3192 Perry Avenue | P.O. Box 57-Tetonia, ID | Ph: 208-456-2249 | www.tetoniaidaho.com

DESIGN REVIEW APPLICATION and CHECKLIST

Owner(s) Name: _____

Applicant(s) Name: _____
*A statement authorizing a representative to apply on behalf of the owner MUST accompany this form.

Phone:_____Email: _____

Mailing Address: _____

Property Address: _____

RP/ID Number: _____

Block #:_____Lot #:_____ Lot Size: _____

Zoning District: _____

Do you currently have plans submitted for a related Permit? ☐ Yes Permit #_____ ☐ No

SECTION 1. – Required Items to be submitted – Hard Copy and Digital

_____ Proof of ownership or valid option agreement.

_____ Site Plan: Include property lines, easements, access, parking, buildings, landscaping, open space and signs. Landscaping standards are listed in City Code 9-12-04-2.

_____ Building Elevations: Color renderings of the proposed building with the architectural features required in the zone in which the building is located (see 9-12-04-1C).

_____ Sign Plan: Sign copy showing design, materials, size, lighting, and location.

_____ Alternative Design Plan (if applicable): A developer may propose an alternative design plan with written documentation that the alternate plan meets or exceeds the purpose statement of Design Review.

_____ Narrative: Attach a brief statement describing the request and any other information necessary to assure the fullest consideration of facts concerning the application.

SECTION 2. Evaluation Criteria

-Design Review applications will be reviewed with the Code requirements 9-12-02-6 of the Land Use Code.

-Project will be evaluated for water right(s) compliance per Tetonia Ordinance 2026-09, Title 7.

SECTION 3. Review and Approval Process

1. Upon acceptance of a completed application, the Tetonia Planning & Zoning Commission will review and make a recommendation to City Council based on compliance to the Land Use Code zoning standards and compliance with approval criteria. The P&Z Commission may request more information.
2. City Council will then review and make a final decision.
3. Upon approval, a sign permit or Building Permit may be issued.

SECTION 4. Acceptance

The City of Tetonia reserves the right to NOT officially accept this application until all required information and the application fee have been submitted.

The City of Tetonia reserves the right to take photographs and/or videos of the property under consideration as deemed necessary as an addendum to the file.

I hereby declare under penalty of perjury that this application form, and all information submitted as part of this application form is true, complete, and accurate to the best of my knowledge. Should any information or representation submitted in connection with this application form be incorrect or untrue, I understand that the City of Tetonia may rescind any approval or sufficiency determination, or take other appropriate action.

As the owner/applicant, I have read and understand the application, review procedure, and responsibilities which accompany this application.

Applicant Signature:_____ Date: _____

Owner Signature*:_____ Date: _____

*A statement authorizing the applicant to apply on behalf of the owner MUST accompany this form.

Fee: $300 due at time of application. **Professional review fees may also be charged.**

Date Paid: _____