



Design Committee Pre-Application Meeting Request

6015 Glenwood street ▪ Garden City, ID 83714 ▪ 208.472.2921 (tel.)
208.472.2926 (FAX) ▪ www.gardencityidaho.org

The objectives of the design review process is to involve the City in the earliest possible time in the development and design of a project and to work with the applicant in an iterative process of review and design. The review process is intended to be flexible and tailored to the needs of the project and the applicant.

The checklist and required materials are due fifteen (15) business days prior to the Design Committee meeting. **Late submissions will not be accepted under any circumstances.**

Office Use only: Assigned Reference Number: _____

APPLICANT INFORMATION

Name: _____ Phone: _____

Email: _____ Firm: _____

Proposed Site Address: _____

Date of Requested Meeting: _____

DESIGN INFORMATION

Proposed Use: _____

Surrounding Uses: _____

Zoning: _____ Comprehensive Plan Designation _____

Is the property located in the 100 year flood plain?

YES NO

List the locations of any potential wildlife habitat areas on the property

List the locations of bus stops and pedestrian pathways within ¼ mile of the property

List any easements and locations of water, sewer and irrigation

Provide PDFs and one (1) large copy of the following:

1. **Site Plan, including surrounding development (working draft)**
2. **Elevations (working draft)**
3. **Landscaping Plan (working draft)**
4. **Vicinity Map**