

COMMUNITY DEVELOPMENT DEPARTMENT REPORT

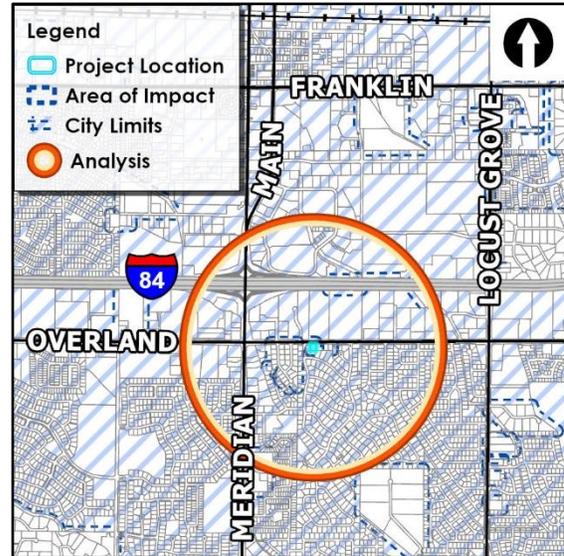


HEARING DATE: 3/3/2026
TO: Mayor & City Council
FROM: Linda Ritter, Associate Planner
208-884-5533
lritter@meridiancity.org

APPLICANT: Dara Tong

SUBJECT: H-2025-0049
Tong Annexation - AZ

LOCATION: 485 E. Overland Road, located in the N
½ of Section 19, T.3N, R. 1E, Parcel #
S1119212410



I. PROJECT OVERVIEW

A. Summary

Annexation of approximately 0.496 acres of land from R1 in Ada County to the R-4 zoning district. The applicant entered into an agreement with the City to annex within six months of receiving City utility services due to a failed septic system.

B. Issues/Waivers

There is an existing detached accessory structure on the property that encroaches into the required rear setback.

C. Recommendation

Staff recommends approval of the proposed annexation with the requirement of a Development Agreement per the provisions in Section IV in accord with the Findings in Section V.

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	R1 (Ada County)	VII.A.2
Proposed Zoning	R-2	
Adopted FLUM Designation	Medium Density Residential	VII.A.3
Proposed FLUM Designation	Medium Density Residential	

Table 2: Process Facts

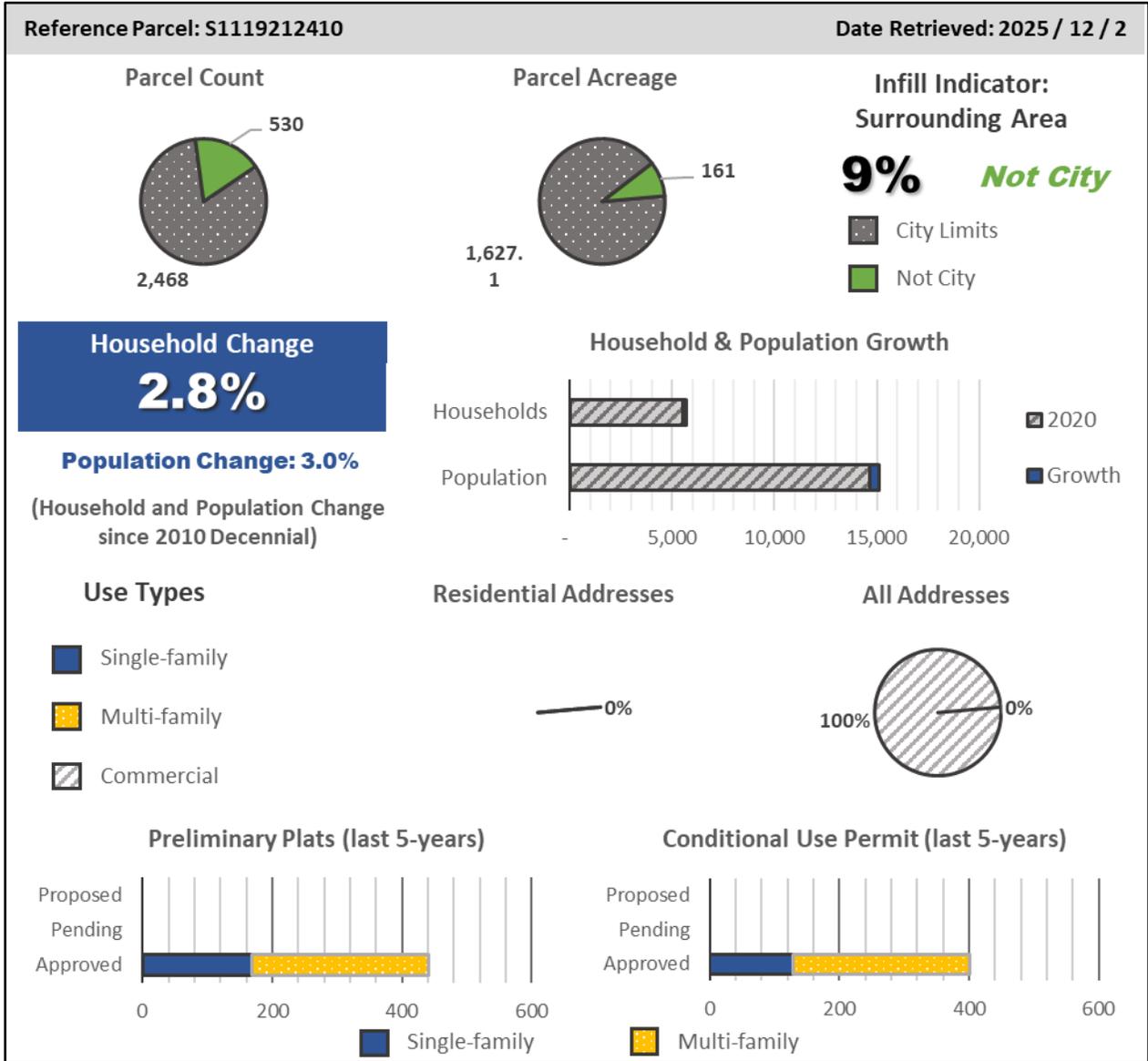
Description	Details
Preapplication Meeting date	10/14/2025
Neighborhood Meeting	10/1/2025
Site posting date	2/19/2026

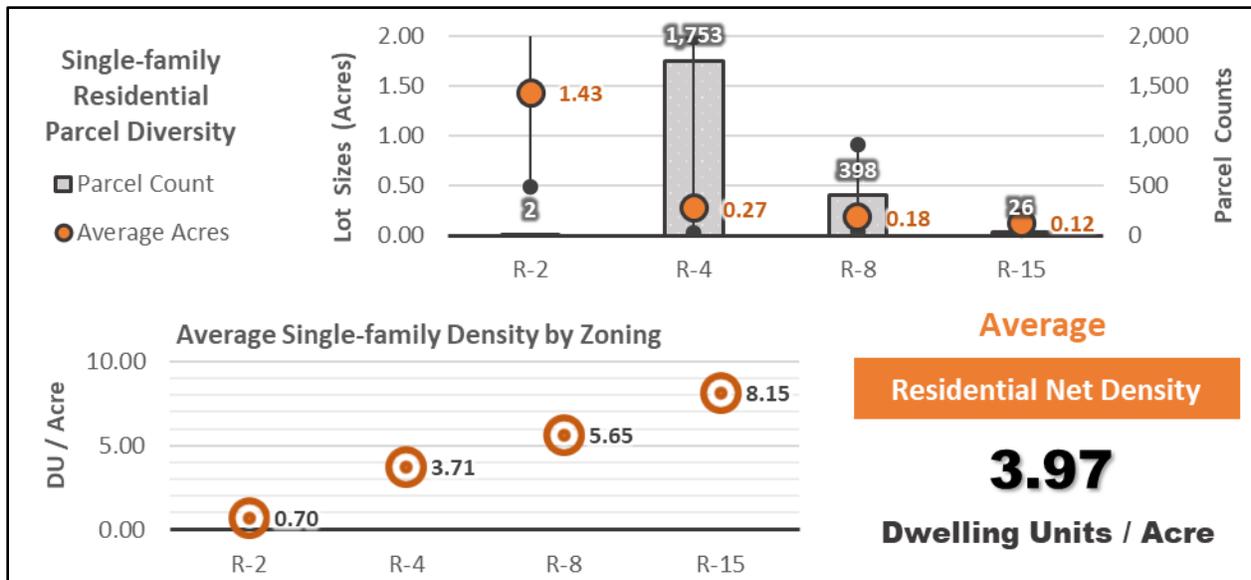
Table 3: Community Metrics

Agency / Element	Description / Issue	Reference
Ada County Highway District		-
• Comments Received	No comment	-
• Commission Action Required	No	-
• Access	E. Overland Road	-
• Traffic Level of Service	N/A	-
ITD Comments Received	No Comment	IV.E
Meridian Fire	No Comment	-
Meridian Police	No Comment	-
Meridian Public Works Wastewater	No Comment	-
Meridian Public Works Water	No Comment	IV.B

Note: City/Agency Comments and Conditions Section and public record for all department/agency comments received. Tong Annexation AZ H-2025-0049 (copy this link into a separate browser).

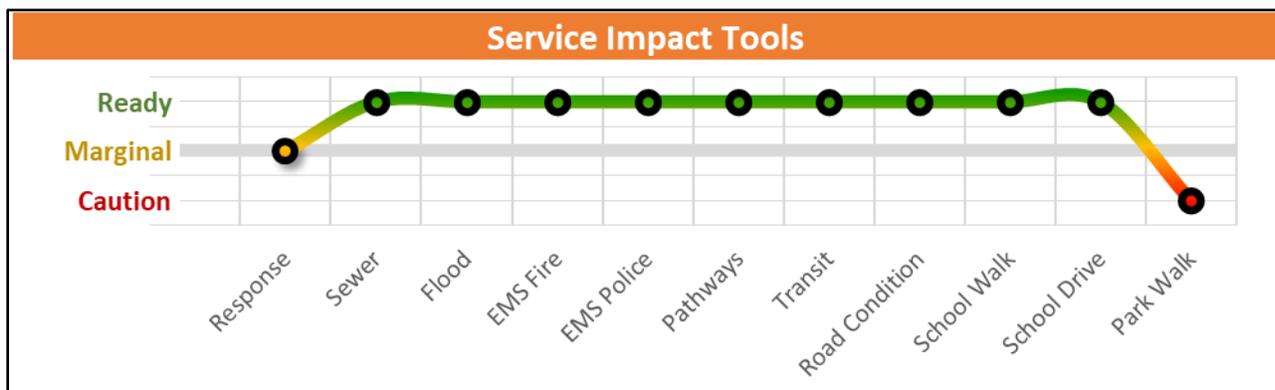
Figure 1: One-Mile Radius Existing Condition Metrics





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

Figure 2: 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

The MDR 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 property is developed with an existing residence, and the property owner intends to continue this use and has requested the R-4 zoning district.

Table 4: Project Overview

Description	Details
History	N/A
Acreage	0.372
Lots	1

B. Site Development and Use Analysis

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

The applicant is not proposing any changes to the existing site. The annexation request is being made due to the failure of the existing septic system and the need to connect to City services. An existing detached accessory structure on the property encroaches into the required rear setback. Because no redevelopment is proposed, the applicant must either remove the structure or obtain approval from the City Council to allow it to remain as a legal nonconforming (grandfathered) structure.

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

The Applicant proposes to annex a 0.496 acre parcel, including the adjacent right-of-way to the section line of E. Overland Road with an R-4 (Low-Density Residential) zoning district. A legal description and exhibit map for the annexation area is included in VII.D. This property is within the City’s Area of City Impact boundary. The reason for annexation is the septic system was failing on the single-family residential property, and Applicant had to hook-up to City water and sewer service. No new development or redevelopment of the property is proposed at this time and the use will remain residential for the foreseeable future.

The Applicant entered into an agreement with the City for extension of domestic water and sewer service outside Meridian city limits for the subject property (Inst. #2025-034475). This agreement allowed the property to hook up to City water and sanitary sewer service with disconnection from the private well and septic system. A provision of the agreement requires the property owner to apply for annexation of the property into the City as proposed with this application.

Single-family detached dwellings are listed as a principally permitted use in the R-4 zoning district per UDC Table 11-2A-2.

The City may require a development agreement (DA) in conjunction with an annexation pursuant to Idaho Code section 67-6511A. **To ensure future development is consistent with the Comprehensive Plan and the land use desired for this property, Staff recommends a Development Agreement as a provision of annexation pursuant to Idaho Code Section 67-6511A, which requires the property to be rezoned and the agreement modified to include a conceptual development plan prior to any change in use and/or development of the property.**

3. Dimensional Standards (*UDC 11-2*):

The proposed existing house appears to comply with the dimensional standards of the district.

C. Design Standards Analysis

1. 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 existing home meets the required number of off-street parking spaces per [UDC Table 11-3C-6](#) for a three (3) bedroom home; four (4) parking spaces are required, at least 2 in an enclosed garage, other spaces may be enclosed or a minimum 10-foot by 20-foot parking pad. The existing home has an enclosed two-car garage and a detached one-car garage.

Off-street parking is required to be provided in accord with the standards listed in *UDC Table*

The existing home is indicated to have three (3) bedrooms which requires a 20' by 20' garage and parking pad. The applicant is in compliance with these standards.

D. Transportation Analysis

1. Access (*Comp Plan 6.01.02B, UDC 11-3A-3, UDC 11-3H-4*):

Access to the property is via E. Overland Road. With future redevelopment of the property, access via E. Overland Road and interconnectivity with adjacent properties will be evaluated in accordance with the provisions listed in UDC 11-3A-3.

2. Sidewalks (*UDC 11-3A-17*):

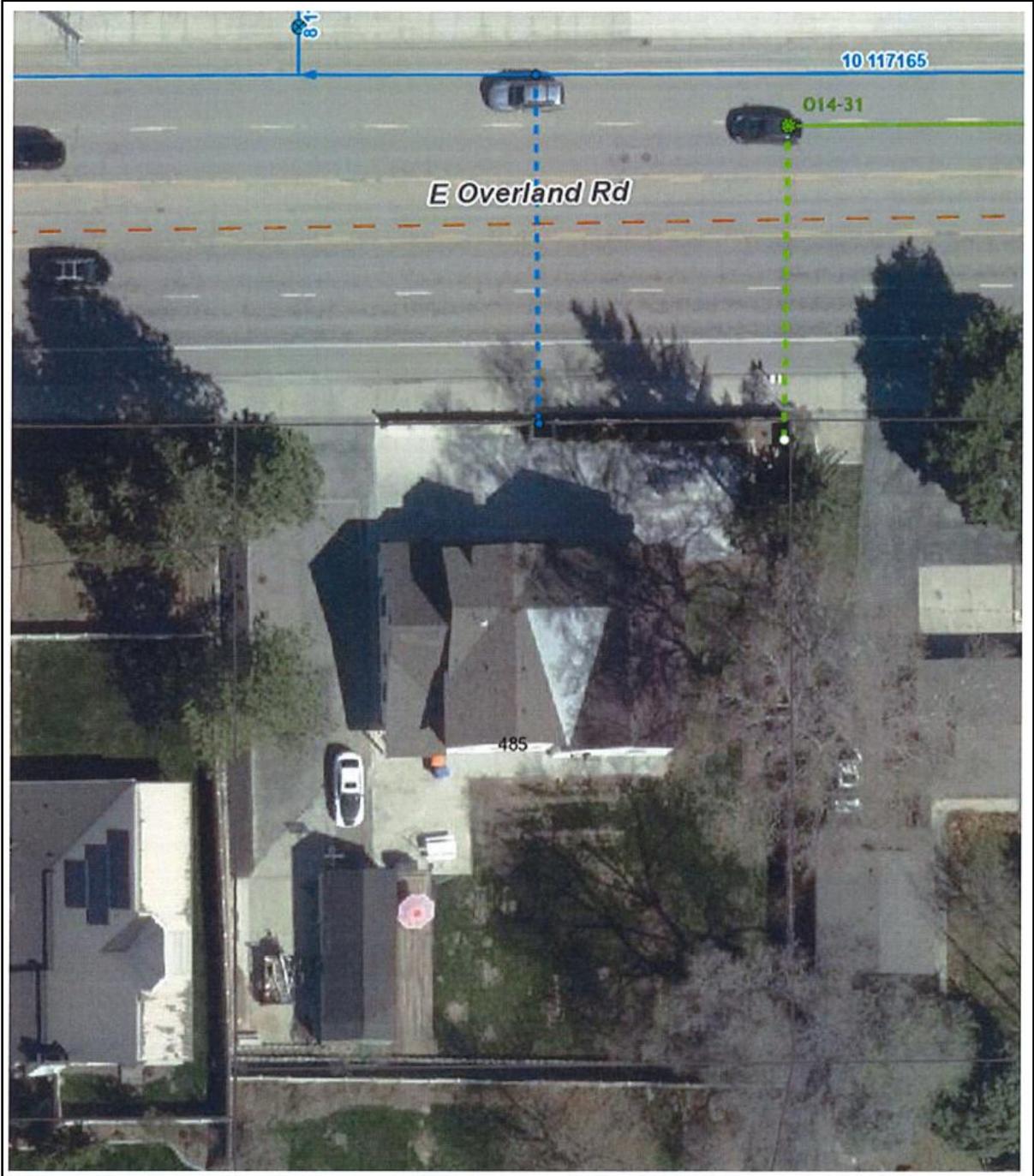
Overland Road is improved with an existing 7-foot wide attached concrete sidewalk abutting the site in accordance with UDC standards. Staff is not recommending that this sidewalk be replaced with and 7-foot detached sidewalk.

E. Services Analysis

1. Utilities (*Comp Plan 3.03.03G, UDC 11-3A-21*):

Connection to City water and sewer services is required in accordance with UDC 11-3A-21. **The Applicant entered into an agreement with the City for extension of domestic water and sewer service outside Meridian city limits for the subject property (Inst. #2025-034475). The Applicant is currently connected to City utilities.**

Comprehensive Plan policy 3.03.03G requires urban infrastructure be provided for all new developments, including curb and gutter, sidewalks, water and sewer utilities.



IV. CITY/AGENCY COMMENTS & CONDITIONS

A. Meridian Planning Division

1. A Development Agreement (DA) is required as a provision for annexation of this property. Prior to approval of the annexation ordinance, a DA shall be entered into between the City of Meridian, the property owner(s) at the time of annexation ordinance adoption, and the developer.

Currently, a fee of \$303.00 shall be paid by the Applicant to the Planning Division prior to commencement of the DA. The DA shall be signed by the property owner and returned to the Planning Division within six (6) months of the City Council granting the annexation. The DA shall, at minimum, incorporate the following provisions *IF* City Council determines annexation is in the best interest of the City:

- a. Prior to any change in use or redevelopment of the subject property, a rezone to a commercial and/or a higher density residential zoning district and a modification to this agreement shall be requested to include a conceptual development plan consistent with the Mixed-Use Regional Future Land Use Map (FLUM) designation and guidelines in the Comprehensive Plan.
- b. Future redevelopment of the property will evaluate access via E. Overland Road and interconnectivity with adjacent properties in accordance with the provisions listed in UDC 11-3A-3.
- c. Future development of this site shall be consistent with the applicable standards in the city of Meridian's Unified Development Code.

B. Meridian Public Works

No Comment

C. Irrigation Districts

1. Nampa & Meridian Irrigation District

<https://weblink.meridiancity.org/WebLink/Browse.aspx?id=425413&dbid=0&repo=MeridianCity>

D. Ada County Development Services

<https://weblink.meridiancity.org/WebLink/browse.aspx?id=425413&dbid=0&repo=MeridianCity>

E. Idaho Transportation Department (ITD)

<https://weblink.meridiancity.org/WebLink/Browse.aspx?id=425413&dbid=0&repo=MeridianCity>

V. FINDINGS

A. Annexation (UDC 11-5B-3E)

Upon recommendation from the commission, the council shall make a full investigation and shall, at the public hearing, review the application. In order to grant an annexation and/or rezone, the council shall make the following findings:

1. The map amendment complies with the applicable provisions of the comprehensive plan;

Commission finds annexation of the subject property with an R-2 zoning district and requirement for the property to redevelop in the future consistent with the Medium Density Residential future land use map designation in the Comprehensive Plan is appropriate for this property (see Section III for more information).

2. The map amendment complies with the regulations outlined for the proposed district, specifically the purpose statement;

Commission finds the proposed map amendment to the R-2 zoning district is consistent with the purpose statement for the residential districts in UDC 11-2B-1, in that it will contribute to the range of housing opportunities available in the City consistent with the Comprehensive Plan.

3. The map amendment shall not be materially detrimental to the public health, safety, and welfare;

Commission finds the proposed map amendment should not be detrimental to the public health, safety and welfare as the proposed residential use should be compatible with adjacent single-family residential homes/uses in the area.

4. The map amendment shall not result in an adverse impact upon the delivery of services by any political subdivision providing public services within the city including, but not limited to, school districts; and

Commission finds that the proposed zoning amendment will not result in any adverse impact upon the delivery of services by any political subdivision providing services to this site.

5. The annexation (as applicable) is in the best interest of city.

Commission finds the proposed annexation is in the best interest of the City.

VI. ACTION

A. Staff:

Staff recommends approval of the proposed annexation with the requirement of a Development Agreement per the provisions in Section IV in accord with the Findings in Section V.

B. Commission:

The Meridian Planning & Zoning Commission heard these items on February 5, 2026. At the public hearing, the Commission moved to recommend approval of the subject Annexation requests.

1. Summary of Commission public hearing:

- a. In favor: Dara Tong, Applicant
- b. In opposition: None
- c. Commenting: None
- d. Written testimony: None
- e. Staff presenting application: Linda Ritter
- 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. Nonconforming shed that the applicant would like to keep on the property and will request City Council allow it to remain as a legal nonconforming structure.

4. Commission change(s) to Staff recommendation:

- a. None

5. Outstanding issue(s) for City Council:

- a. None

C. City Council:

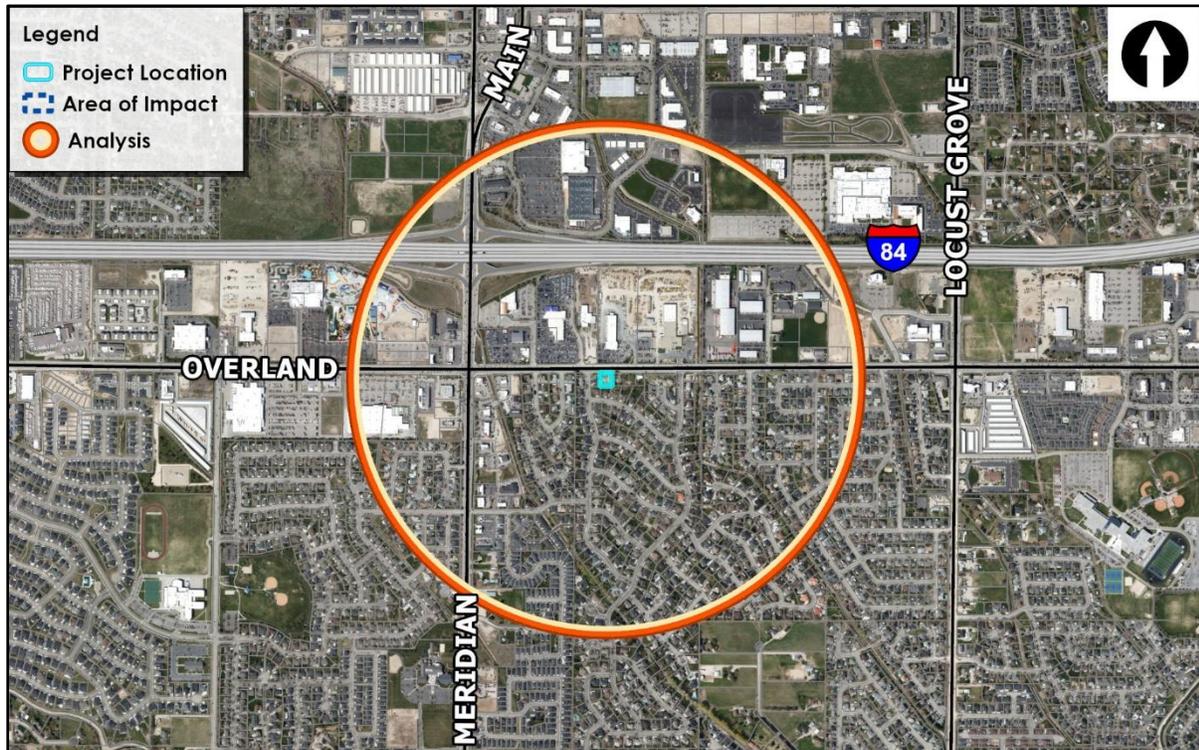
Pending

VII. EXHIBITS

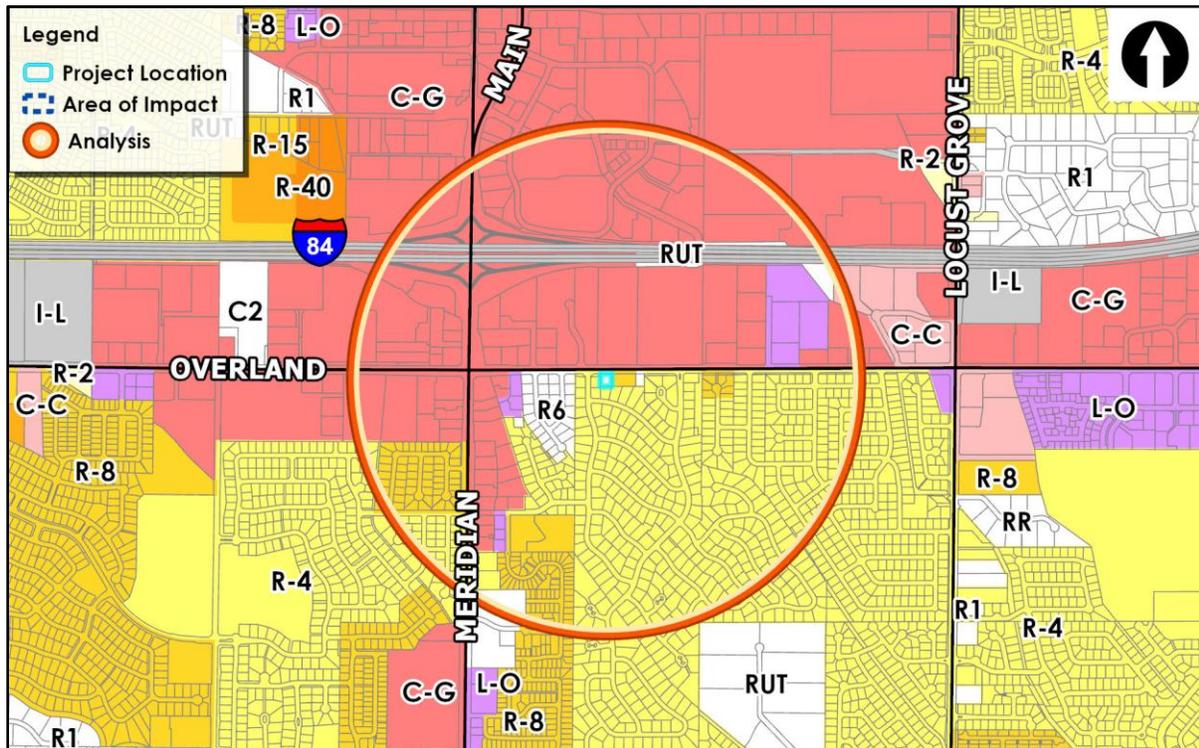
A. Project Area Maps

(link to [Project Overview](#))

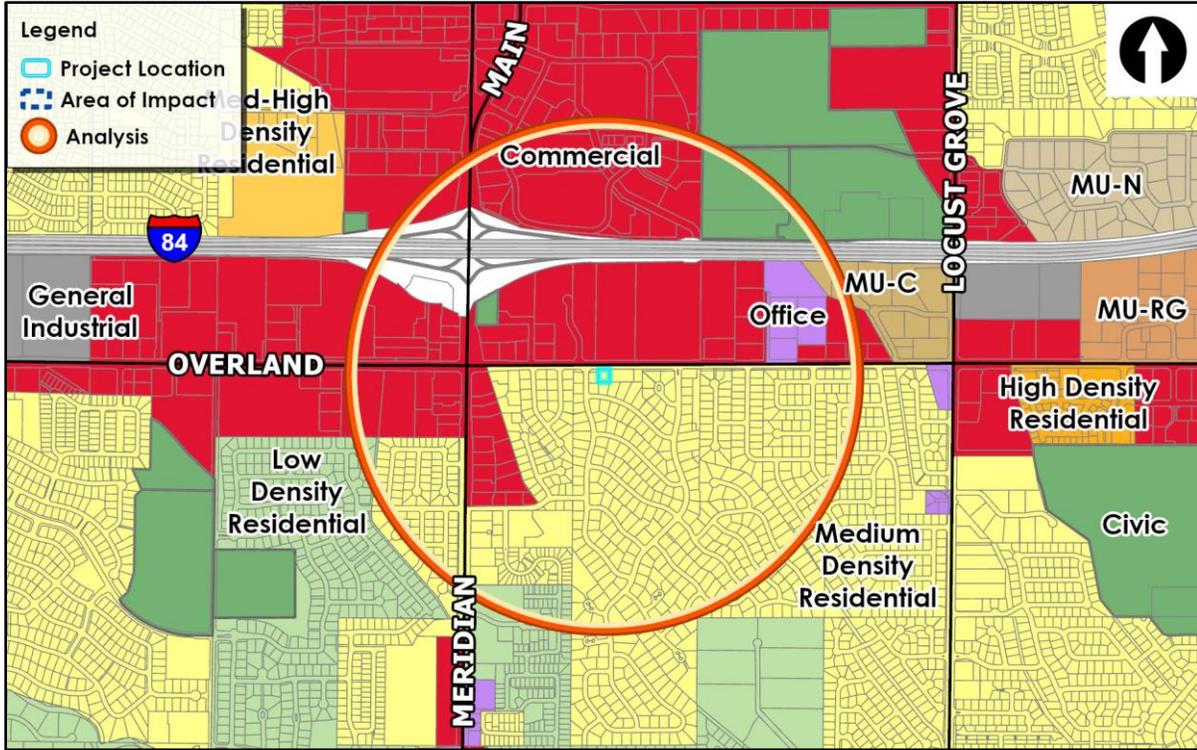
1. Aerial



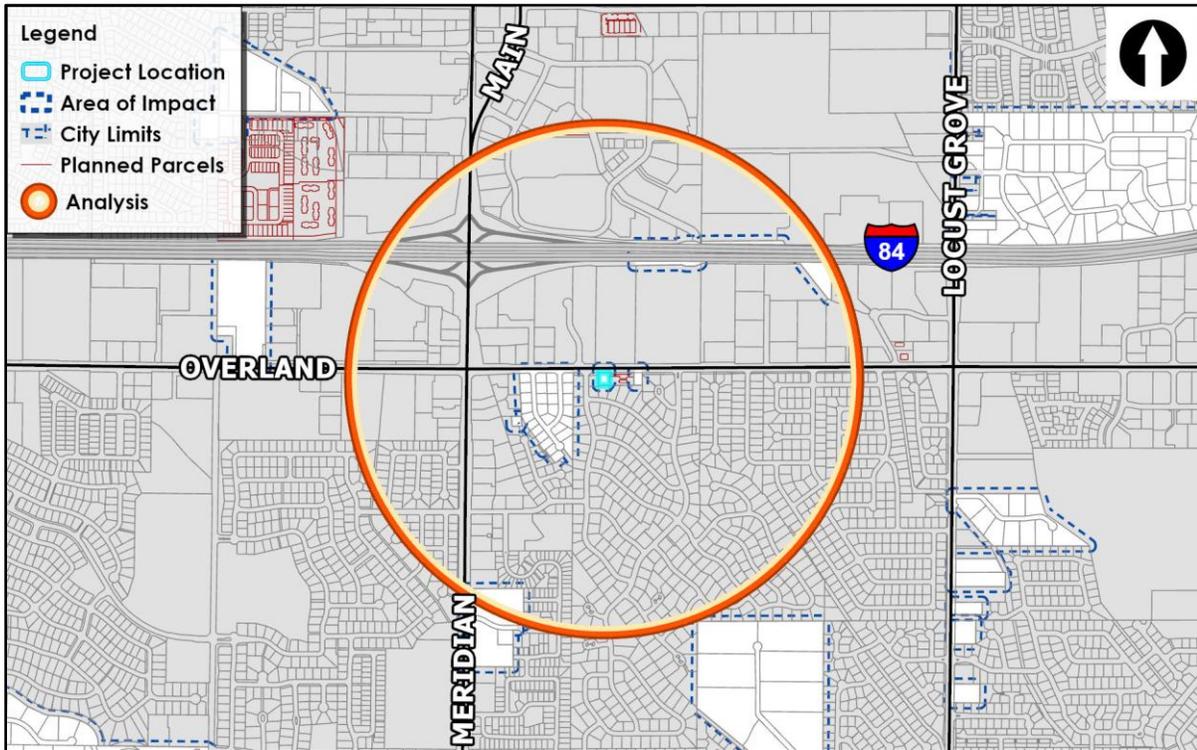
2. Zoning Map



3. Future Land Use



4. Planned Development Map



5. Map Notes

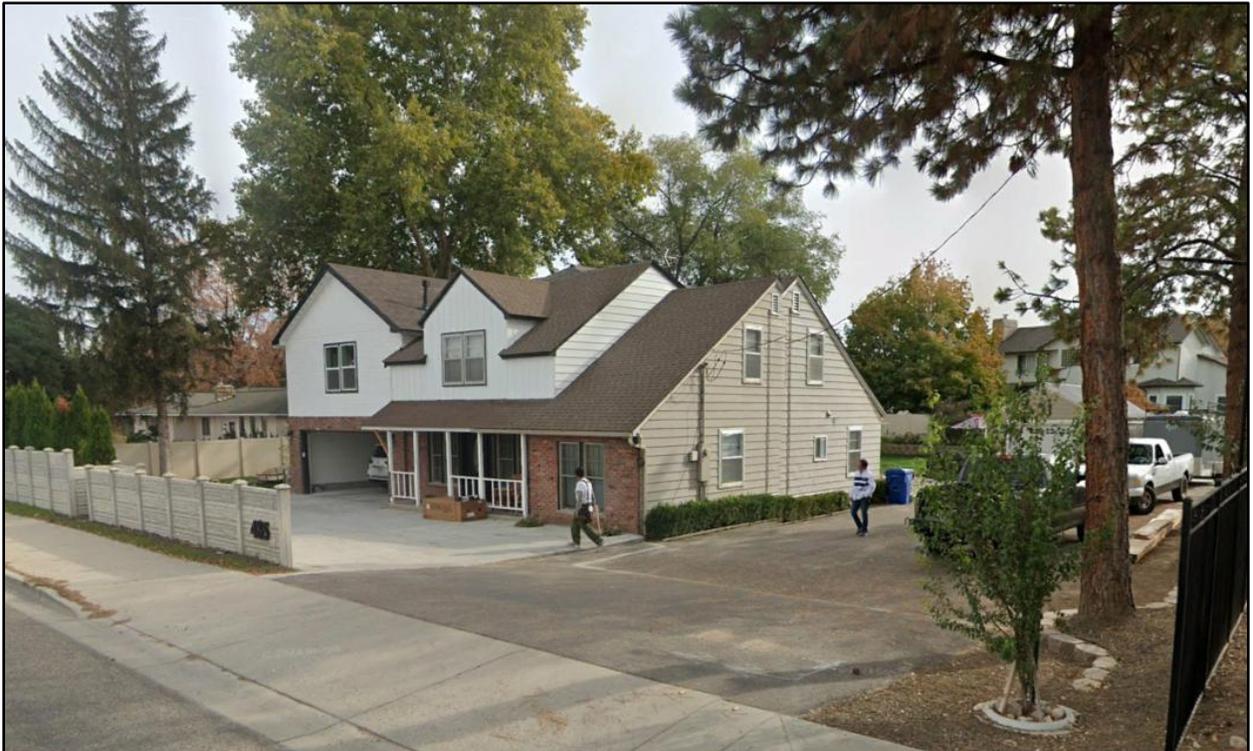
Nearby Recent Preliminary Plats (within last 5-years)

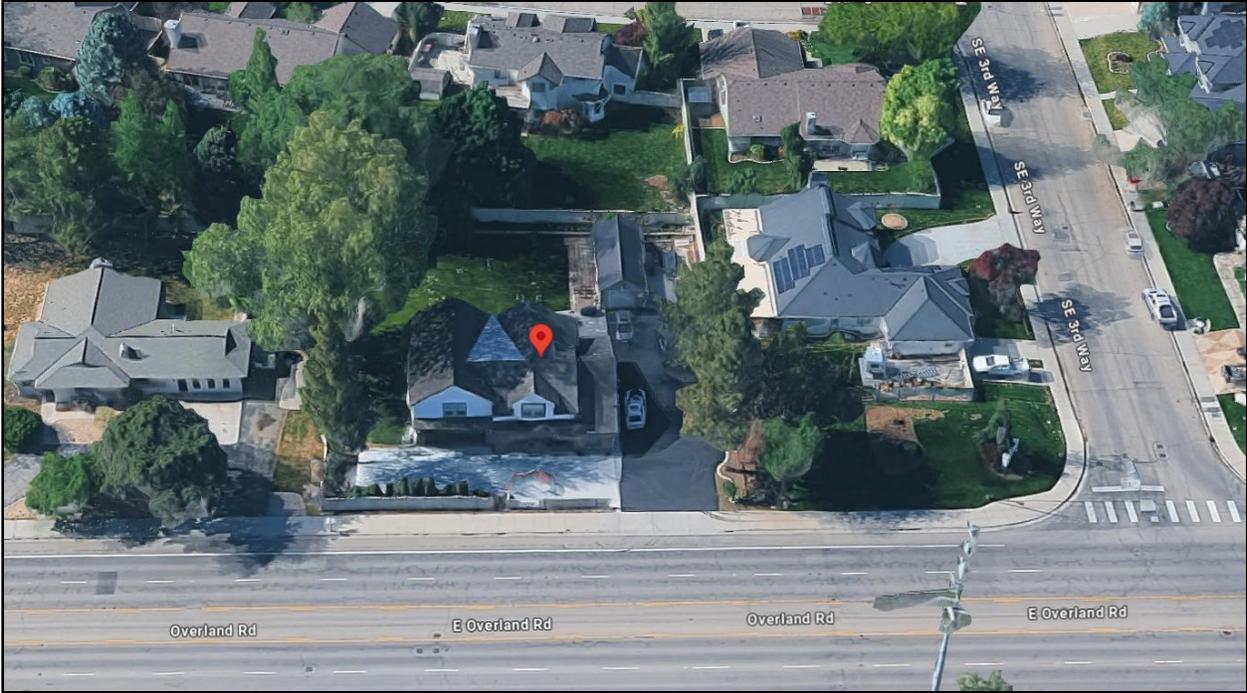
H-2018-0081 H-2018-0089 H-2019-0140 H-2021-0085 H-2022-0094 H-2023-0034
H-2022-0048 H-2024-0012

Nearby Recent Conditional Use Permits (within last 5-years)

H-2019-0150 H-2020-0105 H-2022-0048

B. Subject Site Photos





C. Service Accessibility Report

PARCEL S119212410 SERVICE ACCESSIBILITY

Overall Score: 32	53rd Percentile
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Criteria	Description	Indicator
Location	Within 1/2 mile of City Limits	YELLOW
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	Reporting District meets response time goals most of the time	GREEN
Pathways	Within 1/4 mile of current pathways	GREEN
Transit	Within 1/4 mile of current transit route	GREEN
Arterial Road Buildout Status	Ultimate configuration (# of lanes in master streets plan) matches existing (# of lanes)	GREEN
School Walking Proximity	Within 1/2 mile walking	GREEN
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	No park within walking distance by park type	RED

D. Annexation Legal Description & Exhibit Map

ANNEXATION DESCRIPTION FOR DARA TONG

A parcel located in the NE 1/4 of the NW 1/4 of Section 19 Township 3 North, Range 1 East, Boise Meridian, Ada County, Idaho, more particularly described as follows:

Commencing at a brass cap monument marking the northeasterly corner of said NE 1/4 of the NW 1/4, from which a brass cap monument marking the northwesterly corner of said Section 19 bears S 89°43'29" W a distance of 2444.43 feet;

Thence S 89°43'29" W along the northerly boundary of said NE 1/4 of the NW 1/4 a distance of 946.00 feet to the POINT OF BEGINNING;

Thence continuing S 89°43'29" W a distance of 120.00 feet to a point;

Thence leaving said northerly boundary S 0°13'29" W a distance of 180.00 feet to a point;

Thence N 89°43'29" E a distance of 120.00 feet to a point;

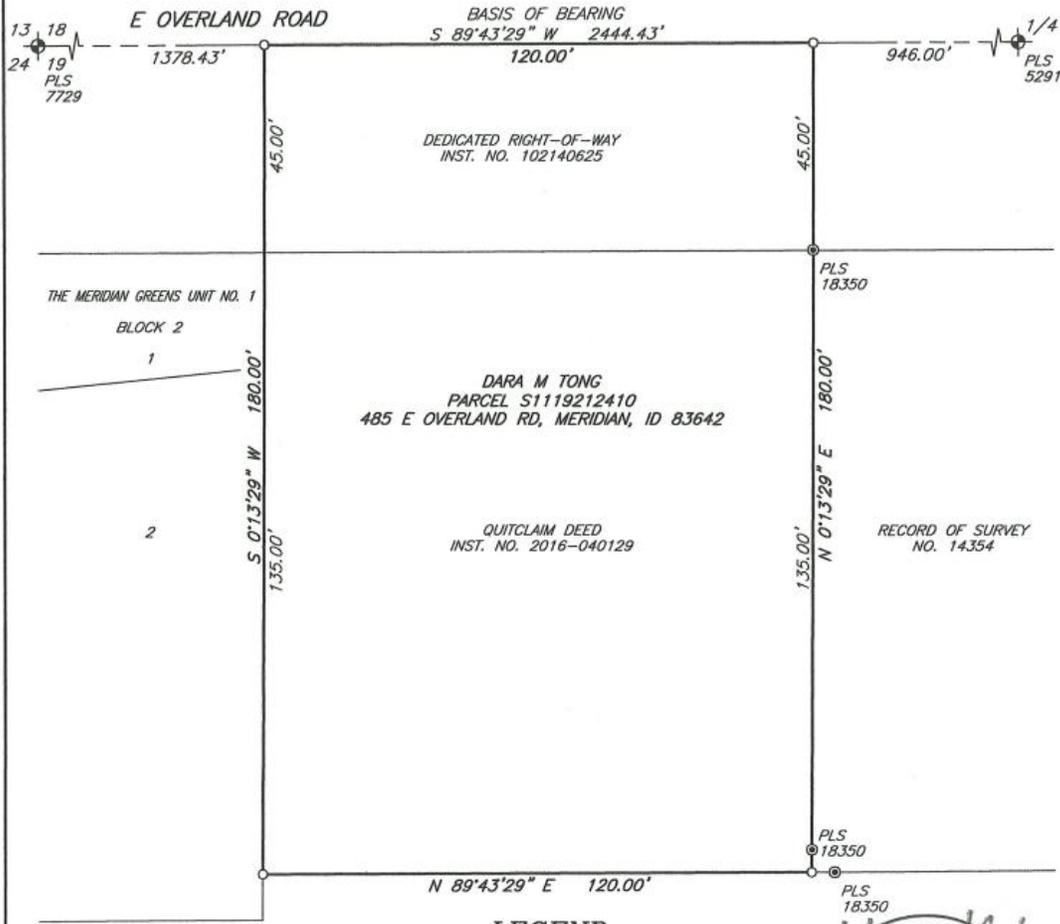
Thence N 0°13'29" E a distance of 180.00 feet to the POINT OF BEGINNING.

This parcel contains 21,600 square feet (0.496 acres).

Prepared by: Kyle A. Koomler, PLS
Civil Survey Consultants, Incorporated
November 6, 2025

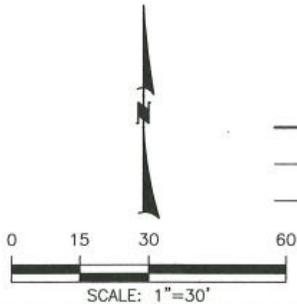


SKETCH TO ACCOMPANY ANNEXATION DESCRIPTION FOR
DARA TONG LOCATED IN THE NE 1/4 OF THE NW 1/4
OF SECTION 19, TOWNSHIP 3 NORTH, RANGE 1 EAST,
BOISE MERIDIAN, ADA COUNTY, IDAHO



LEGEND

-  FOUND BRASS CAP MONUMENT
-  FOUND 5/8" IRON PIN
-  ANNEXATION BOUNDARY
-  SECTION LINE
-  PROPERTY LINE



CIVIL SURVEY CONSULTANTS, INC.
2893 SOUTH MERIDIAN ROAD
MERIDIAN, IDAHO 83642
(208)888-4312

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.