

OLD BUSINESS

***None**

DEPARTMENT HEAD ITEMS

- *Monthly Building Permit Report – February 2026
- *Monthly Code Enforcement Report – February 2026
- *Monthly GIS Report – February 2026

ITEMS REQUESTED BY COMMISSIONERS/STAFF

- *Discussion – Update the Future Land Use Map**

FINAL COMMENTS

ADJOURN

P & Z / COUNCIL MAY REVIEW ALL PLATS AT CITY HALL AND DISCUSS ALL ITEMS OF BUSINESS WITH STAFF AT CITY HALL PRIOR TO MEETING

**More Information or Questions contact Community Development Department.
Anyone desiring accommodation for disabilities should contact the City Clerk's Office
at 208-587-2104 by at least 9:00 AM the morning of the public meeting.**



**MINUTES OF THE PLANNING AND ZONING COMMISSION REGULAR MEETING
CITY OF MOUNTAIN HOME, ELMORE COUNTY, IDAHO**

Live Stream Viewing:

Tuesday, February 17th, 2026, at 5:30 PM

ESTABLISH A QUORUM

Commission Member Cristina Drake noted a quorum present and called February 17, 2026, Regular Meeting of the Planning and Zoning Commission to order. Attending were Planning and Zoning Commission Members, Erika Pedroza, Rob McCormick, and Cristina Drake.

Chairperson Kristopher Wallaert and Vice Chairperson William Roeder were not in attendance.

Staff members attending were Senior City Planner Brenda Ellis, and City Planner Nicole Coffey.

MINUTES

*Action Item – January 20, 2026, Regular Meeting Minutes
January 26, 2026, Special Meeting Minutes

Commission Member Rob McCormick made a motion to approve January 20th, 2026, and January 26th, 2026, minutes. Commission Member Erika Pedroza seconded the motion. All in favor; aye. The motion passed by a unanimous vote.

RECOGNIZING PERSONS NOT ON THE AGENDA

*None

CONFLICT OF INTEREST DECLARATION

* Does any Commissioner, Commissioner's employer, or Commissioner's family member have an economic interest in any matter on the agenda? (Idaho Code 67-6506) - None

* Have any Commissioners received communications or engaged in discussions regarding matters on this agenda outside of this meeting? – *None

PUBLIC HEARING AND ACTION

*None

NEW BUSINESS

*None

OLD BUSINESS

*None

DEPARTMENT HEAD ITEMS

* Monthly Building Permit Report – January 2026

*Monthly Code Enforcement Report – January 2026

*Monthly GIS Report – January 2026

ITEMS REQUESTED BY COMMISSIONERS/STAFF

*None

DEVELOPMENT IMPACT FEE ADVISORY COMMITTEE ITEMS

*Monthly Impact Fee Report – October 2025 – January 2026

The commission members present decided to wait to discuss Impact Fees till all members are present.

ADJOURN

Chairperson Kristopher Wallaert adjourned the meeting at 5:41 p.m.

Chair

Staff Report Mountain Home School District



To: Planning & Zoning Commission

Presenter: Brenda Ellis, Senior City Planner

Request: A [Conditional Use Permit](#) to expand the Mountain Home High School Administration offices. The parcel is located at the corner of S. 11th E. and E. 4th S, addressed as 300 S. 11th E., Mountain Home, Id. (RPA013700C001B)

Application: PZ-26-1

Applicant: Brandon Weholt, of Design west

%Mountain Home School District

P&Z Public Hearing: 03/17/2026

Request Summary

A request for a Conditional Use Permit by Brandon Weholt, of Design West, on behalf of Mountain Home School District #193, to expand the Mountain Home High School Administrative space by approximately 1,825 square feet.

The parcel RPA013700C001B, is addressed as 300 South 11th East Street. This parcel contains approximately 8.593 acres. This parcel is in the AE Flood Zone as indicated on the Flood Insurance Rate Map, Community-Panel Number 160059 0005C, dated March 15, 1994.

The High School is located at 300 South 11th East Street and is in an R-4 Residential Zone. The expansion of the admin offices is at the southwest corner of the parcel. The parcel is in an established residential area. The uses to the north, East and West are residential and are zoned R-4 Residential. The parcel to south is also zone R-4 Residential and is owned and used by the School District. Additionally, the parcels to the southeast are owned by the city and are baseball fields.

A conditional use permit allows a change from required setbacks, off street parking, fence heights, landscaping, and other standards particular to the development, as well as controlling the sequence and timing of development. The applicant is seeking deviation to the Bulk and Coverage controls, Street Side Yard Setback along East 4th South Street of the expansion, reducing the set back from fifteen (15) feet to no less than nine (9) feet.

History

The parcel RPA013700C001B consists of approximately 8.593 acres. The existing use of this parcel is the Mountain Home High School. This building has existed since approximately 1954.

Zoning

This parcel is zoned R-4 Residential Zone. This district is intended for residential uses and Per City Code 9-7-4 Land Use Chart a conditional use permit is required for this use in this zone.

This location is within the special flood hazard area and is designated as an AE Zone. AE zones are areas where there is a 1% or greater chance of flooding each year. Base flood elevations are determined in this zone.

Future Land Use Map

The parcel is identified as residential on the future land use map.

Water and Sewer

Water and Sewer service is already connected and billed through the City of Mountain Home. No Additional EDU(s) are required.

Streets

Has no remarks regarding this CUP.

This parcel fronts South 11th East, South 13th East, East 2nd South, and East 4th South Streets and existing Curb, Gutter, and sidewalks is provided along all existing streets.

Off Street Parking Requirements

Parking requirements are met.

Fire Department

Has no remarks regarding this CUP.

Building

Construction is subject to and shall comply with all Federal, State and local floodplain requirements.

The high school is located within the floodplain. This means a few items will be required before the building permit is issued. (These items only affect the building permit, not the conditional use permit.)

- 1) An elevation certificate will be required for the high school and the new addition.
- 2) It is possible that the addition will be required to be elevated a few feet to meet flood plain standards, which could cause issues with ADA access to the addition.
- 3) An escape plan needs to be provided in the event of a flood

Public Works

Has no remarks regarding this CUP.

Police Department

Has no remarks regarding this CUP.

Landscape

There is existing landscape at this location. No additional requirements.

Approval Process

City Code 9-17-1: Conditional Uses

The Planning & Zoning Commission shall hold at least one public hearing for a conditional use permit request as prescribed by Idaho Code and this chapter public hearings. Further, the Planning & Zoning Commission and City Council, before granting a conditional use permit, they, shall review the general standards of 9-17-1(C) chapter and may request studies from the applicant, Planning Staff, or public agencies concerning the social, economic, fiscal, or environmental effects of the proposed conditional use, as well as require any appropriate conditions, bonds, reports and safeguards in conformity with this Title. They shall review the particular facts and circumstances of each proposed conditional use in terms of the following and shall find adequate evidence showing that such use at the proposed location:

1. Will, in fact, constitute an allowed conditional use in that zone, as determined by the use chart in chapter 7 of the Zoning Ordinance;
2. Will be in accordance with the goals and objectives of the Mountain Home Comprehensive Plan and with all the applicable provisions of the Zoning Ordinance;
3. Will be designed, constructed, operated, and maintained to be harmonious with the existing or the intended character of the general vicinity and that such use and/or expansion will not change the essential character of the same area;
4. Will not be hazardous or disturbing to existing or future neighboring uses;
5. Will be served adequately by existing essential public facilities and services such as highways, streets, schools, police, and fire protection, drainage structures, refuse disposal, water, and sewer or that the person responsible for the establishment of the proposed conditional use shall be able to provide adequately any such services;
6. Will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community;
7. Will not involve uses, activities, processes, materials, equipment, or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of the environment or excessive production of traffic, noise, smoke, fumes, glare, or odors;
8. Will have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public streets; and
9. Will not result in the destruction, loss, or damage of a natural or scenic feature of major importance.

Notification & Responses

A notification was sent to one hundred and sixty-five (165) property owners within 300 ft. on 2/26/2026.

- A notification was sent to twenty-nine (29) Public Entities on 2/26/2026.

- Notice of Public Hearing was in the Mountain Home News on 2/25/2026 and 3/4/2026.
- Notice of the Public Hearing was posted on the property on 2/26/2026.
- As of 3/11/2026, we have received No letters in opposition or in favor of the request.

Applicable Regulations or Codes

City Code 9-6-10: Public Hearing Procedure

City Code 9-7-4: Land Use Chart

City Code 9-17-1 Conditional Uses

Comprehensive Plan Compliance

Chapter 4 Population,

Pg. 27, Goal 2, B. Encourage development in areas that are environmentally compatible with nearby surroundings to protect the quality of life.

Chapter 6 Land Use

Pg. 45, Promote and approve orderly and compatible development that aligns with the goals of the plan.

Pg. 45, Tie development approvals to availability of infrastructure, both existing and proposed.

Pg. 45, Encourage in-fill development and redevelopment within matured areas with readily available infrastructure by allowing reasonable flexibility with setbacks and other appropriate ordinances.

Chapter 13.H – Schools

As residential development occurs in Mountain Home city leaders will need to work closely with the school districts on the impacts of the growth to the school system.

13.H.4 Goal 1 – Promote high quality school facilities and excellence in educational programs.

Staff Review

Staff has reviewed the documents provided by the applicant, the City Code, and Comprehensive Plan. The use is allowed Conditionally in an R-4 Residential Zone.

Conclusion

If the Commission determines the proposed request appropriate, you may recommend approval of the requested conditional use permit to the City Council.

1. Subject to site plan amendments as required by Building, Public Works, Fire, and Zoning Officials to comply with applicable City Codes and standards.
2. Within one year from the date of issuance of the Conditional Use Permit, the holder of the permit must commence the use permitted by the permit in

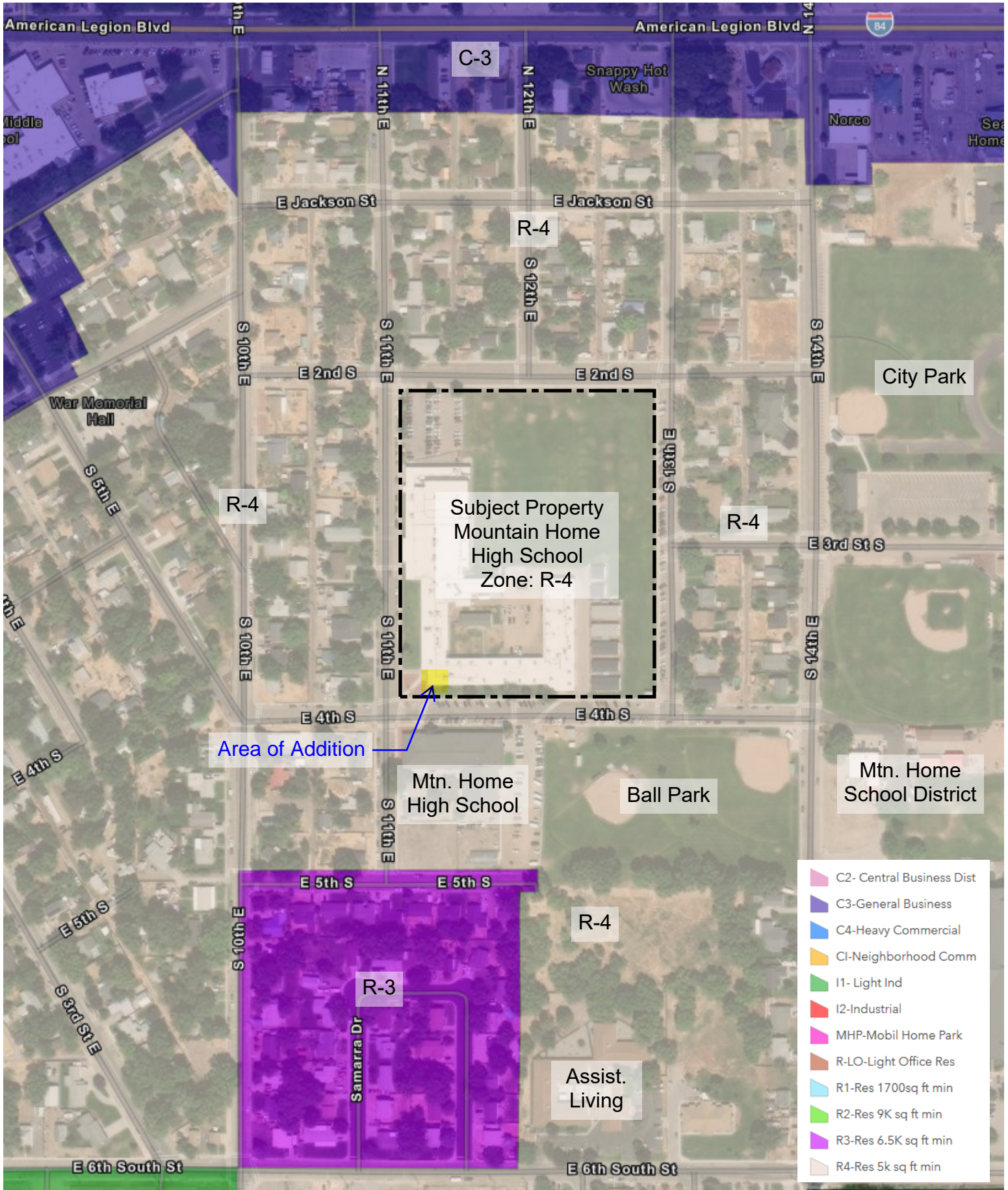
accordance with the conditions of approval, per City Code 9-17-1(H), unless a one-year extension has been requested in writing and granted by the City Council.

3. Development at this location must comply with State, Federal, and local floodplain standards.

Attachments

1. Vicinity Map
2. Current Zoning Map
3. Future Zoning Map
4. Flood plain Map
5. Site Plan
6. Applicant Narrative
7. Conceptual Renderings
8. Site Photos

Mountain Home High School Vicinity Map



Not to Scale

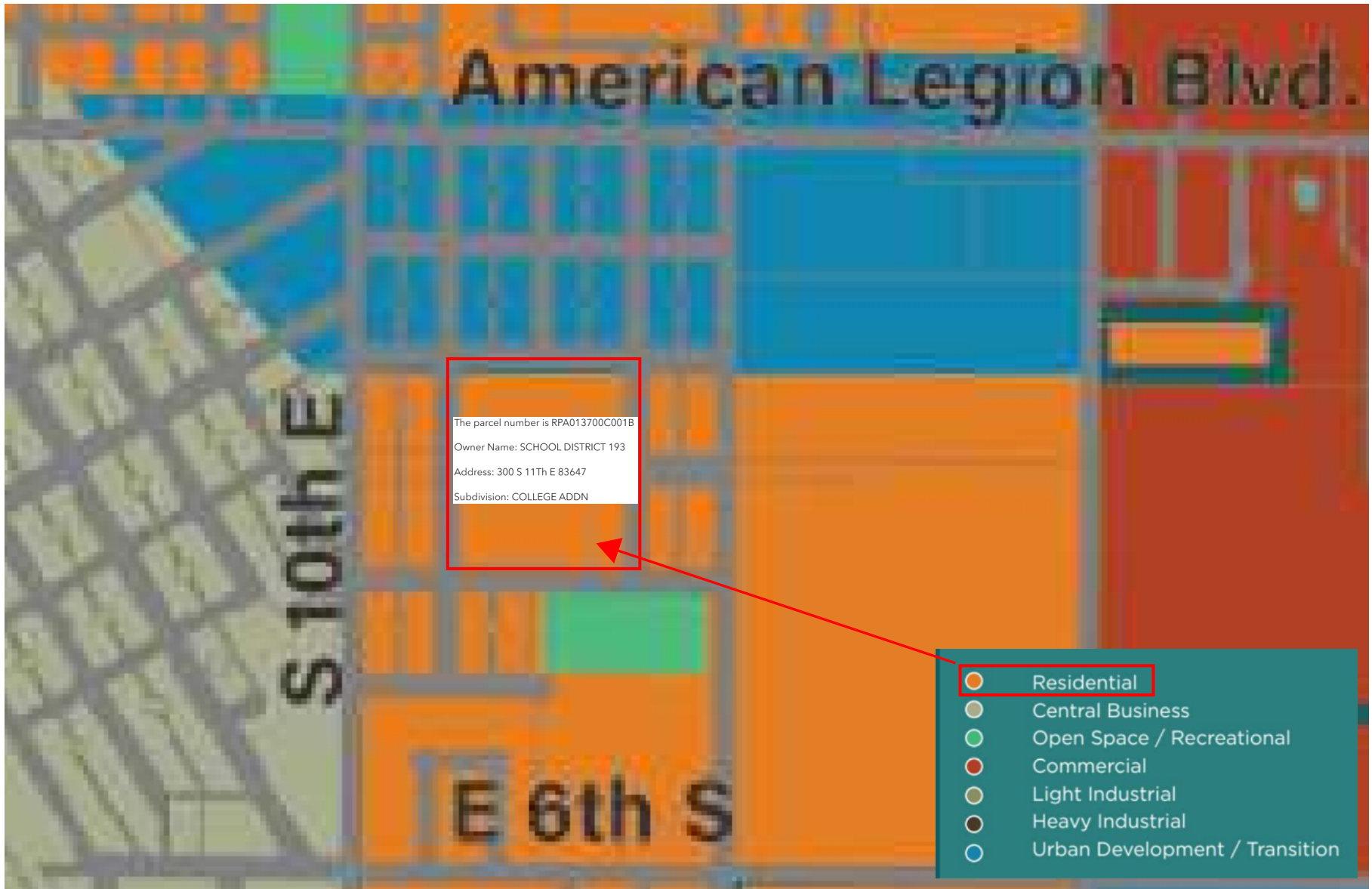


Current Zoning Map



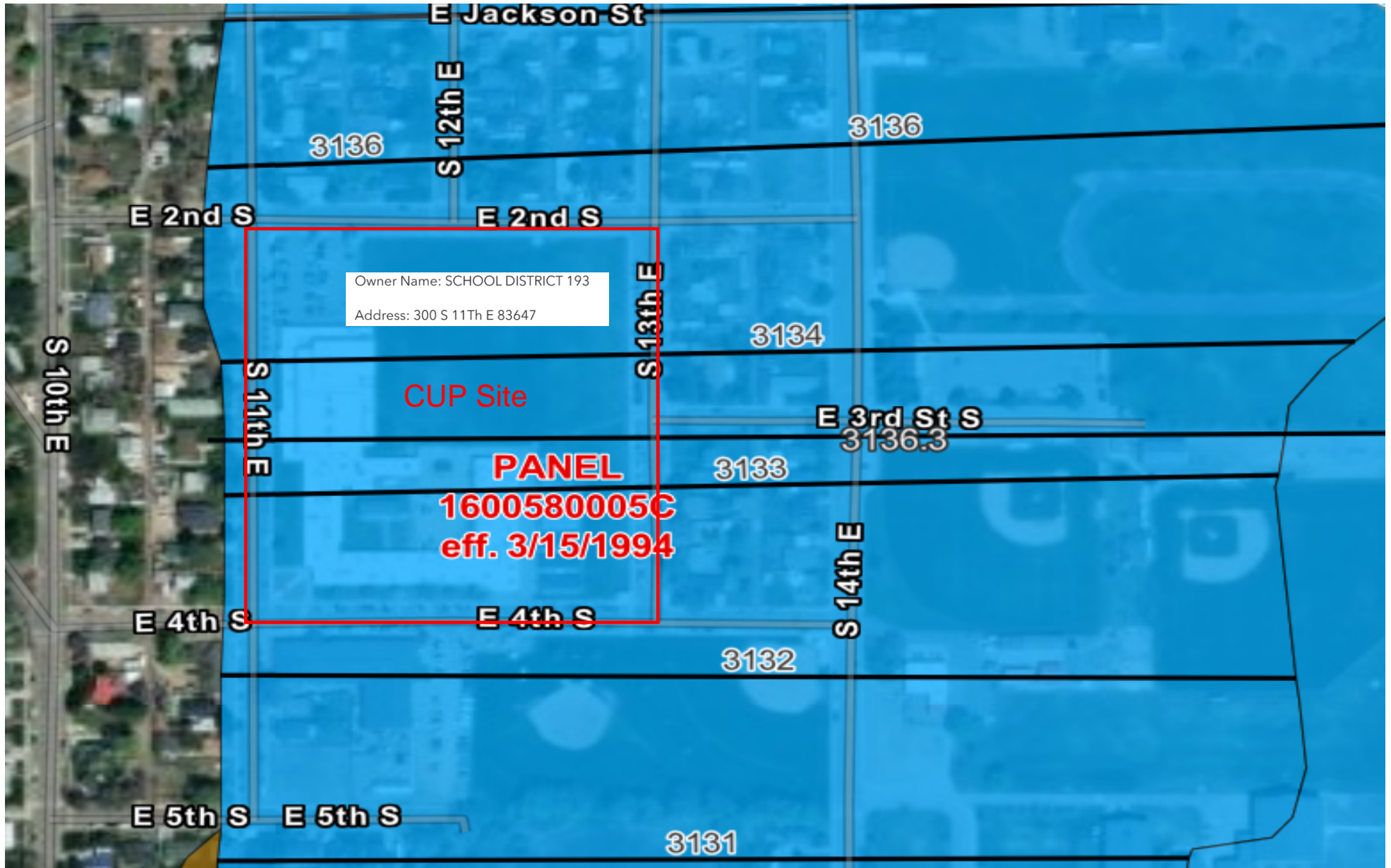
city of *Mountain Home*

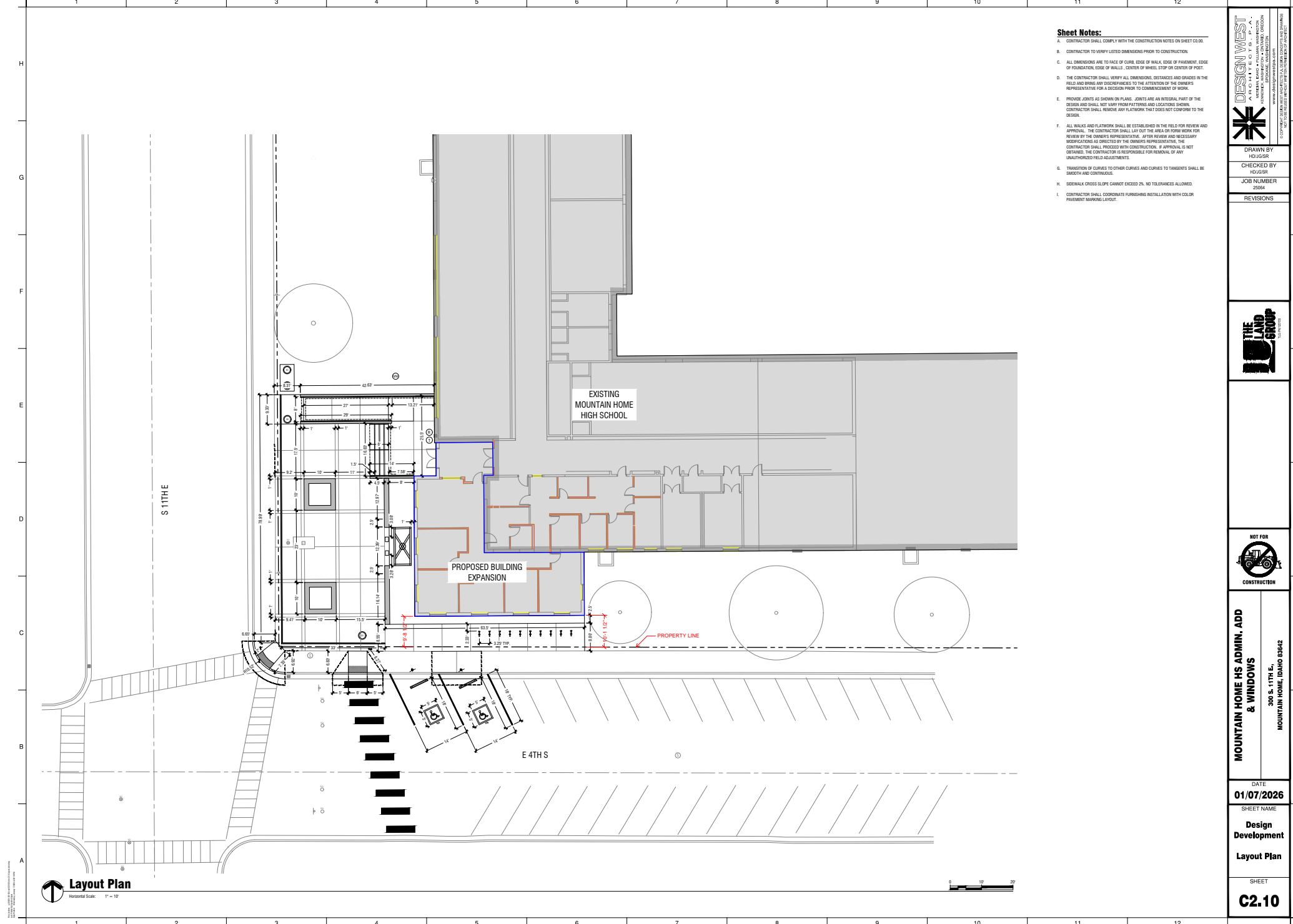
Future Land Use Map



city of
Mountain Home

Flood Plain Map





- Sheet Notes:**
- CONTRACTOR SHALL COMPLY WITH THE CONSTRUCTION NOTES ON SHEET C0.01.
 - CONTRACTOR TO VERIFY LISTED DIMENSIONS PRIOR TO CONSTRUCTION.
 - ALL DIMENSIONS ARE TO FACE OF CURB, EDGE OF WALK, EDGE OF PAVEMENT, EDGE OF FOUNDATION, EDGE OF WALLS, CENTER OF WHEEL STOP OR CENTER OF POST.
 - THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS, DISTANCES AND GRADES IN THE FIELD AND BRING ANY DISCREPANCIES TO THE ATTENTION OF THE OWNER'S REPRESENTATIVE FOR A DECISION PRIOR TO COMMENCEMENT OF WORK.
 - PROVIDE JOINTS AS SHOWN ON PLANS. JOINTS ARE AN INTEGRAL PART OF THE DESIGN AND SHALL NOT VARY FROM PATTERNS AND LOCATIONS SHOWN. CONTRACTOR SHALL REMOVE ANY PLATWORK THAT DOES NOT CONFORM TO THE DESIGN.
 - ALL WALKS AND PLATWORK SHALL BE ESTABLISHED IN THE FIELD FOR REVIEW AND APPROVAL. THE CONTRACTOR SHALL LAY OUT THE AREA OR FORM WORK FOR REVIEW BY THE OWNER'S REPRESENTATIVE. AFTER REVIEW AND NECESSARY MODIFICATIONS AS DIRECTED BY THE OWNER'S REPRESENTATIVE, THE CONTRACTOR SHALL PROCEED WITH CONSTRUCTION. IF APPROVAL IS NOT OBTAINED, THE CONTRACTOR IS RESPONSIBLE FOR REMOVAL OF ANY UNAUTHORIZED FIELD ADJUSTMENTS.
 - TRANSITION OF CURVES TO OTHER CURVES AND CURVES TO TANGENTS SHALL BE SMOOTH AND CONTINUOUS.
 - SIDEWALK CROSS SLOPE CANNOT EXCEED 2%. NO TOLERANCES ALLOWED.
 - CONTRACTOR SHALL COORDINATE FURNISHING INSTALLATION WITH COLOR PAVEMENT MARKING LAYOUT.

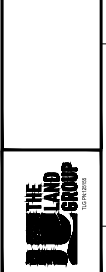
DESIGN WEST
 ARCHITECTS, P.A.
 1000 W. 10TH AVENUE, SUITE 100
 DENVER, COLORADO 80202
 WWW.DESIGNWESTARCHITECTS.COM

DRAWN BY
 HDJ/SJR

CHECKED BY
 HDJ/SJR

JOB NUMBER
 20564

REVISIONS



MOUNTAIN HOME HS ADMIN. ADD & WINDOWS

300 S. 11TH E,
 MOUNTAIN HOME, IDAHO 83642



DATE
01/07/2026

SHEET NAME
Design Development

Layout Plan

SHEET
C2.10

Layout Plan
 Horizontal Scale: 1" = 10'





DESIGN
WEST

February 2, 2026

City of Mountain Home
Community Development Department – Planning & Zoning
160 S. 3rd East
Mountain Home, ID 83647

Re: Conditional Use Permit Narrative for Mountain Home High School Administration Expansion

A 1,825 square foot addition to be used as administrative space and a secure entrance vestibule is proposed for the southwest corner of Mountain Home High School (main building). The property is currently used as a public high school; the use will remain unchanged. The addition will not result in odor, fumes or vibration. Noise and glare are not expected to be increased. As the building is currently used as a school and the addition is administrative space associated with the school, it is compatible with the use of the site. A school is a conditionally allowed use in the current zone (R-4) and has existed since approximately 1954. The Comprehensive Plan indicates the property will remain in a Residential zone. The building façade will blend with the existing building, using similar materials as well as complimentary materials. The scale of the addition will be similar to the existing building, with the parapet height approximately 3 feet taller than the building directly adjacent to create a prominent main building entrance. The current main entrance is difficult to distinguish, leading to confusion and security concerns when access through other entrances is attempted. Existing exterior windows throughout the building will be replaced with modern, energy-efficient aluminum windows. The general look of these windows will be similar to the existing windows, with increased glazing area and decreased opaque panel area. New building signage consisting of cast or cut metal letter will be added, to include the building name in not more than 20" high letters and building address in not more than 12" high letters. The courtyard area at the main building entrance will be rebuilt, to include concrete stairs, wheelchair ramp, two large tree planters and flatwork.

This Conditional Use Permit Application includes a request for variance to the front setback requirement along East 4th South to reduce the setback from 15 feet to not less than 9 feet.

Please feel free to contact us with any questions that you might have regarding this narrative statement.

Sincerely,

Brandon Weholt, AIA, NCARB
Principal Architect

MERIDIAN, IDAHO
PULLMAN, WASHINGTON
KENNEWICK, WASHINGTON
ONTARIO, OREGON
SPOKANE, WASHINGTON

DESIGN WEST
ARCHITECTS, P.A.

216 SW FIFTH AVENUE
MERIDIAN, IDAHO 83642
TEL. 208-888-1768
FAX. 208-955-6885
www.designwestpa.com

Mountain Home High School
Administration Addition &
Window Replacement
Conceptual Rendering



Mountain Home High School
Administration Addition &
Window Replacement
Conceptual Rendering





Staff photo 2026 Image



Staff photo 2026 Image

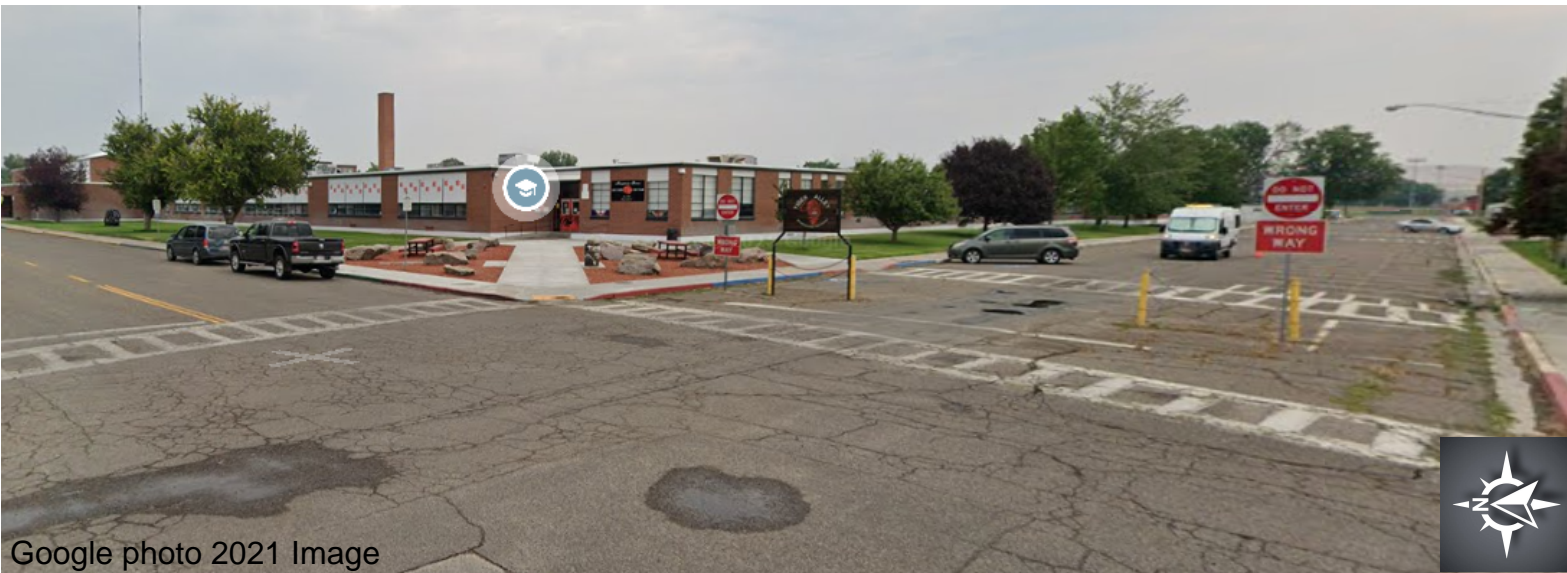


Google photo 2019 Image





Google photo 2021 Image



Google photo 2021 Image



Google photo 2019 Image

Staff Report Briesta Coffee Company



To: Planning & Zoning Commission
Presenter: Brenda Ellis, Senior City Planner
Request: A [Conditional Use Permit](#) to for a drive-thru window. Briesta Coffee Company addressed as 945 Airbase Road will build a new structure just west of the existing location from parcel RPA3S06E350615 to parcel ROA3S06E350622 addressed as 977 Airbase Road, Mountain Home, Id. (RPA3S06E350622)

Application: PZ-26-3

Applicant: Kasey Thomason
Mountain Home, ID 83647

Property Owner: David Borgholthaus

Request Summary

A request for a Conditional Use Permit by Kasey Thomason, on behalf of and authorized by David Borgholthaus, for a Drive-up Window, located on Airbase Road. The Briesta Coffee Company, address 945 Airbase Road is relocating from the existing parcel RPA3S06E350615 addressed as 925 Airbase Road to the parcel RPA3S06E350622 addressed as 977 Airbase Road.

This parcel has a single access from Airbase Road. The applicant is working with the owner of parcel RPA3S06E350615 owned by BVD, LLC., to obtain a cross access agreement from that parcel to parcel RPA3S06E350622.

Briesta will continue its normal business operations as they exist now.

No deviations to the code have been requested.

History

The current structure addressed as 945 Airbase Road is located predominately on the parcel identified as RPA3S06E350615 whos address is 925 Airbase Road, owned by BVD, LLC.. According to the site plan the existing structure for Briesta Coffe Co. sits partially on the adjacent parcel RPA3S06E350622 addressed as 977 Airbase Road. Parcel RPA3S06E350622 consists of approximately 1.175 acres and currently has 1 building located on said parcel of land. Its current use is the The Rock Event Center.

The Briesta Coffee at its current location is considered a legal non-conforming use. No conditional use permit exists for the drive-thru at this current location. However, building permits were issued for the structure, and the structure is connected to City Water and City Wastewater. This business has it's own water meter, thus receive it's own utility bill for water and sewer.

Zoning

This parcel is zoned C-4 Heavy Commercial. This district is intended for commercial activities allowed in other commercial zones but also allows heavy commercial activities such as large equipment/auto sales, wholesale, warehouse, and light manufacturing in conjunction with retail sales along already

established strip commercial (gateway) on Highway 30, and Airbase Highway. The businesses are of a larger scale than the C-3 district and shall allow outdoor storage in rear yards and may be allowed in side yards if not on an opposing street. Screening of outdoor storage shall be required.

Per 9-7-4 Land Use Chart a conditional use permit is required for drive-up windows.

Future Land Use Map

The parcel is identified as urban development on the future land use map.

Water and Sewer

Public Works as no remarks regarding this CUP.

The current structure for Briesta Coffee has water and Sewer already connected and billed through the City of Mountain Home. No additional EDU's are required.

Streets

Has no remarks regarding this CUP.

Off Street Parking Requirements

No additional requirements.

Fire Department

Has no remarks regarding this CUP.

Building

This building meets the requirements for setbacks in the C-4 Heavy Commercial Zone. The proposed site plan shows a thirty (30) foot front setback and shows a ten foot interior side yard setback on the easterly boundary line. Rear setback exceeds the required 16' setback with no alley.

Public Works

Has no remarks regarding this CUP.

Police Department

Has no remarks regarding this CUP.

ITD

The applicant Kasey Thomason has contacted ITD and provided correspondence from ITD. ITD does not have any comments or concerns with this proposal since this is an existing business with a similar footprint.

Landscape

Existing uses have meet the landscape requirements.

Approval Process

9-9-14: DRIVE-IN ESTABLISHMENTS:

Requires a conditional use permit. No drive-up window establishment shall be permitted unless the commission finds that the design and operation of the establishment is substantially in compliance with the following requirements and conditions, which shall be in addition to those otherwise required in this title:

- A. That the location of the establishment shall not cause an increase of commercial traffic in nearby residential neighborhoods, increase general traffic congestion where congestion problems have been identified, or cause other significant adverse impacts on surrounding public or private

- property. The advice of the city engineer, and appropriate transportation authority shall be solicited for the purpose of evaluating existing and projected levels of service and the effects of projected turning movements on highway safety; and
- B. That the internal circulation on the site provides for pedestrians to walk from parking lots to the lobby entrance(s) without traversing the waiting lane(s) for the drive-up window; and
 - C. That the waiting lane(s) be of sufficient length to provide for anticipated average monthly peak volumes; and
 - D. That design, signage or operational characteristics of the establishment prevent or discourage vehicles from waiting for service on public sidewalks or streets; and
 - E. That all communication systems shall not exceed a measurement of allowed decibels at any residential property lines adjoining the site or across the alley from any site as stated in title 7 of this code; and
 - F. That all lights, including vehicular, and other illuminated materials shall be screened to prevent lighting and glare from falling on adjoining properties; and
 - G. That the design, operation and sign characteristics of the project will attempt to minimize air pollution and wasteful consumption of fuel; and
 - H. That the use meets all city and Elmore County Central district health requirements for water, sewer, etc. (Ord. 1628, 1-12-2015)

9-17-1: Conditional Use Permits

The Planning & Zoning Commission shall hold at least one public hearing for a conditional use permit request as prescribed by Idaho Code and this chapter public hearings. Further, the Planning & Zoning Commission and City Council, before granting a conditional use permit, they, shall review the general standards of 9-17-1(C) chapter and may request studies from the applicant, Planning Staff, or public agencies concerning the social, economic, fiscal, or environmental effects of the proposed conditional use, as well as require any appropriate conditions, bonds, reports and safeguards in conformity with this Title. They shall review the particular facts and circumstances of each proposed conditional use in terms of the following and shall find adequate evidence showing that such use at the proposed location:

1. Will, in fact, constitute an allowed conditional use in that zone, as determined by the use chart in chapter 7 of the Zoning Ordinance;
2. Will be in accordance with the goals and objectives of the Mountain Home Comprehensive Plan and with all the applicable provisions of the Zoning Ordinance;
3. Will be designed, constructed, operated, and maintained to be harmonious with the existing or the intended character of the general vicinity and that such use and/or expansion will not change the essential character of the same area;
4. Will not be hazardous or disturbing to existing or future neighboring uses;
5. Will be served adequately by existing essential public facilities and services such as highways, streets, schools, police, and fire protection, drainage structures, refuse disposal, water, and sewer or that the person responsible for the establishment of the proposed conditional use shall be able to provide adequately any such services;
6. Will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community;
7. Will not involve uses, activities, processes, materials, equipment, or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of the environment or excessive production of traffic, noise, smoke, fumes, glare, or odors;
8. Will have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public streets; and
9. Will not result in the destruction, loss, or damage of a natural or scenic feature of major importance.

Notification & Responses

- A notification was sent to sixteen (16) property owners within 300 ft. on 2/20/2026.
- A notification was sent to twenty-nine (29) Public Entities on 2/20/2025.
- Notice of Public Hearing was in the Mountain Home News on 2/25/2026 and 3/4/2026.
- Notice of the Public Hearing was posted on the property on 2/26/2026.
- As of 3/11/2026, we have received No letters in opposition or in favor of the request.

Applicable Regulations or Codes

City Code 9-6-10: Public Hearing Procedure

City Code 9-7-4: Land Use Chart

City Code 9-9-14: Drive-In Establishments

City Code 9-17-1 Conditional Uses

Comprehensive Plan Compliance

Chapter 3 Economic Development,

Pg. 17, 3.5.3 Business Retention and Expansion. BRE is one of the most logical, important, and seamless ways to help grow the economy. Statistics show that up to 80% of all new jobs in small towns come from existing business expansion.

Chapter 6 Land Use

Pg. 45, Promote and approve orderly and compatible development that aligns with the goals of the plan.

Pg- 46, Require new development ot provide future-proof connectivity to existing and anticipated transportation networks (including vehicular, pedestrian, and bicycle connectivity).

Staff Review

Staff has reviewed the documents provided by the applicant, the City Code, and Comprehensive Plan.

The use is an allowed conditional use in a C-4 Heavy Commercial Zone.

This business has been operational at this location since 2015. There have been no reported issues or complaints.

Requiring a cross access agreement will provide uninterrupted services to this business and provide that traffic does not create an interference on surrounding public streets. The cross access agreement will secure that the use will be able to provide adequate vehicular approaches to the property designed as not to create an interference with traffic on surrounding public streets. That the waiting lane(s) will be of sufficient length to provide for anticipated average monthly peak volumes, prevent or discourage vehicles from waiting for service on public sidewalks or streets. Obtaining this agreement would meet the operation requirements of City Code 9-9-14, further, per City Code 9-9-14, no drive-up window establishment shall be permitted unless the commission finds that the design and operation of the establishment is substantially in compliance with those requirements and conditions of City Code 9-9-14. Additionally, per City Code 9-17, the cross access agreement will ensure that this use will not be hazardous or disturbing to existing or future neighboring uses, and that the use will have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public streets. The Cross Access agreement conforms with Comprehensive Plan compliance by ensuring a future-proof connectivity.

The notice and hearing procedures have been met as required by law.

The use at its current location is a legal non-conforming use.

Conclusion

If the Commission determines the proposed request appropriate, you may recommend approval of the requested conditional use permit to the City Council.

1. Subject to site plan amendments as required by Building, Public Works, Fire, and Zoning Officials to comply with applicable City Codes and standards.
2. The use must meet Central District Health requirements.
3. A Cross Access Agreement be provided before operation of the new structure or a timeline as determined by the Commission.
4. Within one year from the date of issuance of the Conditional Use Permit, the holder of the permit must commence the use permitted by the permit in accordance with the conditions of approval, per City Code 9-17-1 (H), unless a one-year extension has been requested in writing and granted by the City Council.

Attachments

1. Vicinity Map
2. Zoning Maps
3. Future Land Use Map
4. Applicant Narrative
5. Site Plan
6. ITD response
7. Current Site Photos

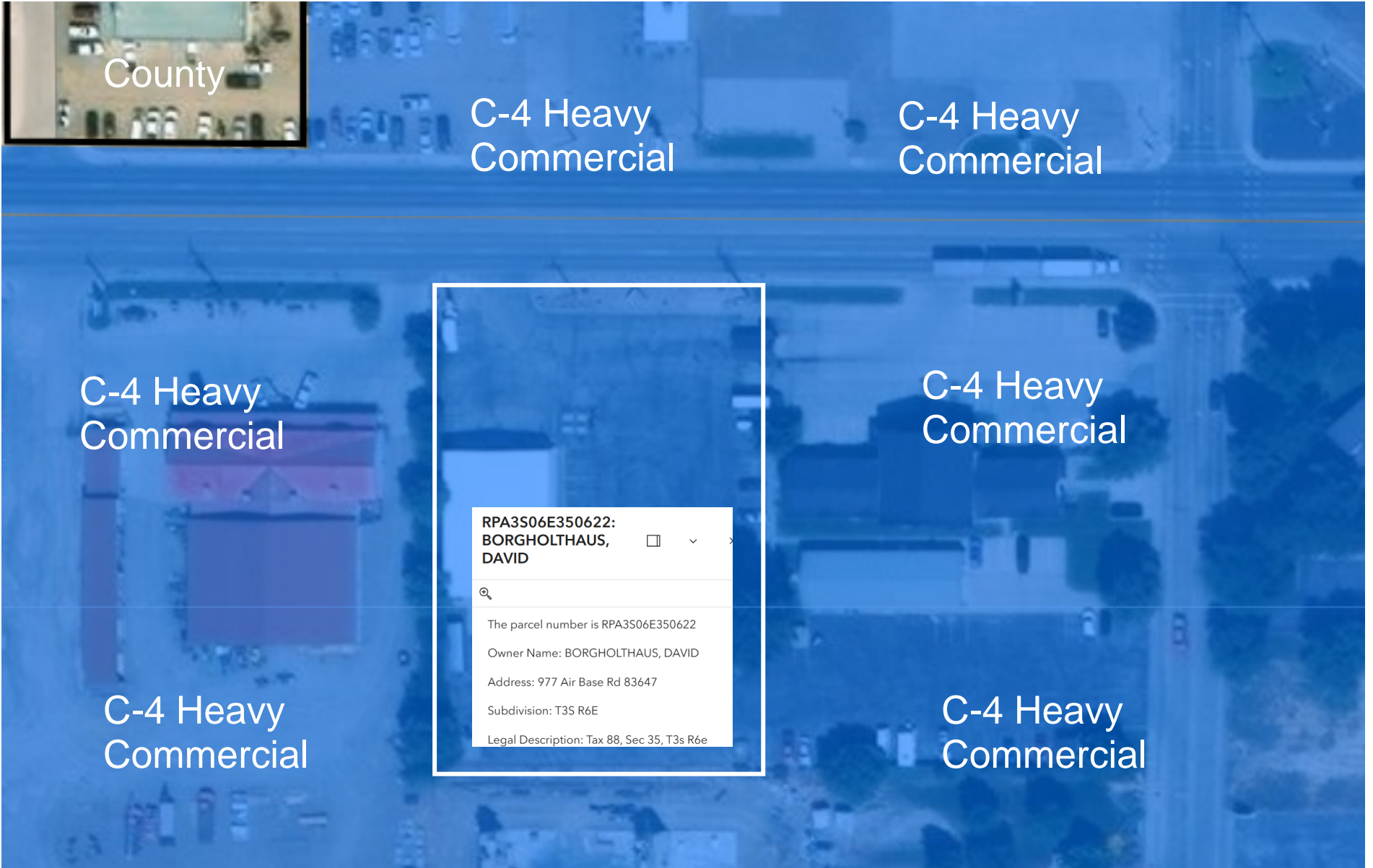
city of
Mountain Home

Vicinity Map



city of *Mountain Home*

Current Zoning Map



County

C-4 Heavy
Commercial

C-4 Heavy
Commercial

C-4 Heavy
Commercial

C-4 Heavy
Commercial

C-4 Heavy
Commercial

C-4 Heavy
Commercial

RPA3S06E350622:
BORGHOLTHAUS, DAVID

The parcel number is RPA3S06E350622

Owner Name: BORGHOLTHAUS, DAVID

Address: 977 Air Base Rd 83647

Subdivision: T3S R6E

Legal Description: Tax 88, Sec 35, T3s R6e

city of *Mountain Home*

Future Land Use Map



Conditional Use Permit Narrative

This application proposes replacing an existing temporary drive-through coffee shop structure with a new permanent building at an established coffee shop location that has been in continuous operation since November 2013. The proposed building will be slightly larger than the current structure in order to comply with current building and health department requirements, including space for required commercial equipment and an ADA-compliant restroom. When the original temporary structure was installed, many of today's codes did not apply.

The business will continue to operate in the same manner as it currently does, utilizing drive-through windows. No change is proposed to hours of operation, traffic flow, or general use of the site. While the existing structure is considered non-conforming due to its temporary nature, it has been legally operating under grandfathered status. The proposed new building will be a fully conforming permanent structure, bringing the site into compliance with current City ordinances.

Effects on Adjoining Properties

The proposed development is not expected to negatively impact neighboring properties. The use has existed successfully at this location for over a decade without complaints related to noise, glare, odor, fumes, or vibration. The replacement structure will not introduce new mechanical systems or activities beyond what already exists today.

Noise levels will remain consistent with current operations and typical commercial activity. Exterior lighting will be designed to minimize glare and will be directed downward and inward toward the site. No unusual odors, fumes, or vibrations are generated by the business. Overall, impacts to adjoining properties are expected to be neutral or improved due to the upgraded permanent facility.

Compatibility With Surrounding Properties

The proposed drive-through coffee shop is compatible with surrounding commercial uses in the district and aligns with the existing character of the area. The site has functioned as a neighborhood coffee destination for many years and is well integrated into daily traffic patterns. The new building will provide a cleaner, more modern appearance while maintaining the same footprint and operational style familiar to nearby businesses and residents.

Public Health, Safety, and Welfare

The project improves public health and safety by replacing a temporary structure with a permanent, code-compliant building. The new facility will meet current building standards, health department requirements, and ADA accessibility guidelines. These upgrades directly benefit employees, customers, and the general public while reducing long-term maintenance and safety concerns associated with temporary structures.

Consistency With the Comprehensive Plan

This proposal supports the goals of the comprehensive plan by encouraging reinvestment in existing commercial sites, improving building quality, and strengthening locally owned businesses. The project represents responsible redevelopment by upgrading an established business rather than introducing a new or incompatible use. The replacement of a temporary building with a permanent structure enhances the long-term viability of the property and contributes positively to the surrounding area.

Conclusion

The proposed permanent drive-through coffee shop replaces a long-standing temporary structure with a fully conforming building while maintaining the same successful operation. The project will not be detrimental to neighboring properties or the general public and instead provides meaningful improvements in compliance, accessibility, and site quality. For these reasons, approval of this Conditional Use Permit is respectfully requested.

AIRBASE ROAD / ID-51

9 89° 36' 29" E T16.35'

81'-4"

PROPOSED

32'-0"

12'-0"

EXISTING COFFEE SHOP

Parcel Number: RPA3S06E350615
Legal Description: Tax 67, Sec 35, T3s R6e
Owner: BVD LLC

THE ROCK CHURCH

EXISTING BUILDING
"FAMILY DENTAL CARE"

GENERAL NOTES

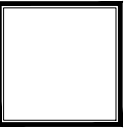
- ALL WORK WILL COMPLY WITH ALL APPLICABLE CODES. THIS INCLUDES BUT NOT LIMITED TO:
 2018 INTERNATIONAL BUILDING CODE
 2018 INTERNATIONAL EXISTING BUILDING CODE
 2017 IDAHO (UNIFORM) PLUMBING CODE
 2018 IDAHO FIRE CODE
 2017 NATIONAL ELECTRICAL CODE
 2018 INTERNATIONAL RESIDENTIAL CODE
 2018 FUEL AND GAS CODE
 2018 MECHANICAL CODE
 2018 INTERNATIONAL ENERGY CONSERVATION CODE
- THE CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFYING ALL EXISTING CONDITIONS ON THE JOB BEFORE PROCEEDING WITH THE WORK. DISCREPANCIES, IF ANY, ARE TO BE REFERRED TO THE ARCHITECT IMMEDIATELY.
- THE CONTRACTOR WILL COORDINATE ALL TRADES.



Parcel Number: RPA3S06E350622
Legal Description: Tax 88, Sec 35, T3s R6e
Owner: David Borgholthaus

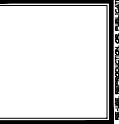
9 89° 30' 54" W T16.35'

6. HACKETT STREET



CEDAR CREEK
— ARCHITECTURAL DESIGN —
80 W. COTTONWOOD CT. EAGLE, ID 83616
(208) 969-5175

REVISIONS



NEW COFFEE SHOP FOR
BRIE - STA COFFEE COMPANY
945 AIRBASE ROAD
MOUNTAIN HOME, IDAHO

Date: **SEP 3, 2025**
Job No.: **2419**
Revised:

Sheet No.

SP100

THIS DOCUMENT IS THE PROPERTY OF CEDAR CREEK ARCHITECTURAL DESIGN. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED ON THE DRAWINGS. IT IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF CEDAR CREEK ARCHITECTURAL DESIGN.

Fwd: Brie'sta Coffee Company replacement building

From Kasey Thomason [REDACTED]
Date Fri 2/6/2026 12:13 PM
To Brenda Ellis <bellis@mountain-home.us>



External [REDACTED]

[Graymail](#) [Spam](#) [Phish](#) [More...](#) [FAQ](#)

Good afternoon Brenda,

Attached is the email thread from Kendra Conder at the Idaho Transportation Department that you requested. Kendra Conder and I had extensive conversations about the project over the phone as well as through email. After seeing the site plan that was sent to her, and visiting this site previously in person, this was her response.

Please let me know if you need anything else.

Thank you,

Kasey Thomason

Begin forwarded message:

From: Kendra Conder <Kendra.Conder@itd.idaho.gov>
Date: January 6, 2026 at 10:45:49 AM MST
To: Kasey Thomason [REDACTED]
Subject: RE: Brie'sta Coffee Company replacement building

Hi Kasey,

Thanks for sending this over! Since this is an existing business with a similar footprint, ITD does not have any comments or concerns with your proposal.

Please let me know if the city or county need any additional information!

Kendra Conder
District 3 | Development Services Coordinator
Idaho Transportation Department
Office: 208-334-8377
Cell: 208-972-3190



From: Kasey Thomason [REDACTED]
Sent: Monday, January 5, 2026 4:26 PM
To: Kendra Conder <Kendra.Conder@itd.idaho.gov>
Subject: Brie'sta Coffee Company replacement building

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.

Hey there! Thank you for taking the time to talk with me earlier today. I really appreciate all of your help and input. Attached is a scaled drawing for our new proposed building, in conjunction with our existing building. If you have any questions, input, or concerns, please feel free to email me back at this email, or call me at [REDACTED]

Thank you,

Kasey Thomason
Brie'sta Coffee Company
Owner

Kasey Thomason

CITY OF MOUNTAIN HOME - BUILDING DEPARTMENT

PERMITS ISSUED - February 2026

BP#	Date	Owner	Address	Construction	Value	BP Fee	Misc Fees	Builder
BLDG-26-22	2/2/2026	Kris Carney	2320 East 5th North	Sign	\$45,724.00	\$603.00	\$241.20	Lyle Sign
BLDG-26-33	2/2/2026	Jeff Gibbons	876 NE Tanager	Roof Permit	\$15,975.00	\$265.00	\$0.00	Valley Oak Construction
BLDG-26-34	2/2/2026	Michael Estley	590 North 2nd East #220	Commercial Remodel	\$39,989.00	\$543.00	\$217.20	ACS LLC
BLDG-26-35	2/2/2026	Arthur Young	810 East 9th North	Roof	\$3,650.00	\$97.00	\$0.00	Local Handyman and Roofing
BLDG-26-16	2/2/2026	Hubble Homes	1585 SW Silverstone Ave	Single Family Residential w/garage	\$197,267.74	\$1,913.50	\$13,683.75	Hubble Homes
BLDG-26-17	2/2/2026	Hubble Homes	1583 SW Silverstone Ave	Single Family Residential w/garage	\$135,977.78	\$1,318.98	\$13,683.75	Hubble Homes
BLDG-26-36	2/3/2026	Jesus Sencion	145 North 2nd East	Sign Permit	\$4,151.16	\$111.00	\$44.40	Yesco LLC
BLDG-26-557	2/5/2026	CBH Homes	928 Thunderbolt Drive	Single family dwelling/garage	\$173,799.39	\$1,685.85	\$13,683.75	CBH
BLDG-26-556	2/5/2026	CBH Homes	920 Thunderbolt Drive	Single family dwelling/garage	\$124,519.39	\$1,207.84	\$13,683.75	CBH
BLDG-26-554	2/5/2026	CBH Homes	904 Thunderbolt Drive	Single family dwelling/garage	\$154,037.41	\$1,494.16	\$12,478.75	CBH
BLDG-26-555	2/5/2026	CBH Homes	898 Thunderbolt Drive	Single family dwelling/garage	\$266,252.15	\$2,592.65	\$13,683.75	CBH
BLDG-26-40	2/6/2026	Jake Hennessey	703 Snake Eagle	Fence	\$8,800.00	\$20.00	\$0.00	Green Pastures, LLC
BLDG-26-49	2/11/2026	Kyle McGrath	875 Gregory Ln	Roof Permit	\$7,300.00	\$153.00	\$0.00	Howard Home Improvement
BLDG-26-50	2/11/2026	Nathan Ma	1140 East 11th North	Siding Permit	\$6,000.00	\$125.00	\$0.00	Howard Home Improvement
BLDG-26-51	2/11/2026	Walter Sams	1365 SW Kurstein Ave	Roof Permit	\$15,750.00	\$265.00	\$0.00	208 Roofing
BLDG-26-47	2/10/2026	Ken Kenney	1140 S Garrett St	Window Permit	\$22,383.00	\$363.00	\$0.00	Renewal By Anderson
BLDG-26-48	2/9/2026	Children's Therapy Place	345 East 2nd North	C of O	\$0.00	\$0.00	\$33.50	City of Mtn Home
BLDG-26-43	2/9/2026	Patrick Stevens	1230 North 2nd East	Roof Permit	\$9,860.00	\$181.00	\$0.00	Bartlett Roofing
BLDG-26-42	2/9/2026	Walmart Real Estate Business	2745 American Legion	Sign	\$59,000.00	\$700.00	\$280.00	Lyle Signs
BLDG-26-41	2/9/2026	Justin Griggs	1955 N Haskett St	Roof	\$36,891.09	\$512.00	\$0.00	Bartlett Roofing
BLDG-26-45	2/9/2026	Michael Carlson	2625 NE Haskett	Carport	\$1,300.00	\$48.00	\$0.00	Self
BLDG-26-46	2/7/2026	Colonel Pope	1045 East 14th North	Roof	\$18,000.00	\$293.00	\$0.00	Top Hat Roofing
BLDG-26-44	2/7/2026	Deb Sims	118 Mtn View Dr	Roof Permit	\$11,250.00	\$209.00	\$0.00	Top Hat Roofing
BLDG-26-32	2/17/2026	Emily Lever	225 East 16th North	Fence	\$2,800.00	\$20.00	\$0.00	Self
BLDG-26-11	2/17/2026	CBH Homes	839 Thunderbolt Dr	Single Family Residential w/garage	\$217,909.46	\$2,113.72	\$13,683.75	CBH
BLDG-26-10	2/17/2026	CBH Homes	811 Thunderbolt Dr	Single Family Residential w/garage	\$220,521.54	\$2,139.06	\$13,683.75	CBH
BLDG-26-14	2/17/2026	CBH Homes	868 Thunderbolt St	Single Family Residential w/garage	\$323,735.25	\$3,140.23	\$13,683.75	CBH
BLDG-26-13	2/17/2026	CBH Homes	840 Thunderbolt Dr	Single Family Residential w/garage	\$308,571.72	\$2,993.15	\$13,683.75	CBH
BLDG-26-12	2/17/2026	CBH Homes	812 Thunderbolt Dr	Single Family Residential w/garage	\$197,735.29	\$1,918.03	\$13,683.75	CBH
BLDG-26-29	2/17/2026	Low Manjulos	1250 Sunset Strip	Sign	\$500.00	\$24.00	\$9.60	Self
BLDG-26-68	2/19/2026	Josh Grier	680 Willow Drive	Roof Permit	\$11,260.14	\$209.00	\$0.00	Supinor Gutter & Roofing
BLDG-26-69	2/20/2026	Richard Nesbit	125 Airbase Rd Spac 3&4	Demolition	\$0.00	\$50.00	\$0.00	Self
BLDG-26-4	2/20/2026	CBH Homes	2155 North 8th East	Single Family Residential w/garage	\$180,062.58	\$1,746.61	\$13,683.75	CBH
BLDG-26-5	2/20/2026	CBH Homes	2183 North 8th East	Single Family Residential w/garage	\$172,879.78	\$1,676.93	\$13,683.75	CBH
BLDG-26-6	2/20/2026	CBH Homes	2211 North 8th East	Single Family Residential w/garage	\$177,144.80	\$1,718.30	\$13,683.75	CBH
BLDG-26-7	2/20/2026	CBH Homes	2239 North 8th East	Single Family Residential w/garage	\$187,579.40	\$1,819.52	\$13,683.75	CBH
BLDG-26-8	2/20/2026	CBH Homes	2267 North 8th East	Single Family Residential w/garage	\$196,496.31	\$1,906.01	\$13,683.75	CBH
BLDG-26-9	2/20/2026	CBH Homes	2295 North 8th East	Single Family Residential w/garage	\$148,160.70	\$1,437.16	\$13,683.75	CBH
BLDG-26-56	2/23/2026	Frank Castellano	825 North 10th East	Window Permit	\$9,497.00	\$181.00	\$0.00	Renewal By Anderson
BLDG-26-57	2/23/2026	Neil Johnson	870 Quail Place	Window and Patio door	\$16,937.00	\$279.00	\$0.00	Renewal By Anderson
BLDG-26-59	2/23/2026	Cindy Sather	685 Willow Drive	Windows and Patio Door	\$2,610.00	\$83.00	\$0.00	Renewal By Anderson
BLDG-26-60	2/23/2026	Randy Schmidt	825 North 11th East	Patio Door	\$9,610.00	\$181.00	\$0.00	Renewal By Anderson
BLDG-26-61	2/23/2026	Roger Beck	625 Willow Drive	Patio Door	\$8,655.00	\$167.00	\$0.00	Renewal By Anderson
BLDG-26-62	2/23/2026	Linda Jamison	1245 Holiday Drive	Roof	\$16,468.68	\$279.00	\$0.00	Bartlett Roofing
BLDG-26-63	2/23/2026	Ralph Whiffen	1445 Vision Street	Roof	\$14,577.70	\$251.00	\$0.00	Bartlett Roofing
BLDG-26-72	2/24/2026	Barbara Houser	460 NE Graystone Loop	Windows	\$16,500.00	\$279.00	\$0.00	Champion Windows
BLDG-26-55	2/25/2026	Euskai Laigunak	183 North 2nd West	Roof Permit	\$25,774.00	\$401.00	\$180.40	JB's Roofing Inc
BLDG-26-510	2/25/2026	Janeli Oehsen	1405 K/6 St	Roof Permit	\$16,722.00	\$279.00	\$0.00	Bartlett Homes & Roofs
BLDG-26-54	2/26/2026	Kevin Wilson	2614 Airbase Rd	Hangar Metal R&M Steel	\$70,000.00	\$784.00	\$463.60	R&M Steel
BLDG-26-71	2/27/2026	Mary Anderson	141 SW Gelfysburg	Windows	\$16,343.00	\$279.00	\$0.00	Champion Windows
Total# 50					Total Permit Values	\$41,045.70	\$232,868.65	\$273,914.35

2025 totals	January - February 2025	January - February 2026
112	13	33
4	0	0


 Sean J. Atchuck
 City of Mountain Home Building Official

New Residential Construction	\$3,382,650.69	# permits	17
New Non-Residential	\$219,674.18	# permits	7
Additions, alterations, & repairs	\$323,613.61	# permits	24
No value		# permits	2
Total	\$3,925,938.48		50



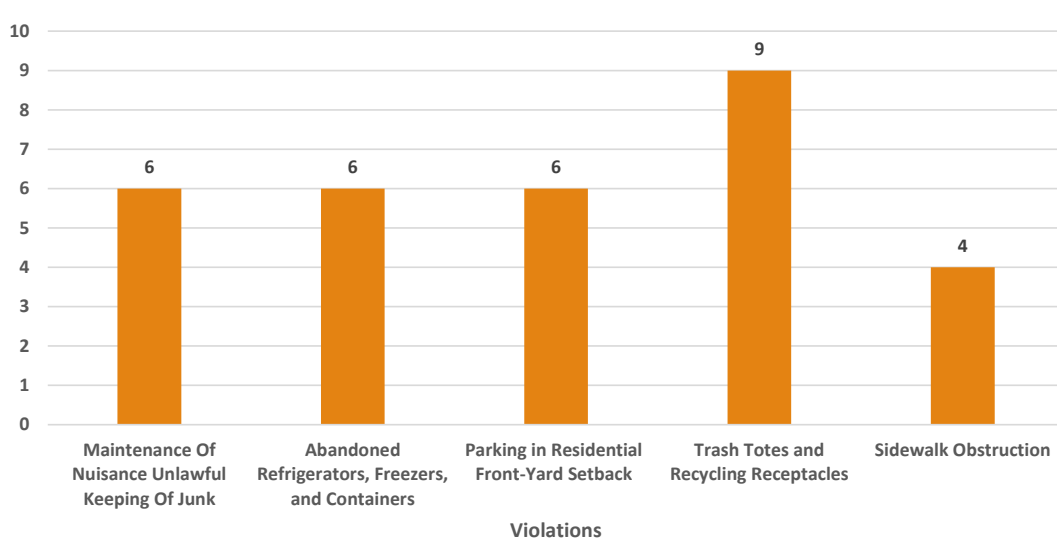
Code Enforcement

Kody Collins

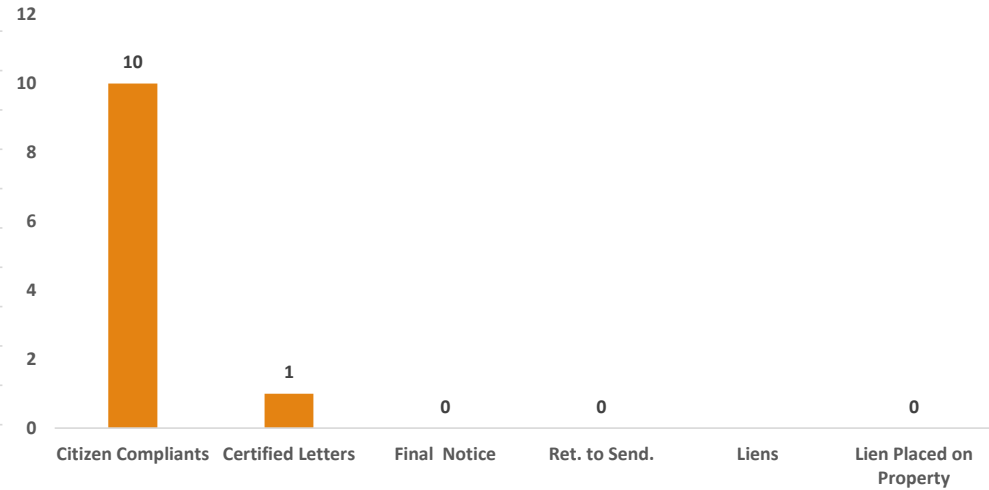
February 2026

31 Violation Identified

Totals



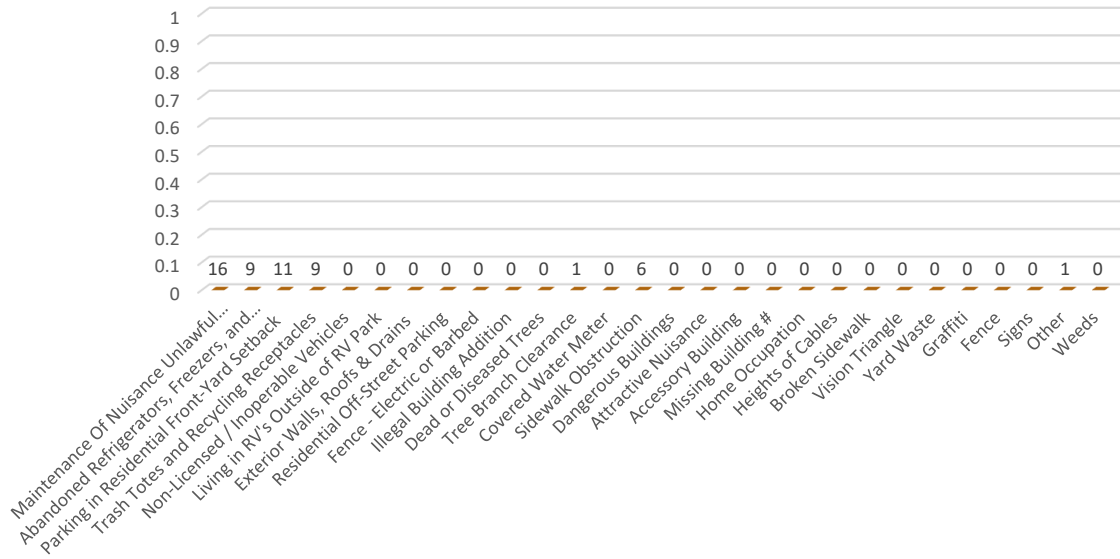
Administrative Actions



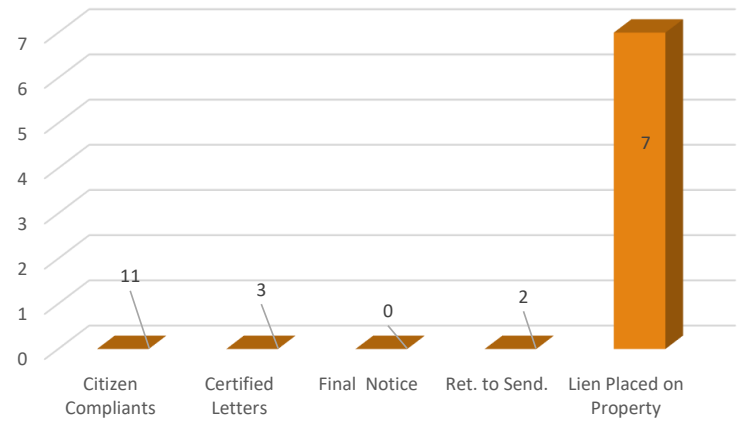
2026 Totals

55 Violations identified as of February 27th 2026

2025 Totals



Administrative Actions





GIS Administrator Monthly Report February 2026:

GIS Mapping:

- 1) Water Backflow Data: Added 51 data points 675 reviews
- 2) Survey and map all new utilities in RR Park
- 3) Calculate water/sewer line information for A.I.C.
- 4) Create map for Public Records Request
- 5) Create Roadway Markings to be added to CivicPlus
- 6) Update City limits boundary
- 7) Update Airport Hanger Attribute Table to show all information on each hanger space.

CAD Drawings:

- 1) Cemetery map updates (18)
- 2) Created 3 options for the 2026 Farmers Market layout
- 3) Created map and location description for Marathon Cheese construction parking at Optimist Park.
- 4) Updated WW layer on CAD map- 65 new service lines added
- 5) Create map to be submitted to state for annexation and zoning of City ground south of lagoons.
- 6) Update City limits boundary

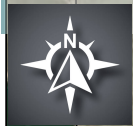
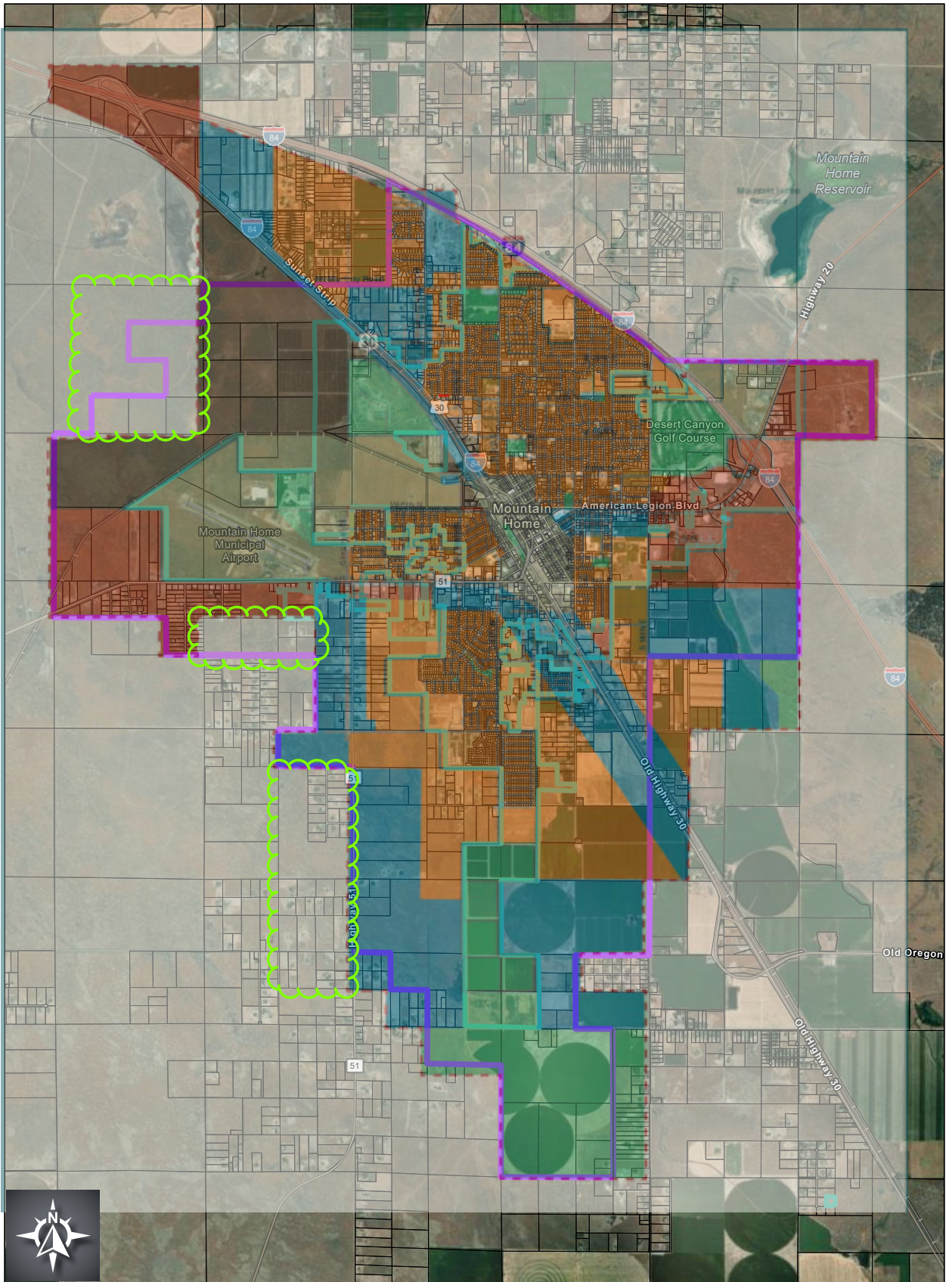
DIG-LINE LOCATES:

183 locates +/- 20 min ea. (61 Working Hrs.) 02/02 - 02/26/27

Other/To Do:

- 1) Review legal description of properties to be developed and approve on Open Gov.
- 2) CivicPlus- verified GIS and Neptune water meter data were downloaded and functional.
- 3) Research Easement along West side Fall Creek Subdivision

Future Land Use Map overlay onto parcel Map

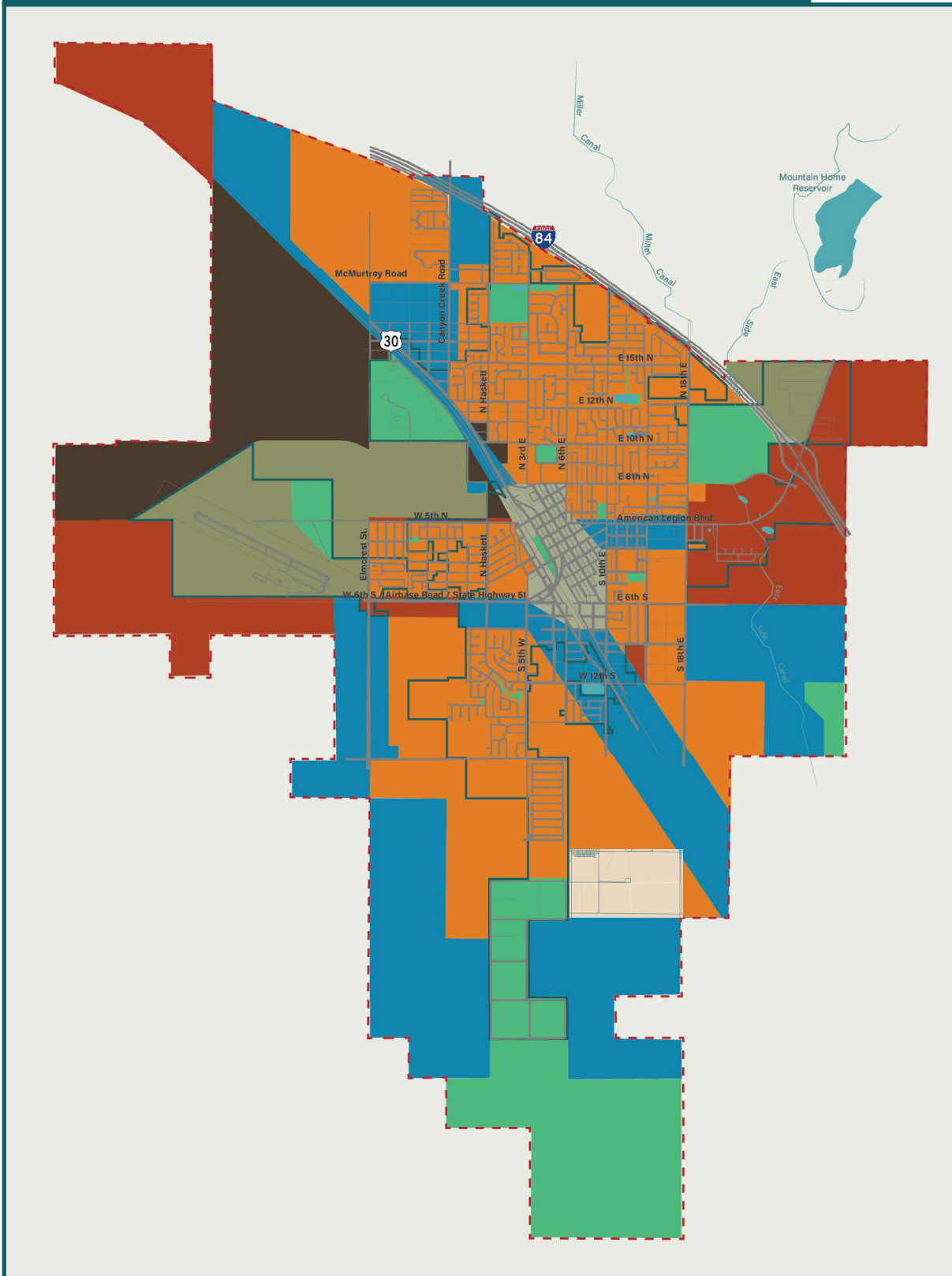


Anticipated future Development

- Residential
- Central Business
- Open Space / Recreational
- Commercial
- Light Industrial
- Heavy Industrial
- Urban Development / Transition

M1

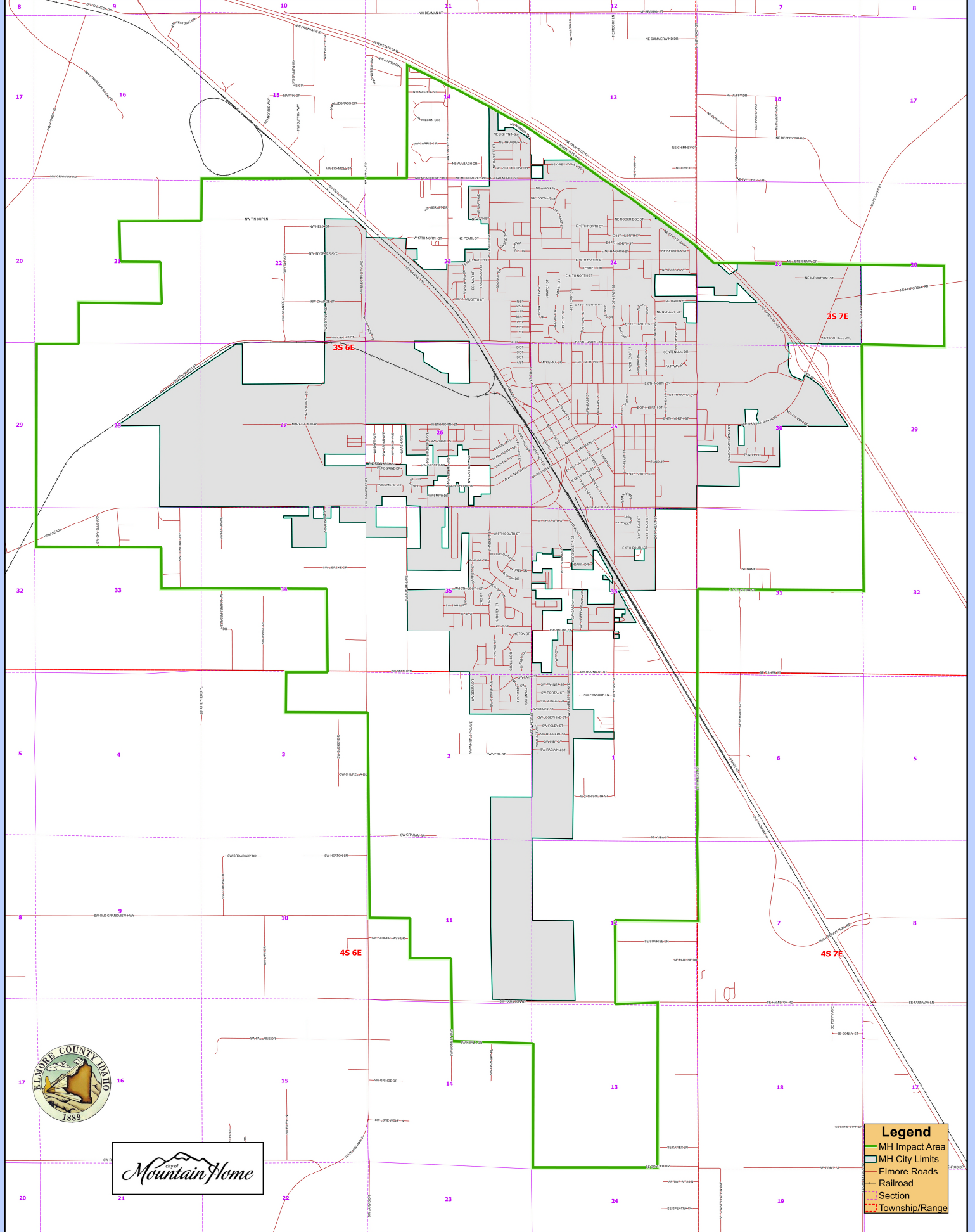
JANUARY 2019 COMPREHENSIVE PLAN LAND USE MAP



- Residential
- Central Business
- Open Space / Recreational
- Commercial
- Light Industrial
- Heavy Industrial
- Urban Development / Transition

— 2019 City Limits
 - - - - Area of Impact





Legend

- MH Impact Area
- MH City Limits
- Elmore Roads
- Railroad
- Section
- Township/Range

