



BOUNDARY COUNTY SPECIAL EVENT PERMIT APPLICATION

FILE #:

P.O. Box 419, Bonners Ferry, Idaho 83805
Phone: (208) 267-7212

PROJECT DESCRIPTION:

Name of event:	
Type of event:	Event location:

APPLICANT INFORMATION:

Applicant/Landowner:		
Mailing Address:		
City:	State:	Zip:
Site Address:		
Phone:	Email:	

REPRESENTATIVE INFORMATION:

Representative's name:		
Company name:		
Mailing Address:		
City:	State:	Zip:
Phone:	Email:	

ADDITIONAL APPLICANT/REPRESENTATIVE INFORMATION:

Name/Relationship to project:		
Mailing Address:		
City:	State:	Zip:
Phone:	Email:	

TO BE COMPLETED BY COUNTY:

Zone District:	Overlay Zones:	<input type="checkbox"/> Airport <input type="checkbox"/> Flood	<input type="checkbox"/> Wetland <input type="checkbox"/> None	<input type="checkbox"/> Bonners Ferry ACI <input type="checkbox"/> Moyie Springs ACI	Received:
Floodplain:	Panel #:	Development Permit #:			Receipt #:

PARCEL INFORMATION:

Parcel #'s for event location:		Parcel acreage:	
Current Zoning:		Current Use:	
Comprehensive plan designation:			
What zoning districts border the project site?			
North:		East:	
South:		West:	
What are the current adjacent land uses?			
North:		South:	
East:		West:	
Within Area of City Impact?: Yes <input type="checkbox"/> No <input type="checkbox"/>		If yes, which city?:	
Directions to the site:			

EVENT INFORMATION:

Name of the person responsible for conducting the event:	
Date(s) of event:	
Date(s) for set up/restoration of site:	
Time(s) the event will take place:	
Total number of people (participants/spectators/staff, etc.) expected for the event:	
Total number of vehicles expected for the event:	
Total number of parking spaces provided and location:	
Has liability insurance been obtained to cover the event? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please include name of insurance provider and name(s) covered by the policy:	
<p>NOTE: If the person responsible for the event is not the landowner, attach a written, notarized statement from the landowner authorizing the use of the land for the event.</p>	

Describe in detail the nature of the event: (Please attach additional pages if necessary.):			
Will any temporary or permanent structures be constructed or placed on site for the special event? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, please describe size and use and note whether permanent or temporary:			
Advertising sign, size, location:		# of parking spaces:	
Water supply:		Sewage disposal facilities:	
Concessions: <input type="checkbox"/> Food <input type="checkbox"/> Liquor	Sanitation: <input type="checkbox"/> Porta-potties <input type="checkbox"/> Dumpsters	RV: <input type="checkbox"/> Campers <input type="checkbox"/> Tents	
EMT/First aid services:		Solid waste disposal:	
Security Co. Name:		Fire protection:	
Access to event: <input type="checkbox"/> Public	Road name:	<input type="checkbox"/> Private	Road name:

Attach a detailed site plan not larger than 11"X17" of the proposed special event and any pertinent maps or drawings. The site plan shall include:

- Property lines and dimensions.
- Location, dimensions and uses of existing structures, showing setbacks.
- Any proposed temporary structures, showing proposed setbacks. Label as to use.
- Name and locations of all streets, alleys and driveway entrances.
- Location of all water courses, wetlands, and floodplain boundaries.
- Number and location of parking areas.
- Location of all utility lines, easements and other utility improvements.
- Location of water and porta-potty/restroom facilities
- Proposed signage
- Location of machinery
- Location of proposed activities, labeled as to use.
- Any other details to fully depict proposed use.

REQUIRED:

APPLICATION CHECKLIST:			
COPY OF DEED:	<input type="checkbox"/> Attached	ACCESS INFO:	<input type="checkbox"/> Included
SITE SKETCH	<input type="checkbox"/> Attached	APPLICATION FEE:	<input type="checkbox"/> Included

Submit application fee to:
 Boundary County Planning & Zoning
 P.O. Box 419
 Bonners Ferry, ID 83805

I hereby certify that all the information, statements, attachments, and exhibits submitted herewith are true to the best of my knowledge. I further grant permission to Boundary County employees and representatives, elected or appointed officials to enter upon the subject land to make examinations, post the property or review the premises relative to the processing of this application.

Landowner's signature: _____ Date: _____

Landowner's signature: _____ Date: _____

Organizer's signature: _____ Date: _____