

Boise County Planning and Zoning Department

413 Main Street, PO Box 1300

Idaho City, Idaho 83631

Phone: 208-392-2293

www.boisecounty.us



MASTER PUBLIC HEARING APPLICATION

TYPE OF APPLICATION: (PLEASE CHECK ALL THAT APPLY.)

- | | | |
|---|--|---|
| <input type="checkbox"/> APPEAL | <input type="checkbox"/> DEVELOPMENT AGREEMENT | <input type="checkbox"/> SUBDIVISION, FINAL |
| <input type="checkbox"/> COMPREHENSIVE PLAN
TEXT AMENDMENT | <input type="checkbox"/> PLANNED UNIT
DEVELOPMENT | <input type="checkbox"/> SUBDIVISION, VACATION |
| <input type="checkbox"/> COMPREHENSIVE PLAN
MAP AMENDMENT | <input type="checkbox"/> PLANNED COMMUNITY | <input type="checkbox"/> SUBDIVISION, AMENDED
PLAT |
| <input type="checkbox"/> ROAD NAME CHANGE | <input type="checkbox"/> CONDITIONAL USE PERMIT | <input type="checkbox"/> VARIANCE |
| | <input type="checkbox"/> SUBDIVISION, PRELIMINARY | <input type="checkbox"/> OTHER _____ |

HEARING BEFORE: ☐ **BOARD OF COUNTY COMMISSIONERS** ☐ **P&Z COMMISSION**

PROJECT NAME: _____

SITE INFORMATION:

(This information can be found on the Assessor's property information assessment sheet.)

Quarter: _____ Section: _____ Township: _____ Range: _____ Total Acres: _____

Subdivision Name (if applicable): _____ Lot: _____ Block: _____

Site Address: _____ City: _____

Tax Parcel Number(s): _____ Current Land Use: _____

PROPERTY OWNER:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Email: _____

APPLICANT:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Email: _____

I consent to this application, I certify this information is correct, and allow Planning and Zoning staff to enter the property for related site inspections. I agree to indemnify, defend and hold harmless Boise County and its employees from any claim or liability resulting from any dispute as to the statements contained in this application or as to the ownership of the property, which is the subject of this application.

Signature: All Owner(s) of
Record

Date

I consent to this application, I certify this information is correct, and allow Planning and Zoning staff to enter the property for related site inspections. I agree to indemnify, defend and hold harmless Boise County and its employees from any claim or liability resulting from any dispute as to the statements contained in this application or as to the ownership of the property, which is the subject of this application.

Signature: Applicant

Date

NOTE: THIS APPLICATION MUST BE SUBMITTED WITH THE APPROPRIATE APPLICATION FORM

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AFFIDAVIT OF LEGAL INTEREST and Letter of Authorization

_____, "Owner" whose address is _____

_____ City _____ State _____ Zip _____

As owner of property more specifically described as:

HEREBY AUTHORIZES _____ as Agent to represent and act for the Owner in making application for and receiving and accepting on Owners behalf, any permits or other action by the Boise County Board of Commissioners, Boise County Planning and Zoning Commission, Boise County Planning and Zoning Staff, and or other Boise County Departments relating to the modification, development, planning, platting, re-platting, improvements, use or occupancy of land in Boise County, Idaho. Owner agrees that; Owner is or shall be deemed conclusively to be fully aware of and to have authorized and/or made any and all representations or promises contained in said application of any Owner information in support thereof, and shall be deemed to be aware of and to have authorized any subsequent revisions, corrections or modifications to such materials. Owner acknowledges and agrees that; Owner shall be bound and shall abide by the written terms or conditions of issuance of any such named representative, whether actually delivered to Owner or not. Owner agrees that no modification, development, platted or re-platting, improvement, occupancy, or use of any structure or land involved in the application shall take place until approved by the appropriate official of Boise County, Idaho, in accordance with applicable codes and regulations.

Owner agrees to pay any fines and be liable for any other penalties arising out of failure to comply with the terms of any permit or arising out of any violation of applicable laws, codes, or regulations applicable to the action sought to be permitted by the application authorized herein.

Under penalty of perjury, the undersigned swears that the foregoing is true and , if signing on the behalf of a corporation, partnership, limited liability company or other entity, the undersigned swears that this authorization is given with the appropriate approval of such entity, if required.

OWNER:

(Signature of Owner)

(Print Name)

(Title)

(Signature of Owner)

(Print Name)

(Title)

(Signature of Owner)

(Print Name)

(Title)

(Secretary or Corporate Owner)

(Print Name)

NOTARY STATE OF IDAHO) ss
COUNTY OF _____)

(seal)

SUBSCRIBED and sworn to before me by _____
on this ____ day of _____, 20__.

Notary Public
My Commission expires on: _____

Date

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FINAL PLAT SUBDIVISION APPLICATION

SUB- SFP# _____

The Planning and Zoning staff is available to discuss this application and answer questions. The Final Plat is the second of two steps in the development process. Upon receipt of the required materials the Planning & Zoning Administrator will stamp the application received and review the application for completeness. Once the application is deemed complete a public hearing will be scheduled with the Planning & Zoning Commission. It is recommended that the Applicant review the Amended Unified Land Use Ordinance #2024-0 2 (ULO) prior to submittal. This Ordinance along with application materials are located on the Boise County website at www.boisecounty.us

To expedite the review of your application, please be sure to address each of the following items:

SECTION I: PERSONAL AND PROPERTY RELATED DATA

Owner: _____

Email: _____

Phone: () _____ **Mailing Address:** _____

City: _____ **State:** _____ **Zip Code:** _____

Applicant (if different): _____

Email: _____

Phone: () _____ **Mailing Address:** _____

City: _____ **State:** _____ **Zip Code:** _____

Engineering Firm: _____ **Contact Person:** _____

Address: _____ **Email:** _____ **Phone:** () _____

City: _____ **State:** _____ **Zip Code:** _____

Surveyor: _____ **Phone:** () _____

Preliminary Plat Subdivision Name: _____

Approved on: _____ **All Conditions have been Met:** ___ Yes ___ No

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Preliminary Plat Approved Open Space Acres: _____

Preliminary Plat Subdivision name: _____

Is property currently mortgaged? Y/N (f yes, Certificate of Acceptance of Mortgagee is required on survey)

I consent to this application, I certify this information is correct and I authorize the Boise County Planning & Zoning Department staff and its designated inspection agent to enter the property for any site inspection or compliance purposes as long as this application and/or a conditional use permit are in effect. I agree to indemnify, defend and hold harmless Boise County and its employees from any claim or liability resulting from any dispute as to the statements contained in this application or as to the ownership of the property, which is the subject of this application.

• Applicant Signature: _____
Date: _____

I, the undersigned, am the owner of the referenced property and do hereby give my permission to _____ to be my agent and represent me in the matters of this application. I consent to this application, I certify this information is correct and I authorize the Boise County Planning & Zoning Department staff and its designated inspection agent to enter the property for any site inspection or compliance purposes as long as this application and/or a conditional use permit are in effect. I agree to indemnify, defend and hold harmless Boise County and its employees from any claim or liability resulting from any dispute as to the statements contained in this application or as to the ownership of the property, which is the subject of this application.

• Owner Signature: _____
Date: _____

SECTION II: FINAL PLAT SUBDIVISION APPLICATION (ULO Sec. 5.5)

1. TYPE OF DEVELOPMENT AS APPROVED ON PRELIMINARY PLAT:

- 1.1. ☐ Single Family Residential ☐ Commercial, ☐
☐ Industrial, ☐ Other, ☐

Please check the appropriate classification(s) below if the proposed development falls within the definitions and criteria of Special Development Subdivision (ULO #2024-02, Chapter 5, Section 5.14)

1.2. ☐ Cemetery Subdivision, Section 5.14.A

1.3. ☐ Hillside Construction, Section 5.14.B

2. GENERAL INFORMATION:

- 2.1. Attach copies of applicable deed(s), with the instrument number(s)
2.2. Describe and attach copies of liens and/or encumbrances filed against this property:

3. LAND CHARACTERISTICS/SITE FEATURES:

3.1. Present Ground Cover (in %): ☐ Timber, ☐ Trees, ☐ Brush, ☐ Grass,
☐ Bare, ☐ Agriculture, ☐ Other.

3.2. Type of Soil(s): ☐ Rocky, ☐ Sandy, ☐ Silty, ☐ Clay.

3.2.a Central District Health Department (CDHD) Classification:

3.3. Present ground slope (% of each category):

☐ 0-10%, ☐ 10-20%, ☐ Over 20%

3.4. Describe any streams, ditches, drainages, or water bodies that are on this property or adjacent properties: *Attach a topographic vicinity map (scale 1" = ¼ mile) within 600 feet of proposed subdivision showing all streams, ditches, drainages, or bodies of water:*

3.5. Is any part of the proposed subdivision located in a floodplain? ☐ Yes, ☐ No.
If yes include a copy of the NFIP panel with the parcel location outlined.

3.6. Have you submitted a FEMA/NFIP request for a LOMA and/or LOMR?

☐ Yes ☐ No

4. LAND USE and COMPATIBILITY

4.1. Describe the current and past land use:

4.2. Describe surrounding land uses:

4.3. Describe *and include copies* of any easements attached to this parcel(s).

4.4. Describe *and attach copies* of any deed restriction(s) attached to this parcel(s):

5. LAND DEVELOPMENT DESIGN APPROVED ON PRELIMINARY PLAT:

5.1. Total Acreage in Subdivision: _____ Acreage of adjacent land held by this owner: _____.

5.2. Number of lots approved on Preliminary Plat for this subdivision: _____

5.3. Acreage of Common area approved on Preliminary Plat _____

5.4. Minimum lot area: _____, Maximum lot area: _____, Average lot area _____

5.5. Will this development be complete at one time or in phases? _____ One Phase, or the Number of Phases: _____

5.6. If Phased, give phase dates and describe completion or work for each phase:

5.7. Is proposed access from a Public Right-of-Way? ____ Yes: ____ No. If **yes**, name of public right-of way: _____

If **No**, describe the easement to cross private land and *attach copies of the recorded easements* granting legal access:

6. PROPOSED STREETS and UTILITIES AS APPROVED ON PRELIMINARY PLAT

6.1. What streets within the subdivision are currently public right-of-ways?

6.2. What streets within the subdivision are currently private common use (PCU) roads?

6.3. Refer to the ULO #2024-02, Chapter 3, Section 3.3 Road Construction Specifications: attach two copies of the road profile drawings and outline of construction specifications for all private common use (PCU) roads. If the road(s) is (are) existing; please attach drawings, photos and/or specifications showing the existing condition, width, easements, and road construction material.

6.4. What material(s) will be used to construct the road(s)?

6.5. What is the maximum street gradient? _____%.

6.6. What is the platted width of the streets? _____.

6.7. Road dedication: Attach the completed Declaration of Private Common Use Roads for Subdivision per ULO, Section 5.7.C.1.

6.8. State the public utilities (power, telephone, natural gas, cable TV, etc.) that will serve the area and how will they be provide to each lot?

6.9. Utility Easements shall meet ULO, Section 5.7.B. Will the utilities be underground?

___ Yes, ___ No.

6.10. Domestic water supply will be: ___ Individual Well; ___ Central Well.

6.11. Describe proposed and/or existing domestic water supply system and any proposed alterations is an existing water supply system:

6.12. Have test wells been dug? ___ Yes, ___ No: If yes, attach a well log report from the Idaho Department of Water Resources and show depth of well, flow, and purity of water verified. Nearest adjacent well location: _____.

6.13. Sanitary waste shall be by: ____ Individual Septic; ____ Central collection/treatment. ***Attach a copy of the Central District Health Department application with this application.***

7. STORM WATER MANAGEMENT PLAN

7.1. Attach a copy of the Approved Storm Water Management Plan which meets the requirements of Section 5.8 of the ULO, if applicable.

8. SEDIMENT/EROSION CONTROL PLAN

8.1. Attach a copy of the Approved Sediment/Erosion Control Plan which meets the requirements of Section 5.9 of the ULO, if applicable.

9. FIRE PROTECTION PLAN

9.1. Attach a copy of the Approved Fire Protection Plan which meets the requirements of Section 5.11 of the ULO, if applicable.

10. PROTECTIVE COVENANTS

10.1. Attach a copy of the proposed Protective Covenants which meet the requirements of Section 5.13 of the ULO.

11. TRANSPORTATION IMPACT STUDY (for thirty (30) lots or more)

11.1. Attach a copy of the Approved Transportation Impact Study which meets the requirements of Section 5.12 of the ULO, if applicable.

12. FLOOD DAMAGE PREVENTION

12.1. If the proposed subdivision is within areas subject to a flood hazard attach a copy of the approved flood damage prevention plan which meets the requirements of Section 4.5 of the ULO, if applicable.

THIS BOX TO BE COMPLETED BY THE PLANNING AND ZONING DEPARTMENT	
FILE # _____	Rec'd Date: _____
Fee paid: _____	Date: _____
Payment type: _____	Number: _____
Receipt #: _____	Are application materials attached? Yes ____ No ____
ACCEPTED BY _____	Date: _____

2.4.D NOTICE TO PUBLIC:

2.4.D.1 At least fifteen (15) calendar days prior to the public hearing, the Administrator shall publish a notice of the date, time and place and a summary of the application in the official newspaper of the county.

2.4.D.2 Posting on the Site: A public notice shall be posted by the applicant on the premises for which the permit is sought. The notice shall be posted not less than ten (10) calendar days prior to the public hearing.

2.4.D.2.a Notice of Form: The notice shall be in substantial compliance with the following form:

<p style="text-align: center;">COUNTY OF BOISE PUBLIC HEARING NOTICE Boise County Planning and Zoning Commission will hold a public hearing on [DATE] at 6:30 p.m. In [LOCATION provided by P&Z] PURPOSE: PROPERTY LOCATION: APPLICATION BY: Contact the BC Planning and Zoning Administrator at (208) 392-2293 with any questions.</p>
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2.4.D.2.b Notice Size: The notice(s) shall consist of a four foot by four foot (4' x 4') plywood or other hard surface mounted on two (2) four inch by four inch (4" x 4") posts.

2.4.D.2.c Notice Lettering: Centered at the top of the four foot by four foot (4' x 4') notice(s) in six inch (6") letters shall be the words "Boise County P&Z Public Hearing Notice". The date of the hearing shall be in bold four inch (4") letters. The remainder of the notice shall be in two inch (2") letters. Each notice shall be painted white, and the letters shall be painted black and shall appear on both sides.

2.4.D.2.d Notice Content: Each notice shall inform the public of the nature of the hearing, the date, time and address of the hearing location, a summary of the proposal to be considered, a county P& Z Department contact phone number, the location of the development and the name of the applicant, and if applicable, the proposed development.

2.4.D.2.e Notice Placement: The notices shall be posted on the property being considered along each street that is adjacent to the subject property boundaries. The notice(s) shall be

located on the property, outside of the public right of way. If the notice cannot be placed on the property and still be clearly visible, the notice may be placed within the right of way if the applicant can obtain the consent of the owner of the right of way. The notice shall be posted perpendicular to the street and mounted so that the bottom of the notice is at least three feet (3') above the ground.

- 2.4.D.2.f Proof Of Posting: The applicant shall submit a notarized statement and a photograph of the posting to the county P&Z Department no later than seven (7) days prior to the public hearing attesting to where and when the notice(s) was posted. Unless the statement is received by such date, the hearing will be continued to a later hearing date.
- 2.4.D.2.g Notice Removal: The notice(s) shall be removed no later than three (3) days after the public hearing for which the notice(s) had been posted is ended.

STATEMENT OF PROOF OF PUBLIC HEARING POSTING
For Application # _____

I, _____, do hereby certify that Notice of Public Hearing was posted in accordance with the Boise County Amended ULO #2024-02, Section 2.4.D.2 on the _____ day of _____, 20____, meeting the requirement of at least ten (10) days prior to the public hearing date. A photo of said posting is attached as Exhibit A, per Section 2.4.D.2.f.

Dated: _____

Typed/printed Applicant Name

Applicant Signature

STATE OF IDAHO)
) ss.
County of _____)

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State, personally appeared _____, known or identified to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that s/he executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the date last above written.

Notary Public for Idaho
Residing at _____
Commission expires _____