How to Select your Planning Application Type

1. **Locate Application Type**
   - Click on Planning Tab
   - Click Create Application
   - Accept the disclaimer
   - Under Select a Record Type—click on the applicable application type(s) requesting

2. **Under Administrative and/or Hearing**
   - If you do not see your application type listed—click on the (?) question mark next to the Administrative and/or Hearing application types to see the additional options

3. **Help Icons (?)**
   - Help Icons are located next to various application types to provide more information that may be needed, as well as Code Links.

If you need additional assistance, please call 208-884-5533
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