Foothills & Hillside Application
Submittal Requirements

Category I: Application not required.

Category II: Single lot, Single Family Residential Development

Category III: Conditional Use Permit, Preliminary Subdivision Plats, Significant Grading Projects

*Contact Public Works at 208-608-7150 prior to submittal to determine which category

**Additional criteria for technical documents may be required during review as determined by City Staff, the City Engineer, or Hillside Technical Manual

Category I & II Required Documents:

☐ 1. Completed Application

☐ 2. Detailed Letter of Explanation which includes:
   a. A summary of the scope, design intent, and the philosophy of the project.
   b. Discuss any unique site feature or unusual circumstances.

☐ 3. Statement of Legal Interest (download form). Form must be completed by the legal owner of record

☐ 4. Public Works Preapplication Summary Report

☐ 5. Floor Plan, drawn to scale with labels and dimensions for each room and a calculation of the total gross square footage proposed. Show the use and dimensions of each room. If remodeling is proposed, show existing and proposed conditions.

☐ 6. Color Building Elevations, drawn to scale, which include:
   a. Finished grade line with labels.
   b. Drawing scale and building height callouts.

☐ 7. Fire Flow Information. Contact Veolia at 208-362-7354 regarding adjacent hydrants and volume of water available. Submit Fire Flow Request Form (allow for 5-7 business days).

☐ 8. Assured Water Supply (if applicable): AWS Certification letter from Boise Public Works verifying that the Assured Water Supply application has been completed by the applicant and has met all requirements.

☐ 9. Detailed Site Plan which includes:
   a. Drawing Scale.
   b. All existing and proposed structures labeled with their size and existing and/or proposed uses.

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c. North arrow.
d. Name of applicant, plan preparer, project name and project address on title block.
e. Size of parcel (acres or square feet), property lines, and all required setbacks with dimensions.
f. Locations and widths of right-of-way, easements, canals, ditches, drainage facilities, or significant grade changes, and note any proposed changes or improvements.
g. Usable open space areas with dimensions and total size.
h. Sidewalks adjacent to the site. Indicate whether sidewalks are existing or proposed and attached or detached.
i. Show all pedestrian walkways internal to the site which connects buildings to each other, mail locations, solid waste enclosures, amenities, parking areas, and adjacent rights-of-way and demonstrate that they meet ADA accessibility requirements.
j. Parking and loading areas with stalls and drive aisles shown and any garage door widths dimensioned. Include required accessible parking spaces.
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. Location of any signs.

10. **Detailed Grading Plan** which includes:
   a. Stamped and signed by an Idaho licensed design professional competent to practice in the subject matter
   b. Includes *Standard Grading & Drainage Sheet Notes*
   c. Spot Elevations to include:
      i. Top and bottom of wall for all retaining walls
      ii. Lot corners
      iii. Corners of structures
      iv. Edges of pads
   d. Existing surface contours
      i. Slopes less than or equal to 50%, use two foot contours
      ii. Slopes greater than 50% use ten foot contours (Category III only)
e. Foundation and roof drain-pipe networks, outfalls, and details for connections to subdivision systems or daylight locations

f. Cut & Fill information which includes:
   i. Estimated cut and fill amounts (cubic yards)
   ii. Location of any cuts or fills
   iii. Specify soils to be used as fill material

g. Existing geologic features

11. Geotechnical Engineering Report
   a. References to subdivision geotechnical or stormwater reports if available
   b. Statement regarding the suitability of the site for the proposed project (if grading plan is dated later than geotechnical report, a site suitability letter from the geotech is required)
   c. Plan showing the location of all test borings or excavations
   d. Boring or test pit logs (minimum 1 boring or pit per lot)
   e. If the report is greater than one year old, a statement from the geotechnical engineer providing any addendums or approving continued applicability
   f. If the report is stated as prepared for a different owner, a statement from the geotechnical engineer providing permission for use

Additional Required Documents for Category III:

12. Hydrological Engineering Report, which includes:
   a. Stamped and signed by an Idaho licensed design professional competent to practice in the subject matter.
   b. Dialog of pre-development and post-development runoff rates and volumes with supporting documentation.
   c. A pre-and post-development hydrograph comparing flow rates for the 100-year design storm event.

13. Geological Report, which includes the following:
   a. Stamped and signed by an Idaho licensed Geologist.
   b. Research on any historical site information including previous reports, maps, or other material that may impact the proposed project.
   c. Field exploration of the proposed project site including any surface features and test pit or boring explorations.
d. Recommendations for future geological exploration or evaluation related to the proposed project.

☐ 14. **Channel Flow Analysis**, Stamped and signed by an Idaho licensed design professional

☐ 15. **Re-vegetation Plan**, which includes the following:
   
a. Stamped and signed by an Idaho licensed design professional

b. A seed mixture and tackifier density for approval by the City’s revegetation specialist