



PLANNING AND DEVELOPMENT SERVICES

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

CITYOFBOISE.ORG/PDS | P: 208-608-7100 | F: 208-384-3753 | TTY/TTD: 800-377-3529

River System Application Submittal Requirements

- 1. **Completed Application**
- 2. **Detailed Letter of Explanation** summarizing the project.
- 3. **Statement of Legal Interest** (download [form](#)). Form must be completed by the legal owner of record.
- 4. **Detailed Site Plan** which includes the following:

Resource Values

- 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 loafing 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 & Game
- k. Location of existing and created emergent wetlands, include location, size in square feet.

Development Proposal

- a. Scale (not smaller than 1" = 30" unless otherwise approved)
- b. All structures labeled as to existing and/or proposed uses
- c. North arrow
- d. Property boundary/property lines and all required setbacks with dimensions
- e. Name of applicant, plan preparer, project name and project address on title block
- f. Special features such as pedestrian paths, berms, retaining walls, fencing and lighting
- g. Parking and loading areas with stalls, drive aisles and door widths dimensioned
- h. Locations and widths of right-of-way, easements, canals, ditches and subdivision lines
- i. Proposed locations and types of lighting



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- j. Trash storage areas and exterior mechanical equipment, together with proposed screening
 - k. Drainage features with proposed on-site retention
 - l. Hillside developments; existing and proposed grades
 - m. Fire Department access roadway clearly delineated
 - n. Dimensions of usable outdoor and indoor play areas
 - o. Existing/proposed utility service
 - p. Sign locations
5. **Detailed Landscape Plan**, which includes:
- a. Scale (same scale as the site plan)
 - b. Type, size and location of all existing and proposed plant materials and other ground covers. The size of plants at planting and maturity should be included.
 - c. Existing vegetation labeled to remain or to be removed with landscaping on adjacent properties by area(s) to be considered.
 - d. Method of irrigation
 - e. Cross-sections through areas of special features, berms, retaining walls, etc.
 - f. Footprints of all structures
6. **Site Photos**, colored and labeled.
7. **Mitigation and Enhancement Plans** (if applicable)
8. **Copy of Parks Department Commission Approval** (if applicable)

APPLY ONLINE



P&L SYSTEM - APPLICATION

Enter details and submit.
Revisit for status updates and
Public Record.



ePlanReview

Open email from ePlanReview,
Click Log-in to Case Number,
Follow steps to upload/submit files.



P&L SYSTEM - PAY FEES

Wait for confirmation email.
Return to P&L System to pay fees.

Start the process at cityofboise.org/permits