WRITTEN RECOMMENDATION

Preliminary Plat Request

PZE-24-0013 Hazelnut Glen Subdivision Preliminary Plat

The application of **Whipple Consulting, on behalf of the owner, OO Land Holding, LLC,** requesting approval for the Preliminary Plat of a 126-lot single family residential subdivision to be known as PZE-24-0013 Hazelnut Glen Subdivision and located north of West Prairie Avenue, west of North Carrington Street, and south of West Honeysuckle/Bean Avenue was recommended by the Planning and Zoning Commission to the City Council to **APPROVE** with Conditions.

Planning and Zoning Commission Motions on October 5, 2026: At the conclusion of the hearing, the Planning and Zoning Commission deliberated the proposal and Commissioner Grano moved and Commissioner Vargas seconded the motion, to recommend approval of the file PZE-24-0013 Hazelnut Glen Subdivision with staff recommended conditions of approval, finding the request **IS** in accord with the standards of Hayden City Code, based upon testimony received at the Planning and Zoning Commission hearing and the record of the request.

FINDINGS:

12-3-4(F) Standards of Approval: The applicant has demonstrated that all existing and proposed infrastructures meets or can be constructed prior to final plat or within the approval duration identified in 12-3-4(G) from the date of City Council approval of the master development agreement which approves the preliminary plat to meet the following standards:

HCC §12-3-4 (F) (1): Infrastructure can/cannot be constructed to function in a manner that promotes the public health, safety, and welfare.

HCC §12-3-4 (F) (2): Infrastructure can/cannot be constructed and located in an orderly manner that accommodates ongoing maintenance needs when taking into consideration collocation of other infrastructure.

Staff: *Standard #1 & #2 may be addressed throughout the remainder of the staff analysis and the applicant's narrative.*

HCC §12-3-4 (F) (3): Infrastructure is/is not or will/will not be in compliance with applicable city, state, and federal policies and regulations as follows:

Staff: *The proposed project is on land which is tied to an annexation agreement with requirements related to time of construction of infrastructure. Those conditions related to construction can be found in the staff analysis beginning on page 3.*

a) Provisions have/have not been made for a water supply system that satisfies city, Idaho Department of Environmental Quality (IDEQ), and NLFPD requirements.

Applicant: *See applicant's narrative on page 46 of the staff analysis.*

Staff: *Hayden Lake Irrigation District (HLID) provided a Conditional Will Serve Letter at the time of the application and updated on August 10, 2026. Idaho Department of Water Resources identified they did not have any concerns; however, their comments identified the water rights for the property should be updated (found on page 18). NLFPD provided comments as shown in Public Agency Comments beginning on page 18.*

b) Provisions have/have not been made for a public sewage system in accordance with the city and Hayden Area Regional Sewer Board's (HARSB) adopted sewer master plans, as amended, that satisfied city, HARSB, and IDEQ requirements and that the existing or proposed systems can accommodate the proposed sewer flows.

Applicant: *See applicant's narrative on page 46 of the staff analysis.*

Staff: *City of Hayden provided a Will Serve Letter dated March 22, 2024. The project site is wholly within the H-8 basin which has not been constructed at the time of this request. Per the Will Serve Letter provided, the city currently does not have the infrastructure available to serve the area. The sewer infrastructure within the H-8 basin must be constructed and accepted by the city prior to building permit issuance within the area of the proposed subdivision within the H-8 basin. The lift station collection/conveyance system for the basin shall be completed prior to any phase within this basin or in conjunction with the required subdivision improvements for the city to sewer this portion of the project site. Sewer infrastructure shall be constructed in accordance with the 2020 Collection System Master Plan Update, State law, and all City sewer policies, standards and technical memos.*

Public Agency Comment: HARSB: *Ken Windram, Manager of HARSB provided three comments related to this project. The first response included a request for an odor easement; however, staff believe this was an error. The second comment did not have any concerns. The third comment identified the remaining estimated wastewater units available at the treatment plant. These can be found beginning on page 57.*

PZC Public Hearing:

Commissioner Walters asked who was responsible for the sewer connections from the H-8 lift station to the school. Mr. Kimball identified the school would be responsible to make that connection. Mr. Walters followed up by asking if the school would eventually have to cross a street to utilize that infrastructure. Mr. Kimball replied that they might, but that it was common.

c) Provisions have/have not been made for snow storage that satisfies the City Public Works Department as the design relates to snow storage and removal practices. If snow storage is proposed to be collocated with stormwater, it shall only be in roadside

swale areas and not in regional detention basins unless approved administratively by the City Engineer who shall determine that the likelihood of flooding is minimal.

d) Provisions have/have not been made for stormwater systems that satisfy the City and IDEQ requirements.

e) Provisions have/have not been made for streets that are consistent with the adopted transportation plan, as amended, and the transportation element of the adopted comprehensive plan, as amended and that satisfies the City, ITD, adjacent jurisdictions, and local highway district requirements. Where cul-de-sacs are proposed, they are required to be approved administratively by the City Engineer who shall determine that they are limited to portions of developments in which street continuity is not foreseeable due to property configurations and/or that they are needed to address site-specific conditions. A cul-de-sac shall be limited to 400' in length measured from the edge of adjacent street right-of-way to the back of the cul-de-sac, unless an exception to this standard is allowed by the City Engineer.

Applicant: *See applicant's narrative on page 46 of the staff analysis.*

Staff: *See staff analysis beginning on page 4. Additionally, the applicant has coordinated efforts with the property owner to the east, to allow for Carrington Street to align with Carrington Street to the south as requested by Post Falls Highway District and City of Coeur d'Alene.*

PZC Public Hearing:

Chair Taylor asked if the applicant would be installing and paying for the traffic signal and intersection improvements at Carrington Lane and Prairie Avenue. Mr. Kimball verified that was correct. Chair Taylor asked if the same was to be true for the greenway along the north side of Prairie Avenue and along the west side of Carrington Lane. Mr. Kimball confirmed that was correct.

Public Comment:

Lutovsky – Non-resident: Opposed. Raised concerns with public safety in regard to traffic proposals. Park area, crossing prairie, extra traffic. KCSO concerns regarding safety and the timeliness of the development.

Rebuttal:

The light as proposed will not only mitigate the traffic concerns of the intersection but will also provide protection to those attempting to turn left at that intersection. Commissioner Vargas asked if additional signage could be provided to help in the area of the park to help inform motorists.

f) Provisions have/have not been made for parks and open space that are consistent with the adopted parks master plan, as amended, and that satisfies the city's requirement.

Applicant: *See applicant's narrative on page 47 of the staff analysis.*

Staff: *No additional parks areas are identified or required as a part of this subdivision request. Park impact fees shall be collected at the time of building permit. Greenway extensions and linkages are required on Carrington Street and on Prairie Avenue (beginning on page 5 of the staff analysis).*

HCC §12-3-4 (F) (4): Provisions have/have not been made for erosion controls and geo-hazards stabilization both during construction and as needed for permanent controls to the satisfaction of the city.

HCC §12-3-4 (F) (5): Provisions have/have not been made for gas, power, telecommunications, mailboxes, and similar infrastructure.

HCC §12-3-4 (F) (6): Provisions have/have not been made for driveway locations that take into consideration the width and location of the driveway in relation to the location of snow storage, utility boxes, crosswalks, adjacent roads, mailboxes and the like.

Applicant: *See applicant's narrative on page 47 of the staff analysis.*

Staff: *See Staff Analysis page 10.*

HCC §12-3-4 (F) (7): The area proposed for subdivision is/is not zoned for the proposed use and the use conforms to other requirements found in this code.

Applicant: *See applicant's narrative on page 48.*

Staff: See Staff Analysis beginning on page 11. As the purpose of the subdivision and zoning ordinance is made in accordance with the comprehensive plan, the analysis includes much of the comprehensive plan as adopted at the time of application submittal (2024). This analysis begins on page 6 of the staff analysis. Additionally, as always, the full Goals and Policies may be found in the Appendix beginning on page 35

HCC §12-3-4 (F) (8): The developer has made adequate plans to ensure that the community will bear no more than its fair share of costs to provide services by paying fees, furnishing land, or providing other mitigation measures for off-site impacts to streets, parks, and other public facilities within the community. It is the expectation that in most cases, off-site improvements will be dealt with through the agreements.

Staff: *Infrastructure as required by the additional reports/studies related to sewer and transportation were identified in the staff analysis and in the recommended conditions of approval. The timing of this required infrastructure is also identified in the conditions of approval.*

Deliberations:

Chair Taylor noted the public often wants developers to pay for their development and their impact, and he happy to see the developer installing a traffic light before impact fees are collected. Additionally, the proposed greenbelt and lift station show the developer is moving in

the direction the general public has been expressing to move. The other Commissioners agreed with this sentiment.

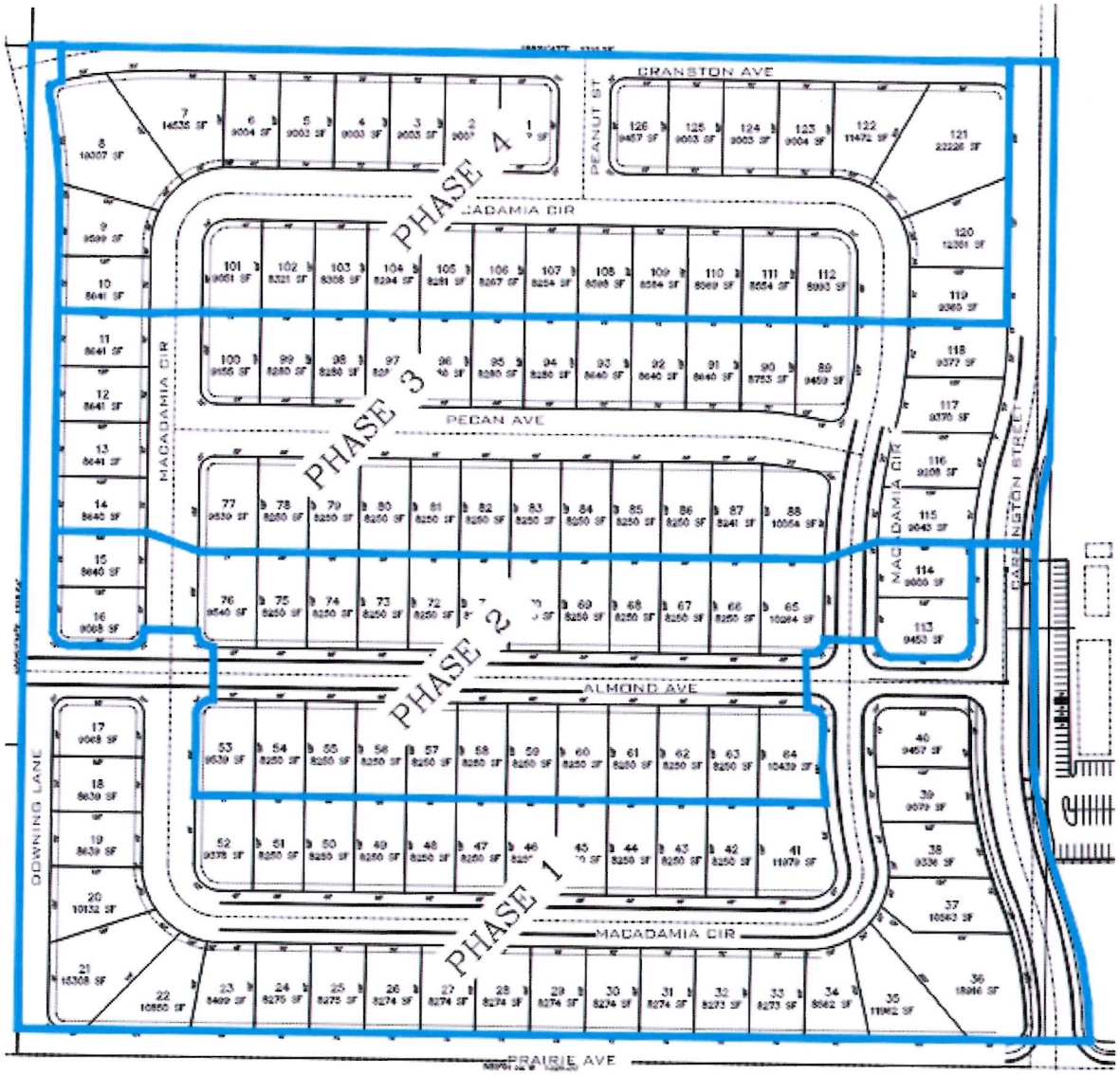
Motion was made to recommend approval of the preliminary plat with staff recommended conditions of approval by Commissioner Grano and seconded by Commissioner Vargas. All members of the Commission present were in favor.

Staff Recommended Conditions of Approval (begins on page 19 of the staff analysis):

General Conditions of Approval:

1. The Developer shall be required to reflect all necessary permanent dedications and/or easements (to include but not be limited to avigation, odor, sewer, stormwater, water, utilities, etc.) on the face of the final plat of the subdivision and to record as a separate document all necessary temporary easements and to identify to whom the dedication and/or easement is to be granted and for what purpose.
2. All permits from outside agencies (ie. PHD, IDEQ, PFHD, HLID, City of Coeur d'Alene, and NLFPD) shall be obtained prior to construction of any future development or building permit issuance.
3. This approval shall run with the land for the term approved herein regardless of whether the property ownership, applicant and/or design professionals noted herein remain the same, whether collectively or indivudally.
4. Any lot or tract to be owned by the property/homeowner's association shall be transferred by deed at the time of final plat free of any liens or encumbrances. These deeds shall be submitted concurrently with the final plat application.
5. The project is a phased subdivision. Certain required infrastructure improvements within the subddivision are requirements of the subdivision as a whole, and some are requirements of each sub-phase of the subdivision. A phasing plan and Table 1-Phasing Summary (pages 14-17 of the Staff Analysis & shown below) shall be made a part of these conditions and is referenced throughout the conditions of approval

DEVELOPER PROPOSED PHASING PLAN



Transportation Impact Analysis:

A traffic impact analysis (PZE-24-0094) has been completed in accordance with the City of Hayden adopted policies and ordinances. Those intersection improvements identified in the Table 1 – Phasing Summary Recommended by Staff are provided in the Transportation Impact Analysis as required mitigations.

Table 1- Phasing Summary

	Project Activity	PHASES			
		1	2	3	4

	Sewer Collector				
1	Downing Lane – Prairie Avenue through Cranston Avenue	**X**			
2	Macadamia Cir – East Almond Ave to West Almond Ave from the phasing lines plus 3 sticks (60') of sewer main to the north at both ends	**X**			
3	Pecan Ave – Eastern Macadamia Circle to Western Macadamia Circle			**X**	
4	Almond Ave - Eastern Macadamia Cir to Western Macadamia Cir to the phasing line plus 3 sticks (60') of sewer main to the east and west		**X**		
5	Macadamia Cir – Eastern and Western legs between phasing lines plus 3 sticks (60') of sewer main to the north/south		**X**	**X**	
6	Almond Ave - Downing Lane through Macadamia Cir plus 3 sticks (60') of sewer main to the east	**X**			
7	Carrington St from Prairie Ave through Almond Ave north to phasing line plus 3 sticks (60') of sewer main to the north	**X**			
8	Almond Ave – west of Macadamia Cir east through Carrington St	**X**			
9	Macadamia Cir – northern portion from phasing lines east and west				**X**
10	Peanut St – from Macadamia Cir through to Cranston Ave				**X**
11	Cranston Ave – from phasing line east through Carrington St				**X**
12	Carrington St – phasing line north of Almond Ave to Cranston Ave			**X**	
	Streets & Stormwater				
1	Downing Lane – Prairie Ave through Cranston Ave	**X**			
2	Macadamia Cir – East Almond Ave to West Almond Ave from the phasing lines	**X**			
3	Pecan Ave – Eastern Macadamia Cir to Western Macadamia Cir			**X**	
4	Almond Ave - Eastern Macadamia Cir to Western Macadamia Cir to the phasing line		**X**		
	Project Activity	**PHASES**			
		1	**2**	**3**	**4**
5	Macadamia Cir – Eastern and Western legs between phasing lines		**X**	**X**	

6	Almond Ave - Downing Lane east through Macadamia Cir	X			
7	Carrington St from Prairie Ave through Almond Ave north to phasing line plus 3 sticks (60') of sewer main to the north	X			
8	Almond Ave – west of Macadamia Cir east through Carrington St	X			
9	Macadamia Cir – northern portion from phasing lines east and west				X
10	Peanut St – from Macadamia Cir through to Cranston Ave				X
11	Cranston Ave – from phasing line east of Downing Lane east through Carrington St				X
12	Carrington St – phasing line north of Almond Ave to Cranston Ave			X	
	Street Frontage Landscaping				
1	Prairie Ave - greenway	X			
2	Carrington St - greenway	X		X	
3	Cranston Ave - west end at HOA owned property				X
4	Downing Lane – north end at HOA owned property	X			
	Intersections				
1	Downing Lane and Prairie Avenue	X			
2	Carrington Street and Prairie Avenue	X			
3	Downing Lane and Cranston Avenue	X			X
4	Carrington Street and Cranston Avenue			X	
	Off-Site Transportation Improvements & Mitigations				
1	Signalize Prairie Avenue and Carrington Street	X			

6. H-8 sewer basin infrastructure shall be constructed in conformance with the Sewer Will Serve requirements, Hayden City Code, policies, and standards prior to approval of infrastructure of the 1st final plat of the subdivision. No building permits shall be issued until the H-8 sewer basin gravity mains, lift station and pressure lines are substantially complete and are entirely operational. The pressure lines shall be accepted by the Hayden Area Regional Sewer Board (HARSB) and the lift station and gravity lines shall be accepted by the City of Hayden.

7. Prior to construction, the Developer shall obtain a construction easement with Coeur d'Alene School District for construction of the H-8 Sewer Lift Station. The Developer shall provide a deed of the H-8 Lift Station lot free of any encumbrances to be accepted by City Council upon acceptance of the H-8 Lift Station infrastructure and public access roads necessary for access to the H-8 Lift Station. This Lift Station lot site shall be located outside of any proposed right-of-way.

Access Conditions of Approval:

8. Downing Lane & Honeysuckle/Bean Avenue Intersection – access to Lift Station Lot, snow storage, easements & dedication shall consist of a gravel road over main and easements and any ROW dedication at approval and final plat.
9. If 30 dwelling units are achieved, prior to subsequent phasing and/or surrounding development constructing the secndary access point, Develooper shall construct a permenant roadway in accordance with City Standards, prior to the platted phases being eligible for the the 31st building permit.
10. All lots shall be accessed from the internal roads of the subdivision. No lot shall have any form (primary, secondary, for accessory buildings, etc.) of direct individual access onto Carrington Street, Downing Lane, Prairie Avenue, or Cranston Avenue. The final location of all driveway locations shall be subject to the review and approval of the City. Particular attention will be paid to location of utility pedestals in relation to driveway and snow storage needs and to those lots at intersections to avoid conflict with the required traffic flow.
11. Developer shall provide Roadway Agreement with Post Falls Highway District that memorializes any proposed, and/or requried improvements and access points along Prairie Avenue.

Construction Plan Requirements:

12. The construction plan submittal shall include those requirements as identified in Hayden City Code Title 12 and more specifically as follows:
    a. Carrington Street along the eastern boundary of the subject site shall be built to a C2 typical section and shall be constructed to a half width of 24' face of curb to road centerline (24' minimum paved width) to include pavement, curbs, 10' swales to include Type IV landscaping, 10' path minimum 45' half-width right of way.
    b. Cranston Avenue on the north side of the subject site shall be built to the typical section and shall be constructed to a minimum 24' width with 2' shoulder on the north side or construction to full width including curb. The full typical section includes pavement (28' face of curb to face of curb), curbs, 10' swales to include Type IV landscaping, and 10' path on the north side and 5' sidewalk on the south side. No parking shall be allowed on the north side of the street. Therefore, the minimum right-of-way is 65 feet.

c. Downing Lane shall be constructed to 40' face of curb to face of curb to include 10' swale, 5' sidwalk on the west side, 10' sidewalk on the east side for a right of way width of 77' overall. The minimum paved surface is 24' for two-way traffic, and the remaining east side construction in accordance to the typical section shall be constructed.

d. The Developer shall be required to construct the internal streets to a local street section per ST-111 and ST-111A. As proposed the Internal road typical section shall be 36 feet face of curb to face of curb to allow for parking on both sides of the road, 10' swales to include Type IV landscaping, 5' sidewalks for a right-of-way width of 68 feet.

e. No Parking shall be allowed on Cranston Avenue nor on Downing Street adjacent to the Coeur d'Alene School District property.

f. Transportation Impact Analysis:

The project either causes the degredation of level of service below an acceptable level or has a significant impact, as defined in the City's Transportation Analsyis Process, Requirements and Guidelines, for the intersections in Table 2. Table 2 also indicates the mitigation measure required for the project. As a part of the applicant's proposal to be soley responsible to the signalization at the Prairie Avenue and Carrington Street, forgoing the other mitigation areas identified, the applicant has identified that they will not request reimbursement or any other credit for the impact fees collected on generated lots.

Table 2 – TIA Summary

Intersection	**TIA Identified Mitigation**	**Applicant Requested & Staff Recommended Mitigation**
Prairie Ave and Huetter Rd	Retime signals & provide right turn lanes along Prairie Avenue	
Prairie Ave and Carrington St	Improve intersection to full signalized access intersection	Improve intersection to full signalized access intersection
Prairie Ave and Atlas Rd	Retime signals & provide right turn lanes along Prairie Avenue	
Prairie Ave and Ramsey Rd	Retime signals to match traffic demand. Provide an eastbound right turn lane and dual northbound left turn lanes along Prairie Avenue.	
Bean/Honeysuckle Aven and Atlas Rd	Convert Intersection to an all-way stop control.	

g. The site topography is relatively flat; however, erosion control measures shall be identified.

h. The Developer shall use the City of Hayden Sanitary Sewer system to serve future development in accordance with the adopted Sewer Master Plan.

i. A letter (e-mail) from the US Postal Service with respect to mailbox locations shall be provided, with the intent to place the mailboxes within the subdivision on the internal street and not on the the collectors of Carrington Street, Downing Lane, Prairie Avenue, and Cranston Avenue.

j. Joint swales that may be proposed with the project are to be in a tract to be owned by the homeowner's association. The construction plans should note the requirements in Hayden City Code §11-4-4(J).

13. Landscape Plans: Detailed landscaping plans conforming to the requirements of City Code, shall be submitted for the entire development with construction plans for required subdivision improvements for review and approval by the City. All distrurbed areas shall be stabilized with dryland grass or other approved BMP.

    a. Individual Lots: The landscape plans shall include a dryland grass mix that shall be applied until individual lots are constructed and the hydro-seeding, installation of the irrigation system and required landscaping are completed.

    b. Street Frontage: Along all street frontages shall be included within the landscaping plan submittal, with actual street tree placement to be completed at the time of building permit for all lots, with the exception of landscaping required with the Greenway tracts and/or multi-modal pathways.

    c. Greenway: Shall be constructed and required as a condition of acceptance of infrastructure of that phase(s) in accordance with the design standards of the adopted Park Master Plan at the time of construction.

    d. Multi-modal Class I pathway: Shall be a requirement of the construction plans for the phase(s) which the path shall be constructed and required as a condition of acceptance of infrastructure of that phase(s) in accordance with the design standards of the adopted Transportation Plan and/or Park Master Plan at the time of construction.

    e. Irrigation and maintenance of swales and landscape buffers along the north side of Prairie Avenue, the west side of Carrignton Street, the south side of Cranston Avenue, and the east side of Downing Lane shall be the responsibility of the homeowners association (HOA).

Requirements requested by other Agencies:

14. The Developer shall comply with the requirements from the Northern Lakes Fire Protection District letter of August 12, 2026.

15. The Developer shall comply with the requirements from Post Falls Highway District.

16. The Developer shall record an avigation easement requested by the Coeur d'Alene Airport and shall be referenced on all final plats of the subdivision.

17. The Developer shall record a 20' wide water line easement to the HLID for installation and maintenance of underground water lines in conformance with the approved construction plans, where the water line runs "cross country". The CCRs shall address the design standards of landscaping to be reflective of the request to not plant shrubbery, trees, bushes or borders within 10' of meter vaults and fire hydrants.

With this recommendation, there are a number of conditions with specific components. The specificity does not preclude the City from exercising its right to require compliance, or demonstrate compliance, with any condition at any time, as well as any other applicable requirements whether or not specifically articulated herein.

The City shall notify the developer, in writing, of the recommendation of the commission and any recommended conditions or changes requested and shall advise the developer that the subdivision will be placed on the agenda of the City Council at the earliest practicable date, upon the developer's written request.

Should the applicant wish to contest the recommendations of the Planning and Zoning Commission, the applicant may provide a written statement of its objections regarding the Planning and Zoning Commission recommendations for inclusion in the City Council deliberations on the subdivision request. Such written statements must be received at least five (5) days prior to the scheduled City Council meeting.

A Recommendation for Approval of the subdivision application shall not constitute a variance or approval for deviation from said Code, standards and policies.

FINDINGS, CONCLUSIONS AND RECOMMENDATION OF APPROVAL on the 19th day of ~~June~~ October 2026 by the City of Hayden Planning and Zoning Commission.

CITY OF HAYDEN, IDAHO

By: _____

Shawn Taylor, Chair

ATTEST:

Sadie L Roe

Sadie Roe, Clerk

MINUTES OF THE PLANNING AND ZONING COMMISSION MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

Monday, October 5, 2026

Regular Meeting: 5:30 PM
Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER
The meeting was called to order at 5:30 PM by Chair Shawn Taylor.

ROLL CALL OF COMMISSION MEMBERS
Present: Chair Shawn Taylor, Commissioner Ron Walters, Commissioner Vince Vargas and Commissioner Tony Grano. Vice-Chair Chris Morris is absent.

Staff Present: Donna Phillips, Community Development Director, Fonda Jovick, City Attorney, Shannon Drappo, Planner II

PLEDGE OF ALLEGIANCE
Clerk Cooper Broggel led the pledge of allegiance.

ADDITIONS OR CORRECTIONS

No additions or corrections noted.

1. **CALL FOR CONFLICTS OF INTEREST**

None

2. **CONSENT CALENDAR** ***All items on the consent calendar are Action Items***

2.A. Approval of Planning & Zoning Commission Regular Meeting Minutes from August 31, 2026

Motion to approve the minutes from August 31, 2026. This motion, made by Chair Taylor and seconded by Commissioner Walters; Motion carried.

Tony Grano:	**Yes**
Shawn Taylor:	**Yes**
Chris Morris:	**Absent**
Vince Vargas:	**Yes**
Ron Walters:	**Yes**

2.B. Approval of Planning & Zoning Commission Regular Meeting Minutes from September 14, 2026

Motion to approve the minutes from September 14, 2026. This motion, made by Chair Taylor and seconded by Commissioner Walters; Motion carried.

Tony Grano: Yes

Shawn Taylor: Yes

Chris Morris: Absent

Vince Vargas: Yes

Ron Walters: Yes

3. PUBLIC HEARING

3.A. PZE-24-0013 Hazelnut Glen Subdivision Preliminary Plat Request

Donna Phillips, Community Development Director began the meeting with a summary of the site of the Subdivision. The project will be a phased, major subdivision north of Prairie Avenue, west of Carrington Street and the request is being made by Whipple Consulting. The owner of the lot is OO Land Holdings LLC. Ms. Phillips stepped away from the podium, and Ray Kimball, representative of Whipple Consulting, continued with the meeting. Mr. Kimball expressed gratitude to the commissioners, as he is also a commissioner for the City of Post Falls [Planning and Zoning Commission] and understands their duties and burdens. The project is zoned as Single Family Residential (R1), with 126 lots, in four phases, with an average lot area of 9,156 square feet. The residential density is 3.24 units per acre, under the allowed four units per acre. The project has a proposed greenbelt along Prairie Avenue and Carrington Street. Mr. Kimball displayed photos to display the intended design of the greenbelt.

Mr. Kimball proceeded with an examination of standards of approval for the subdivision. The first standard of approval for consideration is: *Infrastructure as constructed will function in a manner that promotes the public health, safety and welfare*. In response to these standards, Whipple has provided sidewalks and pathways for pedestrians, they plan to construct streets to meet traffic needs internally, and plan on installing a traffic signal at the intersection of Carrington Street and Prairie Avenue, as well as paying impact fees.

The next standard addressed as stated was *Infrastructure can be constructed and located in an orderly manner that accommodates ongoing maintenance needs when taking into consideration co-location of other infrastructure.* Mr. Kimball stated that all the construction of infrastructure will be installed to mitigate utility conflicts. Construction shall begin in the south and move northwards with each phase of the project. The project will also expand the City's transportation network in conformance with the Transportation Master Plan.

Standard three states that: *Infrastructure is in compliance with applicable city, state, and federal regulations as follows:* (A)*Provisions have been made for water supply system that satisfies City, Idaho Department of Environmental quality (IDEQ), and Northern Lakes Fire Protection District (NLFPD) requirements.* In response, Mr. Kimball stated that Hayden Lake Irrigation District (HLID) has provided a will-serve letter and water plans and fire hydrant spacing are subject to review and approval of HLID, NLFPD, and IDEQ.

Standard 3. (B) states that: *Provisions have been made for the public sewage system in accordance with the City and Hayden Area Regional Sewer Board (HARSB) adopted sewer master plans, as amended, that satisfy city, HARSB, and IDEQ requirements and that the existing system can accommodate the proposed sewer flows.* Mr. Kimball stated that this proposed subdivision is in a previously unserved area of the City. Service of sewer to this part of the City has required the construction of a regional lift station that will pump directly to the treatment plant. Provisions for the location of that lift station have been provided for as required by the City Sewer Master plan, and the H-8 regional lift station is awaiting final City plan approval. It will be constructed by a consortium of nearby landowners. Because the lift station pumps directly to the treatment plant, the proposed infrastructure will have no impact on the City's existing collection system.

Standard 3.C states that: *Provisions have been made for snow storage that satisfies the City Public Works Department as the design relates to snow storage and removal areas*. If snow storage is proposed to be collected with stormwater, it shall only be in roadside swale areas and not in regional detention basins unless approved administratively by the City Engineer who shall determine that the likelihood of flooding is minimal. Mr. Kimball has addressed this standard, stating: The residential streets are designed for snow storage in the streetside swales and have been designed so as to avoid cul-de-sacs and knuckles to maximize snow removal efficiency.

The next standard evaluated (3. (D)) is as follows: *Provisions have been made for stormwater systems that satisfy the City and IDEQ requirements*. In response, Mr. Kimball stated that all streets will have streetside swales to treat and contain stormwater in accordance with City and IDEQ standards. This ensures that the standards have been met for aquifer protection.

Standard 3. (E) states that: *Provisions have been made for streets that are consistent with the adopted transportation plan, as amended, and the transportation element of the adopted comprehensive plan, as amended, and that satisfies the City, Idaho Transportation Department (ITD), adjacent jurisdictions, and local highway district requirements*. Mr. Kimball stated that all proposed streets meet the standards within the transportation master plan. Furthermore, there are no cul-de-sacs proposed. The area has also been negotiated for aligning Carrington Street to the South to ensure safety. The developer will construct a traffic signal at the intersection of Carrington Street and Prairie Avenue to improve the performance of the intersection. Lastly, provisions have been made for the extension of streets to neighboring properties.

Standard 3. (F) states that: *Provisions have been made for parks and open space that are consistent with the adopted parks master plan, as amended, and that satisfies the City's requirement.* Mr. Kimball stated that "The greenways shown within the subdivision plan satisfy this requirement and provide easy and convenient access to the School Property, as well as the future City park located in the Battleground Subdivision". Provisions have been made for erosion controls and geo-hazards stabilization both during construction and as needed for permanent controls to the satisfaction of the City.

Standard 4 states that *Provisions have/have not been made for erosion controls and geo-hazards stabilization both during construction and as needed for permanent controls to*

the satisfaction of the city. Mr. Kimball stated that an Erosion Control and Site Stabilization Plan will be submitted for review and approval as part of the Construction Plans.

Standard 5 states that *Provisions have/have not been made for gas, power, telecommunications, mailboxes, and similar infrastructure*. Mr. Kimball stated that provisions have been made for gas, power, telecommunications, and similar infrastructure. Adequate easements for dry utilities are shown on the subdivision plan, and those utilities exist adjacent to the property and will be extended to serve the proposed subdivision. Avista will supply the gas and power to this subdivision. Telecommunications will be provided by multiple telecom companies with infrastructure in the area.

Standard 6 states that: *Provisions have been made for driveway locations that take into consideration the width and location of the driveway in relation to the location of snow storage, utility boxes, crosswalks, adjacent roads, mailboxes and the like*. Mr. Kimball stated that all lots will only have driveway access from the local streets, the design for which accounts for all elements of residential street frontage. Driveways as shown on the submitted construction documents confirm compliance with this standard. Furthermore, no driveway access will be allowed from Prairie Avenue, Carrington Street, Downing Street, or Cranston Avenue.

Standard 7 states that*: The area proposed for subdivision is zoned for the proposed use and the use conforms to other requirements found in the code*. Mr. Kimball stated that as shown on the previous exhibits, the proposed uses conform to the underlying zones and meet all of the performance standards of those zoning districts.

Standard 8 states that: *The developer has made adequate plans to ensure that the community will bear no more than its fair share of costs to provide services by paying fees, furnishing land, or providing other mitigation measures for off-site impacts to streets, parks, and other public facilities within the community. It is the expectation that in most cases, off-site improvements will be dealt with through the agreements*. Mr. Kimball stated that provisions have been made such that all the infrastructure required to serve this project will be provided by the developer and that any off-site impacts will be mitigated through impact fees as is typical in the City of Hayden. A traffic signal will be constructed by the Developer at Carrington Street and Prairie Avenue to mitigate traffic impact at that location. Additionally, traffic impact fees collected at the time of building permit will cover any remaining traffic impacts. Park impacts are mitigated by park impact fees.

For discussion on Agreements and Easements, Mr. Kimball vacated the podium, and Elizabeth Tellessen, attorney representing OO Land Holdings approached at 5:51 PM. She stated that the bend in the approved road serves to secure right of way for the property and shift Carrington Street around the churches improvements which have been in place for some time. The H-8 lift station is owned by an LLC which is pooling resources to make sure H-8 [sewer basin] is constructed. In addition, the northern boundary of the development is subject to an agreement between OO Land Holdings and the Coeur d'Alene School district where the school district will be cooperating with easements and extensions to ensure that all of the infrastructure can be built without issue.

Ms. Tellessen asked the Commission if they had any questions. Chair Shawn Taylor asked for clarification on whether or not the applicant will be paying for the traffic light being installed on the corner of Prairie Avenue and Carrington Street. Mr. Kimball confirmed that the applicant will be paying for the traffic light. Chair Taylor asked if the City will be collecting impact fees as well, Mr. Kimball confirmed this as well. Chair Taylor then asked if the same is true for the proposed green belt. Mr. Kimball confirmed this. Commissioner Ron Walters asked who will be responsible for sewer connections from H-8 lift station to the school. Mr. Kimball replied that those sewer connections are in the domain of the school district, and the district currently has no plans in motion for use of the new sewer infrastructure. Commissioner Walters followed up by asking if they would eventually have to cross a street to utilize that infrastructure. Mr. Kimball replied that they might, though it is common to do so.

Ms. Phillips approached the podium at 5:56 PM. She stated that it is important for those present to know the history of the lot, and this project, as some don't consider the length of time spent on projects such as these. The parcel was annexed in 2013, the H-7 and H-8 lift station infrastructure has been worked on since before the Carrington Subdivision. There has been a Basin Analysis of H-8 completed as well. In 2024, the applicant submitted for preliminary plat. She explained these processes so that the general public understands the amount of work it takes for a project to get to a public hearing. The Commission received numerous comments on the project and received a Staff Analysis a few weeks ago. Ms. Phillips continued to explain the public hearing process.

As provided in the Staff Analysis on the website and to the Commissioners, Ms. Phillips. provided a summary of the analysis with respect to the standards of approval, comments received, and recommended conditions of approval. Standards #1 and #2 are evaluated throughout the rest of the standards of approval. Standard #3 has been addressed by conditional will-serve letter as provided by Hayden Lake Irrigation District in March of 2023 and updated in August of 2026. The NLFPD provided comments in 2024, and updated comments in 2026. The H-8 lift station, which is currently not finished, is required to be finished by the time of final plating, as the subdivision relies on H-8 for sewer operation. Ms. Phillips stated that the proposed greenbelt is consistent with the Parks Master Plan. #4 Erosion control and geohazard stabilization will be addressed during construction review. #5, all utilities are placed underground as per subdivision requirements. Mailboxes will be placed on internal streets. #6 is addressed by having no primary or secondary access to roads on the exterior of the subdivision. #7 The proposed subdivision is zoned for the correct use, and the setbacks require no exceptions. Since the application was made in 2024, it has fallen under the previous Comprehensive Plan. Standard #8, Infrastructure improvements will require the building of the proposed traffic light, and the timing of these improvements are identified in the standards of approval. Each phase of this project must meet the city code independently of each other during the phasing of the project.

Agency Comments: The City had notified 25 agencies twice over the course of this project, once in 2024, and once in 2026. Ms. Phillips displayed a comparative table of agency responses from both time periods. Hayden Area Regional Sewer Board (HARSB) has provided 3 comments. In 2024, HARSB requested H-8 basic construction requirements,

which have since been worked towards. Secondarily, they requested an odor easement which is under review. In 2026 they requested a follow up regarding remaining estimated wastewater units available. The Post Falls Highway District responded with questions related to Carrington Street/Prairie Avenue Intersection, as well as Cranston Avenue. The Kootenai County Sheriff's Office had no concerns at the time of application in 2024, but by 2026 it was opposed due to public safety for the proposed area. Panhandle Health District asked for a full subdivision application to be submitted by the applicant. Northern Lakes Fire Protection District identified hydrant location, design standards, secondary road access and number of units in 2024 and provided a nearly identical letter in 2026 with an update of sprinkler locations. Idaho Department of Fish and Game had no comments either year, and CDA Airport requested an Avigation easement for both years. Idaho Department of Environmental Quality appreciated the work of the City to ensure water and sewer system capacity needs are met and provided no additional comments in 2026. Idaho Department of Water Resources suggested in 2026 that the applicant update the water right or abandon it. The City of Coeur D'Alene requested that the applicant develop a light for Carrington Street and Prairie Avenue as well as line up the intersection which the applicant has worked towards. There were no concerns from utilities providers.

Conditions of Approval as summarized included the following:

The Developer shall be required to reflect all necessary permanent dedications and/or easements (to include but not be limited to avigation, odor, sewer, stormwater, water, utilities, etc.) on the face of the final plat of the subdivision and to record as a separate document all necessary temporary easements and to identify to whom the dedication and/or easement is to be granted and for what purpose.

All permits from outside agencies (i.e. PHD, IDEQ, PFHD, HLID, City of Coeur d'Alene, and NLFPD) shall be obtained prior to construction of any future development or building permit issuance.

This approval shall run with the land for the term approved herein regardless of whether the property ownership, applicant and/or design professionals noted herein remain the same, whether collectively or individually.

Any lot or tract to be owned by the property/homeowner's association shall be transferred by deed at the time of final plat free of any liens or encumbrances. These deeds shall be submitted concurrently with the final plat application.

The project is a phased subdivision. Certain required infrastructure improvements within the subdivision are requirements of the subdivision as a whole, and some are requirements of each sub-phase of the subdivision. A phasing plan and Table 1-Phasing Summary (pages 14-17 of the Staff Analysis) shall be made a part of these conditions and is referenced throughout the conditions of approval.

H-8 sewer basin infrastructure shall be constructed in conformance with the Sewer Will Serve requirements, Hayden City Code, policies, and standards prior to approval of infrastructure of the 1st final plat of the subdivision. No building permits shall be issued until the H-8 sewer basin gravity mains, lift station and pressure lines are substantially complete and are entirely operational. The pressure lines shall be accepted by the Hayden Area Regional Sewer Board (HARSB), and the lift station and gravity lines shall be accepted by the City of Hayden.

Prior to construction, the Developer shall obtain a construction easement with Coeur d'Alene School District for construction of the H-8 Sewer Lift Station. The Developer shall provide a deed of the H-8 Lift Station lot free of any encumbrances to be accepted by City Council upon acceptance of the H-8 Lift Station infrastructure and public access roads necessary for access to the H-8 Lift Station. This Lift Station lot site shall be located outside of any proposed right-of-way.

Downing Lane & Honeysuckle/Bean Avenue Intersection – access to Lift Station Lot, snow storage, easements & dedication shall consist of a gravel road over main and easements and any ROW dedication at approval and final plat.

If 30 dwelling units are achieved, prior to subsequent phasing and/or surrounding development constructing the secondary access point, Developer shall construct a permanent roadway in accordance with City Standards, prior to the plated phases being eligible for the 31st building permit.

All lots shall be accessed from the internal roads of the subdivision. No lot shall have any form (primary, secondary, for accessory buildings, etc.) of direct individual access onto Carrington Street, Downing Lane, Prairie Avenue, or Cranston Avenue. The final location of all driveway locations shall be subject to the review and approval of the City. Particular attention will be paid to location of utility pedestals in relation to driveway and snow storage needs and to those lots at intersections to avoid conflict with the required traffic flow.

Developer shall provide Roadway Agreement with Post Falls Highway District that memorializes any proposed, and/or required improvements and access points along Prairie Avenue.

The construction plan submittal shall include those requirements as identified in Hayden City Code Title 12 and more specifically as follows:

Carrington Street along the eastern boundary of the subject site shall be built to a C2 typical section and shall be constructed to a half width of 24' face of curb to road centerline (24' minimum paved width) to include pavement, curbs, 10' swales to include Type IV landscaping, 10' path minimum 45' half-width right of way.

Cranston Avenue on the north side of the subject site shall be built into the typical section and shall be constructed to a minimum 24' width with 2' shoulder on the north side or construction to full width including curb. The full typical section includes pavement (28' face of curb to face of curb), curbs, 10' swales to include Type IV landscaping, and 10' path on the north side and 5' sidewalk on the south side. No parking shall be allowed on the north side of the street. Therefore, the minimum right-of-way is 65 feet.

Downing Lane shall be constructed to 40' face of curb to face of curb to include 10' swale, 5' sidewalk on the west side, 10' sidewalk on the east side for a right of way width of 77' overall. The minimum paved surface is 24' for two-way traffic, and the remaining east side construction in accordance to the typical section shall be constructed.

The Developer shall be required to construct the internal streets to a local street section per ST-111 and ST-111A. As proposed the Internal road typical section shall be 36 feet

face of curb to face of curb to allow for parking on both sides of the road, 10' swales to include Type IV landscaping, 5' sidewalks for a right-of-way width of 68 feet.

No Parking shall be allowed on Cranston Avenue nor on Downing Street adjacent to the Coeur d'Alene School District property.

A Traffic Impact Analysis requested in 2024 has been completed by the Applicant in accordance with adopted policies and standards. The Phasing Summary recommended by Staff are provided in the Transportation Impact Analysis (TIA) as required mitigations. There is language in the Analysis that there must be two access points out, and due to the construction of both intersections at Downing Lane/Prairie Avenue and Carrington Street /Prairie Avenue, the City believes the Project has met the requirements for those access points. Ms. Phillips reminded the Commission that there cannot be more than 30 dwelling units in a subdivision without two egress points [as identified in policy and fire code].

When reviewing construction plans, the City is looking for specific requirements for Carrington Street, Cranston Avenue, and Downing Lane. No parking will be allowed on Cranston Avenue or Downing Lane along the Coeur d'Alene School District property. The TIA identified five intersections that should be mitigated. The recommendation of the Staff is the development of the above-mentioned traffic light on Prairie Avenue and Carrington Street as the only required mitigation measure. All residential lots are required to have a tree on their lot frontage. The City does not want that tree to be planted at the time of subdivision, as there will be nobody to care for the upkeep of the tree. Therefore, the trees are identified at planting, and the builder then proceeds to plant said tree at the time of construction. Joint swales, if any, that may be proposed with the project, are to be in a tract to be owned by the homeowner's association. The construction plans should note the requirements in Hayden City Code.

The Developer shall use the City of Hayden Sanitary Sewer system to serve future development in accordance with the adopted Sewer Master Plan.

A letter (e-mail) from the US Postal Service with respect to mailbox locations shall be provided, with the intent to place the mailboxes within the subdivision on the internal street and not on the collectors of Carrington Street, Downing Lane, Prairie Avenue, and Cranston Avenue.

Joint swales that may be proposed with the project are to be in a tract to be owned by the homeowner's association. The construction plans should note the requirements in Hayden City Code §11-4-4(J).

Landscape Plans: Detailed landscaping plans conforming to the requirements of City Code, shall be submitted for the entire development with construction plans for required subdivision improvements for review and approval by the City. All disturbed areas shall be stabilized with dryland grass or other approved BMP.

Individual Lots: The landscape plans shall include a dryland grass mix that shall be applied until individual lots are constructed and the hydroseeding, installation of the irrigation system and required landscaping are completed.

Street Frontage: Along all street frontages shall be included within the landscaping plan submittal, with actual street tree placement to be completed at the time of building

permit for all lots, with the exception of landscaping required with the Greenway tracts and/or multi-modal pathways.

Greenway: Shall be constructed and required as a condition of acceptance of infrastructure of that phase(s) in accordance with the design standards of the adopted Park Master Plan at the time of construction.

Multi-modal Class I pathway: Shall be a requirement of the construction plans for the phase(s) which the path shall be constructed and required as a condition of acceptance of infrastructure of that phase(s) in accordance with the design standards of the adopted Transportation Plan and/or Park Master Plan at the time of construction.

Irrigation and maintenance of swales and landscape buffers along the north side of Prairie Avenue, the west side of Carrington Street, the south side of Cranston Avenue, and the east side of Downing Lane shall be the responsibility of the homeowner's association (HOA).

The Developer shall comply with the requirements from the Northern Lakes Fire Protection District letter of August 12, 2026. The Developer shall comply with the requirements from Post Falls Highway District. The Developer shall record an avigation easement requested by the Coeur d'Alene Airport and shall be referenced on all final plats of the subdivision.

Requested conditions of other agencies included: The Developer shall record a 20' wide water line easement to the HLID for installation and maintenance of underground water lines in conformance with the approved construction plans, where the water line runs "cross country". The CCRs shall address the design standards of landscaping to be reflective of the request to not plant shrubbery, trees, bushes or borders within 10' of meter vaults and fire hydrants. The site topography is relatively flat; however, erosion control measures shall be identified.

Ms. Phillips stood for questions from the commission. The Commission had no questions. Chair Taylor then invited the public for comment and reviewed the standards of public comment. Two individuals submitted slips that supported the proposal but did not wish to speak. One individual submitted a slip that was against the proposal and did wish to speak. Lee Lutovsky approached the podium at 6:22 pm. Mr. Lutovsky has concerns about public safety in regard to traffic proposals. He stated that the light being developed at the intersection of Carrington Street and Prairie Avenue would create traffic issues along Carrington Street [to the south of Prairie Avenue]. The addition of a community park will also mean children will be present, and the extra traffic may pose a risk to the safety of families using the park. A secondary concern of his is the lack of a clearly communicated timeline for the improvements and project timeline. His final concern is the opposition of the Kootenai County Sheriff's office. He would like more information as to what the nature of those oppositions are.

Mr. Kimball approached the podium for response. The impact of traffic mitigation can only be judged by the individual impact of the proposal. One cannot be asked to mitigate a developer disproportionately, or in relation to traffic that can be tangentially attributed to the project. The current traffic contribution to the Carrington intersection is currently 5%, which is relatively small. The developer also identified that left hand turners coming out of the landings at Highway 41 are currently unprotected in that turn. This light will

not only mitigate the traffic concerns of the intersection but will also provide protection to those attempting to turn left at that intersection. It is the opinion of Mr. Kimball that OO Land Holdings have gone above and beyond in regard to traffic mitigation. Whipple Consulting has no information regarding the opposition of the Sherrif's Office, but stress that all Single-Family Homes have similar impacts on crime rates. Mr. Kimball asks the Commission of they have any further questions. Commissioner Vince Vargas asks if additional signage could be provided in the area of the park to help inform motorists, as well as the addition of more security cameras in the area.

Chair Taylor closed the period for public comment. He added that often times, the public voices that they want developers to pay for their development and impacts, and seeing this developer installing a traffic light before impact fees are collected is paramount, and the fact that the proposed greenbelt, and the lift station are being developed is moving in the direction that the general public desires the City to move in. In the opinion of Chair Taylor, the applicant has met the standards of approval.

Motion to recommend approval of PZE-24-0013 Hazelnut Glen Phased Subdivision request with recommended conditions of approval, finding the request IS in accord with the standards of Hayden City Code, based upon testimony received at the Planning and Zoning Commission Public Hearing and the record of the request. This motion, made by Commissioner Grano and seconded by Commissioner Vargas, Carried.

Tony Grano:	**Yes**
Shawn Taylor:	**Yes**
Chris Morris:	**Absent**
Vince Vargas:	**Yes**
Ron Walters:	**Yes**

4. REPORTS

4.A. Community Development Director's Report

Ms. Phillips stated that the next meeting on October 19 will be a call-in meeting, handling minutes from tonight's meeting, and the written recommendations produced in this meeting. Title 11 and 12 meeting will take place on the second of November, with the opportunity to have another public hearing with City Council at the second meeting in November, a week before Thanksgiving. Several Commissioners expressed certain scheduling issues. Ms. Phillips asks the Commissioners to email her their availability for every Monday remaining in the year.

5. ADJOURNMENT

Chair Taylor adjourned the meeting at 6:57 PM

Motion to adjourn meeting. This motion, made by Chair Taylor and seconded by Commissioner Walters; Motion carried.

Tony Grano:	**Yes**
Shawn Taylor:	**Yes**
Chris Morris:	**Absent**

Vince Vargas:	**Yes**
Ron Walters:	**Yes**

Respectfully submitted,

Cooper Broggel

Cooper Broggel, Clerk