

## Valley County Planning and Zoning

PO Box 1350 • 700 South Main Street  
Cascade, ID 83611-1350



Phone: 208-382-7115  
Email: [cherrick@valleycountyid.gov](mailto:cherrick@valleycountyid.gov)

### DISCLAIMER

Pre-application meetings with Valley County Staff are required prior to submitting an application.

Please note that information provided in a pre-application meeting or over the phone does not guarantee approval by either the Planning and Zoning Commission nor the Valley County Board of Commissioners. Planning and Zoning staff cannot give you legal advice. You should seek the advice of an attorney if you have specific legal questions regarding the sufficiency of your application.

Sincerely,

A handwritten signature in cursive script, appearing to read "Cynda Herrick".

Cynda Herrick, AICP, CFM  
Planning and Zoning Director

Valley County Code:

#### **9-5H-1: PREAPPLICATION CONFERENCE:**

A. Conference Required: Prior to the formal filing of an application, the applicant shall confer with the administrator or staff to obtain proper forms, information, and guidance.

B. Familiarity With Standards, Goals And Objectives: The applicant shall familiarize himself with the standards of this title, the goals and objectives of the comprehensive plan, and review procedure and submittal requirements, which will affect the proposal.

C. Meeting At Site Or Other Investigations: The preapplication conference may include a meeting at the proposed site and other investigations deemed necessary by the administrator or staff.

# Valley County Planning and Zoning Department

219 N. Main  
PO Box 1350  
Cascade, ID 83611  
www.co.valley.id.us  
cherrick@co.valley.id.us  
208-382-7115



## Excavation Permit

(Administrative Permit)

Valley County Code 9-4-3-4E

### TO BE COMPLETED BY THE PLANNING AND ZONING DEPARTMENT

FILE # \_\_\_\_\_ DATE \_\_\_\_\_  
ACCEPTED BY: \_\_\_\_\_ FEE: \$ 75.00 ☐ Check # \_\_\_\_\_ or ☐ Cash  
CROSS REFERENCE FILE(S): \_\_\_\_\_ PROPOSED USE: \_\_\_\_\_  
DATE ISSUED: \_\_\_\_\_ Approved \_\_\_\_\_

**Ranch Ponds Or Water Retention Areas:** Construction of ranch ponds or water retention areas, that are over five feet (5') in depth and greater in area than one thousand (1,000) square feet, will require an excavation permit. Excavation permits can be issued by the administrator and will include the following information: start date, completion date within up to six (6) months, property description, size of pond, depth of pond, use of pond, plans for mitigating fugitive dust, revegetation plan to return the area surrounding the pond to natural conditions, intentions for stockpiling or removing excess material, and list of other permits obtained. The administrator may determine that a conditional use permit is required for an extractive industrial use. If neither a conditional use permit nor excavation permit is required, the dirt must, at a minimum, be spread or bermed and reseeded.

LOCATION (attach map): \_\_\_\_\_

PARCEL NUMBER: \_\_\_\_\_

PROPERTY OWNER(S): \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ PHONE #: \_\_\_\_\_

SIZE OF POND: \_\_\_\_\_ DEPTH \_\_\_\_\_

USE OF POND: \_\_\_\_\_

PROPOSED START DATE: \_\_\_\_\_ COMPLETION DATE: \_\_\_\_\_

- ☐ **Attach permit from Idaho Department of Water Resources**
- ☐ **Attach permit from U.S. Corps of Engineers**
- ☐ **Attach map**

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**1. What is your plan for mitigating fugitive dust?**

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**2. What is your revegetation plan to return the area surrounding the pond to natural conditions?**

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**3. What are your intentions for stockpiling or removing excess material?**