

For City Use Only			
Date Received			
Fee Type	Fees	Paid	
Application Fee			
Receipt Number			

# SITE PLAN APPLICATION- RESIDENTIAL

(Please type or print)

## GENERAL INFORMATION

### 1. Applicant Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (H) \_\_\_\_\_ (W) \_\_\_\_\_

Email: \_\_\_\_\_

### 2. Property Owner Information (if other than applicant)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (H) \_\_\_\_\_ (W) \_\_\_\_\_

Email: \_\_\_\_\_

### 3. Location of Affected Property: \_\_\_\_\_

Legal Description: Addition \_\_\_\_\_ Block \_\_\_\_\_ Lot(s) \_\_\_\_\_

Parcel No.: \_\_\_\_\_ Total Parcel Size: \_\_\_\_\_

Current Zoning:  SFR  HC  NC  LI

**\*Addresses must be applied for and paid for through Bonner County GIS.**

### 4. Is a water or sewer connection required? Yes No

When this application shows that a water or sewer connection is required or will be installed, the applicant must provide to the city, along with this application, from the Panhandle Health Department (PHD), the documentation indicating PHD has approved the property for septic.

### 5. Project Description: \_\_\_\_\_

\_\_\_\_\_

### 6. Plot Plan requirements:

- Physical address of property

- Roofline and foundation dimensions of all existing and planned buildings, located, or to be located on site.
- Dimension of property showing road configuration
- Required setbacks
- Location of existing trees and structures, if any
- Location of off-street parking
- Location of walls and fences and indication of their height and material of construction
- Location and designation of all rights of way and easements.
- Scale and North arrow

*The proposed activities and use shall be shown on an attached plot plan. Plot plan will be drawn to a standard engineer's or architect's scale when appropriate.*

### **COMPLIANCE**

1. In the event of failure to comply with the plans approved by Council, or with any conditions imposed, the permit shall be immediately revoked and shall be automatically null and void.
2. Where plans are submitted and approved as part of the application, modifications of the original plans may be required by Council as a condition of approval.
3. Where plans approved by Clark Fork City Council are modified following such approval, such plan modifications must be submitted to and determined by City Staff to be in substantial conformance with the plans approved by Council. If plan modifications are not in substantial conformance, the plan modifications must be resubmitted to Council as an amendment.

### **Term of Approval:**

Any approval given pursuant to the provisions of this Ordinance shall lapse and become null and void six (6) months following the date on which it was given, unless, prior to the expiration date, construction, or development is commenced and diligently pursued toward completion on the site which was the subject of the application. Upon written request to the City Clerk, containing the reasons thereof, an extension of time for development, not to exceed an additional six (6) months, may be granted by the City Council.

**Application Submittal:**

This application must be completed and submitted with the below described items to the City Staff at least 7 days prior to the Regular City Council Meeting at which the application is to be considered by Council or the application will not be processed until the next Regular City Council Meeting. The following items must be submitted with this application before it will be processed:

- 1. Application Fee
- 2. Plot Plan, drawn as specified
- 3. Floor Plans, drawn to scale (*when appropriate*)
- 4. Elevation Drawings, drawn to scale (*when appropriate*)
- 5. PHD Permit attached: Yes  No

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

Approved by Council or Mayor on \_\_\_\_\_.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date