



## Planning & Zoning Process

### Tenant Improvement - New Building - Certificate of Occupancy

- Determine the property zoning and review hearing process (contact info/helpful links):
  - ✓ Questions? Call Planning & Zoning: 208-468-4430.
  - ✓ [Zoning Map](#)
  - ✓ [Flowchart](#)
- Possible entitlement processes:
  - ✓ Annexation and Zoning [NCC 10-2-4](#)
  - ✓ Comprehensive Plan Future Land Use Map Amendment [2040 Comprehensive Plan](#)
  - ✓ Conditional Use Permit [NCC § 25](#)
  - ✓ Design Review [NCC § 34](#)
  - ✓ Development Agreement/DA Modification [NCC 10-2-5](#)
  - ✓ Subdivision (Short, Preliminary, Final) [NCC 27](#)
  - ✓ [Planning & Zoning applications page](#)
  - ✓ DH zoned properties may have additional requirements:
    - Approval from the [Arts & Historic Preservation Commission](#)
    - [NCC 10-15-7](#)
- Determine permitted/conditional uses for the property:
  - ✓ [Read the appropriate code/zoning ordinance chapter](#)
  - ✓ Find the land use for the property zone on the Zoning Information/Requests page to determine whether this use is permitted.
  - ✓ [Permitted Uses/Conditional Uses](#) by zone.
- Determine if there are any Design Review requirements for the project:
  - ✓ [NCC 10-34](#)
- Determine elements to site layout (see [NCC 10-27](#)):
  - ✓ Sign requirements [NCC 10-23](#) and [sign application](#).
  - ✓ Landscaping [NCC 10-33](#)
  - ✓ Parking/stripping [NCC 10-22](#)
  - ✓ Find the appropriate [zoning chapter](#) for the project to determine required setbacks.
  - ✓ Find the appropriate [zoning chapter](#) for the project to determine fencing requirements.
  - ✓ Address ([NCC 9-1-2](#))
- Temporary vs. Permanent Uses:
  - ✓ Determine by calling Planning & Zoning 208-468-4430.
- Apply for a building permit, tenant improvement permit, or certificate of occupancy permit with the [Building Department](#) (208-468-5435).
  - ✓ Complete [Initial Review of Compliance](#) from Planning & Zoning.

[Nampa Planning & Zoning Title 10 Code](#)