

**AGENDA OF THE PLANNING AND ZONING COMMISSION MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO**

Monday, December 15, 2025

Commission Meeting: 5:30 PM

Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER

ROLL CALL OF COUNCIL MEMBERS

PLEDGE OF ALLEGIANCE

ADDITIONS OR CORRECTIONS

1. **CALL FOR CONFLICTS OF INTEREST**
2. **CONSENT CALENDAR *All items on the consent calendar are Action Items***
 - A. Approval of Planning & Zoning Commission Regular Meeting Minutes from December 1, 2025

DRAFT
MINUTES OF THE PLANNING AND ZONING COMMISSION MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

Monday, December 1, 2025

Commission Meeting: 5:30 PM
Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER

The meeting was called to order at 5:30 PM.

ROLL CALL OF COMMISSION MEMBERS

David Erickson: Present
Tony Grano: Present
Joel Johnson: Present
Chris Morris: Present
Shawn Taylor: Present
Vince Vargas: Present

PLEDGE OF ALLEGIANCE was led by Chair Taylor

ADDITIONS OR CORRECTIONS None

1. **CONSENT CALENDAR** *All items on the consent calendar are Action Items*
 - A. Approval of PZC Regular Meeting Minutes from November 17, 2025
 - B. Approval of Written Recommendation for PZE-25-0102 King Sod Zone Map Amendment

Motion was made to approve the Consent Calendar as presented. This motion, made by Commissioner Vargas and seconded by Commissioner Johnson, Carried.

David Erickson: Yes
Tony Grano: Yes
Joel Johnson: Yes
Chris Morris: Yes
Shawn Taylor: Yes
Vince Vargas: Yes

Yes: 6, No: 0

2. REPORTS

- A. Community Development Director's Report
Donna Phillips, Community Development Director, reminded the Commission that the next meeting was a public hearing and that a summary of the information would be coming out in the coming week.

Additionally, she gave a recap of the process for the approval of the Area of Impact,

and the intent for the Area of Impact to be heard by the County Commissioners on December 18th. She would keep the Commission posted as to the outcome of that hearing.

3. ADJOURNMENT

Motion to adjourn made by Commissioner Vargas and seconded by Commissioner Morris, Carried.

David Erickson: Yes
Tony Grano: Yes
Joel Johnson: Yes
Chris Morris: Yes
Shawn Taylor: Yes
Vince Vargas: Yes
Yes: 6, No: 0

Meeting adjourned at 5:35 PM

Respectfully Submitted,

Donna Phillips, Clerk

3. **PUBLIC HEARING (Public Testimony will be received for these items)**
 - A. PZE-24-0133 City-Initiated Annexation of N Government Way **ACTION ITEM** *This Annexation is for a portion of N Government Way approximately 0.9 miles or 8.2 acres, and three parcels owned by Bielec Enterprises, Inc. totaling approximately 19.6 acres. All portions of land total approximately 27.8 acres.*



8930 N Government Way Hayden, Idaho 83835

To: Chair Taylor and Members of the Commission
From: Donna Phillips, Community Development Director
Date: December 12, 2025

STAFF EXECUTIVE SUMMARY

Annexation

PZE-24-0133 North Government Way & Bielec Enterprises

Project Description: The City initiated an annexation of North Government Way from West Boekel Avenue south to approximately 675 feet north of West Lancaster Road and the three parcels owned by Bielec Enterprises to the West of North Government Way immediately north of the City limits.

Location: The property is more commonly known as 13131, 13135, and 13403 N Government Way.

Legal Description: Parcel A: Tax #26620 in E2-SE Section 2 Township 51 North Range 4 West; Parcel B: A Portion of Tax #26621 NE-SE Section 2 Township 51 North Range 4 West; Parcel C: TGG Properties, Lot 3 Block 1, a portion of Tax #26621 Section 2 Township 51 North Range 4 West and Right-of-Way: Right-of-way of North Government Way south of West Boekel Road continuing south to the City Limits as shown on page 1 of the staff analysis.

Applicant Representatives: City initiated

Owners: Bielec Enterprise, Inc.

Application Filed: November 20, 2024

Notice Provided:

PZC/CC

Agency: November 18, 2025

Adjacent Property Notice: November 26, 2025

Site Posting: November 26, 2025

Newspaper/Website/PSA: November 14, 2025

Hearing Date(s): PZC: December 15, 2025

PZC Recommendation: Possible motions are at the conclusion of this summary.

PZC Packet: [Annexation Flow Chart and Standards of Approval](#), Executive Summary, Public Comments received as a result of noticing for hearing, and the Staff Analysis are available through Boardbook. {All items provided here through links shall be available in the project file.}

FINDINGS:

Standards of Review and Evidence of Record (Findings) for Approval of a Zone Map Amendment

HCC §11-1-7 (E)(1): The Commission shall consider the existing zoning district or regulations, and may recommend approval, conditional approval, modification, or denial of the proposal or the commission may defer action until the completion of such studies or plans as may be necessary to determine the advisability of the proposal.

Staff: Based on the applicant’s proposal and the existing and proposed uses, staff does not believe additional studies or plans are necessary.

HCC §11-1-7 (E)(2): The City Council may impose conditions upon rezoning where such conditions are required to ensure that proposed uses of the area are consistent with community needs and its public health, safety, and general welfare. The Planning and Zoning Commission may recommend conditions upon rezoning for the City Council’s consideration.

Staff: Based on the applicant’s request, staff does not believe additional conditions are necessary.

HCC §11-1-7 (E)(3): Amendment to the zoning map and zone text shall be in accordance with the Future Land Use Map and the goals and policies found in the Hayden Comprehensive Plan.

Staff: See Staff Analysis pages 3 & 5. Additionally, road right-of-way does not have a land use identified separate from that provided east and west of the right-of-way.

HCC §11-1-7 (E)(4): Amendment to the zoning map and zone text shall align with the zone district’s purpose and intent.

Staff: See Staff Analysis pages 5.

HCC §11-1-7 (E)(5): Amendment to the zone map and zone text shall be consistent with the neighborhood contexts.

Staff: See Staff Analysis page 6-8.

Possible Motions of the Planning and Zoning Commission:

- **Motion to Approve** – I move to recommend approval of a zone designation of Commercial should the City Council approve the Annexation request of PZE-24-0133 North Government Way Annexation request, finding the request **IS** in accord with the standards

of Hayden City Code, based upon testimony received at the Planning and Zoning Commission Hearing and the record of the request.

- **Motion to Continue** – I move to continue this hearing to {date specific} to address concerns related to _____.

- **Motion to Deny** – I move to recommend denial of the PZE-24-0133 North Government Way Annexation request, finding the request is **NOT** in accord with the standards of Hayden City Code, and, based upon testimony received at the Planning and Zoning Commission Hearing and the record of the request for the following reasons:
_____.



Memo

To: Chair Taylor and Members of the Planning and Zoning Commission

From: Donna Phillips, Community Development Director

Date: December 12, 2025

Agenda Item: PZE-24-0133 North Government Way Annexation – Public Comments Received

Agenda Item Location

Public Hearing

Recommended Action or Motion

The Planning and Zoning Commission should take the information provided as public comments into consideration during their analysis and deliberation of the proposed request.

Summary

During the review of the proposal, agency notices are requested concurrent with the staff review analysis. If received in a timely manner, they are included in the staff review. If, however, they are received after the staff review is posted and prior to the public hearing, those comments are included within this memo to the Commission/Council. Public comments received as a result of noticing and prior to the public hearing are summarized below in date order as they were received and all of the comments received identified in this memo are attached.

- Lakes Highway District, Agency – Support: “..this annexation aligns with the Districts previous requests of the City to annex this portion of roadway. Therefore, the District is supportive of the City’s work to annex this area with the City’s ACI.”
- Idaho Department of Water Resources (IDWR), Agency – Neutral; “IDWR has not comment on this proposal.”
- Idaho Department of Fish & Game (IDFG), Agency – Neutral; “..does not have any comments to submit.”
- Bronze Bow on behalf of Hayden Canyon 64, LLC, Landowner, - Support; “The right of way inclusion within the City of Hayden will provide a consistent path forward to the continued orderly and sustainable development of mixed-use properties in this location that are congruent with the City’s long standing Comprehensive Plan, planning and growth management objectives.”
- L. Cooper, Landowner – Support; no additional comments

Fiscal Impact

Not Applicable

Budget Funding Source / Transfer Request

Not Applicable

Attachment

Comments as received



17783 N. Pope Road, Hayden, ID 83835
Phone (208)772-7527 Fax (208)772-7411

December 2, 2025

Shannon Drappo
City Planner
City of Hayden
8930 N. Govt Way
Hayden, Idaho 83835

RE: Right-of-Way Annexation, Govt Way, Lancaster to Boekel

Dear Shannon:

At the regular scheduled Board Meeting of the Lakes Highway District held on December 1, 2025, the District Commissioners considered the above reference annexation. With consideration of the proposed annexation(s) and adjoining City growth impacts to Government Way, this annexation aligns with the Districts previous requests of the City to annex this portion of roadway. Therefore, the District is supportive of the City's work to annex this area with the City's ACI.

We appreciate the opportunity to submit the above referenced comments for your consideration. If you have any questions or need additional information, please contact the District at (208)772-7527.

Sincerely,

A handwritten signature in black ink that reads "Eric W. Shanley". The signature is written in a cursive style.

Eric W. Shanley, P.E.
Director of Highways

EWS/ah

Deborah Shaver

From: Richman, Michelle <Michelle.Richman@idwr.idaho.gov>
Sent: Monday, December 1, 2025 4:42 PM
To: Planning
Subject: FW: Agency Notice - PZE-24-0133, City-Initiated Government Way Annexation
Attachments: PZE-24-0133 Agency Notice.pdf

Categories: Deborah

Hello,

Thanks for the opportunity to comment. IDWR has not comment on this proposal.

Thanks,
Michelle

From: CITY OF HAYDEN - Community Development <noreply@bsacloud.com>
Sent: Tuesday, November 18, 2025 12:09 PM
To: Richman, Michelle <Michelle.Richman@idwr.idaho.gov>
Subject: Agency Notice - PZE-24-0133, City-Initiated Government Way Annexation

CAUTION: This email originated outside the State of Idaho network. Verify links and attachments BEFORE you click or open, even if you recognize and/or trust the sender. Contact your agency service desk with any concerns.

Good afternoon,

Please see the attached Agency Notice for a City-initiated Annexation of N Government Way, also including three parcels between N Government Way and N Highway 95. Comments should be sent no later than December 2, 2025, to be included in the Staff Analysis and can be emailed to planning@haydenid.gov. Should you not have comments on the matter, an email indicating so is much appreciated. If you have any questions, please do not hesitate to contact the City Planning Department at planning@haydenid.gov.

Thank you & have a great day!

Sincerely,

Shannon Drappo

Planner

Deborah Shaver

From: Horsmon, Merritt <merritt.horsmon@idfg.idaho.gov>
Sent: Tuesday, December 2, 2025 1:54 PM
To: Planning
Subject: PZE-24-0133

Categories: Deborah

Hi Shannon,
The Idaho Department of Fish and Game does not have any comments to submit.

Thank you for the opportunity to review and comment.

Merritt Horsmon

Regional Technical Assistance Manager
Panhandle Region
2885 W. Kathleen Ave.
Coeur d'Alene, ID 83815
208.769.1414 office
208.251.4509 mobile
merritt.horsmon@idfg.idaho.gov





Donna Phillips
City of Hayden, Community Development Department
8930 N Government Way,
Hayden, Idaho, 83835

December 8, 2025

RE: P&Z Public Hearing Dec 15th – Government Way ROW and Commercial Parcels - Letter of Support

On behalf of Hayden Canyon 64 LLC, landowner located easterly adjacent to the proposed Government Road annexation proposal and the related parcels A, B and C identified in the Public Notice, we herewith recommend support for the annexation.

The right of way inclusion within the City of Hayden will provide a consistent path forward to the continued orderly and sustainable development of mixed-use properties in this location that are congruent with the City's long standing Comprehensive Plan, planning and growth management objectives.

Thank you for your consideration.

A handwritten signature in blue ink, appearing to read "K. Schneider".

Keith A. Schneider, P. E.

PO Box 8525

Boise Idaho 83707

keith@bronzebowland.com

P O Box 8525
BOISE, IDAHO
83707



8930 N. Government Way | Hayden, ID 83835 | Phone: 208-772-4411 | Web: www.haydenid.gov

NOTICE OF PUBLIC HEARING

The City of Hayden Planning and Zoning Commission will hold a public hearing to consider any and all comments regarding the following request:

Case No. PZE-24-0133 City-Initiated Government Way Annexation

The City of Hayden is initiating an Annexation of one (1) stretch of land currently owned by the Lakes Highway District and three (3) lots owned by Bielec Enterprises, Inc. The three (3) lots associated with this Annexation request (Tax Parcels A: #51N04W027300, 13.06 acres, B: #51N04W027200, 1.54 acres, and C: #081900010030, 2.0 acres) total approximately 19.6 acres and the requested zoning designation is Commercial (C) and are more commonly known as 13131 N Government Way, 13135 N Government Way and 13403 N Government (Tax Parcels A, B, and C respectively as identified above). The portion of North Government Way included in the annexation extends from the Hayden city limits, north of West Lancaster Road to West Boekel Road, for approximately 0.9 miles and totals approximately 8.2 acres. Should the request be approved, this right-of-way will be within the jurisdiction of the City of Hayden. All properties, located within the current Area of City Impact, are situated approximately 675 feet north from centerline of West Lancaster Road, directly east of North Highway 95, and directly south of West Boekel Road.

Once the Staff Analysis is completed, it will be available on the City's website at www.haydenid.gov under "Upcoming Public Hearings".

The public hearing will begin at 5:30 p.m. Monday, December 15, 2025, in the Council Chambers at the City of Hayden, located at 8930 N Government Way, Hayden, Idaho.

The City requests your comments in person at the public hearing and/or by submitting by mail the bottom portion of this form, via email at planning@haydenid.gov, or online at www.haydenid.gov under "Upcoming Public Hearings". If you wish to speak on behalf of a group, please call the Planning Department to confirm at (208) 209-2021 at least five days prior to the hearing.

The agenda will be posted at City Hall and on the City's website at www.haydenid.gov 48-hours before the meeting date. If you require special accommodation, please contact the Community Development Department at (208) 209-2021 at least 24 hours prior to the date of the hearing.

See additional information on the back of this letter. << Please cut on the line below >>

Case No. PZE-24-0133, Gov't Way Annex.

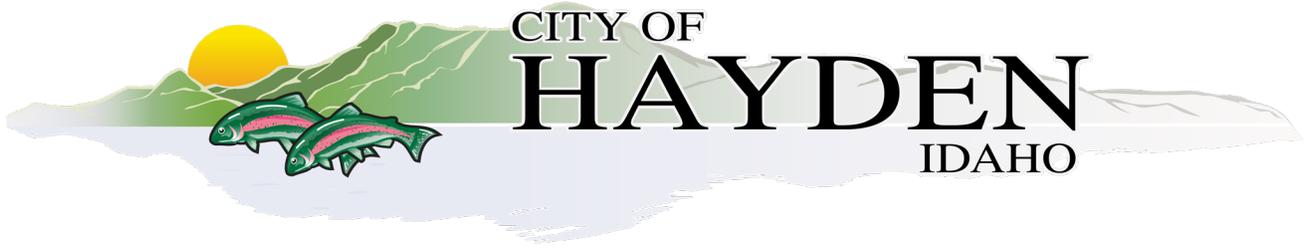
Check the appropriate box: Support Neutral Opposed

Name: Lester Cooper

E-mail: ~~BB~~ bbs1uc@1maxmail.net

Address: N21002 Rimrock Rd

Comments: none



CITY OF
HAYDEN
IDAHO

North Government Way Annexation
Tax Parcel No. 51N04W027300, 51N04W027200, & 081900010030
Owner: Bielec Enterprises
PZE-24-0133

BACKGROUND & SUMMARY OF REQUEST 1

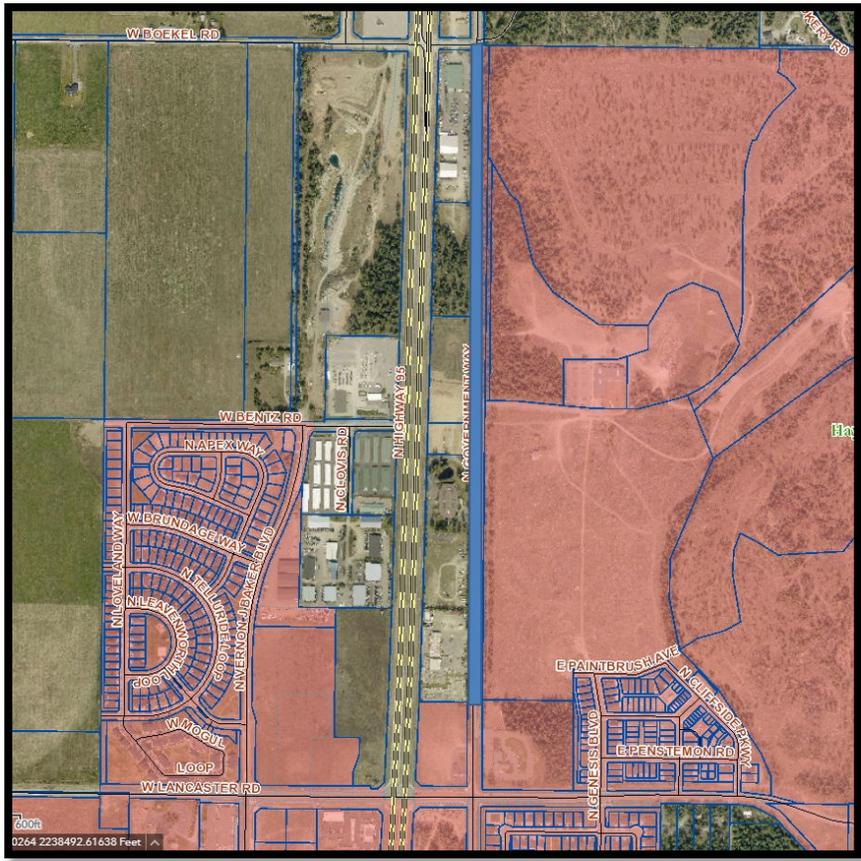
LOCATION 2

LEGAL DESCRIPTION 3

ANALYSIS 3

ADDITIONAL INFORMATION 7

STAFF RECOMMENDED CONDITIONS OF APPROVAL 8

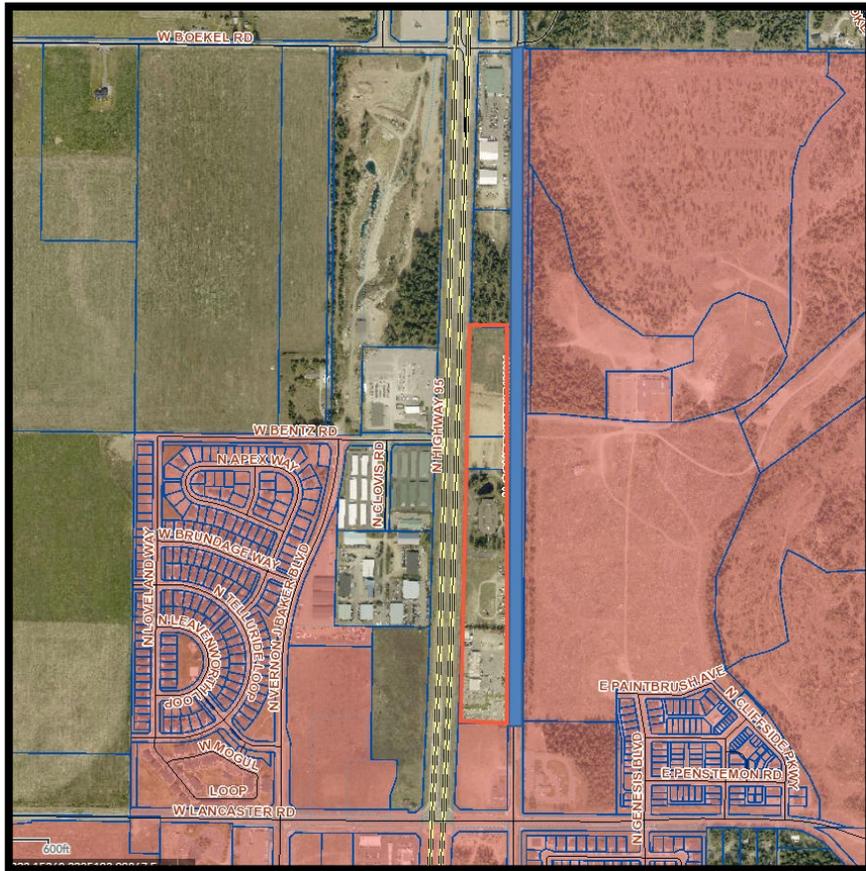


BACKGROUND & SUMMARY OF REQUEST

A request to annex North Government Way right-of-way from the City Limits to the southern boundary of West Boekel Road has been received from Lakes Highway District as part of the agency noticing for an adjacent project, represented in blue in the map to the left.

Staff reached out to the properties to the west abutting this right-of-way as their services for transportation, utilities and future sewer are provided by this transportation corridor currently within the unincorporated Kootenai County. The area in the map to the left not shaded in pink is outside the Hayden City Limits within the

unincorporated Kootenai County. This area is currently in the exclusive tier of the Area of City Impact. Of the five tax parcels and three owners, one owner, Bielec Enterprises, Inc, has provided authorization for his three parcels to be annexed into the City of Hayden, should the City Council approve the request. These three lots are located directly north of the existing City limits as shown below outlined in red:



The subject properties are currently located within the unincorporated Kootenai County zoned as Light Industrial. The request is to zone the property as Commercial (C) in conformance with the City’s Future Land Use Map. Two structures exist on the site today which are both commercial in nature: general office and retail hardscape.

The three subject properties (shown in red above) and the Government Way right-of-way (shown in blue) are located within the city’s Area of City Impact within what is now known as the “Exclusive Tier”.

LOCATION

The portion of North Government Way included in the annexation extends from the Hayden city limits, approximately 675 feet north from the centerline of West Lancaster Road to West Boekel Road for approximately 0.9 miles. That land would become City of Hayden Right-of-Way upon Annexation. The three properties owned by Bielec Enterprises, Inc. as shown on the previous page are more commonly known as 13131, 13135, and 13403 N Government Way. All the properties, located within the exclusive tier of the Area of City Impact, are situated approximately 675 feet north from centerline of West Lancaster Road, directly east of North Highway 95, and south of West Boekel Road.

LEGAL DESCRIPTION

Parcel A: Tax #26620 in E2-SE Section 2 Township 51 North Range 4 West

Parcel B: A Portion of Tax #26621 NE-SE Section 2 Township 51 North Range 4 West

Parcel C: TGG Properties, Lot 3 Block 1, a portion of Tax #26621 Section 2 Township 51 North Range 4 West

And

Right-of-way: Right-of-way of North Government Way south of West Boekel Road continuing south to the City Limits as shown on page 1 of the staff analysis.

ANALYSIS

The analysis is organized following the standards of approval of the Hayden City Code §11-1-7(E) and Idaho Statute, which can be found in their entirety in the Appendix. Those items of the analysis, which are required of all annexations, can be found in the appendix and are made a part of this staff review. Those items, which are more site specific, shall be identified in the analysis provided here.

- a. The commission shall consider the existing zoning district or regulations, and may recommend approval, conditional approval, modification, or denial of the proposal or the commission may defer action until completion of such studies or plans as may be necessary to determine the advisability of the proposal.

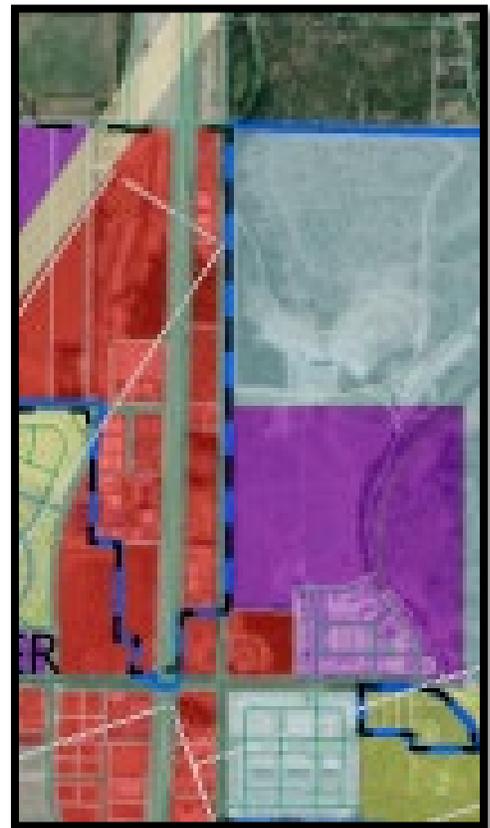
Staff does not believe that any additional studies or plans are required for this request.

- b. The City Council may impose conditions upon rezoning where such conditions are required to ensure that proposed uses of the area are consistent with community needs and its public health, safety, and general welfare. The Planning Commission may recommend conditions upon rezoning for the City Council's consideration.

Staff does not believe that any additional conditions are required for this request.

- c. Amendments to the zoning map and zone text shall be in accordance with the Future Land Use Map and the goals and policies found in the Hayden Comprehensive Plan.

The Future Land Use Map of the 2040 Hayden Comprehensive Plan (shown to the left) shows the Land Use designation to the west, south, and southeast is Commercial east and west of Highway 95. Mixed Residential and Mixed



Use to the east within the approved planned unit development.

The request is for a Commercial land use, which is defined within the 2040 Comprehensive Plan as “Commercial land uses allow most types of businesses. Small retail businesses, service-oriented businesses, and professional offices constitute the majority of commercial activity in the City.

Road right-of-way does not have a land use identified.

Hayden Comprehensive Plan Goals and Policies that could address this request are shown in the tables below and on the next page, and the complete list may be found in the Appendix.

GOALS: Goals are broad statements indicating a general aim or purpose to be achieved. A goal is a direction setter. It is an ideal future state or condition related to the public health, safety, or general welfare toward which planning and implementation actions are directed. A goal is a general expression of community values and is somewhat abstract in nature. Consequently, a goal is generally not quantifiable, time-dependent, or suggestive of specific actions for its achievement.

POLICIES: Policies are statements providing guidelines for current and future decision-making or position-taking. A policy indicates a clear commitment of the Hayden City Council. It is an extension of the plan’s goals, reflecting topical nuance as well as an assessment of conditions and how the City will respond.

GOALS	
4	The City of Hayden should encourage the development of land within the corporate limits of Hayden prior to annexation of adjacent areas.
5	Preserve, protect and strengthen the vitality and stability of existing neighborhoods.
7	Provide a balance of commercial uses in designated areas throughout the community centered around established transportation corridors, while protecting the character of adjacent land uses.
8	Ensure all development can be serviced by existing public facilities or extended to adequately serve the development.
10	Adequately site essential public facilities and utilities without compromising surrounding neighborhood integrity and character, while contributing to the overall livelihood of the community; assure facility capacity aligns with projected growth and land use types.
12	Establish a balance between jobs and housing to attract new employment and living opportunities.
13	Enhance bicycle and pedestrian connectivity and infrastructure in order to better serve residents and tourists while protecting its historical and cultural character and attracting new business.
15	Coordinate the timely development of efficient, effective and environmentally sound sewer, water and other utility infrastructure servicing the community, assuring costs of development are shared equitably and accommodate for ongoing growth of Hayden.
16	Ensure that ordinances and policies do not violate private property rights, adversely impact property values or create unnecessary limitations on land use.
19	Enhance non-motorized connectivity and reduce the highways impact on the community.

POLICIES	
1	The City should judiciously evaluate the opportunity to provide sewer, water and other services within the corporate limits and planned future extension of services in areas of impact.
2	Development should be compatible with the land use chapter of the Comprehensive Plan and fiscally responsible in supplying adequate transportation, utilities and parks to newly developed areas.
3	Land use decisions should consider the preservation and enhancement of natural resources.
5	Areas proposed for annexation are to be considered only if they are contiguous to the city limits and adequate infrastructure can be provided to service the development.
8	Improve pedestrian, bicycle and vehicular safety along city streets.
13	Growth should be accompanied by the development of infrastructure, public services, utilities and preservation of open space and recreational facilities within the cities means.
14	Coordinate and support local water and irrigation districts in efforts to balance growth with available water supplies and infrastructure.
15	Protect lives and property from environmental and man-made risks and hazards.
16	Ensure levels of public services, facilities, and utilities are adequate to satisfy the community's needs now and as new development occurs.
18	Minimize financial and operational impacts resulting from road improvement projects and maintenance.
22	Ensure multi-modal transportation compatibility and connectivity between agencies and jurisdictions through regional coordination.

- d. Amendments to the zoning map and zone text shall align with the zone district's purpose and intent.

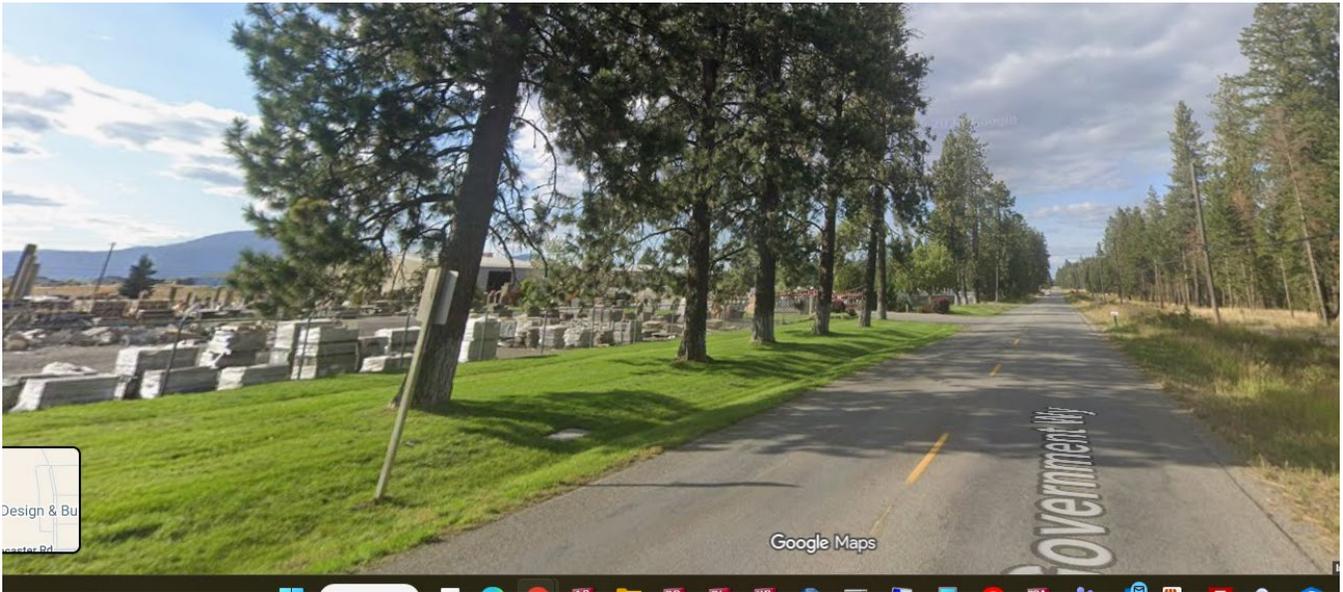
To facilitate the vision of the Comprehensive Plan, each zone district has minimum site standards related to the area of the site. The design standards of the proposed zone designation (Commercial) as defined in Hayden City Code §11-2-3 are shown below:

	Proposed (Commercial)
Front Setback	20'
Side Setback	10'
Rear Setback	10'
Flanking Street Setback	15'
Maximum Height	45'
Max Lot Coverage	NA
Minimum Lot Size	NA
Minimum Public/Private Street Frontage	30'
Accessory Dwelling Unit Allowed	NA

Side and rear yard setbacks of non-residential buildings may be reduced from those identified in the table above if both the National Building Fire Code and that International Building Codes are met.

- e. Amendment to the zone map and zone text shall be consistent with the neighborhood contexts.

Photos of the existing location and surrounding areas are provided below and on the next pages.



North Government Way facing northwest (south extent of proposed annexation)



North Government Way facing northwest (middle of proposed annexation)



North Government Way facing southwest (north of Bielec Enterprises, Inc property)



North Government Way facing south (Intersection of West Boekel Road)

Current Property Context:

In unincorporated Kootenai County, the property is zoned as Industrial and defined as a zoning district in which the land has been found to be suitable for manufacturing and processing of all types. The uses permitted in this zone designation are attached as Exhibit A from Kootenai County Code Title 8 Article 2.9 : Industrial Zone. Additionally, the Kootenai County Future Land Use Map shows this property to be identified as either 1) Border – “The purpose of this designation is to allow

very limited development that ensures future city expansions can be accomplished in an effective, orderly and logical fashion.” (page Appendix 60 of the KC Comprehensive Plan) or

2) Transitional – “The purpose of this designation is to reserve land for future annexation into an incorporated area.” (page Appendix 59 of KC Comprehensive Plan) The plan in its entirety can be found at <https://www.kcgov.us/DocumentCenter/View/13543/2020-Comp-Plan-Update>.

ADDITIONAL INFORMATION

Notice and Comments

In response to the request for comment,
From Agencies:

1. On November 18, 2025, Avondale Irrigation District responded with “no comments”.
2. On November 18, 2025, Hayden Area Regional Sewer Board responded with “no comment”.
3. On November 18, 2025, Idaho Transportation Department responded with “no comments”.
4. On November 18, 2025, Kootenai County Sheriff’s Office responded “does not have any concerns at this time”.
5. On November 18, 2025, Lakes Highway District responded “..we’ll get this on our next Board Meeting Agenda for 12/1. I suspect this will result in a letter of support since LHD’s requested this since Hayden Canyon.”
6. On November 18, 2025, Northern Lakes Fire Protection District responded with requirements for fire hydrants, minimum driving surfaces, future development plans review and construction, current Idaho Fire Code requirements and review fees.
7. On November 21, 2025, North Kootenai Water & Sewer responded “North Kootenai Water & Sewer provides water service to the properties, and it is the District’s intent to continue to provide public water service.”
8. On November 26, 2025, the Coeur d’Alene Airport requested an aviation easement over the properties proposed to be annexed.

From the public:

The Adjacent Property Notices (APO) and required public notices to include the posting of the staff review on the City’s website shall occur after the Staff Review is completed. Public comments received during the noticing period will be included within the record of the Planning and Zoning Commission public hearing.

STAFF RECOMMENDED CONDITIONS OF APPROVAL

1. Bielec Enterprises, Inc. shall enter into an annexation agreement with the City and shall abide by the terms delineated therein.
2. At the time of either site and/or subdivision, development the applicant shall comply with the requirements from the Northern Lakes Fire District.
3. Grant of “Roadway, drainage, utility & snow storage” easement and dedication of right-of-way on N Government Way in accordance with the City’s adopted transportation plan and adopted

intersection improvements shall be required at the time of annexation. Nothing shall preclude the City from requiring additional future right-of-way at the time of development in accordance with the adopted transportation standards at the time.

4. At the time of future development, sewer shall be extended to the boundaries of the property according to the sewer master plan. Future site plans shall indicate how the property will be connected to municipal sewer when available and any existing or future building(s) shall be connected to municipal sewer within one (1) year of availability.

Additional Conditions at the request of Agency Comments:

5. An avigation easement shall be recorded as a condition of the annexation agreement and prior to the publication of the Annexation Ordinance as requested by the Coeur d'Alene Airport.

Appendix

APPENDIX ANNEXATION REQUEST

STANDARDS FOR ANNEXATION APPROVAL.....	1
POTABLE WATER AND FIRE-FLOW:.....	11
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STANDARDS FOR ANNEXATION APPROVAL

Idaho State Law

As per Idaho Code §50-222 Annexation by Cities.

50-222. Annexation by cities.

(1) Legislative intent. It is the intent of the legislature to honor the right of private landowners to have a voice in their own governance, to minimize conflict between citizens and municipalities, to provide a mechanism for the orderly development of Idaho cities, including the efficient and economically viable provision of tax-supported and fee-supported municipal services, to enable the orderly development of private lands that benefit from cost-effective availability of municipal services in urbanizing areas, and to equitably allocate the costs of public services in managing development on the urban fringe.

(2) Definitions. For purposes of this section:

(a) "Consent" means a written document executed by the landowner or the landowner's authorized agent explicitly agreeing to annexation. Written consent to annex lands must be recorded in the county recorder's office to be binding upon subsequent purchasers, heirs, or assigns of lands addressed in the consent.

(b) "Contiguous" means sharing a common border. For the purpose of this section, land is not contiguous if the only common border is along a shoestring connection.

(c) "Implied consent" means that valid consent to annex is implied for the area of all lands connected to a water or wastewater collection system owned and operated in its entirety by the city if the connection was requested in writing by the owner or the owner's authorized agent prior to July 1, 2024, or if the connection was completed before July 1, 2008.

(d) "Landowner" means a person owning real property in the area proposed for annexation.

(e) "Planning and zoning commission" means the entity performing planning and zoning duties for the city, which may be the city council itself, a planning commission, a zoning commission, or a planning and zoning commission.

(f) "Subject land" means an area proposed for annexation by a city pursuant to this section.

(3) Requirements. Except as provided in subsection (5) of this section, no city of this state shall annex land unless and until the following requirements are met:

(a) The subject land is contiguous to or surrounded by the city, except as provided in subsections (7), (9), or (11) of this section;

(b) The city notifies each landowner and the board of county commissioners of its intent to annex the subject land. Such notification shall:

(i) Include a summary of the annexation plan;

(ii) Advise landowners of their right to give or withhold consent;

(iii) Include a description of how consent can be made, where it should be filed, and the deadline for such filing, which shall be no later than forty-five (45) days after the date of notification;

(iv) Include information about where the entire record of the proposed annexation may be reviewed; and

(v) Include a legal description of the subject land and a simple map depicting the location of the subject land;

(c) The city publishes notice of its intent to annex the subject land. In providing notice, the city shall comply with the notice and hearing procedures governing a zoning district boundary change as set forth in [chapter 65, title 67](#), Idaho Code, unless otherwise provided in this section, on the question of whether the subject land should be annexed and, if annexed, the zoning designation to be applied to the subject land. The initial notice of public hearing concerning the question of annexation and zoning shall be published in the official newspaper of the city and mailed by first class mail to every landowner of property included in the annexation proposal at least twenty-eight (28) days prior to the initial public hearing. All public hearing notices shall establish a time and procedure by which comments concerning the proposed annexation may be received in writing and heard;

(d) The city council adopts a written annexation plan;

(e) Subsequent to publishing notice of intent and a written annexation plan, the city council and the planning and zoning commission each holds a public hearing on the proposed annexation, pursuant to section [67-6525](#), Idaho Code, at which landowners and city residents are afforded an opportunity to testify for or against annexation. Provided, however, if a city performs its own planning and zoning functions without a commission, the two (2) public hearings required by this paragraph may be combined into one (1) public hearing, but in such case, the notice to landowners required by paragraph (c) of this subsection must be mailed at least forty-five (45) days prior to the public hearing; and

(f) Landowners representing sixty percent (60%) of the parcels and at least fifty percent (50%) of the area proposed for annexation give voluntary consent as defined in subsection (2) of this section and record such consent with the county recorder's office for the county in which the property is located.

- (4) Written annexation plan. The written annexation plan required by subsection (3) of this section shall describe:
- (a) The manner of providing tax-supported municipal services to the subject land;
 - (b) The changes in taxation and other costs that would result if the subject land were to be annexed;
 - (c) The means of providing fee-supported municipal services, if any, to the subject land;
 - (d) An analysis of the potential effects of annexation on other units of local government that currently provide tax-supported or fee-supported services to the subject land;
 - (e) The proposed future land use plan and zoning designation or designations, subject to public hearing, for the subject land; and
 - (f) A statement of the public purposes that would benefit from annexation.
- (5) Exceptions.
- (a) Annexation with consent. In the case of a prospective annexation where all landowners of the subject property have requested annexation or where consent has been given by the landowner or landowners of a contiguous parcel or parcels or where implied consent has been given, the provisions of subsections (3) and (4) of this section shall not apply. In such a case, the subject land may extend beyond the city area of impact if the land is contiguous to the city and the comprehensive plan includes the area of annexation. Lands need not be contiguous to the city limits at the time a landowner consents to annexation for the property to be subject to a valid consent to annex, but no annexation of lands may occur, regardless of consent, until such land becomes contiguous to the city. Upon determining that a proposed annexation meets the requirements of this subsection, a city may initiate the planning and zoning procedures set forth in [chapter 65, title 67](#), Idaho Code, to establish the comprehensive planning policies, where necessary, and zoning classification of the lands to be annexed.
 - (b) Enclaves. The provisions of subsections (3) and (4) of this section shall not apply to the annexation of any residential enclaved lands of thirty (30) or fewer privately owned parcels that are surrounded on all sides by lands within a city or lands that cannot legally or physically be annexed.
- (6) Ordinance. If all requirements provided in subsection (3) or (5) of this section are satisfied and the city agrees to the annexation, then the city council shall enact an annexation ordinance.
- (7) Highways. In any annexation proceeding, all portions of highways lying wholly or partly in the subject area shall be included in the area annexed unless there is an express agreement otherwise between the city and the governing board of the highway agency providing road maintenance at the time of annexation. Provided, however, no city council may annex property if the property will be connected to the city only by a shoestring connection or strip of land comprising the highway's right-of-way in order to establish contiguity.
- (8) Fairgrounds. Property that is used as a fairground pursuant to the provisions of [chapter 8, title 31](#), Idaho Code, or [chapter 2, title 22](#), Idaho Code, shall not be annexed unless the annexation is approved by a majority of the board of county commissioners of the county in which the property lies.
- (9) Airports. A city may annex land that is not contiguous to the city itself if such land is occupied by a municipally owned or operated airport or landing field. A city may not annex any land contiguous to the airport or landing field unless the land may otherwise be annexed pursuant to this section.

(10) Recreational areas. Property owned by a nongovernmental entity that is used to provide outdoor recreational activities to the public and that has been designated as a planned unit development of fifty (50) acres or more and does not require or utilize any city services must have the express written permission of the nongovernmental entity owner to be annexed by a city.

(11) Railroad rights-of-way. A railroad right-of-way property may be annexed pursuant to this section only when property within the city adjoins or will adjoin both sides of the right-of-way. Provided, however, no city council may annex property if the property will be connected to the city only by a shoestring connection or strip of land comprising the railroad right-of-way.

(12) Agricultural or forest lands. In addition to the requirements set forth in this section, the following lands may not be annexed without the express written permission of the landowner:

(a) Land, if five (5) acres or greater, actively devoted to agriculture as defined in section [63-604](#)(1), Idaho Code, regardless of whether such land is surrounded or bounded on all sides by lands within the city; and

(b) Land, if five (5) acres or greater, actively devoted to forest land as defined in section [63-1701](#), Idaho Code, regardless of whether such land is surrounded or bounded on all sides by lands within the city.

(13) Judicial review. In the case of a city-initiated annexation, the decision of a city council to annex and zone land shall be subject to judicial review in accordance with the procedures provided in [chapter 52, title 67](#), Idaho Code, and pursuant to the standards set forth in section [67-5279](#), Idaho Code. An appeal shall be filed by an affected person in the appropriate district court no later than twenty-eight (28) days after the date of publication of the annexation ordinance and shall be heard by the district court at the earliest practicable time. All cases in which there may arise a question of the validity of any city-initiated annexation under this section shall be advanced as a matter of immediate public interest and concern and shall be heard by the district court at the earliest practicable time.

(14) This section applies to annexations occurring on and after July 1, 2024. It does not invalidate or affect consent, including implied consent, obtained or annexations undertaken lawfully according to the laws in effect at the time of such consent or annexations.

Idaho Code §67-6509. Recommendation and Adoption, Amendment, and Repeal of the Plan

67-6509. Recommendation and adoption, amendment, and repeal of the plan.

(1) The planning or planning and zoning commission, prior to recommending the plan, amendment, or repeal of the plan to the governing board, shall conduct at least one (1) public hearing in which interested persons shall have an opportunity to be heard. At least fifteen (15) days prior to the hearing, notice of the time and place and a summary of the plan to be discussed shall be published in the official newspaper or paper of general circulation within the jurisdiction. The commission shall also make available a notice to other papers, radio, and television stations serving the jurisdiction for use as a public service announcement. Notice of intent to adopt, repeal, or amend the plan shall be sent to all political subdivisions providing services within the planning jurisdiction, including school districts and the manager or person in charge of the local public airport, at least fifteen (15) days prior to the public hearing

scheduled by the commission. Following the commission hearing, if the commission recommends a material change to the proposed amendment to the plan that was considered at the hearing, it shall give notice of its proposed recommendation and conduct another public hearing concerning the matter if the governing board will not conduct a subsequent public hearing concerning the proposed amendment. If the governing board will conduct a subsequent public hearing, notice of the planning and zoning commission recommendation shall be included in the notice of public hearing provided by the governing board. A record of the hearings, findings made, and actions taken by the commission shall be maintained by the city or county.

(2) The governing board, as provided by local ordinance, prior to adoption, amendment, or repeal of the plan, may conduct at least one (1) public hearing, in addition to the public hearing or hearings conducted by the commission, using the same notice and hearing procedures as the commission. The governing board shall not hold a public hearing, give notice of a proposed hearing, nor take action upon the plan, amendments, or repeal until recommendations have been received from the commission.

(3) No plan shall be effective unless adopted by resolution by the governing board. A resolution enacting or amending a plan or part of a plan may be adopted, amended, or repealed by definitive reference to the specific plan document. A copy of the adopted or amended plan shall accompany each adopting resolution and shall be kept on file with the city clerk or county clerk.

(4) Any person may petition the commission or, in absence of a commission, the governing board for a plan amendment at any time, unless the governing board has established by resolution a minimum interval between consideration of requests to amend, which interval shall not exceed six (6) months. The commission may recommend amendments to the comprehensive plan and to other ordinances authorized by this chapter to the governing board at any time.

As per Idaho Code §67-6511. Zoning Ordinance.

67-6511. Zoning ordinance.

(1) Each governing board shall, by ordinance adopted, amended, or repealed in accordance with the notice and hearing procedures provided under section [67-6509](#), Idaho Code, establish within its jurisdiction one (1) or more zones or zoning districts where appropriate. The zoning districts shall be in accordance with the policies set forth in the adopted comprehensive plan.

(a) Within a zoning district, the governing board shall where appropriate establish standards to regulate and restrict the height, number of stories, size, construction, reconstruction, alteration, repair or use of buildings and structures; percentage of lot occupancy, size of courts, yards, and open spaces; density of population; and the location and use of buildings and structures. All standards shall be uniform for each class or kind of buildings throughout each district, but the standards in one (1) district may differ from those in another district.

(b) Within an overlay zoning district, the governing board shall establish clear and objective standards for the overlay zoning district while ensuring that application of such standards does not constitute a regulatory taking pursuant to Idaho or federal law.

(2) Ordinances establishing zoning districts shall be amended as follows:

(a) Requests for an amendment to the zoning ordinance shall be submitted to the zoning or planning and zoning commission, which shall evaluate the request to determine the extent and nature of the amendment requested. Particular consideration shall be given to

the effects of any proposed zone change upon the delivery of services by any political subdivision providing public services, including school districts, within the planning jurisdiction. An amendment of a zoning ordinance applicable to an owner's lands or approval of conditional rezoning or denial of a request for rezoning may be subject to the regulatory taking analysis provided for by section [67-8003](#), Idaho Code, consistent with the requirements established thereby.

(b) After considering the comprehensive plan and other evidence gathered through the public hearing process, the zoning or planning and zoning commission may recommend and the governing board may adopt or reject an ordinance amendment pursuant to the notice and hearing procedures provided in section [67-6509](#), Idaho Code, provided that in the case of a zoning district boundary change, and notwithstanding jurisdictional boundaries, additional notice shall be provided by mail to property owners or purchasers of record within the land being considered, and within three hundred (300) feet of the external boundaries of the land being considered, and any additional area that may be impacted by the proposed change as determined by the commission. Notice shall also be given to a pipeline company operating any existing interstate natural gas transmission pipeline or interstate petroleum products pipeline, as recognized by the pipeline and hazardous materials safety administration, with a center point within one thousand (1,000) feet of the external boundaries of the land being considered, provided that the pipeline company is in compliance with section [62-1104](#), Idaho Code. Notice shall also be posted on the premises no less than one (1) week prior to the hearing. When notice is required to two hundred (200) or more property owners or purchasers of record, alternate forms of procedures that would provide adequate notice may be provided by local ordinance in lieu of posted or mailed notice. In the absence of a locally adopted alternative notice procedure, sufficient notice shall be deemed to have been provided if the city or county provides notice through a display advertisement at least four (4) inches by two (2) columns in size in the official newspaper of the city or county at least fifteen (15) days prior to the hearing date, in addition to site posting on all external boundaries of the site. Any property owner entitled to specific notice pursuant to the provisions of this subsection shall have a right to participate in public hearings before a planning commission, planning and zoning commission or governing board subject to applicable procedures.

(c) The governing board shall analyze proposed changes to zoning ordinances to ensure that they are not in conflict with the policies of the adopted comprehensive plan. If the request is found by the governing board to be in conflict with the adopted plan, or would result in demonstrable adverse impacts upon the delivery of services by any political subdivision providing public services, including school districts, within the planning jurisdiction, the governing board may require the request to be submitted to the planning or planning and zoning commission or, in absence of a commission, the governing board may consider an amendment to the comprehensive plan pursuant to the notice and hearing procedures provided in section [67-6509](#), Idaho Code. After the plan has been amended, the zoning ordinance may then be considered for amendment pursuant to paragraph (b) of this subsection.

(d) If a governing board adopts a zoning classification pursuant to a request by a property owner based upon a valid, existing comprehensive plan and zoning ordinance, the governing board shall not subsequently reverse its action or otherwise change the zoning classification of said property without the consent in writing of the current

property owner for a period of four (4) years from the date the governing board adopted said individual property owner's request for a zoning classification change. If the governing body does reverse its action or otherwise change the zoning classification of said property during the above four (4) year period without the current property owner's consent in writing, the current property owner shall have standing in a court of competent jurisdiction to enforce the provisions of this section.

HAYDEN CITY CODE

As per Hayden City Code §1-7 Annexation Procedures

1-7-3: APPLICATION:

Any person desiring to request annexation of lands within his or her ownership may initiate the annexation consideration process by submitting a completed annexation request form to the Hayden Community and Economic Development Department accompanied by the filing fee established by resolution of the City Council. Upon receipt of such completed form, a report will be submitted to the Mayor and the City Council for deliberation concerning the desirability of considering annexation of the requested lands. Upon receipt of such report, the City Council, in consultation with City staff, shall decide whether it wishes to further consider annexation of the requested lands or not. In the course of such consideration, the City Council may determine what analysis and study it would require to properly evaluate the consequences and effects of the proposed annexation. The City Council may, if it wishes to further consider the matter, establish the necessary prepaid annexation processing fee to be remitted by the requester if he desires to proceed with the request. Such prepaid fees may include a standard administrative fee (reasonably related to the administrative costs of processing an annexation request, including staff and legal expense) established by resolution of the City Council, in addition to any study based fees established after City Council consideration of the specific annexation request. (Ord. 578, 1-9-2018)

1-7-4: PRE-ANNEXATION STUDIES:

The City Council may require the completion of relevant studies before allowing an annexation proposal to go forward to the Planning and Zoning Commission or City Council for initial public hearing. Any studies required by the City Council as a prerequisite to consideration of an annexation request shall be conducted by City staff or by a consultant chosen and engaged by the City. The estimated costs of such studies shall be prepaid by the annexation applicant before the studies are undertaken. Any consultant engaged to perform specified tasks in the course of evaluating the consequences of a possible annexation shall serve the City of Hayden as its client, not the parties requesting annexation. Any such studies shall be conducted in accordance with direction from the City to determine the anticipated consequences of the proposed annexation. Such studies shall become public documents upon their completion and shall be made available to the applicant and other interested parties prior to the conduct of any public hearings. (Ord. 304, 11-27-2001)

1-7-5: ANNEXATION PROCEDURE:

- A. Upon completion of the required pre-annexation studies and submittal of an application in that form developed by the City with payment of fees pursuant to the

City's fee schedule, the Community and Economic Development Director or his/her designee shall schedule any authorized annexation proposal for a public hearing before the Planning and Zoning Commission as soon as such request may be accommodated by the commission schedule. No such hearing shall be scheduled until the required pre-annexation studies have been received, unless the City Council waives such requirement. The legal purpose of such public hearing shall be to receive public comment and to formulate a recommendation to the City Council regarding proper zoning or land use regulations for the lands in question. At the conclusion of its deliberations, the Planning and Zoning Commission shall submit a recommendation to the City Council regarding potential zoning of the lands under consideration for annexation and the advisability of annexation of the subject lands in light of provisions of the Comprehensive Plan or other planning considerations. Such recommendations shall include the rationale employed and facts relied upon by the commission in reaching its recommendation.

All parcels of land to be considered for annexation shall have a contiguous boundary attachment to the existing incorporated area. The City Council shall not have the power to declare land a part of the City if it will be connected to the City only by a shoestring or strip of land which comprises a railroad or highway right-of-way.

All portions of highways lying wholly or partially within an area to be annexed shall be included within the area annexed unless expressly agreed between the City and the Governing Board of the highway agency providing road maintenance at the time of annexation.

For purposes of this chapter, highways are as defined by Idaho Code 40-109.5, highways and bridges, definitions.

- B. Upon receipt of the Planning and Zoning Commission recommendation, the City Council may schedule a public hearing to consider zoning of the lands for which annexation has been requested. The City Council may also require additional information from the applicant or others or may require such additional studies as it deems necessary to properly consider the annexation request. The costs of any such additional studies shall be prepaid by the annexation applicant. No public hearing may be scheduled before the City Council until all such expenses have been paid or until the required study results have been received unless expressly authorized by the City Council. The public hearing concerning zoning in anticipation of annexation shall be conducted as a legislative public hearing.
- C. Upon completion of the public hearing concerning zoning, and after considering such other information as it chooses to rely upon, the City Council may decide to enact an ordinance annexing the subject lands, or any parts thereof, and establish the zoning designation therefor. All fees and expenses required to be paid must have been received and an annexation agreement must have been executed and performed to the extent required by the City Council prior to passage of the annexation ordinance.

- D. All annexation applications shall follow and be processed pursuant to the requirements of Idaho Code 50-222, Annexation by Cities. Annexation applications shall be required to be accompanied by a request for a zoning designation which shall follow the public hearing procedures of Idaho Code 67-6509, as directed by Idaho Code 67-6511, Recommendation and Adoption, Amendment and Repeal of the Plan. (Ord. 578, 1-9-2018)

As per Hayden City Code §11-1-7(E) Amendment Procedures:

1. Agency and Public Notice: Once the City staff has reviewed the application and the staff has determined that the application is complete and that sufficient information regarding the proposal can be provided, notice will be provided to involved public agencies, as identified by the City. This notice shall allow 14 days for agency comment and the results of the agency comment shall accompany and be incorporated in summary in the staff report. At least 15 days prior to the hearing notice of the amendment, shall be published in the official newspaper of the City of Hayden, and additional notice by first class mail shall be provided to property owners and purchasers within 300', excluding streets and alleys, of the external boundaries of the land being considered; and any additional area that may be impacted by the proposed change as determined by the Council. When notice is required to 200 or more property owners or purchasers of record, notice may be given through a display advertisement at least four inches by two columns in size in the official newspaper of the City at least 15 days prior to the hearing date, in addition to site posting on all external boundaries of the site, in lieu of mailed notice.
2. Planning and Zoning Commission Public Hearing: At, or prior to, the public hearing, the City staff will provide a report to the Planning and Zoning Commission.
3. Planning and Zoning Commission Recommendation: After the Planning and Zoning Commission has reviewed the amendment at the public hearing, the commission shall forward a written recommendation to the City Council. The commission shall recommend approval or disapproval of the amendment as soon as practicable.
4. City Council Public Hearing: No additional agency notice shall be required in advance of this public hearing, unless the Planning and Zoning Commission Recommendation consists of a material change from what was requested. All other noticing requirements shall follow those identified in 11-1-7(E) (1). At, or prior to, the public hearing, the City staff will provide a report to the City Council.
5. City Council Decision: Upon receipt of the Written Recommendation from Planning and Zoning Commission, and public hearing notice, the amendment request will be placed on the next available City Council agenda. The City Council, upon receipt of the recommendations from the Planning and Zoning Commission, and after opportunity to review the file and minutes from the Planning and Zoning Commission's public hearing, and after receiving testimony at a public hearing with the City Council shall act upon the request.
 - a. The City Council prior to adopting, revising, or rejecting the amendment to the zoning ordinance or map, and having made no material change from what was presented at the Planning and Zoning Commission and/or City Council public hearing, shall make a decision.
 - b. Upon granting or denying an application to amend the text of the zoning ordinance or the zoning map, the City Council shall specify in writing:

- (1) The ordinance and standards used in evaluating the application;
 - (2) The reasons for approval or denial; and
 - (3) The actions, if any, that the applicant could take to obtain a permit.
- c. In the event that City Council shall approve an amendment, such an amendment shall thereafter be made a part of this title upon the preparation and passage of an ordinance and the City zoning map duly amended as identified by the decision.
6. Additional Public Hearing: Following the City Council's public hearing, if the City Council makes a material change from what was presented at the public hearing(s), further notice and an additional public hearing shall be provided before the City Council makes a final decision.
7. Standards of Approval: If the request meets the following standards of approval, the City Council may adopt the ordinance amendment:
 - a. The commission shall consider the existing zoning district or regulations, and may recommend approval, conditional approval, modification, or denial of the proposal or the commission may defer action until completion of such studies or plans as may be necessary to determine the advisability of the proposal.
 - b. The City Council may impose conditions upon rezoning where such conditions are required to ensure that proposed uses of the area are consistent with community needs and its public health, safety, and general welfare. The Planning and Zoning Commission may recommend conditions upon rezoning for the City Council's consideration.
 - c. Amendments to the zone map and zone text shall be in accordance with the future land use map and the goals and policies found in the Hayden Comprehensive Plan.
 - d. Amendments to the zone map and zone text shall align with the zone district's purpose and intent.
 - e. Amendment to the zone map and zone text shall be consistent with the neighborhood contexts.
8. Amendment to Comprehensive Plan: If the request is not in accordance with the adopted comprehensive plan, the City Council may adopt or reject an amendment to the comprehensive plan under the notice and hearing procedures provided in section 67-6509, Idaho Code. After the comprehensive plan has been amended as hereinafter provided for, the City Council shall hold a public hearing and make a decision on the proposed zoning amendment. (Ord. 619, 4-13-2021, amend Ord 631, 5-10-2022; Ord 645, 3-23-2023)

INFRASTRUCTURE COMPLIANCE WITH APPLICABLE CITY, STATE, AND FEDERAL POLICIES AND REGULATIONS

POTABLE WATER AND FIRE-FLOW:

Will serve letters are not a requirement of the annexation submittal unless requested by the City Council as an additional condition. Will serve letters are required by Hayden City Code §12-3-4(A) (10) as part of a subdivision request. The City does not participate in the QLPE (Qualified Licensed Professional Engineer) review of the construction plans for subdivisions as it relates to water and/or sewer. Therefore, the City relies on the Idaho Department of Environmental Quality (IDEQ) for their interpretation of the adequacy of the Will Serve letter to meet the requirements of the Idaho Code section 67-6526 in order to have the sanitary restriction lifted and to determine if the water and sewer infrastructure construction will meet Idaho Code Requirements. If IDEQ does not lift the sanitary restriction, building permits cannot be issued by the City.

The Developer shall be required to provide all dedications and easements and construct appurtenances as may be required by the water district at the time of development.

The Developer shall be required to provide detail on the location, size and design of all water system improvements, including water lines, stubs, meters, and fire department connections and hydrants as part of the construction drawing for required subdivision improvements.

SEWER - CITY AND HARSB:

The sewer system consists of both a collection system consisting of gravity lines, force mains and lift stations (owned and operated by the City of Hayden) and wastewater treatment facility and regional force mains (owned and operated by the Hayden Area Regional Sewer Board – HARSB). Hayden City Code §12-3-4(F) (3) (b), as a standard of approval, requires that “provisions have been made for a public sewage system in accordance with the City and Hayden Area Regional Sewer Board (HARSB) adopted sewer master plans, as amended, that satisfied City, HARSB, and IDEQ requirements and that the existing or proposed systems can accommodate the proposed sewer flows”. Additionally, to meet this requirement a will serve letter from the utility provider confirming that the provider has the current availability, capacity, authority and willingness to service the proposal with the requested service must be provided as part of the application submittal for a subdivision.

At the time of future development, the developer shall be required to construct all sewer infrastructures in conformance with the City of Hayden 2020 Collection System Master Plan Update, State law, and all City sewer policies, standards and technical memos. All sewer manholes shall be placed on the centerline or within public roadways unless approved by the City. Public sewer shall be located within roadways within public rights-of-way or private tracts as appropriate. Revisions to the overall layout may be required where sewer is shown to be running in locations which are not within the locations identified above.

Ability to Provide Sewer Service:

The City issues Will Serve letters that are non-binding generalized statements of their agency's ability and desire to provide sewer service under current circumstances. A Will Serve letter is not a guarantee of service because the actual physical connection to utilities takes place under a separate authorization, generally with a building permit, which can be issued in the near or far future. As such, time may have passed and circumstances change; or perhaps something arises in detailed plan review that affects the ability to provide service, which is why neither agency can guarantee at this time that future capacity will be available and is only able to determine this at the time of authorization to physically connect to the utilities.

STORMWATER:

City Code Title 8 prohibits the acceleration, concentration, and/or conveyance of runoff, stormwater or other surface waters beyond the project boundaries. The stormwater management plan for the proposed development shall be designed in conformance with the above referenced City Code, with adopted road typical sections and their related design standards, and in conformance with the annexation agreement.

Stormwater easements shall be reflected on the face of the plat. No fences shall be placed within joint stormwater easement areas. Routine maintenance of joint stormwater areas on private property shall be the responsibility of the individual lot owner. Structural or functional maintenance of joint stormwater areas shall be the responsibility of a Home Owner's Association.

STREETS, PEDESTRIAN PATHS, AND RIGHT-OF-WAYS:

Transportation Impact Study:

Hayden City Code §12-3-4(A) (18) identifies the possible need for a traffic study as part of the application submittals for a subdivision. A traffic study may be required as a condition of an annexation request by the City Council.

Addressing Requirements, Street Design Requirements, Street Lighting, Signage and Landscaping, Driveway locations shall all be reviewed at the time of a development proposal in accordance with the City Code, standards, and policies.

EROSION CONTROLS AND GEO-HAZARD STABILIZATION:

The site topography is relatively flat; however, erosion control measures shall be identified on the construction plans.

GAS, POWER, TELECOMMUNICATIONS, MAILBOXES:

Dry utilities, including electric, gas, cable, and communication utilities shall be installed underground within the development, in accordance with City Code Title 11 & 12.

The Developer shall identify mailbox locations that have been approved by the Hayden Postmaster for project site, and provide an approval by the postmaster at the time of construction plan submittal. The City prefers the mailbox location to be on an internal street. Prior to construction plan approval, the Developer shall work with the US Post Office to address any

required turnouts, if determined necessary by the City Engineer, and shall be included in the construction plans. If easements are needed, these shall be required to be shown on the final plat.

DRIVEWAY LOCATIONS

The final location of all driveway locations shall be subject to the review and approval of the City, in accordance with the adopted Access Management Policies, and the standard detail of ST-013. Particular attention will be paid to those lots at intersections to avoid conflict with required traffic flows; and to those driveway locations which may conflict with existing and proposed infrastructures. All lots shall be accessed from an internal street.

COMPREHENSIVE PLAN GOALS, POLICIES, and ACTIONS:

The Vision of the City of Hayden is as follows:

Hayden is a regionally connected City with a small-town feel, defined by responsible growth and planning. The City maintains strong systems that align with the values of its citizens, including top-tier K-12 schools, an efficient roadway system that manages traffic well, and plentiful open space. The City maintains a small-town feel by concentrating high-impact development at nodes and along corridors and preserving natural open space. The City also encourages a small-business culture to enhance and encourage a healthy, connected, family-friendly community.

GOALS: Broad Statements indicating a general aim or purpose to be achieved. A goal is a direction setter. It is an ideal future state or condition related to the public health, safety, or general welfare toward which planning, and implementation actions are directed. A goal is a general expression of community values and is somewhat abstract in nature. Consequently, a goal is generally not quantifiable, time-dependent, or suggestive of specific actions for its achievement.

POLICIES: Statements providing guidelines for current and future decision-making or position-taking. A policy indicates a clear commitment of the Hayden City Council. It is an extension of the plan' goals, reflecting topical nuance as well as an assessment of conditions and how the City will respond.

Table 2-1 Elements of the Comprehensive Plan identified in the Goals and Policies	
Abbreviation	Chapter Listing
LU	Land Use – Chapter 4
NR	Natural Resources – Chapter 6
HA	Hazardous Areas – Chapter 6
PR	Parks and Recreation – Chapter 9
T	Transportation – Chapter 7
PF	Public Facilities – Chapter 10
U	Utilities & Infrastructure – Chapter 10
H	Housing – Chapter 5
CD	Community Design – Chapter 11
I	Implementation – Chapter 2 & Appendix
ED	Economic Development – Chapter 8
CBD	Central Business District – Chapter 4, 8 & 11

Table 2-2: Goals

Element	No.	Goal	Policy Reference	Action Reference
LU, NR, HA, PR, T, PF, U, H, CD, I, ED, CBD	1	The City of Hayden will promote and actively participate in intergovernmental coordination efforts at the regional and at the local level.	2, 16, 18, 21, 22, 23	5, 7, 9, 10, 13, 14, 15, 18, 19, 20, 21, 23, 24, 26, 29
LU, I, CD	2	The Comprehensive Plan is a living document and serves as a guide for development; components of the Comprehensive Plan are updated as necessary to reflect the community’s vision.	2, 4	1, 2, 4, 5, 7, 9, 10, 19, 22, 25, 28, 29
H, LU, T, PF, NR, PR	3	Maintain an attractive and balanced mix of land uses, densities, and housing types, ensuring the future character of the community; promote greater choices and opportunities.	4, 7, 11, 12, 17	1, 3, 4, 12, 13, 24, 25, 27
PF, T, U, LU, NR, H	4	The City of Hayden should encourage the development of land within the corporate limits of Hayden prior to annexation of adjacent areas.	1, 2, 4, 5, 9, 13, 14, 16	3,10, 14, 18, 23
H, CD, I, LU	5	Preserve, protect and strengthen the vitality and stability of existing neighborhoods.	3, 7, 8, 11, 12, 15, 19, 24	3, 4, 5, 12, 15, 16, 24, 27
LU, H, T, CD, CBD	6	Promote an identity-rich downtown core that offers a mix of uses.	2, 8, 11, 12, 17, 22, 24	3, 4, 12, 13, 14, 15, 24, 25, 26, 29
ED, PF, LU, U, T, CBD, H	7	Provide a balance of commercial uses in designated areas throughout the community centered around established transportation corridors, while protecting the character of adjacent land uses.	2, 8, 11, 12, 17, 22, 23	1, 9, 11, 12, 13, 14, 25
LU, T, U, H, PF	8	Ensure all development can be serviced by existing public facilities or extended to adequately serve the development.	1, 2, 4, 5, 7, 9, 13, 14, 16	4, 10, 18, 19, 20, 21, 23
LU, PR, PF, CD, T	9	Ensure adequate park, recreation and open space are provided -and maintained for the continued enjoyment of the community.	2, 3, 7, 9, 10, 13, 19, 20, 24	3, 15, 16, 17, 27
LU, PF, PR, CD, I, NR, ED	10	Adequately site essential public facilities and utilities without compromising surrounding neighborhood integrity and character, while contributing to the overall livelihood of the community; assure facility capacity aligns with projected growth and land use types.	1, 2, 4, 6, 13	4, 16, 17, 18, 19, 20, 21
LU, NR, PF, PR, H, CD, I	11	Emphasize the enhancements and maintenance of existing parks while creatively seeking ways to acquire and develop future recreational facilities that meet a variety of community recreational interests.	3, 7, 9, 10, 19, 20, 21	3, 6, 15, 16, 17, 24, 26, 27, 29
LU, U, T, PR, H, CD	12	Establish a balance between jobs and housing to attract new employment and living opportunities.	11, 12, 17, 23	1, 3, 4, 12, 13, 14

Element	No.	Goal	Policy Reference	Action Reference
LU, U, T, H, CD, CBD	13	Enhance bicycle and pedestrian connectivity and infrastructure in order to better serve residents and tourists while protecting its historical and cultural character and attracting new business.	2, 6, 7, 8, 10, 12, 17, 21, 24	9, 11, 12, 14, 15, 26, 27
LU, NR, PR, I	14	Protect, preserve and be stewards of our environment's natural areas and resources which enhance the quality of life in the City.	3, 7, 10, 20, 21	5, 6, 7, 8, 10, 15, 16, 17, 22, 23, 27, 28, 29
LU, T, PR, NR, P, SFT, LU, NR, A, U, XP, R, SA, H, CD, I AF	15	Coordinate the timely development of efficient, effective and environmentally sound sewer, water and other utility infrastructure servicing the community, assuring costs of development are shared equitably and accommodate for ongoing growth of Hayden.	1, 4, 7, 13, 14, 16, 18	6, 8, 9, 10, 18, 19, 20, 22
PR, LU, H, CD, I	16	Ensure that ordinances and policies do not violate private property rights, adversely impact property values or create unnecessary limitations on land use.	2, 12, 15, 23	1, 2, 3, 4, 10, 23, 24
PR, LU, H, CD, I, CBD	17	Promote and encourage the development and rehabilitation of quality housing through a variety of housing options and densities.	2, 11, 12, 17	1, 3, 4, 24, 25
H, LU, T, PR, ED, CBD	18	Honor Hayden's past while promoting a sense of place through quality public spaces, trails, neighborhoods, design etc.	2, 8, 11, 12, 17, 23, 24	1, 2, 3, 4, 6, 15, 17, 23, 24, 25, 26, 27, 28, 29
I, CD, LU, T	19	Enhance non-motorized connectivity and reduce the highways impact on the community.	2, 4, 8, 18, 22	9, 11, 26

Table 2-3: Policies

Element	No.	Policy	Goal Reference	Action Reference
U, T, PR, PF, I, ED	1	The City should judiciously evaluate the opportunity to provide sewer, water and other services within the corporate limits and planned future extension of services in areas of impact.	4, 8, 10, 15	4, 5, 10, 19, 20, 21, 22, 23
LU, U, T, PR, PF, H, CD, I, ED	2	Development should be compatible with the land use chapter of the Comprehensive Plan and fiscally responsible in supplying adequate transportation, utilities and parks to newly developed areas.	1, 2, 4, 6, 7, 8, 9, 10, 13, 16, 17, 18, 19	1, 2, 3, 4, 5, 9, 10, 12, 18, 19, 20, 23
LU, NR	3	Land use decisions should consider the preservation and enhancement of natural resources.	5, 9, 11, 14	5, 6, 7, 8, 10, 17, 22, 23, 28
LU, NR, U, T, H, CD, I	4	The city should evaluate community-wide impacts from development; identifying their needs for public facilities, utilities, services, circulation, and housing, and the effects on city resources.	2, 3, 4, 8, 10, 15, 19	3, 4, 6, 18, 20, 21, 22
LU, U, T, PF	5	Areas proposed for annexation are to be considered only if they are contiguous to the city limits and adequate infrastructure can be provided to service the development.	4, 8	6, 10
U, T, CD, I, ED	6	City infrastructure improvement projects should aim to improve all above and below ground facilities (paths, connectivity, pedestrian/bike amenities) and utilities (sewer and water).	10, 13	3, 4, 6, 9, 10, 11, 16, 18, 22, 26
NR, R, I	7	Ensure adequate park, recreation and open spaces are provided for and maintained for the continued enjoyment of the community.	3, 5, 8, 9, 11, 13, 14, 15	6, 10, 15, 27
LU, T, PR, ED	8	Improve pedestrian, bicycle and vehicular safety along city streets.	5, 6, 7, 13, 18, 19	4, 9, 11, 15, 16, 20, 25, 26
LU, NR, U, T, PR, H, CD, I	9	Regularly evaluate and update impact fees for support of transportation systems and parks and require developer participation (land donations and mitigation).	4, 8, 9, 11	4, 6, 9, 10, 16, 27, 28
PR, NR, PF	10	Encourage and support recreational activities (passive and active uses) catered to senior citizens, retirees, families, teens and youth populations.	9, 11, 13, 14	4, 6, 15, 16, 20
LU, T, CD, CBD, ED	11	Promote nodes of development and density in the downtown and strategically along transportation corridors.	3, 5, 6, 7, 12, 17, 18	1, 3, 4, 5, 9, 11, 12, 13, 14, 25, 26, 29
LU, T, CD, H, CBD, ED	12	Encourage rezoning and zoning text amendments to support the creation of strategic nodes, higher density development and transition zones between residential and industrial uses.	3, 5, 6, 7, 12, 13, 16, 17, 18	1, 3, 5, 9, 11, 12, 13, 14, 25, 27, 28

Element	No.	Policy	Goal Reference	Action Reference
LU, NR, U, T, PR, H, CD, I, ED	13	Growth should be accompanied by the development of infrastructure, public services, utilities and preservation of open space and recreational facilities within the cities means.	4, 8, 9, 10, 15	4, 5, 8, 9, 10, 11, 18, 20
LU, NR, PF, U, I	14	Coordinate and support local water and irrigation districts in efforts to balance growth with available water supplies and infrastructure.	4, 8, 15	10
NR, HA, I	15	Protect lives and property from environmental and man-made risks and hazards.	5, 16	5, 6, 7, 8, 22, 28
LU, U, T, I	16	Ensure levels of public services, facilities, and utilities are adequate to satisfy the community's needs now and as new development occurs.	1, 4, 8, 15	2, 7, 9, 10, 11, 18, 20
LU, I, ED	17	Encourage small-scale retail activity, restaurants and other service business, as well as attract a live, work, play lifestyle through a mixture of commercial and residential uses.	3, 6, 7, 12, 13, 17, 18	1, 3, 4, 9, 11, 12, 13, 14, 24, 25, 26, 29
T, I	18	Minimize financial and operational impacts resulting from road improvement projects and maintenance.	1, 15, 19	4, 9, 10
PR, NR, I	19	Ensure park and recreation facilities are easily visible and can be found with minimal effort.	5, 9, 11	15, 26
PR, NR, I	20	Encourage revenue-producing parks and recreation development opportunities.	9, 11, 14	10, 15, 16, 17, 24
PR, NR, I	21	Coordinate with all other parks and recreation providers in the region to provide a full spectrum of parks and recreation opportunities.	1, 11, 13, 14	15, 16, 17, 27
T	22	Ensure multi-modal transportation compatibility and connectivity between agencies and jurisdictions through regional coordination.	1, 6, 7, 19	4, 9, 11, 13, 20, 25, 28
LU, I	23	Ensure land use and zoning compatibility related to development (density and type) occurring in close proximity to Coeur d'Alene Airport.	17, 12, 16, 18	1, 2, 5, 13
CBD, T I, CD, PR, PF, ED	24	Explore the location and feasibility of a community center or core development in downtown Hayden.	5, 6, 9, 13, 18	4, 12, 16, 25

Public Agency Comments

Deborah Shaver

From: Bob Chandler <bobchandlercda@gmail.com>
Sent: Tuesday, November 18, 2025 1:21 PM
To: Planning
Subject: Agency Notice - PZE-24-0133, City-Initiated Government Way Annexation

Categories: Deborah

No Comments.

Bob Chandler | District Manager
Avondale Irrigation District

PO Box 81, Hayden, ID 83835
P (208) 772-5657 | M (208) 691-3428

Deborah Shaver

From: Ken <kwind@Harsb.org>
Sent: Tuesday, November 18, 2025 1:06 PM
To: Planning
Subject: PZE-24-0133, City-Initiated Government Way Annexation

Categories: Deborah

HI Hayden Planning Department,

HARSB has no comment to the PZE-24-0133, City-Initiated Government Way Annexation.

Thanks
Ken Windram
Hayden Area Regional Sewer Board
208-772-0672

Privileged / confidential information may be contained in this message. If you are not the addressee indicated in this message (or responsible for delivery of the message to such person), you may not copy or send this message to anyone. In such case, you should destroy this message and kindly notify the sender by reply e-mail. Although this email has been scanned for the possible presence of computer viruses prior to dispatch, we cannot be held responsible for any viruses or other material transmitted with, or as part of, this email without our knowledge.

Deborah Shaver

From: Robert Beachler <Robert.Beachler@itd.idaho.gov>
Sent: Tuesday, November 18, 2025 1:07 PM
To: Planning
Subject: RE: Agency Notice - PZE-24-0133, City-Initiated Government Way Annexation

Categories: Deborah

No Comments from the Idaho Transportation Department regarding the proposed Government Way annexation into the City of Hayden.

Robert Beachler
District 1 Planning Program Manager
Idaho Transportation Department
600 W. Prairie Ave
Coeur d'Alene, ID 83815
robert.beachler@itd.idaho.gov
(208) 772-1216
Office Hours M-TH 6-4:30

From: CITY OF HAYDEN - Community Development <noreply@bsacloud.com>
Sent: Tuesday, November 18, 2025 12:09 PM
To: Robert Beachler <Robert.Beachler@itd.idaho.gov>
Subject: Agency Notice - PZE-24-0133, City-Initiated Government Way Annexation

CAUTION: This email originated outside the State of Idaho network. Verify links and attachments BEFORE you click or open, even if you recognize and/or trust the sender. Contact your agency service desk with any concerns.

Good afternoon,

Please see the attached Agency Notice for a City-initiated Annexation of N Government Way, also including three parcels between N Government Way and N Highway 95. Comments should be sent no later than December 2, 2025, to be included in the Staff Analysis and can be emailed to planning@haydenid.gov. Should you not have comments on the matter, an email indicating so is much appreciated. If you have any questions, please do not hesitate to contact the City Planning Department at planning@haydenid.gov.

Thank you & have a great day!

Sincerely,

Shannon Drappo

Deborah Shaver

From: Andrew Deak <adeak@kcgov.us>
Sent: Tuesday, November 18, 2025 1:02 PM
To: Shannon Drappo; Planning
Subject: AGENCY REPLY - FW: Agency Notice - PZE-24-0133, City-Initiated Government Way Annexation
Attachments: PZE-24-0133 Agency Notice.pdf
Categories: Deborah

Good Afternoon Shannon,

KCSO does not have any concerns at this time regarding PZE-24-0133, City-Initiated Government Way Annexation.

Respectfully

Andrew M. Deak

Captain

Kootenai County Sheriff's Office – North Campus
2451 W Dakota Ave
Hayden, ID 83835
Office - (208) 446-1311
Fax - (208) 446-1407
Email: adeak@kcgov.us



CONFIDENTIALITY NOTICE: This e-mail is intended only for the personal and confidential use of the individual(s) named as recipients (or the employee or agent responsible to deliver it to the intended recipient) and is covered by the Electronic Communications Privacy Act, 18 U.S.C. §§ 2510-2521. It may contain information that is privileged, confidential and/or protected from disclosure under applicable law including, but not limited to, the attorney client privilege and/or work product doctrine. If you are not the intended recipient of this transmission, please notify the sender immediately by telephone. Do not deliver, distribute or copy this transmission, disclose its contents or take any action in reliance on the information it contains.

Deborah Shaver

From: Eric W. Shanley, P.E. <eric@lakeshwy.com>
Sent: Tuesday, November 18, 2025 12:33 PM
To: Aliesha Hendry; Planning
Cc: Alan Soderling; Donna Phillips
Subject: FW: Agency Notice - PZE-24-0133, City-Initiated Government Way Annexation
Attachments: PZE-24-0133 Agency Notice.pdf

Categories: Deborah

Some people who received this message don't often get email from eric@lakeshwy.com. [Learn why this is important](#)

Thanks Shannon, we'll get this on our next Board Meeting Agenda for 12/1. I suspect this will result in a letter of support since LHD's requested this since Hayden Canyon.

Best Regards,

Eric W. Shanley, P.E.

Director of Highways
Lakes Highway District
17783 N. Pope Road
Hayden, Idaho 83835
208-772-7527
208-772-7411

From: CITY OF HAYDEN - Community Development <noreply@bsacloud.com>
Sent: Tuesday, November 18, 2025 12:09 PM
To: Eric W. Shanley, P.E. <eric@lakeshwy.com>
Subject: Agency Notice - PZE-24-0133, City-Initiated Government Way Annexation

Good afternoon,

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Thank you & have a great day!

Sincerely,

Shannon Drappo

Planner

Northern Lakes Fire Protection District

Proudly serving the areas of and surrounding Hayden and Rathdrum

Hayden Area (208) 772-5711 • Fax: (208) 772-3044
Rathdrum Area (208) 687-1815 • Fax (208) 687-2088
www.northernlakesfire.com

November 18, 2025

City of Hayden
8930 N. Government Way
Hayden, ID 83835

Attn. Shannon Drappo, City Planner,

The Northern Lakes Fire Protection District has reviewed the Annexation Request for The City of Hayden. This is to annex 19.6 acres from Kootenai County to the City of Hayden. Located on tax parcels 51N04W027300, 51N04W027200 and 081900010030. Case # PZE-24-0133.

The Fire District approves of the Annexation Request and has the following requirements:

- Road access for future developments within annexation boundaries shall have an all-weather driving surface with a minimum driving surface width of no less than twenty (20) feet for access without fire hydrants and twenty-six (26) feet for access with fire hydrants.
- Future development will be reviewed for the addition of new fire hydrants. Hydrant placement shall be approved by the Fire District. Hydrants shall be required to have a 5-inch Storz adapter, with cover, located on the large port and a hydrant marking flag.
- Future development plans shall be reviewed and approved by Fire District prior to approval. Additional fees will be associated to these reviews.
- Current Idaho Fire Code requirements shall apply when building permits are applied for. Additional requirements may apply depending on size and type of occupancy constructed.
- Review fees are charged at \$75.00/hour minimum of one hour for review plus \$30.00 per dwelling unit for subdivisions of land.

If you have any questions, please call 208-772-5711.

Thank you,

Tyler Drechsel

Tyler Drechsel
Fire Marshal

Deborah Shaver

From: Paul Tucker <PaulT@nkwsd.com>
Sent: Friday, November 21, 2025 9:07 AM
To: Planning
Subject: Re: Agency Notice - PZE-24-0133, City-Initiated Government Way Annexation
Attachments: PZE-24-0133 Agency Notice.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

North Kootenai Water & Sewer provides water service to the properties, and it is the District's intent to continue to provide public water service

Get [Outlook for iOS](#)

From: CITY OF HAYDEN - Community Development <noreply@bsacloud.com>
Sent: Tuesday, November 18, 2025 12:08 PM
To: Paul Tucker <PaulT@nkwsd.com>
Subject: Agency Notice - PZE-24-0133, City-Initiated Government Way Annexation

Good afternoon,

Please see the attached Agency Notice for a City-initiated Annexation of N Government Way, also including three parcels between N Government Way and N Highway 95. Comments should be sent no later than December 2, 2025, to be included in the Staff Analysis and can be emailed to planning@haydenid.gov. Should you not have comments on the matter, an email indicating so is much appreciated. If you have any questions, please do not hesitate to contact the City Planning Department at planning@haydenid.gov.

Thank you & have a great day!

Sincerely,

Shannon Drappo

Planner

From: [Kim Stevenson](#)
To: [Planning](#)
Subject: FW: Agency Notice - PZE-24-0133, City-Initiated Government Way Annexation
Date: Wednesday, November 26, 2025 11:37:01 AM
Attachments: [image001.png](#)
[PZE-24-0133 Agency Notice.pdf](#)

Good Afternoon,
The Coeur d'Alene Airport requests an avigation easement be recorded on each of the three parcels.
Please contact me if you have any further questions.
Kind Regards, Kim



From: CITY OF HAYDEN - Community Development <noreply@bsacloud.com>
Sent: Tuesday, November 18, 2025 12:09 PM
To: Kim Stevenson <kstevenson@kcgov.us>
Subject: Agency Notice - PZE-24-0133, City-Initiated Government Way Annexation

Good afternoon,

Please see the attached Agency Notice for a City-initiated Annexation of N Government Way, also including three parcels between N Government Way and N Highway 95. Comments should be sent no later than December 2, 2025, to be included in the Staff Analysis and can be emailed to planning@haydenid.gov. Should you not have comments on the matter, an email indicating so is much appreciated. If you have any questions, please do not hesitate to contact the City Planning Department at planning@haydenid.gov.

Thank you & have a great day!

Sincerely,

Shannon Drappo

Planner

4. **REPORTS**
 - A. Community Development Director's Report
5. **ADJOURNMENT**