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Planning and Zoning Commission PUBLIC WORKSHOP STAFF REPORT

Workshop Date: June 18, 2026

Date Report Compiled: June 10, 2026

Agenda Item: Final Plat for the 73-lot Mayfield Springs Ridges No. 1 subdivision in the Mayfield Springs Planned Community.

Applicant: Mayfield Development LLC

Case Number: FP-2026-03

Associated Case Numbers: PC-2021-01 Mayfield Springs Planned Community
PP-2023-01 Preliminary Plat

County Review Team: Mitra Mehta Cooper AICP, Contract Planner
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Angie Michaels PE, Contract County Engineer
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Zoning Designation: Planned Community (PC) with Wildland Urban Interface (WUI) Overlay

Parcel Numbers and Property Information: The plat involves approximately 20.37 acres in the Mayfield Springs Planned Community in western Elmore County (the "Site"). It is located on a portion of RP01N04E340050 owned by Mayfield Development LLC.

BACKGROUND:

Mayfield Development LLC requests a Final Plat ("the Application") for a 73-lot subdivision—62 lots for homes, 11 lots for private streets and open space ("the Project") or ("the Proposal") covering approximately 20.37 acres consistent with the Elmore County Zoning and Development Ordinance Title 10 ("the Ordinance") and Conditions of Approval of PC-2021-01 and PP-2023-01 ("the Conditions"). The Proposal is the third final plat within the Mayfield Springs Planned Community ("PC-2021-01") as well as the third final plat within Preliminary Plat 2023-01 ("PP-2023-01").

On March 23, 2026, the Applicant submitted the Application to the Department and paid the required fees in compliance with Section 10-1-3 (C).

On April 13 and April 23, 2026 the Department sent notice via email to affected agencies to solicit feedback on the Final Plat. Additionally, the Department met with agencies on May 12, 2026.

On May 13, 2026, the Department issued a Completeness Determination notifying the Applicant of items missing from the Application.

On May 28, 2026, the Applicant submitted additional materials in response to the Completeness Determination.

To raise public awareness of the workshop, today's workshop was advertised in the Mountain Home Newspaper on June 3, 2026 and the Site was posted on June 11, 2026. The purpose of today's workshop is to review the Application with the Planning and Zoning Commission and gather feedback prior to the Board of County Commissioners holding a public hearing on the Final Plat request.

Preliminary Findings on Final Plat Review Criteria (Section 10-1-20 (B))

These findings are preliminary and provided for awareness and coordination. They are subject to revision, potentially substantial revision, prior to the Board of County Commissioners Public Hearing. No preliminary finding should be interpreted as an indication of future approval of the Application by the Board.

1. The final plat is in substantial conformance with the preliminary plat;

Staff Response:

Key elements were assessed to determine where the proposed final plat is in substantial compliance with the Preliminary Plat approved through PP-2023-01 within PC-2021-01. The determination included the number of lots, lot size, lot orientation and geometry, overall street layout and access, and the inclusion of planned parks, open space, and pedestrian connections. These elements represent the primary factors that define the subdivision's layout, and functionality in compliance with the planned community. Below each of these elements, a response is provided indicating if the element is in substantial compliance with the preliminary plat:

- **Number of Lots – substantially conforms**

The Preliminary Plat includes 65 single family residential lots. The proposed final plat includes 62 single family residential lots, resulting in a reduction of approximately 4.6 percent. The Development Ordinance for Mayfield Springs Planned Community at Element D, Conditions of Approvals for PC-2021-01 and PP-2023-01, and the Elmore County Zoning Ordinance at Title 10 do not provide any guidance on when a final plat becomes non-conforming with Preliminary Plat. Staff believes that 4.6 percent is reasonably non-substantial, especially considering the changes to the number of lots does not have a cascading effect on other site elements such as lot geometry and orientation, lot size, and streets and access. .

- **Lot Size – substantially conforms**

All lots meet and exceed the minimum requirement of 3,500 square feet for medium-density residential referenced in the Preliminary Plat, remaining conforming with the type of lot shown in the Preliminary Plat.

- **Lot Geometry – substantially conforms**

Predominantly rectangular lot configurations are maintained throughout the subdivision, with pie-shaped lots located on cul-de-sacs, consistent with typical subdivision design and as illustrated in the Preliminary Plat.

- **Lot Orientation – substantially conforms**

Most lot orientations remain consistent with the Preliminary Plat. However, the Preliminary Plat oriented four lots in Block 6 toward a mid-block cross street. With the removal of that cross street, the current lot configuration reflects the most compliant orientation possible, given that Spindle Way is now the only adjacent street available for frontage.

- **Streets and Access –substantially conforms**

The street and access layout generally remains consistent with the Preliminary Plat, with two notable changes from the planned community: removal of a mid-block cross street in Block 6 and omission of a planned pedestrian connection extending northwest from the end of Spindle Way to the mixed-use trail.

The Planned Community Comprehensive Plan at Element B-4 included a Key Map of Streets (Image B-4-2), showed a street connection from what is now Spindle Way to Regina Road, approximately midway between Mayfield Springs Boulevard and Mustang Drive, to provide access to the broader Mountain Home Highway District network. The Preliminary Plat approval removed that connection to Regina Road but retained the internal street segment. Therefore, removing this remnant internal connection, as proposed in the final plat will not substantially change access or connectivity from what the Preliminary Plat established.

The Applicant cites topographic constraints as the reason for removing the trail connection. The best alternative for connectivity is to place a new connection to the northeast in a future phase, where slopes are less steep. This alternative maintains connectivity that is substantially consistent with the Preliminary Plat while responding to site constraints.

- **Parks and Open Space –substantially conforms**

The proposed final plat shows parks and open space consistent with the Preliminary Plat, except for the relocated trail connection discussed under Streets and Access above. Notably, plat notes identify Lot 10 of Block 4 as open space, consistent with the Preliminary Plat.

2. All conditions of the approved Preliminary Plat have been satisfied;

Staff Response:

Preliminary Plat Approval PP-2023-01 includes 23 Conditions of Approval, a response for each Condition of Approval is included below:

1. *The Application approval shall be limited to two (2) years, within which the Applicant shall apply for a final plat or apply for an extension thereof. After that, the Preliminary Plat shall be deemed null and void.*

Staff Response:

The Applicant submitted the proposed final plat on March 23, 2026, more than two years from the July 27, 2023 Preliminary Plat approval. However, the condition only requires “a” plat be submitted within the two years. The proposed final plat is the third final plat within the Preliminary Plat. The prior recorded final plats include FP-2025-01 and FP-2025-05. The first final plat (FP-2025-01) was submitted December 26, 2024, less than two years from approval of the Preliminary Plat.

The Project Phasing Plan (Planned Community Comprehensive Plan Element F-8) anticipates a 10-year buildout. The Preliminary Plat encompasses 10 of the 19 phases, representing approximately half of that timeline. The proposed final plat is being submitted approximately 15 months after the first Final Plat (FP-2025-01) and 7 months after the second Final Plat (FP-2025-05, submitted August 18, 2025). Following an initial final plat submission within the required 24-month period, the continued submittal of additional final plats beyond two years from Preliminary Plat approval is consistent with Ordinance Section 10-1-3(H), which allows final plats to be submitted within 24 months or in accordance with “the approved phasing plan.”

2. *The Applicant shall meet all conditions of approval of the Mayfield Springs Planned Community (PC-2021-01). All conditions of PC-2021-01 are hereby incorporated herein and specifically made conditions of approval for this Application.*

Staff Response:

The conditions of approval from PC-2021-01 are being applied to this final plat application as this Condition of Approval 2 requires. Exhibit 2 shows the current compliance status of the PC-2021-01 conditions. All PC-2021-01 conditions shown in Exhibit 2 will need to be satisfied before the Board approves the proposed final plat.

3. *The Applicant shall adhere to the requirements of Chapter 1, 5, 7, and 8 of Title 10, Chapter 1 of Title 8, and Chapter 1, 2, 3, 6, 10, 11, and 18 of Title 7 in development of this preliminary plat. In the case of conflicting requirements, Chapter 18 of Title 7 governs, and the other chapters of the Elmore County Zoning Ordinance apply when incorporated by reference in Chapter 18 or when Chapter 18 is silent in a specific requirement thereof.*

Staff Response:

This condition concerns compliance of preliminary, rather than subsequent final plats. All applicable Ordinance sections are being applied to the proposed final plat.

4. *This approval only relates to Phases 1 through 10 of PC-2021-01. The Applicant shall submit subsequent preliminary plat application(s) for phases 11 through 19.*

Staff Response:

The proposed final plat is within Phase 6 as shown in PC-2021-01, the Preliminary Plat approval thus applies.

5. *The Applicant shall submit subsequent Master Site Plan applications as well as other applications required pursuant to Chapter 18 of Title 7 prior to developing unmapped phases A, B, C, and school lots to ensure that dimensional standards and requirements of Zoning Ordinance are met.*

Staff Response:

The proposed final plat does not include any of the unmapped areas to which this condition is applicable.

6. *This Application anticipates final platting in phases, therefore, the Applicant shall not reserve parcels and all remainder areas shall be platted as lots that meet applicable dimensional standards and requirements of Zoning Ordinance within each final plat.*

Staff Response:

The proposed final plat is the third final plat in the phased approach to final platting referenced in this condition. The proposed final plat does not create or result in any lots or parcels that do not meet dimensional or other requirements of the Zoning Ordinance.

7. *Each final plat application shall be submitted with a report approved by the County Engineer that all necessary site improvements within that final plat are completed and/or a surety agreement application is submitted with the final plat application to ensure that those improvements be completed in a timely manner.*

Staff Response:

The County Engineer will ensure that all required improvements will be completed or the required surety submitted prior to Board approval of the final plat request. As of the publication of this report Staff is aware that curb, gutter, and sidewalks, have been substantially installed. Outstanding items include finishing asphalt work and streetlighting. Additional details about the status will be shared at the workshop.

8. *All improvements within a final plat shall be completed or bonded for prior to applying for the next final plat.*

Staff Response:

All improvements for the prior final plats within the Preliminary Plat, FP-2025-01 and FP-2025-05, have been completed or bonded for prior to submitting the application for the proposed final plat.

9. *The Applicant shall submit construction drawings for each final plat to the Mountain Home Highway District (MHHD) for public roads and/or the County Engineer for private roads to design and engineer roads that meet current highway district standards. The approved construction drawings, with Highway District's and/or County Engineer's signature, shall be submitted with each final plat application to the Department.*

Staff Response:

All roads within the proposed final plat are private with connections only to other existing private roads and not to MHHD right-of-way. Construction drawings and approvals for the private roads are required to be submitted prior to Board approval of the proposed final plat.

10. *Prior to construction, the Engineer of Record shall submit construction drawings of public roads to MHHD and construction drawings of the private roads to the County Engineer for approval. Upon construction of those roads, the Engineer of Record shall provide stamped as-built drawings of all public roads to MHHD, and private roads to the County Engineer.*

Staff Response:

All roads within the proposed final plat are private. Construction drawings for the roads are required to be submitted as part of the record prior to Board approval of the proposed final plat. As built drawings will be required once construction concludes.

11. *Each final plat shall demonstrate an ongoing maintenance schedule for all public and private roads and maintenance agreements for all public and private roads, to be submitted prior to recordation.*

Staff Response:

All roads within the proposed final plat are private. The Applicant submitted a copy of the Mayfield Springs Planned Community CC&R's to which this subdivision will be subject. Section 8.6.6. establishes maintenance responsibility for the private roads. Schedule 7 of Exhibit 4 includes information on the ongoing maintenance schedule.

12. *Prior to County recordation of the first plat the Applicant shall provide a memorandum of agreement with Idaho Transportation Department ("ITD") and demonstrate how hundred percent (100%) proportional share funding contribution will be made for interchange improvements to ITD.*

Staff Response:

The agreement was established with the first final plat consistent with the condition. The agreement remains in place and will be applicable as building permits are issued with the proposed final plat.

13. *Prior to any site improvements, the Engineer of Record shall coordinate with the County Engineer and submit construction drawings to ensure slope stability, grading, drainage improvements, erosion control, dust abatement, etc. of the construction site. The County Engineer may subsequently request as-built drawings where reasonably required to confirm the foregoing or to confirm completion of improvements.*

Staff Response:

Construction drawings for the grading and drainage are required to be submitted as part of the record prior to Board approval of the proposed final plat. The Applicant will be required to subsequently submit as built drawings once construction is complete.

14. *As stated in the Wildland Urban Interface Plan, prior to the Board signature of the first final plat, the Applicant shall become an approved fire wise development by the National Fire Protection Agency.*

Staff Response:

The fire wise certificate is on file with the County satisfying this condition.

15. *Each final plat application shall include a Streetlights/Lighting Plan that complies with County Code and the approved Mayfield Springs Wildlife Mitigation Plan ("WMP").*

Staff Response:

The Applicant's submitted materials include a lighting plan (see Appendix F of Exhibit 1). However, it lacks findings and supporting information demonstrating that it complies with County Code and the Mayfield Springs WMP. The findings and supporting information have been requested from the Applicant and will be required prior to Board approval of the proposed final plat.

16. *Each final plat application shall submit a landscaping plan for all commonly maintained areas and road rights-of-way.*

Staff Response:

The Applicant's submitted materials include landscape plans (see Appendix E of Exhibit 1).

17. *Each final plat shall clearly define the dimensions for clear vision triangles on all driveways and street intersections per § 7-18-4 (a) and (b).*

Staff Response:

No vision triangle issues have been reviewed by the Applicant, and none have been identified. Staff has also not identified any vision clearance concerns.

18. *Prior to submission of final plat, the Applicant shall clearly identify all proposed open spaces and a narrative for them to the Department. In this open space plan, the Applicant shall clearly demonstrate which open spaces will be publicly accessible, and in which manner, to meet the definition and requirements of Title 10 Chapter 1 for open spaces.*

Staff Response:

The proposed final plat includes a note identifying Lot 10 of Block 4 as publicly accessible open space, consistent with the Preliminary Plat.

19. *The Applicant shall submit a lighting plan per Title 7 Chapters 6 and 18 of the Elmore County Zoning Ordinance.*

Staff Response:

The Applicant's submitted materials include a lighting plan (see Appendix F of Exhibit 1).

20. *The Applicant shall submit a final draft CC&Rs with the first final plat. Amendments to CC&Rs may be proposed for each final application submitted for phases 1 through 10.*

Staff Response:

The Applicant's submitted materials include the recorded CC&Rs for Mayfield Springs Planned Community to which the proposed final plat will be subject to (see Appendix C of Exhibit 1). The Applicant proposes no amendments to the previously recorded CC&Rs.

21. *The Applicant shall ensure that all property taxes are kept current.*

Staff Response:

Property taxes are current and will be required to continue to be so.

22. *The Applicant shall meet all federal, state, and local regulations.*

Staff Response:

This requirement continues to apply. All applicable County Ordinances are being applied to the Application, and no issues with state or federal regulations have been identified through agency meetings or notifications. In particular, the proposed final plat is not in a flood plain or impact wetlands.

23. *Failure to comply with any of the above conditions of approval may result in the revocation of the approval.*

Staff Response:

All applicable conditions above, including by reference conditions for PC-2021-01 shown in Exhibit 2, are being applied and will continue to be applicable to the proposed final plat.