



## PLANNING AND DEVELOPMENT SERVICES

BOISE CITY HALL: 150 N. CAPITOL BLVD | MAIL: PO BOX 500, BOISE ID 83701-0500

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# River System Application Submittal Requirements

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## Documents

- Completed Application.**
- Detailed Letter of Explanation.**
  - a. A summary of the scope, design intent, and the philosophy of the project.
  - b. Discuss any unique site features or unusual circumstances.
  - c. Speak to the approval findings for the requested entitlement per [§11-05-05.2](#).
- Statement of Legal Interest.** [Download form](#). Form must be completed and signed by the legal owner of record.
- Fire Flow Information Letter.** [Download form](#). Contact Veolia per the instructions on the Fire Flow Request Form regarding adjacent hydrants and volume of water available. Allow 5-7 days to receive the information letter.
- Site Photos.** Colored and labeled photographs of the site and surrounding area showing building context.

## Drawings

- Detailed Site Plan**
  - Development Proposal**, which includes:
    - a. Name of applicant, plan preparer, project name, and project address on title block.
    - b. Drawing scale and North arrow.
    - c. Size of parcel in acres or square footage, property lines, and all required setbacks with dimensions.
    - d. All existing and proposed structures labeled with their size and existing and/or proposed uses.
    - e. Locations and widths of right-of-way, easements, canals, ditches, drainage facilities, or significant grade changes, and note any proposed changes or improvements.
    - f. Sidewalks adjacent to the site. Indicate whether sidewalks are existing or proposed and attached or detached.
    - g. Pedestrian walkways internal to the site which connect buildings to each other, mail locations, solid waste enclosures, amenities, parking areas, and adjacent rights-of-way.
    - h. Parking and loading areas with stalls and drive aisle shown and any garage door widths dimensioned. Include accessible parking spaces.
    - i. Drainage features with proposed on-site retention.
    - j. Hillside developments to include existing and proposed grades.
    - k. Solid waste storage and collection plan with proposed screening method.

- l. Fire department access roadway clearly delineated.
- m. Existing/proposed utility service.
- n. Any cross-access or connections to adjacent properties.
- o. Locations of any signs.

**Resource Values**, which include:

- a. Boise River Channel.
- b. Boise River Floodway.
- c. Boise River Floodplain.
- d. 6,500 cubic feet/second river flow line.
- e. Boise River Greenbelt lands, paths, and easements.
- f. Great Blue Heron Rookeries.
- g. Eagle perching, feeding, and landing areas (bald eagle winter habitat).
- h. Side channels of the Boise River.
- i. The general locations of Class A, B, and C lands and waters.
- j. Trout spawning and/or rearing waters as identified by the Idaho Fish and Game.
- k. Location of any existing and created emergent wetlands. Include location and size in square feet.

**Detailed Landscape Plan**, (site and landscape plan may be combined if all required info is included), which includes:

- a. Scale.
- b. Type, size, and location of all existing and proposed plant materials and other ground covers. Provide size of plants at planting and maturity. Indicate any prominent trees and landscape adjacent to the property.
- c. Note all existing trees on site with species, caliper inch size, and condition. If any trees are proposed to be removed, provide a detailed tree mitigation plan. A tree protection plan is required for all trees to remain. Mitigation and protections plans must be prepared in collaboration with a certified arborist or the Community Forestry Division.
- d. Method of irrigation, irrigation water source, and a clear indication of how all water conservation and xeriscaping standards are being met/utilized.
- e. Details and/or cross-sections for special features, berms, retaining walls, etc.
- f. Footprints of all structures.

**Mitigation and Enhancement Plans** (if applicable).

**Copy of Parks Department Commission** (if applicable).

