



CITY OF  
*Caldwell, Idaho*

**Planning & Zoning**

ADMINISTRATIVE DETERMINATION

Project Name:	File #:
Applicant/Agent:	

Applicant (v)	Description	Staff (v)
	Completed and signed Administrative Review Application	
	Narrative fully describing the request, including the following: <ul style="list-style-type: none"> <li>➤ Site-specific limitations and/or impediments on the property (i.e.- creeks or other water bodies crossing the property, severe slopes, abnormal lot lines, etc.)</li> <li>➤ Reasons for delay of the project</li> <li>➤ Any other pertinent information to the request. Please remember the applicant has the burden of proof to show why their request should be granted</li> </ul>	
	Warranty deed for the subject property	
	Signed Property Owner Acknowledgement (if applicable)	
	Vicinity map, showing the location of the subject property	
	Copy of the Order of Decision, and/or other documents pertaining to prior approvals of the site	
	Fee	

**PLACE A CHECK NEXT TO THE REQUESTED ADMINISTRATIVE DETERMINATION**

- Reduction of setback requirements
- Reduction of structure height requirements
- Reduction of parking requirements
- Time extension to submit applicable permits for an approved SUP.
- Time extension to obtain the permanent C of O related to an approved SUP.
- Time extension for temporary living quarters while constructing a principal dwelling.
- Other: \_\_\_\_\_.

**STAFF USE ONLY:**

Planning & Zoning Director:  Approve  Deny

Comments: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_