



CITY OF STAR
P.O. Box 130
Star, Idaho 83669
P: 208-286-7247 F: 208-286-7569

**MINOR SUBDIVISION
PRELIMINARY / FINAL PLAT
APPLICATION**

FILE NO.: _____
CROSS REF. FILES: _____

Applicant Name: _____

Applicant Address: _____

Applicant Telephone: _____ Fax: _____

Property Owner Name: _____

Property Owner Address: _____

Property Owner Telephone: _____ Fax: _____

Engineer: _____

Engineer Address: _____

Engineer Telephone: _____ Fax: _____

Subdivision Name: _____

Site Location: _____

Approved Zoning: _____ Units per acre: _____

For combining preliminary and Final Plat in Minor Subdivisions: The applicant may request that the subdivision application be processed as both a preliminary and final plat if all the following exist:

1. The proposed subdivision does not exceed ten (10) lots;
2. Street dedication or street widening shall comply with ACHD and ITD;
3. No major special development considerations are involved such as development in an area of critical concern (floodplain, hillside);
4. All required information for both preliminary and final plat is complete and in an acceptable form;
5. The proposed subdivision is not in conflict with the Comp Plan or any provision of the zoning ordinance of the city.

	Zoning Designation	Comp Plan Designation	Land Use
Existing			
Proposed			
North of site			
South of site			
East of site			
West of site			

SITE DATA:

Total Acreage of Site - _____
 Breakdown of Acreage of Land in Contiguous Ownership - _____
 Total Acreage of Site in Special Flood Hazard Area: _____

Total Number of Lots - _____ Total Number of Units - _____
 Residential - _____ Single-family - _____
 Commercial - _____ Duplex - _____
 Industrial - _____ Multi-family - _____

Common lots: _____ Total acreage of common lots: _____ Percentage: _____
 Percent of Common Space to be used for drainage: _____ Acres: _____
 Describe Common Space Areas (amenities, landscaping, structures, etc.) - _____

Proposed Dedicated Lots & Acreage (school, parks, etc): _____

ADDITIONAL SITE DATA:

Dwelling Units per Gross Acre - _____
 Minimum Lot Size - _____
 Minimum Lot Width - _____

Public streets - _____ Private streets - _____
 Cud-de-sac Design (if proposed) - _____
 Radius - _____ Length - _____
 Type of Sidewalks Proposed (Detached, Meandering, location, etc.) - _____

Type of Curbs and Gutters Proposed - _____
 Describe Pedestrian Walkways (location, width, material) - _____

Describe Bike Paths (location, width, material) - _____

IF APPLICABLE: (approximate)

Total Gross Square Footage of Commercial Buildings - _____
 Total Gross Square Footage of Industrial Buildings - _____
 Total Gross Square Footage of Other Non-Residential buildings - _____

PUBLIC SERVICES (Describe what services are available and agency providing service):

Potable Water - _____
 Irrigation Water- _____
 Sanitary Sewer- _____
 Fire Protection - _____

Schools - _____
 Roads - _____

SPECIAL ON-SITE FEATURES (Yes or No - if yes explain):

Areas of Critical Environmental Concern - _____
 Evidence of Erosion - _____
 Fish Habitat - _____
 Floodplain - _____
 Mature Trees - _____
 Riparian Vegetation - _____
 Steep Slopes - _____
 Stream/Creek - _____
 Unique Animal Life - _____
 Unique Plant Life - _____
 Unstable Soils - _____
 Wildlife Habitat - _____
 Historical Assets - _____

All applicants are required to submit the following:

Applicant (√)	Description	Staff (√)
	Completed and signed Preliminary/Final Plat Application	
	Fee	
	Narrative explaining the project.	
	Copy of recorded deed.	
	If the signature on this application is not the owner of the property, an original notarized statement (affidavit of legal interest) from the owner stating the applicant is authorized to submit this application is required.	
	Storm drainage calculations must be submitted; either in narrative or on plat.	
	Legal description of property (paper and electronic version with engineer's seal)	
	Copy of subdivision name approval from County Engineer	
	Copy of the "final" street name evaluation/approval letter.	
	Names and addresses, printed on address labels, of property owners within three hundred feet (300') of the external boundaries of the property being considered as shown on record in the County Assessor's office.	
	One (1) 8 ½" X 11" vicinity map showing the location of subject property	
	Four (4) blue line copies of the Preliminary Plat (24" X 36") (folded)	
	Two (2) 11" X 17" copies of the Preliminary Plat	
	Four (4) natural features maps (24" X 36"), see attached list for required items	
	Four (4) copies of site grading & drainage plans (24" X 36")	
	Four (4) copies of landscaping plan (24" X 36")	
	Two (2) 11" X 17" copies of landscape plan	
	Four (4) blue line copies of the Final Plat (folded)	
	Three (3) 11" X 17" copies of Final Plat	
	One (1) 8 ½" X 11" copy of Final Plat	
	Four (4) copies of final engineering construction drawings	
	Written verification of neighborhood meeting, including copy of letter mailed to property owners within 300 feet, copy of mailing list, and copy of attendance roster. (Refer to City Code Title 7 Chapter 4 for requirements)	
	List of name(s) and address(es) of all canal or irrigation ditches within or contiguous to the proposed development.	
	Copy of signed agreements with irrigation companies	
	Streetlight design information	

	Two (2) copies of the Covenants, Conditions, & Restrictions (CC&R's)	
	Electronic version of the preliminary plat, final plat, landscape plan and vicinity map in PDF format submitted on a disk with the files named with project name and plan type. We encourage you to also submit at least one color version for presentation purposes.	
	One (1) electronic version of preliminary plat and final plat in CAD or acrobat.	

FEE REQUIREMENT:

*** I have read and understand the above requirements. Fees will be collected at the time of filing an application for a land use planning action within the City limits. I understand that there may be other fees associated with this application incurred by the City in obtaining reviews or referrals by architect, engineering, or other professionals necessary to enable the City to expedite this application. I will be billed on a monthly basis and will remit payment within 30 days.*

_____ Date: _____
 Applicant/Representative Signature

Note: If the City Council or the Zoning Administrator determines that additional and/or revised information is needed, and/or if other unforeseen circumstances arise, any dates outlined for processing may be rescheduled by the City.

THIS APPLICATION SHALL NOT BE CONSIDERED COMPLETE UNTIL STAFF HAS RECEIVED ALL REQUIRED INFORMATION.

(For office use only)

<p><i>Date Application Received:</i> _____</p> <p><i>Date Application Accepted as Complete:</i> _____</p> <p><i>Fee Due: \$750 + \$25 per lot</i> <i>Fee Paid:</i> _____</p> <p><i>Processing Clerk Initials:</i> _____</p>
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Natural Features Required Items

General information:

1. Name of subdivision
2. Section, township and range of development
3. Boundaries of subdivision (stamped by licensed professional land surveyor responsible for the survey)
4. Name of person or firm responsible for drawing

Site characteristics:

1. Topography of the site in minimum 5' intervals (USGS datum)
2. Existing features (include buildings and trees)
3. Locations of all potentially hazardous areas
4. Locations of all streams, ditches, pond, lakes
5. Locations of any and all wetlands
6. Location of any and all flood plains

Groundwater conditions:

1. Areas of permanent and seasonal high groundwater
2. Seasonal high ground water contours (5' minimum interval)
3. Areas of aquifer recharge

Geology and soils:

1. Areas of shallow bedrock
2. Unstable rock formations
3. Landslide areas and areas susceptible to landslides (using 5' minimum intervals identify all slopes 8% or greater)
4. Fill areas
5. Areas of soils susceptible to erosion

Special conditions:

1. Areas of distinctive wildlife habitat
2. Statement of wildlife impact (obtained from ID Department of Fish & Game)
3. Locations of any and all historical or archeological sites (verified by State records)

POSTING REQUIREMENTS OF THE CITY OF STAR
STAR CITY CODE 8-2-8 D

Posted Notice: Except as noted within this paragraph, any time notice is required, the land being considered shall be posted not less than ten (10) days prior to the Public Hearing. Except as noticed herein, posting of the property must be in substantial compliance with the following requirements:

1. Signage Requirements:

a. The sign(s) shall consist of 4'x4' plywood or other hard surface mounted on two (2) 4'x4' posts in such manner that it is perpendicular to the roadway along which the sign is posted and the bottom of the sign is at least three (3) feet above the ground.

b. Centered at the top of the 4'x4' sign board(s), in six-inch (6") letters, shall be the words "Public Notice." In addition, each sign will inform the public of the name of each applicant, and if applicable, the proposed development, the date, time, place, and nature of the public hearing and a summary of the proposal to be considered. Each sign shall be painted white and the letters shall be painted black and shall appear on both sides. An example of this sign is listed below:

PUBLIC HEARING NOTICE
Star City Council
THE CITY OF STAR will hold a public hearing on _____, 200__, At the Star City Hall, 10769 W. State Street, Star, ID.
PURPOSE: Annexation and Zoning - You-Name-It Subdivision - Zoning R-4, Subdivision Preliminary Plat, 7.66 acres, 29 lots, single family dwelling, 1 lot open space/drainage w/landscaped entryway.
LOCATION: SW Corner of Second St. and State St.
APPLICATION BY: Average citizen, USA, Inc.

2. The sign(s) shall be posted on the land being considered along each roadway that is adjacent to it. The signs shall be located on the property outside of the public right of way, if they can be so located and remain clearly visible from the roadway; otherwise, the consent of the owner of the right-of-way must be obtained and the sign(s) located therein. Except as noted herein, if the land being considered consists of more than one parcel of record, a sign must be located upon each parcel. In the event that the land being considered includes properties with 500-foot or more road frontage, a sign shall be placed on each end of the property roadway frontage. If this property includes a corner lot, three signs shall be posted, one on the corner and one on each end of the property roadway frontages.

3. The applicant shall submit a certification to the City Clerk no later than seven (7) days prior to the hearing as to what, where, and when sign(s) were posted. Unless the certification is received by such date, the hearing will be canceled.

4. No later than three (3) days after the noticed hearing and any continuation thereof, sign(s) must be removed. A penalty of twenty-five (\$25.00) per day shall be imposed against each applicant for late removal of the signs.

City of Star
Certification of Posting

I, _____, applicant or representative for the applicant of file # _____, commonly referred to as _____ which requires a public hearing, have posted the subject property with a public hearing notice sign as required by Star City Code 8-2-8 D on _____ (date of posting – must be no less than 10 days prior to the hearing). I am further herewith notified that I must revoke the sign within three (3) days after the hearing or any continuation thereof. I understand that failure to remove the sign within the three (3) days shall result in a penalty of twenty-five (\$25.00) per day.

_____ dated _____
Applicant or Representative Signature

Note: This certification must be submitted to Star Planning Department no later than seven (7) days prior to the public hearing. Please attach photos of the posted signs to this certification.

ORDINANCE NO. 148
(Streetlights)

AN ORDINANCE OF THE CITY OF STAR, IDAHO, PROVIDING FOR SPECIFICATIONS FOR STREETLIGHT STYLES; MATERIAL SPECIFICATIONS; LOCATION OF LIGHTS; STREETLIGHT SPACING; PROVIDING FOR RELATED MATTERS; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Star, Ada County, Idaho (“the City”), wishes to provide for unified public works construction standards and certain specifications for streetlights in designated areas of the City of Star; and

WHEREAS, the following specifications shall be used in conjunction with the Street Lighting Section of the Idaho Standards for Public Works Construction (ISPWC) manual, (current edition). Unless otherwise noted below, the provisions of this Ordinance shall stand as written. If any conflict occurs between ISPWC specifications and this Ordinance, in matters pertaining to selection, style, size, or fixture identification, this Ordinance shall govern. In matters relating to other design and installation issues, the ISPWC shall govern.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF STAR, IDAHO, as follows:

Section 1: The City hereby adopts the following streetlight specifications for designated areas in the City of Star:

Section 2: STYLE SPECIFICATIONS:

A. Downtown fixtures shall conform to the following specifications:

Manufacturer: Hinkley, Inc. Streetlights
Pole: Central Park Series, # 75312
Luminaries: Boulevard Series, # 77111
Color: Antique Pewter
Flag Brackets: #7 Misc.

B. Subdivision and Development Applications: Developers are encouraged to use other fixtures than are designated in item Section 2:A. The Boulevard Series #77111 luminaire is reserved for City use. Developers are free to use any other manufacturer so long as the streetlights (post and luminaire) are of a “Historic or Decorative” style. The style must be maintained throughout all phases of development. Any development along State Highway 44 and Star Road shall follow the standards of Section 2:A listed above.

Section 3: MATERIAL SPECIFICATIONS:

A. Materials - Heavy wall, copper free cast aluminum from ASTM 356.1 ingot, with round shafts extruded from aluminum, ASTM 6063 alloy, heat treated to T6 temper. Anchor bolts to be hot dip galvanized.

B. Construction - Pole shall be double welded to the base casting. The pole shall be circumferentially welded inside the base casting. All exposed welds below 8 feet shall be ground smooth. Welding shall be per ANS/AWS D1.2-90.

C. Dimensions - The post shall be a minimum of 12 feet in height, but no more than 16 feet in height. A base is required and shall be a minimum of 17 inches high and 8 5/8 inches in diameter. The shaft shall be 3 to 4 inch in diameter. The top of all posts shall have an integral 3 inch O.D. tenon with a transitional donut for luminaire mounting.

D. Installation - The installation shall meet the requirements of the Idaho Standards for Public Works Construction for street lighting installation.

E. Light source - Bulbs shall be metal halide, 100 watts per pole, or otherwise approved by the Council.

F. Voltage –120/240 as per shop drawing or other submittal.

G. Photo Electric Control – Each cell shall have a photo cell per manufacturer conforming to ISPWC or equal.

H. Finish – Dark colored poles are preferred, but must be consistent throughout the entire subdivision or development.

Section 4: LOCATION OF STREETLIGHTS: Highways, Collectors and Arterials

A. Streetlights shall be located in the space between existing curb and existing sidewalk on State Street.

B. In locations where there are no curb and/or sidewalks, streetlights shall be located in the area set forth by ACHD or ITD as public right-of-way and in alignment with any existing street lights.

C. Streetlights shall be located behind existing sidewalk where curb, sidewalk and conduit already exist.

D. Streetlight spacing is recommended at approximately 100 feet, allowances being made for driveways, length of street/block and any other obstructions.

Section 5: LOCATION OF STREETLIGHTS: Local Streets

A. Streetlights shall be located behind sidewalks.

B. In instances where a developer constructs street sections utilizing ACHD-approved drainage swales, streetlights shall be located between the ribbon curb and the sidewalk, with a preference that the streetlights be located as close to the sidewalk as possible.

C. Streetlights shall be located at all intersections and ends of cul-de-sacs and at all other locations designated by the City, including but not limited to along Star Road and Highway 44.

Section 6: REQUIREMENTS FOR INSTALLATION:

A. Where there is no existing streetlight, a streetlight shall be installed by a property owner or business when 1) a building permit issued, 2) a change of use or zoning occurs, or 3) improvements are made to property within existing right-of-way.

B. Where there are existing streetlights, the style of the streetlights shall be maintained along the length of the street.

Section 7: ISPWC MODIFICATION: Any specifications not covered by this Resolution shall be governed by the ISPWC.

Section 8: COMMENT BY TRANSPORTATION COMMITTEE: New development applications within the Central Business District and along highways, collectors and arterials will be submitted to the Star Transportation Committee for review and comment. The Transportation Committee shall also have an opportunity for review and comment on alternative streetlights in subdivisions that do not meet standard style specifications. The Transportation Committee shall provide comments to the City Council one week prior to any public hearing or deliberation by the Council regarding the relevant development or streetlight application. If the Transportation Committee does not provide comment as provided herein, the Transportation Committee will be deemed to have approved the streetlight proposals.

Section 9: EFFECTIVE DATE: This ordinance shall take effect and be in force from and after its passage, approval, and publication as required by law. In lieu of publication of the entire ordinance, a summary thereof in compliance with Section 50-901A, Idaho Code, may be published.

DATED this 22 day of March, 2006.

CITY OF STAR
Ada County, Idaho

By: _____
Nathan Mitchell, Mayor

ATTEST:

Cathy Ward, City Clerk