

Design Review — Minor Alteration

City of Coeur d'Alene Planning Department



A **COMPLETE APPLICATION** is required at time of application submittal, as determined by the Planning Department.

REQUIRED SUBMITTALS:

A request for DESIGN REVIEW is made by submitting the following information to the Planning Department:

1. The completed attached form;
2. A site plan with major landscaped areas, parking, access, sidewalks and amenities; and
3. Perspective sketches (but not finished renderings); and
4. A conceptual model is strongly suggested (this can be a computer model).
5. A summary of the proposed project.

DEADLINE FOR SUBMITTALS:

The Design Review Commission meets on the second & forth Thursdays of each month. The completed form and other documents must be submitted 21 days prior to the date available for Commission review of the project.

All supplemental information to be added to the application file must be received by the Planning Department no later that 5 working days prior to the meeting date for this item.

Please type or print the following required information:

APPLICANT:

Name of Applicant: _____

Mailing Address: _____

Telephone Number: _____

E-Mail: _____

Fax: _____

Signature: _____ Date: _____

This application can be found online at www.cdaid.org under Planning Department And Design Review Commission



Filing Capacity:

- _____ 1. Recorded Property Owner as of _____ (date)
- _____ 2. Purchasing (under contract) as of _____ (date)
- _____ 3. The Lessee or Renter as of _____ (date)
- _____ 4. The authorized agent of any of the foregoing, duly authorized in writing. (Written authorization must be attached to the application)

PROPERTY:

Legal Description of the property: _____

Address(es) of property: _____

PROPERTY INFORMATION:

- 1. Gross area: (all land involved): _____ acres, and/or _____ sq.ft.
- 2. Total Net Area (land area exclusive of proposed or existing public street and other public lands): _____ acres, and/or _____ sq. ft.
- 3. Total number of lots included: _____
- 4. Existing land use: _____

For City use only: Received: City Cashier: _____ Date: _____ Date Stamp here
Accepted: Planning: _____ Date: _____

