



## DEVELOPMENT SERVICES DEPARTMENT

6015 Glenwood Street ■ Garden City, Idaho 83714  
Phone 208/472-2921 ■ Fax 208/472-2996 ■  
[www.gardencityidaho.org](http://www.gardencityidaho.org)

November 14, 2025

Jennifer Mohr  
310 N 5<sup>th</sup> Street  
Boise, ID, 83702

Sent via e-mail to [jmohr@erstadarchitects.com](mailto:jmohr@erstadarchitects.com) and via USPS

Re: Determination of Completeness/Application Acceptance – **Accepted**

Dear APPLICANT,

This letter is to inform you that your Conditional Use Permit application CUPFY2026-0001 has been scheduled to be heard by the Planning and Zoning Commission on **Wednesday, December 17, 2025, at 6:30 p.m.**

The hearing will be held in the City Council Chambers of Garden City Hall, 6015 N. Glenwood, Garden City, Idaho 83714.

**Per [GCC Table 8-6A-2](#) the required application information appears to have been submitted. The review to determine completeness was cursory. It appears that there is adequate information to conduct the review, however, upon more in depth review of the materials we may require further information.**

Between now and the scheduled hearing we will be sending notice to stakeholders requesting review of your project, providing legal notifications and reviewing your project for compliance with applicable regulations. Due to open meeting laws it is requested that the applicant does not contact the decision makers off the record. All documentation and comments should be submitted through staff at [planning@gardencityidaho.org](mailto:planning@gardencityidaho.org) or at the Public Hearing. **To avoid delays, we encourage you to provide all materials at least 8 days prior to the hearing so that they can be included in the record to be reviewed ahead of time.**

If you wish to give a formal presentation to the deciding body, please submit it at least 7 days in advance of the hearing. If there are materials missing to do a complete review, staff may reschedule your hearing.

It is our goal to provide you with a draft report so that you may review it ahead of time. We appreciate feedback as to accuracy of information and willingness to adhere to any proposed conditions of approval.

#### Remaining requirements:

You are responsible for completing the following items prior to the scheduled hearing:

- The site shall be posted with a Public Hearing Notice sign by **NO LESS THAN 10 DAYS PRIOR TO THE HEARING DATE** in accordance with Garden City Code 8-6A-7.
- An affidavit of property posting and photos of the sign **shall be submitted** in accordance with Garden City Code 8-6A-7 by **NO LESS THAN 7 DAYS PRIOR TO HEARING DATE.**
- Any outstanding fees must be paid.
- The Property posting must be removed from the site **NO LATER THAN 30 DAYS AFTER THE HEARING DATE.**

**When creating your property posting, make sure to not only include what is required per Garden City Code 8-6A-7.**

**Failure to complete any of these requirements will result in the application being automatically continued to the next hearing. Repeated failures to complete these requirements may result in the application's denial. Applications that are denied cannot resubmit in substantially the same form for one year.**

#### Public Hearing Written Testimony/Exhibits and Attendance

- **Please make sure to submit all written testimony and exhibits to Garden City Development Services either via mail or to [planning@gardencityidaho.org](mailto:planning@gardencityidaho.org) 7 days or more in advance so that it can be included as part of the record.**
- **To view the meeting remotely, please follow the link below: <https://zoom.us/j/8188588340> or you can dial (301) 715-8592 and enter the Meeting ID: (818 858 8340) then press # to join. If there are technical difficulties, the meeting will continue in-person. Testimony may be limited to in person at the discretion of the chair.**
- **If you plan to attend via the Internet, please make sure that you have a microphone and speakers. We have noticed that earphones are the best option.**
- **Auxiliary aids or services for persons with disabilities are available upon request. Please call Development Services at 208-472-2921 three (3) or more days or more prior to this public meeting so that arrangements can be made.**

#### What to expect at a hearing:

- You or your representative must be present at the hearing to represent the application. You may provide a presentation such as a Power Point. **Failure to be present at the hearing will result in the application being continued to the next hearing or denied in the case of repeated absences.**
- Your application may be moved to the consent agenda if:
  - You agree with the staff report and the draft decision; AND
  - If no members of the public wish to testify in opposition to your application; AND
  - A decision maker does not wish to hear the application.If any of the above criteria are not met, the public hearing will be held.
- If the public hearing is held, the hearing procedure will consist of:
  - The hearing item will be announced;
  - The applicant presents their proposal;

- Staff presents the staff report;
  - Public testimony is taken on the application;
  - The applicant has an opportunity to provide rebuttal testimony;
  - Public testimony is closed, and the decision-making body deliberates and decides on the application.
- \*Please provide a full account of your project during your presentation or proposal. The Chair of the meeting cannot accept questions and comments out of turn.

Please contact us at [planning@gardencityidaho.org](mailto:planning@gardencityidaho.org) or 208-472-2921 with any questions concerning your application.

Sincerely,  
Development Services Department

CC: File



## DEVELOPMENT SERVICES DEPARTMENT

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6015 Glenwood Street ■ Garden City, Idaho 83714 ■ [www.gardencityidaho.org](http://www.gardencityidaho.org)  
Phone 208/472-2921 ■ Fax 208/472-2996 ■ [planning@gardencityidaho.org](mailto:planning@gardencityidaho.org)

### Dear Property Owner:

This is an Official Notice of a Public Hearing regarding a property near your own. Garden City invites you to submit testimony and attend a public hearing regarding this matter.

**Anyone who has standing has the right to appeal all or a portion of the decision. You must submit a written or oral testimony to have standing.** Applicants or affected property owners shall have no more than fourteen (14) days after a final decision is rendered to request reconsideration by the final decision-maker.

Final decisions are subject to a 28-day right to judicial review.

### **Testimony and Attendance**

1. All testimony for consideration must be timely or in-person. Please either submit your comments through the Development Services Department at City Hall or [planning@gardencityidaho.org](mailto:planning@gardencityidaho.org) or on the record at the public hearing.
2. Please make sure to submit all written testimony to Garden City Development Services either via mail or to [planning@gardencityidaho.org](mailto:planning@gardencityidaho.org) **7 days or more in advance so that it can be included as part of the record.** You do not have to be physically present to have standing if you submit timely written testimony.
3. **Written testimony that is sent to other departments, directly to individuals, or to decision-makers may not be included in the record.** Due to sunshine laws, we request that the applicant or public do not contact the decision-makers directly.
4. To view the meeting remotely, please follow the link below: <https://zoom.us/j/8188588340> or you can dial (301) 715-8592 and enter the Meeting ID: (818 858 8340) then press # to join. If there are technical difficulties, the meeting will continue in-person. Testimony may be limited to in person at the discretion of the chair. If you plan to attend via the Internet, please make sure that you have a microphone and speakers. We have noticed that earphones are the best option.
5. Auxiliary aids or services for persons with disabilities are available upon request. Please call Development Services at 208-472-2921 three (3) or more days or more prior to this public meeting so that arrangements can be made.

### **Order of the Public Hearing:**

Each application on the agenda will adhere to the following procedure:

1. The applicant will have the ability to represent the application (default 15-minute time limit).
2. A staff member will present the *Staff Report* (default 15-minute time limit).
3. The Chair/Mayor will open the Public Hearing during which time you will have the ability to give testimony (default 3-minute time limit per person and up to 3 minutes per person up to a 15-minute time limit for a spokesman that was requested three or more days in advance and pre-authorized by the chairman).
4. The applicant will then be able to give rebuttal testimony.
5. Close of Public Hearing and discussion among decision-making body.
6. The decision makers may approve, deny, continue for additional deliberations, or make a recommendation to the City Council.

### **General Rules for Oral Testimony:**

1. No person shall be permitted to testify or speak before the hearing agency at a public hearing unless such a person has signed his name and written his contact address on sign-up sheets to be provided by the city. This requirement shall not apply to staff or technical witnesses directed by the Chairperson/Mayor to give evidence or information to the hearing agency.
2. No person shall be permitted to speak before the Committee/Council/Commission at a public hearing until such person is recognized by the chairperson.
3. Testimony should directly address the subject at hand.
4. Testimony should not be repetitious with other entries into the record.
5. Testimony should not be personally derogatory.
6. Testimony should comply with time restrictions established by the hearing agency.
7. If oral testimony fails to comply with the aforementioned standards, the chairperson may declare such testimony out of order and require it to cease.
8. All public hearing proceedings shall be recorded electronically and all persons speaking at such public hearings shall speak before a microphone in such a manner as to ensure that the recorded testimony or remarks will be complete.

### **Standards for Written Testimony:**

Written testimony and exhibits from the public to be admitted at a public hearing shall comply with the following standards:

1. Written testimony and exhibits must be submitted **at least seven (7) calendar days prior to the date of the pertinent public hearing**. This provision may be varied through notice to potential hearing participants.
2. Written testimony should include the signature and address of the submitter.
3. Written testimony should address the issue at hand.
4. Written testimony should not be personally derogatory.
5. If written testimony or an exhibit fails to comply with the aforementioned standards, the Chairperson/Mayor or Committee/Council/Commission may declare such testimony inadmissible.

November 21, 2025

Send Written Comments To:  
Garden City Development Services, 6015 N. Glenwood St., Garden City, Idaho 83714  
Or [planning@gardencityidaho.org](mailto:planning@gardencityidaho.org)

**Hearing:**

Planning and Zoning Commission: Wednesday, December 17, 2025, at 6:30 pm

**Application:**

**CUPFY2026-0001:** Conditional Use Permit: Jennifer Mohr of Erstad Architects are requesting a Conditional Use Permit for a Church or Place of Religious Worship for Glenwood Center Church located at 4983 N Glenwood St.; Ada County Parcels #R1285070040, R8191508765, R1285070030, R1285070025, located in the C-2 General Commercial Zoning District.



The application materials can be found online at [www.gardencityidaho.org](http://www.gardencityidaho.org) at Departments>Development Services> Applications (quasi-judicial)> FY2026. Record documents will be added as received. A staff report and draft decision document will be available typically around one week prior to the hearing.

Your Name \_\_\_\_\_ Date \_\_\_\_\_

Your Physical Address: \_\_\_\_\_

**(Please select)** I wish to be kept informed of any additional future meeting dates:  
 No  Yes      If yes please provide email address: \_\_\_\_\_

**(Please select)** Regarding this application I:  
 Support the Application       Am Neutral       Oppose the Request

Comments:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

**From:** [planning](#)  
**To:** [Aaron Golart](#); [ABC - Idaho State Police](#); [ACHD Planning Review](#); [Andrea Fogleman](#); [Andrea Tuning](#); [aurbanek@idahoconservation.org](#); [Bill Jacobs](#); [Brandon Flack](#); [Brent Copes](#); [Brian Duran](#); [Brian Higgins](#); [Brittany Hill](#); [Bruce Smith](#); [C. Miller](#); [Carla.bernardi@cablone.biz](#); [Cass Jones](#); [Charissa Bujak](#); [Charles Leffler](#); [Charles Wadams](#); [City Council](#); [clittle@achdidaho.org](#); [Colin Schmidt](#); [COMPASS](#); [Connie Sol](#); [Cory Stambaugh](#); [Cynthia Gibson](#); [Cynthia Rose](#); [D. Gordon](#); [Daniel Pavlinik](#); [David Reinhart](#); [Dean Johnson](#); [Desiree LeClair](#); [dsteam@dpspropertygmt.com](#); [Forrest France](#); [building](#); [Griffith, Christen CIV CENWW CENWD \(US\)](#); [Hanna Veal](#); [Idaho DEO](#); [idprospect@aol.com](#); [Info](#); [Info](#); [ITD Development Services District 3](#); [Jackson Heim](#); [james herbert](#); [James Page](#); [James Pavelek](#); [Jamie Huff](#); [Jenah Thornborrow](#); [Jim Keyser \(jkeyser@idahostatesman.com\)](#); [Joanna Ortega](#); [Joseph Canning](#); [John Evans](#); [John Living](#); [Kathleen Collins](#); [Kirk Meyers](#); [Lanette Daw](#); [Lindsey Pettyjohn](#); [Lindsey Pettyjohn Library](#); [Lisa Leiby](#); [Lori Badigian](#); [Lynn Livingston](#); [M. reno](#); [Mack](#); [Mark Wasdahl](#); [Mary Buersmeyer](#); [McDannel, Konrad](#); [Mike Bisagno](#); [Mike Nero](#); [Mindy Wallace](#); [Miranda Carson](#); [Nadine Curtis](#); [newdrycreek@gmail.com](#); [Niki Benyakhlef](#); [Niki Scheppers](#); [Olesya Durfey](#); [Pastoor, William](#); [PDSTransmittal@cityofboise.org](#); [Peg Temple](#); [planning](#); [Preservation](#); [Project Manager](#); [Rachele Klein](#); [Randy Morgan](#); [Rebecca Phillips](#); [Richard Beck](#); [Rob Tiedemann](#); [roger.phillips@intgas.com](#); [Romeo Gervias](#); [Ronald Wilper](#); [Roy Boehm](#); [rphillips@idahopower.com](#); [rscott3@republicservices.com](#); [Ryan Dickson](#); [S. Bryce Farris \(bryce@sawtoothlaw.com\)](#); [Shelley](#); [Stefanie \(stefanie@settlersirrigation.org\)](#); [Susanna Smith](#); [Tom Patterson](#); [Troy Vaughn](#); [U.S. Army Corps of Engineers](#); [U.S. Fish & Wildlife Services](#); [Valley Reginal Transit](#); [Vincent Trimboli](#); [Wed 2 No 1](#); [Will.Lindsey@intgas.com](#); [Wyatt King](#); [Zach Kirk, PE](#); [Zach Turner](#)  
**Subject:** GARDEN CITY AGENCY NOTICE  
**Date:** Thursday, November 20, 2025 10:03:12 AM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[image007.png](#)

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## **CITY OF GARDEN CITY AGENCY NOTICE**

Pursuant to Garden City Code 8-6A-7, you are hereby provided notice of the following application:

**CUPFY2026-0001:** Conditional Use Permit: Jennifer Mohr of Erstad Architects are requesting a Conditional Use Permit for a Church or Place of Religious Worship for Glenwood Center Church located at 4983 N Glenwood St.; Ada County Parcels #R1285070040, R8191508765, R1285070030, R1285070025, located in the C-2 General Commercial Zoning District.

**Planning & Zoning Hearing:** December 17, 2025

**CUPFY2026-0002:** Conditional Use Permit: All Valley Garage Doors is requesting a Conditional Use Permit for Service Provider located at 8590 W. Chinden Blvd.; Ada County Parcel R8191508889, located in the C-2 General Commercial Zoning District.

**Planning & Zoning Hearing:** December 17, 2025

If you do not respond by **December 5, 2025**, your response will be considered “No Comment.” Comments should also be addressed to the applicant.

Please send comments to [planning@gardencityidaho.org](mailto:planning@gardencityidaho.org).

Comments may also be mailed to:

City of Garden City

Attn: Development Services

6015 N. Glenwood

Garden City, Idaho 83714

Please note it is the responsibility of those interested and/or affected jurisdictions to schedule their own applicable meeting. In some cases, Garden City's applications are processed before other jurisdictions' response and the conditions of approval state that the approval is subject to statutory requirements of affected other jurisdictions.



## Development Services

Development Services Department, **City of Garden City**

p: 208-472-2921

a: 6015 Glenwood Street, Garden City, ID 83714

w: [www.gardencityidaho.org](http://www.gardencityidaho.org)



## LEGAL NOTICE OF PUBLIC HEARINGS

PURSUANT TO ESTABLISHED PROCEDURE, NOTICE IS HEREBY GIVEN THAT THE GARDEN CITY **PLANNING AND ZONING COMMISSION** will hold a public hearing at 6:30 p.m. on **Wednesday, December 17, 2025**, at Garden City Hall, 6015 Glenwood St., Garden City, Idaho to consider the following:

**CUPFY2026-0001:** Conditional Use Permit: Jennifer Mohr of Erstad Architects are requesting a Conditional Use Permit for a Church or Place of Religious Worship for Glenwood Center Church located at 4983 N Glenwood St.; Ada County Parcels #R1285070040, R8191508765, R1285070030, R1285070025, located in the C-2 General Commercial Zoning District.

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Please send comments to [planning@gardencityidaho.org](mailto:planning@gardencityidaho.org) or mail to:

Attn: Development Services  
City of Garden City  
6015 N. Glenwood  
Garden City, Idaho 83714.

Auxiliary aids or services for persons with disabilities are available upon request. Please email [planning@gardencityidaho.org](mailto:planning@gardencityidaho.org) or call (208) 472-2900 three (3) days prior to this public hearing so that arrangements can be made.

**Publish 11.26.2025**

**LEGAL NOTICE**

**NOTICE OF PUBLIC HEARINGS**

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November 26, 2025

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