



# PLANNING AND DEVELOPMENT SERVICES

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

CITYOFBOISE.ORG/PDS | P: 208-608-7070 | F: 208-384-3753 | TTY/TTD: 800-377-3529

Record No.:

For Office Use Only

## 502-New or Added Commercial

### Address

Street No.:  Direction:  Street Name:  Street Type:  Unit Type:  Unit No.:

City:  State:  Zip Code:  Zoning District:

Parcel Number:  Additional Parcel Numbers:

### Applicant Information Primary Contact

First Name:  Last Name:  Company:

Address:  City:  State:  Zip Code:

Email:  Main Phone:  Cell Phone:

### Representative Information Primary Contact Same as Applicant?

First Name:  Last Name:  Company:

Address:  City:  State:  Zip Code:

Email:  Main Phone:  Cell Phone:

### Owner Information Primary Contact Same as Applicant?

First Name:  Last Name:  Company:

Address:  City:  State:  Zip Code:

Email:  Main Phone:  Cell Phone:

## Project Information

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Project Name (if applicable):

Scope of Work:

## Project Details

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### Associated Records

**Is there an existing permit associated with this project?:** - This could be a Shell and Core Building permit, a Grading permit, or another associated permit for earlier work.

Yes  No

**Associated Permit Number:** - Providing an associated permit number will link the two permits together for ease of tracking, fee payment, and project management. If you do not know the Permit Number, please search for the number prior to submitting. Please enter only 1 (one). Additional numbers can be added into the Scope of Work.

### Property Information

**Property in Historic District:**

Yes  No

**Property In Hillside:**

Yes  No

**Property In Wildland Urban Interface (WUI):**

Yes  No

**Property In Design Review Zone:**

Yes  No

**Property In Floodplain:**

Yes  No

### General Information

**Account Number:**

**Does this application include more than one building:** -

Multiple commercial buildings being constructed on a single parcel as part of the same project can be submitted together on a single 502 application. Individual permits will be generated for each building, and Fees, Inspections, Permits, and Certificates of Occupancy will be attached to each separate building.

Yes  No

**Total Number of Buildings:**

**Type of Permit:**

Carport  Deck  Facilities Permit  Fence  
 Fire Damage  Foundation  Garage  
 Manufactured Building  New Structure  Patio  
 Shell Framing Only  Shell Only  Site Work  Slab  
 Solar Panel  Storage  Telecommunications Towers  
 Other

**Type of Use:**

Commercial  Daycare  Education  Hotel  
 Medical Office/Hospital  Motel  
 Multiple Family Dwelling  Office  
 Public/Government  Religious  Carport  
 Garage  Industrial  Storage

**Type of Work:**

Alteration  New  Repair  Addition

**Type of Construction:**

IA  IB  IFR  IIA  IIB  IIIA  IIIB  
 IVHT  VA  VB  IVA  IVB  IVC

**Second Type of Construction:**

IA  IB  IFR  IIA  IIB  IIIA  IIIB  
 IVHT  VA  VB  IVA  IVB  IVC

**Third Type of Construction:**

- IA    IB    IFR    IIA    IIB    IIIA    IIIB
- IVHT    VA    VB    IVA    IVB    IVC

**Number of Stories:**

**Building Height: - Ft.**

**Existing Building Area: - Sq.Ft.**

**New Building Area: - Sq.Ft.**

**Total Building Area: - Sq.Ft.**

**Preliminary Plan Review Has Been Conducted:**

- Yes    No

**Plans Examiner Name:**

**Fire Alarm System Present:**

- Yes    No

**Building is Fully Sprinklered:**

- Full    No    Partial

**Location of Sprinklers:**

**Fire Flow: - GPM**

**Residual Pressure:** - PSI - Please review the Fire Flow Document provided by the water supplier for the Pressure rating. For Veolia area Customers, you can visit the Request for Fire Flow Page.

**Sprinklers are used for Allowable Area Increase:**

- Yes    No

**Sprinklers are used for Story Increase:**

- Yes    No

**Sprinklers are used for Fire-Resistive Substitution:**

- Yes    No

**Other Sprinkler Use:**

**Project includes High Pile Storage:**

- Yes    No

**Project Requires Operational Permit(s):**

- Yes    No

**Explain Operational Permit(s):**

**Erosion & Sediment Control**

**Erosion and Sediment Control Project Type:**

- Single Family Home/Duplex    Multifamily/Apartment
- New Commercial Building
- Subdivision Site Development (Grading w/ Utilities)
- Demolition    Staging/Stockpiling
- Major Tenant Improvement (>1000 Sq. Ft.)
- Minor Tenant Improvement (200–1000 Sq. Ft.)
- Parking Lot/Pathway/Site Work    Utility Trenching
- Grading    Residential Addition    Other

**Approximate Acres Disturbed: - Acres**

**Responsible Person Name:**

**Responsible Person License Number:**

## Building Stories

Provide the square footage and occupancy information for each story of each building.

Story	Basement	Existing Square Footage	New Square Footage	Total Square Footage
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			

## Building Occupancy

List each occupancy classification for the building and indicate which floors the occupancy applies to.

Occupancy Group	Occupant Load	Floor Load	Applicable Building Stories

## Planning

Please list any Planning approvals associated with this project.

Design Review Number:

Historic Preservation Number:

Conditional Use Number:

Zoning Certificate Number:

Other Case Number:

## Impact Fees

Impact Fee unit ranges have been updated as of May 6, 2022. If you experience any errors due to these changes, please contact Brianna McNall at (208)608-7063 or Joe Bu Morrisroe at (208)608-7114.

Type of Development:

Office  Retail  Industrial

Mixed Use:

Yes  No

Changed Use:

Yes  No

New Assisted Living Units:

Yes  No

New Residential Units:

Yes  No

Number of Residential Units 700 Sq. Ft. or Less:

Number of Residential Units 701-1400 Sq. Ft.:

Number of Residential Units 1401-2100 Sq. Ft.:

Number of Residential Units 2101-2800 Sq. Ft.:

Number of Residential Units 2801 Sq. Ft. or More:

## Impact Fee Exemptions

**Filing a Request for the City Impact Fee Exemption:** - Would you like to file a request for the City Impact Fee exemption? If yes, complete the section below and include any supporting documents. If no, city impact fees will be applied.

Yes  No

**Remodeling or repairing a structure which does not increase the number of square footage or residential units.:**

**Placing a temporary construction trailer or office on a lot.:**

**Adding uses that are typically accessory to residential uses, such as tennis courts or clubhouses, unless it can be clearly demonstrated that the use creates a significant impact on the infrastructure capacity of the Parks and Recreation, Fire, and Police Departments.:**

**Rebuilding the same amount of floor space of a structure destroyed by fire or other catastrophe, provided the structure is rebuilt and ready for occupancy within two (2) years of destruction.:**

**Replacing a residential unit, including a manufactured home, with another residential unit on the same lot, provided the number of residential units does not increase:**

**Constructing an addition on a residential structure which does not increase the number of residential units.:**

To Learn more about Solid Waste requirements, please visit the [Quick Guide](#).

## Solid Waste

**How will trash and recycling containers be stored:**

Alley Service (If Available)  Individual Cart  
 (s) Stored in Garage  Internal Solid Waste Room(s)  
 Standard Enclosure

## Certificate of Value

**Initial Value:** - Dollars - Used to calculate fees for the Structural permit. Project Value is the total value of all construction work for which the permit is issued (including overhead and profit), as well as finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems and other permanent equipment.

**Will the owner be supplying any equipment?:**

Yes  No

**Electrical Value:** - Total value of all work performed (including overhead and profit) on the job, including the electrical contract and change orders.

**Will the owner be supplying any Electrical equipment?:**

Yes  No

**Mechanical Value:** - Total value of all work performed (including overhead and profit) on the job, including the mechanical contract and change orders.

**Will the owner be supplying any Mechanical equipment?:**

Yes  No

**Plumbing Value:** - Total value of all work performed (including overhead and profit) on the job, including the plumbing contract and change orders.

**Will the owner be supplying any Plumbing equipment?:**

Yes  No

**Fire Sprinkler Value:** - This is the total value of any fire sprinkler system installations on this project.

**Fire Sprinkler Work:**

- Modification to existing system
- New system in existing building
- New system in new building

**Fire Alarm System Value:** - This is the total value of any alarm system installations on this project.

**Fire Alarm Work:**

- Addition
- New System
- Remodel

I certify that the Values and Scope of Work given is the most accurate available at this time:

## Energy Efficiency Incentive Programs

Your project may qualify for an energy efficiency incentive program from Idaho Power. For more information visit their website: [IdahoPower.com/EnergyEfficiency](http://IdahoPower.com/EnergyEfficiency). To find a customer service rep for your area, call their Customer Service Center at 208-388-2860.

## Verification of Legal Lot or Parcel Status

Acceptance of this application does not validate the legal status of any lot or parcel. Prior to submitting for a Building Permit you must have a Verification of Legal Parcel Status form signed by the Boise City Subdivision division. It is the applicant's responsibility to provide deeds and/or other documentation to the Subdivision division. See Verification of Legal Lot or Parcel Worksheet for submittal requirements.

## Required Documentation and Drawings

See [New Commercial/Commercial Additions Plan Intake Submittal Checklist](#) for requirements. Staff will perform a review for completeness prior to accepting New Commercial/Commercial Addition applications.

By signing below:

1. The undersigned is the owner of the indicated property or acting as the owner's authorized representative.
2. The undersigned declares that the above provided information is true and accurate, and acknowledges that failure to provide true and accurate information may result in rejection of this application, possible revocation of the permit where wrongfully issued and subject the undersigned to any applicable penalties.

\_\_\_\_\_  
Print Authorized Representative or Owner's Name

\_\_\_\_\_  
Authorized Representative or Owner's Signature

\_\_\_\_\_  
Date