



PRE-APPLICATION AND PRELIMINARY REVIEW GUIDANCE DOCUMENT
COMMERCIAL or DEVELOPMENT PROJECTS

**** Immediate notification to Garden City permit desk is required for ALL address changes**

A. GENERAL PROCESS INFORMATION

1. The Applicant shall submit a completed building application including application checklist and required number of plans as indicated on the application form.
 - For commercial building permits the City will route the plans to the Fire Department, however, the applicant will be responsible for payment direct to the fire department.
 - No ACHD stamp is required on the drawings at time of application. ACHD stamped drawings are required to be submitted prior to issuance of building permit .If any ACHD related changes are made to the drawings, such changes are required to be reviewed & approved by Garden City at the applicants cost.
 - FOOD ESTABLISHMENTS ONLY-require a letter from Central District Health Department stating the requirements have been met for a food establishment. Incomplete applications will not be accepted.
 - TENANT IMPROVEMENT: IF it is NOT an expansion of use or IT DOES NOT require a change in use or Conditional Use Permit; then you will NOT be required to provide the Fire department or ACHD stamped plans as requested above.
 - SHELL BUILDING PERMITS: Due to Water & Sewer Connection Fees being based upon the number of fixture units; the physical water and sewer connections are not authorized until the Tenant Improvement Permit is issued with water/sewer connection fees paid in full.
2. Base Plan Review Fees shall be paid to the City at time of application.
3. All construction, materials, appurtenances and testing shall comply with the requirements of the 2007 edition of the Idaho Standards for Public Works Construction (ISPWC), unless specifically modified by these construction documents.
4. Once all of the reviews have been approved, the City will issue a permit, inspection record card, certificate request card and an approved copy of the project plans.
5. The following information shall be available on the project site at all times and shall be made available to the City upon request. **Be advised that the City will not perform onsite project observations if these items are not available or posted as required; all observation fees will be applied regardless.**
 - a. Approved stamped final set of drawings.
 - b. Permit Number.
 - c. Lot and Block Number must be visibly posted at all times.
 - d. Inspection Cards.
6. No excavation or non-destructive work shall be permitted until the project is approved by the City, the City has issued an Erosion & Sediment Control Permit, and the Applicant has paid all appropriate fees. Violations to this provision shall be subject to enforcement measures including DOUBLE FEES WITH ASSOCIATED FINES in accordance with Garden City code.

Compliance with the Environmental Protection Agency (EPA) requirements for protection from erosion by storm water is required for this project. A Responsible Party (RP) shall be responsible to comply with the EPA requirements. If the owner has not designated a RP, the contractor shall be required to provide a RP. The RP is required to prepare, file and comply with the Storm Water Pollution Prevention Plan (SWPPP) for

this project. The RP is responsible to file a Notice of Intent (NOI) to construct with EPA. EPA must officially accept the NOI prior to beginning any site disturbance activities. The SWPPP is a document/plan that is required to be updated and amended to best fit the site as construction occurs. The RP is responsible to keep the plan current. At completion of all construction activities and after the project site is stabilized for erosion control, the RP is required to prepare and submit a Notice of Termination of the SWPPP with EPA.

-or, for sites under one acre-

The contractor shall comply with the City of Garden City's approved Erosion and Sediment Control Plan (ESCP) for this project. A Responsible Party (RP) shall be responsible to comply with the ESCP requirements. If the owner has not designated a RP, the contractor shall be required to provide a RP. The RP is required to comply with the City of Garden City's ordinance for control for erosion from this construction site. The ESCP is a document/plan that is required to be updated and amended to best fit the site as construction occurs. The RP is responsible to keep the plan current. At completion of all construction activities and after the project site is stabilized for erosion control, the ESCP is terminated.

7. The contractor, all applicable sub-contractors, developer/owner, utility company representatives, a Garden City Department of Public Works representative and an Ada County Highway District representative shall attend a pre-construction conference prior to commencement of construction.
8. The contractor shall obtain a construction permit from the Ada County Highway District at least 24 hours prior to commencing construction of any of the improvements shown hereon located within public right-of-way.
9. Construction inspection shall be performed by the project engineer, the Ada County Highway District and/or the Garden City Department of Public Works. Inspection by the Garden City Department of Public Works will be for Department purposes only to spot check work compliance with the city's requirements. It is the project engineer's responsibility to assure compliance with the project plans and specifications.
10. The contractor shall verify site conditions and dimensions prior to beginning work. Any deviations, omissions or errors shall be presented to the project engineer for resolution. Any changes to the plans and specifications shall be submitted to and approved by the Garden City Department of Public Works prior to implementation of the change. Said change may also need to be submitted to the Idaho Department of Environmental Quality for approval.
11. The contractor shall contact Digline (800-342-1585) and other appropriate utility providers for utility locations at least 72 hours prior to beginning any excavation.
12. Any waters created by dewatering shall not be permitted to directly discharge to any existing surface water facility. Prior to discharging to waters of the state of Idaho, the contractor shall secure a short-term activity exemption from the applicable regional office of the Idaho Department of Environmental Quality.
13. Horizontal and vertical separation of potable and non-potable pipelines shall meet the requirements of ISPWC Section 405 and ISPWC Drawing No. 407.
14. ROADWAY CONSTRUCTION NOTES: Manhole grade rings, cast iron rings and covers shall be provided by the sewer contractor. The road contractor shall install the sewer grade rings, cast iron rings, covers and concrete collars to finish grade. Water valve boxes and covers shall be provided by the water contractor. The road contractor shall install the water valve boxes covers and concrete collars to finish grade.
15. The Applicant shall provide the following information on the "Public Works Utility Application Form:"
 - a. The number of water meters and sizes including the count for each additional fixture.
 - b. The type and location of approved backflow devices.
 - c. A request for a separate meter if needed for an irrigation system.
16. Questions regarding the application process may be directed to the Garden City Development Service Office, 472-2921.
17. For Subdivisions or PUD projects, if the improvements are approved but have not been accepted the applicant may have the ability to submit the following in order to approval to record the plat:
 - a. Letter of Credit for review and approval
 - b. Surety Agreement / Performance Bond (submit with the Letter of Credit)

A Certificate of Acceptance will be issued once all requirements of the application have been accepted or approved. No building applications will be issued prior to Certificate of Acceptance.

B. ABILITY TO SERVE REQUIREMENTS

3. The Public Works Department will determine whether or not the City has the ability to serve the project prior to accepting an application for a commercial or planned development project.
4. The Applicant shall submit an "Ability to Serve" application in which the request shall include, at a minimum, the following information:
 - a. Project Location
 - b. Project Description
 - c. Number of Units
 - d. Fixture Count for Each Unit
 - e. City Utilities Desired (Water, Sewer or Both)
 - f. Approval of Fire Flow - North Ada County Fire Department 375-0906. (The city conducts the Fire Flow test and provides the information to NACF for review and approval. To schedule fire flow testing contact the permit desk - City Hall at 472-2921).
 - g. Site Plan
 - h. Sewer Line Connection or Extension Detail
 - i. Water Line Service Connection or Extension Detail
 - j. If project is other than a development; Final Plat MUST be recorded with Ada County Recorder's office.
5. The submittal of the above information does not guarantee that an "Ability to Serve" letter will be issued. The Public Works Department shall review the submitted information and may request additional information as necessary. Please contact Garden City Public Works with questions regarding the Ability to serve letter.
6. Approval granted by the Garden City Public Works Department only applies to the project as shown on the plans at the time the plans were submitted to the City. If the Applicant modifies the approved plans for any reason, the City shall deem the approval null and void and the Applicant shall submit the modified plans with appropriate fees paid for public works review and approval of the modified plans/drawings.

C. CROSS CONNECTION CONTROL REQUIREMENTS

3. If the City determines that cross connection control measures are required for the project, the Applicant shall provide detailed plumbing plans showing, at minimum, the following information where applicable.
 - a. The potable water system connection to last flowing tap, along with the fixture that is fed by the connection.
 - b. The fire service connection, including locations and sizes of sprinklers, on-site hydrants and all fire suppression additives (if any).
 - c. Irrigation connection including any interconnection with alternate source(s) such as a private well, an irrigation canal, and/or a chemical feed system.
 - d. The size, type and model of every required backflow device to be used, and the locations where the backflow prevention devices will be installed.
4. Premises isolation backflow prevention devices are to be installed directly after the City water meter unless prior authorization is given by the Cross Connection Control Division (CCCD).
5. Testing of newly installed backflow prevention assemblies shall be tested by a City-approved backflow prevention device tester only and shall be submitted to the CCCD within 7 days after the water service is activated by the City.
6. Please direct all questions regarding cross connection control requirements to 375-3194 X 123.

D. SANITARY SEWER REQUIREMENTS

1. All construction, materials, appurtenances and testing shall comply with the requirements of the 2007 edition of the Idaho Standards for Public Works Construction (ISPWC), unless specifically modified by these construction documents.

2. All sewer pipe and fittings with cover greater than 3 feet, shall be Polyvinyl Chloride (PVC) conforming to the requirements of ASTM D-3034, SDR-35 for sizes 4-inch through 15-inch; ASTM F-679, SDR-35, T-1 wall for sizes 18-inch through 27-inch; or ASTM F-794, T-46 for sizes 18-inch through 36-inch. The minimum cover for all PVC sewer lines shall be 3 feet. Sewer pipe and fittings with cover less than 3 feet shall be Ductile Iron (DI) conforming to ANSI A-21.51 or AWWA C-151, minimum Class 50.
3. Sanitary sewer manholes shall be constructed of reinforced precast concrete per the ISPWC with a maximum of 12 inches of concrete grade rings, a 24-inch diameter cast iron ring and cover and a concrete collar per ISPWC drawings SD-501, SD-505, SD-507, SD-508, SD-509. The sewer contractor shall field verify that no more than 12-inches of grade rings are necessary to adjust the manhole to final grade. Grade rings, ring and covers shall be provided by the sewer contractor. Manhole cones shall be eccentric for all manholes 4 feet and deeper. The vertical wall of the cone shall be placed upstream and rotated 45°. Concentric cones shall be used for manholes less than 4 feet deep.
4. Manufactured compression boots shall be used in manholes where pipelines enter and leave the manhole.
5. Sewer service lines shall be ISPWC type "A" or "B" and constructed and marked per ISPWC Drawing SD-511A. Services shall not be deeper than 5 feet at the property line, unless specifically approved by the city. Services shall extend horizontally 10 feet beyond the property line.
6. All sewer mains and services shall be bedded per the requirements of Type I bedding, except that bedding material shall be select ¾-inch maximum crushed gravel chips. All bedding shall be thoroughly shovel-sliced under the pipe.
7. Groundwater levels shall be maintained below the trench bottom at all times during construction. Groundwater shall not be permitted to enter the pipeline system during construction. As soon as possible the contractor shall install a removable watertight plug in the new pipeline at the point of connection to the existing sewer system. Dewatering plan must be submitted as part of the Erosion & Sediment Control packet.
8. Sewers shall be cleaned and tested after all utilities are installed and prior to paving. Material cleaned from the construction shall not be permitted to discharge to the downstream receiving pipeline. All installed sewer pipes shall be tested in accordance with Division 500 of the ISPWC. A representative of the city must be present must observe the testing. Pipeline testing shall include air pressure, deflection and closed circuit television (CCTV) visual inspection. The CCTV report shall be in the form of a VHS videotape or DVD and a written log. Manholes shall be vacuum or hydrostatically tested for leakage. The sewer system shall not accept any flows until the city issues an initial acceptance of the system.
9. The contractor shall guarantee all work for a period of at least a one-year following the city's initial acceptance.
10. Gravity Sewer Pipe:
 - a. The minimum cover for all PVC sewer lines shall be 3 feet from finished grade to top of pipe.
 - b. All sewer pipe and fittings with cover 3 feet or greater shall be Polyvinyl Chloride (PVC) conforming to the requirements of: ASTM D-3034, SDR-35 for sizes 4-inch through 15-inch; ASTM F-679, SDR-35, T-1 wall for sizes 18-inch through 27-inch; or ASTM F-794, T-46 for sizes 18-inch through 36-inch.
 - c. Sewer pipe and fittings with cover less than 3 feet shall be Ductile Iron (DI) conforming to ANSI A-21.51 or AWWA C-151, minimum Class 50.
11. Sanitary Sewer Manholes:
 - d. Sanitary sewer manholes shall comply with ISPWC drawings SD-501, SD-505, SD-507, SD-508 and SD-509.
 - e. Manholes shall be constructed of reinforced precast concrete with a 24-inch diameter cast iron ring and cover, a concrete collar and concrete grade rings totaling not more than 12 inches combined height between the top of the cone and the bottom of the cast iron ring.
 - f. The cover shall be marked with the word "sewer" as an integral part of the cover per the ISPWC specifications.
 - g. The sewer contractor shall field-verify that no more than 12 inches of grade rings are necessary to adjust the manhole to final grade.
 - h. Concrete grade rings, cast iron rings and covers shall be provided by the sewer contractor.
 - i. Manhole cones shall be eccentric for all manholes 4 feet and deeper. The vertical wall of the cone shall be placed upstream and rotated 45°.
 - j. Concentric cones shall be used for manholes less than 4 feet deep.

- k. Manufactured compression boots shall be used in manholes where pipelines enter and leave the manhole.

12. Customer Service Lines:

- a. Sewer service lines shall be ISPWC type "A" or "B" and shall be constructed and marked per ISPWC Drawing SD-511A.
- b. Services shall not be deeper than 4 feet at the property line unless specifically approved by the City.
- c. Services shall extend horizontally 10 feet beyond the property line.

13. Bedding and Backfill:

- a. All sewer mains and services shall be bedded per the requirements of Type I bedding, except that bedding material shall be select ¾-inch maximum crushed gravel chips.
- b. All bedding shall be thoroughly shovel-sliced under the pipe, with a minimum bedding depth of 6" under the pipe and a minimum cover of 12" of chips over the top of the pipe.
- c. Compaction of bedding and backfill shall comply with ISPWC specifications.

14. Groundwater levels shall be maintained below the trench bottom at all times during construction. Groundwater shall not be permitted to enter the pipeline system during construction. As soon as possible, the contractor shall install a removable watertight plug in the new pipeline at the point of connection to the existing sewer system.

15. Cleaning and Testing:

- a. Sewers shall be cleaned and tested after all utilities are installed and prior to paving.
- b. Material cleaned from the construction shall not be permitted to be discharge to the downstream receiving sewer pipeline.
- c. All installed sewer pipes shall be tested in accordance with Division 500 of the ISPWC.
- d. A representative of the City must be present to observe the testing.
- e. Pipeline testing shall include air pressure, deflection and closed circuit television (CCTV) visual inspection. The CCTV report shall be in the form of a VHS videotape or a DVD and a written log.
- f. Manholes shall be hydrostatically tested for leakage.
- g. The City shall not permit the Applicant or the Applicant's contractor to discharge into the existing sewer system until the City issues an initial acceptance of the new system.
- h. The contractor shall clean all sewer mainlines and manholes with a Hydro-Cleaner after paving is complete and concrete collars have been poured around water valve boxes and sewer manholes.
- i. The contractor shall not be permitted to discharge any material cleaned to the downstream receiving sewer pipeline.

16. The plans shall clearly show all pre-existing and proposed connections on the same plan.

17. The contractor shall guarantee all work for a period of at least one year following the City's initial acceptance.

18. Please direct all questions regarding this section to 375-3194 X 119.

E. POTABLE WATER SYSTEM REQUIREMENTS:

1. All construction, materials, appurtenances and testing shall comply with the requirements of the 2007 edition of the Idaho Standards for Public Works Construction (ISPWC), unless specifically modified by these construction documents.
2. All water mains shall be Polyvinyl Chloride (PVC) conforming to the requirements of AWWA C-900, Class 150, SDR-.
3. All fittings shall be mechanical joint or flanged ductile iron conforming to the requirements of AWWA C-110. All plastic pipe shall be installed with a #12 direct burial tracer wire placed along the north and east side of the main. The tracer wire shall be accessible at all valve boxes and shall be extended along the outside of the lower portion of the valve box and along the inside of the upper portion. Minimum burial depths for water mains shall be 4 feet from finish grade to the top of the pipe.
4. Individual water service connections shall be Polyethylene pipe conforming to AWWA C-901, Class 200, SDR-7.3. Services shall be constructed conforming to ISPWC Drawing SD-401 or SD-402, except that the lid

shall contain a "touch read" hole. Service pipelines shall be a minimum 1-inch, unless otherwise noted, with minimum 1-inch meter setters.

5. Water valves shall be resilient-seat gate valves conforming to AWWA C-509 or AWWA C-515. All water valves shall be installed with a standard 5-1/4 inch diameter, two piece adjustable cast iron valve box, Tyler/Union series 6855, or equal. The cast iron cover shall be marked with the word "Water" as an integral part of the cover.
6. Fire hydrants shall conform to AWWA C-502 and ISPWC Drawing SD-404. The pumper nozzle outlet shall be equipped with a "Storz" adapter.
7. All water mains and services shall be bedded per the requirements of Type I bedding, except that bedding material shall be select ¾-inch maximum crushed gravel chips for water mains and 3/8-inch maximum crushed gravel chips for service lines. All bedding shall be thoroughly shovel-sliced under the pipe.
8. All installed water lines shall be tested for leakage in accordance with Section 401.3.6 of the ISPWC following installation of all utilities and prior to paving. Each meter setter shall be opened to be sure that the service corporation stop is open and the service is functional prior to paving. A representative of the city must be present must observe the testing. All installed water lines shall be flushed, disinfected and tested for bacteria in accordance with Section 401.3.9 of the ISPWC. The water system shall not be opened to the city system until the city issues an initial acceptance of the system.
9. The contractor shall guarantee all work for a period of at least a one-year following the city's initial acceptance.

10. Water Pipe:

- a. All water mains shall be Polyvinyl Chloride (PVC) conforming to the requirements of AWWA C-900, Class 150, SDR-18.
- b. All fittings shall be mechanical joint or flanged ductile iron conforming to the requirements of AWWA C-110.
- c. All plastic pipe shall be installed with a #12 direct burial copper tracer wire placed along the north or east side of the main. The tracer wire shall be accessible at all fire hydrants and water meter vaults but shall not be brought into any valve boxes.
- d. Minimum burial depths for water mains shall be 4 feet from finished grade to top of pipe.

11. Water Services:

- a. Water service connections shall be minimum 1-inch polyethylene pipe conforming to AWWA C-901, Class 200, SDR-7.3.
- b. Services shall be constructed conforming to ISPWC Drawing SD-401 or SD-402, except that the lid shall include a "touch read" hole.
- c. There shall be one meter per meter vault and all meter vaults shall be located directly behind the curb or sidewalk. The Applicant shall obtain approval from the Public Works Department for other locations.
- d. Meter vaults placed in roadways, driveways or other locations where the vaults may be driven over by motorized vehicles shall have 20-inch rings and lids, and shall conform to applicable load-bearing specifications in ISPWC.
- e. Meter vaults place in concrete that will not be driven over by motorized vehicles shall be installed with standard 20" rings and lids.

12. Water valves:

- a. Water valves shall be resilient-seat gate valves conforming to AWWA C-509 or AWWA C-515.
- b. All water valves shall be installed with a standard 5-1/4 inch diameter, two piece adjustable cast iron valve box, Tyler/Union series 6855, or equal.
- c. The cast iron cover shall be marked with the word "Water" as an integral part of the cover.

13. Fire hydrants:

- a. Fire hydrants shall conform to AWWA C-502 and ISPWC Drawing SD-404.
- b. The pumper nozzle outlet shall be equipped with a "Storz" adaptor.
- c. Fire Hydrants should be located directly behind a curb, sidewalk or at other locations approved by the Public Works Department.

14. Bedding and Backfill:

- a. All water mains and services shall be bedded per the requirements of Type I bedding, except that bedding material shall be select ¾-inch maximum crushed gravel chips.
- b. All bedding shall be thoroughly shovel-sliced under the pipe, with a minimum bedding depth of 6" under the pipe and a minimum cover of 12" of chips over the top of the pipe.
- c. Compaction of bedding and backfill shall comply with ISPWC specifications.

15. Testing:

- a. All installed water lines shall be tested for leakage in accordance with Section 401.3.6 of the ISPWC following installation of all utilities and prior to paving.
- b. Each meter setter shall be opened to insure that the service corporation stop is open and the service is functional prior to paving.
- c. The Contractor shall flush, disinfect and obtain bacteriological samples from the new pipeline in accordance with Section 401.3.9 of the ISPWC.
- d. A representative of the City must be present to observe all testing and sampling.
- e. The water system shall not be opened to the City system until the City has issued an initial acceptance of the system.

16. The applicant shall show all pre-existing and proposed connections on the same plan.

17. The contractor shall guarantee all work for a period of at least a one year following the City's initial acceptance.

18. Please direct all questions regarding this section to 375-3194 X 113.

F. ENVIRONMENTAL REQUIREMENTS:

1. EROSION AND SEDIMENTATION CONTROL:

- a. No Grading shall be allowed until the Erosion & Sediment Control Plans have been submitted and approved by the City.
- b. For all projects that disturb more than one acre, the Applicant should refer to the EPA education materials for filing the proper permit documents.
- c. For all development and commercial projects with land disturbing activities, the Applicant shall provide the City with copies of the following:

- (1) Erosion and Sediment Control Plan (ESC Plan) or Storm Water Pollution Prevention Plan (SWPPP)
- (2) Soils analysis reports
- (3) Dewatering plan (if applicable)
- (4) Plan schedule flow chart with sequence event time table
- (5) BMP inspection & maintenance schedule
- (6) Site drawing showing, at minimum:

- (a) Easements,
- (b) BMP locations,
- (c) BMP details,
- (d) North arrow,
- (e) Date,
- (f) Scale,
- (g) Signature with certification number,
- (h) Geographical elevations,
- (i) Surface water,
- (j) Project boundary lines.

(7) The Applicant shall complete the Erosion and Sediment Control Permit Application Forms, identify the Responsible Person and describe the project location, type, size in acres and if located near a water body (including irrigation or drainage canal).

(8) The Applicant shall include the following in the General Notes section on the ESC plan or site drawing:

- (a) "All inspections shall require a 24 hour notice prior to the scheduled inspection time. Call Public Works at 472-2920."
- (b) "The Contractor shall notify the City at least 24 hours prior to beginning any earth work. Call Public Works at: 472-2920."

2. STORM WATER DRAINAGE REQUIREMENTS:

- a. Garden City Storm Water Ordinance Title 4, Chapter 14, adopted the Boise City Storm Water Management Design Manual (Manual) for all construction projects proposed in the City. The Manual identifies particular standards for development and re-development projects for storm water design and management. The Applicant shall prepare a Storm Water Management Plan in accordance with the guidelines included in the Manual. The Manual can be viewed on the Garden City website: www.gardencityidaho.org, entering the "Environmental" subsection and clicking on "Storm Water" heading.
- b. A stamped and signed storm water management plan is required for redevelopment projects, other than routine maintenance, that add, replace and/or alter impervious surfaces. See Section 2.7 of the manual for guidelines and requirements.
- c. In the event that drainage design plans are required, the Applicant shall submit to the City the following information for review:
 - (1) Storm Water Management Plan (stamped & signed)
 - (2) Drainage Analysis Report (depth to groundwater included)
 - (3) Plan and profile of new/modified system with detail of dimensions
 - (4) Topographical survey of development or property under construction
 - (5) Size of area in square feet
 - (6) Site drawing including, at minimum:
 - (a) Elevations of adjoining lots
 - (b) System design with detail
 - (c) Parking lot grade
 - (d) Surface water detail
 - (7) Seepage bed design including monitoring well where applicable
 - (8) Design calculations
 - (9) Conveyance system design
 - (10) Permits, easements and/or agreements (copies of all applicable)
 - (11) The intended land use for this project
 - (12) Storm Water Operation & Maintenance Plan
 - (13) Maintenance techniques and schedule descriptions
 - (14) The Owner's name, mailing address, phone number and email address
 - (15) The name, mailing address and phone number of the individual and/or organization that will be responsible for long term operation and maintenance of the storm water facilities
 - (16) "Source Control"
 - (17) Inspection schedule
 - (18) Safety procedures, including, at minimum:
 - (a) Routine and non-routine maintenance tasks
 - (b) Copies of "Inspection Record" template
- d. The drainage site drawing shall include the following wording under "General Notes:":
 - (1) All inspections shall require a 24-hour notice prior to the requested inspection time. Call Public Works at 472-2900.
 - (2) Prior to any earthwork a 24-hour notice to begin construction is required. Call Public Works at 472-2900.
 - (3) Drainage inspections shall be conducted at any given time or upon request, during construction, verifying compliance with the city requirements and construction activities are followed as per the approved plans.
 - (4) The drainage system and any filter fabric shall not be covered prior to inspection. Call Public Works at 472-2900.
 - (5) The size and location of the drainage system shall correspond with the approved drainage system plan and shall be inspected.

- (6) Final inspection of the storm drainage system shall be conducted following the paving and final landscaping.
- (7) All drainage conveyance access points shall be stenciled or marked with identifying statement for the public "Do Not Dump – System Drains to Groundwater" or "River", whichever is relevant to the system disposal design.
- (8) Traffic rated manhole lids shall be used.
- (9) All parking lot grades shall be at least 1% for asphaltic-concrete and 0.4% for concrete.
- (10) "Onsite project observations shall be conducted at any time or upon request during construction to verify that the construction activities comply with the City requirements and follow the approved plans.
- (11) No fill material will be placed over any excavated drainage area prior to observation.
- (12) Fabric and/or drainage system shall not be covered until the City has conducted and onsite observation of the facilities.
- (13) Size and position for the drainage system shall be checked to insure that the system is consistent with the approved drainage system plans.
- (14) Final observation of the storm drain system shall be conducted following paving and final landscape.
- (15) All drainage conveyance access points shall be stenciled or marked with identifying statement for the public "Do Not Dump – system drains to groundwater" or "river," whichever is relevant to the system disposal design.
- (16) Traffic manhole rated lids are to be used.
- (17) All parking lot grades shall be 1 percent for asphalt and 0.4% percent for concrete.
- (18) There shall be 3' ft. of vertical separation to seasonal high groundwater for seepage bed design.
- (19) The Contractor shall notify the City at least 24 hours before the requested inspection time."
- (20) Questions regarding environmental requirements should be directed to 375-3194 X 116.

G. Planning and Development Requirements:

If there is any expansion of the building, height, width or building envelop, change of use, subdivision, change of lot line, rezone or annexation please check with the Planning & Zoning Division Tel: 472-2921 (Each Planning and Development Permit has separate requirements).

H. Please contact Public Works Department at (208) 472-2921 or refer to the City website at www.gardencityidaho.org for further information. Our most current applications are posted on our website. So please, print from our website to ensure current version is used.