

CITY OF NEW PLYMOUTH  
PLANNING AND ZONING COMMISSION MEETING MINUTES  
TUESDAY  
27<sup>th</sup> May 2025  
6:00 PM  
CITY HALL COUNCIL CHAMBERS

The New Plymouth Planning and Zoning Commission held a meeting at the New Plymouth City Hall on the 27<sup>th</sup> of May 2025 at 6:04 PM. Roll call was taken. Commission members present: Teresa Allen, Angela Graham and Debbie Mills-Smith. Jesse Morales and Penny Kovick were absent. City Clerk/Planning and Zoning administrator Marianne Gatchell was in attendance.

**Commissioner Graham made a motion to approve the minutes from April 28<sup>th</sup>, 2025, Planning & Zoning meeting. Commissioner Mills-Smith seconded the motion. All in favor. Motion carried.**

Public Hearing- An application for Conditional Use Permit has been submitted by Amanda Murdock for Little Sprouts: Montessori Preschool and Kindergarten LLC. The preschool will be held in the basement of the Congregational Church located at 203 SW Ave. New Plymouth, ID 83655.

**Motion to open public hearing at 6:06 p.m. by Commissioner Graham and seconded by Commissioner Mills-Smith. All in favor. Motion carried.**

Applicant testimony by Amanda Murdock 4118 Sand Hollow Rd. NP. Amanda will be opening a Montessori preschool and kindergarten which will be held in the basement of the Congregational Church at 203 SW Ave. There is ample parking for the drop-off/pick up of students. As well as plenty of open grass areas for the children. She will be teaching preschool & kindergarten students. There will be 12 students at the most. She has a certificate to teach the Montessori program.

In Favor: 0

Neutral: 0

Against: 0

Closing Statement:

Applicant Amanda thanked the commission for their time. She is excited to offer this opportunity to children in the New Plymouth area.

Commission Discussion: Commissioners discussed concerns with parking, traffic congestion.

**Motion to close public hearing at 6:11 p.m. by Commissioner Mills-Smith and seconded by Commissioner Graham. All in favor. Motion carried.**

Public Hearing- New Plymouth Fire Impact Fee- To consider the amendment to the City of New Plymouth Comprehensive Plan.

**Motion to open public hearing at 6:11 by Commissioner Graham and seconded by Commissioner Mills-Smith. All in favor. Motion carried.**

Applicant New Plymouth Fire Protection District represented by William Franklin Gigray III of White, Peterson, Gigray & Nichols, P.A. 5700 E Franklin Rd. Suite 200 Nampa, ID 83687. Nicholas Huff consultant with TischlerBise 999 W Main St Suite 100 Boise Id. 83702. Both present via Zoom. William Gigray introduced himself to the commissioners. The purpose of this public hearing is for the amending of the City of New Plymouth Comp Plan to include a Capital Improvement Fund and have impact fees collected for the New Plymouth Fire Protection District. The Development Fee law was designed to be a fee based upon the impact of growth. To provide funds from the developers of those properties to fund

facilities of the Fire Department for things like vehicles buildings, equipment etc. To maintain the level of service. Only government entities can create ordinances for the collection of fees can collect these fees, which is why NP Fire needs the city's involvement. The city has already entered an intergovernmental agreement with New Plymouth Fire. We have presented the commission with multiple exhibits for explanation and clarification of this process. William went through the readings of these documents for the commission. Nicholas Huff from TischlerBise presented a slideshow of how the impact fee is established and how the Capital Improvement Plan was created. Dana Logan, secretary/treasurer for NP Fire Protection District 1154 NW 22<sup>nd</sup> St Fruitland Id. With learning about impact fees, she has seen the need firsthand for our fire district. We are seeing so much growth, and we are having a hard time keeping up the level of service. The fire district has already started collecting fees for the past two years from outside the city limits through Payette County. Chairman Joe Levanger 4300 SW 4<sup>th</sup> Ave NP. He has been the chairman for NP Fire for the past 8 years. He sees the major need for these fees with the massive growth in this area. The fire district can't keep up with the needs without the additional funds that will be provided by the impact fees.

In favor: 0

Neutral: 0

Against: 0

Closing statement William Gigray appreciated the assistance and help they have received from city clerk Marianne Gatchell, she has been such a tremendous person to work with. We are thankful for her as well as the city attorney Jill Holinka. On behalf of my client, I would request your consideration of the findings of fact conclusions and recommendation to the city council for the approval of our application for the amendment of the comprehensive plan.

**Motion to close the public hearing at 6:58 p.m. by Commissioner Graham and seconded by Commissioner Mills-Smith. All in favor. Motion carried.**

New Business:

1. An application for a Conditional Use Permit has been submitted by Amanda Murdock for Little Sprouts: Montessori Preschool and Kindergarten LLC. The preschool will be held in the basement of the Congregational Church located at 203 SW Ave. New Plymouth ID - **(Action Item)**  
**Commissioner Graham made a motion to approve the Conditional Use Permit for Amanda Murdock Little Sprouts Montessori Preschool and Kindergarten LLC. Commissioner Mills-Smith seconded the motion. All in favor. Motion carried.**
2. New Plymouth Fire Impact Fee- To consider the amendment to the City of New Plymouth Comprehensive Plan- **(Action Item)**  
**Commissioner Graham made a motion to approve the Findings of Facts and Conclusions of Law decision and recommendation to City of New Plymouth City Council. Commissioner Mills-Smith seconded the motion. All in favor. Motion carried.**
3. Payette County Planning & Zoning Recommendation- Area of Impact- TDR Parcel 1- Lisa Grace- TCR Parcel 2- Lisa Grace – **(Action Item)**  
Applicant Lisa Grace 100 E Garret St NP. Presented the recorded plat the county approved 30-acre piece of property with 2 building rights on it and 2 administrative splits which means it has the qualifications to do 2 TDR's (transfer of development rights) on it. The property has been divided into 4 pieces. Caveat that the highlighted area parcel 1 and parcel 4 are the parcels we will be TDRing onto. We will be TDRing into the residential zone. Parcel 2 and 3 already had building rights on them. The Comp Plan is correct for the plan we are presenting. There is a letter from Payette County planning and zoning that shows that this property does qualify for administrative rights. Each property will have their own irrigation water shares, and access to

irrigation. The road has already been put in so everyone will have access to their property. The 2 TDR's are coming off the property that is located right next to fish and game. Fish and game and Payette don't want any more houses built on that property.

**Commissioner Mills-Smith made a motion to send a favorable recommendation to Payette County Planning and Zoning for 2 TDR's for the property at 4661 E Idaho New Plymouth. Commissioner Graham seconded the motion. All in favor. Motion carried.**

4. Adjourn – (Action Item)

**Commissioner Graham made a motion to adjourn the meeting. Commissioner Mills-Smith seconded the motion. All in favor. Motion carried. Meeting adjourned at 7:15 p.m.**

---

Teresa Allen, Commissioner

---

Marianne Gatchell, Planning & Zoning Admin