

# ADA COUNTY DEVELOPMENT SERVICES

200 W. Front Street, Boise, ID 83702. www.adaweb.net phone: (208)287-7900 fax: (208)287-7909



## MASTER SITE PLAN CHECKLIST (ACC 8-4D)

A Master Site Plan request does not require a public hearing. It is a staff level application, as long as it is not associated with a conditional use.

### GENERAL INFORMATION:

Applicant	DESCRIPTION	Staff
	<b>One paper copy and one electronic copy of all required submittals.</b>	
	Completed and signed Master Application.	
	Completed Supplemental Information.	
	<b>DETAILED LETTER</b> by the applicant fully describing the request or project and address the information on supplemental sheet;	
	<b>DEED</b> or evidence of proprietary interest.	
	<b>IDAHO DEPARTMENT OF FISH AND GAME LETTER.</b>	
	<b>FULL SIZE SCALED PLOT PLAN</b> , showing all existing and proposed easements, property lines, and structures drawn to scale, including one electronic copy and one copy reduced to 8 1/2 X 11. (Address required information on supplemental sheet)	
	<b>FULL SIZE NATURAL FEATURES ANALYSIS ACC 8-4E-4D</b> , including one electronic copy and one copy reduced to 8 1/2 X 11. (Address required information on supplemental sheet)	
	<b>LANDSCAPING (ACC 8-4F)</b> (Address required information on supplemental sheet) <b>One electronic copy, one full size, and one 8 1/2 X 11 copy.</b>	
	Drawn by a landscape professional. (within an area of impact)	
	<b>OFF STREET PARKING &amp; LOADING FACILITIES (ACC 8-4G)</b> (Address required information on supplemental sheet)	
	<b>LIGHTING (ACC 8-4H)</b> (Address required information on supplemental sheet)	
	<b>SIGN PLAN (ACC 8-4I)</b>	
	Indicate all proposed and existing signs.	
	<b>NATURAL FEATURES ANALYSIS (ACC 8-4E-4D)</b> see supplemental info.	
	<b>OVERLAY DISTRICT:</b> May require a separate checklist or additional information for the following:	
	<b>HILLSIDE DEVELOPMENT (ACC 8-3H)</b>	
	<b>FLOOD HAZARD (ACC 8-3F)</b>	
	<b>WILDLAND-URBAN FIRE INTERFACE (ACC 8-3B)</b>	
	<b>SOUTHWEST PLANNING AREA (ACC 8-3C)</b>	
	<b>PLANNED UNIT DEVELOPMENT (ACC 8-3D)</b>	
	<b>BOISE RIVER GREENWAY (ACC 8-3G)</b>	
	<b>BOISE AIR TERMINAL AIRPORT INFLUENCE AREAS (ACC 8-3A)</b>	
	<b>APPLICATION FEE:</b> Call County or go to www.adaweb.net for fees	

*Supplementary information at the discretion of the Director or County Engineer may be required to sufficiently detail the proposed development within any special development area, including but not limited to hillside, planned unit development, floodplain, southwest, WUFI, Boise River Greenway, airport influence, and/or hazardous or unique areas of development.*

**APPLICATION WILL NOT BE ACCEPTED UNLESS ALL APPLICABLE ITEMS ON THE FORM ARE SUBMITTED.**

<b>MSP SUPPLEMENTAL INFORMATION (to be completed by the applicant)</b>	
<b>DETAILED LETTER MUST ADDRESS THE FOLLOWING (If applicable)</b>	
Proposed use (s):	
Is the project associated with a Conditional Use YES ( ) NO ( )	
Conditional Use #	
Area of city impact:	
Is this application a modification of an approved master site plan? Original MSP #	
Is this application a change or expansion of an approved master site plan? Original MSP #	
Total square feet of all proposed structures:	
Hours of operation:	
Days of operation:	
Required parking:	
Required bicycle parking:	
Required ADA parking:	
Number of employees during the largest shift:	
Maximum number of patrons expected:	
Outdoor speaker system YES ( ) NO ( )	
Proposed Sewer:	
Proposed Water:	
Pressurized Irrigation YES ( ) NO ( )	
Multifamily structures shall have varied setbacks within the same structure and staggered and/or reversed unit plans. Structures within a multi-family development shall be rotated, staggered, and/or reversed.	
Explain if the utilities are underground or if screening is provided.	
<b>SITE PLAN</b>	
Structure location.	
Pedestrian access and circulation.	
Building elevations.	
Well locations.	
Drain fields.	
Hydrant location, fire department access, fire flow resources, etc.	
Pressurized Irrigation if required.	
Parking plan. (required) ACC 8-4G	
ADA parking identified.	
Automobile access and circulation.	
Lighting plan. (condition of approval) ACC 8-4H	
Sign Plan. (If proposed, condition of approval) ACC 8-4I	
<b>LANDSCAPING (If applicable)</b>	
Location, size, type, 75% maturity	
Vegetation to be saved YES ( ) NO ( )	
Phased project YES ( ) NO ( )	
Verification that standards are met.	
Fences over 100' YES ( ) NO ( )	
Size at planting:	
Flood Hazard Overlay YES ( ) NO ( )	
Sound walls YES ( ) NO ( )	

	Outdoor speakers	YES ( ) NO ( )	
	Perimeter Landscaping & Screening		
		Required landscape points:	
		Minimum landscape width:	
	Parking Area Landscaping & Screening		
		% of Shading required:	
		Screening	YES ( ) NO ( )
		Pedestrian access required	YES ( ) NO ( )
<b>PARKING</b>			
	Identify all off street parking and loading.		
	Phased project	YES ( ) NO ( )	
	Restrictions on use	YES ( ) NO ( )	
	Within 300' of the entrance:	YES ( ) NO ( )	
	Joint Parking Agreement (Submitt copy)	YES ( ) NO ( )	
	Identify width, angle, and depth of parking spaces.		
	Address Bicycle Parking.		
	List the number of required spaces for cars, bikes:		
	List the number of off street loading spaces:		
	List dimensions of off street loading spaces:		
	Detailed description of proposed paving materials.		
<b>LIGHTING (If applicable)</b>			
	Setbacks of the proposed lights:		
	Maximum Height:		
	Floodlights	YES ( ) NO ( )	
	Shielding	YES ( ) NO ( )	
<b>NATURAL FEATURES ANALYSIS</b>			
	<i>HYDROLOGY. ACC 8-4E-4D1</i>		
	<i>SOILS ACC 8-4E-4D2</i>		
	<i>TOPOGRAPHY ACC 8-4E-4D3</i>		
	<i>VEGETATION ACC 8-4E-4D4</i>		
	<i>SENSITIVE PLANT AND WILDLIFE SPECIES ACC 8-4E-4D5</i>		
	<i>HISTORIC RESOURCES ACC 9-4E-4D6</i>		
	<i>HAZARDOUS AREAS ACC 8-4E-4D7</i>		
	<i>IMPACT ON NATURAL FEATURES ACC 8-4E-4D8</i>		