



Site Plan / Letter of Intent

PRINT CLEARLY AND LEGIBLY

PROPERTY INFORMATION

PROPERTY ADDRESS: _____

CANYON COUNTY PARCEL INFORMATION: _____

SUBDIVISION: _____ **BLOCK:** _____ **LOT:** _____

QUARTER: _____ **SECTION:** _____ **TOWNSHIP:** _____ **Range:** _____

EXISTING CONDITIONS:

ALL EXISTING AND PROPOSED STRUCTURES AND DIMENSIONS (I.E. 40'X30' SHOP, 20'X20' SHED, 40'X50' HOUSE, 10' WINDMILL, ETC.)

INFRASTRUCTURE; WATER, SEWER LINES, ELECTRICAL, IRRIGATION DITCH, SETTLING PONDS, DRAINAGE SWALES ETC. (**LOCATION & SIZE**)

TRANSPORTATION; PARKING, LOADING AREAS, DRIVEWAYS, ETC. ADJACENT DRIVEWAYS, ROADS, HIGHWAYS OR OTHER ACCESSES (**INCLUDE ADA SPACES**)

SIDEWALK, LOCATION, SIZE AND CONDITION

EASEMENT LOCATIONS AND DIMENSIONS

SETBACKS FROM PROPERTY LINES

BUILDING ENVELOPE (IF DIFFERENT FROM NORMAL SETBACKS) IF APPLICABLE

EXISTING OR PROPOSED FENCES

FREE STANDING SIGNS

MAJOR LANDSCAPING OR HARDSCAPING, SUCH AS LARGE TREES, BERMS, OR RETAINING WALLS, WATER FEATURES

AREAS OF ACTIVITY, OUTDOOR SEATING, FOOD VENDOR AREA, STOCKPILING, OUTDOOR STORAGE, ETC.

ANY OTHER SITE FEATURES WORTH NOTING

*****Staff Use Only*****

PROJECT WORKING NAME: _____ **DATE RECEIVED:** _____

FILE # _____ **STAFF INITIALS:** _____ **PAGE** _____ **of** _____

PROPOSED USES:

- A DESCRIPTION OR PROPOSED USES
- A DESCRIPTION OF THE PROPOSED REQUEST AND REASON IT IS BEING REQUESTED
- EXPECTED TRAFFIC COUNTS AND PATTERNS
- PHASING OF PROPOSED USE OR TIMELINE FOR EACH PHASE OR TASK
- SURROUNDING USES THAT MAY AFFECT THE PROPERTY OR PROPOSED USE
- HOW WILL PROPOSED USE AFFECT SURROUNDING PROPERTIES
- A DESCRIPTION OR FURTHER EXPLANATION OF THE SITE FEATURES
- EXPLANATION OF ANY OTHER PERMITS THROUGH OTHER AGENCIES THAT MAYBE REQUIRED
- DESCRIPTION OF BUSINESS OPERATIONS, SUCH AS PROCESSES, NUMBER OF EMPLOYEES, HOURS OF OPERATION, TRANSPORTATION SCHEDULES
- AREAS OF ACTIVITY, SUCH AS INDOOR/OUTDOOR BUSINESS ACTIVITIES
- ADDRESS THE SPECIFIC ZONING CRITERIA OR COMPREHENSIVE PLAN POLICIES
- ANY OTHER ITEMS WHICH MAY REQUIRE FURTHER EXPLANATION

PROPERTY OWNER INFORMATION

OWNER: _____ **IDAHO LLC:** _____

MAILING ADDRESS: _____

EMAIL ADDRESS: _____

TELEPHONE NUMBER: _____

OWNER IS APPLICANT

APPLICANT: _____ **IDAHO LLC:** _____

APPLICANT MAILING ADDRESS: _____

APPLICANT EMAIL ADDRESS: _____

APPLICANT TELEPHONE NUMBER: _____



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AFFIDAVIT OF LEGAL INTEREST (required for each owner of record)

STATE OF IDAHO)

ss)

COUNTY OF _____)

I _____, residing at _____,
(owner name) (street address)

_____, _____, being first duly sworn
(city) (state & zip code)

upon oath, depose and say:

_____ 1. That I am the owner of record of the property described on the attached; AND

_____ 2. I agree to indemnify, defend and hold the City of Parma Idaho, its employees and agents 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 subject of the application; AND

_____ 3. I grant my permission to: _____, _____ to submit the accompanying application materials pertaining to the property; AND

_____ 4. I understand any fees or charges prescribed to this application which are not paid in advance may cause a delay in the final decision or result in a lien or action against the property and / or applicant.

DATED this _____ day of _____, 20_____.

(Owner Signature)

Subscribed and sworn to me before this day and year above written and proven by satisfactory identification presented

Notary Public for Idaho

My Commission Expires: _____

Residing at" _____



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