



## 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

# Replat, Vacation of Easement, & Vacation of Plat Note 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 [§11-05-05.4](#).
- Statement of Legal Interest.** [Download form](#). Form must be completed and signed by the legal owner of record.
- Copy of Subdivision Plat** which includes the plat note or easement to be vacated highlighted.

## Vacation of Plat Note

- Postage Fees** for noticing the City Council public hearing. Applicant will be required to pay postage costs for the notification letters sent by certified mail to property owners within 300-feet of the site of the proposed vacation.

## Vacation of Easement

- Easement Relinquishments** from all easement holders. Relinquishment document must include a clear description of the easement in question and must be notarized or include agency letterhead. If Boise City is an easement holder, a separate relinquishment is not needed, as the City Council's future resolution will address it.

## Drawings

- Detailed Site Plan**, 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. Solid waste storage and collection plan with proposed screening method.
- j. Fire department access roadway clearly delineated.
- k. Existing/proposed utility service.
- l. Any cross-access or connections to adjacent properties.
- m. Locations of any signs.





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## Public Utility / Drainage / Irrigation Entities

This list is to be used as a guide and is not all inclusive of the utility, drainage, or irrigation entities within the Boise area. If you are unsure about which of these may apply to you, or if you need a contact not listed here, please contact a Planner at 208-608-7100 for more information.

<b>CABLE</b>	<b>Sparklight</b> 8400 Westpark Street Boise, ID 83704 208-375-8288	<b>FUEL PIPELINE</b>	<b>Marathon Pipe Line LLC</b> 201 N. Phillippi Street Boise, ID 83706 208-373-2141
<b>DRAINAGE</b>	<b>Ada County Highway District (ACHD)</b> 3775 N. Adams Street Garden City, ID 83714 208-387-6100		
<b>ELECTRICITY</b>	<b>Idaho Power Company</b> PO Box 70 Boise, ID 83707 208-388-5263		
<b>GAS</b>	<b>Intermountain Gas Company</b> 555 S. Cole Road Boise, ID 83709 208-377-6000		
<b>IRRIGATION</b>	<b>Boise City Canal Company</b> 1655 W. Fairview Avenue Boise, ID 83702 208-387-3526		<b>Boise Valley Irrigation Ditch Company</b> 8750 N. Bogart Lane Boise, ID 83714 208-853-5288
	<b>Boise Kuna Irrigation District</b> 129 N. School Avenue Kuna, ID 83634 208-922-5541		<b>Farmers Union Ditch Company</b> 715 Clover Drive Boise, ID 83703 208-345-2510
	<b>Nampa-Meridian Irrigation District</b> 1503 1 <sup>st</sup> Street Nampa, ID 83651 208-466-7861		<b>New York Irrigation District</b> 6616 Overland Road Boise, ID 83609 208-378-1023
	<b>Settlers Irrigation District</b> PO Box 7571 Boise, ID 83707 208-344-2471		<b>South Boise Water Company</b> PO Box 6005 Boise, ID 83707 208-761-6450
<b>SEWER</b>	<b>Boise City – Public Works</b> 150 N. Capitol Blvd. Boise, ID 83702 208-608-7150		<b>West Boise Sewer District</b> 7608 Ustick Road Boise, ID 83704 208-375-8521
<b>TELEPHONE</b>	<b>Lumen</b> 1315 W. Amity Road Boise, ID 83705 208-985-4498		
<b>WATER</b>	<b>Capitol Water</b> 2626 N. Eldorado Street Boise, ID 83704 208-375-0937		<b>Veolia Water Company</b> 8248 W. Victory Road Boise, ID 83709 208-362-7300