AGENDA OF THE CITY COUNCIL MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

Tuesday, June 9, 2026

Regular Meeting: 5:00 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. **PRESENTATION**
   A. Arts Commission Logo Contest Winner
2. **CONSENT CALENDAR** ***All items on the Consent Calendar are Action Items***
   A. Approval of May 26, 2026 City Council Meeting Minutes

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.

DRAFT MINUTES OF THE CITY COUNCIL MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

Tuesday, May 26, 2026

Regular Meeting: 5:00 PM
Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER
The meeting was called to order at 5:02 PM.

ROLL CALL OF COUNCIL MEMBERS
Present: Matthew Roetter, Ed DePriest, Tom Shafer, and David Erickson

PLEDGE OF ALLEGIANCE
Mayor Davis asked City Clerk Abbi Sanchez to lead the pledge of allegiance.

ADDITIONS OR CORRECTIONS
No action was taken to amend the agenda, as presented.

1. PRESENTATION
The Hayden Historic Preservation Commission presented its annual Historic Preservation Award as part of National Historic Preservation Month. Vice-Chair Bill Brizee thanked community members for their submissions and announced the 2026 award recipient: the Armory Outpost on Government Way. He highlighted that the building's log-style cabin façade has remained largely unchanged despite multiple ownership changes, preserving its historic character.

The award's handcrafted frame was made by former Mayor Scott Forssell using century-old barnwood from the Lake City Dairy. This is the second year the commission has given the award; last year's went to the City of Hayden for preserving the Stoddard Farm and converting it into a city park. The commission intends to continue making this an annual tradition and encourages more community submissions.

Council Members and the Mayor expressed appreciation for the Armory Outpost, noting the building dates back to 1919.

A. 2026 Arbor Day Sticker Contest Award Winners Presentation
The council recognized the 2026 Arbor Day Sticker Contest winners. Third place went to Kylie Wallick, second place went to Suvi Kokkonen, and the grand prize winner was Rebecca Finney. Kylie and Rebecca were present to receive their prizes.

2. CONSENT CALENDAR ***All items on the Consent Calendar are Action Items***
A. Approval of April 30, 2026 Special City Council Meeting Minutes
B. Approval of May 1, 2026 Joint City Council and Hayden Urban Renewal Agency Board Meeting Minutes
C. Approval of May 12, 2026 City Council Meeting Minutes
D. Approval of Shelley Holloway's Nomination to Veterans Commission
E. Approval of Ronald Duell's Nomination to the Parks, Recreation and Community Forestry Commission
F. Approval of 2026 Hayden Days Entertainment Agreement with Kelly Hughes

G. Approval of the Deferred Improvement Agreement with Nathan C. Bemis
H. Approval of Notice of Award to American Road Maintenance for the 2026 Chip Seal Project
I. Approval of PZE-25-0080 Sycamore Valley Subdivision Preliminary Plat Written Decision
J. Ratification of Bills Paid
K. Approval of Bills for Payment

MOTION: Council Member Shafer moved to approve the consent calendar as read and recused from voting on Item 2I. Council Member Roetter provided the second.

ROLL CALL VOTE:	
Council President DePriest	Yes
Council Member Erickson	Yes
Council Member Roetter	Yes
Council Member Shafer	Yes

The motion was approved by a unanimous vote in favor.

3. VISITOR/PUBLIC COMMENT (3-minutes maximum)
None

4. COMMISSION REPORT
A. Parks, Recreation and Community Forestry Commission
Vice-Chair Helen Paris reported on the work of the Parks, Recreation, and Community Forestry Commission, which meets monthly to advise the mayor and council. The commission recently added a new member and still has one vacancy. She outlined several active subcommittees: reviewing city code to ensure alignment with commission duties, exploring potential locations for future pickleball courts, evaluating park signage and website usability, and developing bike route maps and long-term connectivity goals. Commissioners also participated in the planning for the Master McIntire Family Park plan and emphasized balancing community needs, including baseball facilities.

Ms. Paris highlighted recent and upcoming community events supported by the commission and staff, including Arbor Day activities, the kite festival, and an upcoming bike rodeo. She also noted ongoing work related to Hayden Days and the search for a new beer garden. After her report, council members briefly discussed bike connectivity and beer and wine vendor opportunities with Hayden Days.

5. NEW BUSINESS
A. *ACTION ITEM* J2021-0114 Mark's Ranch Subdivision Extension of Preliminary Plat Request
The council reviewed a request for an extension of the preliminary plat for the Mark’s Ranch subdivision. The applicant cited causes for delay and noted that remaining phases would be completed as a single final phase. Council members found the request straightforward, with one question raised about whether outstanding issues related to the subdivision were being handled separately. Staff confirmed that those matters are being addressed independently.

MOTION: Council President DePriest motioned to approve J2021-0114 Mark's Ranch Subdivision Extension of Preliminary Plat to 12/31/2027. Council Member Erickson provided the second.

ROLL CALL VOTE:	
Council Member Roetter	Yes
Council Member Shafer	Yes
Council Member Erickson	Yes
Council President DePriest	Yes

The motion was approved by a unanimous vote in favor.

B. ***ACTION ITEM*** **McIntire Family Park Master Park Plan Presentation**

Architects West presented the draft master plan for McIntire Family Park, summarizing six months of community engagement, stakeholder interviews, and design development. The process included a steering committee, multiple public outreach methods, nearly 300 survey responses, and two public concept alternatives before arriving at a preferred plan.

Key community priorities included improved access and parking, a strong community gathering space, flexible areas for events, a walking path loop, expanded playground options, multi-use courts, and more passive recreation opportunities. Baseball use was acknowledged and it was noted that while the existing field is not ideal, users mainly want assurance that baseball has a place somewhere in the city. Council will address potential relocation of the baseball field separately.

The proposed plan includes new parking off Honeysuckle Avenue, a band shell, food-truck corridor, multi-use play zones, natural play features, pathways, upgraded restrooms, picnic shelters, and improved year-round usability. The design is structured in two phases: Phase 1 focuses on access, infrastructure, parking, and the band shell; Phase 2 completes the recreational amenities. Estimated costs reflect 2027 dollars.

Council discussed park access, community feedback, liability considerations, funding, and future planning for baseball facilities. Overall, council members expressed strong support for the plan and appreciation for the comprehensive process and public engagement.

i. *ACTION ITEM* Consider Resolution to Adopt the McIntire Family Park Master Park Plan into the 2040 Parks Master Plan

The council considered a resolution to adopt the McIntire Family Park Master Plan as an addendum to the 2040 Parks Master Plan. Staff explained that adopting the plan by resolution formally incorporates it into the city's long-term parks planning framework, ensuring continuity of vision for the park even if construction extends beyond the current council's term.

MOTION: Council Member Erickson moved to approve the resolution adopting the master plan for McIntire Family Park into the 2040 Parks Master Plan. Council Member Shafer provided the second.

ROLL CALL VOTE:
Council President DePriest Yes
Council Member Roetter Yes
Council Member Shafer Yes
Council Member Erickson Yes

The motion was approved by a unanimous vote in favor.

C. *ACTION ITEM* Consider the Budget Agreement Addendum to Hayden Area Regional Sewer Board Reopened FY25-26 Budget, Presented by Hayden Lake Sewer District

The council reviewed a request from the Hayden Area Regional Sewer Board (HARSB) to support reopening its FY 2025–26 budget. Staff explained that under the joint powers agreement, HARSB must obtain approval from all participating entities before modifying its budget. The proposed addendum—requested by the Hayden Lake Sewer District—includes four specific budget adjustments.

Council members asked for clarification on the purpose of the changes and the background behind the request. Staff and the city's HARBS representative explained that the amendments are necessary for ongoing infrastructure needs and that withholding approval would jeopardize HARSB ability to operate responsibly. Although the unanimous-vote requirement effectively forces approval, staff confirmed the proposed changes are routine, necessary, and do not harm the city's legal position.

With those explanations, council members indicated they understood and had no further questions.

MOTION: Council Member Shafer moved to approve the budget agreement addendum by the Hayden Lake Sewer District and authorize the Mayor to sign the addendum. Council President DePriest provided the second.

ROLL CALL VOTE:
Council Member Erickson Yes
Council Member Roetter Yes
Council President DePriest Yes
Council Member Shafer Yes

The motion was approved by a unanimous vote in favor.

D. *ACTION ITEM* Resolution to Amend the FY2025-2026 Hayden Area Regional Sewer Board Budget

The council next considered a resolution to approve the amended FY 2025–26 budget for the Hayden Area Regional Sewer Board. Staff explained that adopting the resolution would formally authorize the amended budget, which the city would then forward to HARSB. Once all participating entities approve it, HARSB can proceed with publishing notice for a public hearing and officially reopening the budget.

MOTION: Council Member Roetter moved to approve the resolution to adopt the proposed amended fiscal year 2025-2026 annual budget for the Hayden Area Regional Sewer Board. Council President DePriest provided the second.

ROLL CALL VOTE:

Council Member Shafer	Yes
Council Member Erickson	Yes
Council President DePriest	Yes
Council Member Roetter	Yes

The motion was approved by a unanimous vote in favor.

E. *ACTION ITEM* *Come Together* Bench Project Art Designs

The Arts Commission issued an open call for artists to submit designs to be painted on the nine benches of the *Come Together* Bench Project. Nine design submissions were received from six artists. The Arts Commission selected eight designs for the project with the commission submitting a design of their own for the ninth bench. The council was asked to approve both the designs and funding for painting five of the benches while the commission continues to seek donations.

MOTION: Council President DePriest motioned to approve the art designs and funding the cost to paint five of the nine benches. Council Member Shafer provided the second.

ROLL CALL VOTE:

Council Member Roetter	Yes
Council Member Erickson	Yes
Council Member Shafer	Yes
Council President DePriest	Yes

The motion was approved by a unanimous vote in favor.

During discussion after the vote, it became apparent that some council members believed they were only approving the designs, not funding. Clarification revealed that:

- Each bench painting costs $2,500 (artist fee + supplies), for a total of $12,500 for five benches.
- The Arts Commission has secured donations for three benches so far and is continuing fundraising.
- They requested temporary city funding to ensure the benches can be painted and installed this summer, with the goal of reimbursing the city as donations come in.
- Council members discussed pursuing reimbursement from the Urban Renewal Agency (HURA), which previously funded the purchase of the benches.
- Despite the confusion, the motion passed to approve both the selected designs and the funding for the five benches.
- Staff confirmed they can proceed with approaching HURA for possible reimbursement, and no motion change was necessary.

Council members noted that future agenda items should be more clearly worded, particularly where funding approval is involved.

F. *ACTION ITEM* New and Unlisted Use: Mobile Food Establishment Request

The council considered a request to allow a mobile food establishment complex at 10264 N Government Way. Because this use is not currently permitted, staff asked whether to begin creating design standards and updating city code. Planning & Zoning Commission unanimously supported exploring this. A previous food truck

pilot program ran in 2019–2021 during the COVID-19 pandemic, which limited its usefulness.

Council discussed economic impacts, tax considerations, and potential benefits such as increased food options and opportunities for new entrepreneurs. A majority expressed interest, so staff will now draft design standards and proposed code updates, which will return through the Planning & Zoning process before coming back to council.

MOTION: Council Member Erickson motioned to approve request to allow for the new and unlisted use of mobile food establishment independent and mobile food establishment complex or complex to City Code 11-2 and to direct staff to draft design standards to bring back to a future meeting. Council Member Shafer provided the second.

ROLL CALL VOTE:	
Council President DePriest	Yes
Council Member Roetter	No
Council Member Shafer	Yes
Council Member Erickson	Yes

The motion was approved by a unanimous vote in favor.

6. REPORTS

A. City Administrator Report and Calendar Review

City Administrator Lisa Ailport provided upcoming meeting dates and community engagement opportunities:

- May 28 – Second budget workshop covering the General Fund, Major Capital Fund, and two impact fee funds.
- June 1 – Joint meeting with Hayden Urban Renewal Agency to continue discussions on shared projects and long-term vision.
- June 2 – Public Safety Commission quarterly meeting.
- June 11 – First open-house workshop with the law enforcement consultant (evening session).
- June 12 – Consultant will conduct one-on-one meetings with council members and key stakeholders.
- June 13 – Second open-house workshop (Saturday), repeating the June 11 format to allow broader community attendance.

Ms. Ailport also noted that the Memorial Day event was well attended and successful.

She emphasized the importance of citizen engagement, encouraged council participation in community events.

B. Law Enforcement

Representative is responding to current law enforcement event and unable to attend this meeting. The monthly report for April were provided.

C. Mayor/Council

Mayor Davis noted that a joint City Council and Planning and Zoning Commission meeting has been scheduled for June 15th.

Council Member Shafer shared updates from attending the Society of Freshwater Sciences conference, including that water consumption is not currently depleting supply, but aquifer levels are affected by warmer, drier winters and reduced snowpack, and that tools identifying sensitive aquifer recharge areas continue to evolve. He also noted that all major Kootenai County cities except Hayden have adopted the "critical materials rule," though it remains on Hayden's code-update priority list, with lower urgency due to limited industrial uses and existing paving requirements

Mr. Shafer also highlighted new 2025 state legislation (Idaho Statute 67-6540) affecting broadband and telecom deployment, noting that it is broad, complex, and poses potential compliance risks unless cities update their codes.

Mayor Davis reported launching a series of blog posts breaking down the city's comprehensive plan for public clarity. He also mentioned the June 11th Kratom open house hosted by the County Commissioners, noting continuing public concern and encouraging council attendance.

7. REQUEST FOR FUTURE AGENDA ITEMS

Council Member DePriest proposed holding a town-hall style event to allow residents to engage in open discussion on city issues such as housing, law enforcement, and infrastructure, noting that informal conversations at community events are often limited. This led to an extended discussion about the legal constraints of public meetings, quorum requirements, and the need to properly notice agenda topics. Staff and other council members explained that a full-council town hall could create issues with deliberation and open-meeting laws, while individual or sub-quorum events offer more flexibility and allow council members to speak freely. After considering the challenges of hosting a multi-member forum, Council Member DePriest amended the request, asking instead for a future agenda item exploring how individual council members could use city facilities to host educational sessions for the public. The council reached consensus to place that topic on a future agenda. A separate request was also raised regarding the June 15 joint meeting with Planning & Zoning, suggesting the possibility of involving Kelly Packer [Association of Idaho Cities (AIC) Executive Director] to help clarify the intent behind recent state legislation on starter-home subdivisions; staff noted that statewide interpretation resources are already being compiled through AIC. The conversation concluded with clarification on quorum rules for informal sessions, and no further agenda requests were made.

~~**8. EXECUTIVE SESSION *ACTION ITEM* *(Action will be taken to enter and exit Executive Session. No action will be taken during the Executive Session)***~~

~~A. Idaho Code 74-206(1)(c) To acquire an interest in real property which is not owned by a public agency~~

9. ADJOURNMENT

The meeting was adjourned at 7:13 p.m.

_____ _____

Abbi Sanchez, City Clerk Alan Davis, Mayor

B. Approval of May 28, 2026 Special City Council Meeting Minutes

DRAFT MINUTES OF THE CITY COUNCIL MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

Thursday, May 28, 2026

Special Meeting: 1:00 PM
Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER
The meeting was called to order at 1:04 PM.

ROLL CALL OF COUNCIL MEMBERS
Present: Ed DePriest, David Erickson, Matthew Roetter, Tom Shafer.

1. WORKSHOP
A. Fiscal Year 2027 Budget Planning

During the second budget workshop, staff reviewed the General Fund (110), General Fund Investments (111), Impact Fee Funds (120 and 121), and Major Capital Fund (130), including revenue sources, expenditures, capital improvement plan (CIP) uses, and the purpose of each fund. Staff also presented reserve fund best practices, risks, and recommendations for reserve policies. The proposed reserve structure includes an operating reserve equal to 90 days of annual operating expenses (excluding transfers and capital expenditures), an emergency reserve equal to 10% of operating expenses, and a capital reserve that would fluctuate annually based on current needs and the five-year CIP. Staff recommended maintaining total reserves equal to approximately 35% of operating expenditures, in addition to funds designated for capital projects and CIP savings. It was noted that the Major Capital Fund serves as a savings account for future capital projects and that funds transferred into the fund cannot be reallocated without following Idaho's interfund loan requirements.

The group reviewed both the current year's moving and fixed capital budget and the proposed fiscal year 2027 capital budget, which includes parks and streets equipment, city hall and public works improvements, transportation projects, and parks investments. An introduction to the fiscal year 2028 capital budget was also provided. Transportation and parks impact fee projects proposed for fiscal year 2027 were reviewed along with their associated budgets. The workshop also included a discussion on investment bonds, noting that sewer and general fund dollars were previously invested in 2018 and that the updated investment policy will be incorporated into the city's broader financial policies. City funds continue to be held in both the Local Government Investment Pool (LGIP) and Mountain West Sweep accounts.

The City's law enforcement strategic planning effort is still in progress, with results expected after the budget is adopted, leaving the full impact on future services unknown. Kootenai County has requested $1,308,187 for fiscal year 2027, a 10% increase over the fiscal year 2026 contracted amount for the same level of service. Council Members raised concerns about expressed varying perspectives on how to respond to the increase: some preferred holding the budget at fiscal year 2026 levels and some supported a small inflationary adjustment. Concerns were also raised about preserving a positive working relationship with Kootenai County while

evaluating future law enforcement service options. Ultimately, the council reached consensus to increase the fiscal year 2026 budgeted amount for law enforcement services by 3% for the fiscal year 2027 budget.

Mayor Davis asked about several items, including funding the senior center, which may be tied to Hayden's GEM Community designation from the late 1990's and questions related to the proposed budget detail handout.

The next budget workshop is scheduled for June 17, 2026, at 1:00 p.m. to review the city's enterprise fund related to sewer.

2. ADJOURNMENT

The meeting adjourned at 3:33 p.m.

_____
Abbi Sanchez, City Clerk

_____
Alan Davis, Mayor

C. Approval of Pace Estates Final Plat and Acceptance of Infrastructure

Memo

To: Mayor and Hayden City Council

From: Dulci Kau, P.E., City Engineer

Date: 6/9/2026

Agenda Item: Approval of Pace Estates Final Plat & Acceptance of Infrastructure

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Agenda Item Location
Consent

Background and Recommended Action or Motion
Staff recommends Council approve the Final Plat, accept the public infrastructure, and permit the Mayor to sign the plat prior to recordation with the Kootenai County Recorder's Office, contingent upon the applicant providing the access easement for Block 1, Lot 2 through Bassett Lane.

Functional Impact of Authorizing
Pace Estates is a minor subdivision, creating 2 lots, accessing North Reed Road via private Bassett Lane and Reed Road. The infrastructure pending acceptance includes approximately 104 linear feet of frontage improvements. The frontage improvements include minor road widening, curb, gutter, swale, and sidewalk. All dedications of right-of-way and grants of easements have been identified on the final plat.

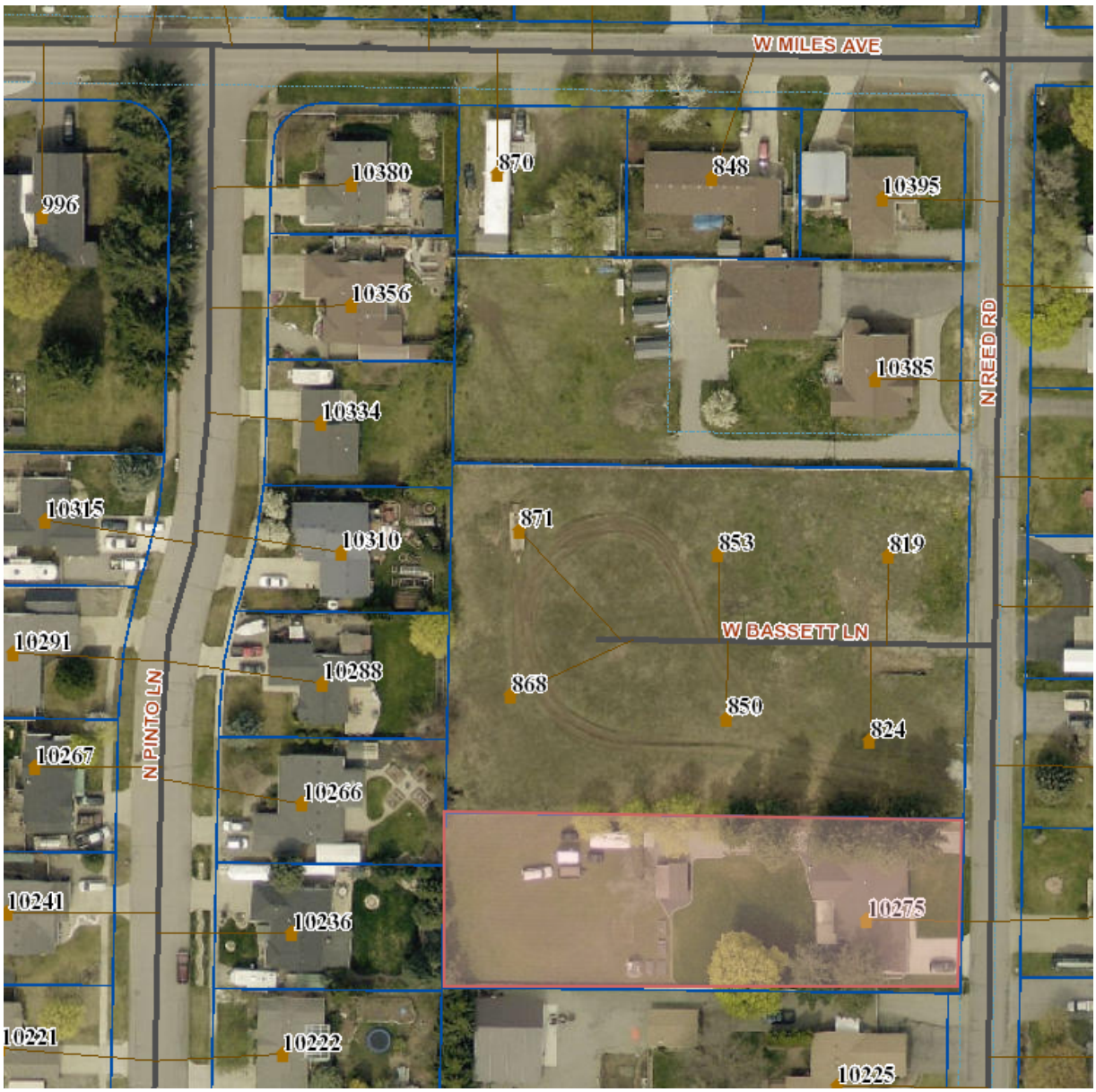
Functional Impact of Not Authorizing
If not approved, Council would need to provide a cause and reason for denial and a path forward for acceptance.

Fiscal Impact
This item has no fiscal impact on the City of Hayden.

Budget Funding Source / Transfer Request
N/A

Attachment
Vicinity Map
Final Plat

Figure 1 - Vicinity Map



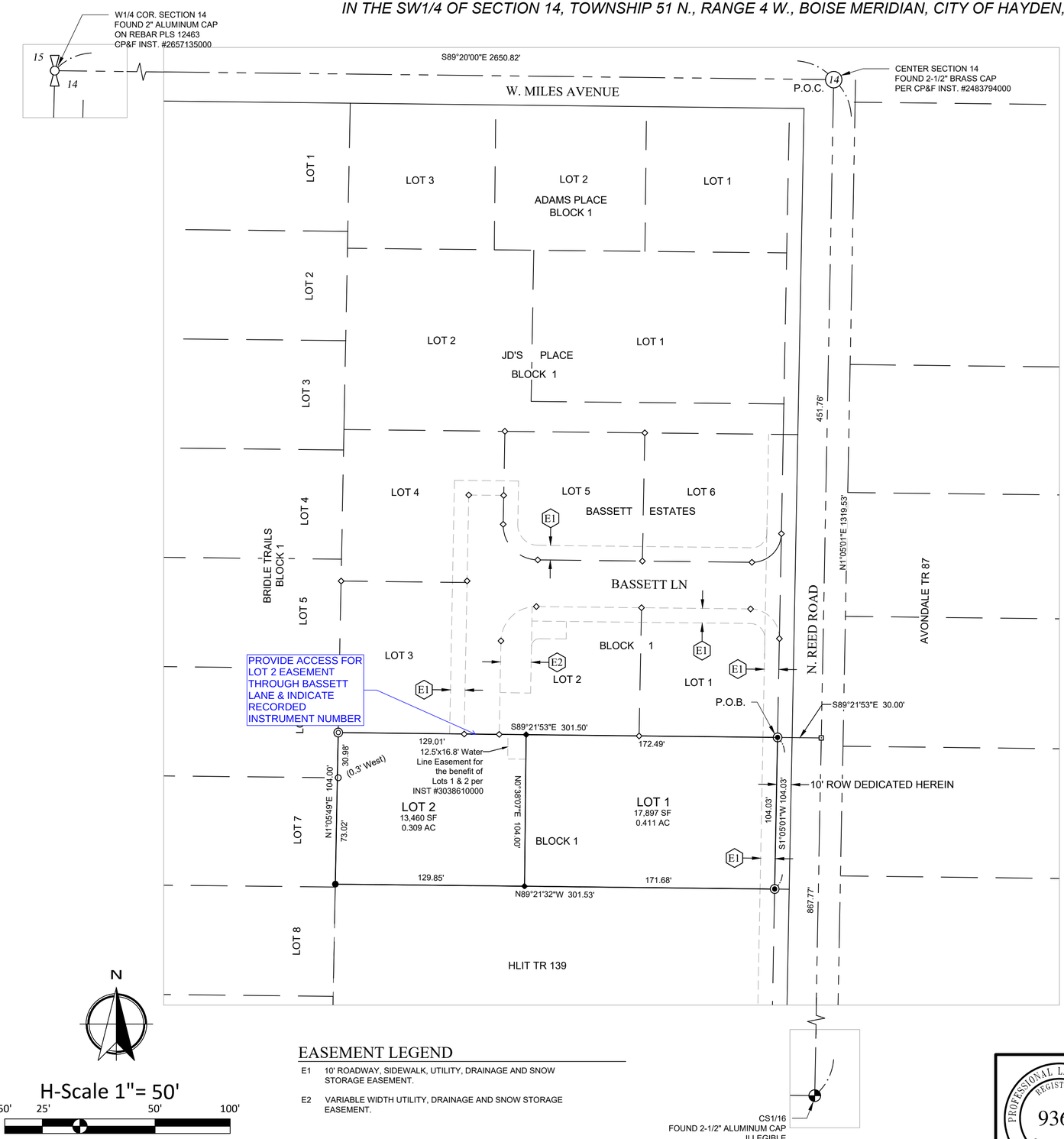
PACE ESTATES

A PORTION OF TRACT 139, HAYDEN LAKE IRRIGATED TRCT

IN THE SW1/4 OF SECTION 14, TOWNSHIP 51 N., RANGE 4 W., BOISE MERIDIAN, CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

BOOK PAGE

INST.#



N

H-Scale 1"= 50'

50' 25' 50' 100'

LEGEND

◇	FOUND 1/2" REBAR WITH YELLOW PLASTIC CAP, P.L.S. 9367
○	FOUND 5/8" REBAR WITH YELLOW PLASTIC CAP, P.L.S. 4194
◎	FOUND 5/8" REBAR WITH YELLOW PLASTIC CAP, P.L.S. 9367
◉	SET 1-1/2" COPPER CAP, P.L.S. 9367
●	SET 5/8" x 24" REBAR WITH YELLOW PLASTIC CAP, P.L.S. 9367
◆	SET 1/2" x 24" REBAR WITH YELLOW PLASTIC CAP, P.L.S. 9367
⊡	CALCULATED POSITION, NOTHING FOUND OR SET
	1/16 SECTION CORNER AS NOTED
(#)	CENTER SECTION CORNER AS NOTED
	E-W 1/4 SECTION CORNER AS NOTED
	N-S 1/4 SECTION CORNER AS NOTED
	SECTION CORNER AS NOTED
CP&F	CORNER PERPETUATION & FILING RECORD (WITH INSTRUMENT NO.)
P.O.B.	POINT OF BEGINNING
P.O.C.	POINT OF COMMENCEMENT
(#)	NOTE

NOTES

1. THERE WAS NO ATTEMPT MADE TO SHOW PHYSICAL FEATURES OF THE PROPERTY, OR TO SHOW ANY NON-RECORDED EASEMENTS, EXCEPT FOR THOSE SHOWN HEREON.

REFERENCES

IN RECORDS OF KOOTENAI COUNTY, IDAHO:

R-1 PLAT OF JD'S PLACE BY EARL E. SANDERS PLS 3814. RECORDED IN BOOK I OF PLATS AT PAGE 158, UNDER INSTRUMENT NO. 1597856.

R-2 PLAT OF BRIDLE TRAILS BY EMPIRE SURVEYING & ENGINEERING, INC. RECORDED IN BOOK I OF PLATS AT PAGE 48, UNDER INSTRUMENT NO. 1540226.

R-3 PLAT OF BASSETT ESTATES BY CHAD J. JOHNSON PLS 9367. RECORDED IN BOOK M OF PLATS AT PAGE 121, UNDER INSTRUMENT NO. 3039872000.

BASIS OF BEARING

AS SHOWN HEREON, BASIS OF BEARING FOR THIS SURVEY IS IDAHO STATE PLANE COORDINATE SYSTEM, WEST ZONE, (1103). PROJECT COORDINATES WERE TRANSLATED TO WEST ZONE AT A JOHNSON SURVEYING BASE POINT LOCATED AT (N: 2,225,411.80, E: 2,366,114.74) AND WERE POST PROCESSED USING NGS OPUS WITH A HORIZONTAL REFERENCE FRAME OF NAD83 (2011)(EPOCH: 2010.0000) AND A VERTICAL DATUM OF NAVD88 (GEOID 18). ALL BEARINGS SHOWN ARE GRID. ALL DISTANCES SHOWN ARE GROUND (US SURVEY FEET). WITH A COMBINED SCALE FACTOR OF 1.00009758 APPLIED AT THE BASE POINT. GEODETIC NORTH IS AN ANGULAR ROTATION OF - 00°46'43"

SURVEYOR'S NARRATIVE

THE PURPOSE FOR THIS SURVEY IS TO PERFORM A 2 LOT SUBDIVISION OF THE PROPERTY HEREON DEPICTED.

ALL MONUMENTATION DEPICTED HEREON WAS FOUND AT THE TIME OF SURVEY AND MONUMENTS WERE HELD AS DEPICTED HEREON.

EASEMENT LEGEND

E1 10' ROADWAY, SIDEWALK, UTILITY, DRAINAGE AND SNOW STORAGE EASEMENT.

E2 VARIABLE WIDTH UTILITY, DRAINAGE AND SNOW STORAGE EASEMENT.

PROFESSIONAL LAND SURVEYOR REGISTERED 9367 STATE OF IDAHO CHAD J. JOHNSON

PACE ESTATES

SW1/4
SECTION 14, TOWNSHIP 51 NORTH, RANGE 4 WEST,
BOISE MERIDIAN, KOOTENAI COUNTY, IDAHO

DATE SURVEYED: DEC. 2025	DRAFTED BY: KLK	PLOT DATE: 05/28/2026	SHEET 1/3
FILE NAME: 22-289 PLAT	CHECKED BY: CJJ	PROJECT No.: 22-289	

Johnson Surveying
P.O. Box 2544 Post Falls, ID 83877
208-660-2351
johnsonsurveyingnw.com

PACE ESTATES

A PORTION OF TRACT 139, HAYDEN LAKE IRRIGATED TRCT
IN THE SW1/4 OF SECTION 14, TOWNSHIP 51 N., RANGE 4 W., BOISE MERIDIAN, CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

BOOK PAGE
INST.#

OWNER'S CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS: THAT FREDERICK P. PACE AND SHARLA R. PACE, TRUSTEES OF THE FREDERICK AND SHARLA PACE LIVING TRUST, HEREBY CERTIFIES THAT THEY OWN THE PROPERTY HEREINAFTER DESCRIBED AND INCLUDES SAID PROPERTY IN A PLAT TO BE KNOWN AS "PACE ESTATES", SAID PROPERTY DESCRIBED PER QUIT CLAIM DEED RECORDED JULY 22, 2022 UNDER INSTRUMENT NUMBER 2746369000, RECORDS OF KOOTENAI COUNTY, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

PART OF THE EAST HALF OF TRACT 139, HAYDEN LAKE IRRIGATED TRACTS, ACCORDING TO THE PLAT RECORDED IN THE OFFICE OF THE COUNTY RECORDER IN BOOK C OF PLATS AT PAGE 67, RECORDS OF KOOTENAI COUNTY, IDAHO, LYING IN THE SOUTHWEST QUARTER OF SECTION 14, TOWNSHIP 51 NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTER SECTION CORNER OF SAID SECTION 14, BEING A FOUND 2-1/2" BRASS CAP PER C.P.& F. INSTRUMENT NUMBER 2483794000; THENCE ALONG THE EAST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 14, S1°05'01"W, A DISTANCE OF 451.76 FEET;

THENCE N89°21'53"W, A DISTANCE OF 30.00 FEET TO A SET 5/8" REBAR AND PLASTIC CAP - PLS 9367 ON THE WEST RIGHT-OF-WAY OF N. REED ROAD, SAID POINT BEING THE **TRUE POINT OF BEGINNING**;

THENCE, ALONG SAID WEST RIGHT-OF-WAY OF N. REED ROAD, S1°05'01"W, A DISTANCE OF 104.03 FEET TO A SET 5/8" REBAR AND PLASTIC CAP - PLS 9367;

THENCE N89°21'53"W, A DISTANCE OF 301.53' FET TO A SET 5/8" REBAR AND PLASTIC CAP - PLS 9367 ON THE EAST LINE OF BLOCK 1 OF BRIDLE TRAILS ACCORDING TO THE PLAT RECORDED IN THE OFFICE OF THE COUNTY RECORDER IN BOOK I OF PLATS AT PAGE 48, RECORDS OF KOOTENAI COUNTY, IDAHO;

THENCE, ALONG THE EAST LINE OF BLOCK1 OF SAID BRIDLE TRAILS, N1°05'49"E, A DISTANCE OF 104.00 FEET TO A SET 5/8" REBAR AND PLASTIC CAP - PLS 9367 AT THE SOUTHWEST CORNER OF LOT 3, BLOCK 1 OF BASSETT ESTATES ACCORDING TO THE PLAT RECORDED IN THE OFFICE OF THE COUNTY RECORDER IN BOOK M OF PLATS AT PAGE 121, RECORDS OF KOOTENAI COUNTY, IDAHO;

THENCE, ALONG THE SOUTH LINE OF SAID BASSETT ESTATES, S89°21'53"E, A DISTANCE OF 301.50 FEET TO THE **TRUE POINT OF BEGINNING**.

CONTAINING 0.720 ACRES, MORE OR LESS.

THE OWNER HEREBY GRANTS A 12.5' X 16.8' WATER LINE EASEMENT TO THE HAYDEN LAKE IRRIGATION DISTRICT FOR THE BENEFIT OF LOTS 1 AND 2, BLOCK 1 PER INSTRUMENT NO. 3038610000.

THE PLAT IS SUBJECT TO AN AVIGATION EASEMENT RECORDED UNDER INSTRUMENT NUMBER 3038733000, RECORDS OF KOOTENAI COUNTY, IDAHO.

THE OWNER HEREBY DEDICATES, TO THE PUBLIC IN THE NAME OF THE CITY OF HAYDEN, A 10 FOOT RIGHT-OF-WAY DEDICATION FOR REED ROAD.

THE OWNER ARE SUBJECT TO THE SHARED ROADWAY AGREEMENT RECORDED UNDER INSTRUMENT NUMBER _____, RECORDS OF KOOTENAI COUNTY, IDAHO.

THE OWNER HEREBY GRANTS, TO THE PUBLIC IN THE NAME OF THE CITY OF HAYDEN, A 10 FOOT ROADWAY, SIDEWALK, UTILITY, DRAINAGE AND SNOW STORAGE EASEMENT, ADJACENT TO REED ROAD.

SEWER COLLECTION TO BE PROVIDED BY CITY OF HAYDEN, IDAHO.

PURSUANT TO IDAHO CODE 50-1334 (2) THE INDIVIDUAL LOTS DESCRIBED IN THIS PLAT WILL BE SERVED BY HAYDEN LAKE IRRIGATION DISTRICT PER THE RECORDED WILL SERVE LETTER INSTRUMENT NO. 3038607000, RECORDS OF KOOTENAI COUNTY, IDAHO.

_____
FREDERICK P. PACE, TRUSTEE DATE

_____
SHARLA R. PACE, TRUSTEE DATE

NOTARY PUBLIC

ACKNOWLEDGMENT

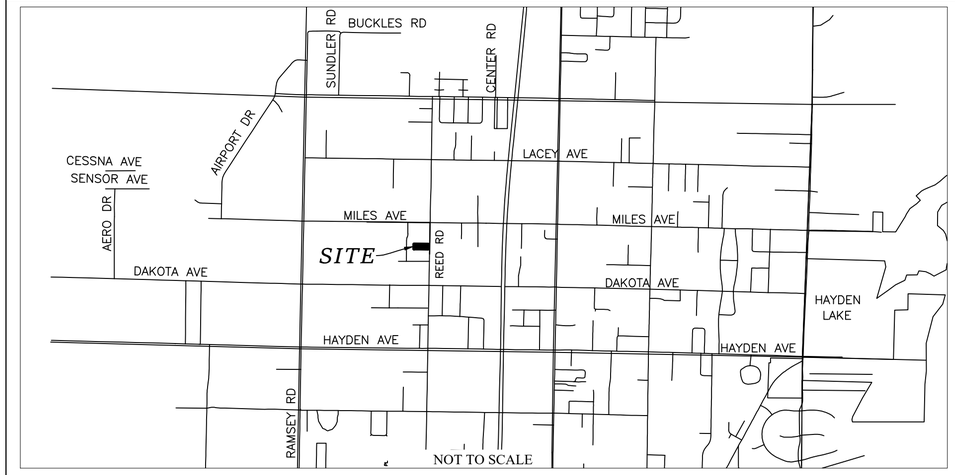
STATE OF _____)
S.S.
COUNTY OF _____)

THIS RECORD WAS ACKNOWLEDGED BEFORE ME ON THIS _____ DAY OF _____, IN THE YEAR OF 20____, BY FREDERICK P. PACE AND SHARLA R. PACE, TRUSTEES OF THE FREDERICK AND SHARLA PACE LIVING TRUST.

NOTARY PUBLIC : _____

MY COMMISSION EXPIRES : _____

VICINITY MAP



RECORDER'S CERTIFICATE

I HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE RECORDER OF KOOTENAI COUNTY, IDAHO THIS _____ DAY OF _____, 20____, AT _____ M. AND DULY RECORDED IN BOOK _____ OF PLATS AT PAGE(S) _____ AND UNDER INSTRUMENT NO. _____ AT THE REQUEST OF _____.

_____ BY:_____ _____
KOOTENAI COUNTY CLERK DEPUTY CLERK FEE PAID

COUNTY SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I HAVE EXAMINED THIS PLAT AND APPROVE THE SAME FOR RECORDING THIS _____ DAY OF _____, 20____.

_____
RODNEY E. JONES PLS 12463
KOOTENAI COUNTY SURVEYOR

PROFESSIONAL LAND SURVEYOR REGISTERED 12463 STATE OF IDAHO RODNEY E. JONES

SURVEYOR'S CERTIFICATE

I, CHAD J. JOHNSON, PLS 9367, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF IDAHO, DO HEREBY CERTIFY THAT THIS IS A TRUE SURVEY OF THE PLATTED LAND MADE BY ME, OR UNDER MY DIRECT SUPERVISION, AND THAT APPLICABLE CORNER RECORDS HAVE BEEN FILED, IN COMPLIANCE WITH THE LAWS OF THE STATE OF IDAHO.

_____
CHAD J. JOHNSON PLS 9367 DATE

PROFESSIONAL LAND SURVEYOR REGISTERED 9367 STATE OF IDAHO CHAD J. JOHNSON

PACE ESTATES

SW1/4
SECTION 14, TOWNSHIP 51 NORTH, RANGE 4 WEST,
BOISE MERIDIAN, KOOTENAI COUNTY, IDAHO

DATE SURVEYED: DEC. 2025	DRAFTED BY: KLK	PLOT DATE: 05/28/2026	SHEET 2/3
FILE NAME: 22-289 PLAT	CHECKED BY: CJJ	PROJECT No.: 22-289	

Johnson Surveying
P.O. Box 2544 Post Falls, ID 83877
208-660-2351
johnsonsurveyingnw.com

PACE ESTATES

A PORTION OF TRACT 139, HAYDEN LAKE IRRIGATED TRCT
IN THE SW1/4 OF SECTION 14, TOWNSHIP 51 N., RANGE 4 W., BOISE MERIDIAN, CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

BOOK PAGE
INST.#

LINE TABLE		
LINE	BEARING	LENGTH
L1	S1°05'01"W	312.01'
L2	N88°54'59"W	10.00'
L3	N1°05'01"E	213.01'
L4	N89°21'53"W	25.32'
L5	S0°38'07"W	27.94'
L6	N89°21'53"W	15.00'
L7	N0°38'07"E	27.94'
L8	N89°21'53"W	102.79'
L9	S0°38'07"W	27.94'
L10	N89°21'53"W	10.00'
L11	N0°38'07"E	27.94'
L12	N89°21'53"W	47.89'
L13	S1°05'01"W	40.08'
L14	N88°54'59"W	19.00'
L15	N1°05'01"E	24.58'
L16	S88°54'59"E	9.00'

LINE TABLE		
LINE	BEARING	LENGTH
L17	N1°05'01"E	11.46'
L18	N88°54'59"W	6.94'
L19	N1°05'01"E	10.00'
L20	S88°54'59"E	6.94'
L21	N1°05'01"E	3.96'
L22	S89°21'53"E	56.81'
L23	N0°36'50"E	7.94'
L24	S89°21'53"E	10.00'
L25	S0°36'50"W	7.94'
L26	S89°21'53"E	101.35'
L27	N0°36'50"E	7.94'
L28	S89°21'53"E	10.00'
L29	S0°36'50"W	7.94'
L30	S89°21'53"E	32.85'
L31	N1°05'01"E	89.00'
L32	S88°54'59"E	10.00'

PANHANDLE HEALTH DISTRICT

SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE, TITLE 50, CHAPTER 13 HAVE BEEN SATISFIED BASED ON THE DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) REVIEW AND APPROVAL OF THE DESIGN PLANS AND SPECIFICATIONS AND THE CONDITIONS IMPOSED ON THE DEVELOPER FOR CONTINUED SATISFACTION OF THE SANITARY RESTRICTIONS. WATER AND SEWER LINE HAVE BEEN COMPLETED AND SERVICES CERTIFIED AS AVAILABLE. SANITARY RESTRICTIONS MAY BE RE-IMPOSED, IN ACCORDANCE WITH SECTION 50-1326, IDAHO CODE, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL.

PANHANDLE HEALTH DISTRICT _____ DATE _____

CITY ENGINEER APPROVAL

I HEREBY CERTIFY THAT I HAVE EXAMINED, ACCEPTED AND APPROVED THIS PLAT, THIS _____ DAY OF _____, 20_____.

DULCINEA KAU P.E. 3071759
CITY OF HAYDEN, ENGINEER

CITY COUNCIL APPROVAL

THIS PLAT HAS BEEN APPROVED BY THE CITY COUNCIL OF HAYDEN, IDAHO.

THIS _____ DAY OF _____, 20 _____

MAYOR - CITY OF HAYDEN _____ HAYDEN CITY CLERK - ATTEST _____

TREASURER'S CERTIFICATE

I HEREBY CERTIFY THIS _____ DAY OF _____, 20____, THAT THE REQUIRED TAXES ON THE HEREIN PLATTED LAND HAVE BEEN PAID THROUGH _____.

KOOTENAI COUNTY TREASURER

PROFESSIONAL LAND SURVEYOR REGISTERED 9367 STATE OF IDAHO CHAD J. JOHNSON

PACE ESTATES

SW1/4
SECTION 14, TOWNSHIP 51 NORTH, RANGE 4 WEST,
BOISE MERIDIAN, KOOTENAI COUNTY, IDAHO

DATE SURVEYED: DEC. 2025	DRAFTED BY: KLK	PLOT DATE: 05/28/2026	SHEET 3/3
FILE NAME: 22-289 PLAT	CHECKED BY: CJJ	PROJECT No.: 22-289	

Johnson Surveying
P.O. Box 2544 Post Falls, ID 83877
208-660-2351
johnsonsurveyingnw.com

D. Approval of Warren K Industrial Park 8th Addition Consolidation Plat

Memo

To: Mayor and Hayden City Council

From: Dulci Kau, P.E., City Engineer

Date: 6/9/2026

Agenda Item: Approval of Warren K Industrial Park 8th Addition Consolidation Plat

---

Agenda Item Location
Consent

Background and Recommended Action or Motion
Ken Ela, the Owner of two lots known as 11700 and 11726 N Warren Street has applied to combine the two lots into one lot, so that a building can be constructed over the current lot line. The lot consolidation is in accordance with state and local codes and does not increase the public infrastructure.

Staff recommends City Council approve the Warren K Industrial Park 8th Addition Plat and permit the Mayor to sign the plat prior to recordation with the Kootenai County Recorder's Office once the conditions noted on the attached reviewed plat are addressed.

Functional Impact of Authorizing
If authorized, two lots would be consolidated into one lot, providing the property owner a path forward for their structure.

Functional Impact of Not Authorizing
If not approved, City Council would need to provide cause and reason for denial and a path forward for acceptance.

Fiscal Impact
This item has no fiscal impact on the City of Hayden.

Budget Funding Source / Transfer Request
N/A

Attachment
Consolidation Plat

Figure 1 - Vicinity Map

CITY OF HAYDEN IDAHO
PLANNING
REVIEWED FOR CODE COMPLIANCE
APPROVED

4/20/2026, 6:42:45 PM
PZE-26-0034
Shannon Drappo

CITY OF HAYDEN IDAHO
ENGINEERING
REVIEWED FOR CODE COMPLIANCE
APPROVED WITH CONDITIONS

4/28/2026, 11:02:26 PM
PZE-26-0034
Dulci Kau

CITY OF HAYDEN IDAHO
CODE COMPLIANCE VERIFICATION

REVIEW OF THESE PLANS IS TO VERIFY CONFORMANCE WITH CITY CODE, STANDARDS, AND POLICIES, AND ANY ACTION SHOWN IS SUBJECT TO THESE REQUIREMENTS. REVIEW OF ANY BUILDING/STRUCTURES IS TO VERIFY CONFORMANCE WITH THE 2018 IBC/IRC BUILDING CODES. SHOULD THESE PLANS CONTAIN ANY PROVISIONS NOT IN CONFORMANCE WITH CITY OR BUILDING CODE STANDARDS, POLICIES, ANY APPROVAL DOES NOT CONSTITUTE A VARIANCE OR APPROVAL FOR DEVIATION. THE OWNER, DEVELOPERS ENGINEER AND CONTRACTOR ARE RESPONSIBLE FOR VERIFICATION OF DIMENSIONS, UTILITY LOCATIONS, AND EXISTING SITE CONDITIONS; FOR DIRECTION OF ANY FABRICATION PROCESSES, CONSTRUCTION TECHNIQUES AND PROJECT COORDIATION; AND FOR SATIFSFACTORY PERFORMANCE AND COMPLETION OF THE WORK.

PZE-26-0034

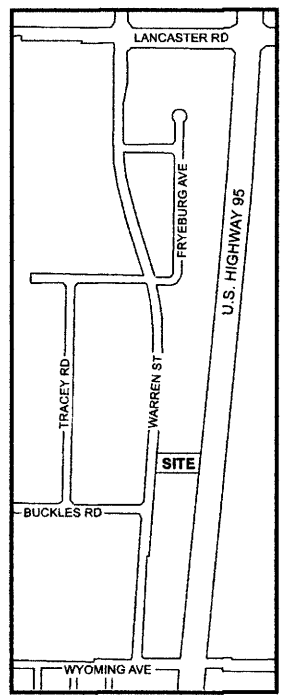
WARREN K INDUSTRIAL PARK 8TH ADDITION

REPLAT OF LOTS 3 AND 4, BLOCK 2 OF WARREN K INDUSTRIAL PARK 3RD ADDITION
SITUATED IN THE SE 1/4 OF SECTION 11, TOWNSHIP 51 N., RANGE 4 W., B. M.
CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

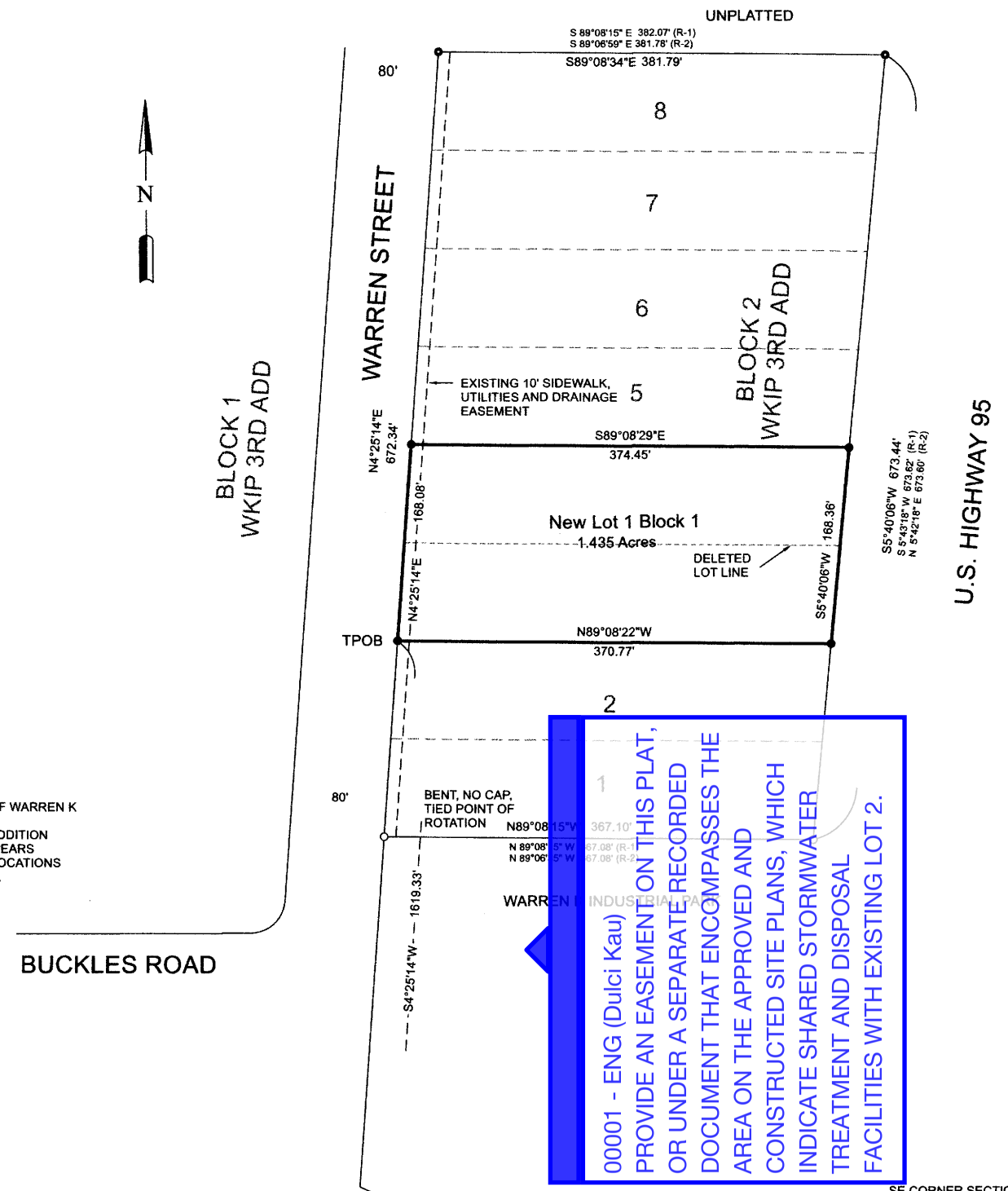
BOOK _____ PAGE _____

INSTRUMENT # _____

VICINITY MAP



NTS



00001 - ENG (Dulci Kau) PROVIDE AN EASEMENT ON THIS PLAT, OR UNDER A SEPARATE RECORDED DOCUMENT THAT ENCOMPASSES THE AREA ON THE APPROVED AND CONSTRUCTED SITE PLANS, WHICH INDICATE SHARED STORMWATER TREATMENT AND DISPOSAL FACILITIES WITH EXISTING LOT 2.

LEGEND

●	Set 5/8" x 24" Rebar With Yellow Plastic Cap Marked "PLS 14220"
⊶⊷	Found Quarter Corner
○	Found 5/8" Rebar with "DURTSCHI 3814" Cap Except as Noted
✛	Section Corner
△	Calculated Point
◉	Found 5/8" Rebar With Yellow Plastic Cap Marked "PLS 14220"
TPOB	True Point of Beginning

REFERENCES

(R-1) PLAT OF WARREN K. INDUSTRIAL PARK 3RD ADDITION BY EARL E. SANDERS, PLS 3814, RECORDED AT BOOK J. OF PLATS, PAGE 335, JUNE 2006.

(R-2) RECORD OF SURVEY BY S. MCCABE, PLS 14220, RECORDED AT BOOK 30, PAGE 24, OCTOBER, 2017.

NOTE

ALL RECORDS KOOTENAI COUNTY, IDAHO

0 80' 160'

GRAPHIC SCALE

BASIS OF BEARING

THE BASIS OF BEARINGS FOR THIS PLAT IS N89°08'15"W BETWEEN THE FOUND MONUMENTS AT THE SOUTH LINE OF LOT 1 BLOCK 2 WARREN K INDUSTRIAL PARK 3RD ADDITION.

SURVEYORS NARRATIVE

THE PURPOSE OF THIS PLAT IS TO COMBINE LOTS 3 & 4 BLOCK 2 OF WARREN K INDUSTRIAL PARK 3RD ADDITION,

THE PERIMETER POINTS OF WARREN K INDUSTRIAL PARK 3RD ADDITION WERE FOUND FROM PREVIOUS PLATTING AND SURVEY, BUT IT APPEARS THAT THE INTERIOR LOT LINE MONUMENTS WERE NOT SET. THE LOCATIONS OF THESE CORNERS WERE CALCULATED BY SINGLE PROPORTION.

S 1/4 CORNER SECTION 11
FOUND 3 1/4" ALUMINUM CAP
PER CP&F INSTRUMENT # 2483792000

WYOMING

N89°14'19"W 2673.68'
N89°12'25"W 2673.80' (R-1)

S89°14'19"E 1361.74'

SE CORNER SECTION 11
FOUND 2 1/2" BRASS CAP IN
MONUMENT CASE PER CP&F
INSTRUMENT # 2483793000

REGISTERED LAND SURVEYOR
14220
3-11-26
STATE OF IDAHO
STEPHEN J. MCCABE

NORTH ENGINEERING
& SURVEYING P.L.L.C.
PROJ # 25024
P.O. BOX 2486
HAYDEN, ID 83835
(208) 755-6255

SHEET 1 OF 2

CITY OF HAYDEN IDAHO
PLANNING
REVIEWED FOR CODE COMPLIANCE
APPROVED

4/20/2026, 6:43:42 PM
PZE-26-0034
Shannon Drappo

WARREN K INDUSTRIAL PARK 8TH ADDITION

REPLAT OF LOTS 3 AND 4, BLOCK 2 OF WARREN K INDUSTRIAL PARK 3RD ADDITION
SITUATED IN THE SE 1/4 OF SECTION 11, TOWNSHIP 51 N., RANGE 4 W., B. M.
CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

OWNER'S CERTIFICATE

BE IT KNOWN BY ALL PRESENT THAT KENNETH P. ELA AND WENDE S.ELA, HUSBAND AND WIFE, HEREBY CERTIFY THAT THEY ARE THE OWNERS OF CERTAIN LANDS DESCRIBED IN THIS PLAT TO BE KNOWN AS "WARREN K INDUSTRIAL PARK 8TH ADDITION", SITUATED IN THE SOUTHEAST QUARTER OF SECTION 11, TOWNSHIP 51 N, RANGE 4 W, B.M., CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOTS 3 & 4, BLOCK 2, WARREN K INDUSTRIAL PARK 3RD ADDITION MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 11 FROM WHICH THE SOUTH QUARTER CORNER OF SAID SECTION 11 BEARS NORTH 89° 14' 19" WEST, A DISTANCE OF 2673.68 FEET;

THENCE NORTH 89° 14' 19" WEST, ALONG THE SOUTH LINE OF SAID SECTION 11 FOR A DISTANCE OF 1361.74 FEET;

THENCE NORTH 4° 25' 14" EAST, FOR A DISTANCE OF 1619.33 FEET TO THE TRUE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL OF LAND;

THENCE NORTH 4° 25' 14" EAST, A DISTANCE OF 168.08 FEET;

THENCE SOUTH 89° 08' 29" EAST, FOR A DISTANCE OF 374.45 FEET;

THENCE SOUTH 5° 40' 06" WEST, FOR A DISTANCE OF 168.36 FEET;

THENCE NORTH 89° 08' 22" WEST, FOR A DISTANCE OF 370.77 FEET TO THE TRUE POINT OF BEGINNING,

TOGETHER WITH AND SUBJECT TO RIGHT OF WAYS, EASEMENTS, COVENANTS, RESERVATIONS AND RESTRICTIONS OF RECORD.

BE IT FURTHER KNOWN THAT:

1. WATER SERVICE TO EACH LOT SHALL BE PROVIDED BY AVONDALE IRRIGATION DISTRICT.
2. SEWER SERVICE TO EACH LOT SHALL BE PROVIDED BY THE CITY OF HAYDEN.
3. THE LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO RESTRICTIVE COVENANTS AS RECORDED IN MISCELLANEOUS DEEDS, INSTRUMENT # 1713231 , KOOTENAI COUNTY RECORDS.

KENNETH P. ELA

WENDE S. ELA

CITY OF HAYDEN

THIS PLAT HAS BEEN APPROVED AND ACCEPTED BY THE CITY OF HAYDEN, IDAHO THIS _____ DAY OF _____ 2026.

CITY ENGINEER

THIS PLAT HAS BEEN ACCEPTED BY THE CITY COUNCIL OF THE CITY OF HAYDEN, IDAHO THIS_____ DAY OF _____ 2026.

MAYOR

CITY CLERK

PANHANDLE HEALTH DISTRICT

A SANITARY RESTRICTION ACCORDING TO IDAHO CODE 50-1326 TO 50-1329 IS IMPOSED ON THIS PLAT. NO BUILDING, DWELLING, OR SHELTER MAY BE ERECTED UNTIL SANITARY RESTRICTION REQUIREMENTS ARE SATISFIED AND LIFTED.

THIS PLAT IS APPROVED THIS ____DAY OF _____2026

PANHANDLE HEALTH DISTRICT

SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE 50, CHAPTER 13 HAVE BEEN SATISFIED AND LIFTED THIS

____DAY OF _____2026

PANHANDLE HEALTH DISTRICT

COUNTY RECORDER

I HEREBY CERTIFY THAT THIS PLAT WAS RECORDED IN THE KOOTENAI COUNTY, IDAHO, RECORDER'S OFFICE AT THE REQUEST OF KENNETH P. ELA AND WENDE S. ELA

THIS _____DAY OF _____,2026

AT ____MINUTES PAST ____ O'CLOCK ___M

AND DULY RECORDED IN PLAT BOOK _____, AT PAGE _____

INSTRUMENT #_____ FEE _____

KOOTENAI COUNTY RECORDER: JENNIFER LOCKE

BY: _____
DEPUTY CLERK

COUNTY TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT THE TAXES DUE FOR THE PROPERTY DESCRIBED IN THE OWNER'S CERTIFICATE HAVE BEEN PAID

THROUGH_____

THIS____DAY OF_____

KOOTENAI COUNTY, TREASURER

NOTARY PUBLIC CERTIFICATE

STATE OF IDAHO
} S.S.
COUNTY OF KOOTENAI

THIS RECORD WAS ACKNOWLEDGED BEFORE ME

ON THIS_____DAY OF _____

BY KENNETH P. ELA

NOTARY PUBLIC FOR THE STATE OF IDAHO

MY COMMISSION EXPIRES

JAMES S. PERDEW NOTARY PUBLIC MY COMMISSION EXPIRES 11-24-2026 STATE OF IDAHO

NOTARY PUBLIC CERTIFICATE

STATE OF IDAHO
} S.S.
COUNTY OF KOOTENAI

THIS RECORD WAS ACKNOWLEDGED BEFORE ME

ON THIS_____DAY OF _____

BY WENDE S. ELA

NOTARY PUBLIC FOR THE STATE OF IDAHO

MY COMMISSION EXPIRES

JAMES S. PERDEW NOTARY PUBLIC MY COMMISSION EXPIRES 11-24-2026 STATE OF IDAHO

COUNTY SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I HAVE EXAMINED THE HEREIN PLAT AND APPROVE THE SAME FOR RECORDING.

THIS_____DAY OF_____ 2026

KOOTENAI COUNTY SURVEYOR

PROFESSIONAL LAND SURVEYOR REGISTERED 12463 STATE OF IDAHO RODNEY E. JONES

SURVEYOR'S CERTIFICATE

I, STEPHEN J. MCCABE, PLS 14220, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF IDAHO, DO HEREBY CERTIFY THAT THIS SURVEY WAS PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION IN COMPLIANCE WITH THE LAWS OF THE STATE OF IDAHO.

PROFESSIONAL LAND SURVEYOR REGISTERED 14220 3-11-26 STATE OF IDAHO STEPHEN J. MCCABE

NORTH ENGINEERING
AND SURVEYING, PLLC
PROJ # 25024
P.O. BOX 2486
HAYDEN, ID 83835
(208) 755-6255

E. Approval of Thorco Electrical Construction, Inc. Agreement to Replace Two Government Way Streetlamps

Memo

To: Mayor and Hayden City Council

From: Alan Soderling, Public Works Director

Date: 6.9.2026

Agenda Item: Authorize Replacement of two (2) Government Way Street Lights

---

Agenda Item Location
Consent Calendar

Recommended Motion
Motion: Move to approve a contract with Thorco Electrical Construction to replace two (2) streetlights on Government Way that have been damaged by vehicles for an amount not to exceed $38,660.

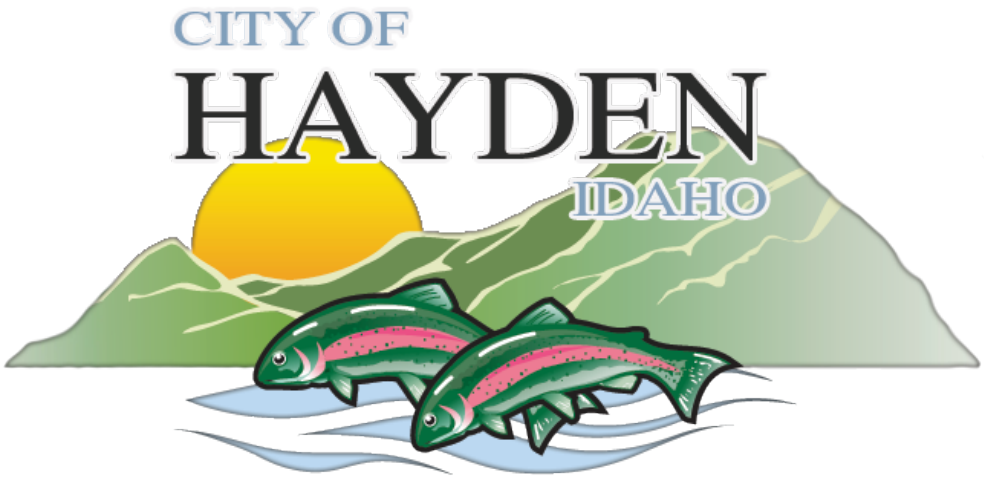
Functional Impact of Authorizing
Two (2) streetlights recently damaged by motor vehicles located in the crosswalk near Peak Fitness and in the sidewalk near the Blue Plate Restaurant will be replaced. The City's insurance provider will reimburse a portion of these replacements but require the work to be completed.

Functional Impact of Not Authorizing
If this is not authorized, the lighting along Government Way will continue to have these lights missing, impacting the designed lighting and aesthetics of Government Way, and the City's insurance provider is likely to close the claim. Reduced visibility at night on the adjacent sidewalk and crosswalks will continue.

Fiscal Impact
This action will be at a cost not to exceed $38,660. The City's insurer will cover a portion of the replacement of these lights after the City pays a deductible for each. The deductible is expected to be $10,000 for each light, and the balance of $18,660 is expected to be reimbursed by insurance after the lights are installed.

Budget Funding Source
GL 130-899-56221 Street Lighting Maintenance

Attachments
Contract with Thorco Electrical Construction for Government Way Light Replacement
Thorco Electrical Construction Lighting Repair Bids



INDEPENDENT CONTRACTOR AGREEMENT

AGREEMENT made between the CITY OF HAYDEN, a political subdivision of the state of Idaho, herein "ENTITY" and THORCO ELECTRICAL CONSTRUCTION, herein "CONTRACTOR",

THE PARTIES AGREE AS FOLLOWS:

1. **CONTRACT:** ENTITY hereby employs CONTRACTOR as an independent CONTRACTOR to complete and perform replacement of two (2) street lights in Government Way as identified in Exhibit A.

CONTRACTOR agrees to provide all materials and services for the replacement of two (2) street lights on Government Way as indicated in Exhibit A.

2. **TIME OF PERFORMANCE AND TERMINATION**: Parties agree that CONTRACTOR shall complete the project by September 1, 2026.

3. **COMPENSATION:** ENTITY agrees to pay CONTRACTOR an amount not to exceed $38,660 without prior approval by Council for services associated with the replacement of two Government Way lights as described in Exhibit A.

4. **INDEPENDENT CONTRACTOR:** The parties agree that CONTRACTOR is the independent CONTRACTOR of ENTITY and in no way an employee or agent of ENTITY and is not entitled to workers compensation or any benefit of employment with the ENTITY. ENTITY shall have no control over the performance of this Agreement by CONTRACTOR or its employees, except to specify the time and place of performance, and the results to be achieved. ENTITY shall have no responsibility for security or protection of CONTRACTOR'S supplies or equipment. CONTRACTOR agrees to pay and be responsible for all taxes due from the compensation received under this contract.

5. **WARRANTY:** CONTRACTOR warrants that all materials and goods supplied under this Agreement shall be of good merchantable quality and that all services will be performed in a good workmanlike manner. CONTRACTOR acknowledges that it will be liable for any breach of this warranty.

6. **INDEMNIFICATION:** CONTRACTOR agrees to indemnify, defend, and hold harmless ENTITY, and its officers, agents and employees, from and against any and all claims, losses, actions, or judgments for damages or injury to persons or property to the extent such is caused by the negligent acts and/or any performances or activities of CONTRACTOR, CONTRACTOR'S agents, employees, or representative under this agreement.

7. **INSURANCE:** CONTRACTOR agrees to obtain and keep in force during its acts under this agreement a comprehensive general liability insurance policy in the minimum amount of $1,000,000 which shall name and protect CONTRACTOR, all CONTRACTOR'S employees, ENTITY and its officers, agents and employees, from and against any and all claims, losses, actions, and judgments for damages or injury to persons or property arising out of or in connection with the CONTRACTOR'S acts. CONTRACTOR shall provide proof of liability coverage as set forth above to ENTITY prior to commencing its performance as herein provided, and require insurer to notify ENTITY ten (10) days prior to cancellation of said policy.

8. **WORKER'S COMPENSATION:** CONTRACTOR shall maintain in full force and effect worker's compensation for CONTRACTOR and any agents, employees, and staff that the CONTRACTOR may employ, and provide proof to ENTITY of such coverage or that such worker's compensation insurance is not required under the circumstances.

9. **COMPLIANCE WITH LAWS:** CONTRACTOR agrees to comply with all federal, state, city, and local laws, rules and regulations.

10. **CERTIFICATION CONCERNING BOYCOTT OF ISRAEL:** Pursuant to Idaho Code section 67-2346, if payments under the Contract exceed one hundred thousand dollars ($100,000) and CONTRACTOR employs ten (10) or more persons, CONTRACTOR certifies that it is not currently engaged in, and will not for the duration of the Contract engage in, a boycott of goods or services from Israel or territories under its control. The terms in this section defined in Idaho Code section 67-2346 shall have the meaning defined therein.

11. **ENTIRE AGREEMENT:** This is the entire agreement of the parties and can only be modified or amended in writing by the parties.

12. **ATTORNEY FEES:** Reasonable attorney fees shall be awarded to the prevailing party in any action to enforce this Agreement or to declare forfeiture or termination of this Agreement.

13. **Certification that Company is Not Currently Owned or Operated by the Government of China.** Pursuant to Idaho Code section 67-2359, CONTRACTOR certifies that the company is not currently owned or operated by the government of China and will not for the duration of the contract be owned or operated by the government of China. The terms defined in Idaho Code section 67-2359 shall be the meaning defined therein.

DATED this _____ day of _____, 2025.

ENTITY:

CITY OF HAYDEN

By:_____

Mayor

ATTEST:

_____

Clerk

CONTRACTOR:

By:_____

Its:_____

WITNESS:

_____

Form and content approved by the City Attorney for the City of Hayden on _____.

Exhibit A

Repair and replacement of two (2) Government Way street lights as outlined below at a not to exceed cost of $38,660.

1. Crosswalk 16’ Double Light Fixture and foundation in the North Island near Peak Fitness
2. Sidewalk 30’ light pole and foundation North of Blue Plate Restaurant.

THORCO INC.
ELECTRICAL CONSTRUCTION

P.O. Box 2167
4950 N. Manufacturing Way
Coeur d'Alene, ID 83816
(208) 765-0648
Fax (208) 664-6890
Email: Info@thorcocda.com

TO: City of Hayden **DATE:** 03/13/26

ATTN: Ty Kovatch **FAX #**

JOB: Light Pole Replacement – Government Way

JOB LOCATION: Project 15 – North of Blue Plate

BID DATE: **TIME:** NA

DIVISION OF WORK: Electrical **ADDENDA RECEIVED:** NA

SALES TAX INCLUDED: No **BOND INCLUDED:** NA

BID ITEMS: We propose to replace the 30' light pole damaged north of the Blue Plate. The foundation will need to be replaced. The following are parts required to accomplish the repairs:

Materials:	$ 12,995.00
Labor:	$ 2,400.00
Equipment:	$ 1,520.00
Traffic Control:	$ 2,000.00
Total Repair Cost:	**$ 18,915.00**

IDAHO ELECTRICAL CONTRACTORS LICENSE 3102-C
IDAHO CONTRACTORS LICENSE RCE-2268
IDAHO PUBLIC WORKS NO. PWC-C-10130-UNLIMITED-1-4

THORCO INC.
ELECTRICAL CONSTRUCTION

P.O. Box 2167
4950 N. Manufacturing Way
Coeur d'Alene, ID 83816
(208) 765-0648
Fax (208) 664-6890
Email: Info@thorcocda.com

TO: City of Hayden **DATE:** 03/13/26

ATTN: Ty Kovatch **FAX #**

JOB: Light Pole Replacement/Repair – Government Way

JOB LOCATION: Project 16 – N. Island in front of Peak Fitness

BID DATE: **TIME:** NA

DIVISION OF WORK: Electrical **ADDENDA RECEIVED:** NA

SALES TAX INCLUDED: No **BOND INCLUDED:** NA

BID ITEMS: We propose to replace the 16' double headed light pole damaged in front of Peak Fitness. The foundation will need to be replaced as the current bolts/breakaways are broken/bent. We will install breakaways in the new foundation. The following are parts required to accomplish the repairs:

Materials:	$ 13,975.00
Labor:	$ 2,400.00
Equipment:	$ 1,370.00
Traffic Control:	$ 2,000.00
Total Repair Cost:	**$ 19,745.00**

IDAHO ELECTRICAL CONTRACTORS LICENSE 3102-C
IDAHO CONTRACTORS LICENSE RCE-2268
IDAHO PUBLIC WORKS NO. PWC-C-10130-UNLIMITED-1-4

F. Ratification of May Payroll

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.

CITY OF HAYDEN
COUNCIL PAYROLL REPORT
May 2026
June 9, 2026 Council Meeting

DESCRIPTION	PAYROLL	ADDITIONAL COSTS Paid by Employer
Employee Wages	$308,247.63	
iii-A Dental Plan		3,568.00
iii-A Medical Plan		61,938.50
Health Savings Account	paid quarterly	
Medicare		4,353.72
PERSI		34,906.01
Social Security		18,616.11
Beam Vision Plan		727.51
FSA/HRA Fees		136.00
TOTALS	$308,247.63	$124,245.85
	GRAND TOTAL	**$432,493.48**

36 Full-Time Employees

1 Part-Time Employee

5 Mayor & Council

0 Active Duty Military

2 Seasonal/Temporary

36 Temps - Recreation

80 Total Employees

41 Benefit-Eligible Employees

40 on Medical & 41 on Dental

G. Approval of Bills for Payment

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 06/09/2026 - 06/09/2026
POSTED AND UNPOSTED OPEN
BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number / Inv Ref # / Inventory	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount / Units	Amount Due / Quantity	Status	Posted / Post Date / Unit Price
4548							
00051793	ACCESS UNLIMITED & SECURITY INC.	06/02/2026	06/09/2026	554.97	554.97	Open	N
	SENSOR ALARM REPLACEMENT	llafleur					06/09/2026
	110-811-54301 BUILDING MAINT & REPAIR			554.97	1.00		554.97
1LYC-GVM1-QXTJ							
00051786	AMAZON CAPITAL SERVICES, INC.	06/01/2026	06/09/2026	35.21	35.21	Open	N
	BINDERS, SCREEN PROTECTORS	llafleur					06/09/2026
	110-211-56101 OFFICE SUPPLIES			35.21	1.00		35.21
1H3W-9LX6-C1HF							
00051801	AMAZON CAPITAL SERVICES, INC.	06/02/2026	06/09/2026	21.98	21.98	Open	N
	NAME PLATES WITH HOLDERS FOR HIST SOCIET	llafleur					06/09/2026
	110-111-58015 HISTORIC PRESERVATION COMMISSION			21.98	1.00		21.98
17LC-7W1W-QNL7							
00051828	AMAZON CAPITAL SERVICES, INC.	06/03/2026	06/09/2026	1,017.63	1,017.63	Open	N
	COMPUTER EQUIPMENT	llafleur					06/09/2026
	110-230-57717 GENERAL HARDWARE			1,017.63	1.00		1,017.63
I117876							
00051787	AMERICAN ON-SITE SERVICES	05/31/2026	06/09/2026	115.00	115.00	Open	N
	FINUCANE PARK 05/01/26-05/31/26	llafleur					06/09/2026
	110-811-54104 UTILITIES - PARKS			115.00	1.00		115.00
I117877							
00051788	AMERICAN ON-SITE SERVICES	05/31/2026	06/09/2026	416.00	416.00	Open	N
	STODDARD PARK 5/1/26-5/31/26	llafleur					06/09/2026
	110-811-54104 UTILITIES - PARKS			416.00	1.00		416.00
I117878							
00051789	AMERICAN ON-SITE SERVICES	05/31/2026	06/09/2026	115.00	115.00	Open	N
	MCINTIRE FAMILY PARK 5/1/26-5/31/26	llafleur					06/09/2026
	110-811-54104 UTILITIES - PARKS			115.00	1.00		115.00
I117879							
00051790	AMERICAN ON-SITE SERVICES	05/31/2026	06/09/2026	323.00	323.00	Open	N
	BROADMOORE PARK 05/1/26-05/31/26	llafleur					06/09/2026
	110-811-54104 UTILITIES - PARKS			323.00	1.00		323.00

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I117880							
00051791	AMERICAN ON-SITE SERVICES	05/31/2026	06/09/2026	754.00	754.00	Open	N
	HONEYSUCKLE BEACH 05/1/26-05/31/26	llafleur					06/09/2026
	110-811-54104	UTILITIES - PARKS		754.00	1.00		754.00
I117875							
00051792	AMERICAN ON-SITE SERVICES	05/31/2026	06/09/2026	754.00	754.00	Open	N
	CROFOOT PARK 5/1/26-5/31/26	llafleur					06/09/2026
	110-811-54104	UTILITIES - PARKS		754.00	1.00		754.00
11958 N ROCKING							
00051764	ANTHEM PACIFIC HOMES LLC	05/28/2026	06/09/2026	1,000.00	1,000.00	Open	N
	Check Request For Bond: BTC26-0007	dcollins					06/09/2026
	110-228-22813	BTC26-0007 - OT26-0051		1,000.00	1.00		1,000.00
S32087							
00051773	ARROW CONSTRUCTION SUPPLY, LLC	05/21/2026	06/09/2026	25.59	25.59	Open	N
	STREETS SUPPLIES	llafleur					06/09/2026
	110-531-57702	TOOLS & SMALL EQUIPMENT		25.59	1.00		25.59
287294661101X05							
00051829	AT&T MOBILITY LLC	05/20/2026	06/09/2026	158.98	158.98	Open	N
	4 MIFI DEVICES APR 21, 26-MAY 20,26	llafleur					06/09/2026
	110-813-56600	EMERGENCY PREPAREDNESS		158.98	1.00		158.98
20242092							
00051794	AWARDS ETC.	06/02/2026	06/09/2026	36.00	36.00	Open	N
	COMMISSION NAME PLATES X2	llafleur					06/09/2026
	110-111-58020	PARKS/RECREATION/FORESTRY COMMISSION		18.00	1.00		18.00
	110-111-58008	VETERANS COMMISSION		18.00	1.00		18.00
2022-2051							
00051770	CDA SPRINKLER AND BACKFLOW, LLC	05/26/2026	06/09/2026	73.30	73.30	Open	N
	CITY HALL PARK BACK FLOW TEST & TAG	llafleur					06/09/2026
	110-541-54300	BUILDINGS & GROUNDS		73.30	1.00		73.30
620300000374							
00051826	CHAPMAN FINANCIAL SERVICES	04/30/2026	06/09/2026	1,221.84	1,221.84	Open	N
	COLLECTION FEE APR 2026	llafleur					06/09/2026
	210-250-24999	SUSPENSE		1,221.84	1.00		1,221.84

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18956201051426							
00051747	CHARTER COMMUNICATIONS	05/14/2026	06/09/2026	8.34	8.34	Open	N
	DIGITAL ADAPTOR MONTHLY CHARGE	llafleur					06/09/2026
	110-211-55300	COMMUNICATIONS/PHONES		8.34	1.00		8.34
189563701052126							
00051825	CHARTER COMMUNICATIONS	05/21/2026	06/09/2026	45.77	45.77	Open	N
	HAYDEN CANYON LIFT STATION PHONE LINE	llafleur					06/09/2026
	210-247-59835	HAYDEN CANYON LS UTIL		45.77	1.00		45.77
cp-0402574							
00051839	CITYSERVICEVALCON, LLC	05/31/2026	06/10/2026	2,578.86	2,578.86	Open	N
	FUEL	dcollins					06/10/2026
	110-542-54001	VEHICLE FUEL		297.58	1.00		297.58
	110-533-54001	VEHICLE FUEL		1,863.45	1.00		1,863.45
	110-512-54001	VEHICLE FUEL		88.52	1.00		88.52
	110-712-54001	VEHICLE FUEL		73.06	1.00		73.06
	110-350-54001	VEHICLE FUEL		256.25	1.00		256.25
	210-241-54001	VEHICLE FUEL		0.00	1.00		0.00
3416635							
00051805	COEUR D'ALENE GARBAGE SERVICE	05/31/2026	06/09/2026	342.78	342.78	Open	N
	PUBLIC WORKS MAY 2026	llafleur					06/09/2026
	110-811-54301-3221	BUILDING MAINT & REPAIR		342.78	1.00		342.78
3417365							
00051806	COEUR D'ALENE GARBAGE SERVICE	05/31/2026	06/09/2026	171.28	171.28	Open	N
	STODDARD BARN & MAINT	llafleur					06/09/2026
	110-811-54104	UTILITIES - PARKS		171.28	1.00		171.28
3417423							
00051807	COEUR D'ALENE GARBAGE SERVICE	05/31/2026	06/09/2026	146.28	146.28	Open	N
	CITY OF HAYDEN MAY 2026	llafleur					06/09/2026
	110-811-54301	BUILDING MAINT & REPAIR		146.28	1.00		146.28
3417424							
00051808	COEUR D'ALENE GARBAGE SERVICE	05/31/2026	06/09/2026	218.46	218.46	Open	N
	CROFFOOT PARK MAY 2026	llafleur					06/09/2026
	110-811-54104	UTILITIES - PARKS		218.46	1.00		218.46

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 06/09/2026 - 06/09/2026
POSTED AND UNPOSTED OPEN
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3417428							
00051809	COEUR D'ALENE GARBAGE SERVICE	05/31/2026	06/09/2026	128.47	128.47	Open	N
	FINUCANE PARK MAY 2026	llafleur					06/09/2026
	110-811-54104 UTILITIES - PARKS			128.47		1.00	128.47
115808							
00051795	COEUR D'ALENE PAVING INC	05/27/2026	06/09/2026	511.20	511.20	Open	N
	HOT MIX	llafleur					06/09/2026
	110-532-54304 ROAD & PARKING LOT MAINTENANCE			511.20		1.00	511.20
1022							
00051743	DIRTY BIRDY LLC	04/30/2026	06/09/2026	352.00	352.00	Open	N
	MARCH & APRIL CAR WASHES	llafleur					06/09/2026
	110-512-54009 2004 CHEVROLET SILVERADO 1500 R&M			44.00		1.00	44.00
	110-512-54040 2023 GMC SIERRA 1500 PRO R&M			44.00		1.00	44.00
	110-350-54092 2020 CHEVY SILVERADO 1500 DBLCAB R&M			44.00		1.00	44.00
	110-712-54095 2020 FORD RANGER R&M			44.00		1.00	44.00
	110-350-54096 VEHICLE REPAIRS/MAINT			44.00		1.00	44.00
	110-512-54205 2025 GMC SIERRA 1500 PRO			44.00		1.00	44.00
	210-241-54207 2026 GMC SIERRA 1500 PRO			44.00		1.00	44.00
	110-350-54208 2026 GMC SIERRA 1500 PRO			44.00		1.00	44.00
5423215							
00051778	EMPLOYEE BENEFITS CORPORATION	05/15/2026	06/09/2026	136.00	136.00	Open	N
	FSA/COBRA ADMIN FEE	dcollins					06/09/2026
	110-211-52102 ADMIN COSTS FSA/HRA/COBRA			136.00		1.00	136.00
26415-445							
00051774	ENVIRONMENT CONTROL SPOKANE	05/01/2026	06/09/2026	1,840.00	1,840.00	Open	N
	MONTHLY MAINT-CITY HALL & PW MAY 2026	llafleur					06/09/2026
	110-811-54301 BUILDING MAINT & REPAIR			1,495.00		1.00	1,495.00
	110-811-54302 PWF- BUILDING MAINT & REPAIR			345.00		1.00	345.00
12010-445INV							
00051796	ENVIRONMENT CONTROL SPOKANE	05/27/2026	06/09/2026	442.63	442.63	Open	N
	CENTERPULL PT, 24x33 BLK 16G CAN LINERS	llafleur					06/09/2026
	110-811-54301 BUILDING MAINT & REPAIR			442.63		1.00	442.63
1229							
00051822	GATES SECURITY	05/01/2026	06/09/2026	2,192.01	2,192.01	Open	N
	SENTRY JUNE 2026	llafleur					06/09/2026
	110-541-53104 SECURITY PATROL CONTRACT			2,192.01		1.00	2,192.01

Invoice Number / Inv Ref # / Inventory	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount / Units	Amount Due / Quantity	Status	Posted / Post Date / Unit Price
42000149							
00051797	GREATAMERICA FINANCIAL SERVICES	05/14/2026	06/09/2026	1,221.06	1,221.06	Open	N
	COPIER LEASE 47 OF 63	llafleur					06/09/2026
	110-291-53401	COPIER LEASE PRINCIPAL		1,221.06	1.00		1,221.06
OM 25-26 INV9							
00051798	HARSB	06/01/2026	06/09/2026	290,169.11	290,169.11	Open	N
	COH-O&M REIMBURSE/INVESTMENT-REP/COH	llafleur					06/09/2026
	210-241-53252	HARSB O&M FEES		290,169.11	1.00		290,169.11
557989							
00051823	HAWLEY TROXELL ENNIS & HAWLEY LLP	05/28/2026	06/09/2026	4,850.50	4,850.50	Open	N
	BOND COUNSEL FOR WASTEWATER PROJECT THRO	llafleur					06/09/2026
	210-241-53102	CIVIL LEGAL SERVICES		4,850.50	1.00		4,850.50
1449504							
00051742	HAYDEN ACE HARDWARE	05/22/2026	06/09/2026	7.49	7.49	Open	N
	SWING SET MISC HARDWARE-STODDARD PARK	llafleur					06/09/2026
	110-541-54322	PARKS-GROUNDS		7.49	1.00		7.49
1452163							
00051766	HAYDEN ACE HARDWARE	05/28/2026	06/09/2026	15.03	15.03	Open	N
	SHOP SUPPLIES	llafleur					06/09/2026
	110-533-54031	2015 JOHN DEERE LOADER #3515 R&M		15.03	1.00		15.03
1452164							
00051767	HAYDEN ACE HARDWARE	05/28/2026	06/09/2026	149.37	149.37	Open	N
	KEYPAD ENTRY, SPOT REMOVER	llafleur					06/09/2026
	110-531-56101	STREET SHOP SUPPLIES		149.37	1.00		149.37
1452185							
00051768	HAYDEN ACE HARDWARE	05/28/2026	06/09/2026	5.85	5.85	Open	N
	LETTERS & NUMBERS SET	llafleur					06/09/2026
	110-531-56101	STREET SHOP SUPPLIES		5.85	1.00		5.85
1451436							
00051769	HAYDEN ACE HARDWARE	05/26/2026	06/09/2026	10.18	10.18	Open	N
	MISC HARDWARE	llafleur					06/09/2026
	110-533-54035	2018 PETERBILT STREET SWEEPER 220 R&M		10.18	1.00		10.18

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1452591							
00051772	HAYDEN ACE HARDWARE	05/29/2026	06/09/2026	3.89	3.89	Open	N
	SOCKET ADAPTER-SHOP	llafleur					06/09/2026
	110-531-57702	TOOLS & SMALL EQUIPMENT		3.89	1.00		3.89
1454310							
00051783	HAYDEN ACE HARDWARE	06/02/2026	06/09/2026	7.49	7.49	Open	N
	TEST LEAD	llafleur					06/09/2026
	110-541-54300	BUILDINGS & GROUNDS		7.49	1.00		7.49
1454342							
00051784	HAYDEN ACE HARDWARE	06/02/2026	06/09/2026	64.72	64.72	Open	N
	HARDWOOD X2	llafleur					06/09/2026
	110-531-56101	STREET SHOP SUPPLIES		64.72	1.00		64.72
1454367							
00051785	HAYDEN ACE HARDWARE	06/02/2026	06/09/2026	13.42	13.42	Open	N
	MISC HARDWARE	llafleur					06/09/2026
	110-531-56101	STREET SHOP SUPPLIES		13.42	1.00		13.42
1454582							
00051804	HAYDEN ACE HARDWARE	06/03/2026	06/09/2026	27.99	27.99	Open	N
	MISC HARDWARE	llafleur					06/09/2026
	110-533-54023	FORD 445D TRACTOR (FROM HARSB)		27.99	1.00		27.99
1454745							
00051827	HAYDEN ACE HARDWARE	06/03/2026	06/09/2026	17.49	17.49	Open	N
	MISC HARDWARE	llafleur					06/09/2026
	110-533-54023	FORD 445D TRACTOR (FROM HARSB)		17.49	1.00		17.49
70638							
00051779	HAYDEN CHAMBER OF COMMERCE	06/01/2026	06/09/2026	125.00	125.00	Open	N
	MEMBERSHIP DUES	dcollins					06/09/2026
	110-211-55701	DUES, MEMBERSHIPS & SUBSCRIPTIONS		125.00	1.00		125.00
13494 N APEX WA							
00051765	HAYDEN HOMES LLC	05/28/2026	06/09/2026	1,000.00	1,000.00	Open	N
	Check Request For Bond: BTC25-0038	dcollins					06/09/2026
	110-228-22813	BTC25-0038 - OT25-0041		1,000.00	1.00		1,000.00

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05-127413							
00051752	HAYDEN SUPER 1 FOODS	05/11/2026	06/09/2026	68.78	68.78	Open	N
	CUPS, PLATES-PW OFFICE	llafleur					06/09/2026
	110-811-54302	PWF- BUILDING MAINT & REPAIR		68.78	1.00		68.78
04-272641							
00051782	HAYDEN SUPER 1 FOODS	06/02/2026	06/09/2026	91.74	91.74	Open	N
	STAFF BREAKFAST	dcollins					06/09/2026
	110-211-52902	RECOGNITION/WELLNESS/EVENTS		91.74	1.00		91.74
MAY REIMBURSEME							
00051781	HOOPER, MICHAEL	05/20/2026	06/09/2026	36.67	36.67	Open	N
	REIMBURSEMENT FOR UNIFORMITY & NICE MEET	dcollins					06/09/2026
	110-349-55801	TRAVEL, MEETINGS, TRAINING		36.67	1.00		36.67
2S255966							
00051753	HORIZON DISTRIBUTORS INC.	05/14/2026	06/09/2026	141.31	141.31	Open	N
	IRRIGATION SUPPLIES-GOV'T WAY	llafleur					06/09/2026
	110-532-54310	GOVT WAY IRRIGATION & MAINT		141.31	1.00		141.31
2S256330							
00051754	HORIZON DISTRIBUTORS INC.	05/18/2026	06/09/2026	9.25	9.25	Open	N
	IRRIGATION SUPPLIES-GOV'T WAY	llafleur					06/09/2026
	110-532-54310	GOVT WAY IRRIGATION & MAINT		9.25	1.00		9.25
2S257254							
00051755	HORIZON DISTRIBUTORS INC.	05/26/2026	06/09/2026	93.14	93.14	Open	N
	IRRIGATION SUPPLIES	llafleur					06/09/2026
	110-541-54323	PARKS-IRRIGATION		93.14	1.00		93.14
2S256134							
00051756	HORIZON DISTRIBUTORS INC.	05/15/2026	06/09/2026	67.50	67.50	Open	N
	GOV'T WAY FLOWERS	llafleur					06/09/2026
	110-541-56501	FLOWERS & DECORATIONS		67.50	1.00		67.50
2S257115							
00051757	HORIZON DISTRIBUTORS INC.	05/22/2026	06/09/2026	88.15	88.15	Open	N
	GOV'T WAY IRRIGATION	llafleur					06/09/2026
	110-532-54310	GOVT WAY IRRIGATION & MAINT		88.15	1.00		88.15

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2S255913							
00051758	HORIZON DISTRIBUTORS INC.	05/13/2026	06/09/2026	20.32	20.32	Open	N
	IRRIGATION SUPPLIES	llafleur					06/09/2026
	110-541-54323	PARKS-IRRIGATION		20.32	1.00		20.32
2S257483							
00051761	HORIZON DISTRIBUTORS INC.	05/27/2026	06/09/2026	194.54	194.54	Open	N
	CITY PARK BASEBALL FIELD IRRIGATION	llafleur					06/09/2026
	110-541-54323	PARKS-IRRIGATION		194.54	1.00		194.54
2S257569							
00051841	HORIZON DISTRIBUTORS INC.	05/27/2026	06/09/2026	8.22	8.22	Open	N
	IRRIGATION REPAIR	llafleur					06/09/2026
	110-541-54323	PARKS-IRRIGATION		8.22	1.00		8.22
2S257308							
00051842	HORIZON DISTRIBUTORS INC.	05/26/2026	06/09/2026	19.26	19.26	Open	N
	IRRIGATION REPAIR	llafleur					06/09/2026
	110-541-54323	PARKS-IRRIGATION		19.26	1.00		19.26
INV-00506883							
00051799	INTERMAX NETWORKS	06/01/2026	06/09/2026	860.23	860.23	Open	N
	CITY HALL PHONE SERVICE	llafleur					06/09/2026
	110-211-55300	COMMUNICATIONS/PHONES		860.23	1.00		860.23
1133427							
00051802	INTERSTATE CONCRETE & ASPHALT	05/26/2026	06/09/2026	671.49	671.49	Open	N
	WYOMING ASPHALT	llafleur					06/09/2026
	110-532-54304	ROAD & PARKING LOT MAINTENANCE		671.49	1.00		671.49
196244							
00051830	J-U-B ENGINEERS INC.	05/14/2026	06/09/2026	7,725.80	7,725.80	Open	N
	PROFESSIONAL SERVICES 03/29/26-05/02/26	llafleur					06/09/2026
	210-241-59807	SEWER RATES STUDIES		7,725.80	1.00		7,725.80
1297916 5/29/20							
00051810	KOOTENAI ELECTRIC COOPERATIVE INC	05/29/2026	06/09/2026	339.52	339.52	Open	N
	CARAVELLE STREE LIGHTS	llafleur					06/09/2026
	110-532-56220-0050	STREET LIGHTING & SIGNAL UTILITIES		339.52	1.00		339.52

Invoice Number / Inv Ref # / Inventory	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount / Units	Amount Due / Quantity	Status	Posted / Post Date / Unit Price
1652940 5/29/20							
00051811	KOOTENAI ELECTRIC COOPERATIVE INC	05/29/2026	06/09/2026	493.53	493.53	Open	N
	BROADMOORE PUMP	llafleur					06/09/2026
	110-811-54104 UTILITIES - PARKS			493.53	1.00		493.53
1439690 5/29/20							
00051812	KOOTENAI ELECTRIC COOPERATIVE INC	05/29/2026	06/09/2026	42.17	42.17	Open	N
	DAKOTA LIFT STATION	llafleur					06/09/2026
	210-247-57001 WEST DAKOTA LS UTIL			42.17	1.00		42.17
1662848 5/29/20							
00051813	KOOTENAI ELECTRIC COOPERATIVE INC	05/29/2026	06/09/2026	52.35	52.35	Open	N
	AVIATION PLAZA STREET LIGHTS	llafleur					06/09/2026
	110-532-56220-0050 STREET LIGHTING & SIGNAL UTILITIES			52.35	1.00		52.35
1868671 5/29/20							
00051814	KOOTENAI ELECTRIC COOPERATIVE INC	05/29/2026	06/09/2026	193.30	193.30	Open	N
	CARRINGTON MEADOWS 3RD ADDITION	llafleur					06/09/2026
	110-532-56220-0050 STREET LIGHTING & SIGNAL UTILITIES			193.30	1.00		193.30
1863894 05/29/2							
00051815	KOOTENAI ELECTRIC COOPERATIVE INC	05/29/2026	06/09/2026	314.20	314.20	Open	N
	CARRINGTON MEADOWS 2ND ADDITION	llafleur					06/09/2026
	110-532-56220-0050 STREET LIGHTING & SIGNAL UTILITIES			314.20	1.00		314.20
1863609 05/29/2							
00051816	KOOTENAI ELECTRIC COOPERATIVE INC	05/29/2026	06/09/2026	362.70	362.70	Open	N
	CARRINGTON APARTMENTS STREET LIGHTS	llafleur					06/09/2026
	110-532-56220-0050 STREET LIGHTING & SIGNAL UTILITIES			362.70	1.00		362.70
1851174 05/29/2							
00051817	KOOTENAI ELECTRIC COOPERATIVE INC	05/29/2026	06/09/2026	210.06	210.06	Open	N
	CARRINGTON MEADOWS LIFT STATION	llafleur					06/09/2026
	210-247-57020 H-7 CARRINGTON MEADOWS LS UTIL			210.06	1.00		210.06
1844501 05/29/2							
00051818	KOOTENAI ELECTRIC COOPERATIVE INC	05/29/2026	06/09/2026	49.60	49.60	Open	N
	NEW DREAMS STREET LIGHTS	llafleur					06/09/2026
	110-532-56220-0050 STREET LIGHTING & SIGNAL UTILITIES			49.60	1.00		49.60

Invoice Number / Inv Ref # / Inventory	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount / Units	Amount Due / Quantity	Status / Unit Price	Posted / Post Date
1841141 05/29/2							
00051819	KOOTENAI ELECTRIC COOPERATIVE INC	05/29/2026	06/09/2026	600.74	600.74	Open	N
	CARRINGTON MEADOWS STREET LIGHTS	llafleur					06/09/2026
	110-532-56220-0050	STREET LIGHTING & SIGNAL UTILITIES		600.74	1.00	600.74	
1839555 05/29/2							
00051820	KOOTENAI ELECTRIC COOPERATIVE INC	05/29/2026	06/09/2026	187.92	187.92	Open	N
	VALLEY GREEN STREET LIGHTS	llafleur					06/09/2026
	110-532-56220	STREET LIGHTING & SIGNAL UTILITIES		187.92	1.00	187.92	
46308							
00051831	LAKE CITY LAW GROUP PLLC	06/03/2026	06/09/2026	12,466.00	12,466.00	Open	N
	LEGAL-MAY 2026	llafleur					06/09/2026
	110-211-53102	CIVIL LEGAL SERVICES		12,466.00	1.00	12,466.00	
185042							
00051744	MODERN GLASS CO	05/21/2026	06/09/2026	125.00	125.00	Open	N
	CLEAN & ADJUST FRONT ENTRY THREASHOLD-CI	llafleur					06/09/2026
	110-811-54301	CH BUILDING MAINT & REPAIR		125.00	1.00	125.00	
564025							
00051745	NAPA AUTO PARTS	05/15/2026	06/09/2026	383.62	383.62	Open	N
	#18 FRONT BRAKES	llafleur					06/09/2026
	110-533-54018	2008 FORD F250 4X4 PICKUP R&M		383.62	1.00	383.62	
564722							
00051746	NAPA AUTO PARTS	05/20/2026	06/09/2026	25.99	25.99	Open	N
	#35 GASKET MAKER	llafleur					06/09/2026
	110-533-54035	2018 PETERBILT STREET SWEEPER 220 R&M		25.99	1.00	25.99	
564347							
00051759	NAPA AUTO PARTS	05/18/2026	06/09/2026	54.49	54.49	Open	N
	GOV'T WAY FLOWERS	llafleur					06/09/2026
	110-541-56501	FLOWERS & DECORATIONS		54.49	1.00	54.49	
564963							
00051803	NAPA AUTO PARTS	05/21/2026	06/09/2026	44.03	44.03	Open	N
	ACETONES-#35	llafleur					06/09/2026
	110-533-54035	2018 PETERBILT STREET SWEEPER 220 R&M		44.03	1.00	44.03	

Invoice Number / Inv Ref # / Inventory	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount / Units	Amount Due / Quantity	Status	Posted / Post Date / Unit Price
565015							
00051824	NAPA AUTO PARTS	05/21/2026	06/09/2026	51.98	51.98	Open	N
	GASKET	llafleur					06/09/2026
	110-533-54035	2018 PETERBILT STREET SWEEPER 220 R&M		51.98	1.00		51.98
055547/E							
00051832	NORTH 40 OUTFITTERS	06/02/2026	06/09/2026	29.99	29.99	Open	N
	GLOVES	llafleur					06/09/2026
	110-531-56403	UNIFORM ALLOWANCE		29.99	1.00		29.99
60522022							
00051800	ONE CALL CONCEPTS, INC.	05/31/2026	06/09/2026	274.32	274.32	Open	N
	TCKTS 216@$.97, ADVER SURCHARGE 216@$.20	llafleur					06/09/2026
	210-241-53253	SEWER LOCATES		274.32	1.00		274.32
7J65462							
00051833	PLATT ELECTRIC SUPPLY	06/02/2026	06/09/2026	138.38	138.38	Open	N
	100A-240V CB	llafleur					06/09/2026
	110-541-54322	PARKS-GROUNDS		138.38	1.00		138.38
01-185843							
00051834	RAGAN EQUIPMENT INC.	05/27/2026	06/09/2026	6.57	6.57	Open	N
	PIN & FASTENER-PARKS	llafleur					06/09/2026
	110-542-54079	2008 JOHN DEERE 3520 MOWER R&M		6.57	1.00		6.57
01-185858							
00051835	RAGAN EQUIPMENT INC.	05/27/2026	06/09/2026	88.20	88.20	Open	N
	BLADES-PARKS	llafleur					06/09/2026
	110-542-54087	2020 JD WALKER MOWER T27I R&M		88.20	1.00		88.20
364770							
00051762	RC WORST & COMPANY INC	05/21/2026	06/09/2026	23,575.00	23,575.00	Open	N
	WOODLAND MEADOWS LIFT STATION	llafleur					06/09/2026
	210-246-57003	WOODLAND MEADOWS LS O&M		23,575.00	1.00		23,575.00
45267952							
00051760	RODDA PAINT COMPANY CORP.	05/20/2026	06/09/2026	4.56	4.56	Open	N
	1/4 X 1/4 NIPPLE	llafleur					06/09/2026
	110-533-54059	PAINT STRIPER (1) R&M		4.56	1.00		4.56

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 06/09/2026 - 06/09/2026
POSTED AND UNPOSTED OPEN
BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number / Inv Ref # / Inventory	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount / Units	Amount Due / Quantity	Status / Unit Price	Posted / Post Date
54697							
00051771	RUEN-YEAGER & ASSOCIATES	05/27/2026	06/09/2026	356.50	356.50	Open	N
	S253000 PLANNING SERVICES FY 2026	dcollins					06/09/2026
	110-345-53208	CONTRACT PLANNING SERVICES		356.50	1.00	356.50	
03/16/26-04/19/							
00051720	SPORTSITES INC	05/18/2026	06/09/2026	100.75	100.75	Open	N
	REGISTRATION FEES	llafleur					06/09/2026
	110-740-44828	SPORTSITES REGISTRATION REVENUE		100.75	1.00	100.75	
106056							
00051777	VALLI INFORMATION SYSTEMS INC	05/27/2026	06/09/2026	4,058.40	4,058.40	Open	N
	UTILITY BILL PRINT & POSTAGE 05/27/2026	llafleur					06/09/2026
	210-241-56100	POSTAGE		2,076.52	1.00	2,076.52	
	210-241-53010	PROFESSIONAL SERVICES		1,981.88	1.00	1,981.88	
6144178404							
00051837	VERIZON WIRELESS	05/21/2026	06/09/2026	477.48	477.48	Open	N
	MIFI & ROUTER APR 22, 2026-MAY 21, 2026	llafleur					06/09/2026
	110-230-57720	CC/IT PHONES/COMMUNICATIONS		80.02	1.00	80.02	
	110-301-55300	COMMUNICATIONS/PHONES		160.04	1.00	160.04	
	110-511-55300	PORTABLE BROADBAND		198.73	1.00	198.73	
	110-711-55300	COMMUNICATIONS/PHONES		38.69	1.00	38.69	
6144146298							
00051838	VERIZON WIRELESS	05/21/2026	06/09/2026	364.18	364.18	Open	N
	LIFT STATION WIRELESS -APR 22, 2026-MAY	llafleur					06/09/2026
	210-247-57006	PRAIRIE/FRANKLIN/CHURCH LS UTIL		23.65	1.00	23.65	
	210-247-57000	LEISURE PARK LS UTIL		23.65	1.00	23.65	
	210-247-57003	WOODLAND MEADOWS LS UTIL		23.65	1.00	23.65	
	210-247-57013	H-5 STRAWBERRY FLDS PS UTIL		23.65	1.00	23.65	
	210-247-57007	CORNERSTONE LS UTIL		23.65	1.00	23.65	
	210-247-57020	H-7 CARRINGTON MEADOWS LS UTIL		23.65	1.00	23.65	
	210-247-57011	EMERALD OAKS LS UTIL		23.65	1.00	23.65	
	210-247-57019	HAYDEN NORTH LS UTIL		23.65	1.00	23.65	
	210-247-57016	HEATHERSTONE LS UTIL		23.65	1.00	23.65	
	210-247-57021	H-6 LIFT STATION UTIL		63.66	1.00	23.65	
	210-247-59835	HAYDEN CANYON LS UTIL		23.65	1.00	23.65	
	210-247-57005	H-2 WALMART PS UTIL		64.02	1.00	64.02	

Invoice Number / Inv Ref # / Inventory	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount / Units	Amount Due / Quantity	Status / Unit Price	Posted / Post Date
208-189-0545 6-00051840	ZIPLY FIBER	06/01/2026	06/09/2026	625.48	625.48	Open	N
	PHONE CHARGES FOR MAY 2026	llafleur					06/09/2026
	210-247-57016	HEATHERSTONE LS UTIL		88.88	1.00	88.88	
	210-247-57009	H-1 LIFT STATION UTIL		91.31	1.00	91.31	
	112-241-54312	BOAT LAUNCH OPERATION/MAINTENANCE		133.57	1.00	133.57	
	210-247-57005	H-2 WALMART PS UTIL		96.46	1.00	96.46	
	210-247-57018	MAPLE GROVE LS UTIL		95.31	1.00	95.31	
	110-211-55300	COMMUNICATIONS/PHONES		95.31	1.00	95.31	
	110-811-54102	UTILITIES - CITY HALL		24.64	1.00	24.64	

# of Invoices: 92	# Due: 92	Totals:	369,618.58	369,618.58
# of Credit Memos: 0	# Due: 0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:			369,618.58	369,618.58

--- TOTALS BY FUND ---

110	GENERAL FUND	36,531.90	36,531.90
112	HONEYSUCKLE BOAT LAUNCH FUND	133.57	133.57
210	SEWER OPER. & MAINT. FUND	332,953.11	332,953.11

--- TOTALS BY DEPT/ACTIVITY ---

111	GEN-MYR OPERATING & ADMINISTRAT	57.98	57.98
211	GEN-ADM OPERATING & ADMINISTRAT	13,817.83	13,817.83
228	PASSTHRU & BAD DEBT EXPENSES	2,000.00	2,000.00
230	GEN-ADM INFORMATION TECHNOLOGY	1,097.65	1,097.65
241	OPERATING & ADMINISTRATIVE	307,255.70	307,255.70
246	LIFT/PUMP STATION R&M	23,575.00	23,575.00
247	LIFT/PUMP STATION UTIL	1,034.14	1,034.14
250	FUND BALANCES	1,221.84	1,221.84
291	GEN-ADM CAPITAL LEASES PRINCIPA	1,221.06	1,221.06
301	COMDEV--P&D OPERATING & ADMINIS	160.04	160.04
345	COMDEV P&D OPERATING & ADMINIST	356.50	356.50
349	COMDEV BLD OPERATING & ADMINIST	36.67	36.67
350	COMDEV VEHICLES	388.25	388.25
511	PW-ADM OPERATING & ADMINISTRATI	198.73	198.73
512	PW-ADM EQUIP/VEHICLE FUEL & MAI	220.52	220.52
531	PW-STR OPERATING & ADMINISTRATI	292.83	292.83
532	PW-STR ROAD MAINTENANCE	3,521.73	3,521.73
533	PW-STR EQUIP/VEHICLE R&M	2,444.32	2,444.32
541	PW-PKS OPERATING & ADMINISTRATI	2,876.14	2,876.14
542	PW-PKS EQUIP/VEHICLE R&M	392.35	392.35
711	REC OPERATING & ADMINISTRATIVE	38.69	38.69
712	REC EQUIP/VEHICLE FUEL MAINT	117.06	117.06

Invoice Number / Inv Ref #	Vendor / Description / Entered By	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted / Post Date
Inventory	GL Distribution				Units	Quantity	Unit Price
	740 RECREATION PROGRAMS			100.75	100.75		
	811 FACIL OPERATING & ADMINISTRATIV			7,033.82	7,033.82		
	813 FACIL EMERGENCY PREPAREDNESS			158.98	158.98		

3. **VISITOR/PUBLIC COMMENT (3-minutes maximum)**
4. **COMMISSION REPORT**
   A. Public Safety Commission
5. **UNFINISHED BUSINESS**
   A. Planned and Proposed Temporary Traffic Signals — Project Update

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.

Memo

To: Mayor and Hayden City Council

From: Alan Soderling, Public Works Director

Date: 06.09.2026

Agenda Item: Presentation: Updates on planned and proposed temporary traffic signals

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Agenda Item Location
New Business

Summary
Public Works will provide a brief presentation highlighting planned and prospective temporary traffic signals and potential options.

6. **NEW BUSINESS**
   A. *ACTION ITEM* PZE-26-0035 Monaghan Estates Preliminary Plat Request - Deliberations Only

Memo

To: Mayor Davis and Members of the City Council

From: Donna Phillips, Community Development Director

Date: June 3, 2026

Agenda Item: PZE-26-0035 Monaghan Estates Preliminary Plat Request – Deliberations Only

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Agenda Item Location
New Business – Public Meeting

Recommended Action or Motion
Possible Motions of City Council:

- **Motion to Approve** – I move to approve PZE-26-0035 Monaghan Estates Preliminary plat request with Planning and Zoning Commission's recommended conditions, based upon testimony received at the Planning and Zoning Commission public hearing and the record of the request.

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

- **Motion to Deny** – I move to deny PZE-26-0035 Monaghan Estates Preliminary Plat Request, based upon testimony received at the Planning and Zoning Commission public hearing and the record of the request for the following reasons: _____.

Summary
The record is closed, and no additional testimony or exhibits can be included or relied on for your decision making. Within the deliberations process, the council may ask questions of staff regarding the content of the record. Staff have provided you with draft findings based on the information of the record. Should the council seek to make new findings, they may direct staff to prepare those findings and bring them back for consideration. Please know that those findings shall be based on information from the record.

Attached to this memo are the Written Recommendation and Minutes of the Planning and Zoning Commission's (PZC) public hearing, the Executive Summary of the Staff Analysis), and the Staff Analysis. The video of the PZC public hearing and deliberations may be found at Hayden P&Z Meeting 2026-05-18 . Staff will not be presenting the summary again at the City Council; however, slides will be available upon request and staff is available for questions from the City Council. The applicant will not be presenting the file or available for questions at this meeting, because the record is closed.

Functional Impact of Authorizing
Should the City Council approve the request, the applicant will be able to submit construction plans in accordance with the conditions of approval for review, and then to construction of the infrastructure to create the lots for the subdivision.

Functional Impact of Not Authorizing
Should the City Council disapprove the request, the developer will not be able to continue the project and will need to determine their next course of action.

Fiscal Impact
Fiscal responsibility for the required infrastructure for the subdivision project shall be borne by the developer.

Budget Funding Source / Transfer Request
NA

Attachment
Planning and Zoning Commission's Written Recommendation
Planning and Zoning Commission's Minutes of the Public Hearing on May 18, 2026
Executive Summary
Staff Analysis

WRITTEN RECOMMENDATION

Preliminary Plat Request

PZE-26-0035 Monaghan Estates Subdivision Preliminary Plat

The application of **Olson Engineering, Inc, on behalf of the owner, Aspen Homes and Development, LLC**, requesting approval for the Preliminary Plat of a 20-lot single family residential subdivision to be known as PZE-26-0035 Monaghan Estates Subdivision and located north of West Honeysuckle Avenue and North Fourth Street was recommended by the Planning and Zoning Commission to the City Council to **APPROVE** with Conditions.

Planning and Zoning Commission Motions on May 18, 2026: At the conclusion of the hearing, the Planning and Zoning Commission deliberated the proposal and Commissioner Grano moved and Vice-Chair Morris seconded the motion, to recommend approval of the file PZE-26-0035 Monaghan Estates Subdivision with staff recommended conditions of approval, 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.

FINDINGS:

12-3-4(F) Standards of Approval: The applicant has demonstrated that all existing and proposed infrastructures meets or can be constructed prior to final plat or within the approval duration identified in 12-3-4(G) from the date of City Council approval of the master development agreement which approves the preliminary plat to meet the following standards:

HCC §12-3-4 (F) (1): Infrastructure can/cannot be constructed to function in a manner that promotes the public health, safety, and welfare.

HCC §12-3-4 (F) (2): Infrastructure can/cannot be constructed and located in an orderly manner that accommodates ongoing maintenance needs when taking into consideration collocation of other infrastructure.

Staff: *Standard #1 & #2 may be addressed throughout the remainder of the staff analysis and the applicant's narrative.*

HCC §12-3-4 (F) (3): Infrastructure is/is not or will/will not be in compliance with applicable city, state, and federal policies and regulations as follows:

a) Provisions have/have not been made for a water supply system that satisfies city, Idaho Department of Environmental Quality (IDEQ), and NLFPD requirements.

Applicant: *See applicant's narrative on page 28.*

Staff: *Avondale Irrigation District (AID) provided a Conditional Will Serve Letter dated March 23, 2026. Idaho Department of Water Resources identified the project would be served by Avondale Irrigation District and had no concerns with the proposal. They also noted the project could be served by North Kootenai (found on page 9). NLFPD provided comments as shown in Public Comments attached in Boardbook.*

b) Provisions have/have not been made for a public sewage system in accordance with the city and Hayden Area Regional Sewer Board's (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.

Applicant: *See applicant's narrative on page 28.*

Staff: *City of Hayden provided a Will Serve Letter dated March 13, 2026. The project site is wholly within the H-1 basin. "The intent and willingness of the City of Hayden to serve and treat sewer for the property described in this letter. However, this service is limited based on capacity available at the time of connection in the City's collector sewer lines [in the H-1 Basin] and capacity for treatment at the Hayden Area Regional Sewer Board's treatment facility. Please be advised that the City of Hayden has no singular jurisdictional authority over treatment and capacity at the sewer treatment plant and therefore cannot independently or expressly authorize expansion, enlargement, or extension of the facility, should capacity at the treatment plant be reached at the time of connection."*

c) Provisions have/have not been made for stormwater systems that satisfy the City and IDEQ requirements.

d) Provisions have/have not been made for streets that are consistent with the adopted transportation plan, as amended, and the transportation element of the adopted comprehensive plan, as amended and that satisfies the City, ITD, adjacent jurisdictions, and local highway district requirements. Where cul-de-sacs are proposed, they are required to be approved administratively by the City Engineer who shall determine that they are limited to portions of developments in which street continuity is not foreseeable due to property configurations and/or that they are needed to address site-specific conditions. A cul-de-sac shall be limited to 400' in length measured from the edge of adjacent street right-of-way to the back of the cul-de-sac, unless an exception to this standard is allowed by the City Engineer.

e) Provisions have/have not been made for parks and open space that are consistent with the adopted parks master plan, as amended, and that satisfies the city's requirement.

Applicant: *Applicant: See applicant's narrative on page 28.*

Staff: *See staff analysis beginning on page 3.*

PZC Hearing:

Applicant: Jeramie Terzulli, representing the applicant and owner, opened his presentation identifying the possible turn-around on Road "A" from a hammerhead to a cul-de-sac. Both are identified as turn-around options for the fire department and the city. The reason for the change was to address lot design and building envelopes. He identified the City's standard for streets would be utilized to include the street side swales. Mailbox locations would be worked out with the postal service. He also identified that a transportation impact analysis was not needed for this subdivision. A recreational/gathering spot within the subdivision and managed by the HOA would be provided at the eastern end of Road "A". He went on to identify the multi-modal pathways at Honeysuckle Avenue and Fourth Street connected this subdivision to McIntire Park to the west, Honeysuckle Beach to the east and Finucane Park to the south.

Chair Taylor asked about entrance onto West Honeysuckle Avenue from within the subdivision and how that was going to be controlled. Mr. Terzulli noted that it was proposed to be right-in, right-out, which could be controlled with a median and signage. **Chair Taylor** asked if the lots lined up with the adjacent neighborhood. Mr. Terzulli noted they weren't exact, but they were close.

Vice-Chair Morris asked if the fire department would not allow a cul-de-sac instead of the through street to Honeysuckle Avenue. Mr. Terzulli noted that a cul-de-sac cannot be on a road longer than 400 feet from the nearest intersection.

Commissioner Granno asked about the proposed recreational area and if it would include a pavilion or pickle ball courts. Mr. Terzulli stated it was anticipated to be one pickle ball court and a pavilion, but no rest rooms. It would be owned and maintained by the homeowner's association.

Staff: Ms. Phillips identified that she had confirmed with Dulci Kau, City Engineer, that a cul-de-sac would work in this location instead of the hammerhead originally identified. This change was anticipated in the staff analysis; however, it was a part of the record here.

Vice-Chair Morris asked if the access from Honeysuckle Avenue into the subdivision was for utilities or could it be a path through and not a full street. Ms. Kau identified the purpose for the connection is really about transportation – both vehicular and pedestrian.

Public Comments:

For: M Lambert commented in favor of the project and hoped the project could be a catalyst to provide for pedestrian connectivity up Maple Street to Hayden Avenue and then to the school.

For: J Avla commented that he is for the proposal, but his concern is more with respect to speed limit on 4th street which is now 35 mph, and he believes it should be 25 mph.

Against: B. Arotca provided comments regarding where the intersection was on Honeysuckle Avenue and identified the best connection would be at the round-about.

Rebuttal (Applicant): Mr. Terzulli commented that he appreciated the comment regarding Maple Street but does not see how it is applicable to this specific subdivision. He provided insight regarding a possible fence around the subdivision but noted that for the recreational area that a fence was proposed and that no additional lights were planned for this area. He identified that it was the developer's intent to preserve as many trees as possible especially on the perimeter of the subdivision. With respect to the final road design and connectivity into Honeysuckle Avenue, he would defer that to the engineers to resolve.

Chair Taylor asked about the possible noise from the pickle ball courts. Mr. Terzulli identified the CCRs could identify "less noisy equipment" for use in this area.

HCC §12-3-4 (F) (4): Provisions have/have not been made for erosion controls and geo-hazards stabilization both during construction and as needed for permanent controls to the satisfaction of the city.

HCC §12-3-4 (F) (5): Provisions have/have not been made for gas, power, telecommunications, mailboxes, and similar infrastructure.

HCC §12-3-4 (F) (6): Provisions have/have not been made for driveway locations that take into consideration the width and location of the driveway in relation to the location of snow storage, utility boxes, crosswalks, adjacent roads, mailboxes and the like.

Applicant: *See applicant's narrative on page 28.*

Staff: *See Staff Analysis page 7.*

PZC Hearing (Applicant):

PZC Hearing (Staff): No individual access will be allowed from Honeysuckle Avenue.

Commission Vargas asked if the utilities would be placed underground to include electricity. Ms. Phillips confirmed he was correct that all utilities would be placed underground. Commissioner Vargus asked if the intent was to remove the telephone poles. She confirmed that it was.

Chair Taylor asked Ducli Kau, City Engineer if their were requirements related to the proximity of the ingress/egress and the round-about? Ms. Kau identified that there were and why the requirement for the right-in, right-out to eliminate conflicting left turn turning movements.

HCC §12-3-4 (F) (7): The area proposed for subdivision is/is not zoned for the proposed use and the use conforms to other requirements found in this code.

Applicant: *See applicant's narrative on page 28.*

Staff: See Staff Analysis beginning on page 7. As the purpose of the zoning ordinance is made in accordance with a comprehensive plan, the analysis includes much of the comprehensive plan.

This analysis begins on page 7 of the staff analysis. Additionally, as always, the full Goals and Policies may be found in the Appendix beginning on page 24.

PZC Hearing (Applicant): Mr. Terzulli stated the project was in the Single-Family Residential Zone designation. The lot sizes exceed the minimum with the smallest lot being 8300 square feet and the largest lot being 18,000 square feet. These lots are consistent with the neighboring subdivisions.

Public Comment:

Neutral: K. Ham asked if developer would fence the property, if the existing landscaping would remain, and identified concerns related to speed on Honeysuckle Avenue.

Neutral: R. Ham noted the location of their property was directly east of the proposed recreational area and identified concerns about privacy and noise.

Against: W. Horn stated this area is a major habitat for local wildlife and he has concerns about the overbuilding of the area.

HCC §12-3-4 (F) (8): The developer has made adequate plans to ensure that the community will bear no more than its fair share of costs to provide services by paying fees, furnishing land, or providing other mitigation measures for off-site impacts to streets, parks, and other public facilities within the community. It is the expectation that in most cases, off-site improvements will be dealt with through the agreements.

Staff: *All on-site and off-site improvements shall be required of the Developer to include various agreements, infrastructure per the adopted City Code, standards, and plans.*

PZC Hearing:

Applicant: Mr. Terzulli went on to note the request from the Hayden Historic Preservation Commission for a historical board to be placed somewhere on the property and provided an idea of where it could be located north of the roundabout.

Chair Taylor asked the applicant about the historical board and if they would be installing it. Mr. Terzulli identified a possible location for placement north of the Honeysuckle roundabout. Chair Taylor asked staff about the location of the historical board. Ms. Kau stated that the city definitely does not want the signage to be located in the right-of-way as there are multiple sewer mains in the vicinity. He went on to ask Fonda Jovick, legal counsel, if the HOA would be required to maintain the area of the signage. Ms. Jovick identified the city, and the applicant has a goal of providing signage in the most practical location.

Public Comment:

Neutral: B. Brizee provided comments regarding the story of Hayden and the importance of preserving that story through the re-use of building components and interpretative signage. He thanked the developer for accommodating the historical preservation commission and their requests in this regard.

Deliberations:

Commissioner Grano noted that he shares the view of people in the room and loves the small town feel of Hayden. He identified the project meets the standards of approval as identified. He thinks it is a good plan.

Commissioner Walter agreed with Commissioner Grano.

Vice-Chair Morris appreciated the lot sizes and acknowledged a concern for the access onto Honeysuckle Avenue. He mentioned concerns for the speed limits, which Ms. Jovick noted was not a decision point for the Planning and Zoning Commission but rather a City Council decision at a later point in time should they wish to review it.

Commissioner Vargas noted how polite everyone was during the public hearing and agreed on lowering the speed limit.

Chair Taylor differed to the city engineer for the final decision in regard to the connectivity of the road to Honeysuckle Avenue. He went on to not the lot sizes are a manageable growth, and believes the project meets the standards.

Staff Recommended Conditions of Approval (begins on page 9 of the staff analysis):

General Conditions of Approval:

1. The Developer shall be required to reflect all necessary permanent dedications and/or easements (to include but not be limited to avigation, sewer, stormwater, water, utilities, etc.) on the face of the final plat of the subdivision and to record as a separate document all necessary temporary easements and to identify to whom the dedication and/or easement is to be granted and for what purpose.
2. All permits from outside agencies (ie. CDA Airport, HARSB, AID, IDEQ, NLFPD, and PHD) shall be obtained prior to construction of any future development or building permit issuance.
3. This approval shall run with the land for the term approved herein regardless of whether the property ownership, applicant and/or design professionals noted herein remain the same, whether collectively or individually.
4. Home Owners Association (HOA) documents and legal instrument providing a mechanism for funding shall be required prior to the recordation of the final plat to maintain the open space and landscaping island areas to be owned or maintained by the HOA.
5. Deeds for transfer of ownership of property to become owned by the home owners' association shall be provided to the City in the form acceptable to the City at the completion of any required infrastructure to be recorded concurrent with the final plat free of all liens and encumberances.

Access Conditions of Approval:

6. All lots shall be accessed from the internal roads of the subdivision. No lot shall have any form (primary, secondary, for accessory buildings, etc.) of direct individual access onto Honeysuckle Avenue. The final location of all driveways shall be subject to the review and

approval of the City. Particular attention will be paid to location of utility pedestals in relation to driveway and snow storage needs and to those lots at intersections to avoid conflict with the required traffic flow.

Construction Plan Requirements:

7. The construction plan submittal shall include those requirements as identified in Hayden City Code §12-6 and more specifically as follows:
    a. The Developer shall use the City of Hayden Sanitary Sewer system to serve future development in accordance with the adopted Sewer Master Plan. No cross country sewer alignments are allowed.
    b. No USPS mailboxes shall be allowed on Honeysuckle Avenue. A letter (e-mail) from the US Postal Service with respect to mailbox locations shall be provided, with the intent to place the mailboxes within the subdivision on the internal streets.
8. Landscape Plans: Detailed landscaping plans conforming to the requirements of City Code, shall be submitted for the entire development with construction plans for required subdivision improvements for review and approval by the City. All distrurbed areas shall be stabilized with dryland grass or other approved BMP.
    a. Individual Lots: The landscape plans shall include a dryland grass mix and shall be applied until individual lots are constructed and the hydro-seeding, installation of the irrigation system and required landscaping are completed.
    b. Street Frontage: Along all street frontages shall be included within the landscaping plan submittal, with actual street tree placement to be completed at the time of building permit for all lots on the internal streets, with the exeption of landscaping required with the open space tracts to be owned by the homeowner's association, and/or multi-modal pathways and the associated landscaping.
    c. Multi-modal Class I pathway: Shall be a requirement of the construction plans and required as a condition of acceptance of infrastructure in accordance with the design standards of the adopted Transportation Plan and/or Park Master Plan.
    d. Open Space Tract(s): Shall be a requirement of the construction plans and required construction of the subdivision to be completed prior to final plat.
9. A historical interpretative sign structure shall be constructed in accordance with the adopted sign structure type with the sign content to be provided by the City Historical Preservation Commission and the sign shall not be placed within the City's right-of-way, but shall be placed within a dedicated easement or tract.

Requirements requested by other Agencies:

10. The Developer shall comply with the requirements from the Northern Lakes Fire Protection District.
11. The avigation easement requested by the Coeur d'Alene Airport shall be recorded and shall be referenced on all final plats of the subdivision.

With this recommendation, there are a number of conditions with specific components. The specificity does not preclude the City from exercising its right to require compliance, or demonstrate compliance, with any condition at any time, as well as any other applicable requirements whether or not specifically articulated herein.

The City shall notify the developer, in writing, of the recommendation of the commission and any recommended conditions or changes requested and shall advise the developer that the subdivision will be placed on the agenda of the City Council at the earliest practicable date, upon the developer's written request.

Should the applicant wish to contest the recommendations of the Planning and Zoning Commission, the applicant may provide a written statement of its objections regarding the Planning and Zoning Commission recommendations for inclusion in the City Council deliberations on the subdivision request. Such written statements must be received at least five (5) days prior to the scheduled City Council meeting.

A Recommendation for Approval of the subdivision application shall not constitute a variance or approval for deviation from said Code, standards and policies.

FINDINGS, CONCLUSIONS AND RECOMMENDATION OF APPROVAL on the 1st day of June 2026 by the City of Hayden Planning and Zoning Commission.

CITY OF HAYDEN, IDAHO

By: _____

Shawn Taylor, Chair

ATTEST:

Sadie L Roe

Sadie Roe, Clerk

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

Monday, May 18, 2026

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 by Chair Shawn Taylor.

ROLL CALL OF COMMISSION MEMBERS
Present: Tony Grano, Chris Morris, Shawn Taylor, Vince Vargas, Ron Walters.

Staff Present: Donna Phillips, Community Development Director, Fonda Jovick, City Attorney, Shannon Drappo, City Planner, and Dulci Kau, City Engineer.

PLEDGE OF ALLEGIANCE
Commissioner Walters led the pledge of allegiance.

ADDITIONS OR CORRECTIONS
New Business Item 4A on the Agenda: Coeur d' Alene Airport District Overlay Discussion and Direction, will be postponed to a later date.

CALL FOR CONFLICTS OF INTEREST
None

CONSENT CALENDAR ***All items on the consent calendar are Action Items***
Approval of Planning & Zoning Commission Regular Meeting Minutes, 04-06-2026
Motion to approve the Consent Calendar as presented. This motion, made by Vice-Chair Morris and seconded by Commissioner Grano; Carried.

Tony Grano:	**Yes**
Shawn Taylor:	**Yes**
Chris Morris:	**Yes**
Vince Vargas:	**Yes**
Ron Walters:	**Yes**

PUBLIC HEARING (Public Testimony will be received for these items)
A. PZE-26-0035 Monaghan Estates Subdivision *ACTION ITEM* - This public hearing is a request for a: 20 lot single family home subdivision located at the address currently known as: 751 E Honeysuckle Avenue, Hayden, ID 83835.
Chair Taylor opened the public hearing at 5:32 PM.

Staff Introduction:

Donna Phillips, Community Development Director, gave an overview of the proposed subdivision stating the applicant and the Engineer of record are Olson Engineering and Jeremy Terzulli will be presenting on behalf of the owners, Aspen Homes LLC.

The request is for a 20-lot subdivision on two lots, that are approximately 8.6 acres in size. Access is to be from W. Honeysuckle Road and N. Secretariate Lane. A future road, “road A” is to be named at some point. The “dotted line down the middle” of the property was referenced and was explained that there are two taxing entities across this property. The existing site has several outbuildings on this property, that the Historical Preservation Commission (HPC) went out and looked at for historical significance based on the age of the buildings. This was referenced also in the Staff Analysis. Most of the buildings on this property have demolition permits associated with them. Meaning that they will be removed from the property, or they will be burned as part of the Fire Departments training, leaving the land bare before this subdivision begins construction.

Applicant’s Presentation:

Jeramie Terzulli, a land use consultant with the collaboration of Olson Engineering, on behalf of Aspen Homes, presented. He began by referencing the Staff Report, and that he would be mentioning parts of it during his presentation. Mr. Terzulli showed a side-by-side diagram of the current cul-de-sac design that is being proposed (shown on the right), and the previous approved design, showing a “hammer head” style fire truck turn around (shown on the left) at the end of “future Road A”. He went on to explain that the old design caused Lot #7 to be an “odd shape”, so he worked with the Engineer to change the design to this cul-de-sac option which has the appropriate fire truck turn around space, and snow storage to the east. Next, Mr. Terzulli showed an overlay of the subdivision on the Kootenai County GIS Map which showed the lot sizes compared to neighboring lots and how this subdivision “would finish the build out of this area of town”. Mr. Terzulli addressed the standards of subdivision approval as follows:

Review Criteria: Infrastructure/Utilities:

Mr. Terzulli stated that Avondale Irrigation District will be the water purveyor for the subdivision and has provided a will serve letter stating so.

Sewer will be provided by the City of Hayden, and a will serve letter has been provided and capacity is available as of the date of the will serve letter. Mr. Terzulli stated that the extension of Secretariate Lane means that power and natural gas are already there and stubbed at the end of that road and would continue down to this subdivision along with internet and communication providers.

Multiple dry utility providers will be part of the subdivision, and the Engineer will coordinate with providers during the construction design phase.

Review Criteria: Streets:

Mr. Terzulli went on to explain the connectivity from the terminus of Secretariate Lane to the North, and the final output through the “future road A” onto Honeysuckle Avenue. Which will be a right-in, and right-out onto Honeysuckle Avenue. Mr. Terzulli said that there are no deviations from the City’s standard for streets, other than the “hammer head” to cul-de-sac change, which either design is adequate for Northern Lakes Fire to maneuver around. He continued by saying that 10’ street side swales will be used in accordance with the city standard, and there is no request for a private

road in this subdivision. There are multiple mailbox location options, and they will work with the US Postal Service to determine the best location. It was determined that a Traffic Impact Analysis was not needed for this subdivision per the city standard.

Parks:
Mr. Terzulli displayed a slide with the 2040 Parks Master Plan map and showed where the subdivision site is in relation to two proposed parks in the area. The city will be collecting Impact Fees from this project, to help in land acquisition and future parks. There will be a recreation/gathering spot within the development that will be managed by the HOA. He went on to show the plan for the multimodal pathways that will connect out onto Honeysuckle Avenue, and continue out to Honeysuckle Beach, McIntire Park, and down along Fourth Street as well allowing true pedestrian connectivity.

Zoning Standards of Approval:
Mr. Terzulli stated that this is an R-1 zoned subdivision that is already within the city limits and does not require annexation. The lot sizes exceed the City's minimum lot size of 8,250 square feet with their smallest lot being a bit larger than 8,300 square feet, and the largest lot being 18,000 square feet. The use is consistent with the current zoning, and neighboring subdivisions.

He went on to reference the Staff Report saying that there was a request to keep some of the historical aspects of the property with a historical board placed somewhere on the property. He showed a potential location for this board near the roundabout within the city right of way.

Summary:
Mr. Terzulli said that in summary they feel that all of the engineering criteria have been met and exceeded, and that the impact fees, utility hook ups, all infrastructure is at the developer's expense and they respectfully request approval.

He then asked if the Commission had any questions for him. To which Chair Taylor asked how they will prevent left turns in and out of the development onto Honeysuckle Avenue, since it is proposed to be a right-in and right-out? And will there be a barrier there?

Mr. Terzulli said that there will be at a minimum signage there to assist in preventing people from turning left, and if the city feels it is warranted they could put in something "sort of a pork chop" there to handle that, which would be determined by the city engineers.

Chair Taylor also asked about the historical board, and if they would be installing that in the city's right of way? Mr. Terzulli said they would not be the ones to install it, and that they were just suggesting that particular spot per their discussions they have had with the Historic Preservation Commission.

Vice-Chair Morris asked a clarifying question in regard to the cul-de-sac, about the fire department "not allowing a cul-de-sac with that many lots or that size" to which Mr. Terzulli clarified that is a city requirement, and that city code states that cul-de-

sacs are “capped” at 400’ from its nearest intersection to the end of the cul-de-sac. He showed on his slide show presentation where they had initially thought about putting a cul-de-sac and not creating that connectivity and went on to say that is a city code, and not a fire code. The fire department “doesn’t care as long as they can get their fire truck in and spun around.”

Commissioner Grano asked about the proposed recreational area and if there will be a pavilion or pickle ball courts. To which Mr. Terzulli said there will be one pickle ball court, and a pavilion. He clarified that the pavilion will not have a restroom, and this area will be owned and maintained by the HOA.

Chair Taylor asked how the lot lines of each lot line up with the properties off of Finucane Drive? Mr. Terzulli showed the overlay slide again in his presentation, which shows how the lots line up with those other properties. Noting that they do not line up identically, but they start out that way and then off set to the North.

Staff Presentation:

Ms. Phillips started by introducing Dulci Kau, City Engineer, to the Commission in case they have any questions for her during the public hearing. She began her presentation by saying that there are eight standards of approval for a subdivision. She referenced the Staff Analysis, stating that her presentation is a summary of the Staff Analysis. She went on to say that there is one extra public comment in addition to the public comments that the commission already had available to them. And that she will hand out the additional public comment during her presentation.

A Conditional Will Serve Letter was provided by Avondale Irrigation District (AID) in March 2026. AID confirmed that they would be able to serve this subdivision, and in the Agency Comments they said they did not have any further comments.

Northern Lakes Fire District provided a short list of requirements for this subdivision prior to the start of construction.

A Will Serve letter was provided by the City in March 2026 for sewer requirements and identified that the sewer is in the H-1 sewer basin.

Ms. Phillips went on to say that the Stormwater & Snow Storage Requirements were covered by Mr. Terzulli’s presentation, and he showed where the stormwater and snow storage is proposed to go. The street typical, and snow storage locations, are all reviewed in depth at the time of construction plan review in accordance with title eight.

She also discussed the cul-de-sac change with Dulci Kau, City Engineer, who confirmed that she did work with the applicants engineer on this new design. Ms. Phillips went on to state that this change was not a part of her original Staff Analysis but is now a part of the record.

Ms. Phillips explained that a trip generation letter was requested to show the commission what that looks like, and to also confirm that this subdivision does not require a traffic impact analysis per the findings of the trip generation letter. The

impact fees collected at the time of the subdivision for circulation would be the only mitigation that would be required for the subdivision should it be approved.

Next, she referenced Road A which is a “right-in, right-out” road, and she stated that frontage improvements will be completed in accordance with the typical section and will include the multimodal pathway. She stated that the park impact fees will be collected at the time of permit issuance.

On the next slide, Ms. Phillips explained erosion control and that the Geo-hazards stabilization will be reviewed during construction to the satisfaction of the city. The utilities will be placed underground, and the mailboxes will be located on internal public streets. Driveway placement is also reviewed during time of building permit.

This subdivision is proposed to be a Single-Family Residential (R-1) subdivision. All lots are larger than the minimum lot size is required to be. The smallest lot size is approximately 8,300 square feet, and the largest is 18,000 square feet. The average lot size is 14,000 square feet. Director Phillips referenced the Goals and Policies of Comprehensive Plan provided here and summarized (in her slideshow).

The next slide references on-site and off-site improvements and how it is required by the Developer to include extension of infrastructure per the adopted City codes, standards, and plans, and mitigating improvements as required.

She went on to identify the agencies’ which were noticed and their responses: Notice was sent to 21 Agencies with six comments back. Panhandle Health District (PHD) will require a full subdivision application submitted and all fees paid prior to final plat. Idaho Department of Water Resources identified that Avondale Irrigation District is going to serve this property however, North Kootenai Water District could have also serviced this property. Idaho Fish and Game (IDFG) did not have any comments at this time.

Director Phillips then referenced the public comments that are available on BoardBook. She then handed out one public comment that was submitted Friday afternoon after the other comments were submitted to Boardbook. She asked that it be read into the record when the time is right. She went on to provide the staff recommended conditions of approval, identifying that they are in addition to the subdivision requirements of Hayden City code. Any dedications and easements will be on the plat, or on a separate document and then noted on the plat. She referenced other agencies who must do their reviews, and the developer must comply with those requirements. All approvals run with the land should it be approved. The recreational area needs to provide the HOA documents and a legal instrument for the funding of that, and maintenance of that. Those documents will be required as part of their final plat requirements, along with the deed to transfer the land from the current owner to the HOA will also be required.

Ms. Phillips continued with her presentation stating that all lots will be accessed from internal roads of the subdivision, and there will be no lots with access onto Honeysuckle Avenue.

She identified the construction plan requirements, and that the developer is required to use the city’s sewer with accordance to city code and the sewer lines must follow

the road alignment. Regarding the mailbox placement, there are no mailboxes allowed along Honeysuckle Avenue.

Ms. Phillips mentioned landscaping requirements, and how the landscaping plans are required at the time of construction plan submittal. Dry grass seed mix is required as part of the landscaping, along with planting a tree in front of each lot is required as part of the street frontage landscaping. Street frontage for the HOA maintained recreational area, and the multimodal pathway landscaping is also required to be submitted during the subdivision construction.

She mentioned the Historical board site and showed the proposed location which is a corner point of the old railroad track which went down to Honeysuckle Beach where they collected logs and continued up to Strayhorn to the Hayden Lake Country Club. It is not proposed to be in the city's right-of-way, but instead to be inside an easement or tract unless the city engineer approves it in a different location (such as the right of way).

She stated that the developer is required to comply with the Northern Lakes Fire Protection District requirements that are listed in the public comments, and she also mentioned the Airport usually requires an avigation easement but that she has not received that request yet from them.

She stood for questions.

Questions from the Commission:

Commissioner Vargas asked about the utilities being placed underground, and if that included electrical power? Ms. Phillips replied yes. To which Commissioner Vargas said "no telephone poles?" and Ms. Phillips said "that is the goal".

Chair Taylor asked City Engineer, Dulci Kau, if there are requirements for how close ingress or egress can be to a roundabout? Ms. Kau answered that there is, which is why this is an access controlled right-in, right-out road to eliminate the conflicting turning movements of left turns.

Chair Taylor also asked about the historical board and the proposed city right of way spot for it, to which Ms. Kau stated that the city definitely wants that to not be located in the city right of way as there are multiple mains in this vicinity.

Chair Taylor also asked legal counsel, Fonda Jovack, if the historical board was placed in the city right of way, could there be a document stating that the subdivision HOA be responsible for the maintenance of that area? To which Ms. Jovick responded saying no, but the city and the applicant have a goal of providing signage in the most practical location.

Vice Chair, Morris asked about the access off Honeysuckle Avenue, and if the utilities must travel with the street? And mentioned is there a plan to bring the path "all the way through." Ms. Kau answered by saying that she cannot recall what the water provider's design was through that area, but she went on to say that there is no gravity sewer in that vicinity. She stated that it really is for transportation; vehicular and pedestrian.

Ms. Phillips left a slide up on the projector screen showing the development layout. Public comments were then taken.

Public Comments: 5 minutes allotted for individuals, 15 minutes allotted for groups.

FOR:
A letter was read into record by Chair Taylor on behalf of a public comment for:

Matt Lambert: 732 Ripatti Way, Hayden, ID 83835. "I am writing in support of the Monaghan Estates Subdivision. I think this is a logical use of property in our area to get some incremental housing supply. As a resident of The Fields, I would like to see the city consider Monaghan Estates as a supporting factor in developing a sidewalk that would run along the East side of North Maple Street from Ripatti Way to Hayden Avenue. We already have a number of children in The Fields walking to Hayden Meadows along the roadside. Drivers are courteous here, but it will still be much safer to have dedicated sidewalk on Maple Street that would connect these subdivisions to the sidewalk on Hayden Avenue and provide a more suitable walking path for children heading to Hayden Meadows."

John Avla: 8600 North 4th Street Hayden, ID 83835: Is for the proposal, but has numerous problems with speed limit on 4th Street. Would ask that the commission look at the speed limit between 4th street and Honeysuckle Avenue which currently is 35 MPH. Has lived at his residence for seven years, and there have been multiple fatalities on 4th street including pedestrians and deer. Mr. Avla thinks the increase in traffic will cause more issues, and requests changing the speed limit to 25 MPH.

NEUTRAL:
Bill Brizee: 12201 N Strahorn Road, Hayden, ID 83835. Member of the Hayden Historic Preservation Commission and was not there in that capacity for comment. He started his comment by thanking the developer for allowing the commission to go in and take photos of this property for its historical value. He mentioned the "historical marker" and the historic commission wanting to make sure that the story of that property gets told. He went on to mention the demolition permit that was pulled for the current structures on this property, and saving some windows, doors, and trim in order to re-use them and preserve the story of this property. He thanked the developer again for accommodating the historic preservation commission.

Kelly Ham: 8843 North Finucane Drive, Hayden, ID 83835. He asked questions during his allotted time. Asking, will there be a fence put in around this subdivision? What is the projected average cost of these homes? He also mentioned the speed limit on Honeysuckle Avenue, and said people usually drive 45 MPH and do not slow down for the roundabout. He also asked if all the trees will be removed from the property? And when they start building these homes, where will they start? He ended by saying "thank you."

Rosie Ham: 8843 North Finucane Drive, Hayden, ID 83835. She began her time by pointing out which house was hers on the map pulled up on the projector screen. Stating that her property is the one that would be right behind the proposed pavilion area for this subdivision. She has concerns about privacy, and noise. She

appreciates the historical value of that area and was curious to know if the “mature healthy trees” on that property will be preserved or not.

AGAINST:

Barth Arotca: 9506 N Secretariat Lane, Hayden, ID 83835. Began by thanking the developer for not building high density housing, and for using Aspen Homes, which he states has a good reputation as a builder in the area which he appreciates. He has questions and concerns about access to Honeysuckle Avenue. He thinks the best access onto Honeysuckle Avenue is through the roundabout, not from the proposed “Road A” as many people speed on Honeysuckle Avenue, and he thinks accessing straight into the roundabout will help prevent high speed accidents, and if accidents to happen they will be at a lower speed. He stated that if the right-in, right-out will be posted by street signs or painted lines, people will ignore those “suggestions” and still make left turns. He requests that a barrier be developed on “Road A” to prevent left turns.

Walt Horn: 9429 North Secretariat Lane, Hayden, ID 83835. Stated that he is an Idaho native and believes in habitat preservation. The property where this subdivision is proposed is a major habitat for local wildlife. He has concerns about the overdevelopment of Hayden, and mentioned seeing this in Phoenix, AZ when he lived there. He believes this kind of building will decrease home values, and crime rates will increase. He stated the development of forest areas is following and mentioned the increase in trash along the roadways.

Applicant Rebuttal:

Mr. Terzulli began his rebuttal regarding putting in a sidewalk on Maple Street and stated that impact fees that are collected from this subdivision will help with the build out of things like this. He appreciates the comment, as he has always felt attention was needed on Maple Street but does not see how it is applicable to this specific subdivision.

He went on to say that there is likelihood of a fence being installed around this subdivision, especially around the recreational/pavilion area and there is no plan to add lights in that area. He also mentioned the mature trees on the property, and the developer’s intention is to preserve as many of them as possible, especially on the perimeter of the subdivision.

Regarding the safety onto Honeysuckle Avenue, he “tends to let the engineer’s figure that out” because he “is not a traffic engineer” but does understand the safety there. He mentioned that it was the discretion of the city engineer who determined that this (Road A) was the best location and connectivity onto Honeysuckle Avenue.

Next, Mr. Terzulli stood for questions and stated that he believes this subdivision meets and exceeds all standards and can be built safely and, in a manor, to promote public health and safety and recommends approval of this proposal.

Chair Taylor asked about the pickle ball courts stating that sometimes the noise can be “pervasive” and if the pickle ball equipment standards could be a part of the CCR’s and if the residence could be required to us “less noisy equipment.” To which Mr. Terzulli stated that they would entertain the idea of residence possibly using “ours.”

Chair Taylor closed the public hearing at 6:38 PM and asked the commissioners if they would like to proceed with deliberations or postpone them to another night? To which the commissioners all agreed to proceed to deliberations.

Deliberations

Commissioner Grano said that he shares the views with a lot of people in the room, and loves the small town feel of Hayden. He continued by saying that this project does meet all the criteria and even exceeds it. He stated he does not have any means to disapprove of it, and it is a good plan.

Commissioner Walters said he agrees with Commissioner Grano.

Vice Chair Morris said that he appreciates the lot size and acknowledged the concern for access onto Honeysuckle Avenue to which he said that it sounds like it was addressed already. He mentioned concerns for the speed limit on Honeysuckle Avenue as well to which legal counsel Fonda Jovack responded saying that the applicant does not have any control over the speed limit through there and that is a City Council decision. She noted that council will be watching the recording of this public hearing and the deliberations of the Planning and Zoning commission as this project comes forward to them. Council will not adjust speed limit during this time, but it will be brought to their attention for consideration at a later date.

Commissioner Vargas noted that everyone has been very nice during the public hearing, and mentioned bringing the speed limit down to 25 MPH. Other than that, he said “he was good with it.”

Chair Taylor differed to the city engineer for the final decision in regard to the right-in, right-out and if they would rather add a fourth leg onto the roundabout instead. He went on to say that the lot sizes are manageable growth, and he sees nowhere that the commission would see any reason to not approve this project.

Motion to approve PZE-26-0035 Monaghan Estates Subdivision preliminary plat request with the recommended conditions of approval. Finding the request is in accordance with the standards of Hayden City code based upon testimony received at the Planning and Zoning Commission public hearing and the record of request. This motion, made by Commissioner Grano and seconded by Vice Chair Morris; Motion carried.

Tony Grano:	**Yes**
Shawn Taylor:	**Yes**
Chris Morris:	**Yes**
Vince Vargas:	**Yes**
Ron Walters:	**Yes**

Chair Taylor explained that this motion was approved to recommend approval to City Council.

NEW BUSINESS
Item 4A: Coeur d' Alene Airport District Overlay Discussion and Direction is postponed to a later date.

Item 4B: New & Unlisted Use – Mobile Food Truck Complex Discussion:
This item was presented by Shannon Drappo, City Planner. She stated there was a mobile pilot program that was during 2020-2021, and it was repealed in 2021. Since then, there have been multiple calls, e-mails, and walk in interest for a mobile food establishment. Ms. Drappo said that this use is not on the list of approved uses as of today. She stated that city staff wanted to bring this to the attention of the Planning and Zoning Commission to see how they felt about adding this to the uses table. And would like to start the discussion to see if they would like city staff to add this to code.

Chair Taylor said yes that he thinks all of the commissioners would agree that having more food options in the area is a great idea.

Commissioner Grano said that he likes food trucks and mentioned the uniqueness that it brings to the area.

Vice Chair Morris agreed shaking his head yes and saying, "on the record."

Commissioner Walters also agreed and asked if there would be a mobile food truck complex in a permanent set up or just a temporary spot where people could park for a weekend and then move it after that. Ms. Drappo and legal counsel confirmed that this was the point of the discussion tonight, was to see how the commission felt about either of those options because it could be one or the other, or both options, or none.

Vice Chair Morris stated that he would be in support of staff putting both options (permanent mobile food truck complex and a temporary option) back into code. All other commissioners shook their heads or stated "yes" in agreement.

REPORTS
Community Development Director's Report

Director Phillips reported that the Coeur d' Alene Airport Director was meant to attend the meeting but was called away unexpectedly so that is why he was unable to attend. She confirmed that he does wish to present to the commission and is on the agenda for the 1st meeting in June.

She continued by saying that there is a plan for a joint workshop between PZC and City Council regarding the new code amendments for the second meeting in June. Commissioner Grano confirmed the date of this workshop. The date is confirmed to be June 15th, 2026.

Legal Counsel, Fonda Jovick stated that they can send out the new legislation ahead of the meeting time, so that their commissioners have a chance to look it over before the workshop. Director Phillips confirmed that it will be sent out to the commissioners.

Ms. Jovick went on to say that the city has an obligation to enact or amend the city code by February 27th, 2027, and the comprehensive plan has to be amended.

Director Phillips said that with the collaboration of city council and PZC, that will help with the code amendments.
The workshop meeting date was confirmed again as June 15th, 2026.

Chair Taylor asked if there were any public hearings coming up, to which Ms. Phillips said no, not yet.

Ms. Phillips continued by saying that she met with each of the commissioners from PZC to go over Ms. Jovick's PowerPoint presentation that she would have presented during the last meeting, had that meeting not been canceled. She said that if the Commissioners have any questions about the presentation that they can reach out to her or they can ask now. The highlights that she mentioned were the violation of due process rights, bias, exparte communication, and conflicts of interest.

Vice Chair Morris asked if it would have been better to call ahead of time and ask questions before the public hearing?

To which Ms. Jovick said yes, always calling ahead of time to give city staff enough time to come up with a well-reasoned response is good, and you can still ask your question during the public hearing as well. She went on to say the other thing you could have done once the applicant completed the rebuttal and the public hearing was closed, during deliberations you could have asked staff questions, and could have asked the city engineer about the round-about. Clarifying to Vice-Chair Morris, that those questions cannot be asked now because it is an open record still occurring, but for future reference.

ADJOURNMENT
Chair Taylor adjourned meeting at 6:55 PM

Respectfully submitted,

Sadie Roe

Sadie Roe, Clerk

CITY OF HAYDEN IDAHO
8930 N Government Way Hayden, Idaho 83835

To: Mayor Davis and Members of the City Council
From: Donna Phillips, Community Development Director
Date: June 3, 2026

STAFF EXECUTIVE SUMMARY

Monaghan Estates Subdivision (PZE-26-0035)

Project Description: The applicants are requesting approval for preliminary plat approval of a single-phase major subdivision to include 20 Single Family Residential (R1) lots on two parcels totaling approximately 8.67 acres in size.

Location: The property is located directly north of West Honeysuckle Avenue and North 4th Street, better known as 751 W Honeysuckle Avenue.

Legal Description: Parcel 1) Avondale, Portion of Tax #14100 Except Right-of-way and Parcel 2) Portion Tax #14100 Except Right-of-way [Inside Hayden Lake Watershed Boundary], and Tax #14691 Except Right-of-way and both being in Section 24 Township 51 North Range 04 West, BM, City of Hayden, Kootenai County, Idaho.

Applicant Representatives: Olson Engineering, Inc.

Owners: Aspen Homes and Development, LLC

Application Filed: March 24, 2026

Notice Provided:

PZC/CC
Agency: April 14, 2026
Adjacent Property Notice: May 1, 2026
Site Posting: May 1, 2026
Newspaper/Website/PSA: May 1, 2026

Hearing Date(s): PZC: May 18, 2026

Planning and Zoning Commission Packet:

The Preliminary Plat Flow Chart and Standards of Approval **can be found using the link. The** Staff Analysis is attached in Boardbook. Public comments received as a result of noticing shall be

attached to the Boardbook agenda item. {All items provided here through links shall be available in the project file.}

GENERAL REVIEW INFORMATION: The "Background & Summary of Request" will give the general overview of the project, what has occurred since the time of application, and general information related to the standards by which this subdivision request shall be held. The request for the subdivision is vested under the codes in effect at the time of the completed application.

Staff: See Staff Analysis pages 1-2.

FINDINGS:

12-3-4(F) Standards of Approval: The applicant has demonstrated that all existing and proposed infrastructures meets or can be constructed prior to final plat or within the approval duration identified in 12-3-4(G) from the date of City Council approval of the master development agreement which approves the preliminary plat to meet the following standards:

HCC §12-3-4 (F) (1): Infrastructure can/cannot be constructed to function in a manner that promotes the public health, safety, and welfare.

HCC §12-3-4 (F) (2): Infrastructure can/cannot be constructed and located in an orderly manner that accommodates ongoing maintenance needs when taking into consideration collocation of other infrastructure.

Staff: Standard #1 & #2 may be addressed throughout the remainder of the staff analysis and the applicant's narrative.

HCC §12-3-4 (F) (3): Infrastructure is/is not or will/will not be in compliance with applicable city, state, and federal policies and regulations as follows:

a) Provisions have/have not been made for a water supply system that satisfies city, Idaho Department of Environmental Quality (IDEQ), and NLFPD requirements.

Applicant: See applicant's narrative on page 28.

Staff: Avondale Irrigation District (AID) provided a Conditional Will Serve Letter dated March 23, 2026. Idaho Department of Water Resources identified the project would be served by Avondale Irrigation District and had no concerns with the proposal. They also noted the project could be served by North Kootenai (found on page 9). NLFPD provided comments as shown in Public Comments attached in Boardbook.

b) Provisions have/have not been made for a public sewage system in accordance with the city and Hayden Area Regional Sewer Board's (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.

Applicant: See applicant's narrative on page 28.

Staff: City of Hayden provided a Will Serve Letter dated March 13, 2026. The project site is wholly within the H-1 basin. "The intent and willingness of the City of Hayden to serve and treat sewer for the property described in this letter. However, this service is limited based on capacity available at the time of connection in the City's collector sewer lines [in the H-1 Basin] and capacity for treatment at the Hayden Area Regional Sewer Board's treatment facility. Please be advised that the City of Hayden has no singular jurisdictional authority over treatment and capacity at the sewer treatment plant and therefore cannot independently or expressly authorize expansion, enlargement, or extension of the facility, should capacity at the treatment plant be reached at the time of connection."

c) Provisions have/have not been made for snow storage that satisfies the City Public Works Department as the design relates to snow storage and removal practices. If snow storage is proposed to be collocated with stormwater, it shall only be in roadside swale areas and not in regional detention basins unless approved administratively by the City Engineer who shall determine that the likelihood of flooding is minimal.
d) Provisions have/have not been made for stormwater systems that satisfy the City and IDEQ requirements.
e) Provisions have/have not been made for streets that are consistent with the adopted transportation plan, as amended, and the transportation element of the adopted comprehensive plan, as amended and that satisfies the City, ITD, adjacent jurisdictions, and local highway district requirements. Where cul-de-sacs are proposed, they are required to be approved administratively by the City Engineer who shall determine that they are limited to portions of developments in which street continuity is not foreseeable due to property configurations and/or that they are needed to address site-specific conditions. A cul-de-sac shall be limited to 400' in length measured from the edge of adjacent street right-of-way to the back of the cul-de-sac, unless an exception to this standard is allowed by the City Engineer.

Applicant: See applicant's narrative on page 28.

Staff: See staff analysis beginning on page 3.

f) Provisions have/have not been made for parks and open space that are consistent with the adopted parks master plan, as amended, and that satisfies the city's requirement.

Applicant: See applicant's narrative on page 28.

Staff: A continuation of the multi-modal path on the north side of West Honeysuckle Avenue shall be constructed as a requirement of this project. Park impact fees shall be collected at the time of building permit. See staff analysis beginning on page 6.

HCC §12-3-4 (F) (4): Provisions have/have not been made for erosion controls and geo-hazards stabilization both during construction and as needed for permanent controls to the satisfaction of the city.

HCC §12-3-4 (F) (5): Provisions have/have not been made for gas, power, telecommunications, mailboxes, and similar infrastructure.

HCC §12-3-4 (F) (6): Provisions have/have not been made for driveway locations that take into consideration the width and location of the driveway in relation to the location of snow storage, utility boxes, crosswalks, adjacent roads, mailboxes and the like.

Applicant: See applicant's narrative on page 28.

Staff: See Staff Analysis page 7.

HCC §12-3-4 (F) (7): The area proposed for subdivision is/is not zoned for the proposed use and the use conforms to other requirements found in this code.

Applicant: See applicant's narrative on page 28.

Staff: See Staff Analysis beginning on page 7. As the purpose of the zoning ordinance is made in accordance with a comprehensive plan, the analysis includes much of the comprehensive plan. This analysis begins on page 7 of the staff analysis. Additionally, as always, the full Goals and Policies may be found in the Appendix beginning on page 24.

HCC §12-3-4 (F) (8): The developer has made adequate plans to ensure that the community will bear no more than its fair share of costs to provide services by paying fees, furnishing land, or providing other mitigation measures for off-site impacts to streets, parks, and other public facilities within the community. It is the expectation that in most cases, off-site improvements will be dealt with through the agreements.

Staff: All on-site and off-site improvements shall be required of the Developer which could include various agreements, and infrastructure per the adopted City Code, standards, and plans.

Staff Recommended Conditions of Approval (begins on page 9 of the staff analysis):

General Conditions of Approval:

1. The Developer shall be required to reflect all necessary permanent dedications and/or easements (to include but not be limited to avigation, sewer, stormwater, water, utilities, etc.) on the face of the final plat of the subdivision and to record as a separate document all necessary temporary easements and to identify to whom the dedication and/or easement is to be granted and for what purpose.
2. All permits from outside agencies (ie. CDA Airport, HARSB, AID, IDEQ, NLFPD, and PHD) shall be obtained prior to construction of any future development or building permit issuance.
3. This approval shall run with the land for the term approved herein regardless of whether the property ownership, applicant and/or design professionals noted herein remain the same, whether collectively or individually.
4. Home Owners Association (HOA) documents and legal instrument providing a mechanism for funding shall be required prior to the recordation of the final plat to maintain the open space and landscaping island areas to be owned or maintained by the HOA.
5. Deeds for transfer of ownership of property to become owned by the home owners' association shall be provided to the City in the form acceptable to the City at the completion of any required infrastructure to be recorded concurrent with the final plat free of all liens and encumberances.

Access Conditions of Approval:

6. All lots shall be accessed from the internal roads of the subdivision. No lot shall have any form (primary, secondary, for accessory buildings, etc.) of direct individual access onto Honeysuckle Avenue. The final location of all driveways shall be subject to the review and approval of the City. Particular attention will be paid to location of utility pedestals in relation to driveway and snow storage needs and to those lots at intersections to avoid conflict with the required traffic flow.

Construction Plan Requirements:

7. The construction plan submittal shall include those requirements as identified in Hayden City Code §12-6 and more specifically as follows:
    a. The Developer shall use the City of Hayden Sanitary Sewer system to serve future development in accordance with the adopted Sewer Master Plan. No cross country sewer alignments are allowed.
    b. No USPS mailboxes shall be allowed on Honeysuckle Avenue. A letter (e-mail) from the US Postal Service with respect to mailbox locations shall be provided, with the intent to place the mailboxes within the subdivision on the internal streets.
8. Landscape Plans: Detailed landscaping plans conforming to the requirements of City Code, shall be submitted for the entire development with construction plans for required subdivision improvements for review and approval by the City. All distrurbed areas shall be stabilized with dryland grass or other approved BMP.
    a. Individual Lots: The landscape plans shall include a dryland grass mix and shall be applied until individual lots are constructed and the hydro-seeding, installation of the irrigation system and required landscaping are completed.
    b. Street Frontage: Along all street frontages shall be included within the landscaping plan submittal, with actual street tree placement to be completed at the time of building permit for all lots on the internal streets, with the exeption of landscaping required with the open space tracts to be owned by the homeowner's association, and/or multi-modal pathways and the associated landscaping.
    c. Multi-modal Class I pathway: Shall be a requirement of the construction plans and required as a condition of acceptance of infrastructure in accordance with the design standards of the adopted Transportation Plan and/or Park Master Plan.
    d. Open Space Tract(s): Shall be a requirement of the construction plans and required construction of the subdivision to be completed prior to final plat.
9. A historical interpretative sign structure shall be constructed in accordance with the adopted sign structure type with the sign content to be provided by the City Historical Preservation Commission and the sign shall not be placed within the City's right-of-way, but shall be placed within a dedicated easement or tract.

Requirements requested by other Agencies:

10. The Developer shall comply with the requirements from the Northern Lakes Fire Protection District.
11. The avigation easement requested by the Coeur d'Alene Airport shall be recorded and shall be referenced on all final plats of the subdivision.

Possible Motions of City Council:

- **Motion to Approve** – I move to approve the PZE-26-0035 Monaghan Estates Subdivision preliminary plat request with Planning and Zoning Commission recommended conditions of approval, finding that it **IS** in accord with the standards of Hayden City Code, based upon testimony received at the Planning and Zoning Commission Public 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 deny the PZE-26-0035 Monaghan Estates Subdivision preliminary plat request, finding that it is **NOT** in accord with the standards of Hayden City Code, and, based upon testimony received at the Planning and Zoning Commission Public Hearing and the record of the request for the following reasons: _____.

Monaghan Estates
Tax Parcel #H-0000-024-1600 & H-0450-24-103-AB
Owner: Aspen Homes and Development LLC
Case No. PZE-26-0035

Contents

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STAFF RECOMMENDED CONDITIONS OF APPROVAL 9

SUMMARY OF REQUEST

The applicant, Olson Engineering, Inc., on behalf of the owners, Aspen Homes and Development, LLC, is requesting the approval of a major subdivision of two parcels into 20 single-family residential lots. The parcels are 7.01 acres and 1.66 acres, respectively, totaling 8.67 acres. The property is zoned Single-Family Residential (R1) and is currently residential with customary accessory structures and vacant land. The following demolition permits PB25-0578 and PB25-0579 have been issued, PB25-0580, PB25-0581, & PB25-0582 are ready to issue for the various structures on the site.

In the review of the structures (constructed between 1949 and 1961) to be demolished, the Historic Preservation Commission identified the general location as having historical significance to the city. The roads of 4th Street, Honeysuckle Avenue, and Strahorn Road connected the City of Coeur d'Alene to the Hayden Lake Country Club via train. These roads are built upon old railroad locations. Additionally, the railroad picked up logs from the mill south of Honeysuckle Beach,

and fruit from the packing plant near this site north of Honeysuckle Avenue. The property immediately southeast of project site was a part of the estate area known as Clarksville encompassing Clark Point and the Clark Estate with their main entrance accessed from Honeysuckle Avenue to Lower Hayden Lake Road. The Historic Commission asked the owner to consider a location for an interpretative sign to be placed north of the multi-modal pathway to educate the public on the importance of this historical area to the community.

LOCATION
The subject site is located North of East Honeysuckle Avenue and North 4th Street, more commonly known as 751 E Honeysuckle Avenue.

LEGAL DESCRIPTION

Parcel 1: Portion of Tax #14100 Except right of way (Inside Hayden Lake Watershed Boundary) and Tax #14691 Except right of way in Section 24, Township 51 North, Range 04 West containing 7.01 acres.

Parcel 2: Avondale, Portion of Tax #14100 Except right of way in Tract 103, Section 24, Township 51 North, Range 04 West; containing 1.66 acres.

ANALYSIS
The analysis is organized following the general standards 1 through 8 of the Hayden City Code §12-3-4, which can be found in their entirety in the Appendix. Those items of the analysis, which are required of all subdivisions, shall be found in the Appendix and made a part of this staff analysis. Those items, which are more site specific, shall be identified in the analysis provided here.

1. **Infrastructure *can/cannot be* constructed to function in a manner that promotes the public health, safety, and welfare.**

2. **Infrastructure *can/cannot be* constructed and located in an orderly manner that accommodates ongoing maintenance needs when taking into consideration collocation of other infrastructure.**

Standard #1 &#2 may be addressed throughout the remainder of the staff analysis and the applicant's narrative.

3. **Infrastructure *is/is not or will/will not be* in compliance with applicable city, state, and federal policies and regulations as follows:**
   a) **Provisions *have/have not* been made for a water supply system that satisfies city, Idaho Department of Environmental Quality (IDEQ) and Northern Lakes Fire Protection District requirements.**
   b) **Provisions *have/have not* been made for a public sewage system in accordance with the City and Hayden Area Regional Sewer Board's (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.**
   c) **Provisions *have/have not* been made for snow storage that satisfies the City Public Works Department as the design relates to snow storage and removal practices. If snow storage is proposed to be co-located with storm water, it shall only be in roadside swale areas and not in regional detention basins unless approved administratively by the City engineer who shall determine that the likelihood of flooding is minimal.**
   d) **Provisions *have/have not* been made for storm water systems that satisfy the city and IDEQ requirements.**

e) Provisions *have/have not* been made for streets that are consistent with the adopted transportation plan, as amended, and the transportation element of the adopted comprehensive plan, as amended, and that satisfies the city, ITD, adjacent jurisdictions, and local highway district requirements. Where cul-de-sacs are proposed, they are required to be approved administratively by the City engineer who shall determine that they are limited to portions of developments in which street continuity is not foreseeable due to property configurations and /or that they are needed to address site-specific conditions. A cul-de-sac shall be limited to 400' in length measured from the edge of adjacent street right-of-way to the back of the cul-de-sac, unless an exception to this standard is allowed by the City Engineer.
f) Provisions *have/have not* been made for parks and open space that are consistent with the adopted parks master plan, as amended, and that satisfies the city's requirement

Potable Water and Fire-flow:

The subject property is located within the Avondale Irrigation District (AID). The Developer has submitted a Conditional Will Serve letter from AID, dated March 23, 2026. 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 subject property is located within the Northern Lakes Fire Protection District (NLFPD). As a part of the subdivision construction, the property owner shall install fire hydrants and construct all infrastructures, which shall be designed and located as required by the Northern Lakes Fire Protection District and Avondale Irrigation District. As of the date of this analysis, NLFPD has not provided agency comments related to this project. Should comments and/or conditions be received prior to the public hearing, those will be entered into the file for the hearing body's consideration.

City Collection System:

Alan Soderling, PE, City of Hayden Public Works Director, provided a Will Serve letter for City sewer on dated March 13, 2026, as required by Hayden City Code §12-3-4(A) (10). Per the Will Serve Letter provided by Mr. Soderling, the project site is within the H-1 sewer basin of the City's sewer plans. "It is the intent and willingness of the City of Hayden to serve and treat sewer for the property described in this letter. However, this service is limited based on capacity available at the time of connection in the City's collector sewer lines [in the H-1 Basin] and capacity for treatment at the Hayden Area Regional Sewer Board's treatment facility. Please be advised that the City of Hayden has no singular jurisdictional authority over treatment and capacity at the sewer treatment plan and therefore cannot independently or expressly authorize expansion, enlargement, or extension of the facility, should capacity at the treatment plant be reached at the time of connection."

At the time of future development, the developer shall be required to construct all sewer infrastructures in conformance with the 2020 Collection System Master Plan Update, State law, and all City sewer policies, standards and technical memos. Per the City's adopted sewer policies, no cross-country sewer shall be allowed. The preliminary plat provided an overall sewer layout. Changes to configurations of sewer and/or streets may be required, which may require an amendment to the preliminary plat in accordance with the Hayden City Code. The Developer shall be required to reflect all necessary sewer easements on the face of the final plat of the subdivision.

HARSB Treatment Plant:

The subject property is located within the service area of the Hayden Area Regional Sewer Board (HARSB). Will serve letters are provided by the City of Hayden and not generally received from HARSB.

Streets, Pedestrian Paths, and Right-of-Ways:

Transportation Impact Analysis (TIA):

Hayden adopted a Transportation Analysis Process, Requirements, and Guidelines in December of 2020. In section 2.1 Requirements, the policy identifies when a TIA shall be prepared, unless waved by the City Engineer.

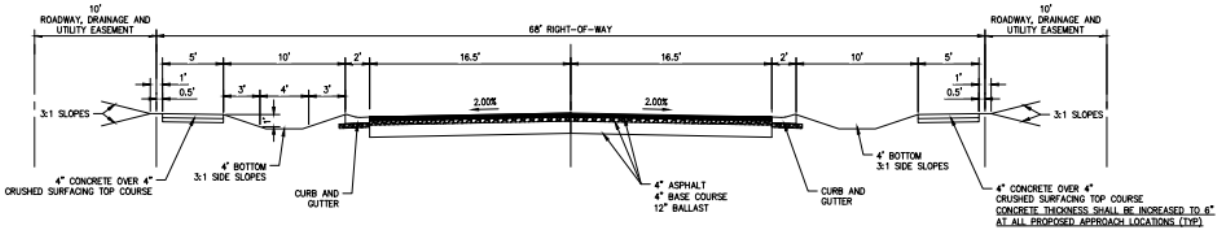
A trip generation letter provided by Steve Soltys, Olson Engineering, identified what the peak hour trip generation and the average daily trip generation is expected to be for this project site of 20 single family lots based on the ITE Trip Generation Manual.

When a TIA is required	Information provided per request
When the peak hour trip generation is expected to exceed 75 vehicle trip ends from the proposed development	23 Peak Trips Expected – Does not exceed
When the average daily trip (ADT) generation is expected to exceed 500 trips from the proposed development	230 ADT Expected – Does not exceed
When the proposed development changes the currently accepted Comprehensive Plan land use assumptions	No change in Comprehensive Plan Requested

Therefore, no Transportation Impact Analysis was required for this project.

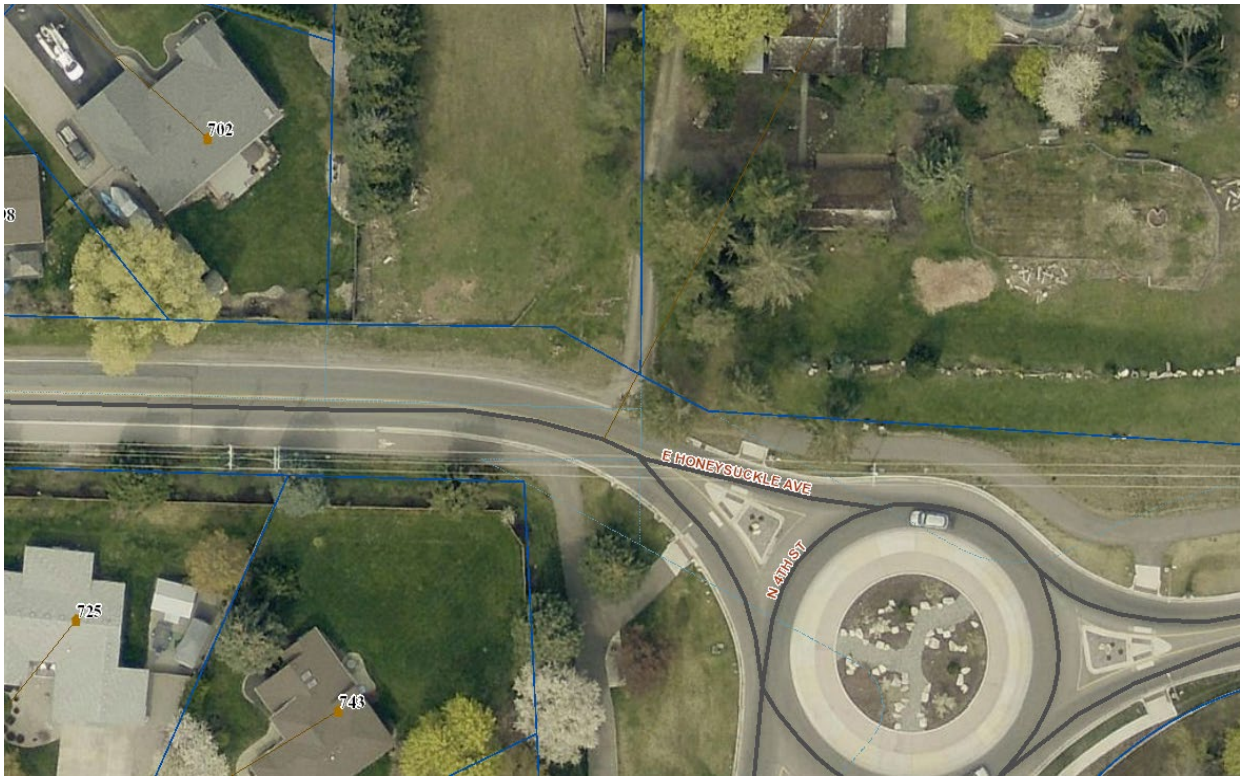
Required Street Construction:

The proposed internal streets shall be contained within the boundaries of the subject lot and shall connect to the extension of N Secretariat Lane to the north and via an east-west road named "Road A" intersect with East Honeysuckle to the south. These local streets shall be constructed to an ST-111 and ST-111A typical section. The proposed extension of N Secretariat Lane includes landscape medians, with additional right-of-way. The HOA shall maintain the landscape medians. "Road A" shall have adequate turnaround easements and asphalt to meet snow removal and fire requirements.



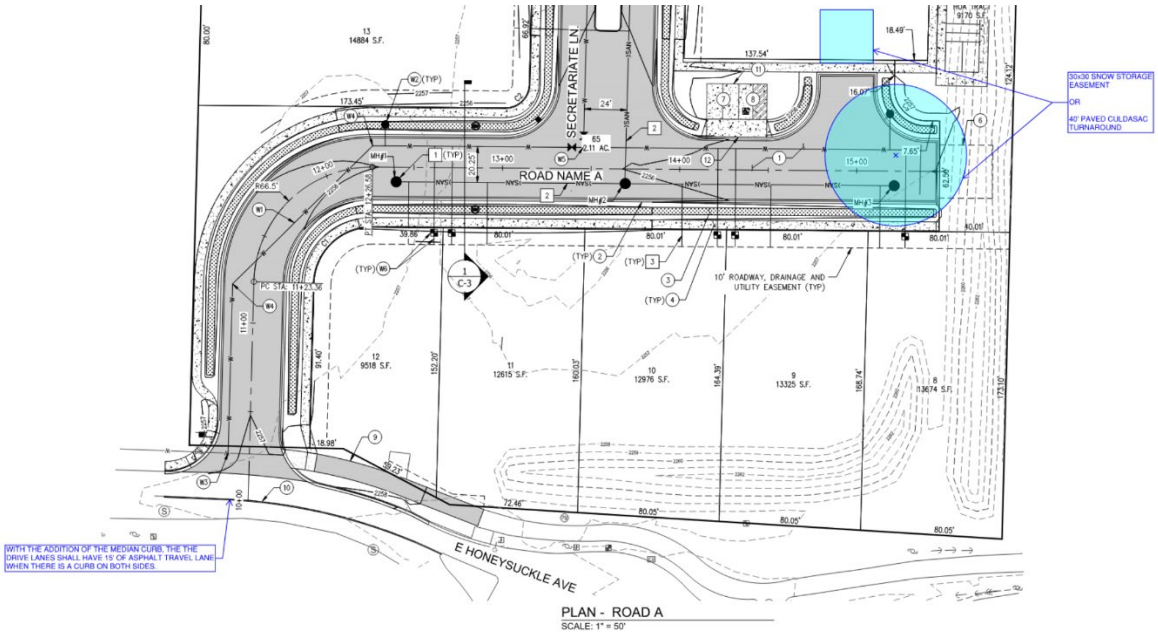
TYPICAL SECTION - N SECTARIATE STA: 13+86 TO 17+00
ROAD A STA: 10+44 TO 13+01 - 14+15 TO 14+49 - 15+39 TO 15+44

1" = 5'



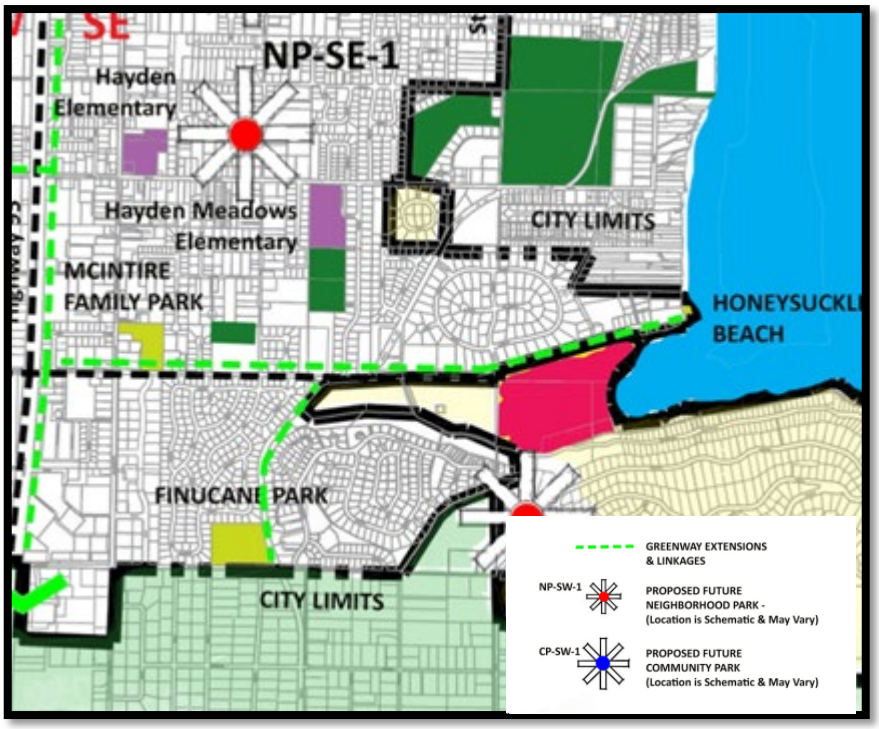
Honeysuckle Avenue:

Honeysuckle Avenue road frontage improvements for most of the project site were constructed with the roundabout as shown above. For that area west of the roundabout for the project site, the remaining road frontage and future intersection improvements of "Road A" and Honeysuckle Avenue shall be constructed in accordance with the requirements as identified for the transition from the roundabout to the modified typical section of Honeysuckle Avenue as shown below. "Road A" will be a right-in, right-out median-controlled intersection. All roadways shall be constructed to the City of Hayden Code, Policies, and Plans.



Multi-Modal Connections:

Parks Master Plan: Identifying greenway extensions, linkages, & proposed future parks



Both the 2040 Transportation Strategic Plan (In 8.2.1 and 8.2.2) and the 2040 Parks Plan identify when a multi-modal transportation connection is important. As shown to the right, the Master Plan of the 2040 Parks Plan identifies a trail system along East Honeysuckle Avenue. The 2040 Transportation Strategic Plan also identifies Honeysuckle Avenue in this area to have a Class I separated multi-use path. Under 8.2.2 Bicycle and Pedestrian Improvements, the identified customer bases include: recreational users, commuters, students and exercise enthusiasts. Well defined neighborhoods, parks, schools, shopping centers, connection points to adjacent community networks, recreational destinations, and connections to regional bus routes are all reviewed and included when looking at where to place the multi-modal pathways. Therefore, the continuation of the multi-modal pathway on the north side of East Honeysuckle Avenue shall be included as a condition of subdivision approval instead of the typical sidewalk that will be seen on the internal road network.

Landscaping:

Landscaping associated with the multi-modal Class I separated path identified by the transportation plan (Figure 8.2), or the Greenways identified by the parks plan above, shall be a requirement of the construction plans and required as a condition of acceptance of infrastructure.

No additional parkland is required of the project; however, the project proposes to also include landscape medians along Secretariat Lane and provide HOA space. Homes in this subdivision shall pay impact fees in accordance with the adopted fee schedule at the time of building permit issuance.

The construction plans shall include landscape plans for the required street frontage improvements in conformance with Hayden City Code and shall be reviewed at the time of construction plan submittal. Irrigation, grass, and trees shall be placed at the time of the building permit for each of the lots within the subdivision according to the approved landscape plans.

4. **Provisions *have/have not* been made for erosion controls and geo-hazards stabilization both during construction and as needed for permanent controls to the satisfaction of the city.**

5. **Provisions *have/have not* been made for gas, power, telecommunications, mailboxes, and similar infrastructure.**

6. Provisions ***have/have not*** been made for driveway locations that take into consideration the width and location of the driveway in relation to the location of snow storage, utility boxes, crosswalks, adjacent roads, mailboxes and the like.

All parcels shall be accessed from the roads within the interior of the subdivision. No individual access (primary or secondary) shall be to Honeysuckle Avenue.

The mailbox locations shall be on the internal public street due to traffic conflict concerns on Honeysuckle Avenue.

7. The area proposed for subdivision ***is/is not*** zoned for the proposed use and the use conforms to other requirements found in this code.

Zoning:

Hayden City Code §11-2-2:

The Single-Family Residential (R-1) Zone provides for the classic Hayden neighborhood where single family homes on smaller lots are permitted. Accessory dwelling units are permitted, but two-family dwellings are not. All lot development shall be in accordance with Hayden City Code at the time of building permit issuance.

Surrounding Zoning Map and Comprehensive Plan Land Uses:

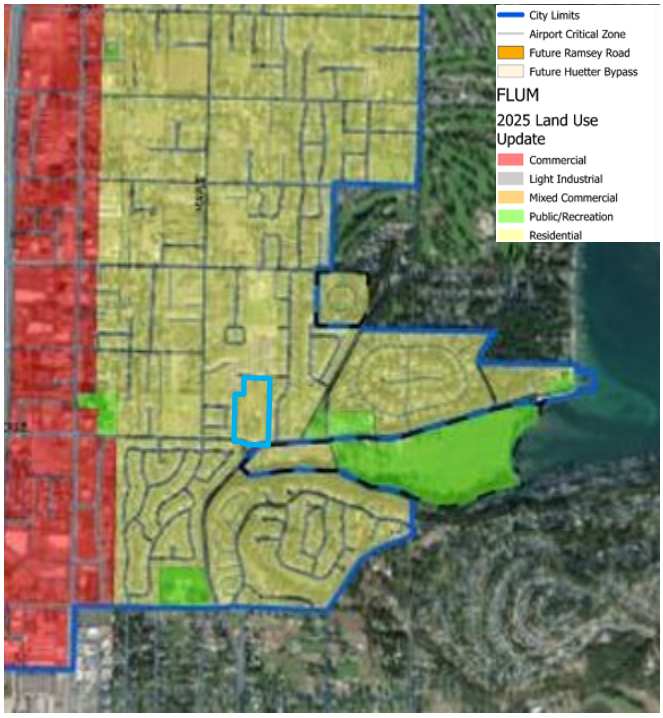
City of Hayden Zone Map

Zoning Map (shown above):

Properties to the west, north and east have a Single Family Residential (R1) zone designation. Property to the southwest and further to the southeast is within a Planned Unit Development with a single-family residential underlying zone designation. Property immediately to the southeast is in unincorporated Kootenai County and has an Agricultural-Suburban zone designation respectively.

Surrounding Current Land Uses: The properties to the north, east and west and southwest are residential uses and southeast is residential and farm land.

Hayden City Code Title 12 Subdivisions identifies the provisions are adopted to provide for the orderly division of land within the city, and to guide the future growth and development of the city in accordance with the comprehenisve plan in addition to encourage, guide the design and construction of infrastructure, and protect and provide for the public health, safety, and general welfare of Hayden.



Comprehensive Plan Land Use Map Designations (shown to the right): The project property is shown as Residential. A Residential land use allows for lots of varying sizes designed for people to live. Housing design may vary between and through residential areas.

The vision of the City is as follows:
Hayden is a well-managed Idaho town that prioritizes responsible growth and mature infrastructure planning practices to provide a variety of housing options, to encourage small business development, and to protect its natural resources.

Goals are broad , community supported statements that express long-term aspirations based on public input and regional coordination.

Policies are clear guidelines that reflect community values and direct decision-making on land use, infrstructure, and public investment.

The Goals and Policies may be found in the Appendix. Goals that could be considered would be related to the following topics:

- Protecting and strengthening existing neighborhoods
- Implement adequate parks and open leisure space to compliment the associated neighborhood.
- Ensure infrastructure development costs are shared equitably
- Develop land within the City prior to annexation of adjacent lands
- Promote non-motorized connectivity

Policies that could be considered would be related to the following topics:

- Development will be compatible with the land use chapter of the Comprehensive Plan and fiscally responsible in supplying adequate transportation, utilties, and parks to nely developed areas
- Variety of cohesive housing options will be encouraged when considering infill projects
- Parks, leisure or natural space will be incorporated into all future housing development projects.
- Infrastructure will be evaluted based on its impact to public facilities, utility services and existing City resources.

- Establish non-vehicular pathways to promote access to neighborhood parks.
- Land use decisions will consider the preservation of historical structures.
- Protect lives and property from environmental and man-made risks and hazards.

8. **The developer has made adequate plans to ensure that the community will bear no more than its fair share of costs to provide services by paying fees, furnishing land, or providing other mitigation measures for off-site impacts to streets, parks, and other public facilities within the community. It is the expectation that in most cases, off-site improvements will be dealt with through the agreements.**

All on-site and off-site improvements shall be required of the Developer per the adopted City codes, standards, and plans.

ADDITIONAL INFORMATION

Notice and Comments

In response to the request for comment from 21 agencies on April 14, 2026, the following agencies provided the responses identified below in summary and attached in full:

Agency Comments:

1. On April 14, 2026, Avondale Irrigation District responded that a Will Serve had been provided and that no further comments were required.
2. On April 15, 2026, Idaho Transportation Department responded with no comments.
3. On April 16, 2026, Panhandle Health District responded with a request for a complete subdivision application and requirements met prior to final plat.
4. On April 16, 2026, Kootenai County Sheriff's Office responded with "no issues or concerns at this time."
5. On April 17, 2026, Idaho Department of Water Resources responded the project site would be served by Avondale Irrigation District and had no concerns with the proposal. They did notate that North Kootenai may be able to serve the property as well.
6. On April 30, 2026, Idaho Department of Fish and Game comments with "does not have any comments to submit for this project".

Public Comments: There were no public comments received at the time of completion of the staff review.

STAFF RECOMMENDED CONDITIONS OF APPROVAL

General Conditions of Approval:

1. The Developer shall be required to reflect all necessary permanent dedications and/or easements (to include but not be limited to avigation, sewer, stormwater, water, utilities, etc.) on the face of the final plat of the subdivision and to record as a separate document all necessary temporary easements and to identify to whom the dedication and/or easement is to be granted and for what purpose.
2. All permits from outside agencies (ie. CDA Airport, HARSB, AID, IDEQ, NLFPD, and PHD) shall be obtained prior to construction of any future development or building permit issuance.

3. This approval shall run with the land for the term approved herein regardless of whether the property ownership, applicant and/or design professionals noted herein remain the same, whether collectively or individually.
4. Home Owners Association (HOA) documents and legal instrument providing a mechanism for funding shall be required prior to the recordation of the final plat to maintain the open space and landscaping island areas to be owned or maintained by the HOA.
5. Deeds for transfer of ownership of property to become owned by the home owners' association shall be provided to the City in the form acceptable to the City at the completion of any required infrastructure to be recorded concurrent with the final plat free of all liens and encumberances.

Access Conditions of Approval:

6. All lots shall be accessed from the internal roads of the subdivision. No lot shall have any form (primary, secondary, for accessory buildings, etc.) of direct individual access onto Honeysuckle Avenue. The final location of all driveways shall be subject to the review and approval of the City. Particular attention will be paid to location of utility pedestals in relation to driveway and snow storage needs and to those lots at intersections to avoid conflict with the required traffic flow.

Construction Plan Requirements:

7. The construction plan submittal shall include those requirements as identified in Hayden City Code §12-6 and more specifically as follows:
    a. The Developer shall use the City of Hayden Sanitary Sewer system to serve future development in accordance with the adopted Sewer Master Plan. No cross country sewer alignments are allowed.
    b. No USPS mailboxes shall be allowed on Honeysuckle Avenue. A letter (e-mail) from the US Postal Service with respect to mailbox locations shall be provided, with the intent to place the mailboxes within the subdivision on the internal streets.
8. Landscape Plans: Detailed landscaping plans conforming to the requirements of City Code, shall be submitted for the entire development with construction plans for required subdivision improvements for review and approval by the City. All distrurbed areas shall be stabilized with dryland grass or other approved BMP.
    a. Individual Lots: The landscape plans shall include a dryland grass mix and shall be applied until individual lots are constructed and the hydro-seeding, installation of the irrigation system and required landscaping are completed.
    b. Street Frontage: Along all street frontages shall be included within the landscaping plan submittal, with actual street tree placement to be completed at the time of building permit for all lots on the internal streets, with the exeption of landscaping required with the open space tracts to be owned by the homeowner's association, and/or multi-modal pathways and the associated landscaping.
    c. Multi-modal Class I pathway: Shall be a requirement of the construction plans and required as a condition of acceptance of infrastructure in accordance with the design standards of the adopted Transportation Plan and/or Park Master Plan.
    d. Open Space Tract(s): Shall be a requirement of the construction plans and required construction of the subdivision to be completed prior to final plat.
9. A historical interpretative sign structure shall be constructed in accordance with the adopted sign structure type with the sign content to be provided by the City Historical Preservation Commission

and the sign shall not be placed within the City's right-of-way, but shall be placed within a dedicated easement or tract.

Requirements requested by other Agencies:

10. The Developer shall comply with the requirements from the Northern Lakes Fire Protection District.
11. The avigation easement requested by the Coeur d'Alene Airport shall be recorded and shall be referenced on all final plats of the subdivision.

Appendix

APPENDIX
SUBDIVISION (MAJOR)

STANDARDS FOR SUBDIVISION APPROVAL 1
POTABLE WATER AND FIRE-FLOW 8
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STORMWATER 9
STREETS, PEDESTRIAN PATHS, AND RIGHT-OF-WAYS 9
EROSION CONTROLS AND GEO-HAZARD STABILIZATION 11
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STANDARDS FOR SUBDIVISION APPROVAL

Idaho State Law

1. As per Idaho Code § 67-6513 Each governing board shall provide, by ordinance adopted, amended, or repealed in accordance with the notice and hearing procedures provided under section 67-6509, Idaho Code, for standards and for the processing of applications for subdivision permits under sections 50-1301 through 50-1329, Idaho Code. Each such ordinance may provide for mitigation of the effects of subdivision development on the ability of political subdivisions of the state, including school districts, to deliver services without compromising quality of service delivery to current residents or imposing substantial additional costs upon current residents to accommodate the proposed subdivision. Fees established for purposes of mitigating the financial impacts of development must comply with the provisions of chapter 82, title 67, Idaho Code. Denial of a subdivision permit or approval of a subdivision permit with conditions unacceptable to the landowner may be subject to the regulatory taking analysis provided for by section 67-8003, Idaho Code, consistent with the requirements established thereby .

Hayden City Code

12-3-4 (F) Standards for Approval: The applicant has demonstrated that all existing and proposed infrastructures meets or can be constructed prior to the final plat or within the approval duration identified in 12-3-4(G) from the date of city council approval of the master development agreement which approved the preliminary plat to meet the following standards.

1. Infrastructure can be constructed to function in a manner that promotes the public health, safety, and welfare.

2. Infrastructure can be constructed and located in an orderly manner that accommodates ongoing maintenance needs when taking into consideration collocation of other infrastructure.

3. Infrastructure is or will be in compliance with applicable city, state, and federal policies and regulations as follows:
    a) Provisions have been made for a water supply system that satisfies city, Idaho Department of Environmental Quality (IDEQ) and Northern Lakes Fire Protection District requirements.

    b) Provisions have been made for a public sewage system in accordance with the city and Hayden Area Regional Sewer Board's (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.

    c) Provisions have been made for snow storage that satisfies the City Public Works Department as the design relates to snow storage and removal practices. If snow storage is proposed to be co-located with stormwater, it shall only be in roadside swale areas and not in regional detention basins unless approved administratively by the City engineer who shall determine that the likelihood of flooding is minimal.

    d) Provisions have been made for stormwater systems that satisfy the city and IDEQ requirements.

    e) Provisions have been made for streets that are consistent with the adopted transportation plan, as amended, and the transportation element of the adopted comprehensive plan, as amended, and that satisfies the city, ITD, adjacent jurisdictions, and local highway district requirements. Where cul-de-sacs are proposed, they are required to be approved administratively by the City engineer who shall determine that they are limited to portions of developments in which street continuity is not foreseeable due to property configurations and /or that they are needed to address site-specific conditions. A cul-de-sac shall be limited to 400' in length measured from the edge of adjacent street right-of-way to the back of the cul-de-sac, unless an exception to this standard is allowed by the City Engineer.

    f) Provisions have been made for parks and open space that are consistent with the adopted parks master plan, as amended, and that satisfies the city's requirement.

4. Provisions have been made for erosion controls and geo-hazards stabilization both during construction and as needed for permanent controls to the satisfaction of the city.

5. Provisions have been made for gas, power, telecommunications, mailboxes, and similar infrastructure.

6. Provisions have been made for driveway locations that take into consideration the width and location of the driveway in relation to the location of snow storage, utility boxes, crosswalks, adjacent roads, mailboxes and the like.

7. The area proposed for subdivision is zoned for the proposed use and the use conforms to other requirements found in this code.

8. The developer has made adequate plans to ensure that the community will bear no more than its fair share of costs to provide services by paying fees, furnishing land, or providing other mitigation measures for off-site impacts to streets, parks, and other public facilities within the community. It is the expectation that in most cases, off-site improvements will be dealt with through the agreements.

12-3-4: PROCEDURES

A. Subdivision Plan Standards: Every subdivision plan shall consist of one or more maps, prepared by an engineer or surveyor licensed in the State of Idaho and drawn to a scale that is reasonable and legible with written data which considered together, they shall fully and clearly disclose the following information:

1. The name of the proposed subdivision;
2. The legal description of the land contained within the subdivision;
3. The names, mailing addresses, telephone numbers, fax numbers and e-mail addresses of the applicant and all persons, firms and corporations holding interests in said land;
4. Proof of ownership and consent from all property owners and lienholders granting authorization to subdivide the property and the name and contact information of the authorized agent;
5. A list, prepared by a title company licensed to do business in the State of Idaho, of the names and mailing addresses of all property owners whose property is within or adjacent to the area bounded by lines three hundred feet (300') from the external boundary of the entire proposal area. Such list shall be provided on self-adhesive labels in the number of copies necessary for the hearing(s) scheduled. Said list shall be accompanied by a date stamped tax map prepared by Kootenai County;
6. The name, a mailing address, telephone number, fax number, and e-mail address of the Idaho licensed engineer that prepared the plan;
7. The location of the boundary lines of the proposed subdivision in relation to section, quarter section and quarter-quarter section lines and any adjacent corporate boundaries of the City which are part of the legal description of the property;
8. The boundaries and dimensions of all blocks and lots within the proposed subdivision together with the numbers proposed to be assigned each block and lot. A lot utilized for open space, placement of utility infrastructure such as a lift station, and the like shall be titled a "tract";
9. A data table showing the number of lots, the smallest, largest and average lot area within the proposal site, the total acreage of the entire proposal area, and the density in lots per acre;
10. A statement of proposed provisions for irrigation/domestic water supplies and sewage disposal in the form of a will serve letter from the applicable purveyor, and the Idaho Department of Environmental Quality approved facility plan, if applicable;

11. A sketch map of the general vicinity in which the land proposed for subdivision lies prepared at a scale of not more than four hundred feet (400') to the inch. The vicinity map shall show all adjacent lots and shall show how the streets and alleys in the proposed subdivision connect with existing and proposed streets and alleys in neighboring subdivisions and unplatted property;

12. Any existing or proposed easements and right-of-way dedications, easements to be labeled with the name of the recipient and purpose of the easement;

13. All existing and proposed streets. Show plan, profile and cross sections along with street names (existing and proposed);

14. All adjacent streets. Show existing right-of-way width, and the location of centerline, swales, curbs and sidewalks, and trees;

15. Show location of existing structures such as septic tanks, drain fields, underground storage, wells, houses and outbuildings with notes to indicate if they will remain or be removed along with setbacks from proposed lot lines and streets. Additionally, show the location of any natural features such as wooded areas, streams, drainageways, flood hazard areas identified on the flood insurance rate map, rock outcroppings, or other sensitive, hazardous, or difficult to develop areas;

16. Location, dimensions and area of all tracts of land to be set aside for parks, open space, or other public use or for the use of property owners in the proposed subdivision. Include information on park amenities and uses demonstrating compliance with the City's park plan, annexation agreements, development agreements and the like;

17. Provide a graphic and narrative depicting and explaining development phases, or stages, if the project will be done over several years;

18. Provide preliminary construction plans (typically 50 - 70 percent design unless otherwise approved by the City Engineer) for the subdivision demonstrating constructability and functionality which shall include:

a. Proposed utility infrastructure plan indicating locations, sizes and approximate centerline grades;

b. General grading plan showing existing and proposed topography, identifying areas of cut and fill of over two feet (2') along with and existing and proposed all surface water flow patterns. Conceptual stormwater management plans for all proposed subdivision infrastructure shall be provided;

c. Pedestrian and bicycle circulation plans;

d. A general right-of-way landscape plan;

e. Proposed mailbox locations;

f. Traffic studies;

g. Snow storage and removal plan;

h. Geotechnical or similar study, if required by the City Engineer.

19. For projects which may result in potential negative impacts from the proposed development, additional studies to evaluate the impacts and identify potential mitigation measures may be required as part of the project review process. Such studies may include, but not be limited to, the following:

a. Additional transportation impact analysis shall be required for all development as identified in the currently adopted Traffic Impact Analysis policies.

(1) The requirement may be waived by the City Engineer after his/her review of the City's traffic model and a determination that the analysis is not likely to result in the need for mitigation.

(2) The applicant shall be responsible for all costs associated with a transportation impact analysis and potential mitigation as defined in the study.

b. Additional infrastructure plans and feasibility analyses may be required for submittal to the city for sewer collection and pretreatment infrastructure as required by the City's currently adopted Master Sewer Plan.

c. Additional infrastructure plans and feasibility analyses may be required for submittal to the City for stormwater collection infrastructure in accordance with the City standards and Idaho Department of Environmental Quality standards.

d. Additional geotechnical and/or environmental studies may be required to be completed by the applicant for submittal as part of the project review process, in circumstances where:

(1) Construction activities and/or processes will require blasting or construction activities and processes will result in excessive production of noise, smoke, fumes, odors, hazardous materials, emissions or discharges during construction;

(2) The proposed project is located in an area where sensitive or hazardous conditions are present (this may include, but is not limited to, certain soil conditions, shallow bedrock, seasonal high-water table, wetlands, surface water bodies, or slopes in excess of 15%), where said conditions create the need for special precautions during site construction; or

(3) The project contains a documented and unmitigated environmental hazard, including, but not limited to, underground storage tanks, illegal dump sites, contaminated soils, or other such "brown field" conditions as may be documented.

B. 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 fourteen (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 fifteen (15) days prior to the public hearing notice of the public hearing, shall be published in the official newspaper of the City and shall be provided by mail to those property owners owning land within three hundred feet (300') of the external boundaries of the land being considered along with any additional properties that may be substantially impacted by the proposed subdivision, said determination of substantial impact is to be made by the Planning and Zoning Commission. When notice is required to two hundred (200) or more property owners, extraordinary notice may be given as provided by State law. Notice will also be provided, posted and maintained in accordance with the standards of section 11-12-4 of this Code. The applicant shall bear all costs of publication, mailing of the notices, and posting on the property. The assessors' maps and the title company search will be current within the sixty (60) days prior to issuing notice to the public agencies. If the information is more than sixty (60) days old at the time the notice is issued, the applicant shall provide current information.

C. Planning and Zoning Commission Public Hearing: At, or prior to, the public hearing, the City staff (Planning, Engineering, and other staff as required) shall provide a Staff Review for the Planning and Zoning Commission. This staff review shall address the request based on the standards of approval and City Code, adopted facility plans, including but not limited to transportation, sewer and parks, policies and standards, and provide staff recommended conditions of approval to ensure compliance with the City's requirements.

D. Planning And Zoning Commission Recommendation: After the Planning and Zoning Commission has reviewed the subdivision plan at the public hearing, the commission shall forward a written recommendation to the City Council. The commission shall recommend approval, approval with conditions, or disapproval of the subdivision as soon as practicable. The

City staff shall provide the written recommendation of the commission to the developer and shall advise the developer that the subdivision will be placed on the agenda of the City Council at the earliest practicable date, only upon the developer's written request.

E. City Council Decision: Upon receipt of a written request that the subdivision be placed on the Council agenda, the subdivision request will be placed on the next available Council agenda. The City Council, upon receipt of recommendations from the Planning and Zoning Commission, and after opportunity to review the file and minutes from the public hearing, shall act upon the request. The City Council may approve, approve with conditions, or disapprove the subdivision. City staff will notify the developer in writing of the decision of the City Council. Should the Planning and Zoning Commission recommend a substantive change to the preliminary subdivision plan involving a significant change, including, but not limited to, substantial changes in layout, density, or points of access, a public hearing may be required before the City Council, with proposed revisions as recommended by the commission subject to agency and public notice requirements for a public hearing, as detailed in subsection B of this section.

Should the applicant wish to contest the recommendations of the Planning and Zoning Commission, the applicant may provide a written statement of their objections regarding the Planning Commission recommendations for inclusion in the City Council deliberations on the subdivision request. Such written statements must be received at least five (5) days prior to the scheduled City Council meeting.

F. Standards for Planning and Zoning Commission or City Council Approval: The applicant has demonstrated that all existing and proposed infrastructures meets or can be constructed prior to final plat or within the approval duration identified in 12-3-4(G) from the date of City Council approval of the master development agreement which approves the preliminary plat to meet the following standards:

1. Infrastructure can be constructed to function in a manner that promotes the public health, safety, and welfare.

2. Infrastructure can be constructed and located in an orderly manner that accommodates ongoing maintenance needs when taking into consideration collocation of other infrastructure.

3. Infrastructure is or will be in compliance with applicable City, State, and Federal policies and regulations as follows:

a. Provisions have been made for a water supply system that satisfies City, Idaho Department of Environmental Quality (IDEQ) and Northern Lakes Fire District requirements.

b. Provisions have been made for a public sewage system in accordance with the City and Hayden Area Regional Sewer Boards (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.

c. Provisions have been made for snow storage that satisfies the City Public Works Department as the design relates to snow storage and removal practices. If snow storage is proposed to be co-located with stormwater, it shall only be in roadside swale areas and not in regional detention basins unless approved administratively by the City Engineer who shall determine that the likelihood of flooding is minimal.

d. Provisions have been made for stormwater systems that satisfy the City and IDEQ requirements.

e. Provisions have been made for streets that are consistent with the adopted transportation plan, as amended, and the transportation element of the adopted Comprehensive Plan, as amended and that satisfies the City, ITD, adjacent jurisdictions, and local highway district requirements. Where cul-de-sacs are proposed, they are required to be approved administratively

by the City Engineer who shall determine that they are limited to portions of developments in which street continuity is not foreseeable due to property configurations and/or that they are needed to address site specific conditions. A cul-de-sac shall be limited to four hundred feet (400') in length measured from the edge of adjacent street right-of-way to the back of the cul-de- sac, unless an exception to this standard is allowed by the City Engineer.

f. Provisions have been made for parks and open space that are consistent with the adopted Parks Master Plan, as amended, and that satisfies the City's requirement.

4. Provisions have been made for erosion controls and geohazards stabilization both during construction and as needed for permanent controls to the satisfaction of the City.

5. Provisions have been made for gas, power, telecommunications, mailboxes, and similar infrastructure.

6. Provisions have been made for driveway locations that take into consideration the width and location of the driveway in relation to the location of snow storage, utility boxes, crosswalks, adjacent roads, mailboxes and the like.

7. The area proposed for subdivision is zoned for the proposed use and the use conforms to other requirements found in this Code.

8. The developer has made adequate plans to ensure that the community will bear no more than its fair share of costs to provide services by paying fees, furnishing land, or providing other mitigation measures for off site impacts to streets, parks, and other public facilities within the community. It is the expectation that in most cases, off site improvements will be dealt with through the agreements.

G. Approval Duration: Failure to file the final plat application within two (2) years after the date of City Council approval of the master development agreement which approved the preliminary plat shall cause all approvals of said subdivision plan to be null and void, unless an extension of one year has been applied for by the developer and approved by the City Council, except as provided for in subsection I3 of this section. After the two (2) years have elapsed, the developer may apply for and receive additional extensions for good cause of time if actual work has been commenced and is continuing on the installation of the improvements up to a maximum of five (5) years, after which the preliminary plat approval shall be null and void and reapplication for a new preliminary plat application shall be required.

H. Changes, Alterations Or Deletions:

1. Upon issuance of agency and/or public hearing notices, and prior to approval of the preliminary subdivision plan by the City Council, any alterations of the plan must be reviewed by the Community and Economic Development Director or his/her designee to determine if the alterations are considered substantive. If the amendment is major or involves a substantial or significant change to the plan, said changes may be subject to agency and public notice requirements as detailed in subsection B of this section.

2. After approval of the subdivision plan and before approval of a final subdivision plat, the City Engineer may, in writing, approve minor changes of the plan. If an amendment is major or involves a substantial change in the conditions of approval, the same procedures for a public hearing for subdivision plan approval must be followed to address the requested amendment. The public hearing on the proposed amendment shall be limited to the proposed amendment, and the commission shall make a decision to recommend approval, approval with conditions, or denial. The recommendation will be brought forward for City Council decision as an addendum to the development agreement.

I. Phasing Of Subdivisions:

1. Subdivisions may be phased, to be developed in portions periodically according to a proposed schedule, so long as each phase contains all of the necessary improvements to function as a subdivision without the completion of any of the other phases. The developer shall indicate plans for phasing at the time of application. The plans shall show proposed phasing boundaries, proposed interim or temporary solutions to sanitary sewer systems and to the handling of traffic on local streets within the subdivision and shall be accompanied by a narrative description of assurance of completion of permanent system improvements.

2. A phasing plan shall coordinate required infrastructure systems, dedications, off site improvements, open space/parks, landscaping, private utilities, or other elements of a subdivision. The plan may indicate times of triggering mechanisms for improvements.

3. Approval duration for phased subdivision: The application for the first plat in a phased subdivision shall be made in accordance with section 12-3-3 of this chapter and the final plat application for the final phase of a phased subdivision shall be submitted no later than five (5) years after the date of City Council approval of the master development agreement which approved the entire subdivision in concept unless extensions of one year have been applied for by the developer and approved by the City Council or if some other time frame has been agreed to in the master development agreement.

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

POTABLE WATER AND FIRE-FLOW

Will serve letters are required by Hayden City Code §12-3-4(A) (10). 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 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.

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 these locations.

Revisions to the conceptual plans may be required by the City Engineer as part of the construction plan approval for the subdivision. The Developer shall be required to reflect all necessary sewer easements on the face of the final plat of the subdivision

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 the City cannot 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 Homeowner'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.

Addressing Requirements:
The Developer shall confirm street names comply with 9-1-1 emergency addressing requirements as detailed in City Code §9-5 and are deemed acceptable by the City, with said street name to be reflected on the preliminary and final subdivision plats.

Street Requirements:
Plan and Profile scales shall be not more than 1" = 50' Horizontal and 1" = 5' Vertical on an 11" x 17" drawing (or sheet of paper).

All required street improvements shall be in accordance with current City Standard Drawings, including pedestrian ramps, sidewalks, stormwater facilities, etc.

Street Lighting:
The Developer shall be required to provide street lighting construction plans along all internal streets and at intersections with external streets, as part of the construction drawings, meeting the design standards identified in Hayden City Code 11-4-5, to be installed as required subdivision improvements. The determination of adequate light coverage and the requirement of an additional light at both internal and external intersections shall be made by the City Engineer at the time of construction plan review.

Signage:
Break-away type street signs, including stop signs, speed limit signs, and other signs as may be required, shall conform with MUTCD standards, and shall be installed by the developer, with signs identified, and locations shown on construction plans to be approved by the City Engineer.

Landscaping:
Detailed landscaping plans, conforming to the requirements of City Code, with proposed landscaping along street frontages and proposed swales, shall be submitted for the entire development with construction plans for required subdivision improvements, for review and approval by the City.

Specifically, the developer shall be required to provide a minimum of a "Type IV" landscape buffer along all street frontages. Regarding swales and required landscaping along street frontages adjacent to the internal streets, the swale shall be constructed and seeded with an approved seed mix prior to final plat approval and the Type IV landscaping shall be a requirement of the building permit.

The finish construction of the swale and street frontage landscaping shall include installation of swale turf grass and drainage infrastructure, approaches, street trees, and irrigation systems, and shall be the responsibility of the property owner (or their representative) and shall be installed as a required condition of approval for a residential building permit. The work within the right-of-way shall only be authorized through an approved right-of-way encroachment permit and shall be guaranteed by the permittee in accordance with Hayden City Code §7-2-19.

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 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 and in accordance to the standard detail of ST-013. Particular attention will be paid to those lots at intersections to avoid conflict with required traffic flow; and to those driveway locations, which may be in 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 well-managed Idaho town that prioritizes responsible growth and mature infrastructure planning practices to provide a variety of housing options, to encourage small business development, and to protect its natural resources.*

GOALS: Broad , community-supported statements that express long-term aspirations based on public input and regional coordination. 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: Clear guidelines that reflect community values and direct decision-making on land use, infrastructure, and public investment. A policy indicates a clear commitment of the Hayden City Council. A policy is an extension of the Plan's goals, reflecting topical nuance as well as an assessment of conditions and how the City will respond.

Table 2-1: Component Abbreviations

Abbreviation	Chapter Listing
LU	Land Use
NR	Natural Resources
HA	Hazardous Areas
PR	Parks and Recreation
T	Transportation
PF	Public Facilities
U	Utilities & Infrastructure
H	Housing
CD	Community Design
I	Implementation
ED	Economic Development
CBD	Central Business District

No.	Goal	Policy Reference	Impl. Reference
1	The City of Hayden will promote and actively participate in intergovernmental coordination efforts at the regional and at the local level.	1	LU; H; NR; HA; ED; PR; U; PF
2	While protecting and strengthening existing neighborhoods, maintain an attractive and sustainable mixture of land use zones and housing options that promote responsible development decisions. All development will consider and implement adequate parks and open leisure space for each neighborhood. Parks and leisure space will provide a variety of recreational opportunities and complement their associated neighborhood.	2, 3, 4, 5, 6, 9, 17	LU; H; PR; CD
3	Developed land will be serviced by adequate, planned, environmentally-sound public facilities and utilities to maintain infrastructure integrity and provide reliable service. Ensure infrastructure development costs are shared equitably. Hayden will prioritize developing land inside the City's borders before seeking adjacent land annexation.	6, 7, 9	PF; U; CD; LU; HA; NR
4	Solidify a Central Business District that encourages and supports locally owned businesses and provides Hayden citizens employment opportunities. Augment the Central Business District by maintaining commercial uses along Hayden's primary transportation corridors.	8, 9, 10, 11	LU; CD; ED; T
5	Promote neighborhood pedestrian and non-motorized interconnectivity between neighborhoods and throughout the Central Business District. Encourage Neighborhood Nodes that reduce traffic and increase community engagement.	12, 13, 14	T; LU; CD; ED
6	Protect, preserve and be stewards of our environment's natural areas and resources which enhance the quality of life in the City.	15, 16	NR; HA; PR
7	Ensure that Ordinances and Policies do not violate private property rights, adversely impact property values or create unnecessary limitations on land use.	2, 17	LU; ED

No.	Policy	Goal Reference	Impl. Reference
1	Hayden will coordinate with adjacent County and City leadership, regional quasi-governmental and other public agencies as required to provide compatible services, protect natural resources including the water and park systems, and promote regional transportation solutions.	1	LU; NR; HA; ED; PF; U; T
2	Development will 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; minimizing increased taxes to residents, where possible.	2, 7	LU; ED; T; PF; PR; NR
3	Development will be managed to provide transition between business and residential zones.	2	CD; ED; LU
4	A variety of cohesive housing options will be encouraged when considering "infill" projects.	2	H; LU; ED; CD
5	Parks, leisure or natural space will be incorporated into all future housing development projects. Working with the private sector, usable open space projects will be funded and prioritized ahead of housing, where existing adjacent development has not provided neighborhood recreational development.	2	PR; NR; H; LU
6	Hayden will evaluate development project infrastructure impact, including public facilities and utility services, on existing City resources. Infrastructure will be planned and developed to accommodate anticipated City growth.	2,3	PF; U; ED; CD
7	Adequate infrastructure resources must support annexation decisions.	3	LU; PF; U; ED; CD
8	Concentrate primary business development in the Central Business District, in established industrial park developments, and along primary transportation corridors.	2, 4	LU; ED; CD; T
9	Higher density housing options will be encouraged along primary transportation corridors, where development doesn't interfere with established neighborhoods.	2, 3	H; LU; T; CD

No.	Policy	Goal Reference	Impl. Reference
10	Prioritize business development in the Central Business District that creates jobs and generates property tax revenue.	4	ED; LU; CD
11	Encourage small-scale retail and service businesses that support the City and attract a live, work, play lifestyle for the citizens.	4	ED; LU; CD
12	Establish non-vehicular pathways that promote access to neighborhood parks and node-location retail businesses.	2, 5	T; LU; PR; ED; CD
13	Provide ample parking that encourages foot travel among Central Business District located businesses.	5	T; ED; CD
14	Create neighborhood-appropriate retail and service nodes that reduce traffic and promote pedestrian or non-vehicular travel.	5	CD; ED; T; LU
15	Land use decisions will identify setbacks and infrastructure that protect identified natural resources and environmentally sensitive areas. Land use decisions will also consider the preservation of historical structures.	6	LU; U; PF; T; NR; HA; PR
16	An environmental impact analysis will be completed ahead of implementing projects that compromise previously undeveloped acreage, natural resources and environmentally sensitive areas.	6	NR; HA
17	Protect lives and property from environmental and man-made risks and hazards.	3, 7	LU; NR; HA

Applicant’s Materials

Project Narrative

Monaghan Estates
AIN:172581 and 172582
Hayden, ID

Prepared by:
Olson Engineering
1649 Nicholson Center St. Suite #102
Post Falls, ID 83854

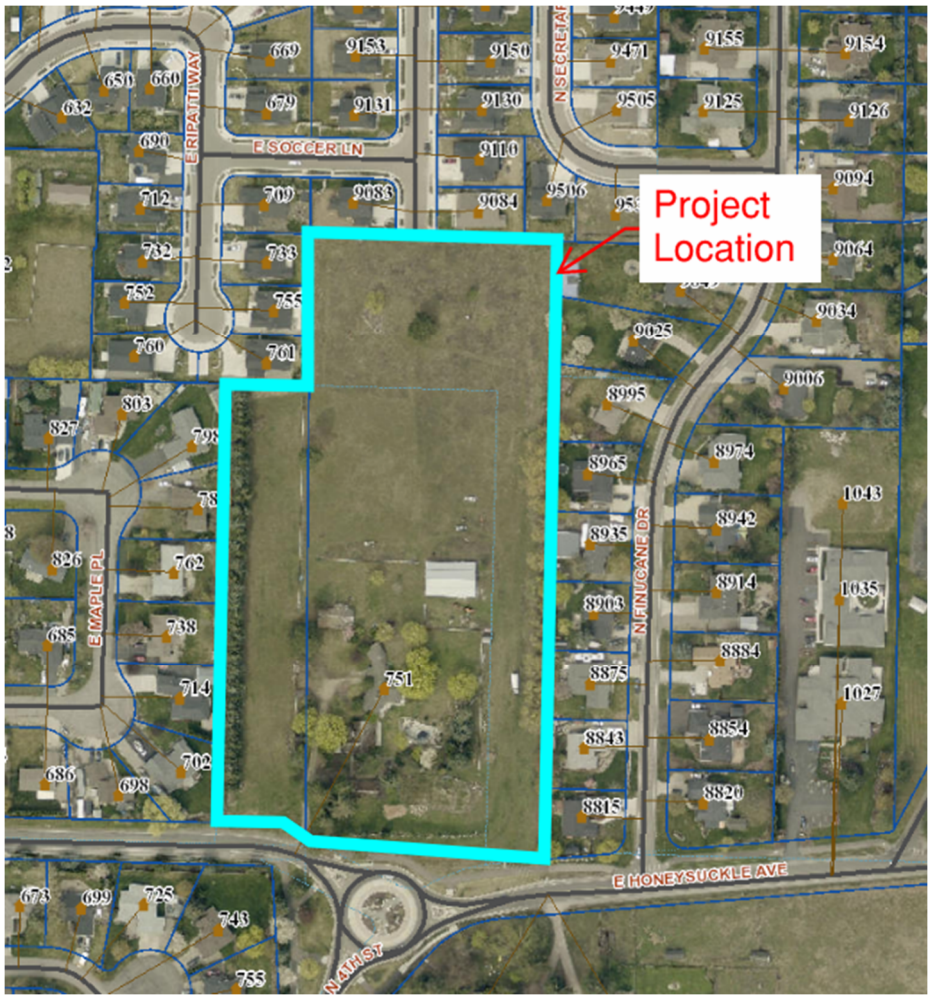
March 12, 2026

Legal Descriptions

PTN TAX#14100 EX RW

AVONDALE, PTN TAX#14100 EX RW

Project Location



Vicinity Map

Project Location

This project is located within the City of Hayden city limits, north of E Honeysuckle Ave and west of N Finucane Dr. Access roads for the project will tie into the south end of N Secretariate Ln as well as providing a right-in/right-out approach off E Honeysuckle Ave.

Site Conditions

The property to be subdivided consists of two parcels consisting of a total of 8.67 acres. This property is relatively flat and contains one single family residence and several outbuildings, all of which will be demolished as part of the project. The site has generally been cleared of native vegetation by previous property owners and contains mostly grass with a few scattered trees around a single-family residence.

No topographical anomalies or irregular soil conditions have been identified and the property is not within any known wetlands. The site is over the Rathdrum Prairie Aquifer which generally consists of very well drained gravel soils which are suitable for road and building construction.

Project Proposal

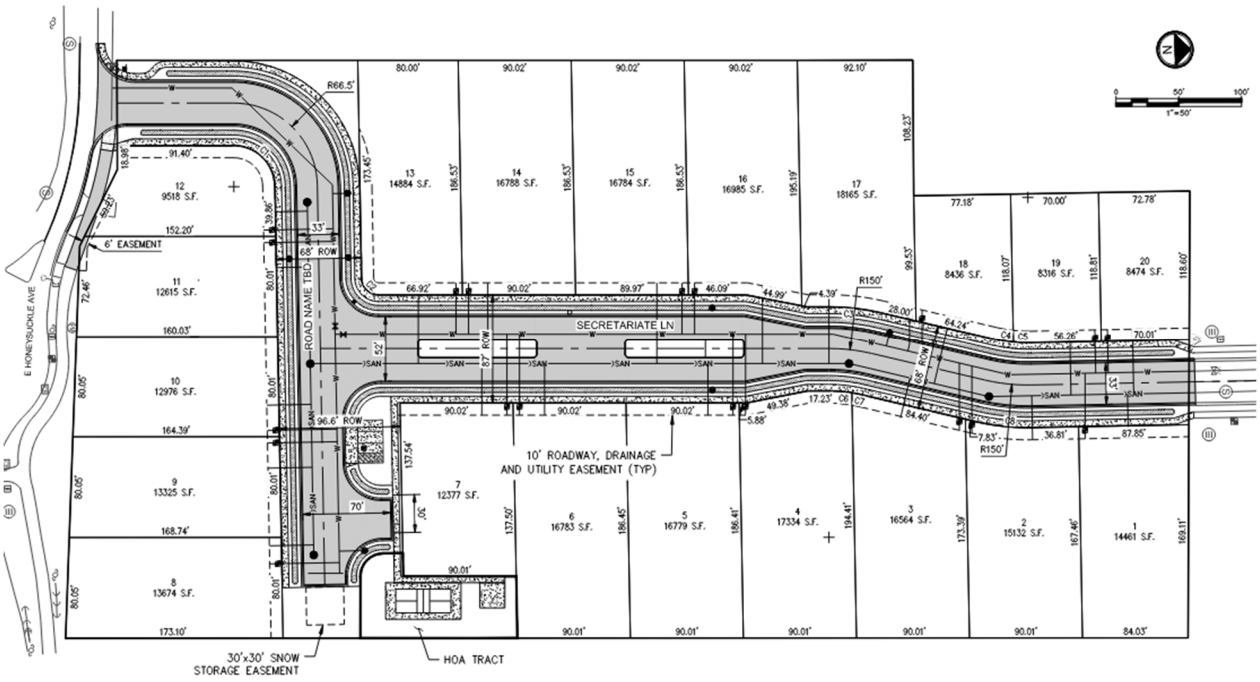
This project proposes to subdivide the listed properties into 20 new single family residential parcels. The subject parcels are currently zoned Single Family Residential.

All existing structures are intended to be removed from the site as part of this project.

Subdivision

The developer wishes to subdivide the land to allow for 20 lots of single-family housing options in this location. The proposed lots will range in size from 8,316 sq ft to 17,334 sq ft. The proposed project density is significantly lower than that allowed by the current zoning and the larger proposed lot sizes are equal to or larger than the majority of those in the surrounding neighborhoods.

The project also proposes to include one HOA owned tract that will contain a sport court and picnic pavilion for HOA use.



Site Plan

Existing Zoning.

The property is currently zoned as Single Family Residential.

Surrounding Zoning

All surrounding properties are zoned Single Family Residential with Planned Unit Developments to the south and southwest.

Comprehensive Plan

This property is part of the City of Hayden, and the 2040 Comprehensive Plan offers guidance as to how the property will be best utilized upon redevelopment. Goals and policies can be found in Chapter 2-Policy Framework section of the comprehensive plan. The following goals and policies that are directly related to this proposal are as follows:

"The City of Hayden should encourage the development of land within the corporate limits of Hayden prior to annexation of adjacent areas."

This parcel is currently within Hayden city limits so the development of this land should be encouraged over lands that require annexation.

"Improve pedestrian, bicycle and vehicular safety along city streets."

This project connects the dead-end of N Secretariate Ln to Honeysuckle Ave which increases general vehicular and pedestrian connectivity throughout the city.

"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."

The proposed water and sewer service to the development will connect to existing water and sewer stubs at the south end of N Secretariate Ln. Sewer service will be provided by the City of Hayden while water service will be provided by Avondale Irrigation District. The project proposes to eliminate a dead end line within Avondale Irrigation District's system and add additional waterline looping which will increase water quality and circulation in the vicinity of the project.

This is the most effective and efficient option for sewer and water for this subdivision.

<u>Streets</u>

This development will include additional frontage improvements along E Honeysuckle Ave to extend existing curb/gutter and mixed use path to the western edge of the subject properties. Streets internal to the project will be constructed per City standards and will be tied into the south end of N Secretariate Ln which is already stubbed out to the north property line. The streets will also tie into E Honeysuckle Ave. The intersection at Honeysuckle Ave will be designed to only allow right-in/right-out traffic movements to minimize impacts to existing traffic patterns on Honeysuckle Rd near the existing roundabout. The north/south portion of road extended as part of this project is proposed to be called N Secretariate Ln and the new east/west portion of road will be named prior to final platting.

Utilities

Sewer will be provided by the City of Hayden and will tie into the existing gravity sewer system at the south end of N Secretariate Ln.

The subject parcel is located within the Avondale Irrigation District service area and already has an 8” water main stubbed out to the north property line within Secretariate Ln. The water main will be installed from this point through the project and tie into an existing 8” water main within the Honeysuckle right of way on the south side of the project.

Gas and electric will be provided by Avista.

Multiple data providers are available in the immediate vicinity.

Summary

The owner of the property is requesting to subdivide an existing parcel located in the City of Hayden with Single Family Residential zoning. The Monaghan Estates Subdivision will provide attractive housing that will promote the neighborhood while increasing connectivity within the City.

The developer will be required to dedicate the necessary public rights-of-way, make required upgrades to all required public infrastructure (right of way, sewer and potable water) and pay permit and impact fees. In addition to adding to the City’s tax base, these developer contributions will ensure that the development does not burden the residents of Hayden.

Olson Engineering

1649 Nicholson Center Street
Post Falls, ID 83854
(208) 640-1584
ss@oecivil.com

May 1, 2026

Community Development, Planning Division
451 Government Way
Coeur d' Alene, ID 83814

Re: **Trip Generation and Distribution Letter for Monahan Estates Subdivision located in the City of Hayden.**

To whom it may concern.

Olson Engineering has provided a trip generation and distribution letter to demonstrate the possible impact of the proposed Subdivision. This letter is prepared to follow the standards required by the city and the Institute of Transportation Engineers (ITE) regarding vehicle trip generation.

PROJECT DESCRIPTION

The project site is a 8.67-acre vacant property. The proposed site will be accessed via Honeysuckle Ave and Secretariat Lane. The project will include 20 single family lots.
The site is located north of Honeysuckle Ave in a portion of Section 24, Township 51N, Range 4W
The site is currently zoned as Single Family Residential.

Existing Roadways

The proposed project trips are anticipated to use the following roadways:

- E Honeysuckle Ave is an east/west, two-way, 2-lane access road. Local cross streets in the vicinity include Government Way, Finucan, and the roundabout at Honeysuckle/4th street. (90% distribution assigned)

- Where the project connects to the internal network of local streets coming out of The Fields subdivision, the most logical movement is to Maple Street via Soccer Lane and Ripatti Way. (10% distribution assigned)

Vicinity Map

TRIP GENERATION AND DISTRIBUTION

The existing and proposed land uses are residential. The Institute of Traffic Engineers Trip Generation Manual, 11th Edition was used to develop the criteria for this analysis.

Proposed Land Uses:

For the 20-lot subdivision, Land Use Code #210, Single-Family Detached Housing will be used.

Per ITE Trip generation Manual Handbook, 11th Edition the fitted curve equations in relation to the Average Weekday trip, AM and PM peak hour trips can be seen in Tables 1-2 and the Appendix:

Table 1- Trip Generation Rates for LUC #210- Single Family Detached

Dwelling Units	AM Peak Hour Trips			PM Peak Hour Trips		
	Fitted Curve Equation	Directional Distribution		Fitted Curve Equation	Directional Distribution	
		26% In	74% Out		64% In	36% Out
20	21	6	15	23	15	8
Average Weekday Trip Ends (ADT)				**Fitted Curve Equations**		
Units	**Fitted Curve**	**Distribution**		**AM Peak: T = 0.71(X) + 7.23**		
		50% In	**50% out**	**PM Peak: Ln (T) = 0.93 Ln (X) + 0.36**		
20	**230**	**115**	**115**	**Weekday ADT: Ln (T)= 0.92Ln(X) +2.68**		
				T = Trips/Units; X =Dwelling Units		

Conclusions:

In summary based on ITE rates for LUC # 210:
Weekday ADT = 230 trips
AM Peak = 21 trips
PM Peak = 23 trips
Based upon the number of anticipated trips, and the distribution of those trips, we believe that the proposed project will have a minimal impact on the transportation system.

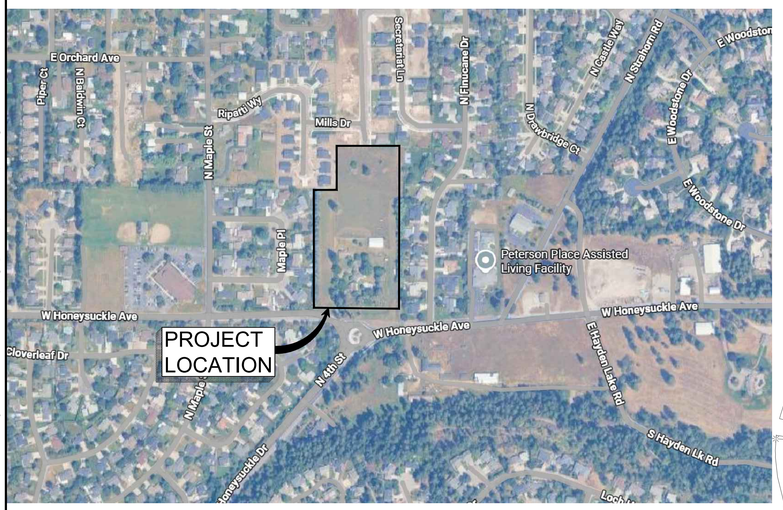
Should you have any questions related to this document please let me know.

Sincerely,

Steven P. Soltys, PE

MONAGHAN ESTATES SUBDIVISION
PRELIMINARY SUBDIVISION PLAN

LOCATED IN A PORTION OF SEC. 24, T.51N., R.4W., B.M.,
CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO
KOOTENAI COUNTY PARCEL #: H-0000-024-1600 AND H-0450-241-03AB



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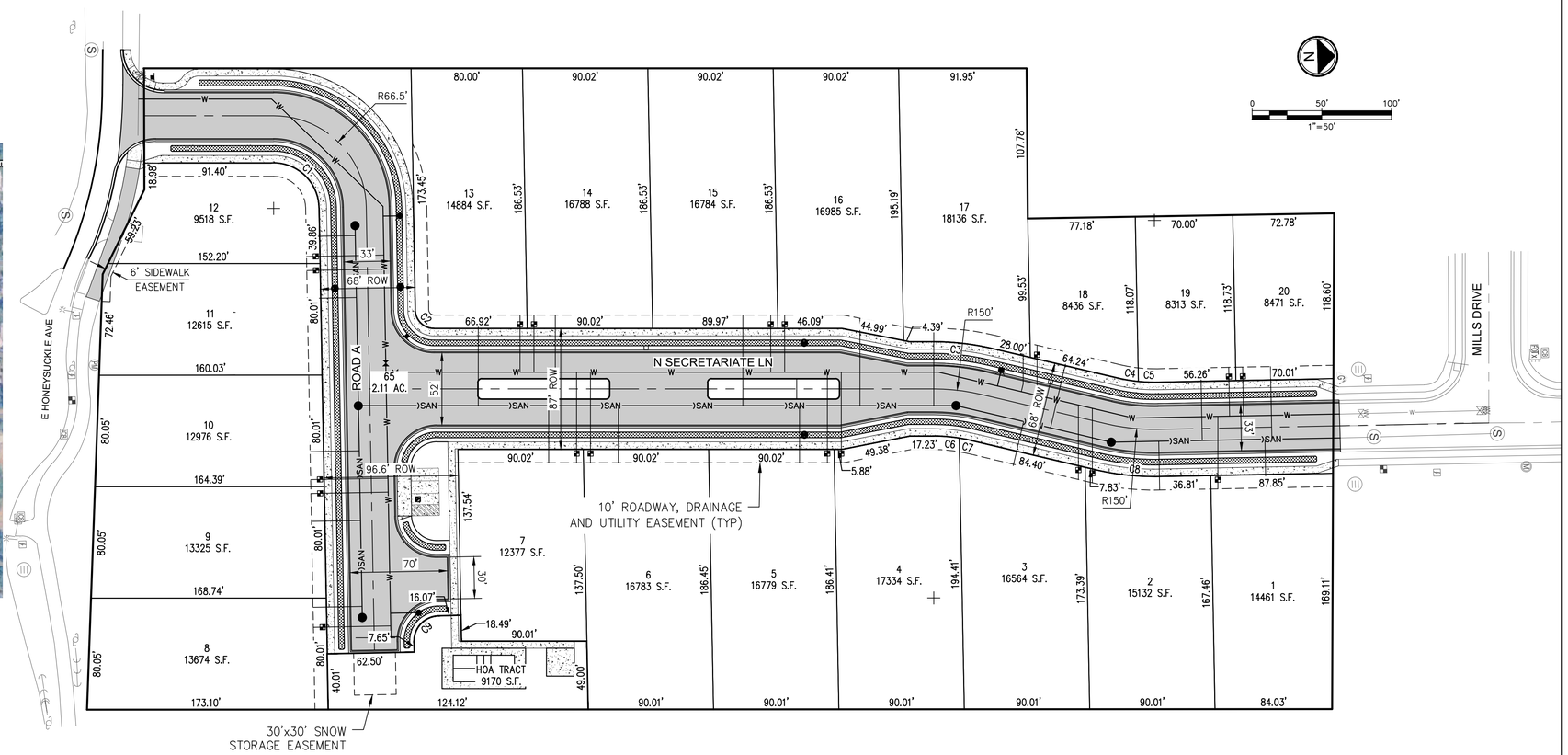
VICINITY MAP



Parcel Curve Table

SEGMENT	RADIUS	LENGTH	CHORD LENGTH	CHORD BEARING
C1	32.50'	52.25'	46.80'	N45°00'00"E
C2	13.33'	20.69'	18.68'	N45°58'47"E
C3	189.29'	42.47'	42.39'	N8°07'31"E
C4	116.00'	15.28'	15.27'	N10°57'58"E
C5	116.00'	13.77'	13.76'	N3°47'33"E
C6	116.35'	18.38'	18.36'	N6°03'03"E
C7	116.00'	8.40'	8.40'	N12°39'52"E
C8	184.72'	46.07'	45.95'	S7°33'56"W
C9	18.00'	28.31'	25.48'	N44°29'47"W

LOTS SUMMARY TABLE	
NUMBER OF LOTS	20
MIN. LOT SIZE	8,316 SF
MAX. LOT SIZE	18,165 SF
AVG. LOT SIZE	14,018 SF
TOTAL ACREAGE OF PARCEL	8.67 AC
LOTS/ACRE	2.31
HOA LOT	9,170 SF
RIGHT OF WAY	2.11 AC

BUILDING SETBACKS (R1 ZONING)		
	PRINCIPAL STRUCTURE	ACCESSORY STRUCTURE
FRONT SETBACK	25'	35'
SIDE SETBACK	10'	5'
REAR SETBACK	25'	5'
FLANKING SIDE SETBACK	15'	15'

811 Know what's below. Call before you dig.

Olson Engineering
1649 N Nicholson
Center St. Suite #102
Post Falls, ID 83854
208-651-4152
eo@oecivil.com

PRELIMINARY

prj:
MONAGHAN ESTATES

loc:
751 E HONEYSUCKLE AVE
HAYDEN, ID

sht:
SUBDIVISION PLAN

#	DATE	REVISION

P-1

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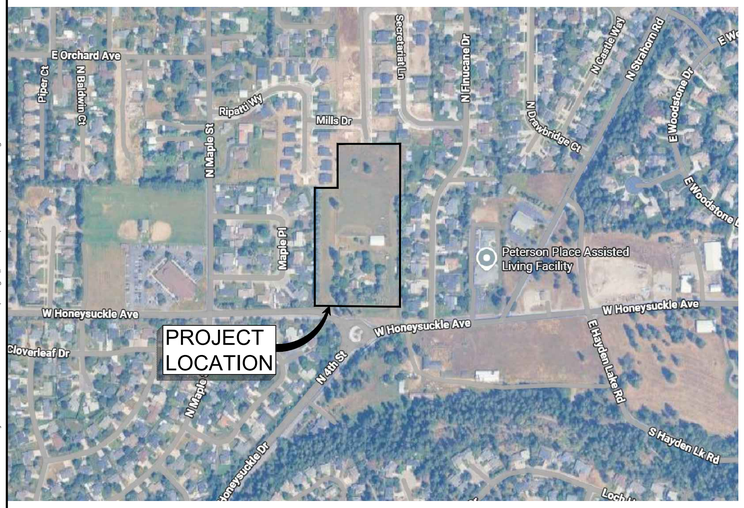
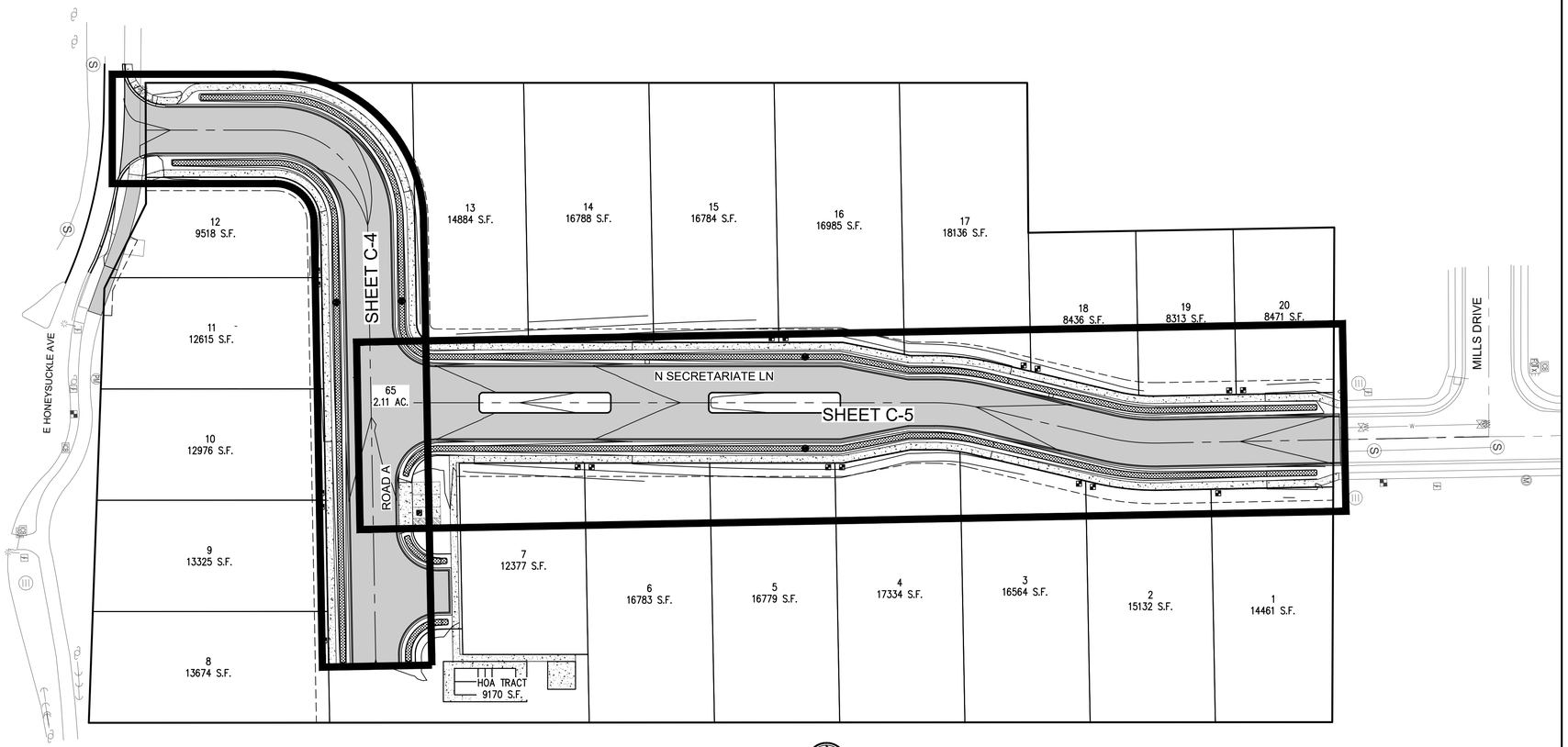
MONAGHAN ESTATES SUBDIVISION
CIVIL ENGINEERING PLANS

LOCATED IN A PORTION OF SEC. 24, T.51N., R.4W., B.M.,
CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO
KOOTENAI COUNTY PARCEL #: H-0000-024-1600 AND H-0450-241-03AB



VICINITY MAP



SITE MAP

0 50' 100'
1"=50'

MONUMENT SEARCH NOTE IC 55-1613

AVAILABLE RECORDS AND FIELD RESEARCH HAS BEEN CONDUCTED TO LOCATE EXISTING PROPERTY CORNERS ASSOCIATED WITH THE SUBJECT PROJECT. ALL EXISTING MONUMENTS ARE IDENTIFIED WITHIN THE PLANS, AND THEIR LOCATIONS SHALL BE VERIFIED PRIOR TO AND AT THE COMPLETION OF CONSTRUCTION PER IDAHO CODE 55-1613. EXISTING MONUMENTS SHALL BE PRESERVED AND PROTECTED THROUGHOUT THE COURSE OF CONSTRUCTION.

VERTICAL DATUM

VERTICAL DATUM IS NGVD-29.

CONSTRUCTION GENERAL PERMIT

THIS PROJECT IS LOCATED ON THE SPOKANE VALLEY RATHDRUM PRAIRIE AQUIFER WITH DEEP, EXTREMELY WELL-DRAINED GRANULAR SOILS. THERE ARE NO SURFACE WATER DISCHARGE POINT DISCHARGE LOCATIONS ON SITE AND THEREFORE THE PROJECT IS EXEMPT FROM THE REQUIREMENTS OF THE EPA CONSTRUCTION GENERAL PERMIT.

LEGEND OF EXISTING FEATURES

- FOUND 5/8" REBAR WITH YELLOW PLASTIC, P.L.S. 15434
- FOUND MAG NAIL AND SHINER, P.L.S. 15434
- POWER TRANSFORMER
- POWER STUB
- WATER METER
- WATER STUB
- POWER VAULT
- DRYWELL
- SSMH
- WATER VALVE
- FIRE HYDRANT
- GAS STUB
- IRRIGATION CONTROL BOX
- STREET LIGHT
- STREET SIGN
- CATCH BASIN
- CONCRETE
- ASPHALT PAVEMENT
- CULVERT
- FENCE

SHEET INDEX

C-1 COVER SHEET
C-2 GENERAL NOTES
C-3 TYPICAL SECTIONS
C-4 EXISTING CONDITIONS
C-5 ROAD A PLAN AND PROFILE STA: 10+00 TO 15+50
C-6 N SECTARIATE LN PLAN AND PROFILE STA: 10+00 TO 17+24

811 Know what's below. Call before you dig.

Olson Engineering
1649 N Nicholson
Center St Suite #102
Post Falls, ID 83854
208-651-4152
eo@oecivil.com

PRELIMINARY

prj: MONAGHAN ESTATES

loc: 751 E HONEYSUCKLE AVE HAYDEN, ID

sht: COVER SHEET

#	DATE	REVISION

C-1

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GENERAL NOTES:

1) ALL WORK SHALL CONFORM TO IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION (ISPWC), CURRENT EDITION AND CITY OF HAYDEN STANDARDS & POLICIES.

2) EXISTING UTILITIES ARE SHOWN BASED ON GROUND SURVEY AND AVAILABLE RECORDS AND ARE NOT GUARANTEED TO BE COMPLETE AND ACCURATE. EXISTING UTILITIES SHALL BE LOCATED BY CONTACTING "CALL BEFORE YOU DIG" AT 811, AT LEAST 48 HOURS PRIOR TO EXCAVATION.

3) WORK SHALL NOT BEGIN UNTIL ALL REQUIRED PLAN APPROVALS AND PERMITS HAVE BEEN OBTAINED. THE CONTRACTOR SHALL KEEP A COPY OF THE APPROVAL LETTERS AND/OR PERMITS ON SITE AT ALL TIMES DURING CONSTRUCTION.

4) THE CONTRACTOR SHALL NOTIFY THE ENGINEER AT LEAST 48 HOURS PRIOR TO CONSTRUCTION TO COORDINATE CONSTRUCTION OBSERVATION AND INSPECTIONS.

5) THE CONTRACTOR SHALL HAVE AN APPROVED SET OF CONSTRUCTION PLANS ON SITE AT ALL TIMES DURING CONSTRUCTION. NO REVISIONS SHALL BE MADE TO THE PLANS WITHOUT THE APPROVAL OF THE ENGINEER. APPROVED REVISIONS AND MINOR PLAN DEVIATIONS SHALL BE DOCUMENTED BY THE CONTRACTOR AND SUBMITTED TO THE ENGINEER AT THE COMPLETION OF THE PROJECT FOR THE PURPOSES OF PREPARING "AS-BUILT" DRAWINGS.F

6) CONTRACTOR SHALL HAVE A COPY OF THE IDAHO DEQ OR QLPE PLANS AND SPECIFICATIONS APPROVAL LETTER ONSITE AT ALL TIMES DURING CONSTRUCTION OF POTABLE WATER AND SANITARY SEWER IMPROVEMENTS

7) EXISTING PROPERTY CORNERS OR SURVEY MONUMENTS SHALL BE PROTECTED DURING THE COURSE OF CONSTRUCTION. ANY DAMAGED OR OBLITERATED CORNERS OR MONUMENTS SHALL BE RE-ESTABLISHED AT THE CONTRACTORS EXPENSE BY A PROFESSIONAL LAND SURVEYOR, LICENSED IN THE STATE OF IDAHO, PRIOR TO FINAL ACCEPTANCE.

8) COMPACTION TESTING SHALL BE PERFORMED BY A QUALIFIED SOILS ENGINEER AND SUBMITTED TO THE ENGINEER. SEE PAVING GENERAL NOTES, TRENCH DETAIL, ETC. FOR REQUIRED COMPACTION LEVELS. COMPACTION TESTING SHALL BE PERFORMED AT THE FOLLOWING INTERVALS:
- UTILITY TRENCH BACKFILL – 1 TEST PER EVERY 100 FEET OF TRENCH LOCATED IN THE PIPE ZONE, MID-DEPTH, SURFACE, AND AROUND MANHOLES.
- ROADWAY EMBANKMENT – 1 TEST PER 100 LINEAL FEET.
- CURB AND GUTTER SUBGRADE – 1 TEST PER 100 LINEAL FEET.
- ROAD SUBGRADE, ROAD BASE & ASPHALT PAVING – 1 TEST PER LIFT EVERY 100 LINEAL FEET.

8) ALL DISTURBED AREAS NOT OTHERWISE COVERED WITH PAVEMENT, STRUCTURES OR LANDSCAPING SHALL BE HYDROSEEDED.

9) SANITARY SEWER LINES SHALL BE PVC, ASTM D 3034, SDR 35 WITH FLEXIBLE GASKETED JOINTS.

CONTRACTOR RESPONSIBILITIES (CITY OF HAYDEN):

THE OWNER'S CONTRACTOR SHALL:

1) CONSTRUCT THE PROJECT IN CONFORMANCE WITH THE REQUIREMENTS OF THE PLANS, SPECIFICATIONS, STANDARDS, AND POLICIES.

2) PROVIDE A WORK PLAN AND PROJECT SCHEDULE. SEE REQUIRED REPORTING ITEM B.

3) PROVIDE A QUALIFIED SUPERINTENDENT ON SITE AT ALL TIMES THAT WORK IS BEING PERFORMED.

4) KEEP CONSTRUCTION SITE AND PUBLIC ACCESS AREAS NEAT, PROPERLY SIGNED AND BARRICADED, DRAINED AND FREE OF MUD, CONSTRUCTION MATERIAL, ETC. CITY STREETS SHALL BE KEPT IN GOOD REPAIR AND ALL DUST CONTROLLED BY WATERING.

5) CONTACT THE UTILITY COMPANIES TO LOCATE THE UNDERGROUND UTILITIES AND PROTECT ALL UNDERGROUND UTILITIES.

6) COOPERATE FULLY WITH REPRESENTATIVES OF THE CITY, AND THE ENGINEER OF RECORD.

7) PROVIDE REASONABLE ACCESS TO THE PROJECT SITE FOR CITY OF HAYDEN PERSONNEL DURING THE COURSE OF THE PROJECT. PARTICIPATE AS PART OF THE FINAL INSPECTION PROCESS.

8) COORDINATE ALL ACTIVITIES WITH ANY SUBCONTRACTORS.

9) CAUTION DRIVERS AND EQUIPMENT OPERATORS TO OBSERVE THE SPEED LIMITS AND NOISE RESTRICTIONS. KEEP ALL WORKERS AND EQUIPMENT WITHIN THE SUBJECT PROPERTY, RIGHT-OF-WAY AND/OR EASEMENTS.

10) MAINTAIN REQUIRED TRAFFIC CONTROL. PROVIDE FOR APPROVAL AND FOLLOW THE APPROVED TRAFFIC CONTROL PLAN.

11) BE RESPONSIBLE FOR HAVING A QUALITY CONTROL PROGRAM TO ENSURE MATERIALS, EQUIPMENT AND WORKMANSHIP ARE PERFORMED AND INSTALLED IN CONFORMANCE WITH THE PLANS & SPECIFICATIONS.

12) THE CONTRACTOR SHALL BE RESPONSIBLE FOR MEANS, METHODS, AND SAFETY OF ALL CONSTRUCTION FOR THE PROJECT.

13) PROVIDE AMPLE NOTIFICATION FOR ALL AFFECTED PROPERTY OWNERS OF CONSTRUCTION OPERATIONS THAT WILL RESTRICT OR DENY ACCESS TO THEIR PROPERTY FOR EITHER LIMITED OR EXTENDED TIME PERIODS. COMMUNICATIONS SHALL BE IN WRITING IDENTIFYING THE TYPE OF OPERATIONS, EXPECTED TIME OF INTERRUPTION OF SERVICE, EXPECTED TIME OF RESTORATION OF SERVICE, AND WHO TO CONTACT. THE MINIMUM TIME OF NOTIFICATION SHALL BE 24 HOURS PRIOR TO THE SPECIFIC OPERATION.

14) PROVIDE AMPLE NOTIFICATION TO EMERGENCY SERVICES AND SCHOOL DISTRICTS IF ACCESS TO ROADWAYS IS LIMITED OR DENIED. COMMUNICATIONS MAY BE VERBAL OR IN WRITING. THE MINIMUM TIME OF NOTIFICATION SHALL BE 24 HOURS PRIOR TO THE SPECIFIC OPERATION.

15) NOT START WORK BEFORE 6:00 AM ON THE WEEKDAY OR 7:00 AM ON THE WEEKEND AND NOT AFTER 9:00 PM ON THE WEEKDAY OR 6:00 PM ON THE WEEKEND, UNLESS OTHERWISE AUTHORIZED BY THE CITY COUNCIL.

PAVING, GRADING AND DRAINAGE NOTES:

1) ASPHALT PAVEMENT SHALL CONFORM WITH IDAHO TRANSPORTATION DEPARTMENT (ITD) SPECIFICATIONS FOR SUPERPAVE. PAVEMENT SHALL BE SP3 PG 58-28 WITH ½" MAX AGGREGATE SIZE. PAVEMENTS WITH A SECTION OF 3" OR LESS MAY BE PLACED WITH 1 LIFT. PAVEMENTS WITH A SECTION GREATER THAN 3" SHALL BE PLACED WITH MULTIPLE LIFTS. MINIMUM LIFT THICKNESS OF 1.5" AND MAXIMUM THICKNESS OF 3".

2) CRUSHED AGGREGATE BASE SHALL CONFORM TO THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION, SECTION 802, TYPE I, 3/4-INCH MAXIMUM AGGREGATE SIZE.

3) AGGREGATE SUBBASE (BALLAST) SHALL CONFORM TO THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION, SECTION 802, TYPE II, 2-INCH MAXIMUM AGGREGATE SIZE.

4) PRIOR TO PLACEMENT OF STRUCTURAL FILL (FOR ROADWAYS, PAVEMENT AND STRUCTURES), THE GROUND SURFACE SHALL BE PREPARED TO RECEIVE FILL BY REMOVING VEGETATION, TOPSOIL, AND ANY OTHER UNSUITABLE MATERIAL.

5) STRUCTURAL FILL MATERIAL (FOR ROADWAYS, PAVEMENT AND STRUCTURES) SHALL BE COMPOSED OF NATIVE SOIL THAT IS FREE OF ORGANIC MATERIAL.

6) PRIOR TO PLACING SUBBASE AND BASE MATERIAL, THE FOLLOWING SHALL BE COMPLETED:
1.1. UTILITIES SHALL BE INSTALLED, TESTED AND APPROVED.
1.2. THE CONTRACTOR SHALL PROVIDE THE ENGINEER WITH COMPACTION TEST RESULTS FOR ALL UTILITY TRENCHES AND THE SUBGRADE.
1.3. THE SUBGRADE SHALL BE PROOF-ROLLED, INSPECTED AND APPROVED BY THE ENGINEER AND THE CITY.

7) PRIOR TO PLACING ASPHALT PAVEMENT SURFACE COURSE, THE FOLLOWING SHALL BE COMPLETED:
1.1. THE CONTRACTOR SHALL PROVIDE THE ENGINEER WITH COMPACTION TEST RESULTS FOR THE SUBBASE AND BASE COURSES.
1.2. ALL UTILITIES SHALL BE ADJUSTED TO GRADE.
1.3. AN ASPHALT TACK COAT SHALL BE APPLIED TO CURBS, MANHOLES, VALVE BOXES, CATCH BASINS AND ALL OTHER STRUCTURES WITHIN THE AREA TO BE PAVED.
1.4. OBTAIN AUTHORIZATION FROM THE ENGINEER TO PROCEED WITH PAVING.
1.5. UTILITIES SHALL BE COMPLETED AND PASSING TESTS SHALL BE PROVIDED AND REVIEWED BY THE CITY

8) ALL BACKFILL AND EMBANKMENT MATERIAL SHALL BE COMPACTED, AND CERTIFIED COMPACTION TESTING SHALL BE PROVIDED TO THE CITY OF HAYDEN. COMPACTION SHALL BE 95% OF A STANDARD PROCTOR FOR THE EMBANKMENT/BACKFILL MATERIAL.

AVONDALE IRRIGATION DISTRICT- NOTES FOR CONSTRUCTION:

1) ALL ADDITIONS AND/OR MODIFICATIONS TO AID SYSTEM SHALL BE DONE IN CONFORMANCE WITH I.S.P.W.C LATEST EDITION AND AID STANDARDS.

2) THE CONTRACTOR MUST HAVE AN APPROVED SET OF CONSTRUCTION PLANS ON SITE AT ALL TIMES. AN APPROVED SET WILL HAVE AN ENGINEER'S STAMP AND SIGNED AID SIGNATURE BLOCK.

3) ANY WATER SYSTEM CHANGES MUST BE APPROVED BY AID AND PROJECT ENGINEER PRIOR TO EXECUTING CHANGE.

4) AID RESERVES THE RIGHT TO INSPECT CONSTRUCTION AT ANY TIME AND DIRECT THE CONTRACTOR TO MAKE FIELD ADJUSTMENTS AS REQUIRED.

5) THE CONTRACTOR SHALL NOTIFY AID 48 HOURS PRIOR TO BEGINNING ANY CONSTRUCTION OPERATIONS AND WILL COORDINATE ALL ACTIVITIES WITH THEM.

6) A RECORDED EASEMENT OF THE NEW MAINLINE EXTENSION OR WATER DELIVERY MUST BE EXECUTED AND RECORDED PRIOR TO WATER SERVICE.

7) CONTRACTOR SHALL PRESERVE AND PROTECT ALL EXISTING AID SERVICES AT ALL TIMES.

8) ALL ABANDONED ASBESTOS CEMENT (A/C) PIPE SHALL BE REMOVED AND PROPERLY DISPOSED OF IN AN APPROVED LOCATION.

9) MINIMUM HORIZONTAL SEPARATION OF 10-FEET SHALL BE MAINTAINED WITH ALL NON-POTABLE WATER/WASTEWATER LINES.

10) ALL VERTICAL POTABLE/NON-POTABLE CROSSINGS SHALL HAVE AN 18-INCH SEPARATION WITH THE POTABLE LINE ON TOP. IF THIS CANNOT BE ACHIEVED, A 20-FOOT LINEAL CASING CONSISTING OF C900-C905 TYPE PIPE MAY BE USED AND CENTERED OVER THE NON-POTABLE LINE.

11) ALL MAINLINE EXTENSIONS SHALL BE C900/C905 CLASS 150 DR18 PVC.

12) EXCAVATION UNDER ANY A/C PIPE SHALL RESULT IN THE SECTIONING OF THE A/C PIPE AND REPLACEMENT WITH C900/C905 THE WIDTH OF THE DITCH PLUS TWO FEET ON EACH SIDE.

13) ALL MECHANICAL JOINTS AND FITTINGS SHALL BE DUCTILE IRON.

14) ALL VALVES AND FITTINGS SHALL BE WRAPPED IN POLYETHYLENE PRIOR TO CONCRETE PLACEMENT.

15) ALL PIPES SHALL BE BEDDED IN ACCORDANCE WITH THE APPROVED PLAN DETAIL AND INCLUDE TRACER WIRE AND WATER MARKING TAPE.

16) ALL PIPES SHALL HAVE A MINIMUM COVER OF 5 FEET FROM THE TOP OF THE PIPE TO THE FINISH GRADE.

17) ALL MATERIALS SHALL BE NEW, AWWA APPROVED, MEET AID STANDARDS AND OF U.S. ORIGIN. NO IMPORTED MATERIALS WILL BE ALLOWED.

18) ALL THRUST BLOCKS SHALL MEET SPECIFICATIONS CALLED OUT ON THE APPROVED PLANS AND BE POURED IN PLACE.

19) ALL VALVE BOXES SHALL HAVE 2 CUBIC FEET OF WASHED DRAIN ROCK AROUND THE BOTTOM AND A SELF CENTERING BOX LOCK.

20) METER BLANKS SHALL BE INSTALLED BY THE CONTRACTOR IN PLACE OF THE ACTUAL METER DURING CONSTRUCTION, UNLESS OTHERWISE STATED BY AID.

21) ALL METER BOXES SHALL BE LOCATED BEHIND THE UTILITY EASEMENT ON THE OWNER'S PROPERTY UNLESS OTHERWISE APPROVED BY AID.

22) IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN THE REFERENCED STANDARDS AND PROVIDE SETS TO ALL APPLICABLE CREWS AND SUBCONTRACTORS FOR WATER SYSTEM INSTALLATION.

23) WHERE A DISCREPANCY OCCURS BETWEEN THE CONSTRUCTION PLANS (PERTAINING TO WATER ONLY) AND AID STANDARDS, AID STANDARDS PREVAIL.

24) AID RECOGNIZES A ONE YEAR WARRANTY OF ALL WORKMANSHIP AND PARTS STARTING WITH THE ACCEPTANCE DATE AFTER CONSTRUCTION COMPLETION.

25) ALL FIRE HYDRANTS SHALL CONFORM TO THE APPROVED PLAN DETAIL AND INCLUDE A STORZ ADAPTER AND HYDRANT LOCK.

26) IN CASE OF EMERGENCY CALL (208) 772-5657.

DISINFECTION OF WATER MAINS & SERVICES

GENERAL
1) COMPLY WITH AWWA C 651.

2) KEEP INTERIOR OF PIPE, FITTINGS, AND APPURTENANCES FREE OF DEBRIS AND DIRT.

TABLET METHOD OF DISINFECTION
1) PLACE 5 GRAM CALCIUM HYPOCHLORITE TABLETS IN EACH SECTION OF PIPE AND ONE AT EACH FITTING.

2) ADHESIVE SHALL BE NSF 61 APPROVED.

3) TABLETS SHALL BE PLACED IN THE TOP HALF OF THE PIPE AND AT EACH END. MARK THEIR LOCATION ON THE TOP OF THE PIPE.

4) NUMBER OF TABLETS IS DETERMINED BY THE PIPE SIZE TO ACHIEVE THE REQUIRED CHLORINE RESIDUAL:
1.1. 6" – 1 TABLET
1.2. 8" – 2 TABLETS
1.3. 10" – 3 TABLETS
1.4. 12" – 4 TABLETS

5) FILL PIPE AT A VELOCITY OF LESS THAN 1 FT/SEC

6) CHLORINATED WATER SHALL REMAIN IN THE PIPE FOR AT LEAST 24 HOURS BEFORE FLUSHING. IF WATER IS LESS THAN 41 DEGREES, CHLORINATED WATER SHALL REMAIN IN PIPE FOR A MINIMUM OF 48 HOURS.

FINAL FLUSHING
1) REMOVE CHLORINATED WATER IN A MANNER APPROVED BY THE WATER PURVEYOR IN AN APPROVED LOCATOIN

2) FLUSH AT GREATER THAN A 3.0 FPS VELOCITY

BACTERIA TESTING
1) TAKE A MINIMUM OF TWO TESTS SEPARATED BY 24 HOURS.

2) SAMPLES SHALL BE COLLECTED IN STERILE BOTTLES IN ACCORDANCE WITH SECTION 9060 OF THE STANDARD METHODS FOR THE EXAMINATION OF WATER AND WASTEWATER. SAMPLES SHALL BE TESTED IN ACCORDANCE WITH THESE SAME STANDARDS BY A LICENSED TESTING LAB AND SHOW THE ABSENCE OF COLIFORM BACTERIA.

3) A MINIMUM OF TWO BACK TO BACK PASSING BACTERIA TESTS MUST BE OBTAINED FROM EACH SECTION/LEG OF PIPE PRIOR TO PRESSURE TESTING WATERLINE.

4) A TEST SHALL BE TAKEN FOR EVERY 1,200 FT OF NEW WATERLINE, PLUS AT LEAST ONE SAMPLE FROM EACH BRANCH GREATER THAN ONE PIPE LENGTH.

PRESSURE TESTING REQUIREMENTS (ISPWC 401.3.6):

A. PERFORM TESTING IN THE PRESENCE OF THE ENGINEER.
B. ASSURE THAT TRENCH IS PROPERLY BACKFILLED AND THRUST BLOCKING HAS CURED TO A DEGREE THAT WILL ALLOW PRESSURE TESTING WITHOUT DAMAGE, OR PIPE/FITTING MOVEMENT.
C. GRADUALLY FILL PIPE WITH WATER AND SUSTAIN A TEST PRESSURE OF 150 PSI FOR A MINIMUM OF 2 HOURS
D. EXPEL ALL AIR.
E. VERIFY THAT, IN A TWO-HOUR TEST, THE PIPE DOES NOT LEAK IN EXCESS OF THE ALLOWABLE LEAKAGE AS DEFINED BY THE FOLLOWING FORMULA IN WHICH L IS THE ALLOWABLE LEAKAGE IN GALLONS/HOUR.

$$L = \frac{ND(P)^{½}}{7{,}400}$$

WHERE:				
	L	=	ALLOWABLE LEAKAGE	GALLONS/HOUR
	N	=	NUMBER OF JOINTS IN TESTED LINE – INCLUDING FITTINGS	NUMBER
	D	=	NOMINAL PIPE DIAMETER	INCHES
	P	=	TEST PRESSURE	PSI, GAUGE

F. PRESSURE TEST HDPE PIPE PER ASTM F 2164-02 FIELD LEAK TESTING OF POLYETHYLENE (PE) PRESSURE PIPING SYSTEMS USING HYDROSTATIC PRESSURE.

SANITARY SEWER NOTES:

MATERIALS

1) COMPLY WITH PIPE SIZE,TYPE, AND STRENGTH CLASSIFICATION INDICATED IN THE CONTRACT DOCUMENTS.

2) NOTIFY ENGINEER IF INSTALLATION CONDITIONS SUCH AS TRENCH WIDTH, DEPTH, SOILS AND BEDDING CONDITIONS DO NOT MATCH CONDITIONS CONTEMPLATED BY THE CONTRACT DOCUMENTS

GRAVITY SEWER PIPE AND FITTINGS
1) SOLID WALL PVC PIPE SIZES 4 INCH TO 15 INCH: ASTM D 3034.
2) MINIMUM WALL THICKNESS : SDR 35.
3) JOINTS: ELASTOMERIC GASKET JOINTS WITH ASTM F 477 ELASTOMERIC GASKETS.
4) COUPLING OF TWO PIPES WHERE FACTORY BELL AND SPIGOT ARE NOT AVAILABLE: FLEX SEAL COUPLERS PROVIDING FOR A WATERTIGHT CONNECTION AND A SMOOTH PIPE INVERT, AS APPROVED BY THE ENGINEER.

PIPE INSTALLATION
1) ON SEWER LINE EXTENSIONS, ISOLATE HAZARDOUS GASES AND PREVENT GROUNDWATER AND OTHER MATERIAL FROM ENTERING AN EXISTING SEWER LINE BY INSTALLING A TEMPORARY AIR-TIGHT PLUG IN THE FIRST NEW MANHOLE THAT WILL NOT RESTRICT EXISTING FLOW. THE PLUG SHALL REMAIN UNTIL THE SEWER HAS BEEN ACCEPTED FOR USE.

2) MAINTAIN GROUNDWATER 1 FOOT BELOW THE PIPE INVERT AND, IF NECESSARY, PROVIDE FOUNDATION STABILIZATION IN ACCORDANCE WITH SECTION 304 (ISPWC)-TRENCH FOUNDATION STABILIZATION.

3) PROVIDE PIPE BEDDING AND INITIAL BACKFILL AS REQUIRED BY SECTION 305 (ISPWC)- PIPE BEDDING.

4) UNLESS OTHERWISE APPROVED BY THE ENGINEER, INSTALL PIPE UPGRADE WITH THE BELL-END UPGRADE.

5) PROVIDE SUFFICIENT RESTRAINT FOR THE PIPE TO ENSURE THAT JOINTS ARE HELD IN PLACE WHILE BEDDING AND INITIAL BACKFILL ARE PLACED AND WHILE THE TRENCH SHORING SYSTEM IS MOVED.

6) WHEN INSTALLATION IS NOT IN PROGRESS, BLOCK AND PLUG THE OPEN END OF THE PIPE TO PREVENT CREEP, UPLIFT OR FLOATING AND ENTRANCE OF WATER OR OTHER MATERIAL INTO THE PIPE.

7) SEWER SERVICE CONNECTIONS SHALL BE MADE BY A TEE BRANCH FROM A NEW MAIN CONNECTED ABOVE THE SPRING LINE OF THE PIPE. SERVICE CONNECTIONS LESS THAN 45° ABOVE HORIZONTAL SHALL BE ALLOWED ONLY WHEN APPROVED BY THE CITY ENGINEER, AND AT THOSE LOCATIONS INDICATED ON THE PLANS. SERVICE CONNECTIONS TO MANHOLES ARE PROHIBITED.

8) ALL SANITARY SEWER MAINS SHALL BE SEPARATED A MINIMUM OF 10 FEET HORIZONTALLY FROM DOMESTIC WATER LINES. CROSSINGS OF WATER MAINS AND SEWER SYSTEMS SHALL HAVE A MINIMUM 18-INCH VERTICAL SEPARATION WITH THE WATER MAIN BEING CENTERED OVER THE SANITARY SEWER. ANY ANTICIPATED SEPARATION DIFFERING FROM THE MINIMUM STANDARDS CONTAINED HEREIN SHALL CONFORM TO THE IDAHO RULES FOR WASTE WATER, (IDAPA 58.01.16)

TESTING
1) SEWER TESTING SHALL BE DONE IN CONFORMANCE WITH SECTION 501.3.4 OF THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION AND SHALL BE COMPLETED IN THE PRESENCE OF THE ENGINEER.

2) VISUAL INSPECTION: VISUALLY INSPECT THE PIPELINE BETWEEN MANHOLES WITH MIRRORS OR LIGHTS AFTER THE TRENCH HAS BEEN BACKFILLED TO CHECK ALIGNMENT AND GRADE, AND TO CHECK FOR PIPE DISTORTIONS, LEAKS, INFILTRATION AND OTHER DEFECTS. VERIFY THAT A FULL DIAMETER OF PIPE IS VISIBLE FROM ONE MANHOLE TO THE NEXT. UNCOVER AND REPAIR LEAKS AND DEFECTS IN THE PIPELINE. DO NO REINSTALL DAMAGED PIPE.

3) AIR PRESSURE TESTING: LOW PRESSURE AIR TEST LINES THAT ARE 24 INCHES AND SMALLER IN DIAMETER PRELIMINARY AND FINAL TESTING. REFER TO SECTION 501.3.4.C OF THE MOST RECENT ISPWC STANDARDS FOR FULL TESTING REQUIREMENTS.

1.1. AT THE DISCRETION OF THE CONTRACTOR, PRELIMINARY TESTING MAY BE DONE AT ANY TIME PRIOR TO INSTALLATION OF OTHER UTILITIES.

1.2. PERFORM FINAL TESTING AFTER BACKFILLING AND COMPACTION AND FOLLOWING OF OTHER UTILITIES, BUT PRIOR TO SURFACE RESTORATION.

PIPE CLEANING:
1) PRIOR TO DEFLECTION TESTING AND CCTV INSPECTION CLEAN THE COMPLETED PIPELINE WITH A HYDRO-CLEANER, OR OTHER ENGINEER APPROVED CLEANING EQUIPMENT, AND PROVIDE A PIPELINE FREE OF DIRT, MUD, ROCKS, OR OTHER MATERIAL. LEAVE DOWNSTREAM PLUGS IN PLACE DURING CLEANING AND DO NOT INTRODUCE FOREIGN MATERIAL INTO THE EXISTING SEWER LINES.

2) PIPES SHALL BE CLEAN PRIOR TO FINAL ACCEPTANCE BY THE CITY.

CLOSED CIRCUIT TELEVISION (CCTV) INSPECTION
1) PERFORM CCTV INSPECTION AFTER BACKFILL AND PRIOR TO SURFACE REPAIR FOR ALL PUBLIC LINES. UNCOVER AND REINSTALL SECTIONS OF THE PIPE FOUND TO HAVE DEFECTS IN WORKMANSHIP (INCLUDING STANDING WATER CAUSED BY GRADE DEFECTS) AS DIRECTED BY THE OWNER. AFTER REPAIR RE-CCTV THE REPAIRED SECTION. DO NOT REINSTALL DAMAGED OR REJECTED PIPE. CCTV INSPECTION SHALL BE COMPLETED IN CONFORMANCE WITH ISPWC SECTION 501.3.4.

2) CLEAN LINES PRIOR TO CCTV INSPECTION USING HYDRO CLEANER, FLUSHING BALLS OR OTHER SUITABLE MEANS ACCEPTABLE TO ENGINEER. REMOVE DEBRIS FROM LINE RATHER THAN WASHING DOWNSTREAM.

STORM DRAINAGE NOTES:

MATERIALS

1) SOLID WALL PVC PIPE SIZES 4 INCH TO 15 INCH: ASTM D 3034.
2) MINIMUM WALL THICKNESS : SDR 35.
3) ELASTOMERIC GASKET JOINTS WITH ASTM F 477 ELASTOMERIC GASKETS.
4) SOLID WALL PVC PIPE SIZES 18 INCH TO 36 INCH: ASTM F679

PIPE INSTALLATION
1) PREPARE TRENCH BOTTOM AS REQUIRED BY (ISPWC) SECTION 301- TRENCH EXCAVATION

2) MAINTAIN GROUNDWATER 1 FOOT BELOW THE PIPE INVERT AND, IF NECESSARY, PROVIDE FOUNDATION STABILIZATION IN ACCORDANCE WITH SECTION 304 (ISPWC)-TRENCH FOUNDATION STABILIZATION.

3) LIMIT VARIANCE OF INSTALLED PIPE FROM DESIGN LINE AND GRADE TO LESS THAN 0.02 FEET, UNLESS A SMALLER VARIANCE IS NECESSARY TO PREVENT A LEVEL OR NEGATIVE SLOPE

4) BACKFILL TRENCH AS REQUIRED BY (ISPWC) SECTION 306- TRENCH BACKFILL

5) STORM SEWER PIPES AND DRYWELLS SHALL BE SEPARATED A MINIMUM OF 10 FEET HORIZONTALLY FROM DOMESTIC WATER MAINS. CROSSINGS OF WATER MAINS AND SEWER SYSTEMS SHALL HAVE A MINIMUM 18-INCH VERTICAL SEPARATION. ANY ANTICIPATED SEPARATION LESS THAN MINIMUM STANDARDS CONTAINED HEREIN, SHALL CONFORM TO THE IDAHO RULES FOR WASTE WATER, (IDAPA 58.01.16)

TESTING
1) PERFORM TESTING IN THE PRESENCE OF THE ENGINEER

2) FOR PIPES 24 INCHES AND SMALLER, TEST PER ISPWC SECTION 501-GRAVITY SEWERS

PLACEMENT OF BEDDING
1) PLACE A MINIMUM OF 4 INCHES OF COMPACTED BEDDING ON PREPARED SUBGRADE AS SPECIFIED IN ISPWC SECTION 305- PIPE BEDDING. EXTEND BEDDING EITHER TO THE LIMITS OF THE EXCAVATION OR AT LEAST 12 INCHES OUTSIDE THE LIMITS OF THE BASE SECTIONS

2) FILL THE BALANCE OF THE EXCAVATED AREA WITH SELECTED MATERIAL COMPACTED LEVEL TO THE TOP OF THE BEDDING.

SOILS, VEGETATION AND EROSION CONTROL
1) TEMPORARY EROSION CONTROL AND WATER POLLUTION MEASURES SHALL BE INSTALLED, IN ACCORDANCE WITH THE PLANS AND ACCEPTED BEST MANAGEMENT PRACTICES ADJUSTMENTS TO ACCOMMODATE DIFFERING FIELD CONDITIONS SHALL BE MADE, AS NECESSARY, THROUGHOUT THE CONSTRUCTION PROCESS. AT NO TIME, WILL SILTS AND/OR DEBRIS BE ALLOWED TO DRAIN INTO AN EXISTING OR NEWLY INSTALLED FACILITY.

2) ALL DISTURBED AREAS SHALL BE HYDRO SEEDED OR SODDED, AS INDICATED ON THE PLANS. SEEDED AREAS WILL NOT BE ACCEPTED UNTIL THE SEED HAS GERMINATED, AND THE GRASS IS THOROUGHLY ESTABLISHED. SODDED AREAS WILL NOT BE ACCEPTED UNTIL THE ROOTS HAVE TAKEN HOLD, AND THE GRASS HAS RECEIVED TWO CUTTINGS.

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PRELIMINARY

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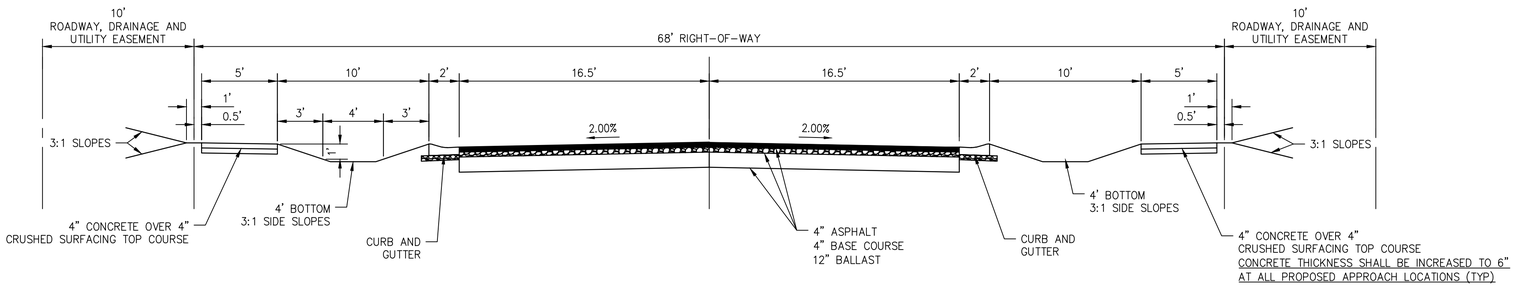
loc:
751 E HONEYSUCKLE AVE
HAYDEN, ID

sht:
GENERAL NOTES

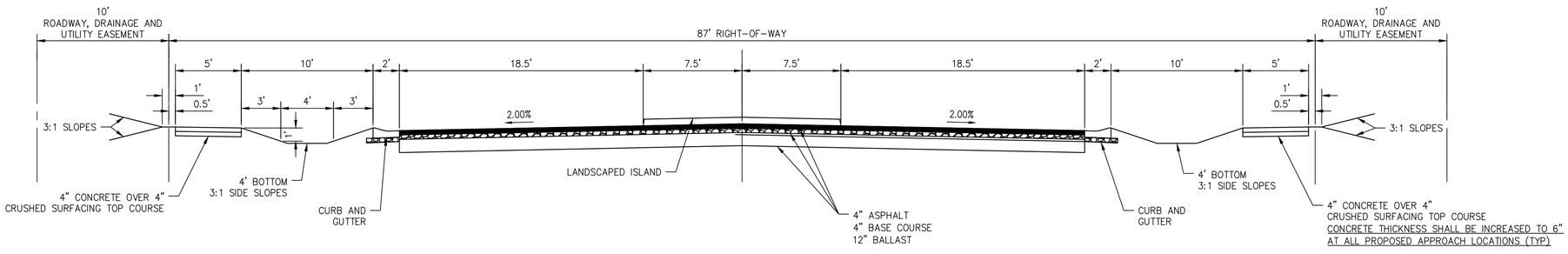
#	DATE	REVISION

C-2



TYPICAL SECTION - N SECTARIATE STA: 13+86 TO 17+00
ROAD A STA: 10+44 TO 13+01 - 14+15 TO 14+49 -
15+39 TO 15+44

1 — 1" = 5'



2 — N SECTARIATE LN. SECTION - STA 10+46.28 - 13+37.58
1" = 5'

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TYPICAL SECTIONS

#	DATE	REVISION

C-3

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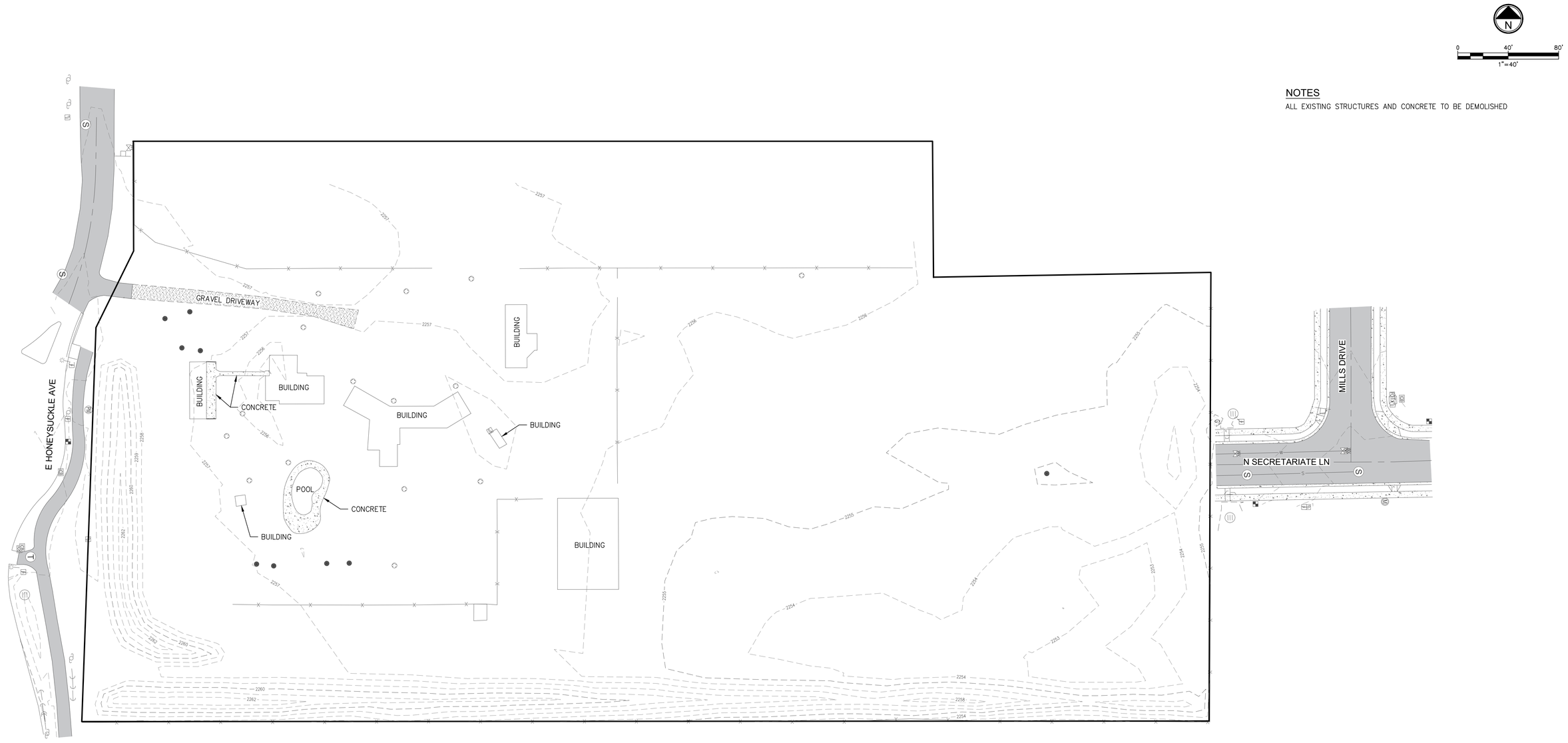

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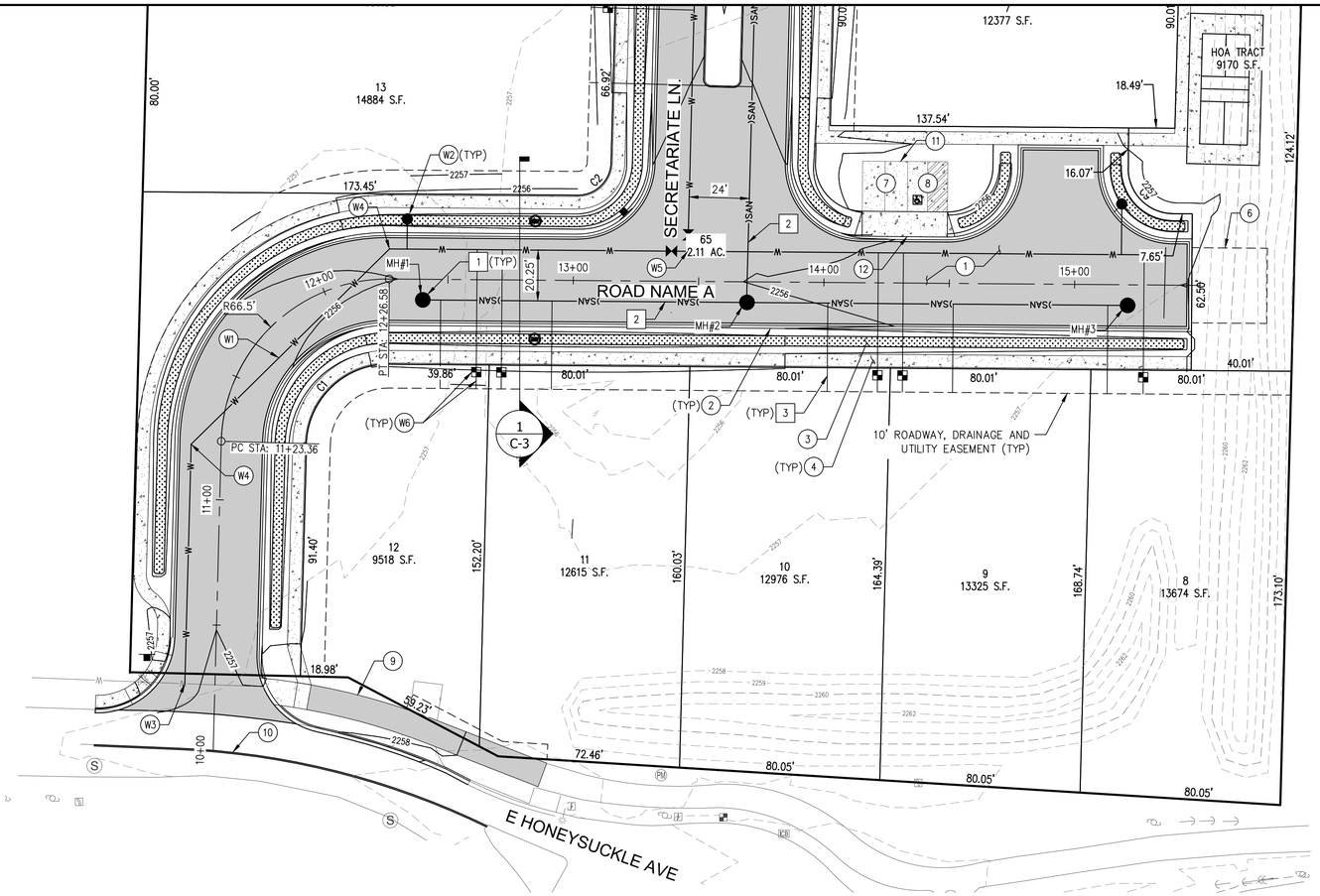
sht:
EXISTING CONDITIONS

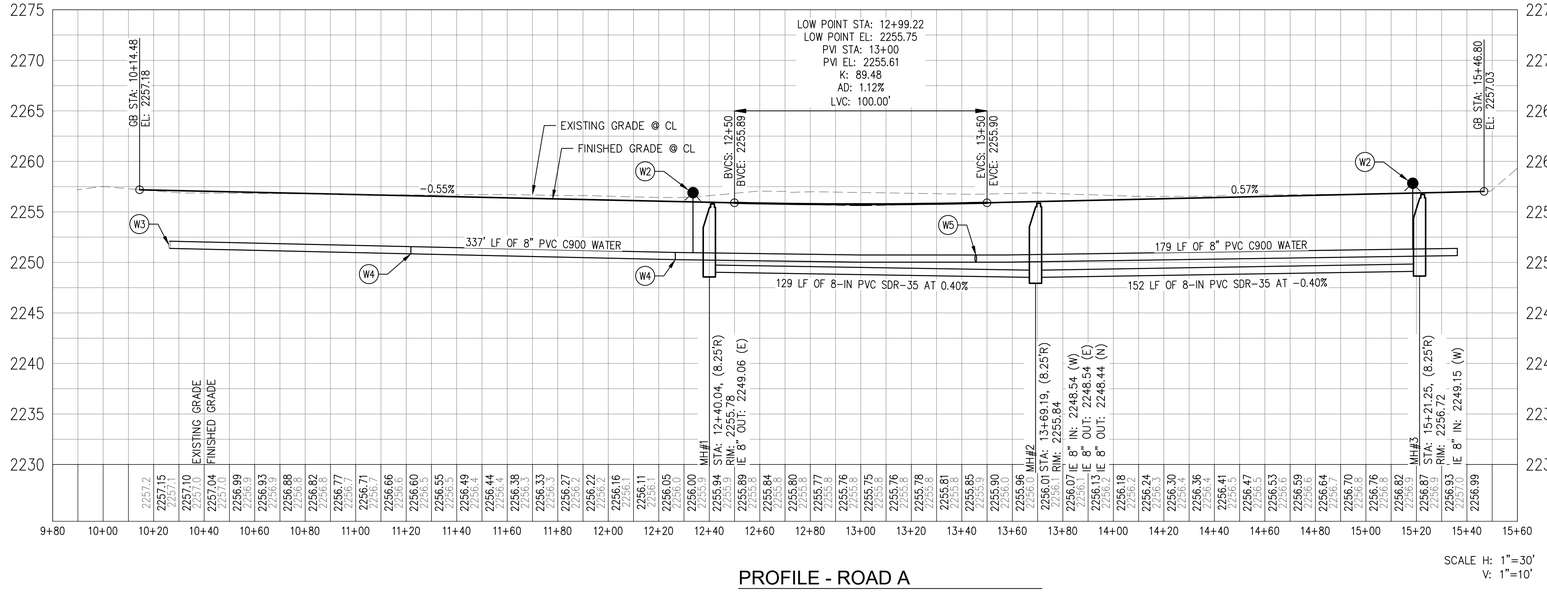
#	DATE	REVISION

C-4



PLAN - ROAD A

SCALE: 1" = 50'



PROFILE - ROAD A

KEYNOTES

1. 4" HOT MIX ASPHALT OVER 4" CRUSHED AGGREGATE BASE OVER 12" BALLAST
2. CURB AND GUTTER PER DETAIL X, SHEET C-X
3. GRASS SWALE PER DETAIL X, SHEET C-X
4. 5' CONCRETE SIDEWALK PER DETAIL X, SHEET C-X
5. SINGLE DEPTH DRYWELL PER DETAIL X, SHEET C-X, REFERENCE DRYWELL TABLE ON THIS SHEET
6. 30'X30' SNOW STORAGE
7. (2) 9' PARKING STALLS
8. INSTALL VAN ACCESSIBLE ADA PARKING AND SIGNS PER DETAIL X, SHEET X
9. CONSTRUCT CLASS 1 PATH, PER DETAIL X, SHEET X
10. CONSTRUCT 6" CURB, PER DETAIL X, SHEET X
11. CONCRETE PARKING AREA
12. CONSTRUCT DRIVEWAY APPROACH, PER DETAIL X, SHEET X

WATER KEYNOTES

- W1 8" PVC C900 WATER MAIN
- W2 FIRE HYDRANT PER DETAIL X, SHEET C-X
- W3 TIE INTO EXISTING AID 8" WATER STUB
- W4 INSTALL 45° BEND AND THRUST BLOCK PER DETAIL X, SHEET C-X
- W5 INSTALL TEE, (2) GATE VALVES (W, N) AND THRUST BLOCK PER DETAIL X, SHEET C-X
- W6 1" HDPE WATER SERVICE AND METER BOX/SETTER PER DETAIL X, SHEET C-X

SEWER KEYNOTES

1. SANITARY MANHOLE WITH THICKENED COLLAR PER CITY DETAIL S-001 AND S-002, SHEET C-X
2. 8" SDR-35 PVC SANITARY SEWER MAIN
3. 4" SANITARY SEWER SERVICE PER DETAIL S-005 SEE SHEET C-X

NOTES

1) EXISTING AND PROPOSED CONTOURS ARE SHOWN AT 1' INTERVALS.
2) ALL BENDS AND TEES SHALL HAVE THRUST BLOCKS. REFERENCE HLID DETAIL
3) ALL WATER MAINS SHALL BE INSTALLED AT A MINIMUM BURY OF 5'
4) WATER AND SEWER LINES MUST MAINTAIN A MINIMUM OF 10' HORIZONTAL SEPARATION EXCEPT AT CROSSINGS PER DETAIL W-7, SHEET C-X
5) IF 18" OF VERTICAL SEPARATION CANNOT BE MAINTAINED AT CROSSINGS, THE WATER LINE OR SEWER LINE MUST BE SLEEVED PER IDEQ REQUIREMENTS

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loc: 751 E HONEYSUCKLE AVE HAYDEN, ID

sht: ROAD A PLAN AND PROFILE STA 10+00 TO 15+50

#	DATE	REVISION

C-5

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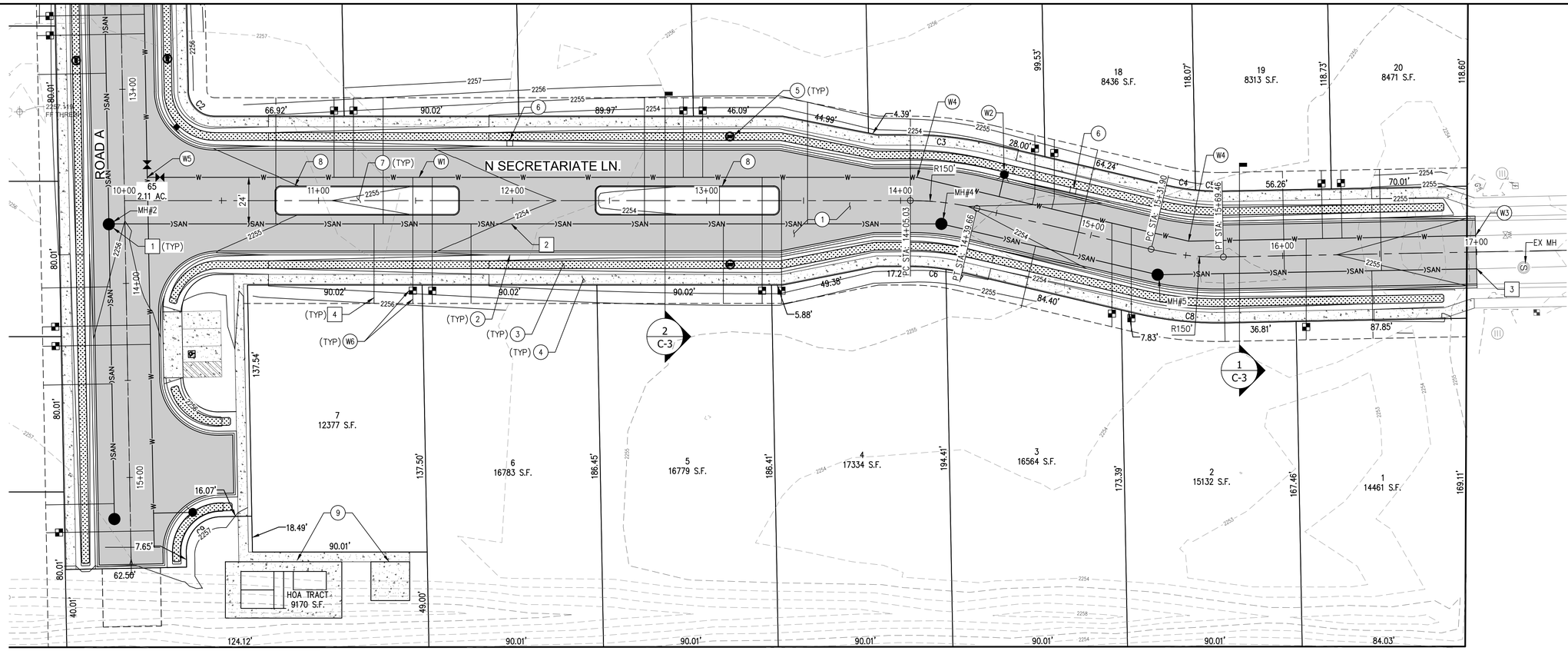
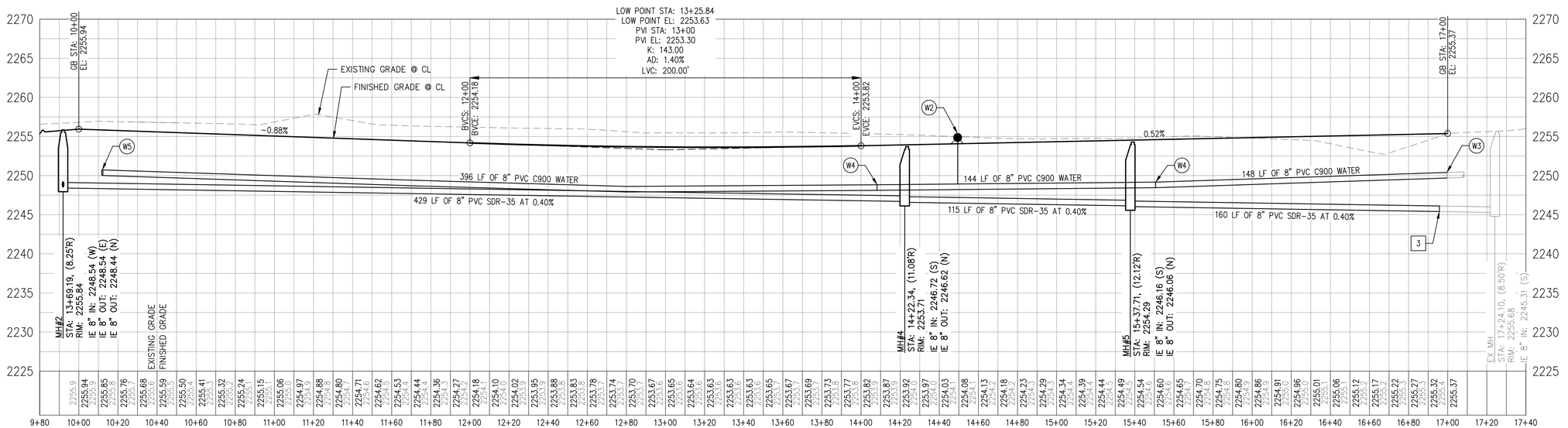


PLAN - E SECRETARIATE LN.

SCALE: 1" = 50'



PROFILE - N SECTARIATE LN.

KEYNOTES

1. 4" HOT MIX ASPHALT OVER 4" CRUSHED AGGREGATE BASE OVER 12" BALLAST
2. CURB AND GUTTER PER DETAIL X, SHEET C-X
3. GRASS SWALE PER DETAIL X, SHEET C-X
4. 5' CONCRETE SIDEWALK PER DETAIL X, SHEET C-X
5. SINGLE DEPTH DRYWELL PER DETAIL X, SHEET C-X, REFERENCE DRYWELL TABLE ON THIS SHEET
6. 3'X3' CONCRETE PAD WITH (1) 12-UNIT MAILBOX CLUSTERS
7. LANDSCAPE ISLAND
8. CONSTRUCT 6" CURB, PER DETAIL X, SHEET C-X
9. COMMUNITY PAVILION AND PICKL BALL COURT ON HOA TRACT

WATER KEYNOTES

- W1 8" PVC C900 WATER MAIN
- W2 FIRE HYDRANT PER DETAIL X, SHEET C-X
- W3 TIE INTO EXISTING AID 8" WATER STUB
- W4 INSTALL 11.25° BEND AND THRUST BLOCK PER DETAIL X, SHEET C-X
- W5 INSTALL TEE, (2) GATE VALVES (W, N) AND THRUST BLOCK PER DETAIL X, SHEET C-X
- W6 1" HDPE WATER SERVICE AND METER BOX/SETTER PER DETAIL X, SHEET C-X

SEWER KEYNOTES

1. SANITARY MANHOLE WITH THICKENED COLLAR PER CITY DETAIL S-001 AND S-002, SHEET C-X
2. 8" SDR-35 PVC SANITARY SEWER MAIN
3. TIE INTO EXISTING 8" SEWER STUB 25' SOUTH OF EXISTING MANHOLE. APPROXIMATE IE: 2245.31. CONTRACTOR TO VERIFY ELEVATION IN THE FIELD PRIOR TO SEWER INSTALLATION
4. 4" SANITARY SEWER SERVICE PER DETAIL S-005 SEE SHEET C-X

NOTES

1) EXISTING AND PROPOSED CONTOURS ARE SHOWN AT 1' INTERVALS.
2) ALL BENDS AND TEES SHALL HAVE THRUST BLOCKS. REFERENCE HLID DETAIL
3) ALL WATER MAINS SHALL BE INSTALLED AT A MINIMUM BURY OF 5'
4) WATER AND SEWER LINES MUST MAINTAIN A MINIMUM OF 10' HORIZONTAL SEPARATION EXCEPT AT CROSSINGS PER DETAIL W-7, SHEET C-X
5) IF 18" OF VERTICAL SEPARATION CANNOT BE MAINTAINED AT CROSSINGS, THE WATER LINE OR SEWER LINE MUST BE SLEEVED PER IDEQ REQUIREMENTS

811 Know what's below. Call before you dig.

Olson Engineering
1649 N Nicholson
Center St Suite #102
Post Falls, ID 83854
208-651-4152
eo@oecivil.com

PRELIMINARY

prj: MONAGHAN ESTATES

751 E HONEYSUCKLE AVE
HAYDEN, ID

sht: E SECTARIATE LN
PLAN AND PROFILE
STA 10+00-17+24

#	DATE	REVISION

C-6

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Public Agency Comments

Sadie Roe

From: Bob Chandler <bobchandlercda@gmail.com>
Sent: Tuesday, April 14, 2026 6:55 PM
To: Planning
Subject: Agency Notice for PZE-26-0035 Monaghan Estates Subdivision

Avondale has provided a Will Serve for this project and has no further comments.

Thanks,
B.

Bob Chandler | District Manager
Avondale Irrigation District
PO Box 81, Hayden, ID 83835
P (208) 772-5657 | M (208) 691-3428

Sadie Roe

From: Robert Beachler <Robert.Beachler@itd.idaho.gov>
Sent: Wednesday, April 15, 2026 6:22 AM
To: Planning
Subject: RE: Agency Notice for PZE-26-0035 Monaghan Estates Subdivision

No Comment from the Idaho Transportation Department.

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, April 14, 2026 3:21 PM
To: Robert Beachler <Robert.Beachler@itd.idaho.gov>
Subject: Agency Notice for PZE-26-0035 Monaghan Estates Subdivision

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,

Attached you will find the Agency Notice for a major subdivision: Monaghan Estates currently known as: 751 E Honeysuckle Avenue. Please submit any written comments by April 28th to be included in the Staff Analysis. You may email your comments to: Planning@haydenid.gov

If you have no comments, please advise us accordingly.

Thank you!

Sincerely,

Sadie Roe

Planning Assistant

Sadie Roe

From: Corey Koerner <ckoerner@phd1.idaho.gov>
Sent: Thursday, April 16, 2026 1:00 PM
To: Planning
Subject: PZE-26-0036

Categories: Sadie

Hello,

In regards to PZE-26-0036, PHD has the following comments:

A complete subdivision application must be submitted to the health district and all fees paid. All requirements of PHD's subdivision process must be complete prior to final plat approval.

Thank you.

Corey Koerner, REHS
Registered Environmental Health Specialist
Panhandle Health District 1
8500 N. Atlas Road
Hayden, ID 83835
O: (208) 415-5215
C: (208) 819-0411
Ckoerner@phd1.idaho.gov

Sadie Roe

From: Scott Maxwell <smaxwell@kcgov.us>
Sent: Thursday, April 16, 2026 11:19 AM
To: Planning
Subject: PZE-26-0035

Categories: Sadie

You don't often get email from smaxwell@kcgov.us. Learn why this is important

The KCSO has no issues or concerns at the is time.

Thanks,

Captain Scott Maxwell

From: CITY OF HAYDEN - Community Development <noreply@bsacloud.com>
Sent: Tuesday, April 14, 2026 3:21 PM
To: Scott Maxwell <smaxwell@kcgov.us>
Subject: Agency Notice for PZE-26-0035 Monaghan Estates Subdivision

Good Afternoon,

Attached you will find the Agency Notice for a major subdivision: Monaghan Estates currently known as: 751 E Honeysuckle Avenue. Please submit any written comments by April 28th to be included in the Staff Analysis. You may email your comments to: Planning@haydenid.gov

If you have no comments, please advise us accordingly.

Thank you!

Sincerely,

Sadie Roe

Planning Assistant

Sadie Roe

From: Richman, Michelle <Michelle.Richman@idwr.idaho.gov>
Sent: Friday, April 17, 2026 9:21 AM
To: Planning
Subject: FW: Agency Notice for PZE-26-0035 Monaghan Estates Subdivision
Attachments: PZE-26-0035 - Agency Notice 04-14-26.pdf

Categories: Sadie

Hello,

Thank you for the opportunity to comment. It is IDWR's understanding that Avondale Irrigation District will be supplying water to this new subdivision. IDWR has no concerns with the proposal; however, it appears North Kootenai may notate the property as being in their service area too. This is just for your information.

Thanks,
Michelle

From: CITY OF HAYDEN - Community Development <noreply@bsacloud.com>
Sent: Tuesday, April 14, 2026 3:21 PM
To: Richman, Michelle <Michelle.Richman@idwr.idaho.gov>
Subject: Agency Notice for PZE-26-0035 Monaghan Estates Subdivision

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,

Attached you will find the Agency Notice for a major subdivision: Monaghan Estates currently known as: 751 E Honeysuckle Avenue. Please submit any written comments by April 28th to be included in the Staff Analysis. You may email your comments to: Planning@haydenid.gov

If you have no comments, please advise us accordingly.

Thank you!

Sincerely,

Sadie Roe

Planning Assistant

Sadie Roe

From: Horsmon,Merritt <merritt.horsmon@idfg.idaho.gov>
Sent: Thursday, April 30, 2026 12:40 PM
To: Planning
Subject: PZE-26-0035 - Monaghan Estates

The Idaho department of Fish and Game does not have any comments to submit for this project.

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

B. *ACTION ITEM* 2026 Honeysuckle Beach Concessions Agreement with All State 38, Inc.

Memo

To: Mayor and Hayden City Council

From: Suzanne Cano, Recreation and Community Events Director

Date: June 3, 2026

Agenda Item: Authorization to approve the 2026 Honeysuckle Beach Concessions Agreement with All State 38, Inc. for concessions sales at Honeysuckle Beach for the summer season.

Agenda Item Location
New Business

Recommended Action or Motion
Staff recommends council approves the Honeysuckle Beach Concessions Agreement with All State 38, Inc. and authorizes the Mayor to sign the contract for the concessions stand operator at Honeysuckle Beach for the summer of 2026.

Summary
The original Request for Proposal (RFP) was noticed on March 2 with a deadline for submitting proposals on April 15, and one proposal was received that didn't go forward. The RFP was reposted on May 19 with a deadline of June 3. The city received three proposals, and rated all the proposals on the following criteria:

1. Days and Hours of Operation (40 pts)
2. Facility being Used (20 pts)
3. Menu Variety and Prices (25 pts)
4. Rate being Paid to the City (15 pts)

All State 38, Inc. received a rating of 100/100 and had the highest rating, and therefore, is recommended by staff for approval by Council.

Functional Impact of Authorizing
Authorizing the contract means the city will continue to provide a service to beach attendees for the 2026 summer beach season.

Functional Impact of Not Authorizing
Not authorizing means no concessions will be sold at Honeysuckle Beach this season. As beach goers have come to expect concessions at Honeysuckle Beach, not having concessions would likely be seen as unfavorable by the community.

Fiscal Impact
There are minimal expenses (electricity and water) associated with this contract. All State 38, Inc. has proposed a $2,500 payment for the use of the concessions stand, which would be paid by June 12, 2026.

Budget Funding Source/Transfer Request
Concessions Revenue GL# 110-740-44721

Attachments
All State 38, Inc. Honeysuckle Beach Concessions Proposal
2026 Honeysuckle Beach Concessions Agreement with All State 38, Inc.

HONEYSUCKLE BEACH CONCESSIONS AGREEMENT

AGREEMENT made between the City of Hayden, a political subdivision of the State of Idaho (hereinafter referred to as "CITY"), and **All State 38, Inc., an S Corporation, 512 West MLK Jr. Blvd, Unit 313, Austin, TX 78701, c/o Adam and Debraun West, 6644 N. Colfax Avenue, Dalton Gardens, ID 83815, 210-232-2305, debraunwest@gmail.com**, (hereinafter referred to as "CONCESSIONAIRE").

THE PARTIES AGREE AS FOLLOWS:

1. CONCESSION STAND: CITY allows CONCESSIONAIRE to utilize CITY owned property, specifically the existing structure located at 2369 E. Honeysuckle Avenue on Honeysuckle Beach for the purpose of operating a Concession Stand for the period from **June 10 to September 7, 2026, or ending date mutually agreed upon**, inclusive, to sell and dispense food and other consumer products. CONCESSIONAIRE agrees to pay CITY the **sum of $2,500.00 for this right, to be paid on or before Friday, June 12, 2026.** This right to set up and operate a Concession Stand is not a lease and is not subject to any landlord/tenant laws.

2. SAFETY: CONCESSIONAIRE agrees to provide appropriate chemical-type fire extinguisher(s), as required by the Northern Lakes Fire District Fire Marshall, and to comply with all reasonable orders of said Fire Marshall. CONCESSIONAIRE further agrees that beverages will not be served in glass containers. CONCESSIONAIRE further agrees to comply with all state and local laws relating to activities in the park and the delivery of food.

3. ALCOHOL PROHIBITED: CONCESSIONAIRE agrees that no alcohol or alcoholic beverages will be sold by CONCESSIONAIRE or possessed or consumed within the Concession Stand at any time, or by CONCESSIONAIRE, its agents, employees and staff at any time while operating or manning the Concession Stand.

4. PERMITS: CONCESSIONAIRE agrees to obtain all necessary permits for a temporary restaurant pursuant to local laws, rules, and regulations and to submit to inspections by health officers and authorized representatives of Panhandle Health District, and to comply with all federal, State of Idaho, Health District, Idaho Department of Health and Welfare, City ordinances, rules, regulations, and policies. Any Health District permit must be conspicuously posted on the Concession Stand.

5. MENU & ITEMS POSTING: CONCESSIONAIRE shall post, in a conspicuous place, at the front entrance to said place of business, a sign showing the items available for sale and the price of each. This sign must be visible during all hours of operation. CONCESSIONAIRE will sell family-friendly items. If CONCESSIONAIRE wants to sell any additional items not previously approved, those items will need to be approved by the CITY prior to being available for sale.

6. CITY EQUIPMENT, POWER AND WATER: CONCESSIONAIRE shall be provided electrical power within the Concession Stand. The CONCESSIONAIRE is granted access to the City's water source if necessary. CONCESSIONAIRE is also permitted to use city-owned equipment located within the premises, PROVIDED HOWEVER that CONCESSIONAIRE shall be responsible for loss, damage or repairs to such city-owned equipment resulting from or in connection with the acts and/or performances or activities of CONCESSIONAIRE, CONCESSIONAIRE's agents, employees, or representatives under this Agreement.

7. PRODUCT LIST: The CONCESSIONAIRE agrees to furnish a proposed list of products to be sold and the retail prices thereof with the signed copy of this Agreement, which list, upon approval of the City Administrator, shall be incorporated herein and become a part of this Agreement. The CITY reserves the right to approve/disapprove any or all items, and shall notify the CONCESSIONAIRE within 7 days of receipt of said list of said approval/disapproval. CONCESSIONAIRE agrees that any item not approved for sale in said product list shall not be offered for sale. Any subsequent addition to the approved product list must be approved in writing by the City Administrator.

8. COMMUNITY RELATIONS: CONCESSIONAIRE agrees that the CONCESSIONAIRE and CONCESSIONAIRE's agents and employees will be courteous and informed about the community and will assist with questions from tourists and other park users. Particularly, CONCESSIONAIRE must be familiar with the Honeysuckle Beach area and Hayden Lake.

9. HOURS OF OPERATION: CONCESSIONAIRE agrees that the Concession Stand will be manned at all times during the hours that the stand is in operation. CONCESSIONAIRE agrees that the hours of operation will be **Monday through Sunday from 11:00 a.m.-6:00 p.m. for the period stated in this agreement**, except in the event of inclement weather forcing closure of the beach for more than two consecutive hours.

10. FINANCIAL RECORDS: The CONCESSIONAIRE shall submit their financial records of the business to the City Clerk by no later than January 31 of each calendar year for the previous year's sales related to this agreement. At a minimum the records shall include:
    a. Any and all information necessary to perform an audit, including payroll data; and,
    b. Profit and loss information for Concessions operations.

11. ASSIGNMENT OF CONTRACT: This contract, or any part thereof, cannot be assigned or otherwise disposed of without the express written approval of the CITY. Allowing others to use any part of the space herein granted is not permissible.

12. ACCESS: CITY agrees to provide CONCESSIONAIRE with two set(s) of keys to access the premises described herein for the duration of this Agreement. CONCESSIONAIRE agrees that only those persons, agents, employees and staff who are directly responsible for operating and/or manning the Concession Stand shall have possession of the access key(s) at any time. CONCESSIONAIRE, its agents, employees and staff members are strictly prohibited from duplicating any key provided by the CITY for any reason whatsoever. CONCESSIONAIRE shall be subject to fines and fees for any key(s) not returned to the CITY as directed herein.

13. HOUSEKEEPING: CONCESSIONAIRE agrees to maintain the Concession Stand and its immediate area in a clean and attractive manner at all times during the term of this Agreement. CONCESSIONAIRE agrees not to dispose of their refuse at a City maintained trash receptacle. Refuse must be removed from the site and disposed of at CONCESSIONAIRE's expense. The CONCESSIONAIRE shall clean the Concession Stand and surrounding area and return the premises to the CITY in a condition substantially equivalent to or better than it was upon delivery by the CITY to CONCESSIONAIRE at the commencement of this Agreement. CONCESSIONAIRE shall close down the Concession Stand and return any keys provided by the CITY for the Concession Stand to the CITY by the close of business following Labor Day Weekend.

14. NON-EXCLUSIVE: CONCESSIONAIRE understands and agrees that the CITY from time to time during the term of this agreement may allow other food and non-food concessions to operate at Honeysuckle Beach as part of a special event sponsored or supported by the CITY. **During those special events, the CITY has the right to temporarily terminate the CONCESSIONAIRE'S right to operate the Concession Stand.**

15. WAIVER: CONCESSIONAIRE understands that during the term of this agreement, the CITY may be undertaking some modifications to the approach and entry to Honeysuckle Beach and the docks at the beach which may interfere with CONCESSIONAIRE's operation or affect persons in the park. CONCESSIONAIRE specifically waives any claim as to lost profits or business while said repairs are undertaken.

16. INDEMNIFICATION: CONCESSIONAIRE agrees to indemnify, defend, and hold harmless CITY, and its officers, agents and employees, from and against any and all claims, losses, actions, or judgments for damages or injury to persons or property arising out of or in connection with the acts and/or any performances or activities of CONCESSIONAIRE, CONCESSIONAIRE's agents, employees, or representatives under this Agreement.

17. INSURANCE: CONCESSIONAIRE agrees to obtain and keep in force during its acts under this Agreement a comprehensive general liability insurance policy, which shall include products liability coverage, in the minimum amount of $1,000,000.00, which shall name and protect CONCESSIONAIRE, all CONCESSIONAIRE's employees, CITY, and its officers, agents and employees, from and against any and all claims, losses, actions, and judgments for damages or injury to persons or property arising out of or in connection with the CONCESSIONAIRE's acts. CONCESSIONAIRE shall provide proof of liability coverage as set forth above to CITY prior to commencing its performance as herein provided.

Said certificate of insurance shall be furnished to the City **not later than June 12, 2026**. If said certificate is not furnished by that date, this Agreement shall be terminated without further notice to CONCESSIONAIRE and forfeiture of all fees.

18. WORKER'S COMPENSATION: CONCESSIONAIRE shall maintain in full force and effect worker's compensation for CONCESSIONAIRE and any agents, employees, and staff that the CONCESSIONAIRE may employ, and provide proof to CITY of such coverage or that such worker's compensation insurance is not required under the circumstances.

19. NONDISCRIMINATION: No person shall be discriminated against in the providing of the services and/or concessions herein under and the CONCESSIONAIRE shall not refuse to serve or hire any person because of such person's race, creed, sex, color, or national origin. Also, the CONCESSIONAIRE will in no manner discriminate against any person because of such person's race, creed, sex, color, or national origin in the performance of this Agreement. Any such discrimination shall be deemed a violation of this Agreement and shall render this Agreement subject to forfeiture.

20. CERTIFICATION CONCERNING BOYCOTT OF ISRAEL: Pursuant to Idaho Code section 67-2346, if payments under the contract exceed one hundred thousand dollars ($100,000) and employs ten (10) or more persons, Contractor certifies that it is not currently engaged in, and will not for the duration of the contract engage in, a boycott of goods or services from Israel or territories under its control. The terms in this section defined in Idaho Code section 67-2346 shall have the meaning defined therein.

21. CERTIFICATION THAT COMPANY IS NOT CURRENTLY OWNED OR OPERATED BY THE GOVERNMENT OF CHINA: Pursuant to Idaho Code section 67-2359, Contractor certifies that the company is not currently owned or operated by the government of China and will not for the duration of the contract be owned or operated by the government of China. The terms defined in Idaho Code section 67-2359 shall be the meaning defined therein.

22. TERMINATION: This Agreement may be terminated immediately by CITY for breach of this Agreement by CONCESSIONAIRE and either party may terminate this Agreement by providing 30 days written notice of termination to the other party.

23. ENTIRE AGREEMENT: This is the entire agreement of the parties and can only be modified or amended in writing by the parties.

24. ATTORNEY FEES: Reasonable attorney fees shall be awarded to the prevailing party in any action to enforce this Agreement or to declare forfeiture or termination.

DATED this 4th day of June, 2026

CITY OF HAYDEN

Alan Davis, Mayor

CONCESSIONAIRES

Adam West

Debraun West

ATTEST:

Abbi Sanchez, City Clerk

HONEYSUCKLE BEACH
CONCESSION STAND PROPOSAL

SUBMITTED BY

Adam & Debraun West

HONEYSUCKLE BEACH

HAYDEN LAKE, IDAHO

CONCESSION OPERATIONS PROPOSAL

2026 SEASON

Enhancing the Honeysuckle Beach experience through quality food, family-friendly service, and community-focused operations.

CONCESSION STAND BID PROPOSAL

Submitted To:

City of Hayden
8930 N Government Way
Hayden, ID 83835

Submitted By:

Adam and Debraun West
All State 38, INC
6644 N. Colfax Ave, Dalton Gardens, ID 83815
763-232-2305 and 210-992-3107
debraunwest@gmail.com

Proposal for:

2026 Operation of the Honeysuckle Beach Concession Stand. - 20 pts

We propose to use the current concession stand at the Beach.

Proposers Overview

Adam and Debraun West live locally and have children that attend school and enjoy the Honeysuckle Beach experience. As well as being a part of the community they are both experienced event and concession operators with food service, festival, recreation, and family entertainment experience. Our team operates concessions, food vendor programs, and family-focused events.

Our goal is to provide a clean, family-friendly concession operation that enhances the visitor experience, while generating revenue for the City of Hayden and supporting our local community.

Proposed Operating Schedule - 40 pts

Summer Season June 15, 2026 - September 7, 2026

Monday – Sunday: 11:00 AM – 6:00 PM

Proposed Menu & Pricing - 25 pts

Cold Drinks

- Bottled Water – $3
- Gatorade and or Powerade (Sports Drink)– $4
- Soda – $3
- Sparkling Water – $3
- Lemonade/Ice Tea – $3
- Capri Sun/ Honest juice box (Variety) - $2
-

Fresh Items

- Watermelon Cup – $5
- Mixed Fruit Cup – $6
- Protein Box (options) – $4 - 6
- Giant Pickle – $3
- Uncrustable – $3
- Cesar Salad —$5 or Cesar Salad Wrap $6 (add Chicken $2)

Snacks

- Chips/Goldfish/Pretzels/Popcorn Bags – $3
- Trail Mix – $3
- Candy (Variety: Skittle, starburst, sour patch kids, nerd clusters, airhead, ring pops, sour straws, gushers, fruit roll ups, etc) – $1 - $3
- Candy Bars (Reeses, snickers, m&m's, Kit Kat, Hersheys) – $4
- Bakery Items (Rice Krispie, Cookie, Brownie) - $3
- Cotton Candy Bag — $5
- Apple Sauce Pouch — $2
- Granola Bar/Protein bars — $2 - $4

Items Continued on the Next Page

Hot Food

- Hot Dog – $4
- Corn Dog – $5
- Chicken Tenders – $6
- Mini Pizza – $5
- Nachos with cheese – $6
- Soft Pretzel – $4
- Hamburger — $6 (add cheese $1)
- Fries (if there is a hood for a fryer) — $5

Cold Treats

- Popsicle —$2 - $4
- Ice cream Sandwich — $3
- Ice Cream Misc. Variety (bomb pop, etc) —$4

Combo Meals: with Chips & Drinks.

Substitute Chips for Fries for $2 extra (if hood is available for fryer).

- Hot Dog Combo — $9
- Corn Dog Combo – $10
- Uncrustable Combo — $8
- Chicken Tender Combo – $10
- Hamburger Combo — $10 (add cheese $1)

Beach Essentials (if allowed)

- Sunscreen Packet — $2
- Sunscreen small — $10
- Lip balm — $3
- Sunglasses — $10 - $20
- Goggles — $5
- Sand Bucket/Shovel —$6
- Swim Diapers — $2
- Towel — $12
- Chair rentals — $10 per day

Operations & Customer Service

- Maintain all required health department permits and licenses.
- Provide trained and professional staff.
- Maintain clean and sanitary operations.
- Keep the concession stand stocked and operational during approved hours.
- Accept cash and electronic payments.
- Provide family-friendly pricing.

Insurance & Compliance

We agree to maintain all required insurance coverage and comply with all applicable federal, state, local, and health department regulations throughout the term of the agreement.

Financial Proposal - 15 pts

Adam and Debraun West propose to pay the City of Hayden:

Annual Concession Fee:

$2,500 for the 2026 Season

Value Added Benefits

- Fresh food options beyond traditional concession fare
- Professional event and concession management experience
- Expanded operating hours during peak attendance periods
- Clean, attractive presentation focused on enhancing the beach experience

Conclusion

Adam and Debraun West appreciate the opportunity to partner with the City of Hayden. We live locally and are committed to operate a professional, reliable, and customer-focused concession stand that enhances the experience of visitors while providing value to the City.

Respectfully Submitted,

Adam and Debraun West

Total Points - 100

CITY OF
HAYDEN
IDAHO
8930 North Government Way, Hayden, ID 83835
Phone (208) 772-4411 • Fax (208) 772-6522

Honeysuckle Beach Concessions Request for Proposals
City of Hayden
8930 North Government Way
Hayden, ID 83835

Proposals for the purpose of operating concessions at Honeysuckle Beach during the summer season in Hayden, Idaho, will be received by the City of Hayden at City Hall, 8930 North Government Way, Hayden, Idaho 83835 until Noon on Wednesday, June 3, 2026.

Proposals should be submitted in a sealed envelope and include:

- Name, Address and Phone Number of Concessionaire
- Menu/Products to Be Sold with Prices
- Hours of Operation
- Days of Operation
- Space where Items will be Sold – City's Concession Stand, Food Truck, etc.
- The Annual Amount (not a percentage) to be Paid to the City to Operate Concessions

Proposals will be evaluated based on the factors outlined below, which shall be applied to all eligible, responsive proposals in selecting the successful submitter. The City's evaluators reserve the right to disqualify any proposal for, but not limited to, person or persons it deems non-responsive and/or non-responsible; a failure to respond to each section; or whose experience don't satisfy the competencies required. The City's evaluators reserve the right to make such investigations into the qualifications of the proposer as it deems appropriate when considering what is in the best interest of the City and its community.

1. Days and Hours of Operation (40% - 40 points possible): A successful vendor will be able to demonstrate proposed hours of operations that best align with services offered during peak times of the summer and peak times of each day.
    a. Days and times that are most beneficial to beach patrons

2. Menu/Products* (25% - 25 points possible): A successful vendor will be able to demonstrate the ability to offer a wide variety of items for sale and the success of that vendor to sell to patrons of Honeysuckle beach. The vendor is requested to include their cost structure related to their variety of products offered.
    a. Food and items to be sold;
    b. Prices of all items to be sold

3. Space where Items will be Sold (20% - 20 points possible): A successful vendor will be able to demonstrate how they will utilize city space to conduct their store. More value is placed on the use of the city concession stand over a separate structure or mobile vehicle/trailer. If a vendor proposes to use their own equipment, they must demonstrate where and how the structure will be placed and how that will not impede the normal use of the park to its fullest potential.
    a. Use of City's concession stand or submitter's own equipment, i.e., mobile truck, vehicle, etc.

4. Amount of Bid/Payment Structure of Proposal (15% - 15 points possible): A successful vendor will be able to demonstrate the payment amount the City would retain as part of the overall proposal.

Summary of Evaluative Points and Scoring – **All State 38, Inc.–Adam and Debraun West**

Category	% Overall Score	Max Pts Possible	Points Scored
Days and Hours of Operation	40%	40 points	40
Menu/Products*	25%	25 Points	25
Space where Items will be Sold	20%	20 Points	20
Amount of Bid/Payment Structure	15%	15 Points	15
		Total Points Scored	100

*All vendors selling foods other than commercially prepared food in unopened, hermetically-sealed containers requiring no refrigeration and dairy products in the original unopened container will be required to obtain the appropriate permits from Panhandle Health District.

Proposals are due by Noon on Wednesday, June 3, 2026. The City will contract with the selected vendor from June 10 - September 1, 2026, or dates mutually agreed upon. Honeysuckle Beach opens for business on June 15 or date mutually agreed upon.

The concessions contract documents may be examined and a copy produced at the following location: **City of Hayden, 8930 North Government Way, Hayden, Idaho 83835**.

REJECTION OF PROPOSALS: The **City of Hayden** reserves the right to waive any and all claims, informalities or irregularities in the proposal or to reject or accept any or all proposals or any part of a single proposal.

Contact:
Suzanne Cano, Director
Recreation & Community Events Department
Office: 208-209-1080
Email: scano@haydenid.gov

All State 38, Inc., an S Corp, 512 W. MLK Jr. Blvd, Unit 313, Austin, TX 78701
c/o Adam + Debraun West

C. Consider Proposal to Open City Hall for Public and Private Events

7. **REPORTS**

A. City Administrator Report and Calendar Review

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.

June 2026

June 2026

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2026

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 31	Jun 1 11:00am Joint City Council and HURA Board Meeting 5:30pm Planning and Zoning Commission (Council Chambers)	2 1:00pm Public Safety Commission	3	4 4:00pm Veterans Commission	5	6
7	8	9 5:00pm City Council Meeting (City Hall Council Chambers)	10 2:00pm Arts Commission Workshop 3:00pm Arts Commission	11 11:00am Historic Preservation Commission Meeting	12	13
14	15 5:30pm Joint City Council and Planning and Zoning Commission Meeting (Council Chambers)	16	17 4:00pm Parks & Recreation Commission	18	19	20
21	22	23 5:00pm City Council Meeting	24 10:30am Hayden Bike Rodeo (Hayden Community Library)	25	26	27 11:00am Dog Days of Summer-Fest (Stoddard Park)
28	29	30	Jul 1	2	3	4

July 2026

July 2026

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2026

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jun 28	29	30	Jul 1	2 4:00pm Veterans Commission	3	4 City Hall Closed (Independence Day)
5	6 Copy: Annual Development Impact Fee Update 5:30pm Planning and Zoning Commission (Council Chambers)	7	8 3:00pm Arts Commission	9 11:00am Historic Preservation Commission Meeting 6:00pm Summer Concert Series (McIntire Family Park)	10	11 Hayden Triathlon (Honeysuckle Beach)
12	13 1:30pm Anissa Crane & Kathy Muir re: IDPR Parks Grant Opportunities Check In (City Hall) - Event	14 5:00pm City Council Meeting (City Hall Council Chambers)	15 4:00pm Parks & Recreation Commission	16 6:00pm Summer Concert Series (McIntire Family Park)	17	18
19	20 5:30pm Planning and Zoning Commission (Council Chambers)	21	22	23	24 2:00pm Hayden Days (McIntire Family Park)	25 10:00am Hayden Days (McIntire Family Park)
26	27	28 5:00pm City Council Meeting	29	30 6:00pm Summer Concert Series (McIntire Family Park)	31	Aug 1

Completed	Avg	Goal/Aspiriation	Assigned Staff Member	June 2026 Update
☐	14	Law Enforcement Strategic Plan completion	Lisa	Underway
☐	14	HARSB Transition Process Developed	Team	Currently meeting monthly
☐	13.8	Bid Honeysuckle and Ramsey Road intersection	Dulci	Begin construction Mid-June through Labor Day
☐	12.6	Financial Policy Completion	Jen	Drafted and working through adoption after budget adoption
☐	12.6	Base Tax increase for Nov Ballot Don't want to use savings can't make May	Lisa	Tabled until after LE strategy is completed
☐	12	Long Range Parks Plan Update - for Impact Fees	Team	Budgeted in FY2027
☐	12	Look to adjacent cities (H.L. and Dalton) for combined L.E. force - colaborate with cities for LE	Lisa	Tabled until after LE strategy is completed
☐	11.8	Sewer Master Plan- Collection system	Alan/Dulci	Budgeted in FY2027
☐	11.8	Space needs analysis	Lisa	Bernardo Wills under contract- last update on 5/29
☐	11.66667	Impact Fee Study	Lisa	Budgeted in FY2027
☑	11.6	H6 Reimbursement Policy/Escrow developed	Jen	Underway
☑	11.6	Chip Seal 18-20 lane miles/yr	Alan	Bid awarded- Contractor hired
☐	11.4	Code Amendments- Specific to P/Z	Donna	Initiated- Donna is bringing updates to Council
☑	11.4	Have car owners pay for towed cars	Ty	Passed and sent for publication
☐	11.4	Honeysuckle Boat Launch/ADA Access project	Ty	Awaiting award of grant- will learn in July
☐	11	Consider contracting a City public relations / communications function	Abbi	Receiving recommendations for consultant
☐	10.8	Review fees for Non-residents in sports programs - wants more Hayden People in our Programs prefernce to Hayden Residents	Suzi	Initiated- Suzie and Lisa working on
☐	10.8	Government Way & Wyoming Intersection	Dulci/Alan	Working on project reimbursement agreement with HURA
☐	10.75	~~Arbor Day and America250 Center Curriculum Update~~ - Oldest Tree in Hayden In Process	Donna	
☐	10.6	City standards update - sewer, streets and parks	Dulci/Alan	Work in progress; pavement cut policy is progress; ordinance passed
☐	10.4	Government Way RRFB's (Blue Cross Community Health Academy Project)	Ty	Full bloom; on order delivered by 6/29
☐	10.2	Consider L.E. Impact Fee - Need new plan and impact fee	Lisa	Tabled until after LE strategy is completed
☐	10.2	Government Way & Honeysuckle Intersection	Dulci/Alan	Going to HURA for reimbursement agreement; design underway
☑	10.2	GIS	Team	Done with hardware and software upgrades;
☐	10.2	Purchase Orders- Develop staff initiated policy	Jen	Budgeted for 2026- Jen will work with Michael to get done possibly this year
☐	10.2	Community Listening sessions over base budget constraints - Push Out from Webpage Subscribe Option somewhere	Lisa	Interviews with some software systems to evaluate opportunities for engagement of citizen
☐	10	Honeysuckle Beach Parking study- what can be done - could we control parking on Honeysuckle with Parking Sticker	Team	Looking to roll into larger corridor study which is budgeted in 2027
☐	10	Align all Standards of approval with comprehensive plan goals and policies		
☐	10	Update to cell towers communication systems - third party law firm to rewrite ours and paid for by a community agency - drive testing	Donna	Donna working with Attorney to address/review
☐	9.8	Government Way & Dakota Intersection	Dulci/Alan	HURA priority list; Discussed in June with HURA
☐	9.6	Consider lessening requirements for easements to city - ADU proposed frontage improvements code	Donna	Underway
☐	9.6	Prairie/Courcelles Traffic signal (2027 construction)	Alan/Dulci	On CIP for FY27 funding
☐	9.2	Wetlands, Watercourse and SARA Protection - May vs Shall in city code vs county AOI has wetlands using PUDs or mimic County	Donna	
☐	8.8	Modernize Honeysuckle beach - corridor study	Team	Budgeted in FY2027
☐	8.8	Broadmoor Playground Improvements	Ty	on Capital improvement list for General Fund in FY27
☐	8.6	Evaluate possibilities and options to develop area south and west of City Hall into a "walkable downtown" with street parking		
☐	8.5	Stoddard Barn rehabilitiation into functional space for rent	Donna	Historic Commission looking into grants
☐	8	Incentivize smaller home development s on specific infield fill lots - include P&Z and talk with Dev		On hold until evaluate new legislation
☐	7.8	Review and create if required ordinances that positively shape Hayden's CBD - Downtown Revitalization Plan Update		
☐	7.8	Maple Street considerations as 1-way	Team	Maybe look at LID to widen the street to make more accessible for pedestrians
☐	7.6	Review possibility of Stormwater Utility - Pretreatment by developer and paid for by residents of development Utility Dist.		
☐	6.2	City Link- Public Transportation Planning		
☐	6	Urban Forestry Plan		
☐	6	HURA Plan/Design of Community.Civic Center- City Involvement - Keep priority on Roads guidance to MR for HURA vote	Lisa	Working on contract with Bernardo Wills to Master Plan the HURA property
☐	5.6	Consider speed study on Gov. Way for speed reduction		

B. Law Enforcement
C. Mayor/Council

8. **REQUEST FOR FUTURE AGENDA ITEMS**
9. **EXECUTIVE SESSION** ***ACTION ITEM*** ***(Action will be taken to enter and exit Executive Session. No action will be taken during the Executive Session)***
   A. Idaho Code 74-206(1)(c) To acquire an interest in real property which is not owned by a public agency
   B. Idaho Code 74-206(1)(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.
10. **ADJOURNMENT**

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