



PLANNING & DEVELOPMENT SERVICES
PO Box 4169, 911 North Seventh Avenue
Pocatello, Idaho 83205
(208)234-6184 FAX (208)234-6586

Application Submittal Approved: _____
Plan Review Approved: _____

Dates for a public hearing will not be scheduled until application is deemed complete.

APPLICATION FOR CONDITIONAL USE PERMIT

Filing Fee: \$480.00 + \$1.50/address _____

Receipt #: _____

Date: _____

Applicant:

Representative:

Name/Firm

Name/Firm

Mailing address

Mailing address

Phone (work/cell/home)

Phone (work/cell/home)

Project Information:

Project occupies 1.5 acres or more? _____

Street Address: _____

Zoning: _____

Legal Description (attach documentation—see C, below): _____

Brief Description of Proposed Project: _____

THE FOLLOWING INFORMATION MUST ACCOMPANY EACH APPLICATION TO BE COMPLETE

- A. All necessary filing fees and other specified plans and descriptions must be paid and/or filed accompanying your application.
- B. A title report, property deed, or other legal documentation of ownership of the site in question, whether freehold, option, or lease.
- C. The complete and accurate legal description for the subject property shall be submitted. This can be obtained from the Bannock County Assessor by requesting a copy of the controlling document for the subject site or address. A copy of this document shall be submitted with this application.
- D. **Typed**, gummed mailing labels with all of the names and addresses of the property owners within a 300 foot radius of the subject property. A charge of \$1.50 per property owner and resident is required. A signed Affidavit of Mailing List must also be submitted (attached).
- E. Two (2) site plans, one (1) measuring 8-1/2" x 11" and one (1) 18" x 24" (or larger), which describe the proposal and contain the following information:
 - 1. Drawn to scale.
 - 2. Building spacing (including setbacks for front yards, side yards and rear yards).
 - 3. A detailed layout of the parking area and landscaping of that area.
 - 4. Pattern and dimensions of all sidewalks on the parcel.
 - 5. Proposed containment of on-site storm drainage.

6. Type, quantity and size of proposed landscaping on-site (or separate landscape plan).
7. Location of curb cuts and access to streets and alleys.
8. Screening or fencing to be provided (type and height).
9. Any easements or restrictions on the property.

F. One (1) set of complete design plans or written description of the proposed structure or additions including elevations and finished details (including material type and color).

G. A written analysis of your request must accompany your application. It should detail the request as well as the reasons a conditional use permit is needed. Studies may be included and all steps being taken to ease the effect of this conditional use should be outlined. The written analysis must fully address each of the following standards (contained in Section 17.02.130 of the Zoning Ordinance):

1. Is conditionally permitted within the subject land use district and complies with all of the applicable provisions of the Zoning Ordinance unless modified through the CUP process.
2. Is consistent with the goals and policies of the Comprehensive Plan of the City.
3. Is compatible with existing and permitted land uses within the general area.
4. Could be adequately served by public facilities and services such as thoroughfares, transportation facilities, police, and fire protection, drainage, refuse disposal, water/sewer and schools, to ensure that the proposed use would not be detrimental to public health, safety, and welfare.
5. Would be harmonious in scale, mass, coverage, density, and intensity with all adjacent permitted land uses.
6. Would not adversely affect the environment to a greater degree than had a use permitted outright by the ordinance been established.
7. Would not be detrimental to the public interests, health, safety, or welfare of the City in its proposed location, size, design, and operating characteristics.

H. If a representative will be submitting the application, an affidavit, power of attorney, or other document evidencing the right of the representative to appear and submit items on behalf of the property owner.

The approval of this application does not permit the violation of any federal or state codes, any section of the Building Code, or other Pocatello Municipal Codes as adopted. Approval of this land use permit does not exempt applicant from the provisions of the federal Fair Housing Act or ADA requirements. Further, other conditions, requirements, etc. may be imposed as part of the building permit process.

A conditional use permit must be established within one (1) year of the granting of the use permit. Actual construction of the permitted building shall constitute such establishment. This period may be extended by Planning and Development Services staff for an additional one (1) year upon request at least 30 days prior to expiration of the initial 1-year period and provided the applicant demonstrates good cause for the delay.

This application shall not be considered complete (nor will a hearing before the Hearing Examiner or Planning and Zoning Commission be scheduled) until all required information has been submitted and verified.

I hereby acknowledge that I have read this application and state that the above information, including all submitted materials, is correct and I agree to the above terms and conditions. I further agree to abide by any and all conditions Hearing Examiner or Planning and Zoning Commission may impose on my use of this site. I also understand that non-conformance with these conditions in a timely manner will result in automatic forfeiture of my permit. I am also aware that the applicant or a representative must be present at the public hearing and that the decision on this request will be recorded in the official records of Bannock County.

Signature of Applicant: _____

By: _____

***A sign giving public notice will be posted at the proposed site during the course of these proceedings.**



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AFFIDAVIT OF MAILING LIST

1. The undersigned is the applicant, agent, engineer, or surveyor representing the applicant.
2. It is understood that the City of Pocatello requires the applicant to provide one set of mailing labels of all the property owners of record located within 300 feet of the boundaries of the project site and \$1.50 fee per label. The list shall be based on the most current equalized assessment rolls of County of Bannock. This list and fee will be used to send one (1) notice of public hearing required to process the application.
3. This is to certify that the persons named, together with their addresses as shown on the project mailing list attached herewith, are all the owners of property situated within 300 feet of the property, as their said names and addresses are set forth on the latest equalized assessment rolls of the County of Bannock.
4. The foregoing is true under penalty of perjury.

Date: _____

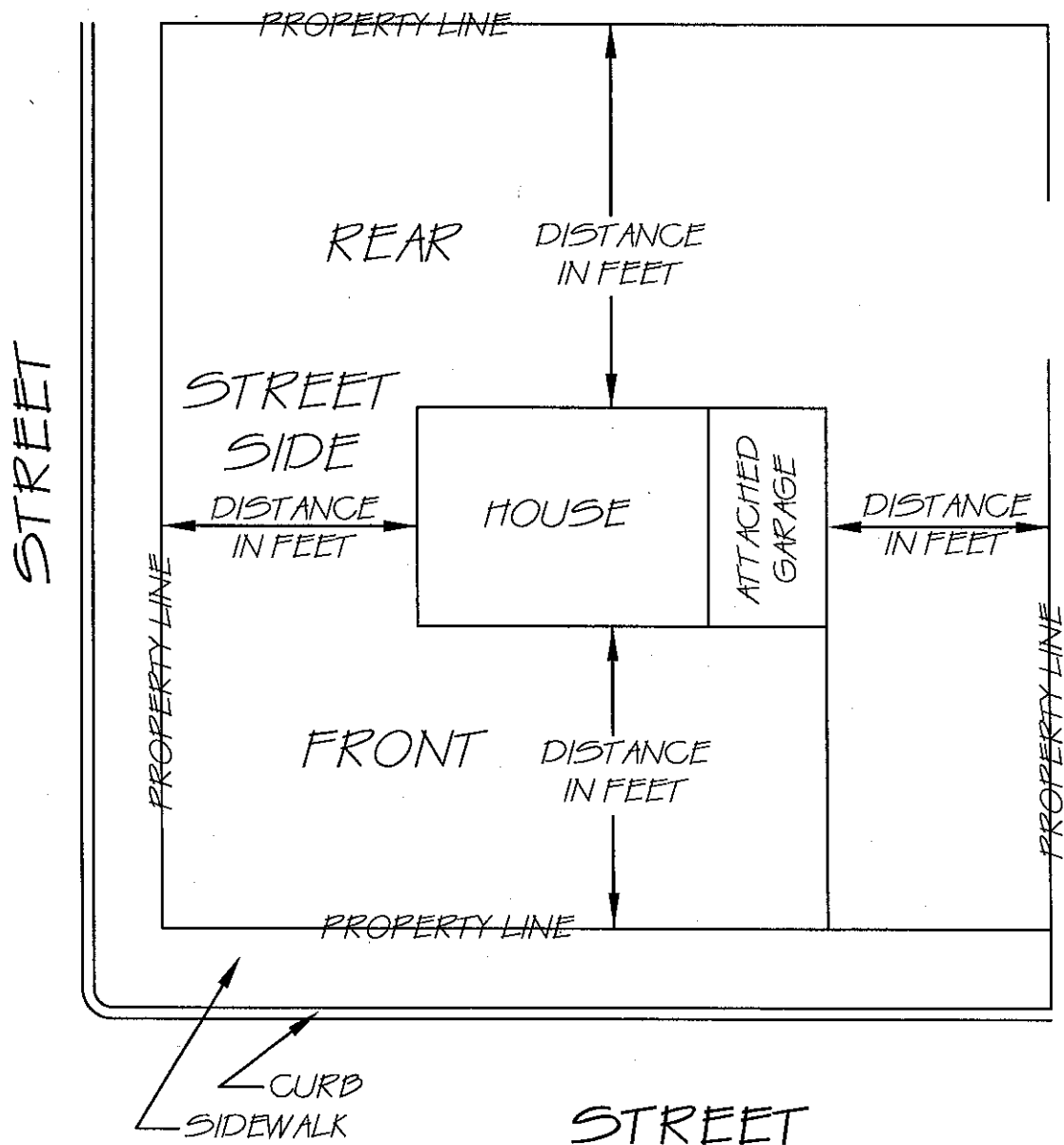
Signature

Name (please print)

Mailing Address

STANDARD RESIDENTIAL SETBACKS

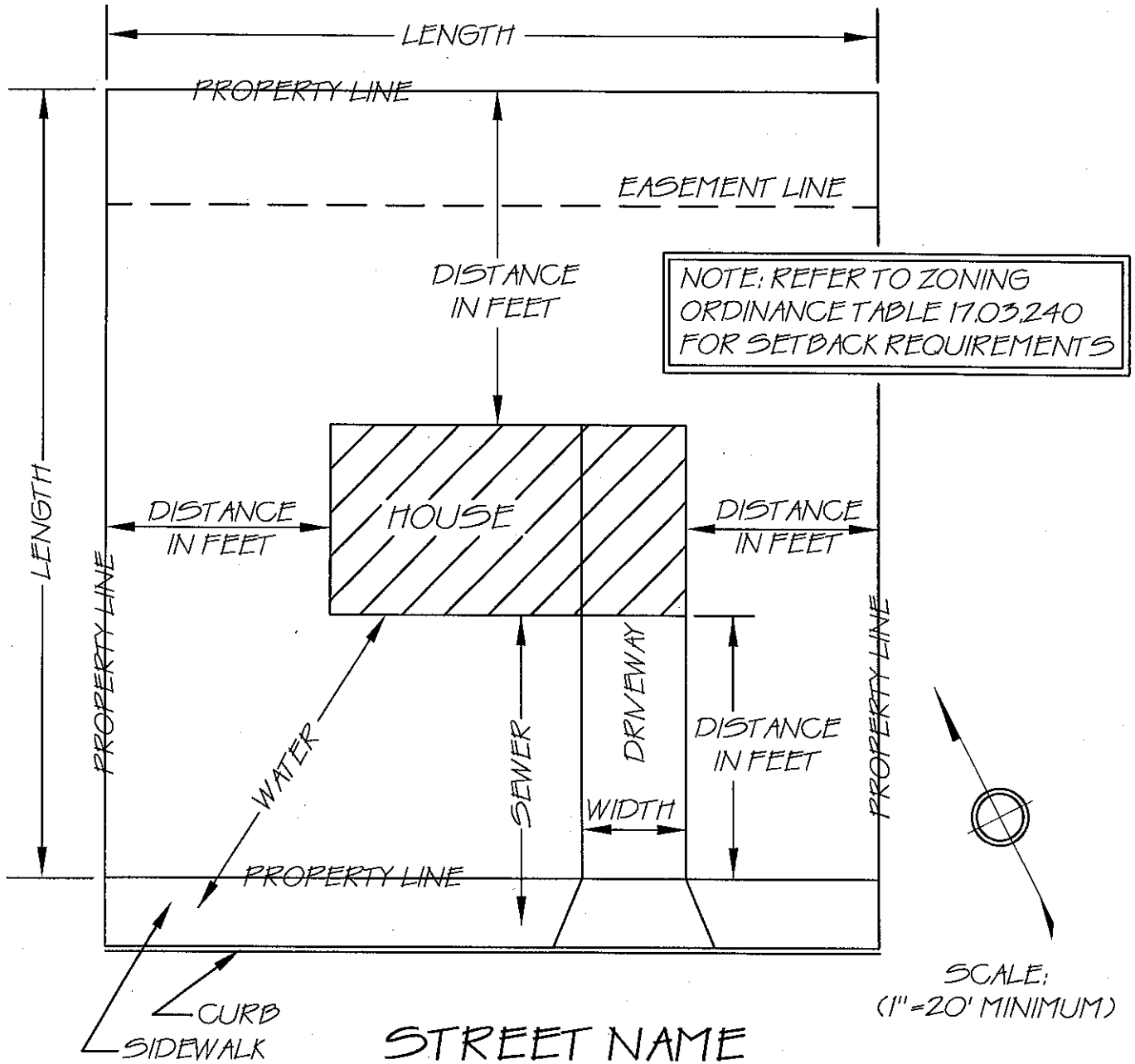
HOUSE WITH ATTACHED GARAGE ON STREET CORNER



NOTE: REFER TO ZONING
ORDINANCE TABLE 17.03.240
FOR SETBACK REQUIREMENTS



SAMPLE PLOT PLAN



OWNER: JOHN DOE

ADDRESS: 123 IDAHO STREET

LEGAL DESCRIPTION: LOT#; BLOCK#; SUBDIVISION NAME OR ATTACH LONG LEGAL DESCRIPTION

CONTRACTOR: ABC CONTRACTORS



SANITATION DEPARTMENT

P.O. Box 4169, 911 North Seventh Avenue
Pocatello, Idaho 83205
(208) 234-6192 FAX (208) 234-6296

REQUIREMENTS FOR CONTAINER LOCATIONS

1. The Sanitation Department must approve location of the container.
2. **NO** enclosures or fences will be constructed without approval of the Sanitation Department. If an enclosure is approved, 12" wide flat steel will be attached to the enclosure to prevent damage to the front and interior. The top of the steel will be 55" from the pad.
3. 4" thick (minimum) cement pad - city mix.
4. 12' wide X 10' for one container, 18' wide X 10' deep for two.
5. The entire width of the pad is to be flush with the pavement.
6. There are to be **NO** ramps or any obstructions that would impede the movement of the container back and forth onto the pad.
7. Pads will have no more than 1% slope to the rear to allow for drainage and to help keep the container on the pad.
8. A curb or parking blocks will be used to prevent the container from rolling off the back or sides of the pad. If parking blocks are used, they must be secured to the pad.
9. We will not approve gates of any type.

If you have any questions, please call the Sanitation Department at

234 - 6192 or 234 - 6249



POCATELLO FIRE DEPARTMENT

408 E. Whitman
Pocatello, Idaho 83201-6450
(208) 234-6201 • Fax: (208) 233-4043
Ambulance Service: (208) 234-6200
Ben Estes, Fire Chief



Fire Prevention Bureau

Policy

Date: January 15, 2003

To: Building Department
Plumbing Contractors
Fire Sprinkler Contractors

From: Roger Sears, Division Chief/Fire Marshal

Re: Private Fire Service Mains and Appurtenances

Idaho Code 41-254 #7 gives control of single service integrated fire sprinkler systems to the State Fire Marshal, thus also to the local fire department. Idaho Code (plumbing law) 54-2604 #3, states: "A plumbing system does not include a single service integrated fire sprinkler system as defined in section 41-254, Idaho Code". Contractors installing the underground piping systems must be either licensed by the state as a sprinkler system installer, or a subcontractor of the sprinkler system installer.

A "single service integrated fire sprinkler system" is defined as an integrated system of underground and overhead piping, valves and sprinklers used exclusively for fire protection purposes and designed in accordance with fire protection engineering standards, including the International Fire Code, beginning with the first connection to a public water system regardless of the location of the back flow prevention device. This system begins where the water flow is totally dedicated for the fire protection system. It may include a looped main around a building that includes hydrants and sprinkler connections. If there is a tap in the private fire main for the plumbing system, the private main up to that point is not considered a single service integrated fire sprinkler system since the piping up to that point is not used exclusively for fire protection purposes.

Any private water main used to supply water to a single service integrated fire sprinkler system whether tapped for plumbing systems or not is required to be installed, flushed and tested in accordance with NFPA 24 Standard for the Installation of Private Fire Service Mains and Their Appurtenances. Plumbers and fire sprinkler system contractors will need to work together to ensure that combination private mains are installed, flushed and tested in accordance with NFPA 24, NFPA 13, and NFPA 13D, and any other plumbing codes applicable to domestic systems. Failure to do so may cause the City to prevent the water from being turned on for either use. Plumbers involved in the installation of combination systems are advised to obtain a copy of NFPA 24, NFPA 13 and NFPA 13D, and become familiar with the installation, flushing and testing requirements therein; see also attached "Testing of Fire Protection System Installations" document.

Before asking the Pocatello Fire Department for final approval of a private fire service main, the installing contractor shall furnish a Contractor's Material and Test Certificate countersigned by the property owner or representative, and proof of a current certified backflow prevention device installation inspection. An example of a typical certificate is attached to this policy.

PRESENTING INFORMATION TO THE PLANNING AND ZONING COMMISSION

A FEW POINTERS TO HELP YOU MAKE YOUR CASE...

The Planning and Zoning Commission, or P & Z Commission, is a citizen advisory board to the City Council. The P & Z Commission is charged with making reviews and recommendations in matters of community planning and the use of public and private land, including requests on many different land use issues, such as subdivisions, open space factor changes, rezoning of property, annexation of land into the City, and planned unit developments. In analyzing these requests, the P & Z Commission considers a variety of issues ranging from the physical layout of a proposed development, to landscaping, drainage retention, parking, etc. The P & Z Commission also considers the impact of the proposed use on surrounding lands and land uses.

You were required to submit plans and drawings as part of your application which detailed the various aspects of your proposal, its layout, and its impacts, if any, on adjoining lands. While the P & Z Commission receives copies of this information, the following items may help you present your application in the most favorable light, as well as assisting the P & Z Commission in making the best possible recommendation to the City Council.

1. Color renderings of any and all of site drawing/plans. Where architectural compatibility is an issue, color and construction samples may be required (e.g., for planned unit developments). Large plans (18" x 24" at least) for display, as well as smaller (8 ½" x 11") for each Commission member would be helpful.
2. Map(s) of your project site that include the surrounding area. Large maps (18" x 24" at least) for display, as well as smaller (8 ½" x 11") for each Commission member would be helpful.
3. Overhead projections of selected items or ideas.
4. Photographs of the site and surrounding area.

Some audio-visual equipment may be available to assist you in your presentation to the Commission meetings. Contact the Planning and Development Department at least 24 hours prior to the hearing/meeting for assistance with this or other items.

Please note that for presentations in a public hearing, all materials displayed or used during the presentation become part of the public record and are retained by the City. Also, applicants planning to utilize an attorney during their presentation before the P & Z Commission are requested to notify the City of that fact in advance of the meeting.

Regular meetings of the P & Z Commission are open to the public are taped live on the City's public access channel. Because of this, when you are addressing the Commission, you should:

1. Speak directly into the microphone
2. Do not engage in conversation with the public. Address the Commission only.
3. Adhere to all protocols which have been or may be established by the P & Z Commission in their efforts to manage the meeting.

TESTING OF FIRE PROTECTION SYSTEM INSTALLATIONS

Sprinkler systems must be installed by a state licensed fire protection sprinkler contractor. This includes both the underground piping used exclusively for connecting the system to the water supply mains, as well as the network of overhead piping and sprinkler heads. The fact that this underground supply line is considered part of the sprinkler system by state regulations has been a source of confusion in the past. Please be aware of it when hiring a contractor. A copy of the state regulations can be obtained from the Pocatello Fire Prevention Bureau.

System acceptance needs to be proceeded with proper testing of the system to ensure that the basic elements of NFPA 13, NFPA 13D, and NFPA 24 have been satisfied and that the work was completed in an acceptable manner, and the backflow prevention device has been inspected and tagged by a certified inspector. These various tests are the responsibility of the installing contractor. The contractor needs to be familiar with the acceptance tests as outlined in NFPA 13: Chapter 16 and NFPA 24: Chapter 10.

The installing contractor shall:

- a. Notify the Authority Having Jurisdiction (Pocatello Fire Department) AND Owner's representative of the time and date testing will be performed.
- b. Perform all required acceptance tests.
- c. Complete and sign the appropriate Contractor's Material and Test Certificate(s).

The Pocatello Fire Department will sign on the test certificate as a witness to the test. Upon written request from the owner, the Pocatello Fire Department will serve as the owner's representative and sign on the test certificate under that designation.

One problem that we have encountered with contractors flushing underground sprinkler supply lines is the failure to use an adequate volume of water. Satisfactory results can be obtained by:

- a. The maximum flow rate available to the system under fire conditions.
- b. The hydraulically calculated water demand rate of the system including any hose requirements.
- c. That flow necessary to provide a velocity of 10 feet per second.

Pipe size (in.)	Flow rate (gpm)
4	390
6	880
8	1560
10	2440

Another problem that we have encountered is contractors burying the underground supply line before a hydrostatic test is performed. NFPA 24 specifies that pipe joints should be exposed during the test, with backfill between joints to prevent pipe movement. Failure to leave pipe joints exposed during testing will result in a necessity to re-expose the pipe, if leakage exceeds that allowed in NFPA 24, 10.10.2.2.4 (two quarts per hour, per 100 gaskets or joints).