

STAFF REPORT

COMMUNITY DEVELOPMENT DEPARTMENT



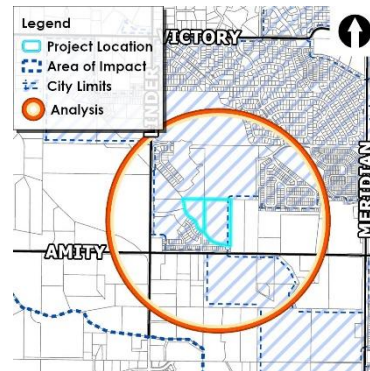
HEARING DATE: 10/20/2026

TO: Mayor & City Council

FROM: Nick Napoli, Associate Planner
208-884-5533

SUBJECT: Windrow No. 4
FP-2026-0028

LOCATION: Generally located at the NEC of S. Linder Road and W. Amity Road in the SW 1/4 of Section 25, T.3N., R.1W.



I. PROJECT DESCRIPTION

Final Plat consisting of sixty-six (66) building lots and thirteen (13) common lots on 13.34 acres of land in the R-8 zoning district for the fourth phase of Windrow Subdivision.

II. APPLICANT INFORMATION

A. Applicant:

Laren Bailey, Conger Group – 810 E. Central Lane Suite 120, Meridian, ID 83642

B. Owner:

C4 Land LLC – 810 E. Central Lane Suite 120, Meridian, ID 83642

C. Representative:

Same as Applicant

III. STAFF ANALYSIS

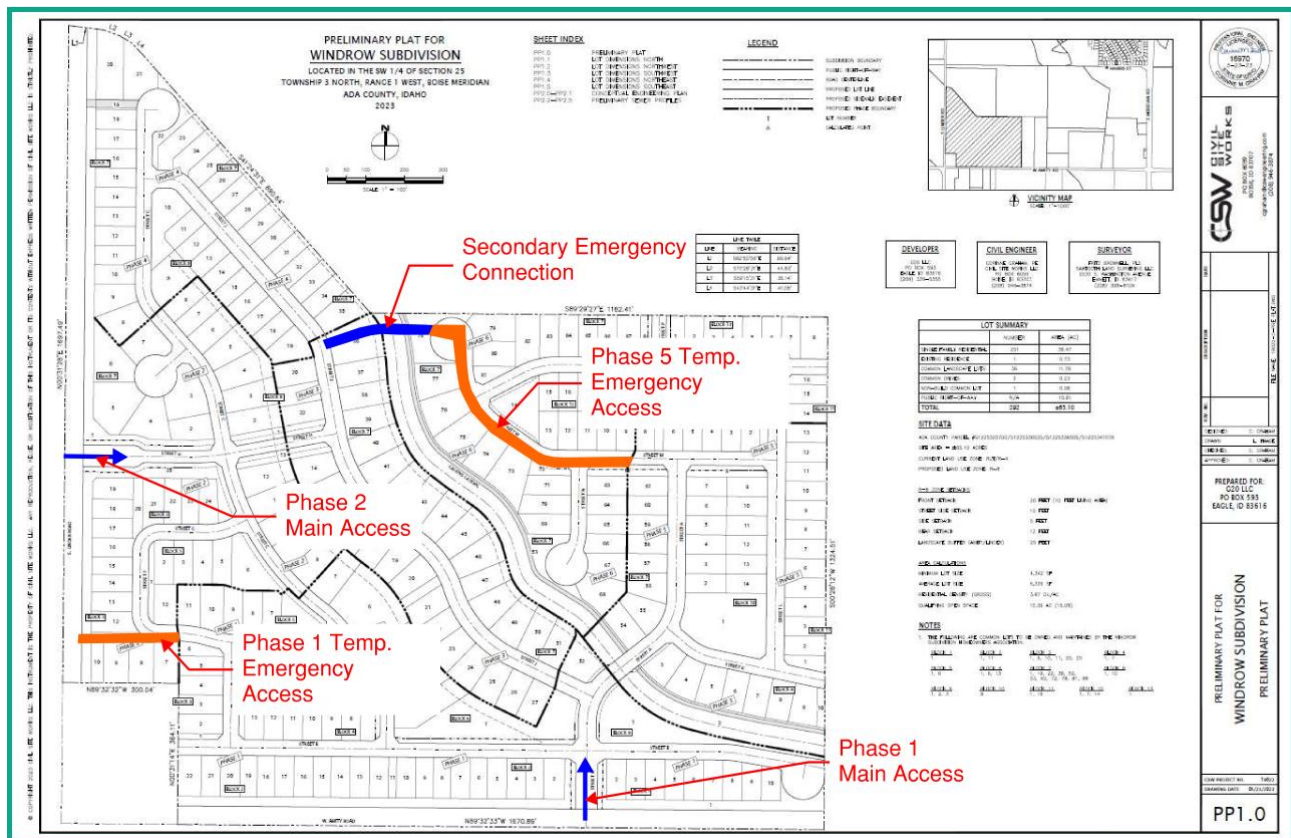
Staff has reviewed the proposed final plat for substantial compliance with the approved preliminary plat (H-2023-0031) in accord with the requirements listed in UDC 11-6B-3C.2.

In order for the proposed final plat to be deemed in substantial compliance with the approved preliminary plat as set forth in UDC 11-6B-3C.2, the number of buildable lots cannot increase and the amount of common area cannot decrease.

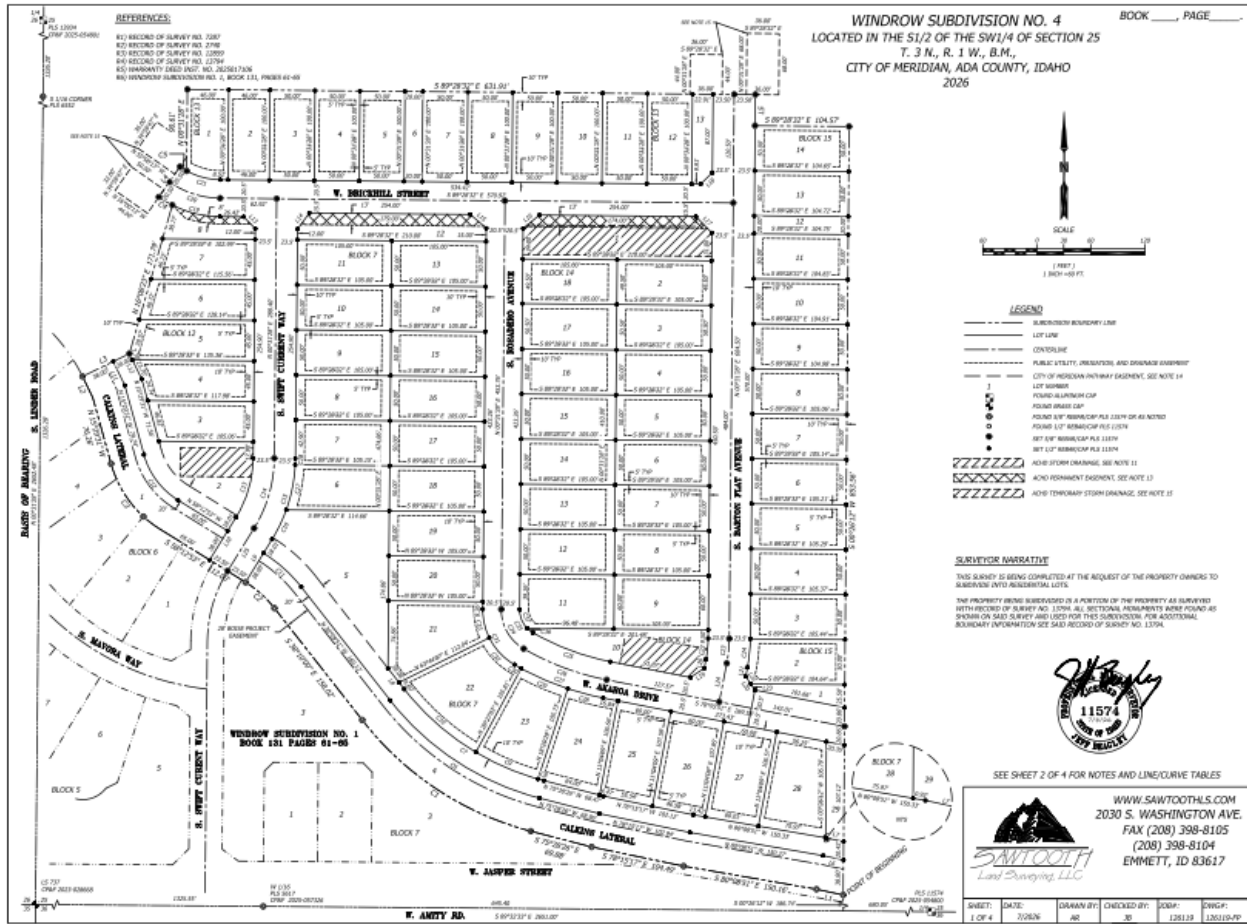
With the preliminary plat, the applicant proposed retaining an existing home as a lot within the subdivision. The existing structure has since been removed, and the applicant is now proposing additional lots in the area where the home was previously proposed to remain. Staff confirmed with the applicant that the overall proposal remains at 251 lots. The applicant confirmed that additional lots have been added to Phase 4; however, corresponding lots were removed from later phases to maintain the overall lot count. The applicant has also proposed minor modifications to the road

Because the number of buildable lots for the subdivision has remained the same and the amount of common open space has stayed the same, staff finds that the proposed final plat remains in substantial compliance with the approved preliminary plat, as required.

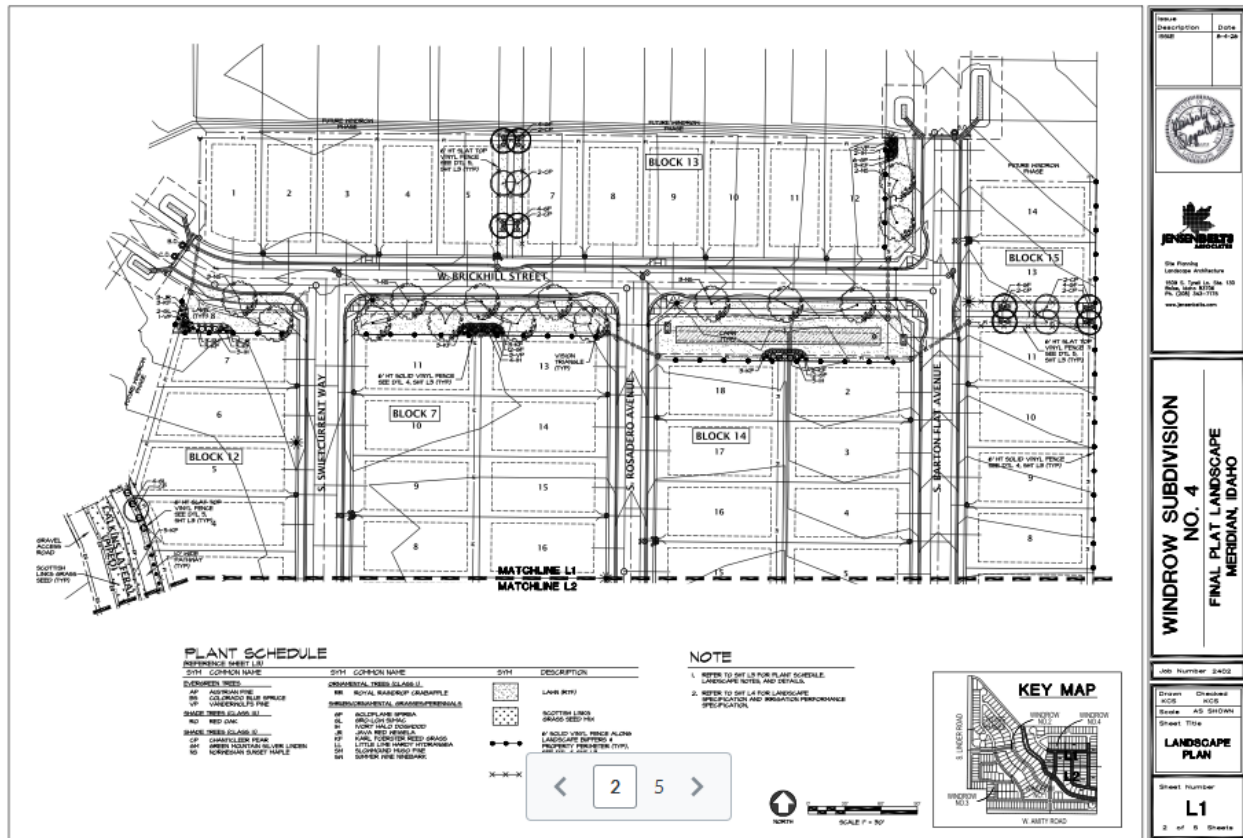
A. Preliminary Plat (dated: 9/13/23)

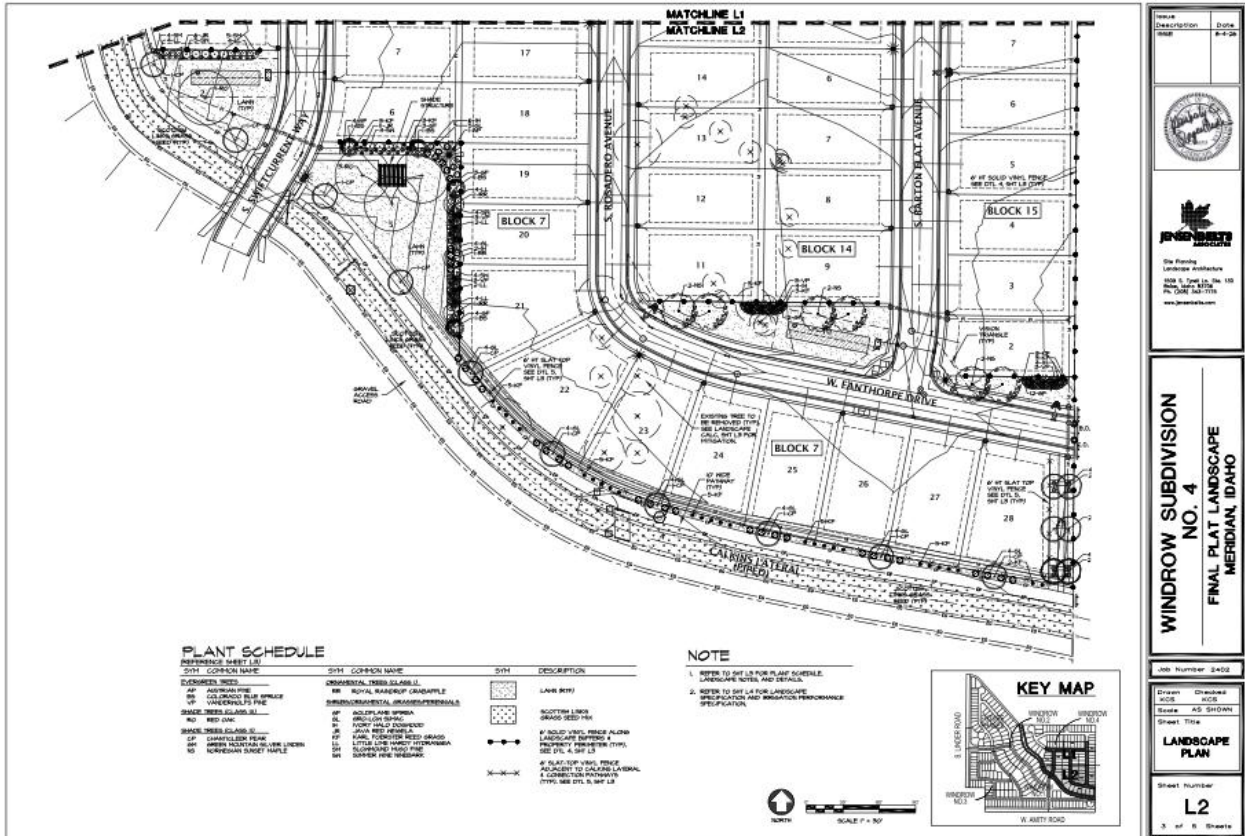
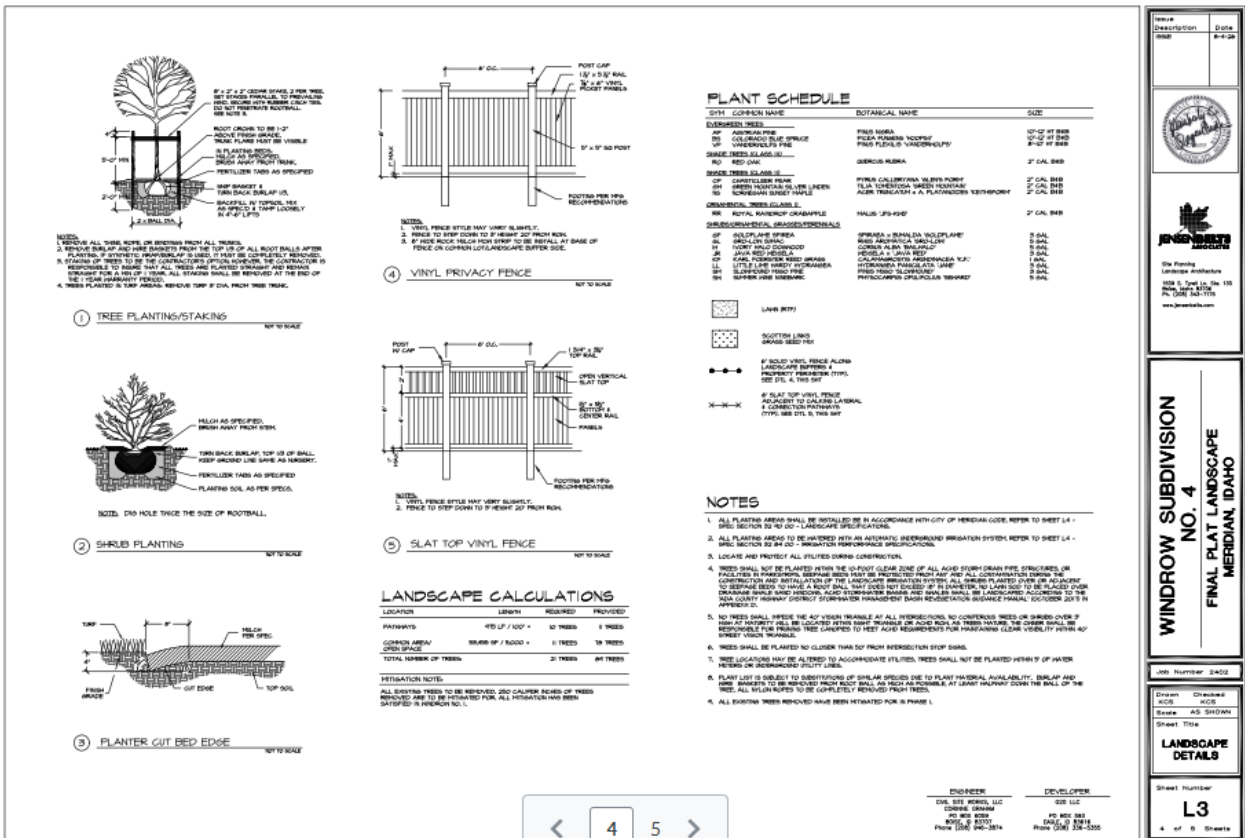


B. Final Plat (dated: 8/26/26)



C. Landscape Plan (dated: 08/26/2026)





VI. CITY/AGENCY COMMENTS & CONDITIONS

A. Planning Division

1. Applicant shall meet all terms of the approved annexation (*H-2023-0031* AZ, PP, Development Agreement - Inst. #*2024-019824*; *FP-2024-0004*; *FP-2026-0010*, *FP-2026-0015*) applications approved for this site.
2. The applicant shall obtain the City Engineer's signature on the final plat within two (2) years of the date of approval of the third phase plat recording (i.e. by July 7th, 2028), in accord with UDC 11-6B-7, in order for the preliminary plat to remain valid; or, a time extension may be requested.
3. Prior to submittal for the City Engineer's signature, have the Certificate of Owners and the accompanying acknowledgement signed and notarized.
4. The final plat prepared by Civil Site Works, dated: 11/2/2023, included in Section V.B shall be revised as follows:
 - a. Note #6: Include the recorded instrument number for the ACHD license agreement.
 - b. Note #13: Include the recorded instrument number of the ACHD sidewalk easement.
 - c. Note #14: Include the recorded instrument number of the City of Meridian Pathway Easement.
 - d. The plat references Note #15; however, there is not a note 15 listed on page 2. Include note 15 or revise the plat with the correct note reference.

A copy of the revised plat shall be submitted with the final plat for City Engineer signature.

5. The landscape plan prepared by Jensen Belts, dated 4/22/2026, included in Section V.C, is approved as submitted.
6. Provide details of the shade structure and sitting area. These need to comply with the amenity requirements for picnic areas in UDC 11-3G.
7. Provide an engineer's letter certifying all Fire and Emergency Access roadways are constructed and paved to support 82,000lbs and meet the requirements of the 2018 IFC, Chapter 5 and Appendix D.
8. Off-street parking is required to be provided for all residential units in accord with the standards listed in UDC Table 11-3C-6 based on the number of bedrooms per unit.
9. Homes within the development shall be generally consistent with the building elevations referenced in the Development Agreement (Inst. #*2024-019824*).
10. Prior to signature of the final plat by the City Engineer, the applicant shall provide a letter from the United States Postal Service stating that the applicant has received approval for the location of mailboxes. Contact the Meridian Postmaster, Matthew Peterson, at 208-887-1620 or *Matthew.W.Peterson@usps.gov* for more information.
11. Staff's failure to cite specific ordinance provisions or conditions from the preliminary plat and/or development agreement does not relieve the Applicant of responsibility for compliance.

B. Public Works

SITE SPECIFIC CONDITIONS:

1. A Second Water Connection is required before phase 2 can be constructed.

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 applicant's 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 ACID. 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 certificate 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 (IDWR). The Developer, Owner, or project 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. If wells are to be abandoned, the project owner or their representative must contact the IDWR Groundwater Protection Section (Aaron Skinner, Hydrogeologist 208-287-4972) BEFORE any work is done to decommission an existing well (even if it is believed that the well is less than 18 ft deep). Proof of communication with IDWR must be submitted to the City prior to any work being done to decommission the well. Failure to communicate with IDWR may result in additional work and expense to decommission the well.

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.