CITY OF EAGLE

660 E. Civic Lane, Eagle, ID 83616
Phone #: (208) 939-0227 Fax #: (208) 938-3854

CONDITIONAL USE PERMIT APPLICATION

FILE NO.: _____ FEE: _____

CROSS REF. FILES: _____

APPLICANT: _____ PHONE: _____

☐ OWNER ☐ PURCHASER

APPLICANT ADDRESS: _____

APPLICANT EMAIL: _____

OWNER: _____ PHONE: _____

OWNER ADDRESS: _____

OWNER EMAIL: _____

REPRESENTED BY: _____ PHONE: _____

(if different from above)

REPRESENTATIVE ADDRESS: _____

REPRESENTATE EMAIL: _____

ADDRESS AND LOCATION OF SITE: _____

_____

Complete Chart:

	COMP PLAN DESIGNATION	ZONING DESIGNATION	LAND USE
Existing			
Proposed			
North of site			
South of site			
East of site			
West of site			

SITE DATA	PROPOSED	REQUIRED
Total Acreage of Site		
Percentage of Site Devoted to Bldg Coverage		
Percentage of Site Devoted to Landscaping		
Number of Parking Spaces		
Front Setback		
Rear Setback		
Side Setback		
Side Setback		

IS THE PROPERTY WITHIN THE DDA, TDA OR CEDA DESIGN REVIEW OVERLAY AREA? _____

EXISTING SITE CHARACTERISTICS: _____

_____

GENERAL SITE DESIGN FEATURES:

_____

_____

_____

Number and Uses of Proposed Buildings: _____

Height and Number of Stories of Proposed Buildings: _____

Gross Floor Area of Proposed Buildings: _____

Describe On and Off-Site Circulation: _____

_____

PUBLIC SERVICES (Provide a brief narrative stating what services are available and what agency is providing the service):

Potable Water: _____

_____

Irrigation Water: _____

Sanitary Sewer: _____

Fire Protection: _____

_____

Schools: _____

_____

Roads: _____

_____

SPECIAL ON-SITE FEATURES (Yes or No - If yes explain):

Areas of Critical Environmental Concern - _____

Evidence of Erosion - _____

Fish Habitat - _____

Floodplain - _____

Mature Trees - _____

Riparian Vegetation - _____

Steep Slopes - _____

Stream/Creek - _____

Unique Animal Life - _____

Unique Plant Life - _____

Unstable Soils - _____

Wildlife Habitat - _____

Application Submittal Requirements

All applications require the scheduling of a submittal meeting prior to the cut-off date

	Applicant Use		Staff Use
1.	☐	A complete Conditional Use Application form (it is the applicant's responsibility to use a current application).	☐
2.	☐	Date of pre-application meeting:_____ **Note:** Pre-applications are valid for a period of three (3) months. (Application timelines are available in the Planning and Zoning Department or on-line at cityofeagle.org).	☐
3.	☐	Verification of a neighborhood meeting being held prior to the submittal of this application. The verification shall include the time, date, and location of the meeting, a copy of the letter mailed by the applicant, a copy of the mailing list, and a sign-up sheet from the meeting. Refer to Eagle City Code 8-7-8 for requirements.	☐
4.	☐	Names and addresses of all adjoining owners of property and residents within three hundred feet (300') of the external boundaries of the land being considered as shown on record in the County Assessor's Office. The addresses shall be submitted to the City on two sets of address labels including a map showing the addresses in relation to the land being considered.	☐

5. ☐ Legal description of property that meets and bounds to the center line of all right of ways with appropriate closure to meet the standards of the Ada County Engineer. ☐

6. ☐ Copy of Deed. ☐

Applicant Use | Staff Use

7. ☐ If the signator on this application is not the owner of the property, an **original** notarized statement (affidavit of legal interest) from the owner stating the applicant is authorized to submit this application is required. ☐

8. ☐ Fourteen (14) 24" x 36" bluelines (folded) and one 8½" x 11" reduction of the proposed site for the conditional use showing the location of all buildings, parking and loading areas, traffic access and traffic circulation, open spaces, landscaping, trash enclosures and service areas, utilities, signs, yards, and such other information deemed necessary by the Zoning Administrator to determine if the proposed conditional use meets the intent and requirements of the Eagle City Code. ☐

9. ☐ One (1) 8 ½" x 11" vicinity map. ☐

10. ☐ One (1) 8 ½" x 11" colored aerial photo depicting the proposed site and surrounding area within five-hundred feet (500'). ☐

11. ☐ A written narrative giving the description of the existing use and a detailed description of the proposed conditional use. ☐

12. ☐ A written statement addressing each issue below in the order outlined "A" through "I". The applicant shall address how the conditional use: ☐

A. Will, in fact, constitute a conditional use as established in Section 8-2-3 of this title (Eagle City Code Title 8) for the zoning district involved;

B. Will be harmonious with and in accordance with the general objectives or with any specific objective of the Comprehensive Plan and/or Eagle City Code Title 8;

C. Will be designed, constructed, operated and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area;

D. Will not be hazardous or disturbing to existing or future neighborhood uses;

E. Will be served adequately by essential public facilities such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer and schools; or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services.

F. Will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community;

G. Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors;

H. Will have vehicular approaches to the property which are designed as not to create an interference with traffic on surrounding public thoroughfares; and

I. Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.

POSTING REQUIREMENTS OF THE CITY OF EAGLE
EAGLE CITY ORDINANCE #312 2/10/98 (ECC 8-7-8)

Posted Notice: Except as noted within this paragraph, any time notice is required, the land being considered shall be posted not less than ten (10) days prior to the Planning and Zoning Commission hearing and again not less than ten (10) days prior to the City Council hearing. Except as noted herein, posting of the property must be in substantial compliance with the following requirements:

1. Signage Requirements:

   a. The sign(s) shall consist of 4' x 4' plywood or other hard surface mounted on two (2) 4" x 4" posts in such a manner that it is perpendicular to the roadway along which the sign is posted and the bottom of the sign is at least three-feet (3') above the ground.

   b. Centered at the top of the 4' x 4' sign board(s) in six-inch letters shall be the words "Public Notice". In addition, each sign will inform the public of the name of the applicant, and if applicable, the proposed development, the date, time, place, and nature of the public hearing and a summary of the proposal to be considered. Each sign shall be painted white and the letters shall be painted black and shall appear on both sides. An example of this sign is set forth in the following illustration.

Size = 6 inches----------

Size = 2 inches----------

Size = 1.5 inches----------

Size = 1.5 inches----------

Size = 1.5 inches----------

Size = 1.5 inches----------

PUBLIC HEARING NOTICE

Eagle Planning and Zoning Commission

THE CITY OF EAGLE will hold a public hearing on May 9, 1999, at 7:00 P.M. at Eagle City Hall.

PURPOSE: Annexation and Zoning- You-Name-It Subdivision- Zoning R-4, Subdivision Preliminary Plat, 7.66 acres, 29 lots, single family dwelling, 1 lot open space/drainage w/ landscaped entryway.

LOCATION: SW corner of Second St. and State St.

APPLICATION BY: Average citizen, USA, Inc.

   c. In lieu of the above conditions, for conditional use permit applications made pursuant to Eagle City Code Section 8-3-2(E) (Mobile Home - temporary living quarters) of this Title only, the sign shall consist of one (1) 11" x 17" sign on paper or other material and lettering sufficient to inform the public of the name of the applicant, and, if applicable, the proposed development, the date, time, place, and nature of the public hearing and a summary of the proposal to be considered.

2. The sign(s) shall be posted on the land being considered along each roadway that is adjacent to it. The signs shall be located on the property outside of the public right-of-way, if they can be so located and remain clearly visible from the roadway; otherwise, the consent of the owner of the right-of-way must be obtained and the sign(s) located therein. Except as noted herein, if the land being considered consists of more than one parcel of record, a sign must be located upon each parcel. The Zoning Administrator, upon finding that adequate notice will be provided, may not require all signs to comply with the size requirements of Subsection 1 above. In the event that the land being considered includes properties with 500-feet or more of road frontage, a sign shall be placed on each end of the property roadway frontage. If this property includes a corner lot, three signs shall be posted, one on the corner and one on each end of the property roadway frontages.

3. The applicant shall submit a certification to the City Clerk no later than seven (7) days prior to the hearing as to what, where, and when sign(s) were posted. Unless the certification is received by such date, the hearing will be canceled.

4. No later than three (3) days after the noticed hearing and any continuation thereof, sign(s) must be removed. A penalty of $25.00 per day shall be imposed against each applicant for late removal of the signs.

<u>NOTE:</u>

IF THE CITY COUNCIL OR THE ZONING ADMINISTRATOR DETERMINES THAT ADDITIONAL AND/OR

REVISED INFORMATION IS NEEDED, AND /OR IF OTHER UNFORSEEN CIRCUMSTANCES ARISE, ANY DATES OUTLINED FOR PROCESSING MAY BE RESCHEDULED BY THE CITY.

APPLICANT/REPRESENTATIVE MUST ATTEND THE CITY COUNCIL MEETING.

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Eagle City Code Section 1-7-4 (A) states, "Fee Schedule Established: The city clerk or their designee, at the time of the filing of a land use application, petition, or receipt of an area of impact referral, shall collect the fee and/or deposit established by resolution of the city council together with a deposit for any direct costs incurred by the city to review such requests by architects, engineers, attorneys, or other professionals necessary to enable the city to process said application, petition, or referral in an informed manner." Direct costs, as underlined in 1-7-4 (A) above, shall be required to be paid by the applicant in a time frame to be determined by the City Policy for Collection and Enforcement of Deposits and Fees for Land Use Action as approved and adopted by the Eagle City Council.

NOTE: The processing of an application shall be delayed or stopped if deposit balances and direct costs are not reimbursed as required in accordance with the adopted policy.

The City does not guarantee acquisition of public services provided by any agency. The developer, property owner and/or applicant of this Conditional Use Permit application does hereby release and indemnify and hold harmless the City of Eagle from any and all claims, cost, damages, etc., from any individual or organization regarding the acquisition of services which are not affiliated with the City, including but not limited to, central water service, sanitary sewer service, access to public roads and fire protection. "Regulatory Taking Notice: Applicant has the right, pursuant to section 67-8003, Idaho Code, to request a regulatory taking analysis."

Signature of Applicant/Representative_____Date _____

Printed name of Applicant/Representative_____ Date _____

Signature of receipt by City staff_____Date _____