Reduce the size of South Capital Avenue by clearly marking on-street parking and adding pedestrian crossings. Portions of the right-of-way could be converted to bike lanes enabling a wider array of transit options. Rededicating some right-of-way to widen the Riverwalk while narrowing the road would also serve as a traffic calming measure to slow vehicles on South Capital Avenue. One example of a street diet working effectively in the community is on Memorial Drive. Adding protected pedestrian crossings and expanding the greenspace help to improve connectivity.			



PROJECT	Capital Project Funding	
Project Type	Long Term	
Cost	Low/Medium/High	
Key Initiatives	Urban Design	Econ. Cond.
	Connectivity	
Companion Projects	Rail Trail, Pedestrian Crossings, S. Capital Street Diet	
Investigate existing policies and funds that would help launch capital projects in the South Downtown area. The use of tax increment financing and a business improvement districts are just two ways in which taxes sourced from the community can be directly reinvested to benefit South Downtown's future development.		



PROJECT		Rail Trail	
Project Type	Long Term		
Cost	Medium		
Key Initiatives	Urban Design	Connectivity	
Companion Projects	Riverwalk Activities, Capital Project Funding		
Repurpose the vacated rail line in the northern portion of South Downtown in to a walking and biking trail. This will allow for a safer river crossing and increase accessibility in to the district from both Downtown and the west side of the river. This can increase overall public recreation, activate South Capital Park, and draw more business to the area.			



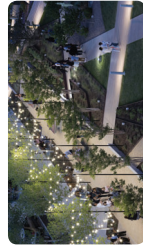
CONCEPTUAL PLAN



SOUTH CAPITAL ROAD DIET EXAMPLES



PEDESTRIAN PLAZA EXAMPLES



PRESERVE AND PROMOTE THE HISTORIC COMMERCIAL CORE EXAMPLES

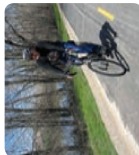


PRESERVE AND ENHANCE THE HISTORIC NEIGHBORHOOD

- Retain the character of the neighborhood
- Work towards improving the infrastructure of the neighborhood
- Utilize a form-based code to help control the size, placement, and feel of the buildings.
- Use walking tours to help educate the community about the importance of this neighborhood and create a positive perception of the neighborhood.



RAIL TRAIL EXAMPLES

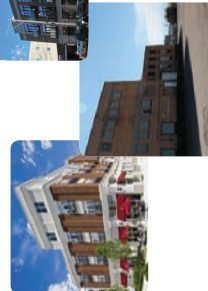


ENHANCED PEDESTRIAN CROSSINGS EXAMPLES



WAREHOUSE DISTRICT DEVELOPMENT POTENTIAL

- Provide a mix of uses, including commercial and higher density housing.
- Utilize and preserve historic buildings.
- Use a form-based code to help create a unique destination for Idaho Falls.



FESTIVE STREETS EXAMPLES



3.3 PLACE TYPE

Place Type Introduction

Idaho Falls is largest city in the area and is a regional destination for shopping and commerce. Idaho Falls' proximity to Teton and Yellowstone National Parks make it convenient location for tourists traveling the area. Therefore, tourism represents a major industry which Idaho Falls ought to capitalize upon by drawing travelers to the City Core area to dine and shop. The goal is to make the City Core an inviting place that draws locals and visitors alike to help the local economy.

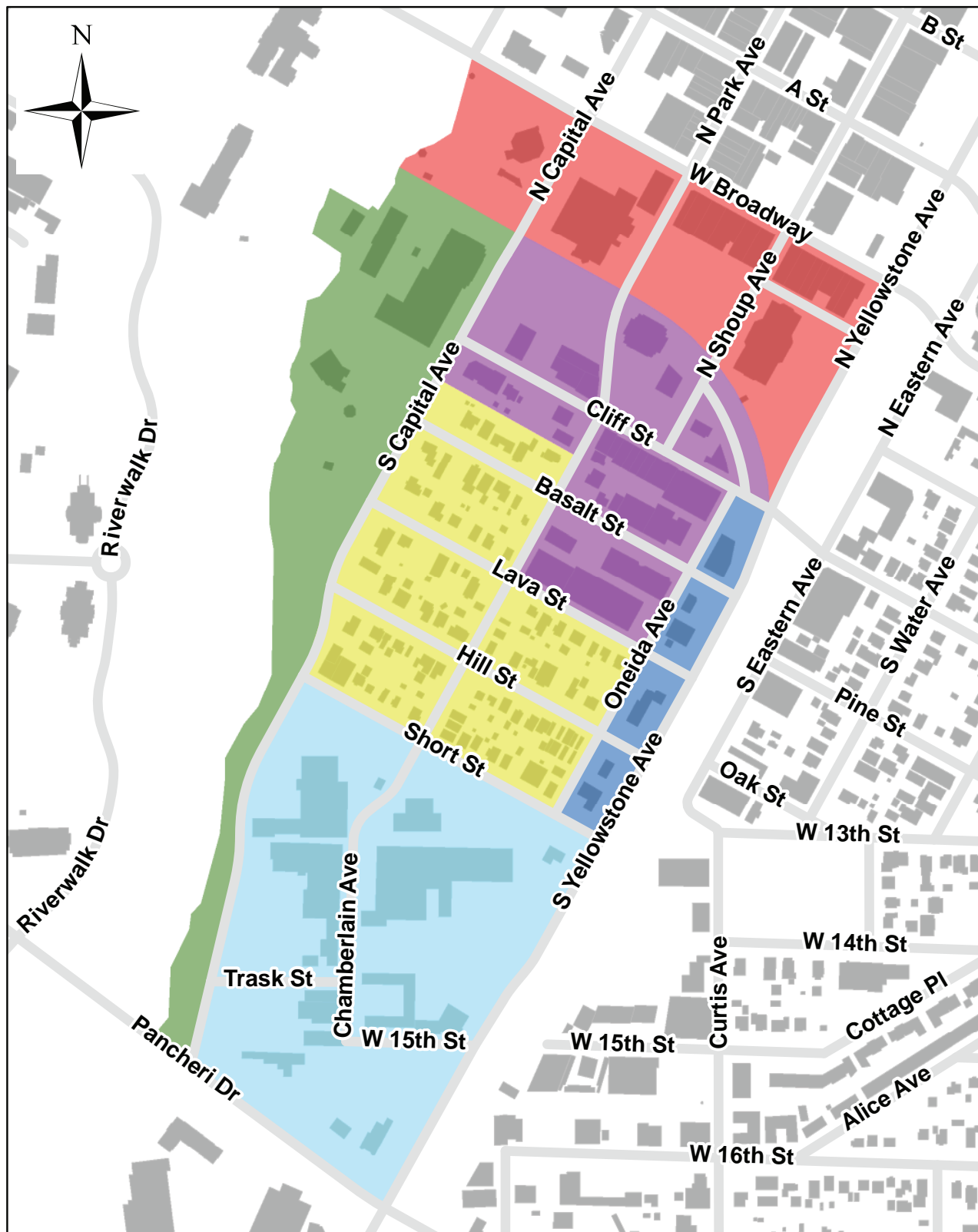
Unlike the Downtown district, South Downtown has significant residential land use in addition to its commercial businesses. Therefore, it is important to distinguish this district as an Urban Neighborhood place type. Urban Neighborhoods are fairly intensive residential neighborhoods, typically located next to an Urban Center, such as Downtown. Urban Neighborhoods permit a range of building types and a range of commercial uses which complement the residences.

Subdistrict Introduction

Identifying and supporting South Downtown's individual subdistricts is a critical aspect of the City Core Plan. Subdistricts serve as the key organizational tool; dividing the district based on existing built form, land use, and geography. The following section will explain and describe the vision and intent for each of South Downtown's 6 subdistricts, as well as the rationale for their boundaries. Each will be regulated individually within the form-based code and encourage appropriate building forms and land uses based on the communal vision. This not only respects the will of the community, but also shapes each subdistrict based on its unique characteristics and desired future.



Historic bungalows facing Chamberlain Avenue.



- | | | |
|--|---|--|
| Business Core | Downtown | River Edge |
| Commercial Edge | Historic Residential | Warehouse District |

Downtown

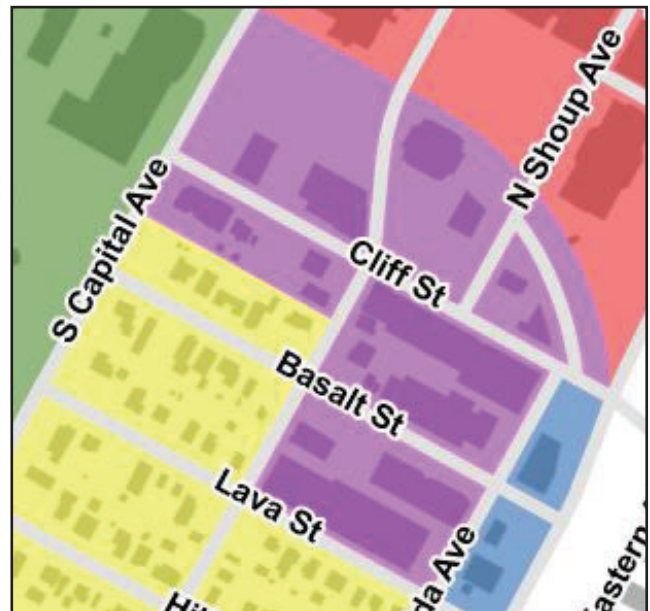
This area is an extension of the traditional downtown, extending across Broadway and ending at the train tracks to the south. It promotes commercial business with upper level residential and will continue to be regulated by the current Idaho Falls Downtown Form-Based Code.



Idaho Falls Public Library along W. Broadway.



Downtown Subdistrict Map



Business Core Subdistrict Map

Business Core

The Business Core subdistrict is distinct because it represents the old Eagle Rock commercial district. Reviving this pedestrian friendly commercial form is important. Ensuring that business can startup and grow in a healthy manner will aid the district overall. Attempting to limit the amount of future surface level parking and restoring a complete streetscape will help this area meet the community's desires.



View of local businesses along Cliff Street.



Typical Business Core streetscape.

River Edge

The River Edge subdistrict is defined by both its existence on the Riverwalk, but also the public and cultural services within it. The Art Museum of Eastern Idaho and the Riverwalk provide valuable amenities to the residential neighborhood in South Downtown and the community. Additionally, Idaho Falls Power is contiguous to these uses and has frontage along South Capital Avenue and therefore is included within the area. Although adjacent to the residential neighborhood, many improvements must occur along South Capital Avenue to improve its connectivity to the rest of South Downtown while preserving its valuable natural amenities.



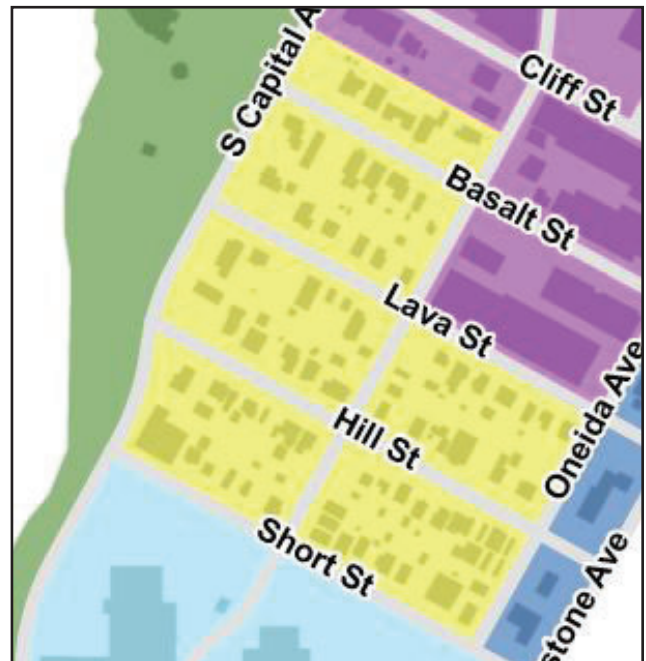
S. Capital Avenue by the River Edge Subdistrict.



River Edge Subdistrict Map

Historic Residential

The oldest neighborhood in Idaho Falls, the Historic Residential subdistrict is a valuable asset which incorporates affordable housing and a mix of housing types in a central location within the city. Proximity to amenities, such as the Riverwalk and downtown, make development inevitable. Ensuring that the historic character and quaint nature of the subdistrict remains intact when development occurs is a priority. Additionally, balancing preservation within the neighborhood and policies which keep the neighborhood affordable are equally important for the South Downtown Plan.



Historic Residential Subdistrict Map

Commercial Edge

Along Yellowstone Highway there is a smaller subdistrict, the Commercial Edge, comprising a collection of businesses that depend, in part, on the highway for customer access. Therefore, the plan should maintain this access and facilitate the continued buffering between the highway and residential uses in a thoughtful manner. This subdistrict can be regulated in almost the same manner as the Edge B Subdistrict in the Idaho Falls Downtown Form-Based Code.



Commercial Edge Subdistrict Map



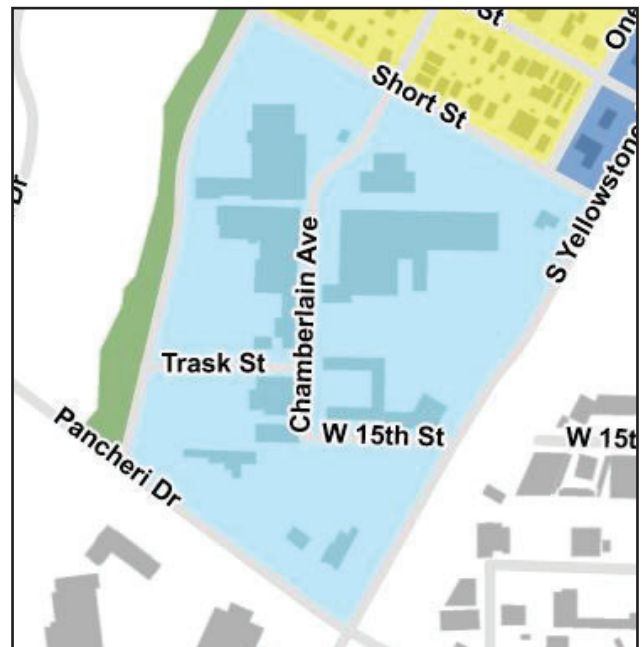
Example of existing building stock in Warehouse Subdistrict.



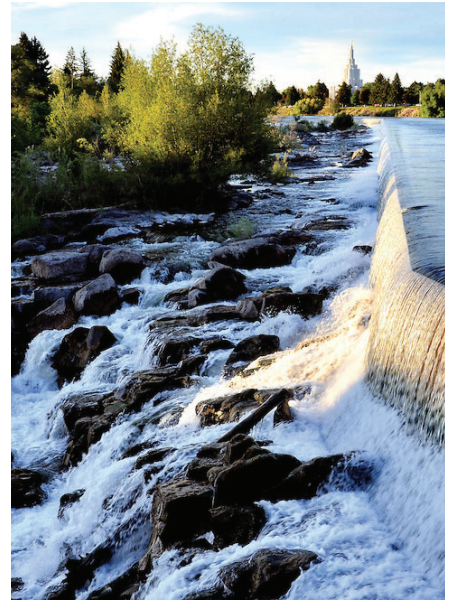
Internal commercial uses within Warehouse Subdistrict.

Warehouse District

The Warehouse District is a truly unique location within Idaho Falls and presents an opportunity for infill and redevelopment of older building stock. Currently, there is a range of valued businesses and historic buildings like the former Idaho Falls Creamery. Many within the community envisioned this area becoming a pedestrian friendly and focused place with ground level shopping and a mix of housing types. Also included are the businesses along Pancheri Drive, where thoughtful design will eventually incorporate existing and new buildings into the subdistrict and create a uniform area. Utilizing its location and natural elevation, the South Downtown Plan should encourage the Warehouse Subdistrict to fulfill its great potential.



Warehouse Subdistrict Map



4.0 IMPLEMENTATION

4.1 INTRODUCTION

Idaho Falls is currently utilizing a range of redevelopment methods commonly used in Idaho. Although effective, there are a wider range of redevelopment tools and policies that can be employed within Idaho Falls. The most relevant and readily applicable tools have been summarized in the following pages with a full list provided in the appendix. These additional methods reveal gaps in the City of Idaho Falls current redevelopment strategy and provide comprehensive recommendations for the City Core Plan which are listed below:

Strengthen business organization – increase funding, stabilize member support for organization and grow programming of Idaho Falls Downtown Development Corporation, research the viability of business groups in South Downtown.

- Develop a unified marketing plan – collaborate among Greater Idaho Falls Chamber of Commerce, Idaho Falls Downtown Development Corporation and other promoters to expand the impact of marketing.
- Invest in tactical urbanism projects – pursue grant funding and/or technical assistance to support and provide “proof of concept” for key programs or projects (see “catalytic projects and programs” section).
- Explore creation of tax abatement program – consider establishing tax abatement program for blighted or out-of-compliance properties to increase owners’ ability to redevelop.
- Increase revolving loan funds – Idaho Falls Business Assistance Corporation could consider strategies to increase funding for its loan program targeting businesses locating to or renovating in the city core who may not easily be able to pursue conventional financing.

IMPLEMENTATION: REDEVELOPMENT TOOLS SUMMARY

4.2 REDEVELOPMENT TOOLS SUMMARY

The following pages include a summary of common investment and redevelopment tools and how they are used in Idaho Falls. Additionally, projects are broken down by their current status: well utilized (+), could be strengthened (↑), or not a utilized redevelopment strategy (-).

STRATEGY/TOOL	IN IDAHO FALLS	STATUS
Prioritize City Core: City plans and leadership prioritize the city core as a center for business, housing and community identity. Other projects in the community should aim to complement and enhance its economic vibrancy and livability.	Continue to use existing plans such as the Idaho Falls Comprehensive Plan and invest staff time to develop policies for the city core. Ensure that new developments and projects nearby do not hinder to progress and potential of the districts.	+
Redevelopment Agency: Government body dedicated to urban renewal in a typically underinvested area. In Idaho, Tax Increment Financing (TIF) is used to generate funding for this organization's investment.	The Idaho Falls Redevelopment Agency manages four Urban Renewal Districts, including Downtown. It is a very active organization with a broad range of representation from the community.	+
Business Organization: Form organizations which promote and advocate for businesses in the area. Can plan activities and contribute to improvements within the area often through contributions and member fees.	The Idaho Falls Downtown Development Corporation (IFDDC) is an organization of downtown businesses which promote commerce and activity within the district. Under its Business Improvement District (BID) status IFDDC has aided in increasing business and interest within the area.	↑
City Core Marketing Plan: Conduct a comprehensive marketing study which assesses the market potential and weaknesses in the area. This will help with informed investment in the city core and help with smart economic growth.	There has already been work conducted to understand the local market of downtown but this should be extended to South Downtown. This will aid in understanding their distinct needs and aid the plan in addressing them accordingly moving forward.	↑
Pilot Programs and Grants: Provide grant funding or other resources to support short term pilot programs that test new innovative development within the area that provide a "proof of concept".	The City has already pursued short term tactical urbanism projects which introduce new development types in downtown. A parklet plan is currently being produced for the district and should be tested in the near future.	↑
Urban Renewal District/TIF: Utilize urban renewal and TIF funding to invest in public infrastructure and projects to spur redevelopment in the city core and reduce cost hurdles.	Idaho Falls has utilized these tools since 1989 in the Snake River Urban Renewal District. It ends in 2018 and currently includes Downtown presenting an opportunity to create a future district.	+

IMPLEMENTATION: REDEVELOPMENT TOOLS SUMMARY

STRATEGY/TOOL	IN IDAHO FALLS	STATUS
Business Improvement District: A BID is a defined area within which businesses pay a tax that funds projects within the district's boundaries. A BID is often funded by this tax but can also draw upon public and private funding.	The Idaho Falls Downtown Development Corporation is an excellent case of a successful BID within the community. IFDDC has helped increase commerce and improve the downtown area and could be extended further.	+
Facade Improvement Program: Continue to use public and private grants and loans to support facade improvements on buildings such as signage, building frontage, and awnings.	Idaho Falls uses its Community Development Block Grant funds (CDBG) to administer a local facade program which has already contributed to marked improvements to downtown in the last 10 years.	+
Mixed-Income Housing: Include a diversity of housing types, such as apartments, that fill diverse housing needs. Some units are priced at a market-rate but other are priced exclusively for middle and low income families.	The Bonneville Hotel redevelopment project is a mixed-income housing project. Out of 35 total units, 5 are market-rate while the remaining 30 are priced for middle and low income families. This aids in addressing housing inequity and allows downtown have more affordable housing.	↑
Catalytic Projects: As discussed in the Vision section, catalytic projects spur growth through high-quality public and private investment. They improve areas and facilitate current and future investment.	An example of a completed long-term catalytic project in Idaho Falls is the Memorial Drive street diet. It improved connectivity between the Riverwalk and downtown, increasing commerce and improving the desirability of the area.	↑

Each of these tools aims to address certain key aspects and challenges of redevelopment. Although not exhaustive, this summary provides excellent examples of policies already in use within disparate communities and their impacts. Expanding their use in an informed manner can help Idaho Falls continue to grow in a steady and prosperous manner. The following section will discuss in detail some of the missing policies and the barriers to success facing the community.



4.3 BARRIERS TO SUCCESS



Older Building Stock

The City Core is among the oldest areas in Idaho Falls, encompassing the original Eagle Rock town site. Therefore, many of its most desirable buildings are also among the communities oldest. When redeveloping these structures it is important to remember that any change in use to them requires investment to comply with the currently adopted city fire and building codes. Ensuring buildings are safe and structurally sound is imperative, but can present a challenge in older structures.



Capital and Financing

Successful and thoughtful redevelopment can require substantial financial and capital investments. Therefore, it is important to ensure that the City of Idaho Falls continues to advertise and fund programs which reduce cost hurdles for developers and landowners. Public and private cooperation has already demonstrated success within the community and should continue to do so within the City Core.



Sunsetting of Downtown Urban Renewal District

The Idaho Falls Redevelopment Agency (IFRA) closed the 20 year charter of the Downtown Business Improvement District in 2018. This limits the range of policies which might be available for the district in the future and has created a transition period for development. However, South Downtown does have an opportunity to become a redevelopment district under IFRA and could benefit from this policy in the future.



Maintaining/Supporting Housing Diversity

Although Idaho Falls has steadily made progress toward supporting and creating a mix of housing; it is important that redevelopment continue this trend. Overcoming traditional aversions to multifamily and affordable housing can be challenging, but is necessary to facilitate a healthy local housing market. The City Core Code should therefore allow and encourage housing diversity in order to provide housing for all of the communities needs.

IMPLEMENTATION: FINANCIAL OPTIONS + TOOLS

4.4 FINANCIAL OPTIONS + TOOLS

Incentive programs throughout the nation assist development and redevelopment by reducing the financial burden on eligible projects. Idaho is an attractive place to do business due to low operating costs, a predictable tax structure, and available incentives that developers and companies benefit from. Local City of Idaho Falls incentives, as well as statewide economic development incentives, grants, and external financing options are outlined below.

Local City of Idaho Falls Incentives

Tax Increment Financing

Used in Idaho Falls Urban Renewal Districts to fund utility construction, land costs, pad and compaction work, footings, foundations, and other improvements.

Idaho Falls Power Efficiency Incentive

Offers rebates or zero interest loans to qualifying commercial customers to install efficient lighting and other electrical conservation measures.

Economic Development Incentive

Offers waivers of certain development costs to qualifying projects. Criteria includes creation of 100 or more full time jobs, \$5M capital investment, and employee wages at twice the federal minimum wage.

Idaho State Incentives

Tax Reimbursement Incentive

The Idaho TRI is a performance-based incentive featuring a tax credit of up to 30% for up to 15 years on new state tax revenues generated by companies seeking to expand in or relocate to Idaho by adding new, qualifying jobs.

Idaho Business Advantage

If a business invests at least \$500,000 in new facilities and creates at least 10 new jobs averaging \$40,000 a year with benefits, it may qualify for a wide package of incentives, including tax credits, sales tax rebates, and property tax exemptions.

3% Investment Tax Credit

An investment tax credit on all new depreciable, tangible, personal property (machinery and equipment) used in Idaho. Can offset up to 50% of a company's liability and may be carried forward 14 years.



Idaho Falls City Core Plan

IMPLEMENTATION: FINANCIAL OPTIONS + TOOLS

Property Tax Exemption

Depending on the county, businesses investing at least \$500,000 in new or existing non-retail, commercial or industrial facilities, may qualify for a full or partial property tax exemption for up to five years.

5% Research and Development Tax Credit

Allows a taxpayer who makes expenditures in research and development activities in Idaho to claim an income tax credit. The credit rate is 5% of the amount a taxpayer's current year R&D expenditures exceed a base amount. Can be applied for up to 14 years.

Idaho Opportunity Fund

Funding allotted at the discretion of the Idaho Commerce Director for infrastructure improvements to help attract or accommodate a new commercial or industrial facility.

Workforce Development Reimbursements

Receive up to \$3,000 in cash reimbursements for the training of new, full-time employees or for helping retain employees facing permanent layoff.

Grants

STEP Grants

The goal of the State Trade Expansion Program is to increase the number of small businesses that export, increase the value of exports, and increase the number of small businesses exploring significant new trade opportunities.

Idaho Travel Council Grants

The Idaho Travel Council awards funds to local nonprofit organizations whose primary purpose is to promote the state's travel and tourism assets.

Idaho Global Entrepreneurial Mission

IGEM creates partnerships between private sector experts and research professionals to bring commercially viable technologies to market. The program creates new products, companies, and high-value jobs, while increasing the research capacity of Idaho universities in strategic areas.



Multifamily tax abatement project in Memphis, TN.

IMPLEMENTATION: FINANCIAL OPTIONS + TOOLS

Community Development Block Grants

CDBG enhances local infrastructure to create a better environment for existing and potential businesses.

External Financing

Small Business Administration Grants & Loans

SBA programs help individuals looking to start, expand, or purchase a business.

Idaho Housing and Finance Association Small Business Loans

Financing to help meet small business loan collateral requirements.

Industrial Revenue Bonds

Tax-free bonds to finance manufacturing, processing, production, and assembly facilities.

Mofi Business Loans

Financing option for entrepreneurs that can be used for startup costs, existing business purchases, real estate, equipment purchases, working capital, and debt restructuring.

Mofi New Market Tax Credit Loans

NMTC program provides capital for businesses, developers, and non-profits to help make projects a reality. Criteria includes projects over \$4M in a qualifying census tract.



4.5 REDEVELOPMENT CASE STUDIES

In order to further understand redevelopment programs and their effects, the following tables provide cases within the state of Idaho. These not only dive into the specifics of these programs, but also demonstrates the vast range of policy options and tools the City of Idaho Falls might use to implement the City Core Plan.

PROJECT	City of Pocatello Facade Improvement Program
Lead Agency	The City of Pocatello
Funding	<ol style="list-style-type: none"> 1. <u>Sign/Awning Grants</u>: Receive up to \$500 for sign and \$1,500 for awnings. 2. <u>Intrusive element removal grants</u>: Covers up to 50% of the cost to remove intrusive elements including false building fronts, unused utilities, and non-conforming signs. 3. <u>Facade Improvement Loans</u>: Loan funds are available at 0% interest and can be used to cover 90% of the cost of a façade improvement project. Owner must pay 5% of project total in cash and can receive up to 5% in kind donations.
Project Description	The program is designed to help rehabilitate buildings within the business improvement district and the Warehouse Historic District within Pocatello. An applicant may take advantage of the activities independently or combine them into one project. The loans are contingent upon available funds.
Link	http://www.pocatello.us/DocumentCenter/View/345

PROJECT	City of Donnelly Downtown Revitalization Plan
Lead Agency	The City of Donnelly
Funding	See Project Description
Project Description	In 2009, The City of Donnelly, ID, finished a downtown revitalization plan that featured plans for streetscape improvements, public space preservation, public art installations, event centers, business recruitment, and downtown “greening.” Securing project financing is a challenge due to Donnelly’s small population, limited tax base and few established businesses. The more substantial aspects of this downtown revitalization plan (i.e. streetscape improvements) will likely require grant funding be partnered with other sources such as local dollars and/or development fees. Additional financing tools that have been proposed and reviewed including federal stimulus dollars and creation of a BID
Link	http://www.cityofdonnelly.org/wp-content/uploads/2015/11/Downtown-Revitalization-Plan-final.pdf

IMPLEMENTATION: REDEVELOPMENT CASE STUDIES

PROJECT	Fourth Street Heritage Corridor Project
Lead Agency	Ketchum Urban Renewal Agency (KURA)
Funding	City-wide public bond sales
Project Description	<p>The Fourth Street Heritage Corridor Project is a multi-phase streetscape renovation designed to increase street life through wider sidewalks, outdoor seating, landscaping, and public art. The KURA paid for 46% of this \$2,198,600 Fourth Street Heritage Project. Two phases of the project are complete totaling five blocks from the Community Library at Spruce Avenue across Main Street to the corner of First Street. The final phase of the project would add three additional blocks, creating a unified streetscape from the Library southwest to the Ketchum Post Office.</p> <p>In 2010, the Ketchum Urban Renewal Agency sold bonds to refinance three separate loans; two of these loans were used to purchase property at 491 Sun Valley Road and 211 East First Street and the third loan was used to finance a portion of the 4th Street Heritage Project. Consolidation of these loans through the 2010 bond sale resulted in a manageable repayment schedule at a competitive interest rate. The 2010 bonds will be paid off in 2034.</p>
Link	http://ketchumura.org/project-list/capital-projects/

PROJECT	LIHTC Credits for Housing Development
Lead Agency	Private Investors
Funding	See Project Description
Project Description	<p>The Housing Credit is a model public-private partnership built on a “pay-for-success” model. The federal government awards credits after properties are successfully completed and occupied. Private sector investors – not taxpayers – bear the financial risk, and are closely involved in monitoring and oversight. The Housing Credit is also administered at the state level, and through a competitive allocation process, only the affordable housing developments that are most responsive to local housing priorities receive credits.</p> <p>The Housing Credit is responsible for financing nearly all affordable housing development in the U.S.</p>
Link	http://www.enterprisecommunity.org/financing-and-development/low-income-housing-tax-credits

IMPLEMENTATION: REDEVELOPMENT CASE STUDIES

PROJECT	Capital City Development Corp. Housing Development Incentives
Lead Agency	Capital City Development Corporation (CCDC)
Funding	See Project Description
Project Description	<ol style="list-style-type: none"> 1. <u>Streetscape grants</u>: CCDC pays for \$25,000 of ROW improvements and 50% of any additional costs with a not-to exceed total contribution of \$150,000. 2. <u>CCDC general assistance</u>: program is oriented towards larger developments. Incentive is based on how much tax increment the specific project will generate and what percentage will be paid back over a 4-year period. This general assistance program was used with the Owyhee in Boise. 3. <u>CCDC specific improvements</u>: Used for larger more transformative projects such as public parking, infrastructure, public plazas and trails. Operates under a 6-1 funding policy where developers pay 6 dollars for every 1 dollar of public investment. 4. <u>Public/private project coordination</u>: program allows for CCDC to pay for improvements on a project that are slated to be completed by CCDC as part of their capital improvements program. In essence the program allows developers to take on already scheduled CCDC capital improvements as part of their development costs with a full reimbursement, allowing for more control over ROW improvements. The Owyhee used this program in Boise. 5. <u>Property disposition</u>: Program sets out the process for the disposition of CCDC land for for-profit, non-profit, and public development use. This disposition agreement allows for the developer to maintain flexible land acquisition costs to maintain project financial feasibility while meeting public objectives of the project. Program is only available for CCDC-owned properties.
Link	http://www.ccdcboise.com/wp-content/uploads/2015/02/BoiseDowntownStrategy-FINAL.pdf

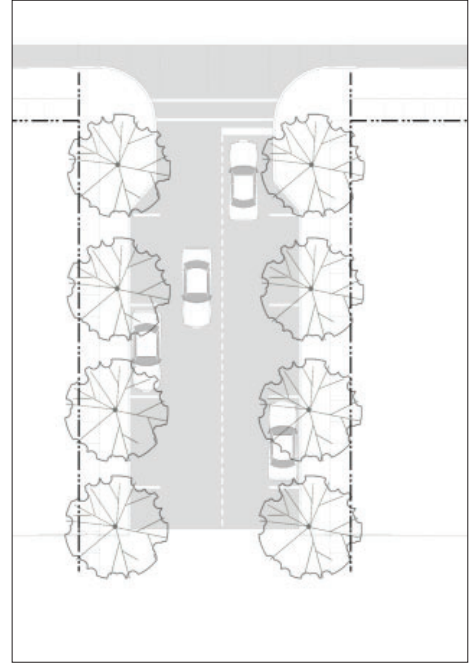
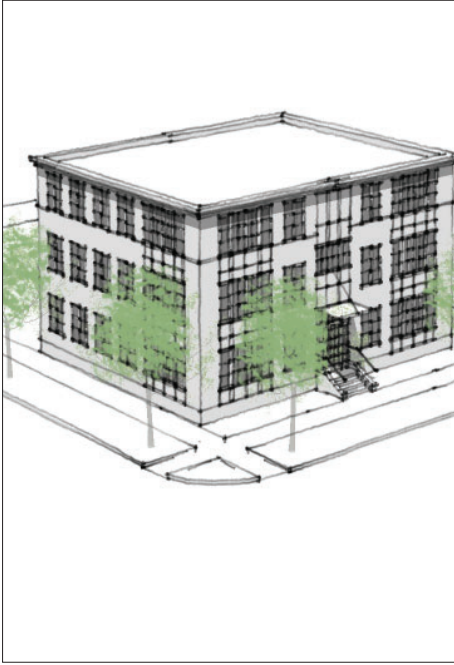
PROJECT	Affordable Housing Development Incentives
Lead Agency	The City of Ketchum and Blaine County Housing Authority
Funding	Fees In-Lieu-of affordable housing units
Project Description	<p>The City of Ketchum required developers either provide a percentage of the property as deed-restricted "community housing," or donate a percentage of the property's value to an in-lieu fund. Additionally, Ketchum will award a density bonus in exchange for community housing development. The code gives developers an allowed floor-area ratio in relation to parcel size. In certain areas such as downtown, near the Warm Springs and River Run base areas and in residential neighborhoods, going beyond the ratio requires community housing. The city requires that developers take 20 percent of the increase in floor-area ratio and devote that to on-site community housing. Or, developers have the option of converting that requirement to a fee, or buy units elsewhere and make them affordable.</p>
Link	http://www.mtexpress.com/news/ketchum/ketchum-eyes-more-affordable-housing/article_33743be6-15fd-11e5-8a61-7f2644a988a0.html

IMPLEMENTATION: REDEVELOPMENT CASE STUDIES

PROJECT	City of Boise Downtown Housing Incentives
Lead Agency	The City of Boise
Funding	See Project Description
Project Description	<p>The City has set aside \$150,000 per year for qualifying projects and up to an additional \$150,000 to \$250,000 per year of loans for qualifying affordable housing projects. The money allocated by the City of Boise will be available until it is fully awarded for a particular year.</p> <ul style="list-style-type: none"> • Incentives for Creating Market Rate Units: The Committee will award \$1,000 per multifamily unit created for qualifying projects creating market rate units in the downtown planning area. Projects must create 10 or more units of market rate housing. Once awarded, the incentives will be made available in the form of a development or permit fee offset or as a check written directly from the City to the applicant at the time of building permit issuance or any time thereafter. • Incentives for Creating Affordable Housing Units: The Committee will award \$2,000 per affordable housing unit created in Boise's Downtown Planning Area. The award will combine of a grant of up to \$1,000 and a loan equivalent to a minimum of \$1,000 per unit.
Link	boisecityid.iqm2.com/Citizens/FileOpen.aspx?Type=4&ID=5144

PROJECT	Downtown Revitalization Funding Approach
Lead Agency	The City of Star
Funding	See Project Description
Project Description	<p>The City of Star, Idaho has identified several funding sources for downtown revitalization and improvements. These identified funding opportunities are:</p> <ul style="list-style-type: none"> • The creation of a Business Improvement District • The creation of an Urban Renewal district • Local Improvement Districts • Revolving Loan Funds for economic diversity and development – Available through Sage Community Funds http://www.sage.com/company/sage_foundation • Business loan pools - Private foundations initiate these programs and local banks participate through Community Reinvestment Act Credits. • Idaho Power Local Franchise Fees - By city ordinance, a small percentage of total costs can be collected from local Idaho Power customers and can be dedicated towards utility improvements
Link	https://staridaho.us/index.php/docman-all-documents/city-department-documents/planning-and-zoning/general-information-1/172-downtown-revitalization-plan/file

IMPLEMENTATION: FORM-BASED CODE INTRODUCTION



4.6 FORM-BASED CODE INTRODUCTION

In recent years the format of form-based codes have improved, moving to a more easily understood graphic model. The Idaho Falls City Core Code is based on a template developed by the Wasatch Front Regional Council. The template is calibrated to meet the specific needs of the City Core area and the community's vision for its future. It is linked to the regulating plan and gives Idaho Falls the tools to guide the layout of future transportation and utility systems. The City Core Code defines various street types, giving a specific form/urban design to each street identified on the regulating plan. It also defines the form/architectural style of the vertical architecture to influence its development.

Using the WFRC Wasatch Choice for 2040 Template tool as a framework the project team collaborated with project stakeholders to select the appropriate place types from the available templates as a starting point. Downtown Idaho Falls is defined as an Urban Center place type while South Downtown is an Urban Neighborhood place type. Within the Place Type the general character and form is defined, based on existing or planned development patterns. Building Types, Landscaping, Parking, and Sign Types (for commercial areas), will support the characteristics of each Place Type (and/or Context).

A form-based code provides an alternative solution to standard Euclidean zoning by integrating uses and allowing for more efficient and vibrant community design. Some elements of a Form-Based Code include:

Regulating Plan: Identifies the locations where different building standards apply

Public Standards: Defines the standards of design for components in the public realm such as, sidewalks, street trees, furniture, etc.

Building Standards: Sets out the expectations related to configurations, building function, and features.

Additional parameters that might be incorporated include architectural, landscape, environmental considerations, and signage standards.

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The form based code will replace the previous Euclidean zoning which has regulated to the City Core in the past. Under Euclidean zoning, land use is heavily regulated without deeper consideration of the built form that a community might desire. Form-based codes offer an alternative zoning type that relies less on land use designations and focuses instead on the built characteristic of individual sites.

Idaho Falls has chosen this alternative implementation method because it allow the community to proactively plan for the type of development envision. By changing the lens of focus from land use to urban form, an form-based code produces a a tailored and desired outcome. One benefit is a form-based code allows a communtiy to maintain the historic character of buildings seen in the City Core while enabling business and land owners to adapt their use to a changing community and economy. The following section describes in greater detail many of the positive impacts of a form-based code.

BENEFITS OF A FORM-BASED CODE

Form-Based Codes can benefit a community in a wide variety of ways. City administrators, residents, business owners, and developers can all see increased economic value due to clearer development approvals. The following information is derived from resources provided by the Form Based Code Institute, and provide a summary by category of the key benefits.

Focus on the Public Realm

Form-based codes address interaction with the street differently than traditional codes and encourage pedestrian friendly environments. They control physical elements of the built environment such as setbacks between structures and the minimum transparency levels for street level store fronts. In Idaho Falls the existing physical form of the City Core can be utilized as a baseline to coordinate street requirements. Fostering a building form that is an attractive, pedestrian-friendly environment, under various street scenarios. These street form regulations can include guidance for sidewalk width, placement, landscaping treatments, and the location of travel and bicycles lanes.

Predictable Results

A key benefit of adopting a form-based code is developing predictable development results. Form-based codes are intended to influence the form and general appearance of buildings, rather than the land use in a district. This enables the community to control the physical impact of development, and allows the developer to understand what the community prefers more readily. By focusing on building form, a greater mix of uses can be utilized in a building that meets community input.

Codified Requirements

Form-based codes are differ from design guidelines; design guidelines are not typically codified while form-based codes are. Additionally, form-based codes do not generally seek to specify architectural styles, ornamentation, or color palettes typically found in design guidelines. The goal is not to generate a district of a similar aesthetic, it is to generate a district of a specific form. Variety and flexibility of designs and buildings within a district is encouraged.

Place-Specific Regulations

Form-based code are tailored to to support a specific community character, whereas traditional codes have often been generalized across many municipalities. Critical to the success of any form-based code to creating cohesion by respecting the vision of the community and the current environment of the a district and its adjacent areas. For example, the historic nature of downtown Idaho Falls is key component of the form based code.

Highly Illustrated Document

A key feature and requirement of the form-based code is the inclusion of easy-to use illustrative charts and illustrations. Not often associated with traditional codes, these illustrative materials should clearly depict the form of development. In an existing district, such as downtown Idaho Falls, existing development may already meet this form and can be the baseline for the code.

Economic Benefits

As has been previously outlined, form-based codes are designed to promote walkability. Walkability is promoted because it can address parking problems, enhance access to businesses, and provide a holistic approach to district improvements. In many communities, this can increase retail activity and property values as the district sees an increase in use and vitality.

More information found at: www.formbasedcodes.org/

REGULATING PLAN DESCRIPTION

The regulating plan outlines street locations and types, and carefully codes to definitions in the form based code. The adoption of the regulating plan and/or the related maps within the form based code will allow Idaho Falls to review proposed actions in the downtown area for multiple vision themes. A proposed action should meet not only the characteristics of the base district but also the characteristics of the adjacent streets(s) and/or open spaces. Projects that will add open spaces shall include the appropriate open space characteristics required by the code.

The regulating plan that has been developed for the downtown area of Idaho Falls consolidates into one cohesive Downtown District with Subdistricts, Street Types, Building Types, and Open Space Types. These recommendations are detailed in the form based code. The five Subdistricts within the Downtown District are designated by color code. While the characteristics of each Subdistrict are varied from one another, each meets the overall theme of the Place Type. The Subdistricts have been chosen to support the existing conditions in the downtown as well as to support the vision for the future of downtown. Upgrades to facilities within certain Subdistricts are defined in more detail as part of the catalytic projects section.

There are three different Street Types with in the Downtown District, each designated on the regulating plan. Boulevard, Avenue, and Alley are defined with specific characteristics in the form based code. The relationship between the Street Type and Subdistrict is important. The functionality of the street for all modes of transportation supports the form of the structures they serve. The Street Types have been selected to support the existing conditions of the streets in downtown as well as to support the vision for the future of downtown. This includes aesthetic improvements as well as functional improvements for all modes of transportation including motorists, cyclists, and pedestrians. These enhancements are defined in more detail as part of the catalytic projects section.

There are different Open Space Types designated on the regulating plan. The open spaces are an important component of the vision for the future of downtown Idaho Falls. Connecting existing and proposed open spaces to the Subdistricts will increase the success of existing and proposed development. The goal to increase residential development and to implement certain catalytic projects within downtown is closely linked to the availability of the appropriate types of open spaces. The choice of open space is tied to development of programming in civic spaces as well as providing open spaces for residents.