

COMMUNITY DEVELOPMENT DEPARTMENT REPORT



HEARING DATE: 7/22/2025

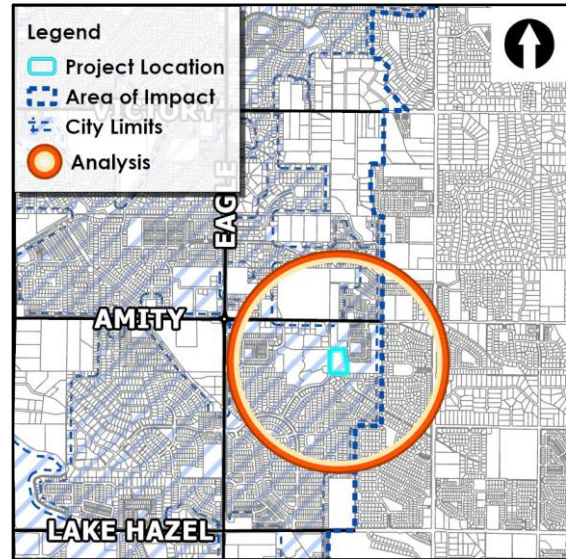
TO: Mayor & City Council

FROM: Linda Ritter, Associate Planner
208-884-5533
lritter@meridiancity.org

APPLICANT: Kent Brown, Kent Brown Planning Services

SUBJECT: FP-2025-0008
Centerville Subdivision No. 3 - FP

LOCATION: 5200 S. Hilldale Avenue at the southeast corner of Hilldale and E. Amity Road in the NW ¼ of the NE ¼ of Section 33, Township 3N, Range 1E, Parcel No. S1133120708



I. PROJECT OVERVIEW

A. Summary

Final Plat consisting of 37 building lots and 9 common lots on 5.35 acres of land in the R-15 zoning district for Centerville Subdivision No. 3.

B. Issues/Waivers

None

C. Recommendation

Staff recommend approval of the proposed final plat with the conditions of approval in Section IV of this staff report.

D. Decision

II. COMMUNITY METRICS

Table 1: Land Use

Description	Details	Map Ref.
Existing Land Use(s)	Residential	-
Proposed Land Use(s)	Residential	-
Existing Zoning	R-15	VII.A.2
Proposed Zoning	R-15	
Adopted FLUM Designation	Medium Density Residential/Mixed Use - Neighborhood	VII.A.3

Note: See City/Agency Comments and Conditions Section and public record for all department/agency comments received. Centerville Subdivision No. 3 FP-2025-0008 (copy this link into a separate browser).

III. STAFF ANALYSIS

Staff has reviewed the proposed final plat for substantial compliance with the approved preliminary plat (H-2021-0046) as required by UDC 11-6B-3C.2. The submitted final plat is for the second phase of construction for the approved preliminary plat; therefore, the proposed plat is in substantial compliance with the approved preliminary plat as required.

IV. CITY/AGENCY COMMENTS & CONDITIONS

A. Meridian Planning Division

PLANNING DIVISION

1. Applicant shall comply with all previous conditions of approval associated with this development: H-2021-0046 (AZ, PP), DA Inst. #2022-084254, FP-2023-0009 and FP-2023-0022.
2. No building permits shall be submitted until the final plat for the associated phase is recorded.
3. The final plat shown in Section V.B, prepared by Bailey Engineering, Inc, stamped by Clint W. Hansen, shall be revised prior to signature on the final plat by the City Engineer, as follows:
 - a. Graphically depict zero lot lines for the townhomes.
 - b. Graphically depict a 15-foot pedestrian easement between lots 44, 45, 62 and 63, Block 6.
 - c. Note #1: This note calls out a 5-foot wide interior lot setback instead of the 3-feet allowed per UDC. Change to meet the current UDC setback of 3 feet unless you are providing 5 feet.
 - d. Note # 11: Revise note and replace common drive with private street.
 - e. Note # 16: Include the instrument number for the ACHD license agreement.
 - f. Replace the street named Redding Lane with S. Sapulpa Lane per Ada County's Street Name Review approval.
4. The landscape plan prepared by Jensenbelts Associates, dated April 3, 2025, shall be revised as follows:
 - a. Graphically depict the fence around the common area and provide fence details on the landscape plan.
 - b. Graphically depict any fencing that will be provided as part of the subdivision and provide the fence details on the landscape plan.
 - c. Show the proposed landscape for the Cunningham easement. Staff would recommend providing lawn in that area.
5. Future development shall be consistent with the minimum dimensional standards listed in UDC Table 11-2A-7 for the R-15 zoning district.
6. The elevations/facades of 2-story structures that face S. Hillsdale Avenue Street, a collector street, shall incorporate articulation through changes in two or more of the following: modulation(e. g. projections, recesses, step-backs, pop- outs), bays, banding, porches, balconies, material types, or other integrated architectural elements to break up monotonous wall planes and roof lines that are visible from the subject public street. Single- story structures are exempt from this requirement.

7. All fencing shall be installed in accordance with UDC 11-3A-7.
8. 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.
9. The Applicant shall comply with all ACHD conditions of approval.
10. The applicant shall comply with the outdoor service and equipment area standards set forth in UDC 11-3A-12.
11. Provide a pressurized irrigation system consistent with the standards as set forth in UDC 11-3A-15, UDC 11-3B-6 and MCC 9-1-28.
12. The Applicant shall pipe and reroute the Cunningham Lateral segment present on this property and comply with the standards in UDC 11- 3A-6.
13. The private streets are approved subject to completion of the tasks listed in UDC 11-3F-3 within one year. Documentation of such shall be submitted to the Planning Division in order to receive final approval.
14. Prior to applying for building permits, Administrative Design Review is required to be submitted and approved by the Planning Division for the proposed townhome units.
15. Upon completion of the landscape installation, a written Certificate of Completion shall be submitted to the Planning Division verifying all landscape improvements are in substantial compliance with the approved landscape plan as set forth in UDC 11-3B-14.
16. The applicant shall obtain the City Engineer's signature on the final plat within two (2) years of the date of approval of the final plat, in accord with UDC 11-6B-7, in order for the final plat to remain valid; or a time extension may be requested.
17. Staff's failure to cite all relevant UDC requirements does not relieve the applicant from compliance.

B. Meridian Public Works

GENERAL CONDITIONS:

1. Sanitary sewer service to this development is available via extension of existing mains adjacent to the development. The applicant shall install mains to and through this subdivision; applicant shall coordinate main size and routing with the Public Works Department, and execute standard forms of easements for any mains that are required to provide service. Minimum cover over sewer mains is three feet, if cover from top of pipe to sub-grade is less than three feet than alternate materials shall be used in conformance of City of Meridian Public Works Departments Standard Specifications.
2. Water service to this site is available via extension of existing mains adjacent to the development. The applicant shall be responsible to install water mains to and through this development, coordinate main size and routing with Public Works.
3. 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.
4. 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.
5. 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.

6. 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.
7. 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.
8. 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.
9. Applicant shall be required to pay Public Works development plan review, and construction inspection fees, as determined during the plan review process, prior to the issuance of a plan approval letter.
10. 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.
11. Applicant shall be responsible for application and compliance with any Section 404 Permitting that may be required by the Army Corps of Engineers.
12. Developer shall coordinate mailbox locations with the Meridian Post Office.
13. All grading of the site shall be performed in conformance with MCC 11-1-4B.
14. 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.
15. The engineer shall be required to certify that the street centerline elevations are set a minimum of 3-feet above the highest established peak groundwater elevation. This is to ensure that the bottom elevation of the crawl spaces of homes is at least 1-foot above.
16. 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.
17. 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.
18. 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.

19. 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.
20. Applicant shall be responsible for application and compliance with and NPDES permitting that may be required by the Environmental Protection Agency.
21. Any wells that will not continue to be used must be properly abandoned according to Idaho Well Construction Standards Rules administered by the Idaho Department of Water Resources. The Developer's Engineer shall provide a statement addressing whether there are any existing wells in the development, and if so, how they will continue to be used, or provide record of their abandonment.
22. Any existing septic systems within this project shall be removed from service per City Ordinance Section 9-1-4 and 9 4 8. Contact the Central District Health Department for abandonment procedures and inspections.
23. 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.
24. 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

<https://weblink.meridiancity.org/WebLink/browse.aspx?id=393904&dbid=0&repo=MeridianCity>

D. Idaho Department of Environmental Quality (DEQ)

<https://weblink.meridiancity.org/WebLink/Browse.aspx?id=393904&dbid=0&repo=MeridianCity>

E. Idaho Transportation Department (ITD)

<https://weblink.meridiancity.org/WebLink/Browse.aspx?id=393904&dbid=0&repo=MeridianCity>

V. FINDINGS

A. Private Streets

In order to approve the application, the Director shall find the following:

1. The design of the private street meets the requirements of this Article;
The Director finds that the proposed private street design meets the requirements.
2. Granting approval of the private street would not cause damage hazard, or nuisance, or other detriment to persons, property, or uses in the vicinity; and
The Director finds that the proposed private street would not cause damage, hazard, or nuisance, or other detriment to persons, property, or uses in the vicinity if all conditions of approval are met.
3. The use and location of the private street shall not conflict with the comprehensive plan and/or the regional transportation plan.
The Director finds the use and location of the private street does not conflict with the comprehensive plan or the regional transportation plan because the proposed design meets all requirements.
4. The proposed residential development (if applicable) is a mew or gated development.
The Director finds the use and location of the private street does not conflict with the comprehensive plan or the regional transportation plan because the proposed design meets all requirements and is gated part of the development.

VI. ACTION

A. Staff:

Staff recommends approval of the proposed final plat with the conditions of approval in Section IV of this staff report.

B. City Council:

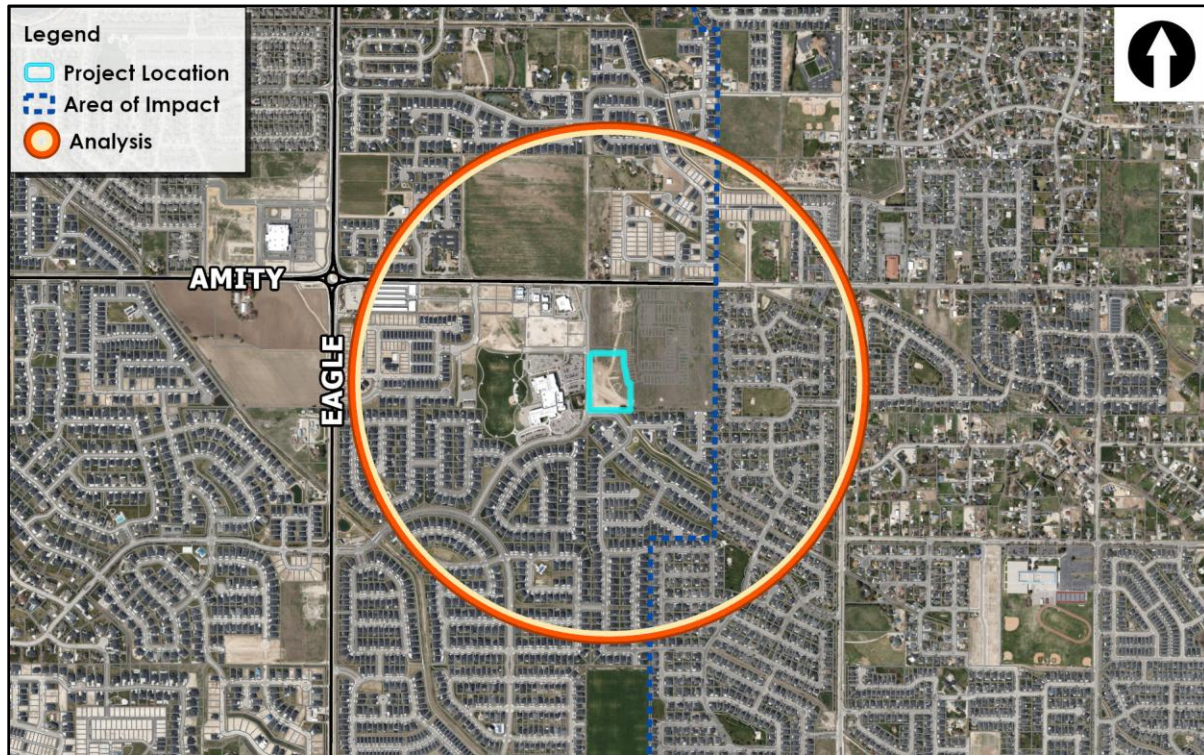
Pending

VII. EXHIBITS

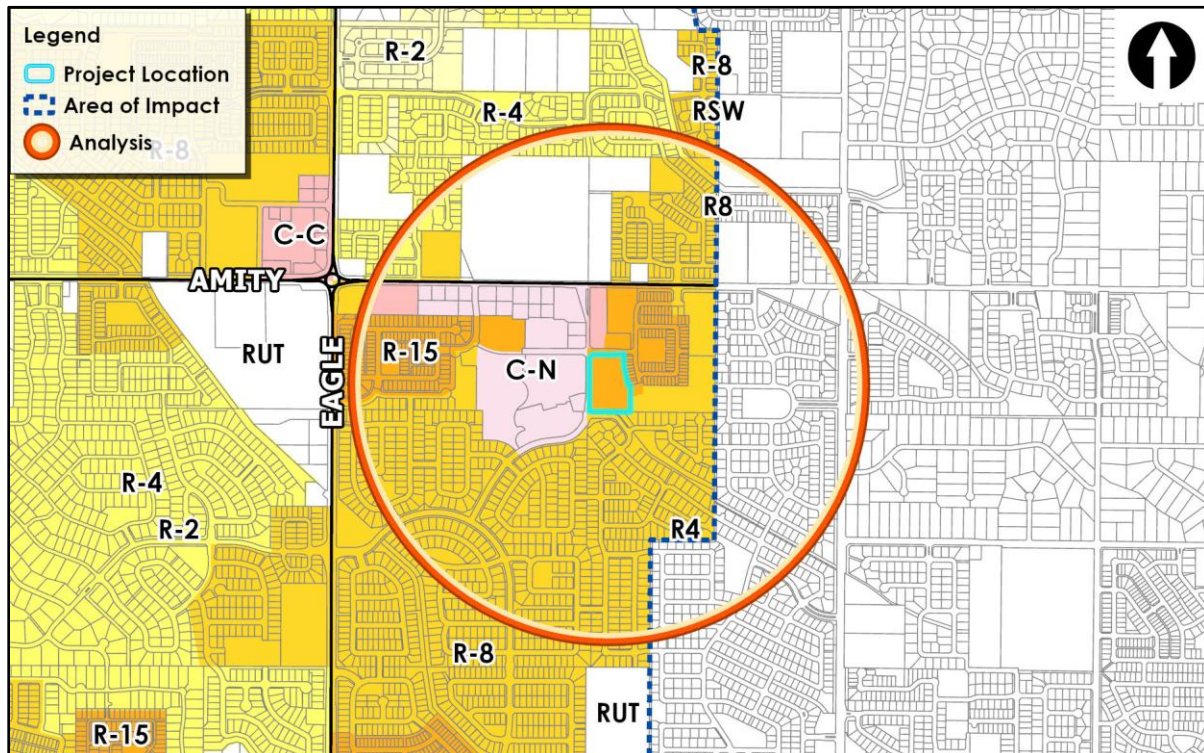
A. Project Area Maps

(link to [Project Overview](#))

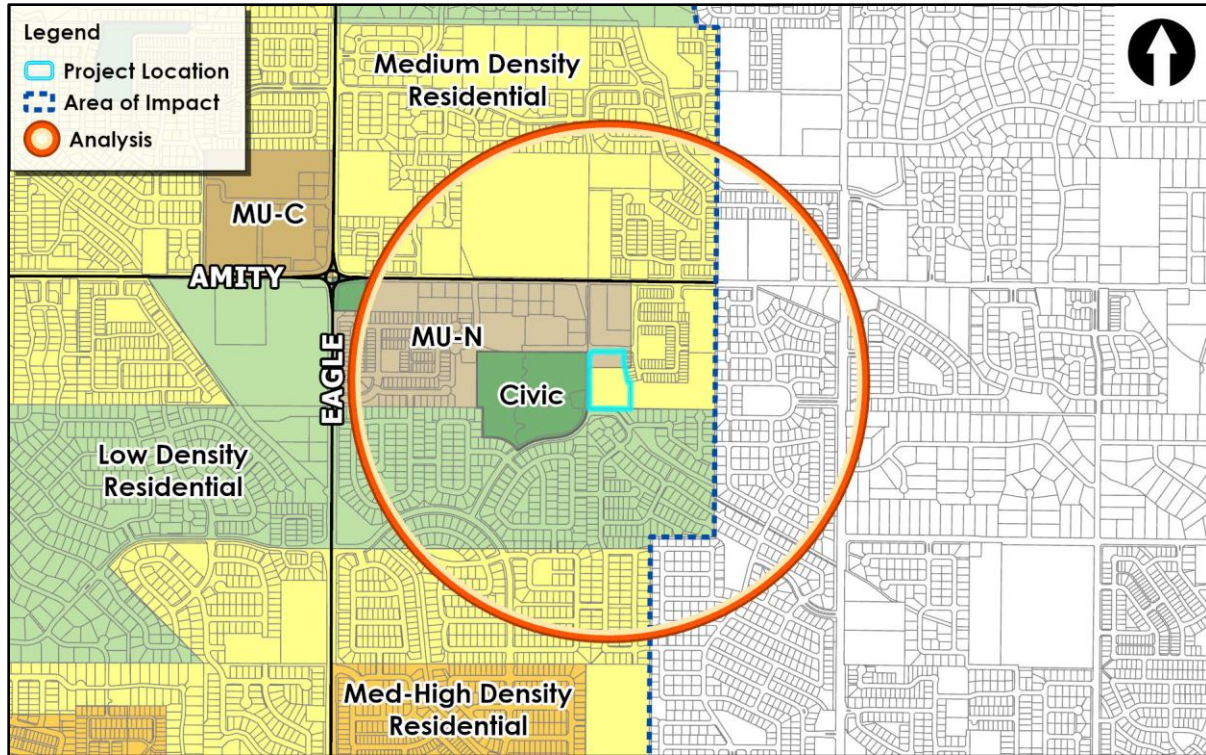
1. Aerial



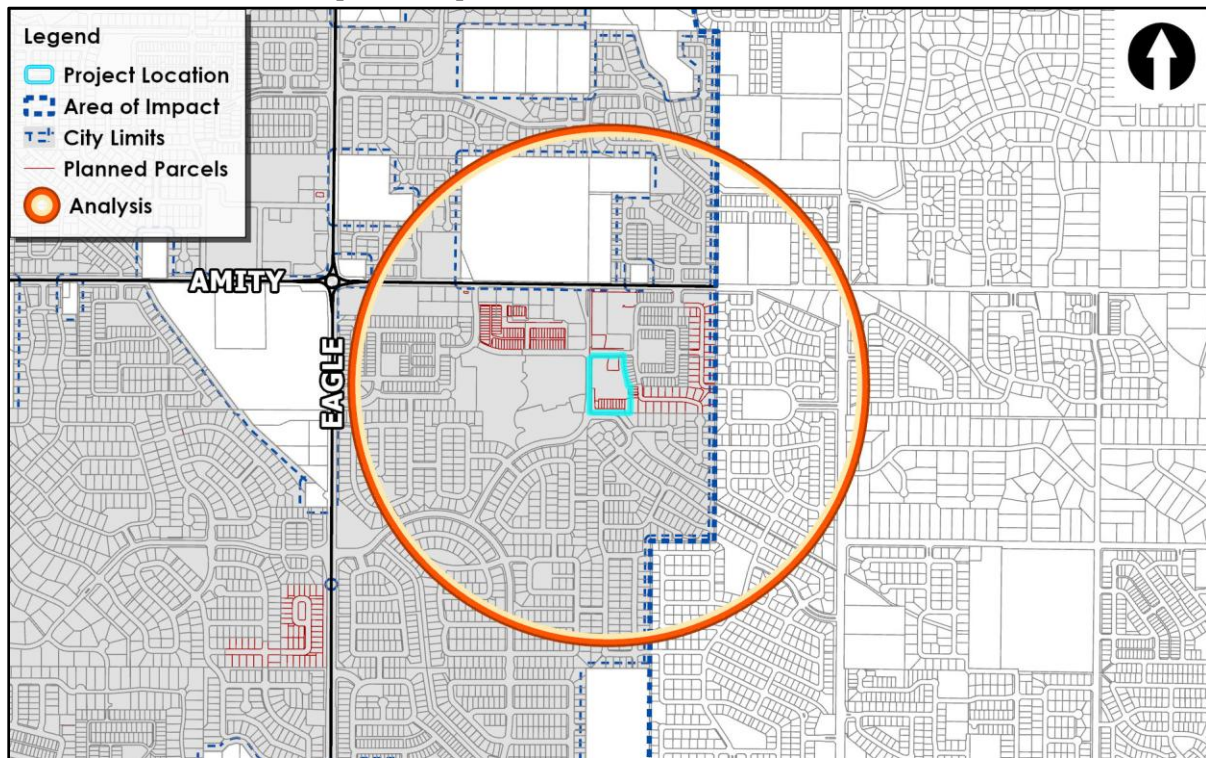
2. Zoning Map



3. Future Land Use



4. Planned Development Map



B. Subject Site Photos

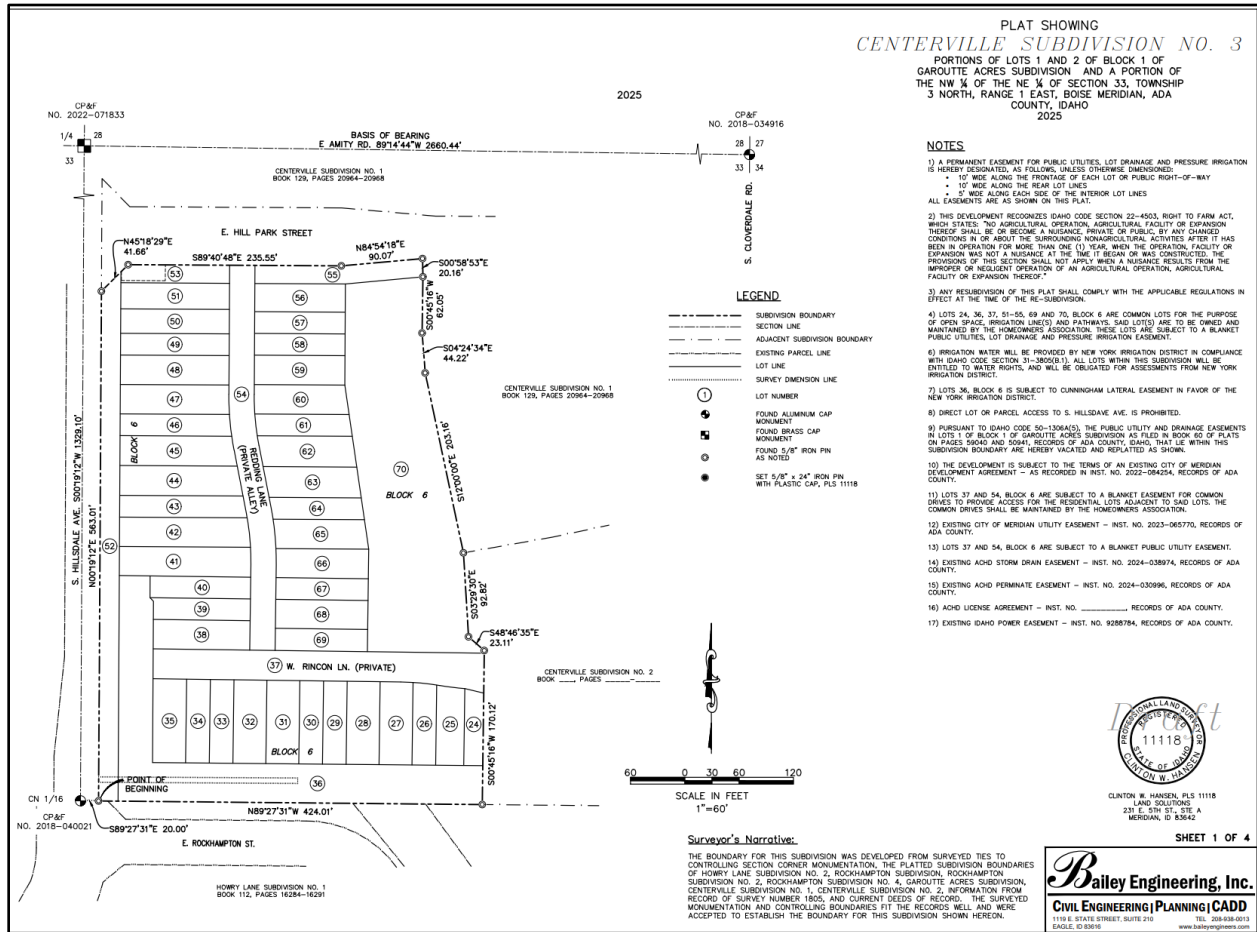


Hillsdale looking North

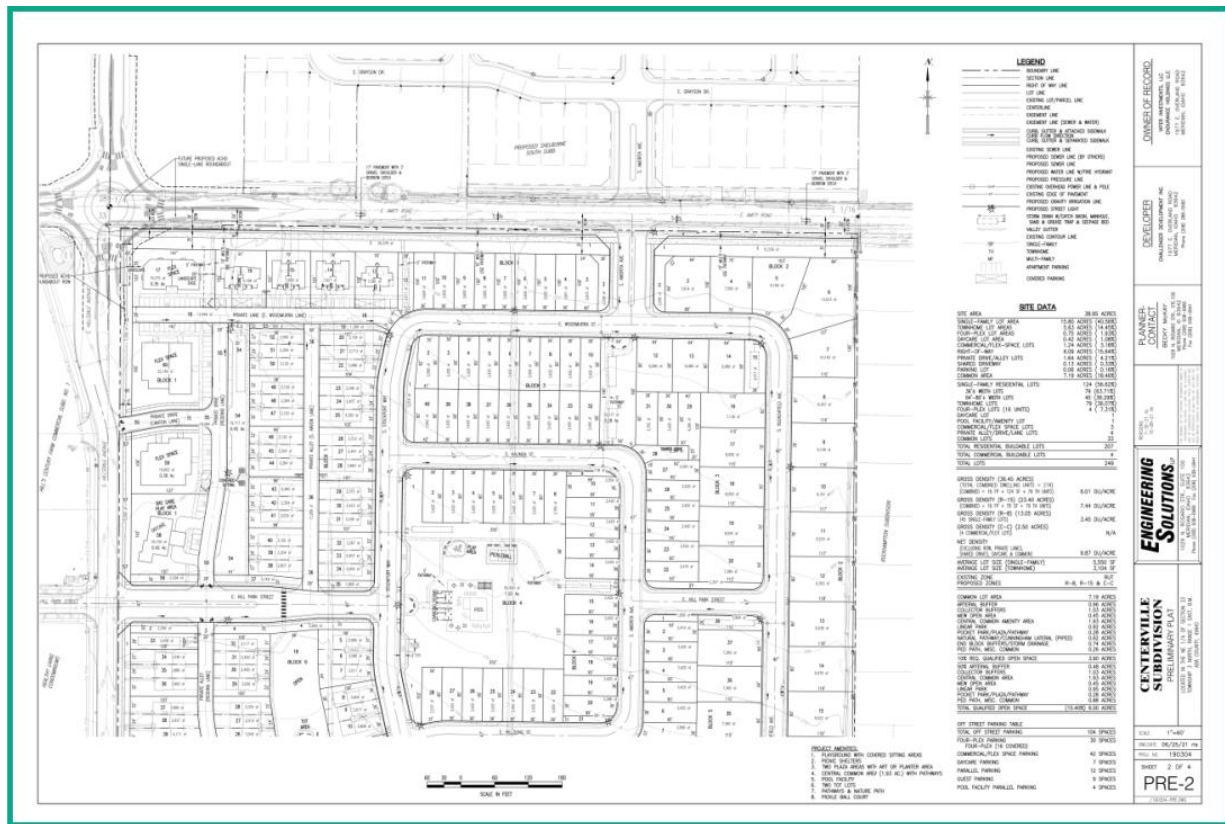
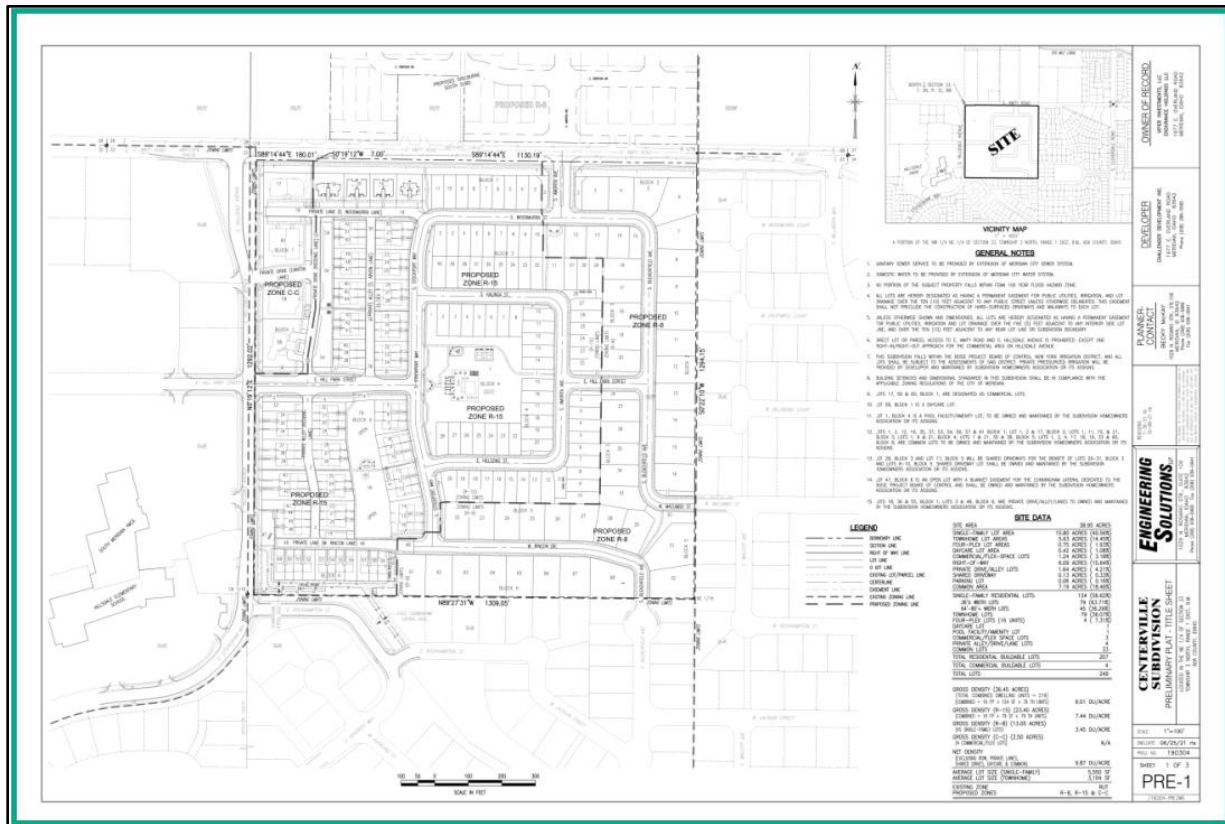


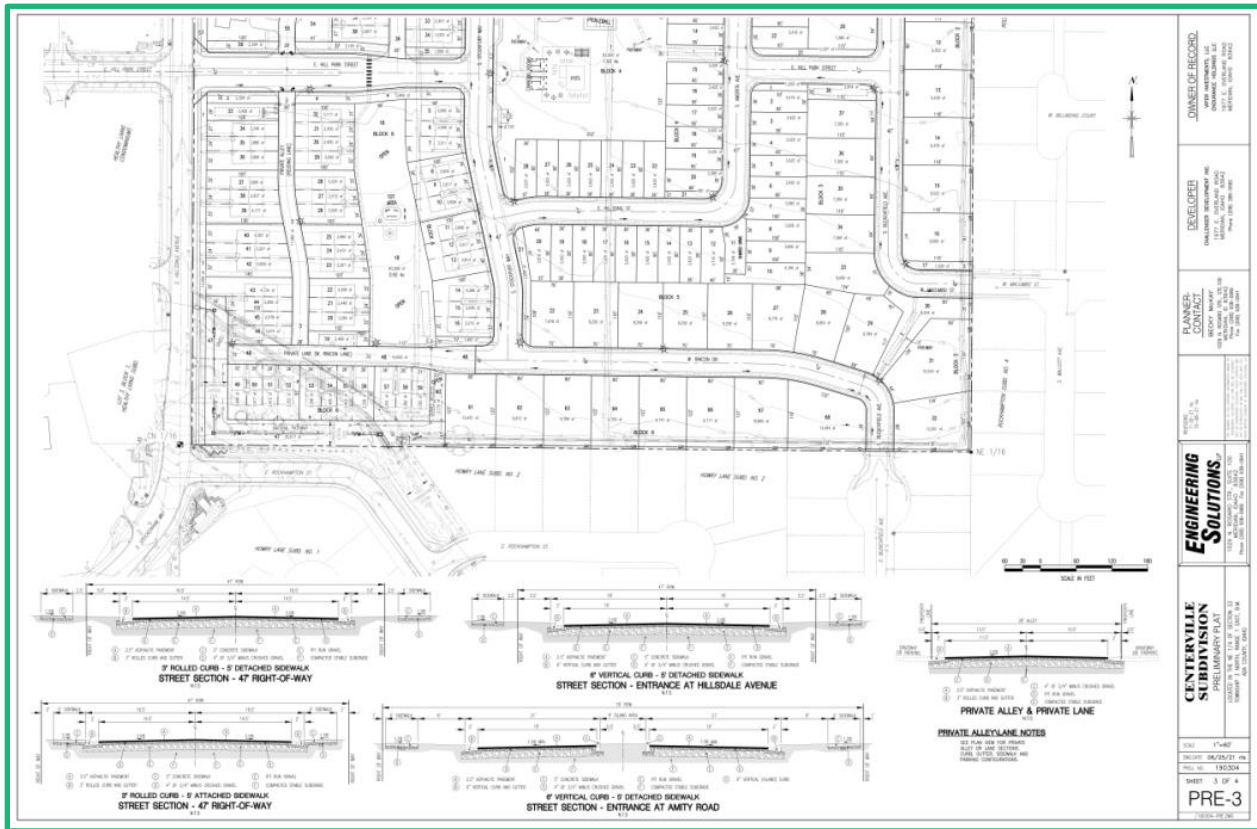
Hillsdale looking South

C. Final Plat (date: 4/11/2025)

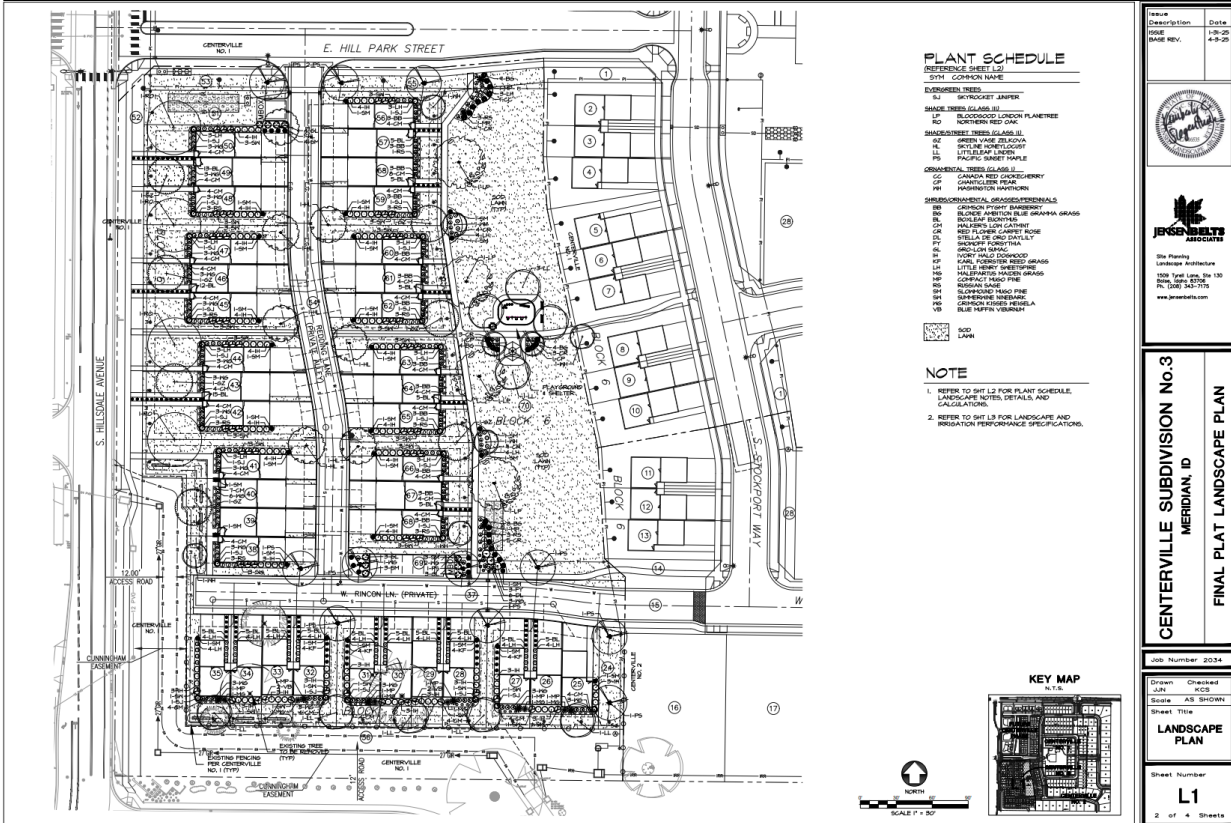
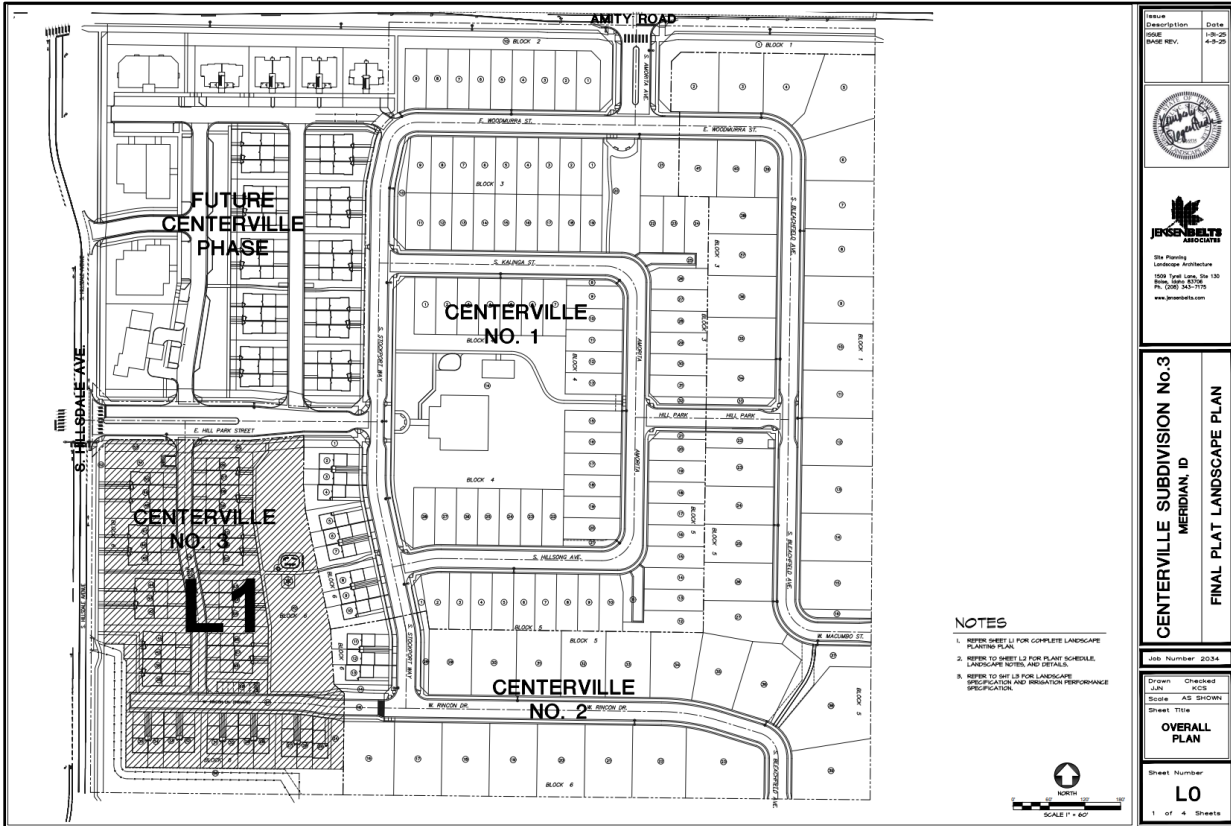


D. Preliminary Plat (date: 10/8/2021)

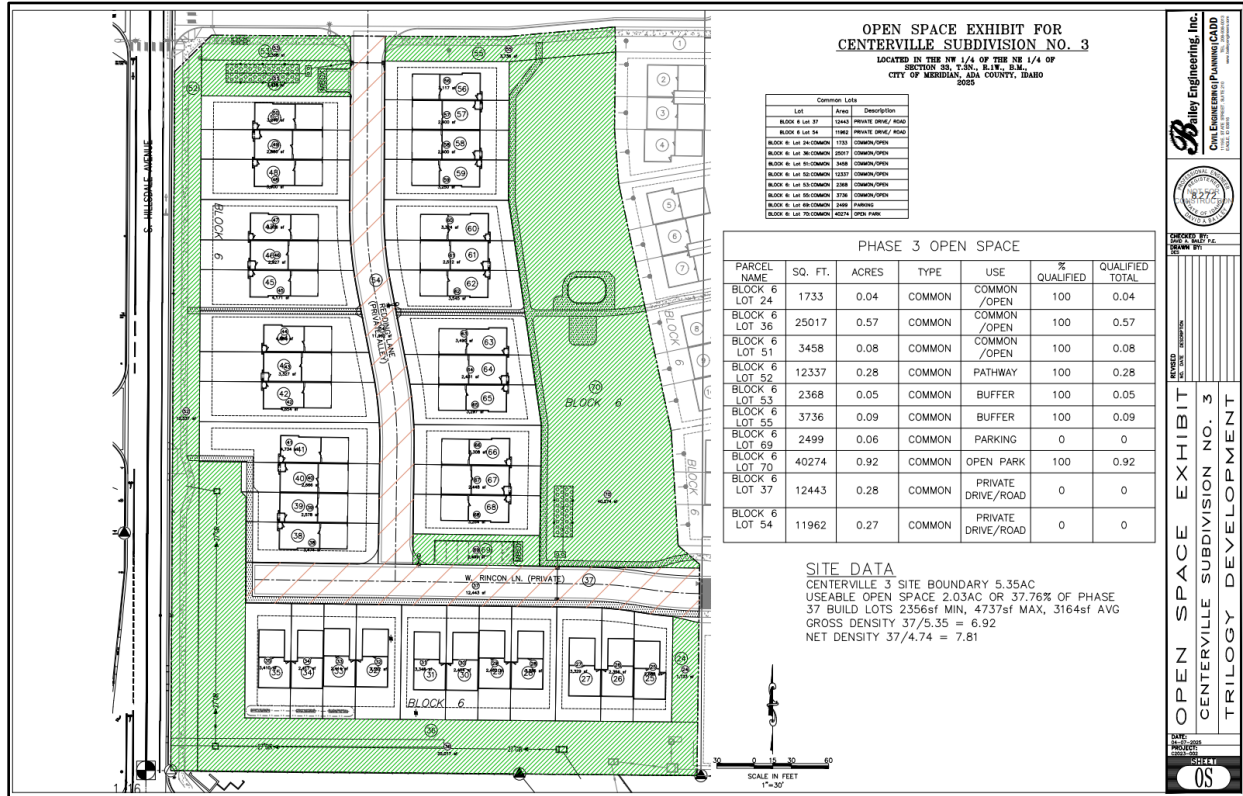




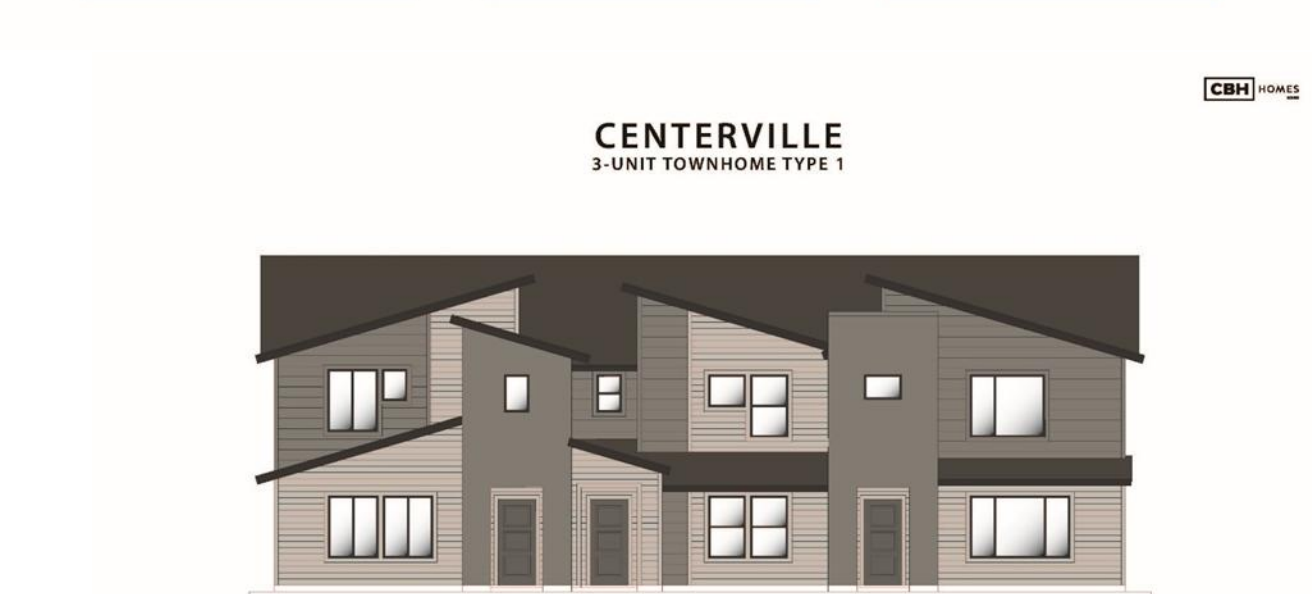
E. Landscape Plan (date: 4/3/2025)



F. Qualified Open Space Exhibit (date: 4/7/2025)



G. Building Elevations



CENTERVILLE

3-UNIT TOWNHOME TYPE 2



CENTERVILLE

3-UNIT TOWNHOME TYPE 3



CENTERVILLE

FRONT LOAD TOWNHOME



H. Emergency Access Exhibit (date: Click here to enter a date.)

