#107: Boise River System

Application Submittal Requirements

- **1.** Completed application
- **2.** Detailed letter of explanation and justification for the proposed project.
- **3.** Affidavit of Legal Interest (see attached).
- **4.** Detailed Site Plan (One copy and one 8½" x 11" reduction, drawn to scale) including the following information at a minimum:
  - **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 with dimensions labeled

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**ePlanReview**

Electronic Application

Begin by selecting the Planning Application for [PDS Online | eApply here](#). Registration is required and free. Refer to the [PDS Online FAQs](#). Incomplete applications will not be reviewed.

- **Upload Files**
  In ePlanReview, upload all the required submittal documents in accordance with the [ePlanReview Submittal Standards](#).

- **Submit Files**
  To submit the application sign off on the “Applicant Upload Task”. Prescreen review does not begin until the task is completed. Review the [ePlanReview User Guide](#) for helpful screenshots.

- **Pay Fees**
  The applicant receives an email notification to pay the application fees at [PDS Online | ePay](#). Applications are not accepted until the fees are paid in full.
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
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** (One copy and one 8½” x 11” reduction, drawn to scale) including the following information at a minimum:
   a. Scale (the landscape plan should be the 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. **Colored and labeled photos of site.**

☐ 7. **Mitigation and Enhancement Plans** (if applicable)
Affidavit of Legal Interest

State of Idaho )
 ) ss
County of Ada )

I, _______________________________________, __________________________________________
Name        Address
___________________________________________, __________________________________________
City        State

being first duly sworn upon oath, depose and say:

(If Applicant is also Owner of Record, skip to B)

A. That I am the record owner of the property described on the attached, and I grant my
permission to ___________________________ __________________________________________
Name      Address
to submit the accompanying application pertaining to that property.

B. I agree to indemnify, defend and hold Boise City and its employees harmless from any
claim or liability resulting from any dispute as to the statements contained herein or as to
the ownership of the property which is the subject of the application.

Dated this ___________________________ day of ______________________________, 20_____

__________________________________________________________________
Signature

Subscribed and sworn to before me the day and year first above written.

____________________________________________________________
Notary Public for Idaho

Residing at: ___________________________________________________

My commission expires: __________________________________________