



SITE PLAN REVIEW APPLICATION

Site Plan Review is required for any commercial, industrial, public or multi-family (3 units or greater on 1 parcel) building or use, or the expansion of floor area of an existing building greater than 25%.
(For additional information on this process and requirements please see PFMC 18.20.130)

APPLICANT INFORMATION: **APPLICATION FEE: \$2000.00**

Name: _____ Phone: _____ Fax: _____

Signature: _____ Date: _____

Street Address: _____ E-Mail: _____

City: _____ State: _____ Zip: _____

OWNER INFORMATION:

Name: _____ Phone: _____ Fax: _____

Street Address: _____ E-Mail: _____

City: _____ State: _____ Zip: _____

APPLICANT STATUS: Owner: _____ Agent: _____ Tenant: _____ Contract Buyer: _____

ENGINEER: _____ **SURVEYOR:** _____ **PLANNER:** _____ **OTHER:** _____ (specify)

Name: _____ Phone: _____ Fax: _____

Signature: _____ Date: _____

Street Address: _____ E-Mail: _____

City: _____ State: _____ Zip: _____

SITE INFORMATION:

Proposed Project Name: _____

General Location or Address if Available: _____

Legal Description (Attach or Describe): _____

Description of Project: _____

Existing Zoning: _____ Adjacent Zoning: _____

Current Land Use: _____ Adjacent Land Uses: _____

Size of Site: _____ Site Density (if applicable): _____

SITE PLAN REVIEW CHECKLIST: (to be verified by Staff)

<u>YES</u>	<u>NO</u>	Checked by (Staff): _____	Date: _____
_____	_____	Signed and completed Site Plan Review Application	
_____	_____	Application Fee per most recently adopted Fee Resolution	
_____	_____	Proposal/design compliant with goal and policies of the Comprehensive Plan as well as goals and intent of the City Center Plan and Highway 41 Corridor Plan (if applicable)	
_____	_____	Submittal of a Street Naming and Addressing Plan	
_____	_____	Place vicinity map (no larger than 11x17), Title, Section Township Range, and provide Datum NGVD 29 on Cover Page of Plan Set Submittal	
_____	_____	1 (one) reduced size (11x17) plan set	
_____	_____	6 (six) full sets of bounded drawings, include landscape plans (no larger than 24"x36")	
_____	_____	1 (one) electronic copy (.tif or .pdf) of the plan set	
_____	_____	Place Statement, "Call Before You Dig" on all sheets of Plan Set	
_____	_____	<u>Plan sets to include existing and proposed information on the following:</u>	
_____	_____	Location of structures, improvements and landscaping	
_____	_____	North arrow and scale bar	
_____	_____	Site boundaries and spot elevations at boundaries	
_____	_____	Setback distance from property lines	
_____	_____	Rights-of-way, property lines and easements	
_____	_____	Location of existing and proposed utility structures and lines, including location of nearest fire hydrant and proposed location of water meters and sewer services	
_____	_____	Storm water plans/calculations	
_____	_____	Location of driveways, streets, and sidewalks	
_____	_____	On-site parking and circulation	
_____	_____	Location of loading spaces, if applicable	
_____	_____	Location of trash receptacle enclosure	
_____	_____	Contour lines at intervals of 2 feet and spot elevations for drainage, extending at least 15 feet beyond the property boundary	
_____	_____	Site plan data table containing: zone, site size in square feet or acres, lot coverage by buildings in square feet and percentage, residential density in units per acre (if applicable), square feet of impervious surface, and parking and landscaping calculations compliant, respectively, with Sections 18.24.070 and 18.24.080 PFMC.	
_____	_____	Indicate the accessible route from the right-of-way and accessible parking spaces to the building entrance. Provide cross sections and elevations of ramps and other structures. Design in accordance with the 2006 IBC and ICC/ANSI A117.1-2003 and other applicable codes.	

Grading/drainage/civil drawings and storm drainage calculations are required to be provided by an Idaho Licensed Professional.

Landscaping drawings are required to be provided by an Idaho Licensed Professional Landscape Architect.