



Memo

To: Mayor Davis and Members of the Council

From: Shannon Drappo, Planner

Date: October 6, 2026

Agenda Item: Subdivision request for Extension of Preliminary Plat Approval

Agenda Item Location

New Business

Recommended Action or Motion

Possible Motions of City Council:

- **Motion to Approve** – I move to approve the Mabrey Estates Subdivision Extension of Preliminary Plat approval request for one year to December 31, 2027, based upon testimony received at the City Council meeting and the record of the request.
- **Motion to Continue** – I move to continue this hearing to {date specific} to address concerns related to _____.
- **Motion to Deny** – I move to deny the Mabrey Estates Subdivision Extension of Preliminary Plat approval request, based upon testimony received at the City Council Public meeting and the record of the request for the following reasons: _____.

Summary

Hayden City Code Subdivisions Title 12-3-4 outlines the procedures to complete a subdivision. Upon approval of the subdivision preliminary plat, construction plans are reviewed and upon approval by the City and other agencies, construction may begin. Near completion of construction the final plat may be requested and/or approved and recorded.

Hayden City Code 12-3-4 (G) identifies the following for a single phased subdivision:

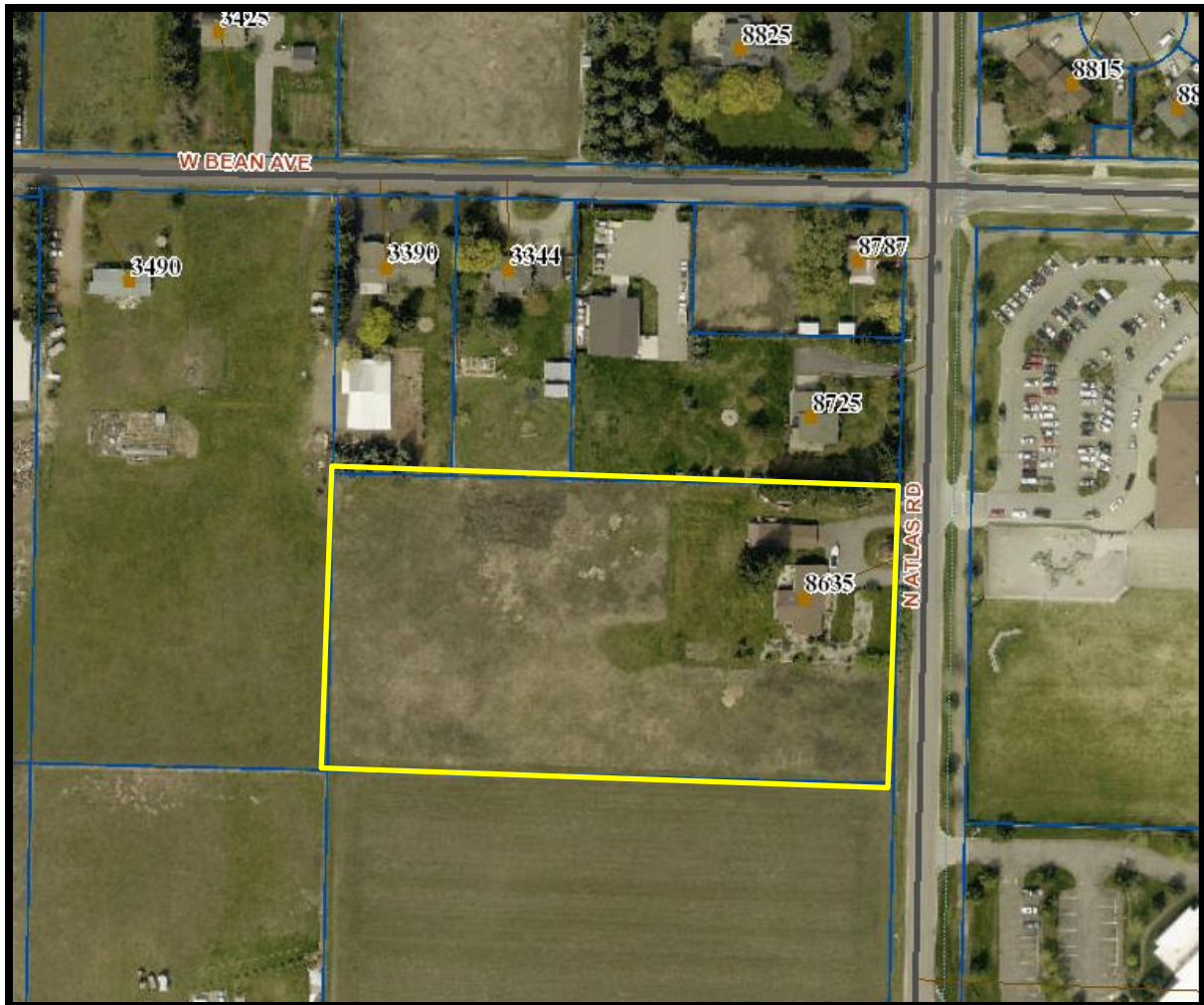
Approval Duration: Failure to file the final plat application within 2 years after the date of City Council approval of the Master Development Agreement that approved the preliminary plat shall cause all approvals of a subdivision plan to be null and void, unless an extension of one year has been **applied for by the developer and approved by the City Council**, except as provided for in subsection I (3) of this section. After the 2 years have elapsed, the developer may apply for and receive additional extensions for good cause of time if actual work has been commenced and is continuing on the installation of the improvements up to a maximum of 5 years, after which the preliminary plat approval shall be null and void and reapplication for a new preliminary plat application shall be required.

Mabrey Estates (J2022 - 0612 Minor Subdivision) – Memorandum of Understanding was recorded July 11, 2023. The request was received on August 25, 2026, for a one-year extension, which would be the second of three possible extensions.

Timeline of Project:

MOU Executed	2023	
Construction Plans	2023-2024	Discovery of existing water infrastructure
Utility Infrastructure Move	2024-2025	Worked with HLID to move existing water services to neighboring properties
Submitted Civil Construction Plans for Review for Subdivision	Fall 2025	Review by City, HLID, IDEQ, etc.
Anticipate project financing and construction	2026	Request Extension to December 31, 2026
Assembling construction financing, possibility of selling land/project	2026-2027	Request Extension to December 31, 2027

Location:



Attachments:

Written request from Jackie's Family Trust representative, Jackie Mabrey, owner of Mabrey Estates Subdivision.

Jackie Mabrey
8635 N Atlas Rd
Hayden, ID 83835
August 24, 2026

City of Hayden
Community Development
8930 N Government Way
Hayden, ID 83835

Re: Request for Extension to the Mabrey Estates Preliminary Plat

Dear Donna:

Please consider this letter as a formal request to extend the approval of the Mabrey Estates Preliminary Plat to December 31, 2027.

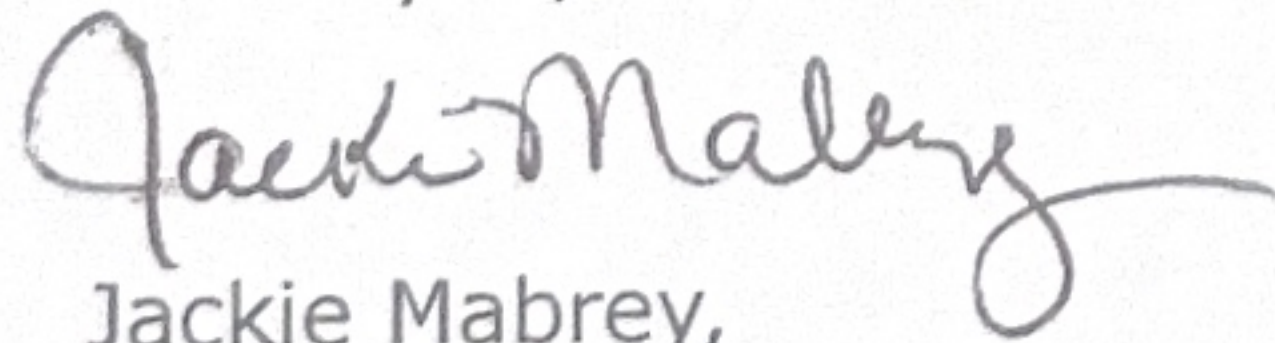
After the approval of the preliminary plat, the following work has been accomplished:

- 2023-2024: Developed and revised civil engineering plans
- 2024-2025: Worked with Hayden Lake Irrigation District on movement of utility infrastructure
- 2025: Drafted final civil engineering plans; submitted to the City of Hayden and various agencies for review
- 2025-2026: Received final approval of civil engineering plans
- In the past year, I have utilized the City approved civil engineer plans to obtain bids. With the bids I have received, I now have information on the full project costs. I am now assembling construction financing for this project and realizing that with seasonal changes coming soon, I will not be able to construct this project this year. I also am investigating selling this to someone with more experience in infrastructure construction and given that, want to ensure that the approval will continue into the next construction season.

Given these factors, I would like to get out ahead and am requesting an extension through December of 2027 to allow adequate time to construct infrastructure through the full 2027 construction season.

I respectfully request this extension. Please contact me at 208-755-5164 with any questions.

Thank you,



Jackie Mabrey,

Representing Jackie's Family Trust