



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

#114: Hillside & Foothills Development

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

- 1. **Completed application**
- 2. **Affidavit of Legal Interest (see attached).**
- 3. **Detailed Site Plan** (One copy and one 8½" x 11" reduction) showing:
 - a. All existing structures labeled as to existing and/or proposed uses
 - b. North arrow
 - c. Scale
 - d. Property boundary/property lines
 - e. Name of applicant, plan preparer, project name and project address on title block
 - f. Existing Vegetation, labeled as to remain or be removed
- 4. **Detailed Grading Plan** (One copy and one 8½" x 11" reduction) stamped and signed by an Idaho licensed design professional competent to practice in the subject matter and which complies with the [Hillside Technical Manual](#) requirements.
- 5. **Floor Plans and Elevations**
- 6. **Geotechnical/Geological Engineering Report**
- 7. **Fire Flow Information.** Contact SUEZ at 208-362-7354 regarding adjacent hydrants and volume of water available. Submit [Fire Flow Request Form](#) (allow for 5-7 business days).
- 8. **Hydrological Engineering Report** (Category III Only)
- 9. **Revegetation Plan** (Category III Only)

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.



Planning & Development Services	
Boise City Hall, 2nd Floor 150 N Capitol Boulevard P.O. Box 500 Boise, Idaho 83701-0500	Phone: 208/608-7100 Fax: 208/384-3867 TDD/TTY: 800/377-3529 Website: www.cityofboise.org/pds

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: _____