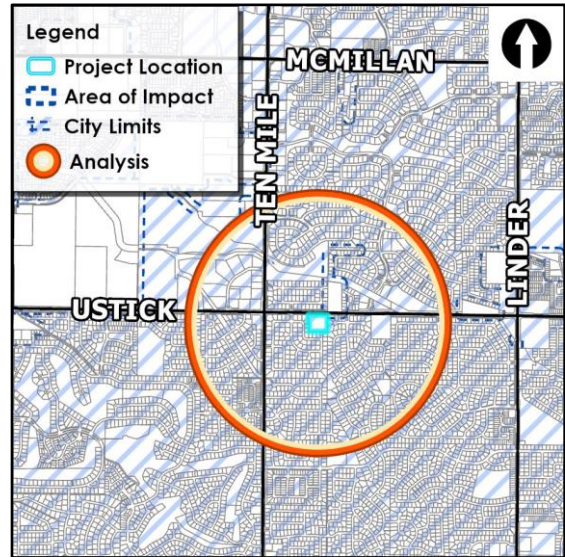


**COMMUNITY DEVELOPMENT  
DEPARTMENT REPORT**



HEARING DATE: 1/28/2025  
TO: Mayor & City Council  
FROM: Linda Ritter, Associate Planner  
208-884-5533  
lritter@meridiancity.org  
APPLICANT: Benjamin Semple, Rodney Evans and Partners, LLC  
SUBJECT: SHP-2024-0004  
Were Short Plat  
LOCATION: 2945 W. Ustick Road, Located in Section 2 Township 3N, Range 1W, parcel: S1202223011



**I. PROJECT OVERVIEW**

**A. Summary**

Short Plat to subdivide an existing parcel consisting of 3.123 acres of land, into two (2) building lots in the R-4 zoning district.

**B. Issues/Waivers**

None

**C. Recommendation**

Staff recommends approval with the conditions outlined in Section IV.

**D. Decision**

## II. COMMUNITY METRICS

**Table 1: Land Use**

Description	Details	Map Ref.
Existing Land Use(s)	Residential	-
Proposed Land Use(s)	Residential	-
Existing/Proposed Zoning	R-4/R-4	<a href="#">VII.A.2</a>
Future Land Use Designation	Medium Density Residential (MDR)	<a href="#">VII.A.2</a>

**Table 2: Process Facts**

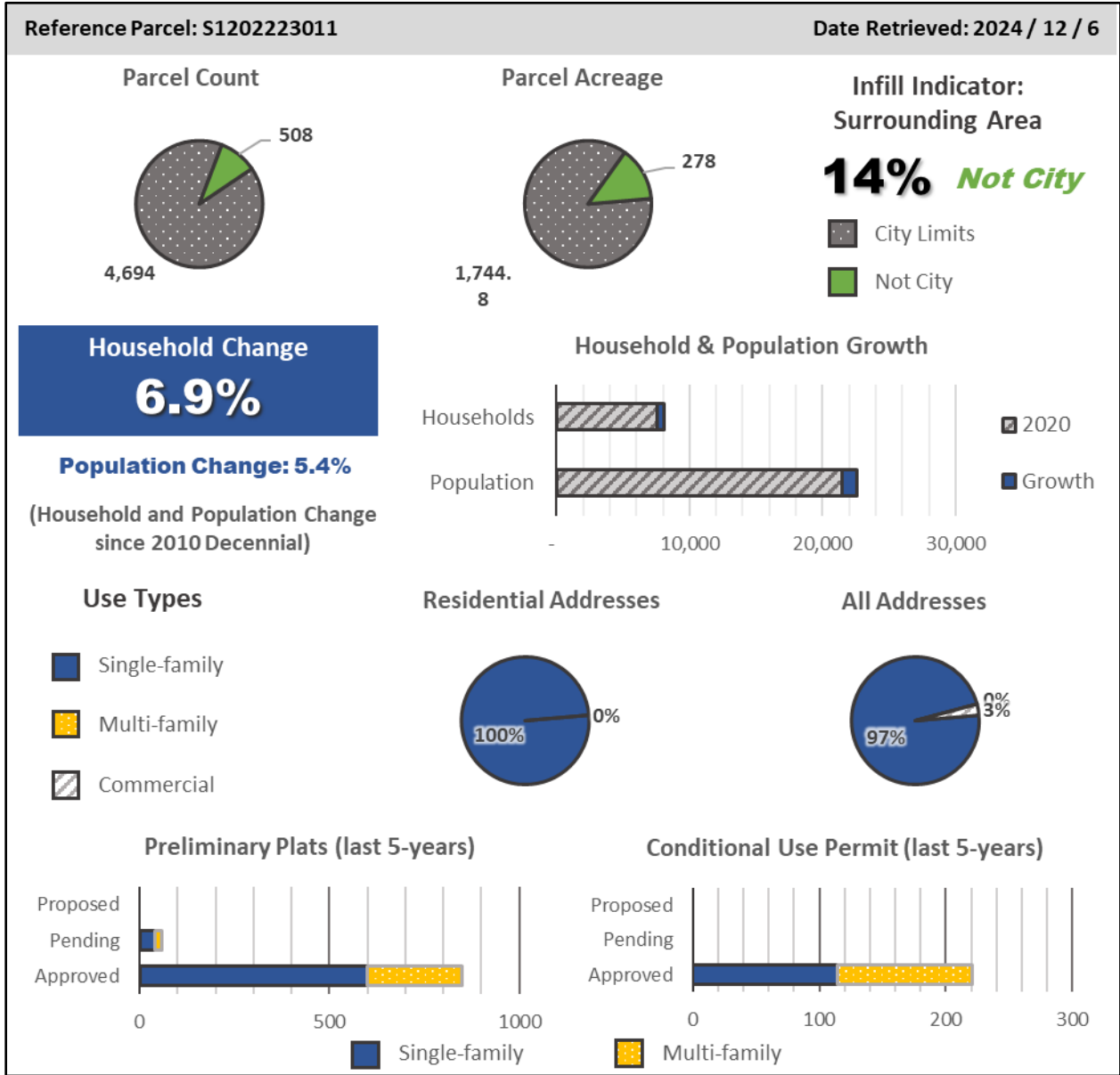
Description	Details
Preapplication Meeting date	7/30/2024

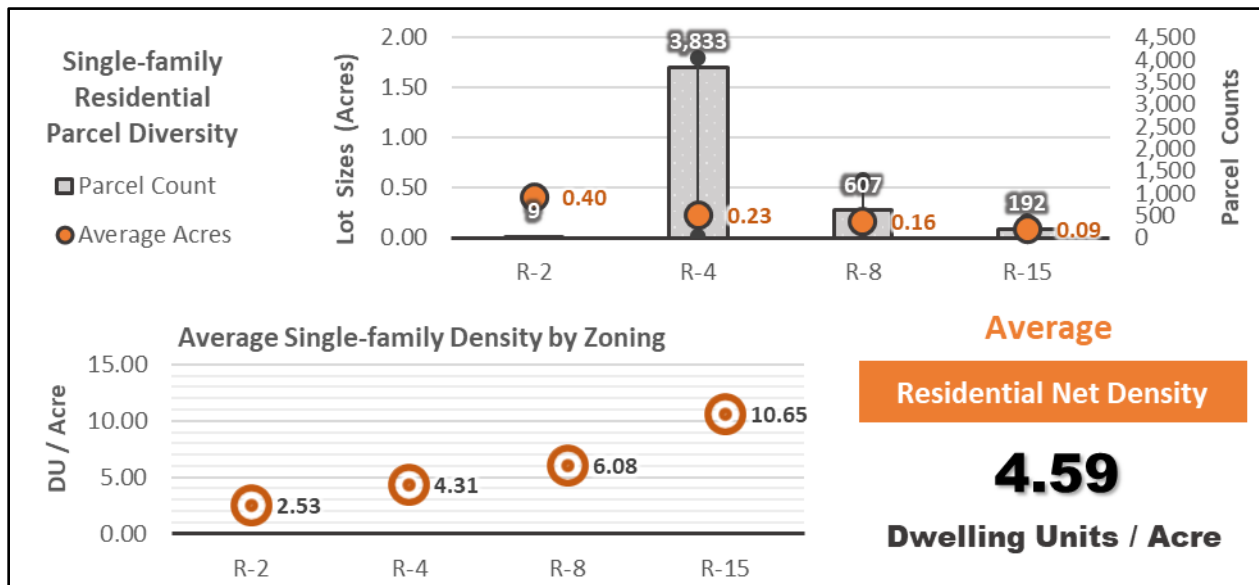
**Table 3: Community Metrics**

Agency / Element	Description / Issue	Reference
Ada County Highway District		<a href="#">IV.E</a>
• Comments Received	Letter	-
• Commission Action Required	No	-
• Access	Access from N. Morello Avenue, a local road	-
• Traffic Level of Service	N/A	-
ITD Comments Received	No Comment	<a href="#">IV.F</a>
Meridian Public Works Wastewater		<a href="#">IV.B</a>
• Distance to Mainline	Available at the site	
• Impacts or Concerns	No	
Meridian Public Works Water		<a href="#">IV.B</a>
• Distance to Mainline	Available at the site	
• Impacts or Concerns	No	

Note: See City/Agency Comments and Conditions Section and public record for all department/agency comments received. Werre Short Plat SHP-2024-0004 (copy this link into a separate browser).

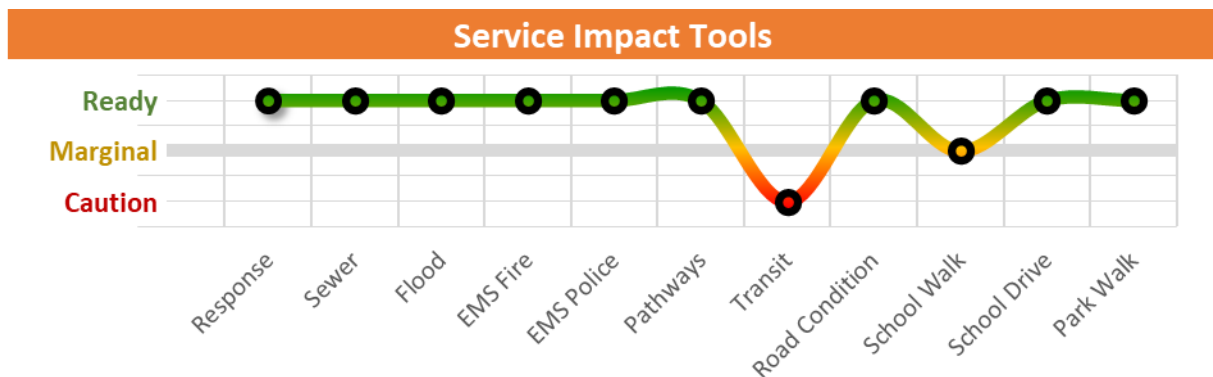
**Figure 1: One-Mile Radius Existing Condition Metrics**





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

**Figure 3: Service Impact Summary**



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

### III. STAFF ANALYSIS

Comprehensive Plan and Unified Development Code (UDC)

#### A. General Overview

Medium Density Residential designation allows for dwelling units at gross densities of three to eight dwelling units per acre. Density bonuses may be considered with the provision of additional public amenities such as a park, school, or land dedicated for public services.

The proposed short plat aims to subdivide a 3.123-acre property located in the R-4 zoning district into two (2) building lots. The applicant intends to retain the existing single-family detached home on one lot and construct an additional single-family detached home on the newly created lot. Each lot will measure approximately 1.5 acres, resulting in a project density of 1.56 units per acre.

While this density is significantly below the maximum permitted in the R-4 zoning district, staff believes the proposed subdivision represents a thoughtful approach to infill redevelopment. The project aligns with the city's goals of enhancing and optimizing underutilized areas, contributing positively to the surrounding neighborhood's character and functionality.

**Table 4: Project Overview**

Description	Details
History	Ordinance 577 Annexation
Residential Units	2 Single Family Detached Homes
Acreage	3.123 acres
Lots	2
Density	1.56 du/ac

#### B. History

*The property was annexed in 1992 as part of the Candlelight Subdivision development. The property was not part of the plat it was only annexed and received R-4 zoning.*

#### C. Site Development and Use Analysis

1. Existing Structures/Site Improvements (UDC 11-1):  
*There is an existing single-family home that will remain on Lot 1 and will be accessed via a shared driveway off N. Morello Avenue. The proposed driveway to the existing home shall be paved with the capability of supporting fire vehicles and equipment.*
2. Proposed Use Analysis (UDC 11-2):  
*The use of the property will remain as single-family residential.*
3. Dimensional Standards (UDC 11-2):  
*Future development of the proposed lots should comply with the dimensional standards listed in UDC Table 11-2A-6 for the R-4 zoning district.*

#### D. Design Standards Analysis

1. Landscaping (UDC 11-3B):
  - i. Landscape buffers along streets  
*A 25-foot-wide street buffer is required adjacent to Ustick Road, an arterial street. This buffer should be landscaped per the standards listed in UDC 11-3B-7. All street buffers with detached sidewalks or multiuse pathways shall be measured from the back of curb. Where ACHD is anticipating future widening of the street, the width of the buffer shall be measured from the ultimate curb location as anticipated by ACHD. Detached sidewalks and multiuse pathways shall have an average minimum separation of greater than four*

*(4) feet to back of curb. As there are overhead power lines along Ustick Road, ensure the proposed trees are applicable for the area. All street landscape buffers shall be on a common lot or on a permanent dedicated buffer easement, maintained by the property owner, homeowner's association or business owners' association.*

*Per UDC 11-3B-7-3b, the minimum density of one (1) tree per thirty-five (35) linear feet is required. At least thirty-five (35) percent of qualifying trees must provide urban canopy at maturity, and at least twenty-five (25) percent of qualifying trees must be Class 2 selections, unless it can be shown that utility conflicts prohibit installation of Class 2 trees.*

ii. Tree preservation

*A Tree Mitigation Plan should be submitted with the final plat signature application detailing all existing trees and methods of mitigation outlined by the City Arborist before any trees are to be removed as set forth in UDC 11-3B-10C.5.*

2. Parking (UDC 11-3C):

i. Residential parking analysis

*Off-street parking is required to be provided in accord with the standards listed in UDC Table 11-3C-6 for single-family dwellings based on the number of bedrooms per unit. The applicant is proposing a new garage for the existing residence to meet this standard. Staff will confirm compliance with these standards at the time of building permit submittal for each residence.*

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

All fencing is required to comply with the standards listed in UDC 11-3A-7.

*The applicant is not proposing any new fencing as there is fencing along the perimeter of the property. The applicant will enclose the open portion of the fence along Ustick Road where the current driveway is located upon approval. The applicant will also be removing the portion of the fence that is currently blocking the access from Morello Avenue.*

**E. Transportation Analysis**

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

*Access to this property is provided via a shared driveway off N. Morello Avenue. See common drive exhibit in Section VII.F.*

**F. Services Analysis**

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

*Underground pressurized irrigation water is required to be provided to each lot within the subdivision as set forth in UDC 11-3A-15.*

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

*An adequate storm drainage system is 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 as set forth in UDC 11-3A-18.*

3. Utilities (Comp Plan 3.03.3G, UDC 11-3A-21):

*Connection to City water and sewer services is required and are available to be extended by the developer with development in accord with UDC 11-3A-21 and Goals 3.03.03G & 3.03.03F. Urban sewer and water infrastructure and curb, gutter, and sidewalks are required to be provided with development of the subdivision.*

#### **IV. CITY/AGENCY COMMENTS & CONDITIONS**

##### **A. Meridian Planning Division**

1. The Applicant shall comply with all previous conditions of approval associated with this development: Ordinance 577 Annexation, as applicable.
2. If the City Engineer's signature has not been obtained within two (2) years of the City Council's approval of the short plat, the short plat shall become null and void unless a time extension is obtained, per UDC 11-6B-7.
3. Modify the plat to graphically depict the 25-foot landscape buffer along Ustick Road. Add a note to the plat stating the landscaping within the easement will be maintained by the property owners of Lot 1 and 2.
4. Future development shall comply with the dimensional standards listed in UDC *Table 11-2A-5* for the R-4 zoning district and the shared driveway exhibit in Section VII.D.
5. The driveway to the existing residence shall be paved with a surface with the capability of supporting fire vehicles and equipment per UDC 11-6C-3D.
6. Submit a Tree Mitigation Plan as part of your Landscape Plan with the final plat signature application detailing all existing trees and methods of mitigation outlined by the City Arborist before any trees are to be removed as set forth in UDC 11-3B-10C.5.
7. Revise the landscape plan to show the existing trees on Lot 2.
8. If the landscape buffer has not been installed prior to ACHD widening of Ustick Road and installation of the multiuse pathway, the applicant shall submit a surety for the landscape buffer prior to City Engineer signature.
9. Revise the landscape plan to show that at least twenty-five (25) percent of qualifying trees are Class 2 selections, unless it can be shown that utility conflicts prohibit installation of Class 2 trees per UDC 11-3B-7-3b.
10. Staff's failure to cite specific ordinance provisions or conditions from the previous approvals noted above does not relieve the Applicant of responsibility for compliance.

##### **B. Meridian Public Works**

###### **SITE SPECIFIC CONDITIONS:**

1. Request for a new Water Service connection and/or any changes to the existing services will need to be submitted for review and approval by Land Development.
2. Each Home will have to have its own water meter and tie into the 8" main.
3. The water service for the property on the West must be fully located in the shared driveway access easement and no portion should be located on the Eastern property that is not covered by the shared driveway easement.

###### **GENERAL CONDITIONS:**

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](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-foot 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.
18. 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 development plan approval.
19. All irrigation ditches, canals, laterals, or drains, exclusive of natural waterways, intersecting, crossing or laying adjacent and contiguous to the area being subdivided shall be addressed per UDC 11-3A-6. In performing such work, the applicant shall comply with Idaho Code 42-1207 and any other applicable law or regulation.

**C. Meridian Fire Department**

See public record (copy the link into a separate browser)

<https://weblink.meridiancity.org/WebLink/Browse.aspx?id=378997&dbid=0&repo=MeridianCity>  
[y](#)

**D. Irrigation Districts**

1. Settler’s Irrigation District

See public record (copy the link into a separate browser)

<https://weblink.meridiancity.org/WebLink/Browse.aspx?id=378997&dbid=0&repo=MeridianCity>  
[y](#)

**E. Ada County Highway District (ACHD)**

See public record (copy the link into a separate browser)

<https://weblink.meridiancity.org/WebLink/Browse.aspx?id=378997&dbid=0&repo=MeridianCity>  
[y](#)

**F. Idaho Transportation Department (ITD)**

See public record (copy the link into a separate browser)

<https://weblink.meridiancity.org/WebLink/Browse.aspx?id=378997&dbid=0&repo=MeridianCity>  
[y](#)

**V. FINDINGS**

**A. Short Plat (UDC-6B-6)**

In consideration of a preliminary plat, combined preliminary and final plat, or short plat, the decision-making body shall make the following findings:

1. The plat is in conformance with the comprehensive plan and is consistent with this unified development code;  
*The Comprehensive Plan designates the future land use of this property as Medium Density Residential (MDR), the current zoning district of the site is R-4. Staff finds the proposed short plat complies with the short plat standards listed in UDC 11-6B-5. Future development should comply with the dimensional standards for the R-4 zoning district listed in UDC Table 11-2A-7.*
2. Public services are available or can be made available and are adequate to accommodate the proposed development;  
*Staff finds that public services will be provided and are adequate to serve the proposed lots.*
3. The plat is in conformance with scheduled public improvements in accord with the city's capital improvement program;  
*Staff finds all required utilities will be provided with lot development at the developer's expense.*
4. There is public financial capability of supporting services for the proposed development;  
*Staff finds that the development will not require major expenditures for providing supporting services as services are already being provided in this area.*
5. The development will not be detrimental to the public health, safety or general welfare; and  
*Staff finds the proposed development will not be detrimental to the public health, safety or general welfare.*
6. The development preserves significant natural, scenic or historic features.  
*Staff is not aware of any significant natural, scenic or historic features associated with short platting the structure on this site.*

## **VI. ACTION**

### **A. Staff:**

Staff recommends approval with the conditions outlined in Section IV.

### **B. City Council:**

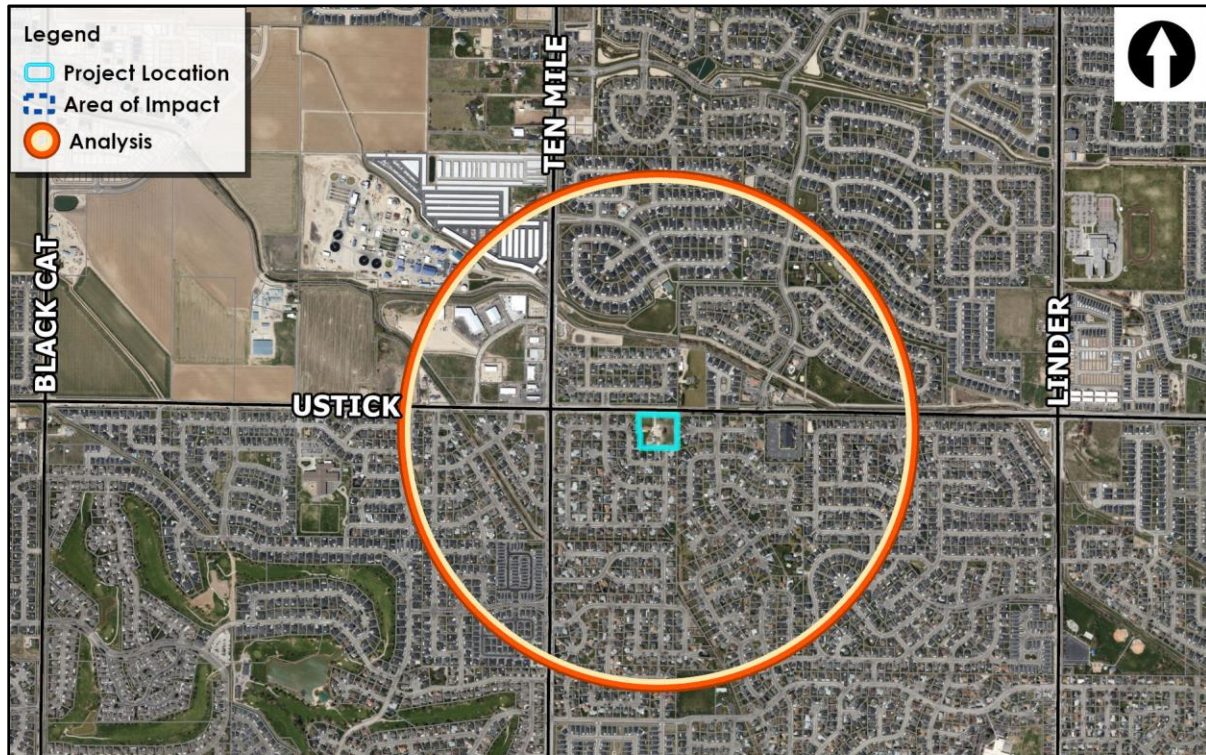
Pending

## VII. EXHIBITS

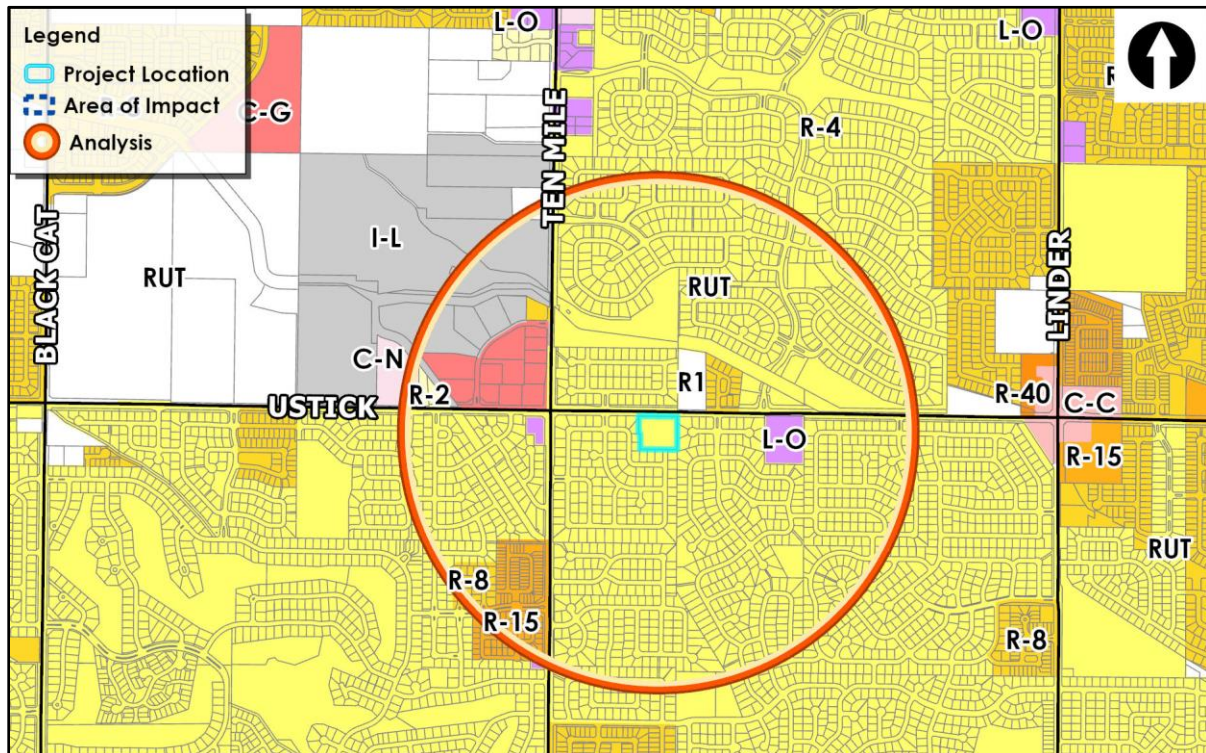
### A. Project Area Maps

(link to [Project Overview](#))

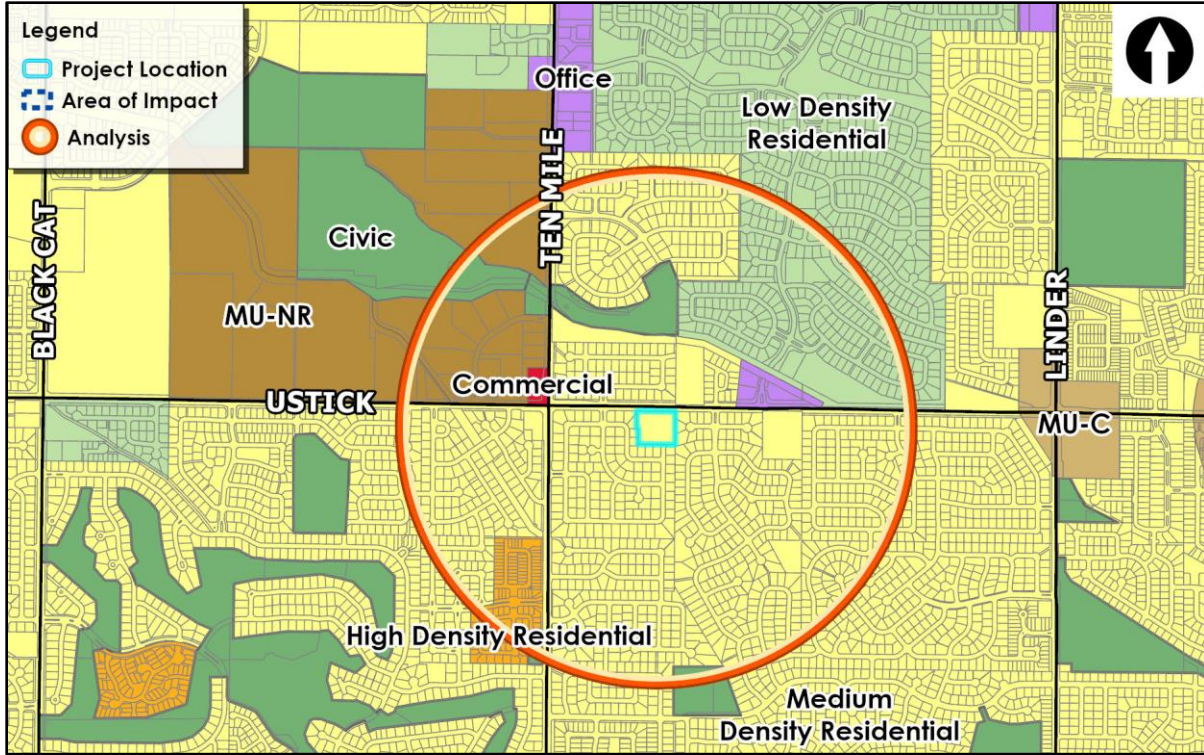
#### 1. Aerial



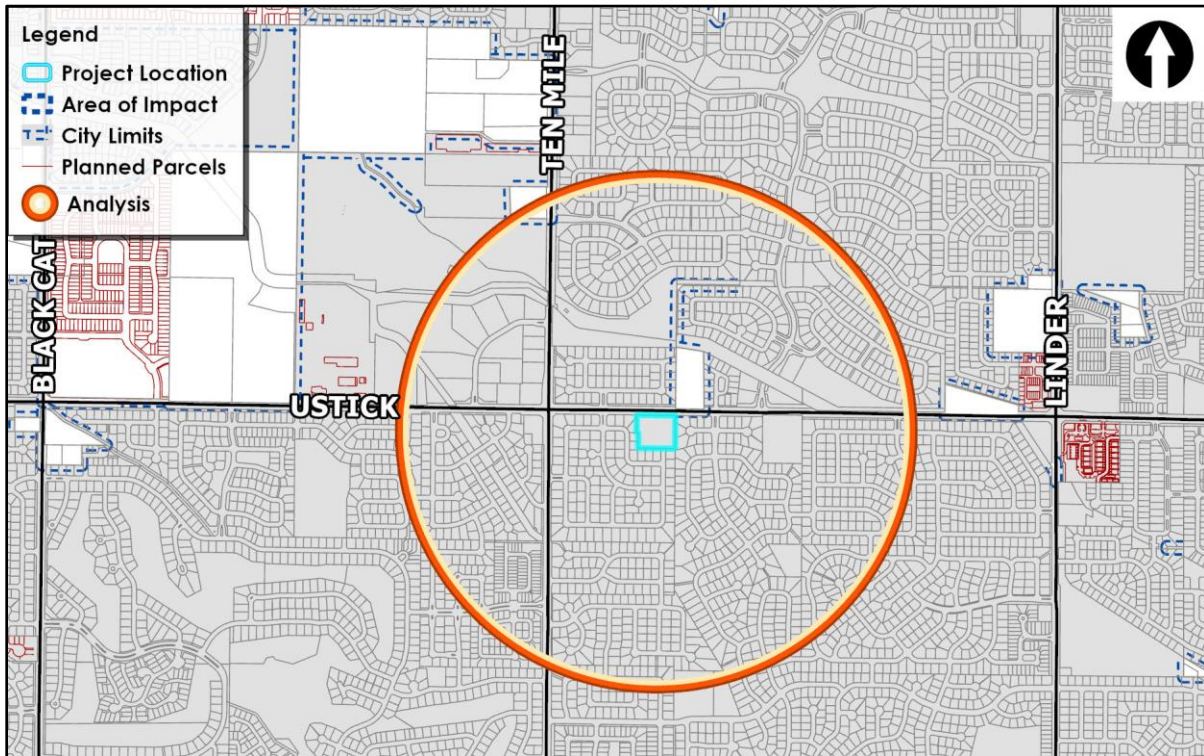
#### 2. Zoning Map

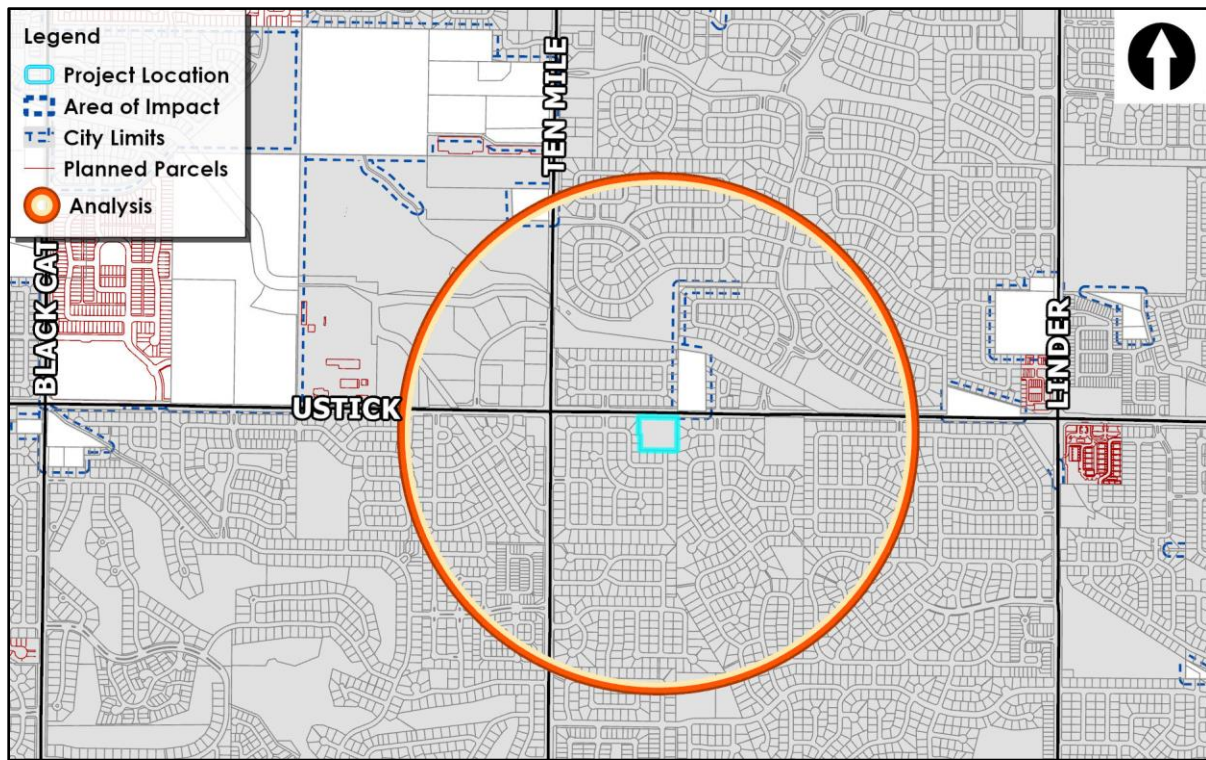


3. Future Land Use



4. Planned Development Map





## B. Subject Site Photos







SITE - LOOKING SW



SITE - LOOKING SOUTH



SITE - LOOKING WEST



SITE - LOOKING SE

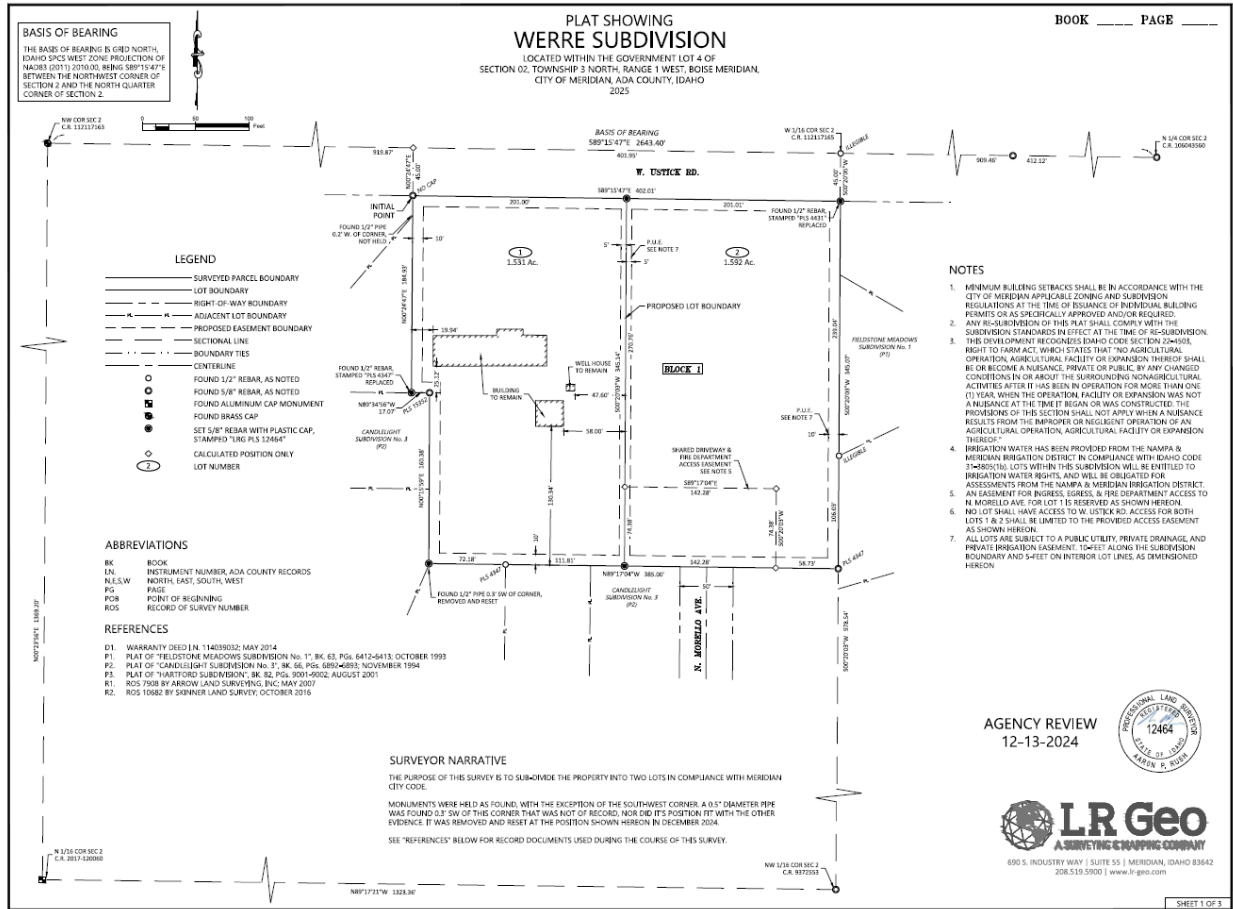


### C. Service Accessibility Report

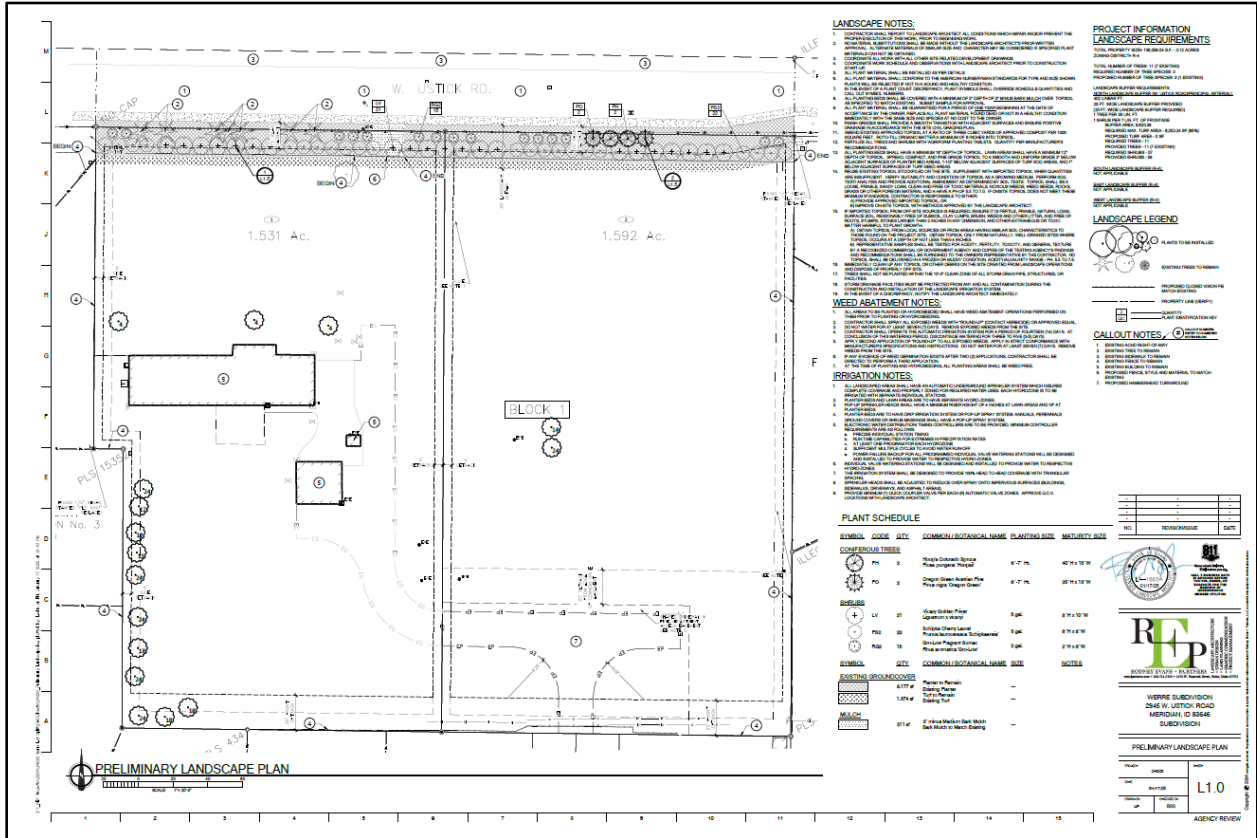
<b>Overall Score: 35</b>	<b>62nd Percentile</b>
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<b>Criteria</b>	<b>Description</b>	<b>Indicator</b>
Location	In City Limits	GREEN
Extension Sewer	Trunkshed mains < 500 ft. from parcel	GREEN
Floodplain	Either not within the 100 yr floodplain or > 2 acres	GREEN
Emergency Services Fire	Response time < 5 min.	GREEN
Emergency Services Police	Meets response time goals most of the time	GREEN
Pathways	Within 1/4 mile of current pathways	GREEN
Transit	Not within 1/4 of current or future transit route	RED
Arterial Road Buildout Status	Ultimate configuration (# of lanes in master streets plan) matches existing (# of lanes)	GREEN
School Walking Proximity	From 1/2 to 1 mile walking	YELLOW
School Drivability	Either a High School or College within 2 miles OR a Middle or Elementary School within 1 mile driving (existing or future)	GREEN
Park Walkability	Either a Regional Park within 1 mile OR a Community Park within 1/2 mile OR a Neighborhood Park within 1/4 mile walking	GREEN

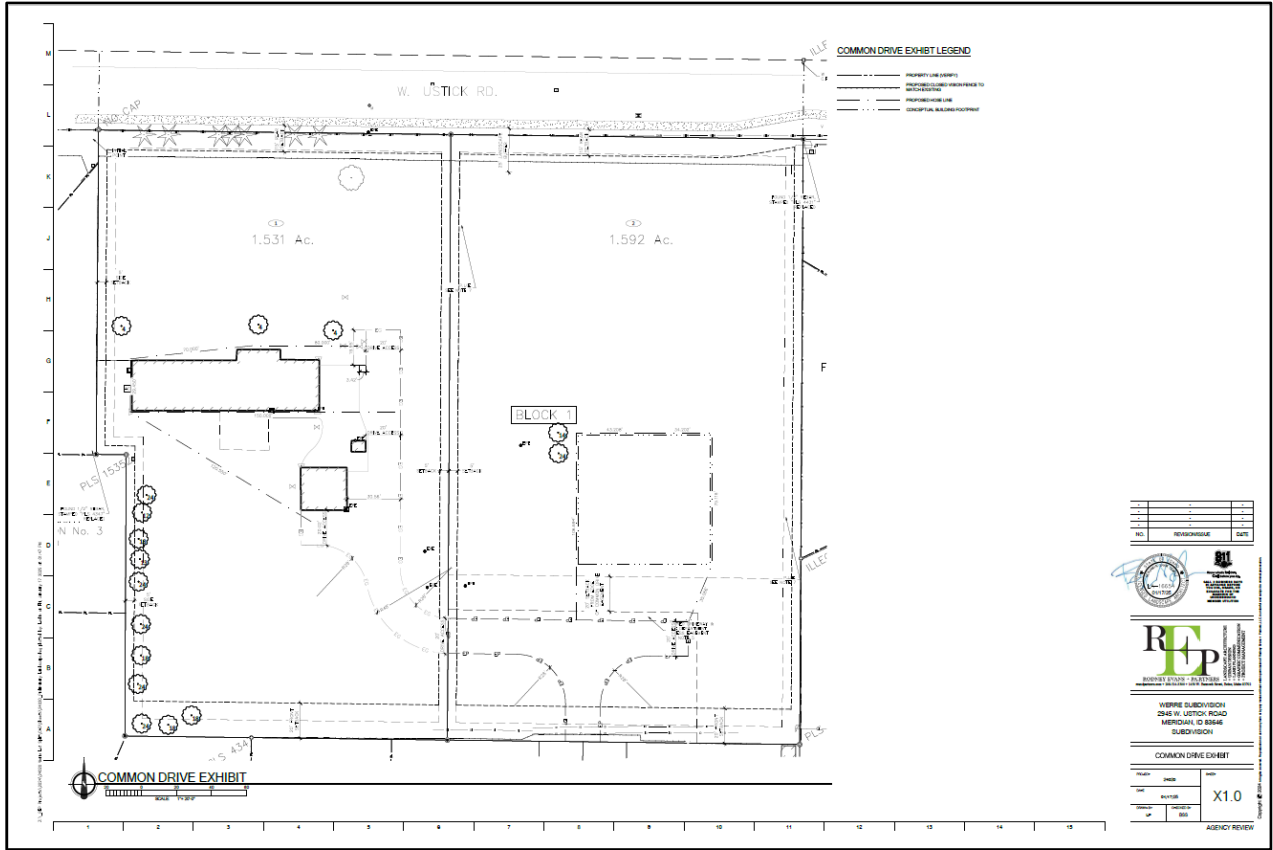
**D. Short Plat (date: 12/13/2024)**



E. Landscape Plan (date: 1/17/2025)



**F. Common Drive Exhibit (date: 1/17/2025)**



## 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. Mixed Use Analysis Notes

This data is derived from enterprise application and GIS databases, and exported dynamically. Data considered for analysis are only those areas overlapping the overall Mixed Use boundary area. Mixed Use areas across arterial roadways are distinct, separate, and not considered as they do not meet the mixed use principles in the Comprehensive Plan (e.g. pedestrian safety, transportation efficiency, etc.). Mixed Use parcel areas may be greater or smaller than the future land use area designation boundary due parcel size, configuration, right-of-way, and other factors. 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.

### C. 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 trunksheds, 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.

### D. 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.