



SPECIFIC AREA PLAN

Permit info: _____

Application Date: _____ Rec'd by: _____

FOR OFFICE USE ONLY

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

APPLICANT

Name: _____

Email: _____

Phone: _____

PROPERTY INFORMATION

Development Name: _____

Site address or addresses: _____

Zoning (List all applicable): _____

Is the property or properties within the 100
Year Flood Plain or Floodway?

YES

NO

CIRCLE ONE

Date of Staff Pre-Application Conference: _____

Date of Commission Pre-Application Meeting: _____

Describe the existing uses currently on the property or properties:

What uses are proposed for the property or properties?

What housing types are proposed for the property or properties?

How have pedestrian, bicycle, and public transportation options been integrated into the plan?

How does this plan minimize impacts on adjacent properties?

Are the proposed storm drain and surface water facilities adequate for the site?

YES

NO

How will the plan create a sense of place (usable open space, public art, visual focus points)?

How has landscaping been used to protect existing trees, utilize existing features, create harmony with adjacent development and prevent erosion and dust?

What type of water will be used for landscaping? CIRCLE ONE

Irrigation - Non-Potable

Irrigation - Potable

City Water System

What sustainable or "green" criteria have been utilized in the plan?

Where is the nearest pedestrian/bike pathway from the property or properties of the plan?

APPLICATION INFORMATION REQUIRED(PLEASE CHECK)

NOTE: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCES. SITE AND LANDSCAPING PLANS CAN BE COMBINED, SO LONG AS THEY MEET THE REQUIREMENTS LISTED BELOW AND ARE LEGIBLE.

- | | |
|---|--|
| <input type="checkbox"/> Planning Submittal Application | <input type="checkbox"/> Pre-application conference form |
| <input type="checkbox"/> Statement of Intent | <input type="checkbox"/> Fifteen (15) Site Plan |
| <input type="checkbox"/> Fifteen(15) Neighborhood Map | <input type="checkbox"/> Fifteen (15) Landscape Plan |
| <input type="checkbox"/> Fifteen (15) Master Plan | |
| <input type="checkbox"/> Will Serve Letter (due two weeks prior to public hearing) | |
| <input type="checkbox"/> Affidavit of Legal Interest | |
| <input type="checkbox"/> Neighborhood Meeting Verification | |
| <input type="checkbox"/> Affidavit of Posting and Photo (due 7 days prior to public hearing) | |
| <input type="checkbox"/> Irrigation/Ditch Company Information Form | |
| <input type="checkbox"/> Locations, elevations, and materials of proposed signage or Master Sign Plan | |

ALL BLUEPRINTS MUST BE FOLDED INTO 8^{1/2}" X 11" SIZE WITH THE TITLE BLOCK/PANEL FACE UP SO AS TO FIT WITHIN A LEGAL SIZE FILE FOLDER
ALL OF THE ABOVE REQUIRED DOCUMENTS MUST BE PUT ON TWO (2) CDS OR DVDS IN PDF FORMAT.

INFORMATION FOR STATEMENT OF INTENT(PLEASE CHECK):

- Should include purpose, scope, and intent of project
- Information concerning noxious uses, noise, vibration, and any other aspects of the use or structure that may impact adjacent properties or the surrounding community

INFORMATION FOR LEGAL DESCRIPTION (PLEASE CHECK):

- A document legally describing the property.
- Must have Ada County instrument number or county seal inscribed.

INFORMATION FOR PRE-APPLICATION FORM (PLEASE CHECK):

- A form signed by the planning official certifying a pre-application conference took place for this application prior to applying. The sign-in sheet of the pre-application conference should also be attached.

INFORMATION REQUIRED ON NEIGHBORHOOD MAP (PLEASE CHECK):

- 8 ½" x 11" size minimum
- Location of contiguous lots and lot(s) immediately across from any public or private street, building envelopes and/or existing buildings and structures at a scale not less than one inch equals one hundred feet (1" = 100')
- Impact of the proposed siting on existing buildings, structures, and/or building envelopes

INFORMATION REQUIRED ON SITE PLAN(PLEASE CHECK):

- 24" x 36" size minimum
- Scale not less than 1" = 20', legend, and north arrow.
- Property boundary, dimensions, setbacks and parcel size.
- Location of the proposed building, improvement, sign, fence or other structure, and the relationship to the platted building envelope and/or building zone
- Building envelope dimensions with the center of the envelope location established in relation to the property lines
- Adjacent public and private street right of way lines
- Total square footage of all proposed structures calculated for each floor. If the application is for an addition or alteration to an existing building or structure, then the new or altered portions shall be clearly indicated on the plans and the square footage of new or altered portion and the existing building shall be included in the calculations
- For uses classified as drive-through, the site plan shall demonstrate safe pedestrian and vehicular access and circulation on the site and between adjacent properties as required in Section 8-2C-13 of Title 8.
- The site plan shall demonstrate safe vehicular access as required in 8-4E-4
- Driveways, access to public streets, parking with stalls, loading areas.
- Sidewalks, bike and pedestrian paths.
- Berms, walls, screens, hedges and fencing.
- Location and width of easements, canals, ditches, drainage areas.
- Location, dimensions and type of signs.
- Trash storage and mechanical equipment and screening.
- Parking including noted number of regular, handicap and bike parking as well as dimensions of spaces and drive aisles depicted on plan
- Log depicting square footage of impervious surface, building and landscaping
- Location and height of fences and exterior walls
- Location and dimensions of outdoor storage areas
- Location of utilities and outdoor serviced equipment and areas
- Location of any proposed public art
- Location of any proposed exterior site furniture
- Location of any exterior lighting
- Location of any existing or proposed signage

INFORMATION REQUIRED ON LANDSCAPE PLAN (PLEASE CHECK):

- 24" x 36" size minimum
- Scale the same as the site plan.
- Type, size, and location of all existing and proposed plants, trees, and other landscape materials.
- Size, location and species of existing vegetation labeled to remain or to be removed.
- All areas to be covered by automatic irrigation, including location of proposed irrigation lines.
- Cross section through any special features, berms, and retaining walls.
- A plant list of the variety, size, and quantity of all proposed vegetation
- Log of square footage of landscaping materials corresponding to location
- Proposed storm water systems
- Locations and dimensions of open space

INFORMATION FOR WILL SERVE LETTER(PLEASE CHECK):

- A document from the City Engineer certifying that a property has adequate access to city services.

INFORMATION FOR NEIGHBORHOOD MEETING VERIFICATION (PLEASE CHECK):

- Copy of notice sent to property owners within 300' of an applicable property
- List of notice recipients with names and addresses
- Sign-up sheet from meeting

INFORMATION FOR AFFIDAVIT OF LEGAL INTEREST (PLEASE CHECK):

- A signed affidavit indicating legal interest in a property and application

INFORMATION FOR AFFIDAVIT OF PROPERTY POSTING AND PHOTOS(PLEASE CHECK):

- A signed affidavit affirming that the required sign has been posting on the property ten days before the hearing
- Photos (digital or print) of posted sign

INFORMATION REQUIRED FOR IRRIGATION/DITCH INFORMATION FORM (PLEASE CHECK):

- Required if irrigation canal/irrigation ditch runs through property or along property lines

INFORMATION REQUIRED MASTER SIGN PLAN (PLEASE CHECK):

- Required for commercial or mixed-use developments of two or more buildings
Location, elevations, and materials of proposed signage

INFORMATION REQUIRED ON MASTER PLAN (PLEASE CHECK):

- The master plan is a plan that includes narrative information and illustrations about the proposal
- The required narrative information shall be as follows:
 - a. Description of the vision for the Master Plan area, including design guidelines, land uses and phasing of development
 - b. A range of square footage, density, site coverage, and locational distribution of land uses;
 - c. Description of a circulation plan for autos, bicycles, transit, and pedestrians within the site and to other off site systems including the Boise River Greenbelt and other waterways
 - d. Description of the amenities within the site including both natural and manmade
 - e. Description of the general mass, scale, and character of the buildings
 - f. Summary of general public facility requirements to serve the development; and
 - g. Proposal for incorporation of existing structures in future development plans
- The required illustrative plans shall be as follows:
 - a. A map showing property dimensions and legal description
 - b. A map showing existing and proposed building footprints
 - c. A map showing the circulation system including streets, alleys, parking, pedestrian walkways and linkages both within and outside the district.
 - d. A diagram showing development parcels, maximum unit densities, site ingress and egress, and relationship of development to public amenities, public facilities, and/or open site areas
 - e. A section showing the relationship of the buildings, public spaces and the street edge to adjacent properties