



STAFF REPORT

TO: New Meadows City Council

FROM: New Meadows City Staff

REPORT DATE: July 9, 2026

MEETING DATE: July 13, 2026

SUBJECT: Conditional Use Permit

SUMMARY: The purpose of this application is to consider a conditional use permit to allow multi-family housing units up to six (6) units. It would consist of two (2) buildings with three (3) units in each.

OWNER: Austin & Samantha Brown

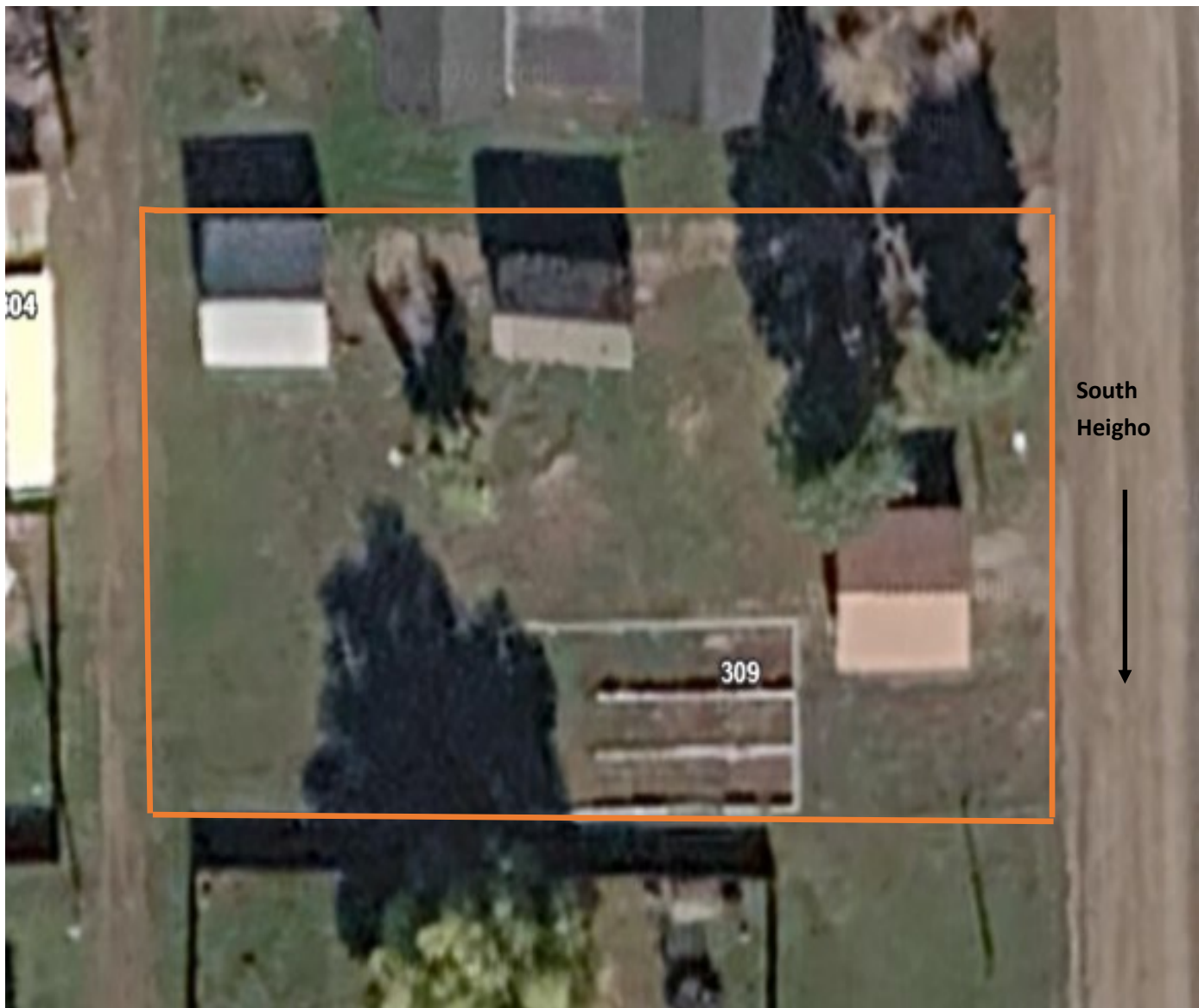
APPLICANT: Austin & Samantha Brown

LEGAL DESCRIPTION: Block 32, Lots 13-16 (309 S. Heigho), City of New Meadows, Adams County, Idaho.

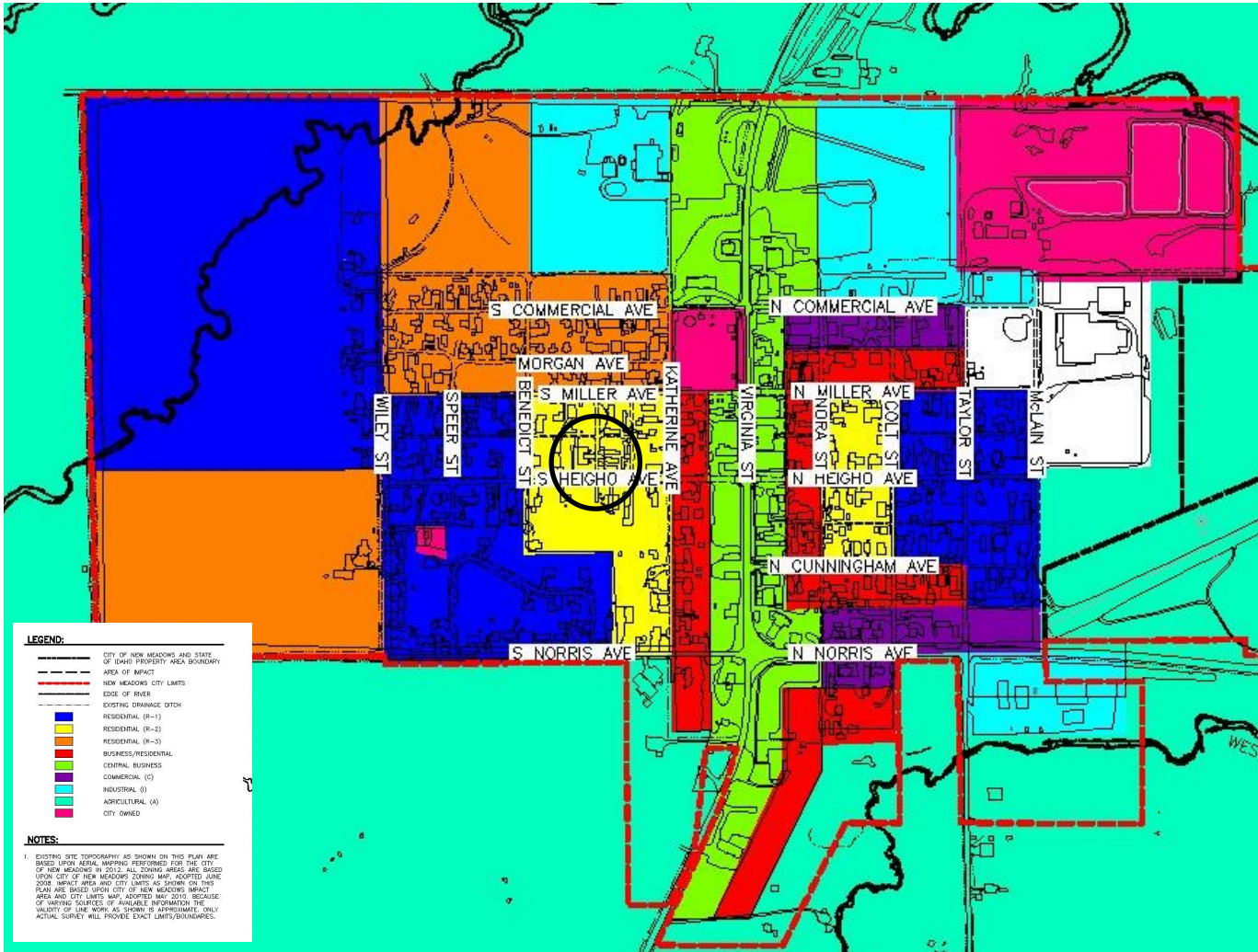
LOTS 13 & 16: RPM0240032013A

CURRENT ZONING DISTRICT: Residential 2

PROPERTY SIZE: Parcel size is approximately 18,730 square feet



CURRENT ZONING MAP



BACKGROUND

Lots 13-16 of block 32, located at 309 South Heigho Avenue, have been vacant for some time. These lots have one water/sewer hookup, and previously had a home on them that had a fire. There was also a garage and a few storage sheds. Only one shed remains on the property along with previous property foundation and concrete slab.

Previous owners of the lots requested a conditional use permit to place four tiny homes on the lots. The permit was approved by City Council and then later requested to be removed by the owners.

The new owner has proposed placing multi-family housing on the lots that consists of two buildings with three units in each building.

CURRENT ZONING

Current Zone - Residential –2

Lots 13-16 are located in the Residential-2 District.

The purpose of the Residential-2 District is to “set aside land areas in accordance with the comprehensive plan to enhance and preserve residential neighborhoods and provide for medium density residential development with big yards. (Ord. 313-08, 6-9-2008) In the R-2 District, one single-family home is permitted. Multiple-family dwellings require a ten-thousand (10,000) square foot lot, and each dwelling unit above two requires an additional two-thousand (2,000) square feet.

A two-family dwelling (duplex) shall have a lot with a minimum of ten-thousand (10,000) square feet.

Footprint:

The footprint of the primary structure, plus the accessory structures, shall have a maximum lot coverage of no more than thirty-five percent (35%).

Parking:

Two (2) off street parking spaces per dwelling unit are required. Lots on arterial and collector streets shall have alleys to provide off street parking access from the alley to the parking in the rear of the lot.

Setbacks Requirements:

1. Front Yard: No building or structure shall be erected nearer than twenty feet (20') from the right-of-way line of the street.
 2. Side Yards: No building shall be erected closer than ten feet (10') from any side property line; except corner lots shall maintain a twenty foot (20') side yard adjacent to the street which intersects the street upon which the building fronts.
- Rear Yard: There shall be a rear yard having a depth of not less than twenty feet (20'). (Ord. 313-08, 6-9-2008)

Building Height:

No building within the R-2 District shall be constructed greater than a height of two (2) stories not to exceed thirty five feet (35'). (Ord. 313-08, 6-9-2008)

REVIEW CRITERIA

Conditions may be attached to a Quasi- Judicial approval (or recommendation) including, but not limited to, conditions that:

- A. Minimize adverse impact on other development;
- B. Control the sequence and timing of development;
- C. Control the duration of development;
- D. Assure proper maintenance of development;
- E. Require the provision of on-site or off-site public facilities or services;
- F. Require more restrictive standards than those generally required by this title;
- G. Require financial guarantees;
- H. Require mitigation of effects of the proposed development upon service delivery by any governmental agency/district, including school districts, providing services within the planning jurisdiction.

Conditional Use Permit Application Review

This review is intended to provide standards and oversight to mitigate negative effects a development may have on the public, neighborhood, or surrounding property owners. Recommendations and decisions of the Council shall be made a matter of public record in accordance with sections 67-6511, 67-6519 and 67-6535 of the Idaho Code.

Approval Criteria for a Conditional Use Permit

1. Will, in fact, constitute a conditional use as established in this title for the zoning district involved.
2. Will be harmonious with and in accordance with this title and the general objective of the Comprehensive Plan.
3. Will not alter the intended character of the area.
4. Will not be detrimental to public health and safety or adjacent property.
5. Will not result in the destruction, loss or damage of a natural, environmental, scenic or historic feature of major importance

COMPREHENSIVE PLAN

The following information regarding housing is found in the Comprehensive Plan.

Housing Goal Statement

To provide housing opportunities within the community to meet the needs of individuals of all socio-economic backgrounds, the elderly, and the disabled. Along with ensuring decent and safe housing in sufficient quantity to accommodate the various housing needs of present and future residents of New Meadows.

Objectives

- ☒ Create an environment where a variety in type, size, cost, and location of housing will be encouraged.
- ☒ Avoid unnecessary development of agricultural land or land with valuable natural or historic features by residential development.
- ☒ Encourage the upgrade and maintenance of the existing housing.
- ☒ Maintain a proper environment for residential purposes in all residential zones.
- ☐ Provide for lower income housing such as mobile home parks, manufactured housing subdivisions, and manufactured housing on private lots.

COMPREHENSIVE PLAN HOUSING IMPLEMENTATION

1. Sufficient undeveloped land within and adjacent to the city should be available for future residential uses. Designating land for residential uses is the first step in making lands for residential development available. Substantially more land than will actually be needed must be made available to give locational choice, to account for landowners not wishing to develop, to account for undevelopable land due to floodplains, drainages and steep slopes, and to maintain reasonable land prices. Currently within city limits there is approximately 140 acres of undeveloped land that is zoned to allow residential construction.

2. Lengthy extension of road and utilities could encourage sprawl and needless interruption of agricultural lands and should be avoided. The city encourages a careful approach that can balance residential and agricultural needs.

3. Flexibility in developmental regulations should be provided to allow a greater variety of housing and to make more efficient use of the land.

4. The city should encourage safe,

sanitary, and attractive housing that enhances the general appearance of the neighborhood and the community.

5. Excessive land requirements for residential developments should be avoided.

6. Land requirements for residential construction should be examined carefully by the city for excessive demands. Minimum lot size is the major land requirement. Other regulations affecting the amount of land necessary for development are minimum street and lot widths and requirements for setbacks, off-street parking, and usable open space.

PUBLIC COMMENT

A public hearing notice was mailed to property owners within 300' of the subject property, posted on site, and published in the newspaper. As of the date of this report, no public comment has been received.

FINDINGS OF FACT FOR APPROVAL / DENIAL

The Council will record finding of fact for their decision based on the review criteria found in the New Meadows City Code and Idaho State Code.

COUNCIL MOTION

Approve:

- I move to approve the Conditional Use Permit of Block 32 lots 13-16 located at 309 S. Heigho Avenue for multi-family housing as proposed. The approval is based on the findings of fact that the permit complies with the goals and objectives of the Comprehensive Plan and complies with the approval criteria as outlined in the Staff Report.

Approve with Conditions

- I move to approve the Conditional Use Permit of Block 32 lots 13-16 located at 309 S. Heigho Avenue for multi-family housing as proposed. The approval is based on the findings of fact that the permit complies with the goals and objectives of the Comprehensive Plan and complies with the approval criteria as outlined in the Staff Report. The approval is subject to the following conditions: (List conditions)

Table the Decision and Request more information

- I move to table the decision for Conditional Use Permit at 309 S. Heigho and request the following additional information.

Deny:

- I move to deny the Conditional Use Permit of Block 32 lots 13-16 located at 309 S. Heigho, for multi-family housing units. The denial is based on the findings of fact that the permit does NOT comply with the goals and objectives of the Comprehensive Plan and does NOT comply with the approval criteria as outlined in the Staff Report. (List areas not in compliance)