



Auto Dealer Certification (Zoning Compliance)

STAFF USE ONLY

Date Submitted: _____ Received by: _____ Fee Paid _____ Request# _____

REQUIRED SUBMITTALS

Application Fee: \$100.00

APPLICATION must be completed and submitted with fee at time of submittal.
Payment can be submitted in person at city hall or Online at [Website link here](#).

Completed application form with \$100.00 fee

APPLICANT'S INFORMATION

APPLICANT:		
MAILING ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:	FAX:	EMAIL:
SUBJECT PROPERTY:		
SUBJECT PROPERTY's AIN OR PARCEL ID NUMBER:		

The Idaho Transportation Department Application for Vehicle or Vessel Dealership License asks for a Zoning Officer's signature certifying that the location listed on the application is in compliance with all county and/or city zoning and other land use ordinances for the sale and repair of vehicles/vessels. Prior to a zoning officer's signature in the City of Coeur d'Alene, to assure to the Planning Department that the property is in compliance with applicable zoning/land use codes, the following is required by the applicant:

- 1) Site plan showing customer parking striped with appropriate ADA stall(s), location of display vehicles, square footage of any building associated with the auto sales business, and a note stating all display/vehicle maneuverable areas are paved.
- 2) Narrative of the operation separate from the site plan stating the business hours and the extent of the business (strictly auto sales or auto sales with repair and cleaning, etc.)
- 3) A completed ITD Dealership License application

