



8930 N Government Way Hayden, Idaho 83835

To: Chair Taylor and Members of the Planning and Zoning Commission  
From: Donna Phillips, Community Development Director  
Date: May 14, 2026

### **STAFF EXECUTIVE SUMMARY**

#### **Monaghan Estates Subdivision (PZE-26-0035)**

**Project Description:** The applicants are requesting approval for preliminary plat approval of a single-phase major subdivision to include 20 Single Family Residential (R1) lots on two parcels totaling approximately 8.67 acres in size.

**Location:** The property is located directly north of West Honeysuckle Avenue and North 4<sup>th</sup> Street, better known as 751 W Honeysuckle Avenue.

**Legal Description:** Parcel 1) Avondale, Portion of Tax #14100 Except Right-of-way and Parcel 2) Portion Tax #14100 Except Right-of-way [Inside Hayden Lake Watershed Boundary], and Tax #14691 Except Right-of-way and both being in Section 24 Township 51 North Range 04 West, BM, City of Hayden, Kootenai County, Idaho.

**Applicant Representatives:** Olson Engineering, Inc.

**Owners:** Aspen Homes and Development, LLC

**Application Filed:** March 24, 2026

**Notice Provided:**

**PZC/CC** Agency: April 14, 2026  
Adjacent Property Notice: May 1, 2026  
Site Posting: May 1, 2026  
Newspaper/Website/PSA: May 1, 2026

**Hearing Date(s):** PZC: May 18, 2026

#### **Planning and Zoning Commission Packet:**

The [Preliminary Plat Flow Chart and Standards of Approval](#) can be found using the link. The Staff Analysis is attached in Boardbook. Public comments received as a result of noticing shall be

attached to the Boardbook agenda item. {All items provided here through links shall be available in the project file.}

**GENERAL REVIEW INFORMATION:** The “Background & Summary of Request” will give the general overview of the project, what has occurred since the time of application, and general information related to the standards by which this subdivision request shall be held. The request for the subdivision is vested under the codes in effect at the time of the completed application.

*Staff: See Staff Analysis pages 1-2.*

**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:

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 28.*

*Staff: Avondale Irrigation District (AID) provided a Conditional Will Serve Letter dated March 23, 2026. Idaho Department of Water Resources identified the project would be served by Avondale Irrigation District and had no concerns with the proposal. They also noted the project could be served by North Kootenai (found on page 9). NLFPD provided comments as shown in Public Comments attached in Boardbook.*

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 28.*

*Staff: City of Hayden provided a Will Serve Letter dated March 13, 2026. The project site is wholly within the H-1 basin. "The intent and willingness of the City of Hayden to serve and treat sewer for the property described in this letter. However, this service is limited based on capacity available at the time of connection in the City's collector sewer lines [in the H-1 Basin] and capacity for treatment at the Hayden Area Regional Sewer Board's treatment facility. Please be advised that the City of Hayden has no singular jurisdictional authority over treatment and capacity at the sewer treatment plant and therefore cannot independently or expressly authorize expansion, enlargement, or extension of the facility, should capacity at the treatment plant be reached at the time of connection."*

- 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 28.*

*Staff: See staff analysis beginning on page 3.*

- 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 28.*

*Staff: A continuation of the multi-modal path on the north side of West Honeysuckle Avenue shall be constructed as a requirement of this project. Park impact fees shall be collected at the time of building permit. See staff analysis beginning on page 6.*

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 28.*

*Staff: See Staff Analysis page 7.*

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 28.*

Staff: See Staff Analysis beginning on page 7. As the purpose of the zoning ordinance is made in accordance with a comprehensive plan, the analysis includes much of the comprehensive plan. This analysis begins on page 7 of the staff analysis. Additionally, as always, the full Goals and Policies may be found in the Appendix beginning on page 24.

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: All on-site and off-site improvements shall be required of the Developer which could include various agreements, and infrastructure per the adopted City Code, standards, and plans.*

**Staff Recommended Conditions of Approval (begins on page 9 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, 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. CDA Airport, HARSB, AID, IDEQ, NLFPD, and PHD) 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 individually.
4. Home Owners Association (HOA) documents and legal instrument providing a mechanism for funding shall be required prior to the recordation of the final plat to maintain the open space and landscaping island areas to be owned or maintained by the HOA.
5. Deeds for transfer of ownership of property to become owned by the home owners' association shall be provided to the City in the form acceptable to the City at the completion of any required infrastructure to be recorded concurrent with the final plat free of all liens and encumbrances.

### Access Conditions of Approval:

6. 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 Honeysuckle Avenue. The final location of all driveways 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.

### Construction Plan Requirements:

7. The construction plan submittal shall include those requirements as identified in Hayden City Code §12-6 and more specifically as follows:
  - a. The Developer shall use the City of Hayden Sanitary Sewer system to serve future development in accordance with the adopted Sewer Master Plan. No cross country sewer alignments are allowed.
  - b. No USPS mailboxes shall be allowed on Honeysuckle Avenue. 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 streets.
8. 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.
  - a. Individual Lots: The landscape plans shall include a dryland grass mix and 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 on the internal streets, with the exception of landscaping required with the open space tracts to be owned by the homeowner's association, and/or multi-modal pathways and the associated landscaping.
  - c. Multi-modal Class I pathway: Shall be a requirement of the construction plans and required as a condition of acceptance of infrastructure in accordance with the design standards of the adopted Transportation Plan and/or Park Master Plan.
  - d. Open Space Tract(s): Shall be a requirement of the construction plans and required construction of the subdivision to be completed prior to final plat.
9. A historical interpretative sign structure shall be constructed in accordance with the adopted sign structure type with the sign content to be provided by the City Historical Preservation Commission and the sign shall not be placed within the City's right-of-way, but shall be placed within a dedicated easement or tract.

### Requirements requested by other Agencies:

10. The Developer shall comply with the requirements from the Northern Lakes Fire Protection District.
11. The avigation easement requested by the Coeur d'Alene Airport shall be recorded and shall be referenced on all final plats of the subdivision.

**Possible Motions of Planning and Zoning Commission:**

- **Motion to Approve** – I move to recommend approval of the PZE-26-0035 Monaghan Estates Subdivision preliminary plat request with staff recommended conditions of approval, finding that it **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.
  
- **Motion to Continue** – I move to continue this hearing to {date specific} to address concerns related to \_\_\_\_\_.
  
- **Motion to Deny** – I move to recommend denial of the PZE-26-0035 Monaghan Estates Subdivision preliminary plat request, finding that it is **NOT** in accord with the standards of Hayden City Code, and, based upon testimony received at the Planning and Zoning Commission Public Hearing and the record of the request for the following reasons:  
\_\_\_\_\_.