



Application for Conditional Use Permit to Move A Building

Applicant Information		
Representing Company:		
Contact Name:	Phone:	
Address:	Fax:	
City:	State:	Zip:
Email:		
Owner Information (if other than applicant)		
Name:	Phone:	
Address:	Fax:	
City:	State:	Zip:
Email:		
Planning Information		
Project Name:		
Project Location:		
Current Zone(s):		
Comprehensive Land Map Use Designation:		
Gross Area (total acres):		
Intent of Conditional Use Permit:		
Signature of Applicant(s)		
	Date:	
	Date:	

Site Plan Requirements

All site plans shall be drawn on a sheet obtained from the City of Idaho Falls Engineering Department or a computer generated sheet using the template disk provided by the City of Idaho Falls Engineering Department.

- Name, telephone number, and email address of site plan contact person.
- A clean, legible, site plan on 24" x 36" sheet(s).
- A digital version of the site plan in .dxf or .dwg format.
- Standard engineering scale of drawing, 1" = 20' or 1" = 100' for legibility.
- North Arrow.
- Legal description.
- Address of proposed building site.
- Street names.
- Street and alley right-of-ways.
- Utility easements.
- Existing and proposed public improvements, all utilities including location and size of proposed service water and sewer lines.
- Size and location of existing or proposed building and structures.
- Distances from buildings to rights-of-way, easements and lot lines.
- Existing and proposed access points, including dimensions.
- Location of sidewalks and pedestrian ways.
- Location, size and type of fences and walls.
- Parking area layout including loading area with dimensions of parking stalls and drive aisles and parking area lighting system.
- Storm drainage from the roof and parking lot areas.
- Exterior lighting fixtures with type, dimensions and foot candles.
- Landscaping layout with type and dimensions of landscape materials.
- Type, dimensions, and location of existing and proposed public and private signs.
- Garbage dumpster location, must have 8' x 8' inside diameter per container.
- All existing or proposed fire hydrant locations within 1000' of development or distance in feet to nearest hydrant and Fire Department Connection (FDC).
- Affidavit of Legal Interest.

Owner or representative is responsible for the verification of all existing utilities, easements, rights-of-way and other features shown on the site plan. The owner shall be responsible for notification of other utilities; gas, phone, television, etc.