



## DEVELOPMENT SERVICES DEPARTMENT

6015 Glenwood Street ■ Garden City, Idaho 83714  
Phone 208 - 472-2921 ■ Fax 208 - 472-2926 ■ [www.gardencityidaho.org](http://www.gardencityidaho.org)

### PRE-APPLICATION MEETINGS

Welcome to Garden City! We thank you for becoming a part of our City!

#### **What is a Pre-Application Meeting?**

A pre-application meeting is a free meeting offered by the City to review and discuss your project prior to formal submittal. A City Planner as well as staff members from other agencies attend the meeting and will explain the processes associated with your project.

**Note:** The pre-application is a **general** review. As a result, some items may arise during a formal review that were **not** addressed during the pre-application meeting.

#### **What Departments/Divisions attend the meeting?**

The meeting may have the following Divisions or Departments present: Building, Code Enforcement, Environmental, Fire, Planning, Water, and/or Sewer.

The following are some topics that may be discussed by each Division or Department:

**Building:** Occupancy

**Environmental:** Storm water contained on site, BMPs are in place for earthwork of potential contaminates of ground or surface water, or grease traps

**Fire:** Adequate access, ingress/egress, separation, or fire sprinklers

**Planning and Zoning:** Use of the property and whether permitted/conditionally permitted within a zoning district, whether the lot is a legal lot, or compliance with Development Code

**Sewer:** Connections required at main

**Water:** Backflow, fire flow, or water connection at street

#### **QUESTIONS?**

- Please visit our website at [www.gardencityidaho.org](http://www.gardencityidaho.org)
- Contact us at 472-2921 or by email at [planning@gardencityidaho.org](mailto:planning@gardencityidaho.org)