



BONNER COUNTY PLANNING DEPARTMENT

1500 Highway 2, Suite 208
Sandpoint, Idaho 83864
(208) 265-1458 FAX: (208) 265-1463

SPECIAL USE PERMIT APPLICATION

Instructions:

1. Prior to submittal of this application, the applicant shall discuss the proposal with a staff planner.
2. The following items shall be submitted with the special use permit application:

Description of the proposed use, including the type of activity, hours of operation, number of vehicle trips anticipated, duration of the activity (including site preparation and site restoration or cleanup), size of structures or nature of structures to be built and any management or operations planned to minimize effects of the activity on surrounding properties. (BCRC 12-244(b))

Vicinity map as defined in BCRC 12-822, depicting the site and the surrounding area, including all pertinent features such as roads, public facilities, bodies of water and current land uses. (BCRC 12-244(c))

BCRC, Section 12-822, Vicinity map definition: "A map depicting the general location of the subject property to other properties, the transportation system, landmarks and other physical features within a one mile radius of the site."

Site plan, drawn to scale, showing the property boundaries, general topography, building layout, access, parking and any other details that clearly depict the proposed use. (BCRC 12-244(d))

Radius map depicting a 300 foot radius around the perimeter of the subject parcel, using the Bonner County Assessor's records, identifying all parcels and property owners subject to notice. If the proposed special use is a part of a larger parcel of land under the same ownership, the names and addresses of owners of properties adjoining the larger parcel shall also be included. (BCRC 12-244(e))

Public liability and property damage certificate of insurance listing Bonner County as "additional insured."

Supplemental materials which the applicant believes are supportive of the request, including comments from public agencies and/or owners of adjacent lands.

Application filing fee. The application cannot be accepted by the planning department unless accompanied by the appropriate fees. (BCRC 12-265)