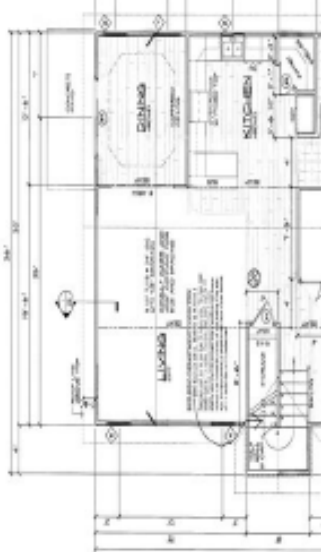




Nampa Building Safety Department  
CONCEPTUAL PLAN REVIEW  
MEETING APPLICATION



500 12th Ave S  
Nampa, Idaho 83651  
208-468-5435

Email: [buildingpermits@cityofnampa.us](mailto:buildingpermits@cityofnampa.us)

[www.cityofnampa.us](http://www.cityofnampa.us)

Patrick Sullivan, C.B.O.  
Building Safety Director



NOTE: Please submit this completed form by Monday morning prior to your desired Thursday morning meeting date.

CONCEPTUAL PLAN REVIEW MEETING REQUEST FORM

BUILDING SAFETY DEPARTMENT

500 12TH AVE SOUTH, NAMPA, ID, 83651

Brian Newson-208-468-5492

Or Office Main Line- 208-468-5435

Patrick Sullivan, C.B.O. Building Safety Director

Website—www.cityofnampa.us

Schedule Meeting Date: \_\_\_\_\_ Scheduled Meeting Time: \_\_\_\_\_ Meeting Place: \_\_\_\_\_

TYPE OF PROJECT

New

Remodel

Addition

Non-Residential, decription: \_\_\_\_\_  Residential: \_\_\_\_\_

Multi-Family, Number of Units: \_\_\_\_\_  Other, please describe: \_\_\_\_\_

Project/Business Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Location Description (sw corner of.....) \_\_\_\_\_

PROJECT SPECIFICS

Current Zone: \_\_\_\_\_

Proposed Zoning: \_\_\_\_\_ # of Stories of Building: \_\_\_\_\_

Total Existing S.F.: \_\_\_\_\_

Total Proposed S.F.: \_\_\_\_\_ Basement:  Yes  No

Is existing bldg. fire-sprinklered?  Yes  No

Will the proposed bldg. be fire-sprinklered?  Yes  No

Is this a new building:  Yes  No If no, what is the current use of the structure/space? \_\_\_\_\_

Is this a conversion from a residence to commercial?  Yes  No

DESCRIBE THE SCOPE OF WORK AND THE SPECIFIC USE OF THE BUILDINGS: (MUST BE FILLED OUT)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you anticipate any changes to the water/sewer services to the existing building.  Yes  No

Does the proposed use match those uses allowed in the assigned zone?  Yes  No

If an existing building, are there any other businesses in this building? If yes, please list: \_\_\_\_\_

\*MINIMUM PLAN SUBMITTAL REQUIREMENT WITH APPLICATION – SITE PLAN & FLOOR PLAN PLEASE ALSO PROVIDE AN ATTACHMENT WITH:

- Specific project questions you have
- Building code analysis, even if preliminary

**CITY OF NAMPA**  
**CONCEPTUAL PLAN REVIEW MEETING REQUEST FORM**

**OWNER**

Name: \_\_\_\_\_ Contact Person Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: (    ) \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: (    ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

**APPLICANT/PROJECT CONTACT**

Name: \_\_\_\_\_ Contact Person Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: (    ) \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: (    ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

**ARCHITECT/DESIGNER**

Name: \_\_\_\_\_ Contact Person Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: (    ) \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: (    ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

**THOSE ATTENDING MEETING OTHER THAN THOSE LISTED ABOVE**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Name: \_\_\_\_\_ Title: \_\_\_\_\_

**DECLARATION**

\* The owner and Design Professional must sign.

Let it be known that the undersigned proponents of the above mentioned project do understand that the "CONCEPTUAL PLAN REVIEW" session attended this date is intended to provide general guidance to the project applicants and/or their representatives. This session in no way represents the approval, nor shall it be considered permission to proceed with any project until said project has completed the plan review and permitting process required by Nampa City Code. All comments, observations and disclosures made at the "CONCEPTUAL PLAN REVIEW" are subject to change once the building permit application has been received and the official plan review of the proposed project has begun.

I hereby certify that I have read and understand the above declaration.

Owner/Owner Representative (Please Print): \_\_\_\_\_

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

Design Professional (Please Print): \_\_\_\_\_

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