**Shoemaker Donnelly Storage** 

From: Steve Thiessen

Sent: Monday, November 28, 2022 4:18 PM

**To:** Cynda Herrick **Cc:** Jeffery Hatch

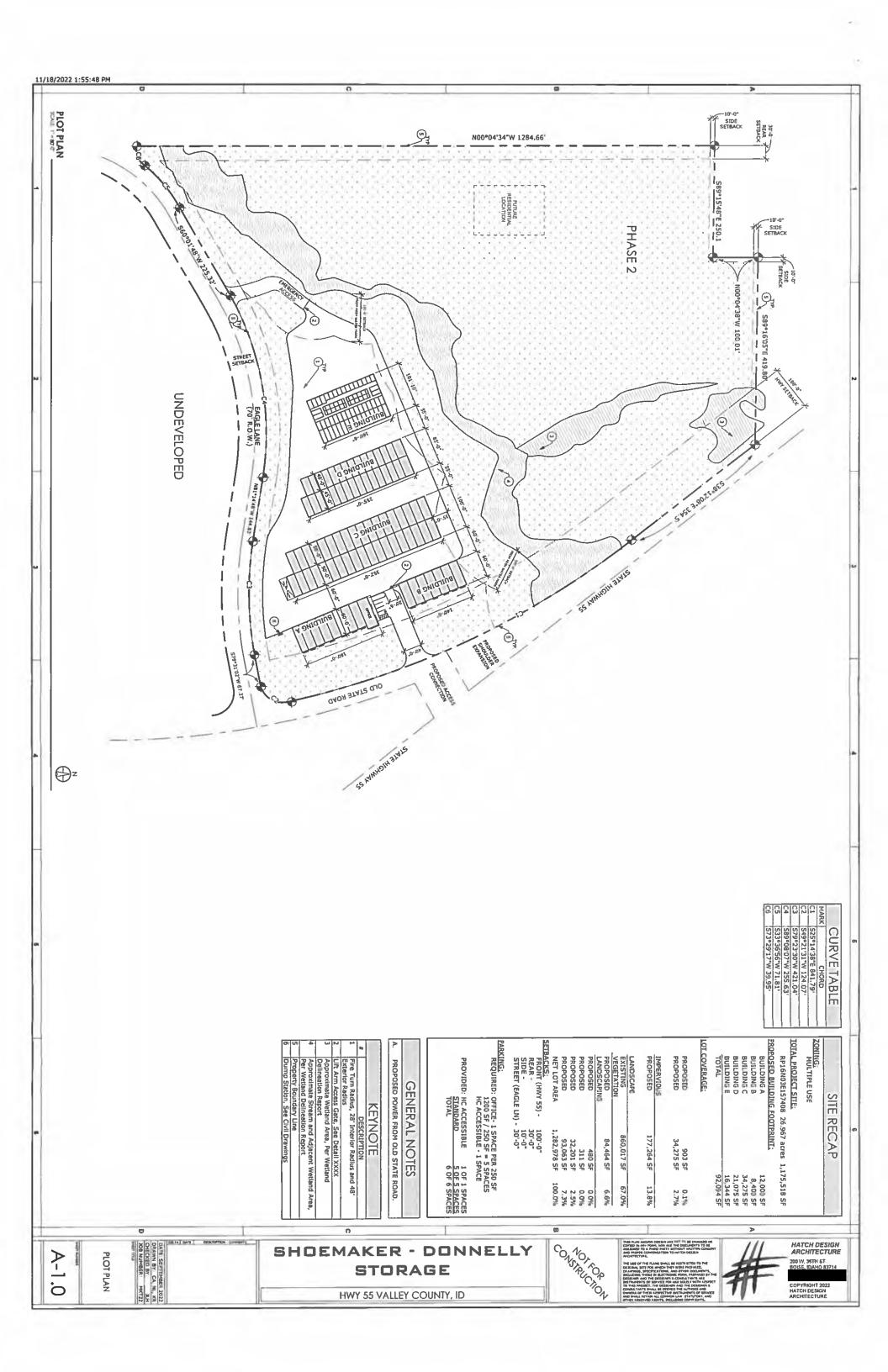
Subject: Re: Shoemaker Donnelly Storage

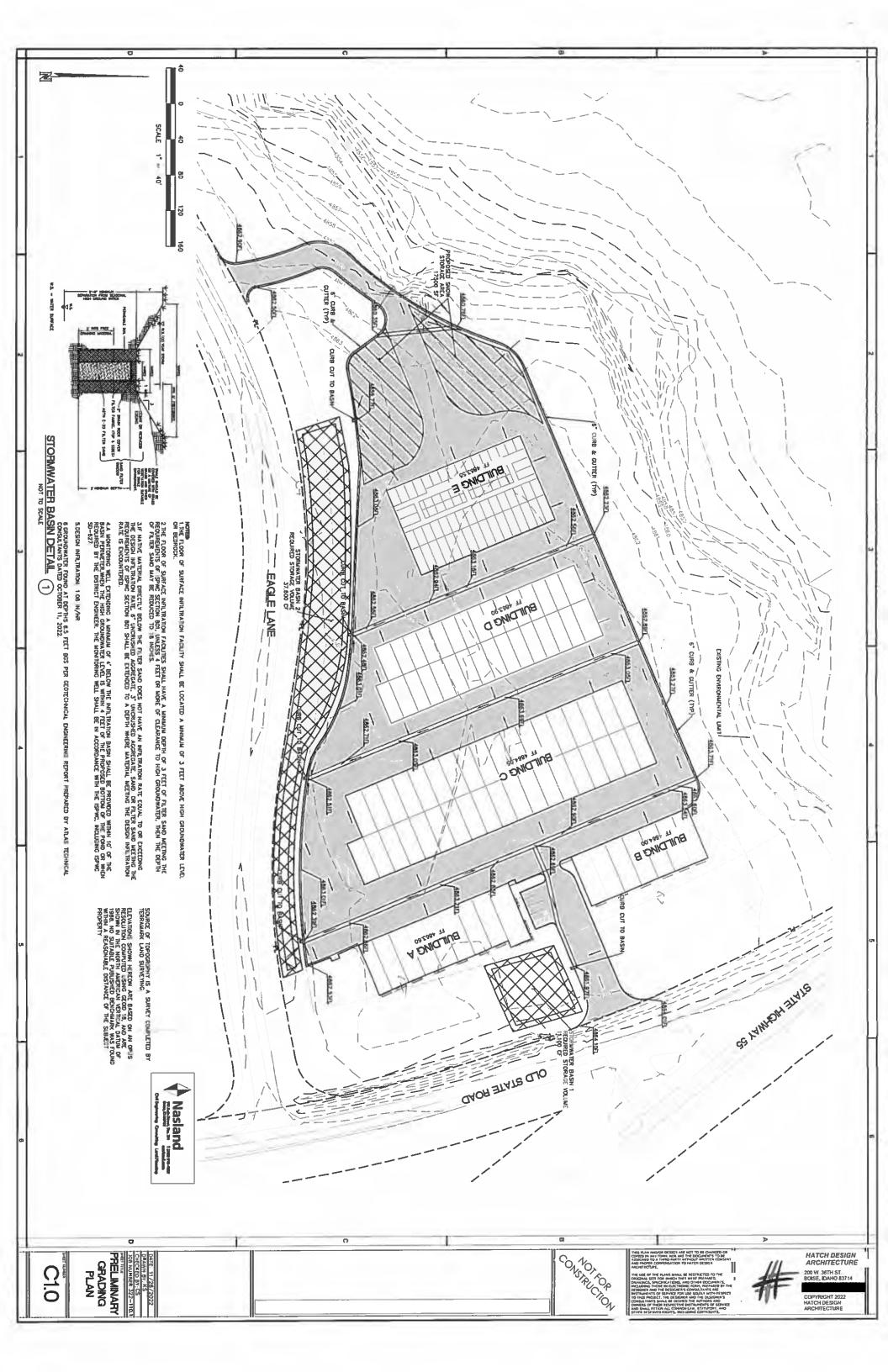
Good afternoon Cynda,

I have attached the revised drawings for the hearing and some additional docs. Please let us know if you have any questions.

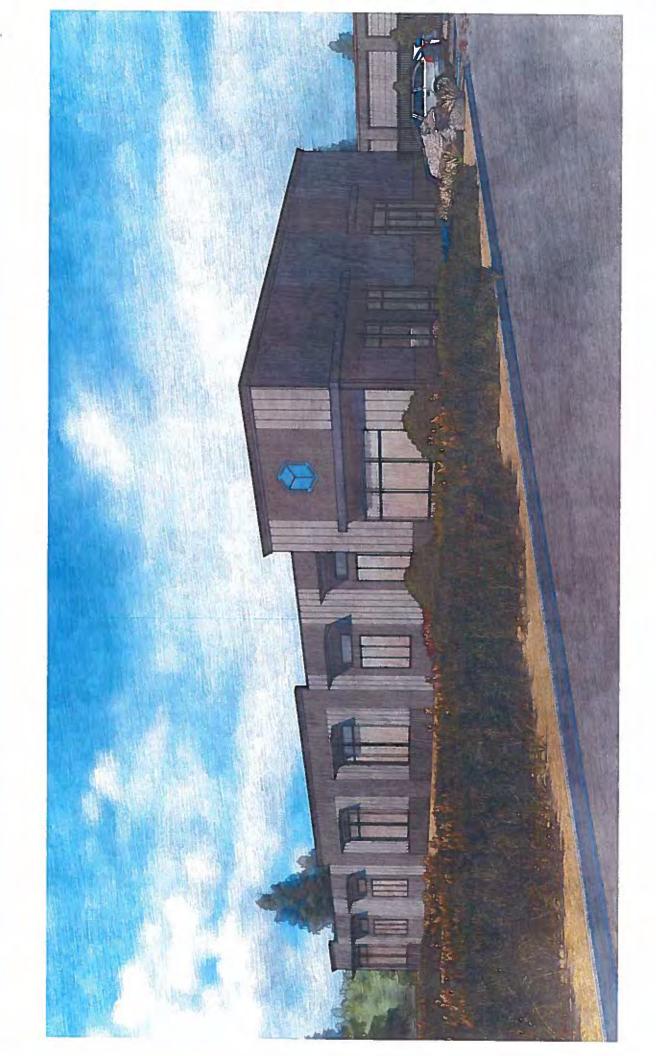
Thank you, Steve

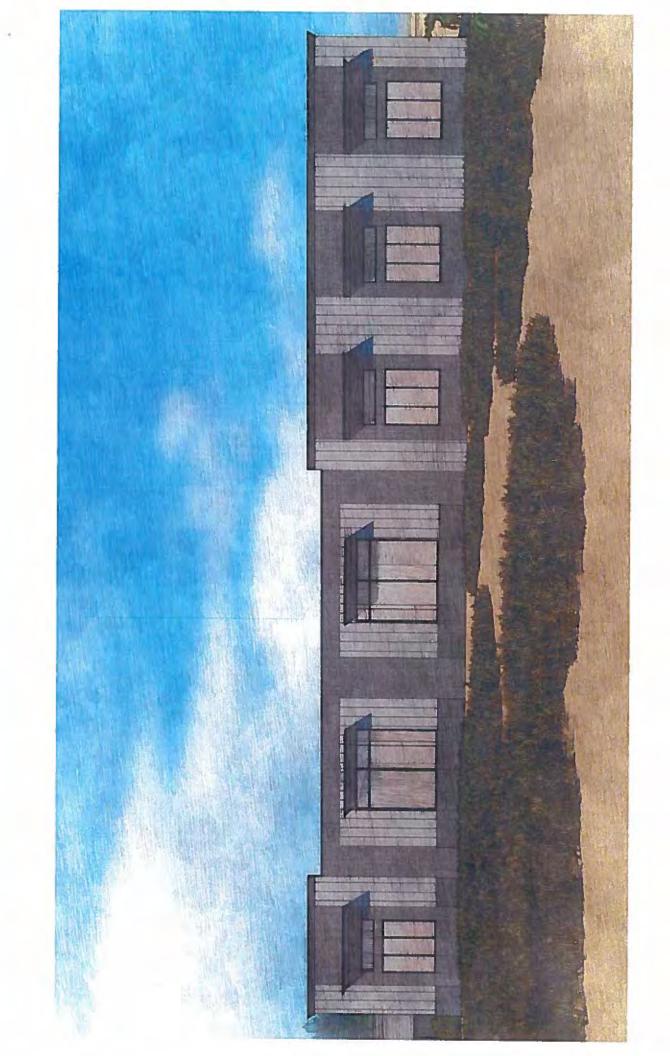
Steve Thiessen, Architectural drafter Hatch Design Architecture 200 West 36th Street Boise, ID 83714













## **RE: Shoemaker Donnelly- Access**

Josh Nopens
Tue 11/1/2022 10:41 AM
To: Briley Thompson
Cc: Jeffery Hatch

4 attachments (1 MB)

2109-Approach.docx; 405-1\_0607b-Approach Standards.pdf; 3 Excavation and Paving.pdf; Guidelines for Temporary Traffic Control.docx;

Briley,

That looks more like something we could work with. However the final design approval is done by the engineering department her at ITD. Below is instructions for filling out a 2109 access permit application and that will be needed to get the design over to engineering for review and final markup.

Thank you for reaching out about the parcel RP16N03E157408. I just wanted to follow up on your email about access to the State Highway System and the permit process. I have attached a copy of the permit application, a copy of the ITD standard drawing for approaches, a copy of the excavation and paving requirements, and a list of requirements for the Traffic Control Plan.

Once you have completed an application for the requested approach, you will need to sign the application and submit it along with the following:

- 1. Copy of the latest deed for the parcel. If parcel has been split please supply a copy of the latest deed for each parcel.
- If the parcel is split or there are multiple parcels, provide a recorded cross access or access easement documentation for all parcels showing they will be utilizing the requested access point.
- 3. Site plan for the full site at buildout.
- 4. If the site will be used for any commercial business or does not meet IDAPA 39.03.42 access requirements, a Traffic Impact Study may be required.
- 5. Civil drawings for the approach showing approach style, radii dimensions, approach width at back of radii or right-of-way line, and materials typical section.
- 6. Photos looking each direction away from the proposed (or existing) approach as if you were a driver exiting the approach.
- 7. \$100 non-refundable application fee (Payable by phone at 208-334-8300 ext 2 between 8 am and 3 pm Monday through Friday, \$1.50 electronic payment fee; other payment arrangements maybe made by calling 208-334-8300 ext. 2).
- 8. You will need to submit a Traffic Control Plan designed by a certified Traffic Control Supervisor (must include signature, certification number, and contact information) or designed and stamped by an Engineer licensed in Idaho. This may be done at any point prior to beginning any work within the ITD right-of-way. No work is allowed within the ITD right-of-way without an approved traffic control plan.

## All documents may be submitted electronically.

Once the application is completed and signed by the property owner it can then be submitted by email. If there is more than one approach requested, an application packet will need to be submitted for each approach.

If the application is signed by anyone other than the deeded owner we will need a legal document from the owner certifying that the individual has the right to represent the owner.

Here is a short list of the most common things that will get an application held back for revision:

- 1. No signature on the application
- 2. Application signed by someone other than the current property owner without a letter granting signatory status
- 3. Deed that does not show current owner
- 4. Submission of purchase documents in place of the current deed
- 5. Lack of recorded cross access or joint access documents if shared access point
- 6. Civil drawings missing measurements or showing incorrect measurements
- 7. Civil drawings missing the typical section showing the materials layers
- 8. Civil drawings with a typical section missing one or more layers
- 9. Civil drawings with a typical section showing incorrect depths of materials
- 10. Documents that are not clearly legible
- 11. Broken email chain. Please use "Reply" button instead of starting a new email in order to maintain consistent subject line and minimize confusion.

In addition to these items, several things can delay the installation of an approach once the permit is issued to include the following:

- 1. No traffic control plan submitted
- 2. Traffic control plan with errors such as missing signs, incorrect sign spacing, or incorrect taper lengths
- 3. Incorrect installation of the traffic control devices
- 4. Failure to give the 5 day notice to ITD's assigned inspector

It will likely take about 30 days to process your application once we have all the correct documents.

Please be sure that all work within the Right-of Way is designed and constructed to meet current ITD Standards and Specifications.

Please submit all documents by email to:

ITDD3Permits@itd\_daho.gov

From: Briley Thompson

Sent: Wednesday, October 26, 2022 4:48 PM

To: Josh Nopens

Cc: Jeffery Hatch

Subject: Shoemaker Donnelly Access

CAUTION: This email originated outside the State of Idaho network. Verify links and attachments BEFORE you click or open, even if you recognize and/or trust the sender. Contact your agency service desk with any concerns.

Attached is a PDF showing the updated changes to the access as you proposed. Please let us know if this will work, or if there are more changes to be made, thank you!

Best,

Briley Thompson, AIT

Hatch Design Architecture

200 West 36th Street

Boise, ID 83714



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