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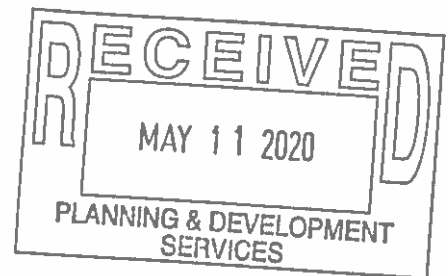


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# WESTSIDE GROUNDS PROJECT

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ST. MARY'S CATHOLIC COMMUNITY



MARCH 20, 2020

ST. MARY'S CATHOLIC SCHOOL AND PARISH  
2620 W. STATE STREET, BOISE, ID 83706

#109 Conditional Use Application

Property Information

Address

Street Number: 2620	Prefix: W	Street Name: STATE ST	Unit #: 			
Subdivision name: LOTS 33-49 INC BLK 46	Block: 0	Lot: 26	Section: E4	Township: 3	Range: 2	Zoning: R-2
Parcel Number: R2336002865	Additional Parcel Numbers: 					

Primary Contact

Who is responsible for receiving e-mail, uploading files and communicating with Boise City?

- Agent/Representative     Applicant     Owner

Applicant Information

First Name: John	Last Name: Worster		
Company: St. Marys Catholic Church			
Address: 2620 State Street	City: Boise	State: ID	Zip: 83702
E-mail: blaubeeste01@gmail.com	Phone Number: (208) 342-7611	Cell: 	Fax: 

Agent/Representative Information

- Role Type:     Architect     Land Developer     Engineer     Contractor     Other

First Name: Brian	Last Name: Olmes		
Company: St. Mary's Catholic School			
Address: 2620 State Street	City: Boise	State: ID	Zip: 83702
E-mail: bolmes@stmarys-boise.org	Phone Number: (208) 342-7476	Cell: (208) 204-4174	Fax: 

Owner Information

Same as Applicant?     No     Yes    (If yes, leave this section blank)

First Name: 	Last Name: 		
Company: Roman Catholic Diocese of Boise			
Address: 1501 S Federal Way	City: Boise	State: ID	Zip: 83705
E-mail: MBaca@RCDB.org	Phone Number: (208) 342-1311	Cell: 	Fax: 

**Project Information**

Is this a Modification application?  Yes  No File number being modified:

**1. Neighborhood Association:**

**2. Comprehensive Planning Area:**

**3. This application is a request to construct, add or change the use of the property as follows:**

This application is proposing to upgrade the existing parking lot. The proposed project will improve child safety, improve children's play area, and help improve the State Street and 28th Street ROW streetscape frontages.

**4. Size of Property:**

Acres  Square Feet

**5. Water Issues:**

A. What are your fire flow requirements? (See International Fire Code):

gpm

B. Number of hydrants (show location on site plan):

Note: Any new hydrants/hydrant piping require Suez Water approval.

Number of Existing:  Number of Proposed:

C. Is the building "sprinklered"?  Yes  No

D. What volume of water is available? (Contact SUEZ (208) 362-7354):

gpm

**6. Existing uses and structures on the property are as follows:**

No Change - The existing uses and structures will not change with this application.

**7. Is the project intended to be phased? Please explain:**

Yes, this project will be phased based on funding availability. The exact phasing plan has not been finalized at this time. The preliminary phasing plan includes:  
Phase 1 will replace the existing fencing along State Street and 28th Street. Additional fencing will be installed along the State Street side of the project per the project site plan.  
Phase 2 will remove a portion of the existing parking lot, install interior fence, and install a kid friendly surface material. The surface material will be determined by funding availability.  
Phase 3 will restripe the existing parking lot.  
Phase 4 will replace the existing alleyway fence, install new fence, remove additional asphalt, and replace with a kid friendly surface material.

**8. Adjacent property information:**

Building types and/or uses Zone

North:  North:

South:  South:

East:  East:

West:  West:

9. Proposed Structures:

A. Number of Structures:  Use:

Square footage of proposed structures or additions (if 5+ floors, attach narrative with chart):

	Gross Square Feet
1st Floor	<input type="text" value="0"/>
2nd Floor	<input type="text" value="0"/>
3rd Floor	<input type="text" value="0"/>
4th Floor	<input type="text" value="0"/>

B. Maximum proposed structure height(s):

C. Number of stories:

D. Number of seats (if restaurant, tavern or lounge):

E. Number of residential units (if applicable):

10. Existing Structures:

Square footage of existing structures or additions (if 5+ floors, attach narrative with chart):

	Gross Square Feet
1st Floor	<input type="text"/>
2nd Floor	<input type="text"/>
3rd Floor	<input type="text"/>
4th Floor	<input type="text"/>

11. Building Exterior:

	Materials	Colors
Roof:	<input type="text"/>	<input type="text"/>
Walls:	<input type="text"/>	<input type="text"/>
Windows/Doors:	<input type="text"/>	<input type="text"/>
Fascia, Trim, etc:	<input type="text"/>	<input type="text"/>
Other:	<input type="text"/>	<input type="text"/>

12. Setbacks:

Note: Plans that are not graphically dimensioned will not be accepted.

	Building Required	Building Proposed	Parking Required	Parking Proposed
Front:	<input type="text" value="NA Existing"/>	<input type="text" value="NA Existing"/>	<input type="text" value="NA Existing"/>	<input type="text" value="NA Existing"/>
Rear:	<input type="text" value="NA Existing"/>	<input type="text" value="NA Existing"/>	<input type="text" value="NA Existing"/>	<input type="text" value="NA Existing"/>
Side 1:	<input type="text" value="NA Existing"/>	<input type="text" value="NA Existing"/>	<input type="text" value="NA Existing"/>	<input type="text" value="NA Existing"/>
Side 2:	<input type="text" value="NA Existing"/>	<input type="text" value="NA Existing"/>	<input type="text" value="NA Existing"/>	<input type="text" value="NA Existing"/>

13. Site Design:

	Site Percentage Devoted to	Square Feet
Building Coverage:	30 %	24500
Landscaping:	29 %	24195
Paving:	41 %	34069
Other Uses:	0 %	
Describe Other Uses:		

14. Parking:

	Required	Proposed
Accessible Spaces:	5	11
Parking Spaces:	121	180
Bicycle Spaces:	20	20
Proposed compact spaces:		18

Are you proposing off-site parking?  Yes  No  
If yes, how many spaces? 70

Are you requesting shared parking or a parking reduction?  Yes  No  
If yes, how many spaces?

Restricted parking?  Yes  No

15. Landscaping:

A. Are there any prominent trees or areas of vegetation on the property?  Yes  No

B. Type:

C. Size:

D. General Location:

16. Mechanical Units:

Number of Units:

Unit Location:

Type:

Height:

Proposed Screening Method:

17. Solid Waste:

A. Type of trash receptacles:

- Individual Can/Residential
- 3 Yd. Dumpster
- 6 Yd. Dumpster
- 8 Yd. Dumpster
- Compactor

B. Number of trash receptacles:

C. Proposed screening method:

D. Is the proposed location accessible for collection?  
(Contact Boise Public Works at 384-3901.)

Yes  No

E. Is recycling proposed?

Yes  No

18. Irrigation Ditches/Canals:

A. Are there any irrigation ditches or canals on or adjacent to the property?  Yes  No

B. Location:

C. Size:

19. Fencing:

	Proposed	Existing to Remain
Type:	Commercial-Fence Style Monr	None
Height:	6 ft	
Location:	State Street, 28th Street, alley	

20. Loading Facilities (if proposed, for commercial uses only):

Number:

Location:

Size:

Screening:

21. Drainage:

Proposed method of on-site retention:

22. Floodways & Hillside:

A. Is any portion of this property located in a Floodway or a 100-year Floodplain?  Yes  No

B. Does any portion of this parcel have slopes in excess of 15%?  Yes  No

Note: If the answer to either of the above is yes, you will be required to submit an additional #112 Floodplain and/or #114 Hillside application and additional fee.

23. Airport Influence Area:

Is the subject site located within the Airport Influence Area? (If yes, please mark which area.)

No  Area A  Area B  Area B1  Area C

## Verification of Legal Lot or Parcel Status

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Acceptance of this application does not validate the legal status of any lot or parcel. Prior to submitting for a Building Permit you must have a Verification of Legal Parcel Status form signed by the Boise City Subdivision Department. It is the applicant's responsibility to provide deeds and/or other documentation to the Subdivision Department. See Verification of Legal Lot or Parcel Worksheet for submittal requirements.

The undersigned declares that the above provided information is true and accurate.  
The undersigned acknowledges that failure to provide true and accurate information may result in rejection of this application, possible revocation of the permit where wrongfully issued and subject the undersigned any applicable civil and/or criminal penalties.

Agent/Representative Signature:



Date:

5-4-2020



## Planning & Development Services

Boise City Hall, 2nd Floor  
150 N Capitol Boulevard  
P.O. Box 500  
Boise, Idaho 83701-0500

Phone: 208/608-7100  
Fax: 208/384-3867  
TDD/TTY: 800/377-3529  
Website: [www.cityofboise.org/pds](http://www.cityofboise.org/pds)

# #109: Conditional Use Application Submittal Requirements

- 1. **Completed application**
- 2. **Detailed letter of explanation** summarizing the project and the philosophy of the project.
- 3. **Affidavit of Legal Interest (see attached).**
- 4. **Detailed Site Plan** (One copy and one 8½" x 11" reduction, drawn to scale) including the following information:
  - a. Scale (not smaller than 1" = 30" unless approved)
  - b. All structures labeled as to existing and/or proposed uses
  - c. North arrow
  - d. Property boundary/property lines with dimensions labeled
  - e. Name of applicant, plan preparer, project name and project address on title block
  - f. Special features such as pedestrian paths, berms, retaining walls, fencing and lighting
  - g. Parking and loading areas with stalls, drive aisles and door widths dimensioned
  - h. Locations and widths of right-of-way, easements, canals, ditches and subdivision lines
  - i. Proposed locations and types of lighting
  - j. Trash storage areas and exterior mechanical equipment, together with proposed screening
  - k. Drainage features with proposed on-site retention
  - l. Hillside developments: existing and proposed grades
  - m. Fire Department access roadway clearly delineated
  - n. Dimensions of usable outdoor and indoor play areas
  - o. Existing/proposed utility service
  - p. Sign locations

## ePlanReview

### Electronic Application

Begin by selecting the Planning Application for [PDS Online | eApply here](#). Registration is required and free. Refer to the [PDS Online FAQs](#). Incomplete applications will not be reviewed.

#### Upload Files

In ePlanReview, upload all the required submittal documents in accordance with the [ePlanReview Submittal Standards](#).

#### Submit Files

To submit the application sign off on the "Applicant Upload Task". Prescreen review does not begin until the task is completed. Review the [ePlanReview User Guide](#) for helpful screenshots.

#### Pay Fees

The applicant receives an email notification to pay the application fees at [PDS Online | ePay](#). Applications are not accepted until the fees are paid in full.



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TDD/TTY: 800/377-3529  
Website: [www.cityofboise.org/pds](http://www.cityofboise.org/pds)

- 5. **Detailed Landscape Plan** (One copy and one 8½" x 11" reduction)
  - a. Scale (the landscape plan should be the same scale as the site plan)
  - b. Type, size and location of all existing and proposed plant materials and other ground covers. The size of plants and at planting and maturity should be included.
  - c. Existing vegetation labeled to remain or to be removed with landscaping on adjacent properties by area(s) to be considered.
  - d. Method of irrigation
  - e. Cross-sections through areas of special features, berms, retaining walls, etc.
  - f. Footprints of all structures
- NA  6. **Building elevations drawn to scale.** Color photographs may be substituted for rendered elevation drawings when an existing structure is to undergo minor exterior alterations, and the photos depict the design materials/ colors of the new construction.
- NA  7. **Floor plans** drawn to scale with sizes and types of interior spaces indicated. Show the use and dimensions of each room. If remodeling is proposed, show existing and proposed conditions.
- NA  8. **Fire Flow Information.** Contact SUEZ at 208-362-7354 regarding adjacent hydrants and volume of water available. Submit [Fire Flow Request Form](#) (allow for 5-7 business days).
- 9. **Color photographs** of the site and surrounding area showing building context, labeled.
- NA  10. **Neighborhood Meeting Information**
  - Pre-application form
  - Neighborhood radius notice letter
  - List of notified owners, residents and association president, if applicable
  - Sign in sheet from neighborhood meeting



Planning & Development Services	
Boise City Hall, 2nd Floor 150 N Capitol Boulevard P.O. Box 500 Boise, Idaho 83701-0500	Phone: 208/608-7100 Fax: 208/384-3867 TDD/TTY: 800/377-3529 Website: www.cityofboise.org/pds

# Affidavit of Legal Interest

State of Idaho )  
                          ) SS  
County of Ada )

I, Charles Lawrence *Roman Catholic for Diocese of Boise*, 1501 S Federal Way Suite 400  
Name Address  
Boise IDAHO  
City State

being first duly sworn upon oath, depose and say:

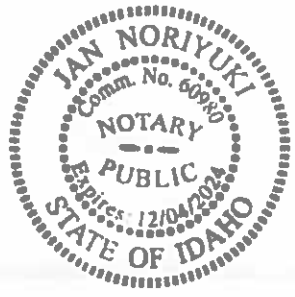
**(If Applicant is also Owner of Record, skip to B)**

A. That I am the record owner of the property described on the attached, and I grant my permission to \_\_\_\_\_  
Name Address  
to submit the accompanying application pertaining to that property.

B. I agree to indemnify, defend and hold Boise City and its employees harmless from any claim or liability resulting from any dispute as to the statements contained herein or as to the ownership of the property which is the subject of the application.

Dated this 14<sup>th</sup> day of January, 2020  
\_\_\_\_\_  
Signature

Subscribed and sworn to before me the day and year first above written.



[Signature]  
Notary Public for Idaho  
Residing at: Boise  
My commission expires: 12-4-2024

## **CUP 06-00141**

**Letter of explanation summarizing the philosophy of the project and its various elements.**

### *Introduction*

St. Mary's Catholic Church and School, located on West State Street between 26th and 28th Streets, are submitting a Conditional Use Permit (CUP) Modification to CUP 06-00141. St. Mary's would like to upgrade the existing parking lot, expand the play area, replace the worn silver chain link fence, and add new landscaping. These improvements will be further enhanced if the Neighborhood Investment Program committee approves funding for the North End Gateway Enhancement project. The project is proposed for the ACHD ROW at the corner of 28th and West State Street. If approved, a more pedestrian-friendly experience and a new landscape strip with trees will be provided to the North End Neighborhood's SW gateway corner. The request seeks to realign sidewalks, install a North End Neighborhood marker, and extend irrigation from St. Mary's to a new green strip with trees on the State Street frontage.

### *Background*

St. Mary's Catholic Church was built in 1937 and occupies a city block-sized parcel on the northside of State Street between 26th and 28th streets. Over time, this site became home to the parish rectory, convent, and elementary school. Beginning in 1949, St. Mary's Catholic School opened and began educating students. In approximately 2007, the Church underwent a renovation and expansion. It was at that time that the rectory was moved off-site and parish offices, meeting rooms, storage, and a classroom (now the pre-school) were moved to the former convent.

### *Philosophy of the Project*

The purpose of this project is to improve the safety and playing conditions for the students, as well as increase the curb appeal of St. Mary's and the corner of 28th Street and West State Street. This will be a staff-level modification to add landscaping, install new fencing in place of the existing fence, and upgrade the current parking area. There will be no change in the use of the property.

The proposed upgrades to the parking lot project include:

- Restriping to maximize the number of parking spaces and directional markings to improve the flow of traffic through the lot.
- Adding a fence between the parking lot and the expanded play area to protect pre-K through 8th grade students from parking lot traffic.
- Expand the play area to include an area behind the main school building and add a fence between this area and the alleyway to protect students from alleyway traffic.
- Replacing the designated play area with a kid-friendly surface material to improve safety, aesthetics, and the outdoor play experience for students.
- Replacing the worn silver chain link fencing along the perimeter of the parking lot along West State Street, 28th Street, and a portion of the alleyway between West State Street and West Lemp Street. The new fencing will improve the aesthetics of the corner.

### *Project Phasing*

This project will be phased and implemented based on funding availability. Therefore, the exact phasing plan has not been finalized at this time. The preliminary phasing plan is as follows:

- Phase 1 - replace the existing fencing along State Street and 28th Street. Additional fencing will be installed along the State Street side of the project per the project site and landscaping plans.
- Phase 2 - remove a portion of the existing parking spaces to expand designated play area, install an interior fence between the parking section and designated play zone, and add a kid-friendly surface material to the newly fenced off area.
- Phase 3 - restripe the existing parking lot.
- Phase 4 - replace the existing alleyway fence, install a new fence along the alleyway behind a section of the main school building to expand the designated play area, and resurface this newly expanded play area with a kid-friendly surface material.

### *Project Coordination*

Throughout the development of this application, St. Mary's has coordinated, sought input, and received support from multiple entities including:

- City of Boise Planning Department - Ethan Mansfield
- Boise Fire Department - Ronald Johnson
- ACHD - Sue Linthicum
- North End Neighborhood Association
- Lowell School PTO

- Treasure Valley Canopy Network

*Parking Requirements*

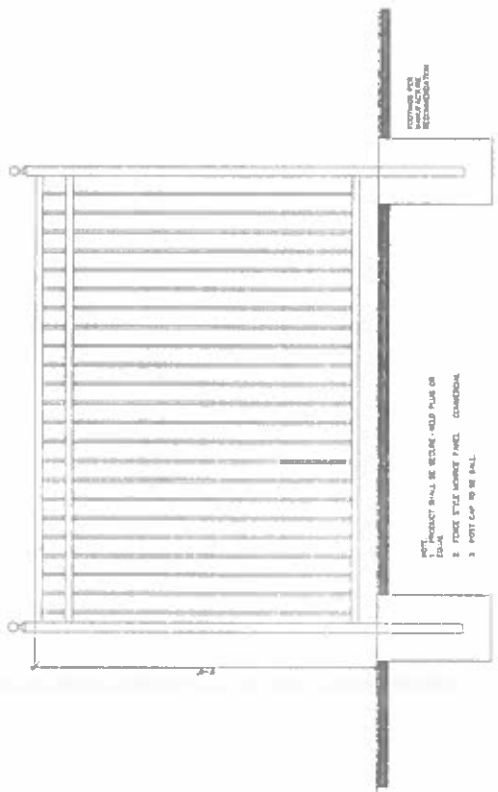
See the table below for a summary of the existing, proposed, and required parking space totals. See the attached calculations sheets in Appendix A for additional information.

Proposed and Required Parking Space Summary				
Location	Existing Parking Space Count	Proposed Parking Space Count	Total Required Parking Space Count	Notes
Onsite Parking Lot - Normal Spaces	85	62		
Onsite Parking Lot - Compact Spaces		18		
Accessible Parking	11	11	5	Based on the total number of required parking spots
Bicycle Parking	20	20		
ACHD ROW Parking Area	20	20		See attached St. Mary's/ACHD agreement
Parking Behind the School	13	10		
Total Onsite Parking Space Count	118	110		This number includes the onsite parking lot (normal and compact spaces), ACHD ROW parking area and parking behind the school.
Offsite Parking Space Count	70	70		See attached warranty deed
Total Parking Space Count	188	180	121	

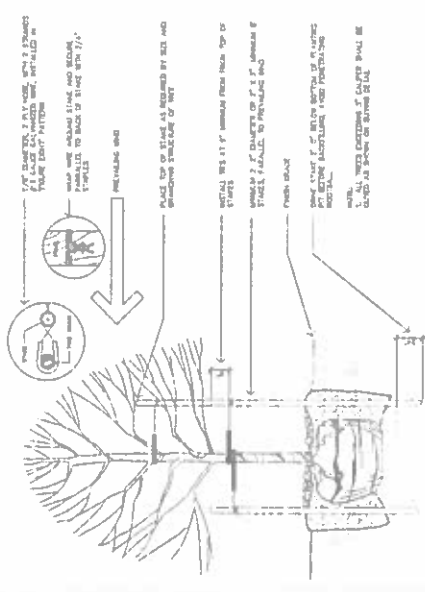
St. Mary's Catholic Church and School appreciates your consideration of this application.



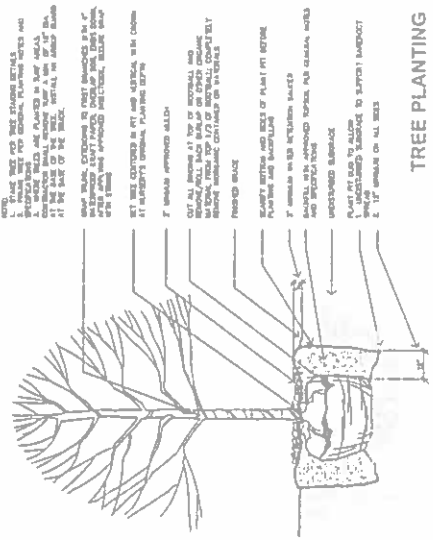




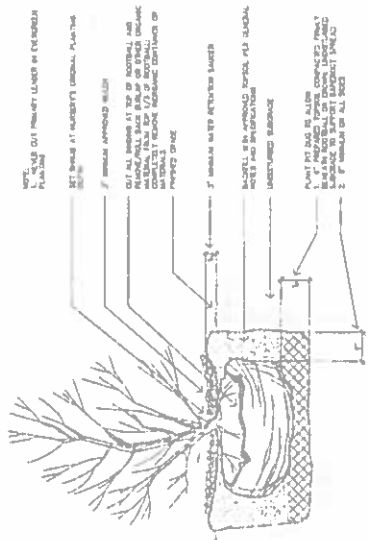
1. WROUGHT IRON FENCE DETAIL  
NOT TO SCALE



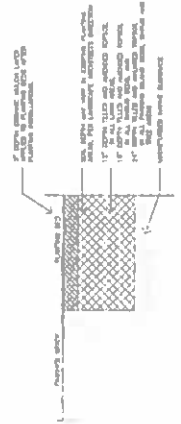
2. TREE STAKING  
NOT TO SCALE



3. TREE PLANTING  
UP TO 3" CALIPER  
NOT TO SCALE



4. SHRUB PLANTING  
NOT TO SCALE



5. TOPSOIL DEPTHS / ORGANIC MULCH  
NOT TO SCALE

**D E S I G N**  
 Engineers / Architects / Real Estate  
 2620 W. State Street, Boise, Idaho 83702  
 Phone: 208.333.1111  
 Fax: 208.333.1112  
 Website: www.design.com

**St. Mary's  
Catholic Community**  
 2620 W. State Street, Boise, Idaho 83702

Revisions:  
 011123  
 11/11/11  
 11/11/11  
 11/11/11

City Approval

Detail Plan

2.1