

COMMUNITY DEVELOPMENT DEPARTMENT REPORT



HEARING DATE: 7/2/2026

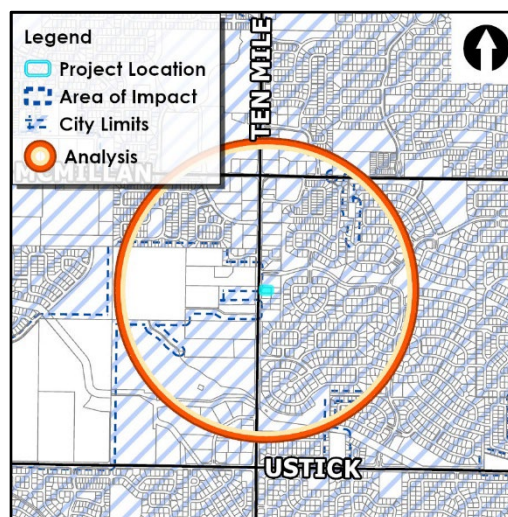
TO: Planning & Zoning Commission

FROM: Bill Parsons, Current Planning Supervisor
208-884-5533
bparsons@meridiancity.org

APPLICANT: Travis Butterfield

SUBJECT: High Desert Veterinary Hospital
H-2026-0022

LOCATION: 3147 W. Belltower Drive, located in the SW ¼ of the NW ¼ of Section 35, Township 4N., Range 1W.



I. PROJECT OVERVIEW

A. Summary

Conditional Use Permit to operate an animal care facility on approximately 0.397 of an acre in the L-O zone.

B. Recommendation

Planning Division: Staff recommends approval of the Conditional Use Permit with the conditions noted in Section IV below.

Planning and Zoning Commission: Click or tap here to enter text.

C. Decision

Planning and Zoning Commission: Click or tap here to enter text.

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II. COMMUNITY METRICS

Table 1: Land Use

Description	Details	Map Ref.
Existing Land Use(s)	Office Building	-

Description	Details	Map Ref.
Proposed Land Use(s)	Veterinary Clinic	-
Existing Zoning	L-O	VII.A.2
Proposed Zoning	L-O	
Adopted FLUM Designation	Limited Office	VII.A.3

Table 2: Process Facts

Description	Details
Preapplication Meeting date	5/7/2026
Neighborhood Meeting	5/18/2026
Site posting date	6/10/2026

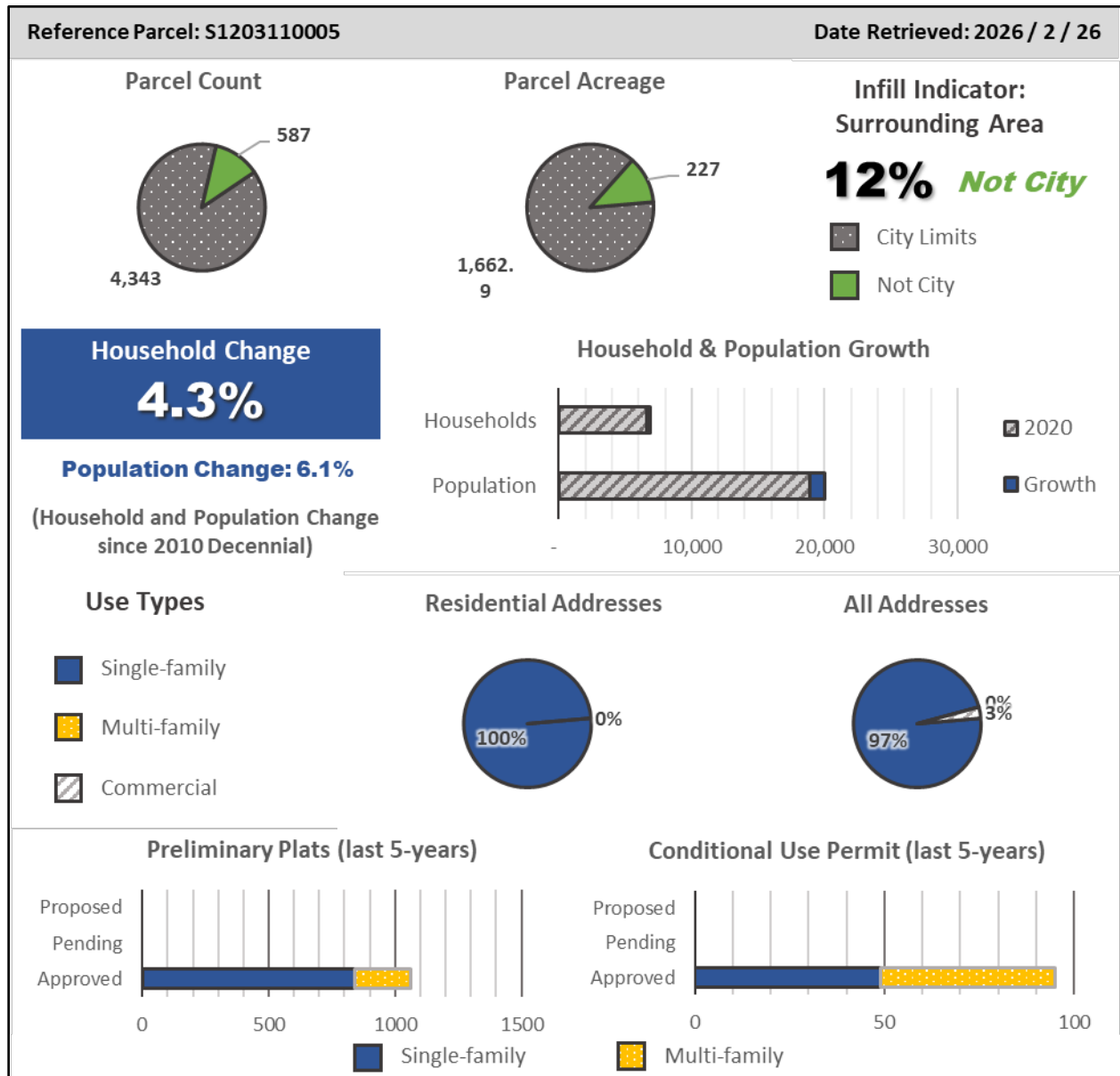
Table 3: Agency Comments

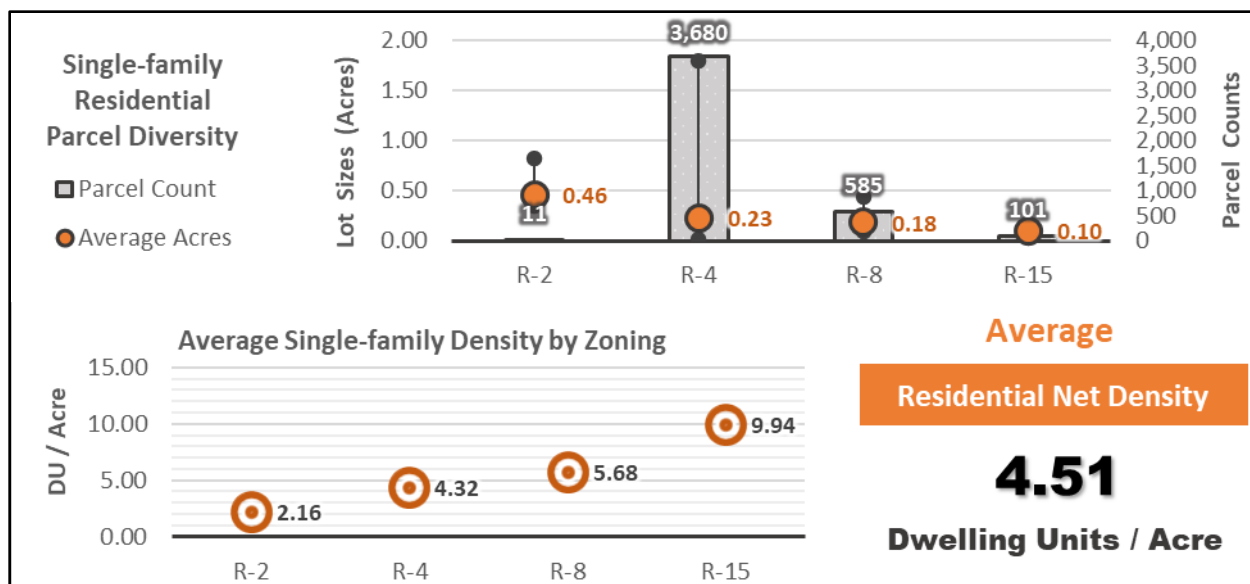
Agency / Element	Description / Issue	Reference
Ada County Highway District		IV.K
• Comments Received	Yes/Staff Report	-
• Commission Action Required	No	-
• Access	W. Belltower Drive/Ten Mile Road	-
• Traffic Level of Service	Better than “E”	-
ITD Comments Received	Yes	IV.L
Meridian Public Works Wastewater		IV.B
• Distance to Mainline	Available at the site	
• Impacts or Concerns	No	
Meridian Public Works Water		IV.B
• Distance to Mainline	Available at the site	
• Impacts or Concerns	No	

Note: See section IV. City/Agency Comments & Conditions for comments received or see the public record. Paste the following link into your browser to access the public record:

<https://weblink.meridiancity.org/WebLink/Browse.aspx?id=442707&dbid=0&repo=MeridianCity>

Figure 1: One-Mile Radius Existing Condition Metrics





Notes: See VIII. Additional Notes & Details for Staff Report Maps, Tables, and Charts.

III. STAFF ANALYSIS

Comprehensive Plan and Unified Development Code (UDC)

Table 2: Project Overview

Description	Details
History	Modena Plaza Subdivision SHP-2025-0004; CZC, DES A-2025-0093
Acreage	0.397

A. History

In 2025, approval was granted for a short plat to re-subdivide Lot 3, Block 6, of Bridgetower Crossing Subdivision No. 2. The subdivision consists of four (4) building lots on approximately 1.59 acres of land within the existing L-O zoning district.

A certificate of zoning compliance and concurrent design review application was approved for the construction of a 3,520 office building on the site.

B. General Overview

This property is designated as Office on the Future Land Use Map (FLUM) contained in the Comprehensive Plan. This designation will provide opportunities for low-impact business areas. These uses would include professional offices, technology and resource centers; ancillary commercial uses may be considered (particularly within research and development centers or technological parks). Sample zones include L-O.

C. Comprehensive Plan Policies

- “Permit new development only where it can be adequately served by critical public facilities and urban services at the time of final approval, and in accord with any adopted levels of service for public facilities and services.” (3.03.03F)

City water and sewer services are available and can be extended by the developer with development in accord with UDC 11-3A-21.

- “Ensure that quality fire protection, rescue and emergency medical services are provided within Meridian.” (4.11.03)

The proposed veterinary hospital is within a reasonable response time zone for emergency services.

- “Require all new development to create a site design compatible with surrounding uses through buffering, screening, transitional densities, and other best site design practices.” (3.07.01A)

The Applicant is proposing a 6-foot-tall fence at the northwest corner of the building. A 35-foot-wide street buffer exists along N. Ten Mile Rd., an arterial street, in accord with UDC Table 11-2B-3, as depicted on the plat.

- “Encourage compatible uses and site design to minimize conflicts and maximize use of land.” (3.07.00)

The proposed veterinary hospital is located adjacent to Ten Mile Road, with office uses to the east and south, and a daycare to the north. The site is situated within a low-intensity office area, and the proposed use is compatible with the surrounding development. Accordingly, the veterinary hospital is not expected to create conflicts with adjacent land uses.

- “Ensure development is connected to City of Meridian water and sanitary sewer systems and the extension to and through said developments are constructed in conformance with the City of Meridian Water and Sewer System Master Plans in effect at the time of development.” (3.03.03A)

The proposed development is already connected to City water and sewer systems.

- “Require urban infrastructure be provided for all new developments, including curb and gutter, sidewalks, water and sewer utilities.” (3.03.03G)

Urban sewer and water infrastructure and curb, gutter and already constructed and provided with development as proposed.

- “Slow the outward progression of the City's limits by discouraging fringe area development; encourage development of vacant or underutilized parcels currently within City limits.” (4.05.03B)

The site is already developed and located within the City limits. The proposed veterinary hospital will provide a valuable service to area residents and businesses while contributing to the development of a vacant tenant space in the new building in a manner that is consistent with the surrounding office and commercial uses. Additionally, the proposed use will support the efficient provision of City services.

D. Site Development and Use Analysis

1. Existing Structures/Site Improvements (UDC 11-1):

There is a new 3,620 square foot office building on this site, which was approved with CZC/DES application A-2025-0093.

2. Proposed Use Analysis (UDC 11-2):

The proposed use “Animal Care Facility” is an allowed use with an approved conditional use permit per the UDC.

3. Dimensional Standards (UDC 11-2):

The existing building meets the dimensional standards for setbacks, landscape buffers, parking requirements, landscape requirements and maximum building height.

4. Specific Use Standards (UDC 11-4-3-1):

- All animals shall be indoors at all times, except when being exercised. At such times, animals shall be under the supervision and direct control of a caretaker.
The applicant has proposed a pet relief area on the northwest side of the building. All animals will be supervised and kept on a leash at all times while outside the clinic. No overnight boarding or kenneling services are proposed as part of this veterinary facility.
- The facility owner and/or operator shall comply with all state and local regulations relating to such a facility and shall maintain housekeeping practices designed to prevent the creation of a nuisance and to reduce noise and odor to a minimum.
The animals will be indoors at all times except when relieving themselves. All animal waste shall be maintained and discarded in a manner that minimizes odor.

5. Hours of Operation (UDC 11-2B-3B):

Business hours of operation within the L-O district shall be limited from 6:00 a.m. to 10:00 p.m. The applicant is proposing to operate the business within the following hours: Monday through Friday - 8 a.m. to 6 p.m.

E. Design Standards Analysis

1. Structure and Site Design Standards (UDC 11-3A-19):

There is an existing structure on this site. Detached sidewalks along Time Mile Road with a pedestrian connection to the building have been installed. A thirty-five (35) foot landscape buffer is required along Ten Mile Road and has been installed as well as the 5-foot buffer along the north side of the structure.

2. Landscaping (UDC 11-3B):

i. Landscape buffers along streets

UDC Requirement	Proposed/Analysis
Arterial Road: 35 Feet	The applicant is proposing 35 feet of landscaping along N. Ten Mile Road.

ii. Parking lot landscaping

Landscaping is required to be provided along all parking areas per the standards listed in UDC 11-3B-8. *The site currently meets this requirement.*

iii. Landscape buffers to adjoining uses

The property is adjacent to a daycare within a residential zoning district. Per UDC 11-3B-9, this requirement applies to a landscape buffer next to residential and/or nonindustrial uses not zoning districts. Therefore, this requirement does not apply.

iv. Storm integration

An adequate storm drainage system shall be required in all developments in accord with the city's adopted standards, specifications and ordinances. Design and construction shall follow Best Management Practice as adopted by the city.

The development meets the requirement per UDC 11-3B-11 for stormwater integration.

3. Parking (UDC 11-3C):

i. Nonresidential parking analysis

UDC Requirement	Proposed/Analysis
Commercial: 1 Parking Stall per 500 Square Feet of Gross Floor Area	Eight (8) parking spaces are required/The applicant is proposing 20 parking spaces exceeding the parking requirements. *All lots within this subdivision are subject to cross access/cross parking agreement as shown on the plat.

ii. Bicycle parking analysis

A minimum of one (1) bicycle parking space must be provided for every 25 vehicle spaces or portion thereof per UDC 11-3C-6G; bicycle parking facilities are required to comply with the location and design standards listed in UDC 11-3C-5C.

The applicant meets the requirements and has proposed two bicycle racks.

4. Building Elevations (*Architectural Standards Manual*):

The building elevations were approved with Certificate of Zoning Compliance and Design Review Application A-2025-0093 and are compliant with the ASM standards.

5. Fencing (UDC 11-3A-6, 11-3A-7):

*The applicant is proposing a small, fenced area on the northwest side of the building for animal relief. **The Applicant shall provide a detail of the proposed fencing meeting the UDC standards.***

F. Transportation Analysis

1. Access (UDC 11-3A-3, UDC 11-3H-4):

Access is proposed via an existing backage road along the east boundary of the site from W. Belltower Dr., a collector street to the north, from N. Ten Mile Rd., an arterial street along the west boundary of the site. Direct access via Ten Mile Rd. is prohibited. A cross-access/cross-parking easement is granted between all the proposed lots for internal access from the backage road via a note on the plat.

2. Pedestrian Connectivity (UDC 11-3A-5, UDC 11-3A-8, UDC 11-3A-17):

Detached sidewalks currently exist along Ten Mile Road. The applicant is providing a five-foot-wide pedestrian walkway from the sidewalk along Ten Mile to the building.

G. Services Analysis

1. Pressurized Irrigation (UDC 11-3A-15):

The City of Meridian requires that pressurized irrigation systems be supplied by a year-round source of water (UDC 11-3B-6). The applicant should be required to use any existing surface or well water for the primary source. If a surface or well source is not available, a single-point connection to the culinary water system shall be required. If a single-point connection is utilized, the developer will be responsible for the payment of assessments for the common areas prior to receiving development plan approval.

2. Storm Drainage (UDC 11-3A-18):

An adequate drainage system is required in all developments by the City's adopted standards, specifications, and ordinances. Design and construction shall follow best management practices adopted by the City as outlined in UDC 11-3A-18. Storm drainage was approved with the construction application and was constructed to City and ACHD design criteria.

3. Utilities (UDC 11-3A-21):
Ensure development is connected to City of Meridian water and sanitary sewer systems and the extension to and through said developments are constructed in conformance with the City of Meridian Water and Sewer System Master Plans in effect at the time of development. All utilities are available to the site. Water main, fire hydrant and water service require a twenty-foot (20) wide easement that extends ten (10) feet past the end of main, hydrant, or water meter. No permanent structures, including trees are allowed inside the easement.
There are existing water and sewer services stubbed to the property. Any unused services shall be abandoned per the UDC.

IV. CITY/AGENCY COMMENTS & CONDITIONS

A. Meridian Planning Division

1. The applicant shall comply with all previous conditions of approval for this development (SHP-2025-0004; CZC, DES A-2025-0093).
2. The proposed project shall comply with the standards listed in UDC [11-4-3-22](#) for animal care facilities.
3. The hours of operations shall be limited to 8:00 a.m. to 6:00 p.m. as proposed.
4. Overnight boarding or kenneling services is prohibited.
5. All animals shall be indoors at all times, except when being exercised or relieving themselves. At such times, animals shall be under the supervision and direct control of a caretaker and remain within the designated fenced area.
6. The Applicant shall provide a detail of the proposed fencing meeting UDC 11-3A-7 standards with the building permit application.
7. The conditional use permit is valid for a maximum period of two (2) years unless otherwise approved by the City. During this time, the Applicant shall commence the use as permitted in accord with the conditions of approval, satisfy the requirements set forth in the conditions of approval, and acquire building permits and commence construction of permanent footings or structures on or in the ground as set forth in UDC [11-5B-6](#). A time extension may be requested as set forth in UDC [11-5B-6F](#).

B. Meridian Public Works

1. Sanitary sewer service to this development is available via extension of existing mains adjacent to the development. Water service to this site is available via extension of existing mains adjacent to the development.
2. All improvements related to public life, safety and health shall be completed prior to occupancy of the structures. Where approved by the City Engineer, an owner may post a performance surety for such improvements in order to obtain City Engineer signature on the final plat as set forth in UDC 11-5C-3B.
3. Upon installation of the landscaping and prior to inspection by Planning Department staff, the applicant shall provide a written certificate of completion as set forth in UDC 11-3B-14A.
4. A letter of credit or cash surety in the amount of 110% will be required for all incomplete fencing, landscaping, amenities, pressurized irrigation, prior to signature on the final plat.
5. The City of Meridian requires that the owner post with the City a performance surety in the amount of 125% of the total construction cost for all incomplete sewer, water infrastructure

- prior to final plat signature. This surety will be verified by a line-item cost estimate provided by the owner to the City. The applicant shall be required to enter into a Development Surety Agreement with the City of Meridian. The surety can be posted in the form of an irrevocable letter of credit, cash deposit or bond. Applicant must file an application for surety, which can be found on the Community Development Department website. Please contact Land Development Service for more information at 887-2211.
6. The City of Meridian requires that the owner post to the City a warranty surety in the amount of 20% of the total construction cost for all completed sewer, and water infrastructure for a duration of two years. This surety amount will be verified by a line item final cost invoicing provided by the owner to the City. The surety can be posted in the form of an irrevocable letter of credit, cash deposit or bond. Applicant must file an application for surety, which can be found on the Community Development Department website. Please contact Land Development Service for more information at 887-2211.
 7. In the event that an applicant and/or owner cannot complete non-life, non-safety and non-health improvements, prior to City Engineer signature on the final plat and/or prior to occupancy, a surety agreement may be approved as set forth in UDC 11-5C-3C.
 8. It shall be the responsibility of the applicant to ensure that all development features comply with the Americans with Disabilities Act and the Fair Housing Act.
 9. Applicant shall be responsible for application and compliance with any Section 404 Permitting that may be required by the Army Corps of Engineers.
 10. Developer shall coordinate mailbox locations with the Meridian Post Office.
 11. All grading of the site shall be performed in conformance with MCC 11-1-4B.
 12. Compaction test results shall be submitted to the Meridian Building Department for all building pads receiving engineered backfill, where footing would sit atop fill material.
 13. The applicants design engineer shall be responsible for inspection of all irrigation and/or drainage facility within this project that do not fall under the jurisdiction of an irrigation district or ACHD. The design engineer shall provide certification that the facilities have been installed in accordance with the approved design plans. This certification will be required before a certificate of occupancy is issued for any structures within the project.
 14. At the completion of the project, the applicant shall be responsible to submit record drawings per the City of Meridian AutoCAD standards. These record drawings must be received and approved prior to the issuance of a certification of occupancy for any structures within the project.
 15. Street light plan requirements are listed in section 6-7 of the Improvement Standards for Street Lighting (http://www.meridiancity.org/public_works.aspx?id=272). All street lights shall be installed at developer's expense. Final design shall be submitted as part of the development plan set for approval, which must include the location of any existing street lights. The contractor's work and materials shall conform to the ISPWC and the City of Meridian Supplemental Specifications to the ISPWC. Contact the City of Meridian Transportation and Utility Coordinator at 898-5500 for information on the locations of existing street lighting.
 16. The applicant shall provide easement(s) for all public water/sewer mains outside of public right of way (include all water services and hydrants). The easement widths shall be 20-feet wide for a single utility, or 30-feet wide for two. The easements shall not be dedicated via the plat, but rather dedicated outside the plat process using the City of Meridian's standard forms. The easement shall be graphically depicted on the plat for reference purposes. Submit an executed easement (on the form available from Public Works), a legal description prepared by an Idaho Licensed Professional Land Surveyor, which must include the area of the easement

(marked EXHIBIT A) and an 8 1/2" x 11" map with bearings and distances (marked EXHIBIT B) for review. Both exhibits must be sealed, signed and dated by a Professional Land Surveyor. DO NOT RECORD. Add a note to the plat referencing this document. All easements must be submitted, reviewed, and approved prior to signature of the final plat by the City Engineer.

17. Applicant shall be responsible for application and compliance with and NPDES permitting that may be required by the Environmental Protection Agency.

C. Meridian Parks Department

Detached sidewalks and bike lanes already exist in this location. No multi-use pathways required with this application.

D. Idaho Department of Environmental Quality (DEQ)

<https://weblink.meridiancity.org/WebLink/DocView.aspx?id=443245&dbid=0&repo=MeridianCity>

E. Ada County Highway District (ACHD)

<https://weblink.meridiancity.org/WebLink/DocView.aspx?id=443244&dbid=0&repo=MeridianCity>

F. Idaho Transportation Department (ITD)

<https://weblink.meridiancity.org/WebLink/DocView.aspx?id=443244&dbid=0&repo=MeridianCity>

V. FINDINGS

A. Conditional Use (UDC 11-5B-6E)

The commission shall base its determination on the conditional use permit request upon the following:

1. That the site is large enough to accommodate the proposed use and meet all the dimensional and development regulations in the district in which the use is located.
Staff finds the site is large enough to accommodate the proposed use.
2. That the proposed use will be harmonious with the Meridian comprehensive plan and in accord with the requirements of this title.
Staff finds the proposed veterinary hospital will be harmonious with the Comprehensive Plan and is consistent with applicable UDC standards with the conditions noted in Section IV of this report.
3. That the design, construction, operation and maintenance will be compatible with other uses in the general neighborhood and with the existing or intended character of the general vicinity and that such use will not adversely change the essential character of the same area.
Staff finds the proposed design, construction, operation and maintenance of the proposed use will be compatible with other uses in the general neighborhood, with the existing and intended character of the vicinity and will not adversely change the essential character of the area.
4. That the proposed use, if it complies with all conditions of the approval imposed, will not adversely affect other property in the vicinity.
Staff finds the proposed use will not adversely affect other properties in the vicinity if it complies with the conditions in Section IV of this report.

5. That the proposed use will be served adequately by essential public facilities and services such as highways, streets, schools, parks, police and fire protection, drainage structures, refuse disposal, water, and sewer.
Staff finds the proposed use will be served by essential public facilities and services as required.
6. That the proposed use will not create excessive additional costs for public facilities and services and will not be detrimental to the economic welfare of the community.
Staff finds the proposed use will not create additional costs for public facilities and services and will not be detrimental to the economic welfare of the community.
7. That the proposed use will not involve activities or processes, materials, equipment and conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
Staff finds the proposed use will not be detrimental to any persons, property or the general welfare by the reasons noted above.
8. That the proposed use will not result in the destruction, loss or damage of a natural, scenic or historic feature considered to be of major importance.
Staff finds the proposed use will not result in the destruction, loss or damage of any such features.
9. Additional findings for the alteration or extension of a nonconforming use:
Not applicable
10. That the proposed nonconforming use does not encourage or set a precedent for additional nonconforming uses within the area; and,
Not applicable
11. That the proposed nonconforming use is developed to a similar or greater level of conformity with the development standards as set forth in this title as compared to the level of development of the surrounding properties.
Not applicable

VI. ACTION

A. Staff:

Staff recommends approval of the Conditional Use Permit with the conditions noted in Section IV of the staff report.

B. Commission:

The Meridian Planning & Zoning Commission heard this item on [date]. At the public hearing, the Commission moved to approve the subject [app] request.

1. Summary of the Commission public hearing:

- a. In favor:
- b. In opposition: None
- c. Commenting: None
- d. Written testimony: None
- e. Staff presenting application:
- f. Other Staff commenting on application: None

2. Key issue(s) of public testimony:

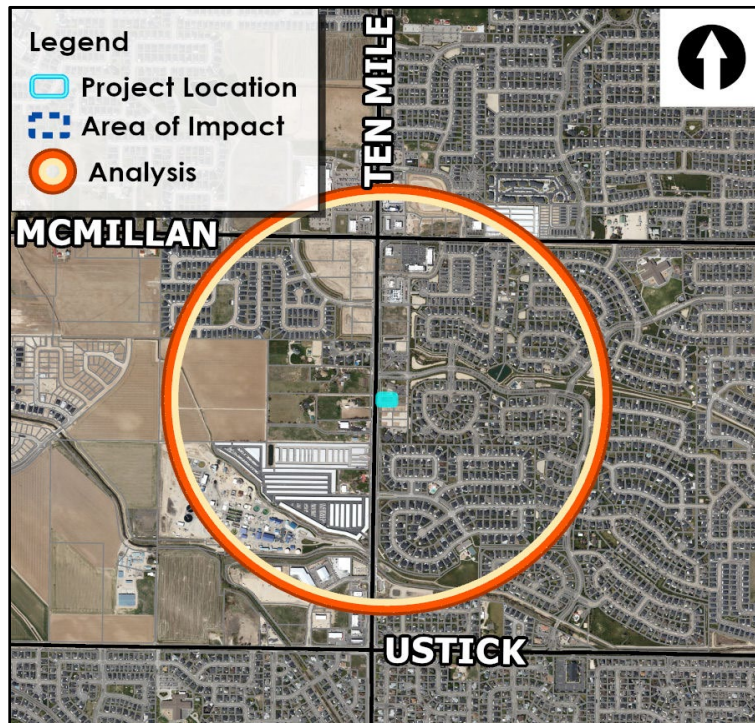
- a. None

3. Key issue(s) of discussion by Commission:
 - a. None
4. Commission change(s) to Staff recommendation:
 - a. None

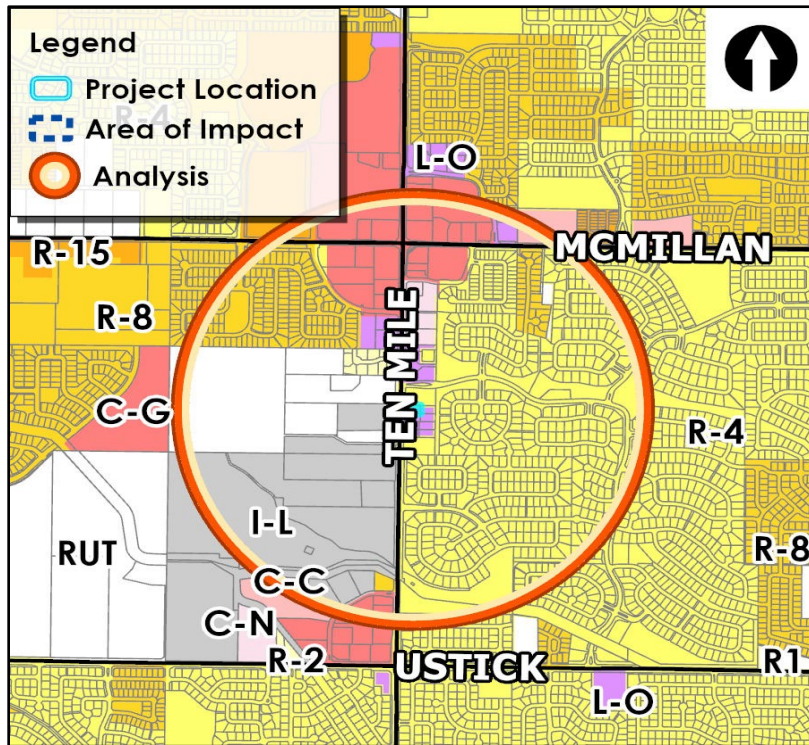
VII. EXHIBITS

A. Project Area Maps

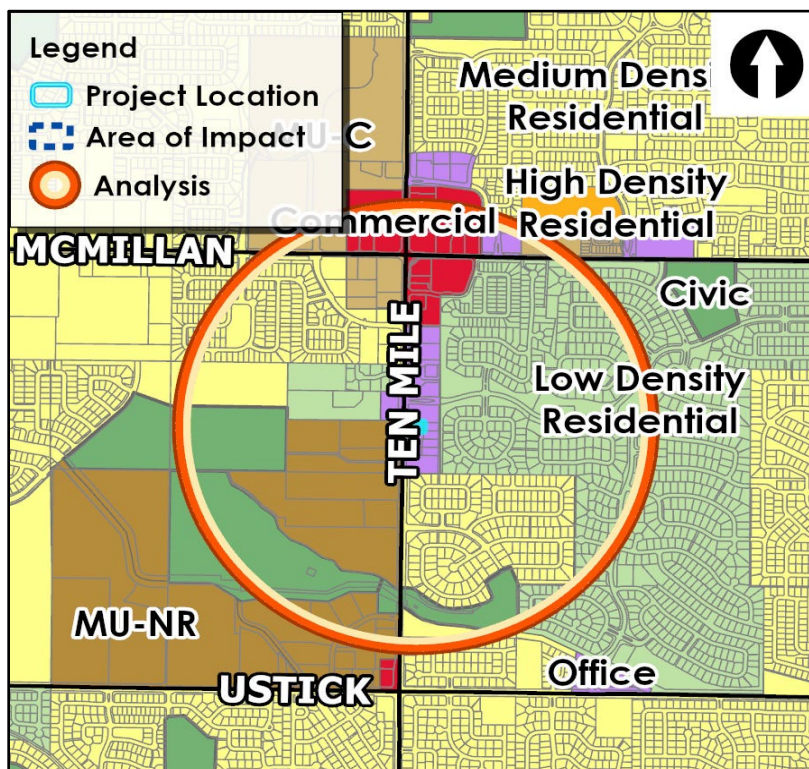
1. Aerial



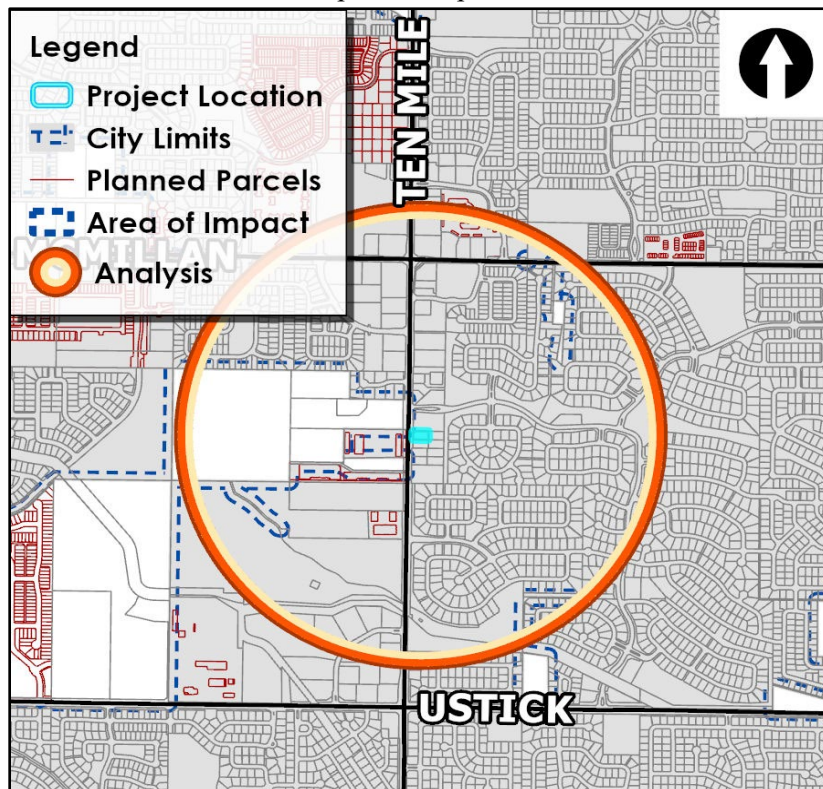
2. Zoning Map



3. Future Land Use



4. Planned Development Map



B. Service Accessibility Tool (Existing Conditions)

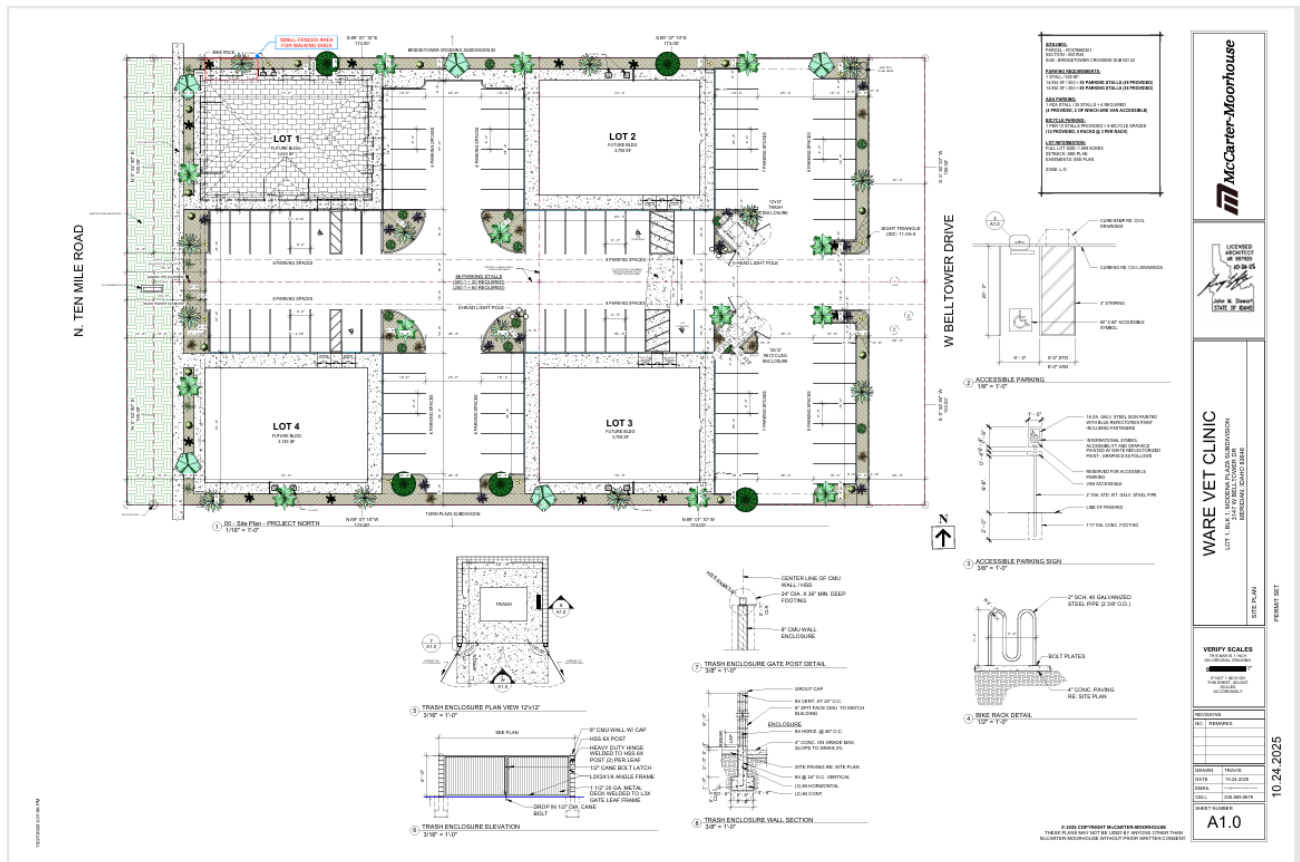
PARCEL S1203110005 SERVICE ACCESSIBILITY

Overall Score: 34 84th Percentile

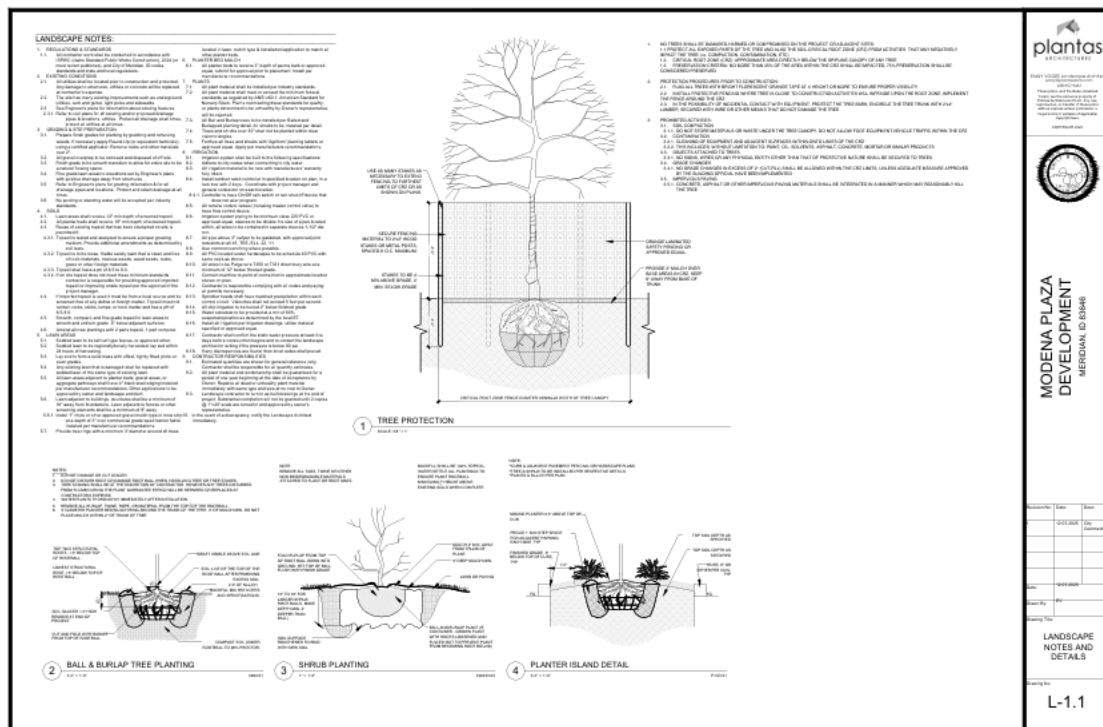
Criteria	Description
Location	In City Limits
Extension Sewer	Trunkshed mains < 500 ft. from parcel
Floodplain	Either not within the 100 yr floodplain or > 2 acres
Emergency Services Fire	Response time < 5 min.
Emergency Services Police	Reporting District meets response time goals some of the time
Pathways	Within 1/4 mile of current pathways
Transit	Not within 1/4 of current or future transit route
Arterial Road Buildout Status	Ultimate configuration (# of lanes in master streets plan) matches
School Walking Proximity	Within 1/2 mile walking
School Drivability	Either a High School or College within 2 miles OR a Middle or
Park Walkability	Either a Regional Park within 1 mile OR a Community Park within 1/2

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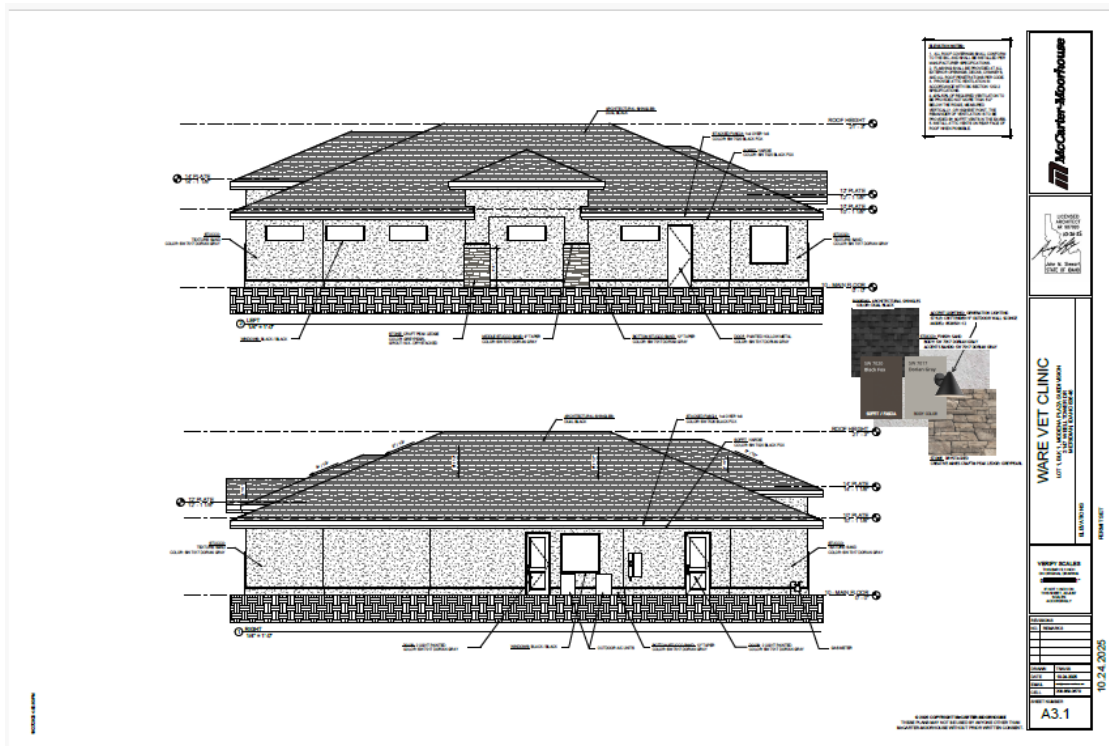
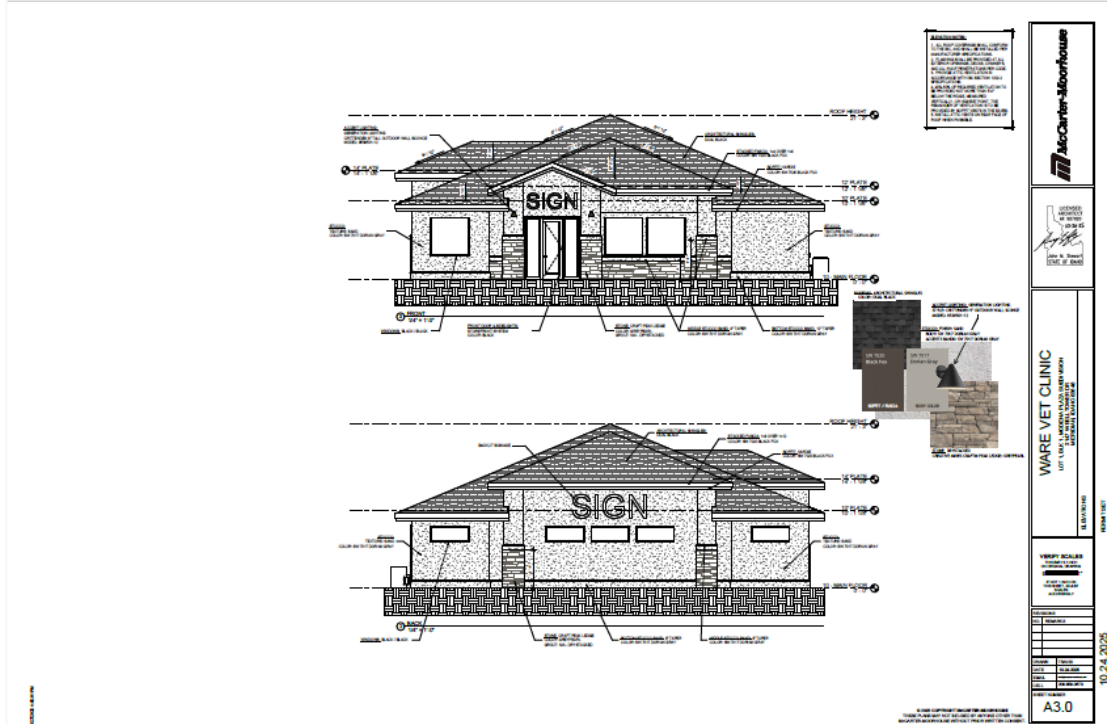
C. Site Plan (date: 10/24/2025)



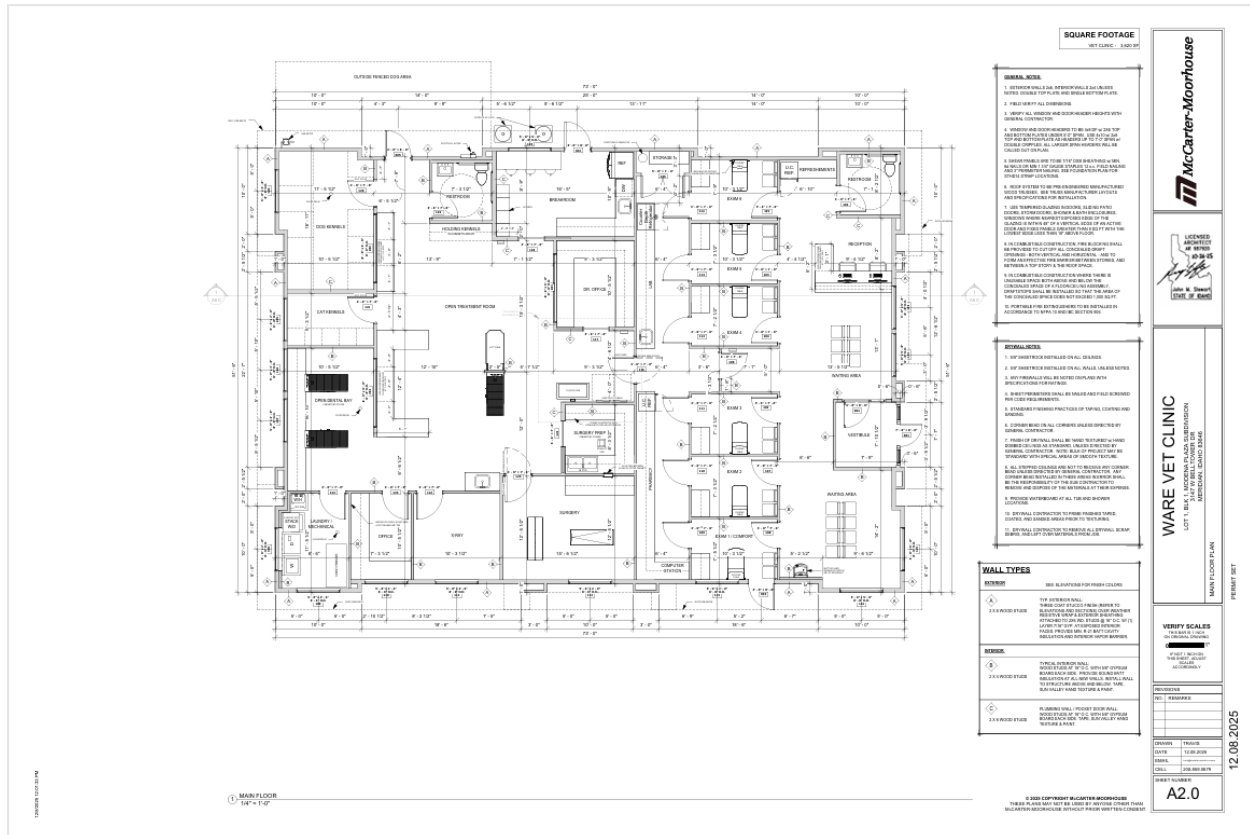
D. Landscape Plan (date: 12/5/2025)



E. Building Elevations (date: 10/24/2025)



F. Floor Plan (date: 10/26/2025)



VIII. ADDITIONAL NOTES & DETAILS FOR STAFF REPORT MAPS, TABLES, AND CHARTS

(link to [Community Metrics](#))

A. One-Mile Radius Existing Condition Notes

This data is automatically derived from enterprise application and GIS databases, and exported dynamically. Date retrieved notes generally reflect data acquired or processed within the last 30-days. Analysis is based on a one-mile radius from the centroid of the identified parcel. Parcel based data excludes certain properties and represents land as it exists now. Properties considered are only those with a total assessed value greater than 0 (i.e. excludes most HOA area, transitional development, government, and quasi government facilities). The following values also constrain included property acreage to reduce outliers and non-conforming instances from distorting averages: $R-2 < 5.0$; $R-4 < 2.0$; $R-8 < 1.0$; $R-15 < 0.5$; $R-40 < 0.25$.

Conditional Use Permits and Preliminary plat data likely include duplicate project submittals as they may be for the same project, approved at different times through multiple application types. Consider each independently or review prior application approvals. Some approved entitlements, and particularly older ones, may be constructed.

Decennial population counts and household counts are based on the most recent Decennial Census. Current population and current household values are COMPASS estimates, usually for the year previous, and are based on traffic analysis zone boundaries (TAZ's).

B. Service Assessment Notes

This data represents existing conditions derived from our enterprise application and GIS database, exported through dynamic reporting. The system references the most recent available data from various sources, including sewer main lines, sewer trunk sheds, floodplain, fire service areas and response times, police crime reporting, pathway information, existing and planned transit, roadway improvements, school and park proximity, and other resources.

The tool provides context for project review, using multiple indicators consistently. Data from similar topics may vary based on different levels of review.

The overall score is based on weighted criteria (not a ranked order), and the percentile score compares the parcel to others in the city (higher is better). This tool was developed as a City Council priority and outcome of the 2019 Comprehensive Plan. Scores, whether high or low, are just one data point and should not be the sole basis for decisions.

C. ACHD Roadway Infographic Notes

The Ada County Highway District utilizes a number of planning and analysis tools to understand existing and future roadway conditions.

- **Existing Level of service (LOS).** LOS indicator is a common metric to consider a driver's experience with a letter ranking from A to F. Letter A represents free flow conditions, and on the other end Level F represents forced flow with stop and go conditions. These conditions usually represent peak hour driver experience. ACHD considers Level D, stable flow, to be acceptable. The LOS does not represent conditions for bikes or pedestrians, nor indicate whether improvements are possible; if there are acceptable tradeoffs; or if there is a reasonable cost-benefit.
- **Integrated Five Year Work Plan (IFYWP).** The IFYWP marker (yes/no) indicates whether the specified roadway is listed in the next 5-years. This work may vary, from concept design to construction.
- **Capital Improvement Plan (CIP).** The CIP marker (yes/no) indicates whether the specified roadway is programmed for improvement in the next 20-years.