



Rebecca W. Arnold, President
John S. Franden, Vice President
Carol A. McKee, Commissioner
Sara M. Baker, Commissioner
David L. Case, Commissioner

Dear Citizen(s),

For several years, ACHD has taken applications from citizens, neighborhood associations, and other organizations requesting improvements to neighborhood streets. In recent years ACHD has expanded the application to accommodate projects such as traffic calming. The goal of Community Programs applications is to provide citizens and neighborhood groups with a clear and direct way to request enhancement projects in the public right-of-way.

The Community Programs application process is intended to address needs on local and collector streets. If a project requires right-of-way (land) for completion, please understand that ACHD will require that all of the land owners who stand to benefit from the project donate the required property. This ensures broad support for the project.

Since funds are limited, projects will be prioritized on an annual basis. Priority will be based on several factors such as distance to schools, traffic volume of the street, outside funding, etc. As in years past, additional funds provided for the project by the applicant, partnering cities, neighborhood associations or other sponsoring organizations add points to an application. If you are interested in a project, please fill out the accompanying forms with the detail to allow ACHD ample information to evaluate the request.

ACHD appreciates your interest in improving your neighborhood. Depending on the complexity or cost, it may take several years to complete the necessary planning and construction of a successful project. We thank you for assisting ACHD in identifying pedestrian projects and traffic calming opportunities and look forward to working with you.

Sincerely,

Rebecca W. Arnold
ACHD Commission President

2011 Community Programs Application

1. Submitted by: *(please print clearly)*

Name	Date of Application
Address	
City	Zip code
Daytime Phone	Email address

2. Is this request for:

- New Curb, Gutter and Sidewalk (may require a full rebuild of street)
- Addition, replacement, or repair of sidewalk adjacent to existing curb and gutter
- Installation of curb ramps
- Addition, replacement, repair of curb ramps
- An asphalt pathway
- Other residential street improvements (describe on the following pages)
- *Traffic mitigation (medians, speed humps, bulb outs, etc.)

*In order to apply for a traffic mitigation project, the applicant must first contact the ACHD Traffic Department. The Traffic Department will then conduct an evaluation to ensure that the street meets ACHD minimum requirements for traffic calming. To contact the ACHD Traffic Department, please call (208) 387-6140, or email tellus@achd.ada.id.us.

3. Location of proposed project. List the street(s) and closest cross streets, addresses or distances.

<i>Name of Street</i>	<i>From (W or S cross street)</i>	<i>To (E or N cross street)</i>

4. Describe the proposed project. What improvements are being requested? Are improvements on both sides of the street? What problem or issue does the proposed project resolve? What does the project connect to?

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5. Please identify any schools, parks, senior centers or other community gathering places near the proposed project, including approximate distance.

6. Please provide an Assessor's interactive map identifying each parcel number involved. <http://www.adaweb.net/departments/assessor/> Please include other information (drawings) that will help identify the project location (include major cross streets), boundaries, requested improvements and any other significant geographical features. Pictures of the proposed site would also be helpful, and may be included as an attachment.

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7. **Signature Support Forms.** ACHD Community Program applications will need 100 percent support from impacted property owners, which must be indicated on signed Support Forms. If right-of-way is needed each impacted property owner must be willing to donate the required right-of-way (land) for the project. An impacted property owner is one whose property abuts any portion of the roadway where improvements are being requested. See the Signature Support Form following this Community Program Application page to make additional copies.

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8. **Leveraging non-ACHD Funds.** ACHD's Prioritization system is affected by the amount of outside (non-ACHD) funding that is available for a project. Projects that have a significant proportion of the cost covered by outside sources will likely be completed sooner than projects seeking 100 percent ACHD funding. Please list any outside funding including, but not limited to, City Reinvestment Grants (year awarded and amount), Neighborhood Association Funds (the Neighborhood Association would be willing to share some of the cost of the project with ACHD), an agreement between neighbors to share some of the project cost, etc.

9. **Additional Comments**

You will be notified whether or not your project has been accepted after ACHD internal review. Please realize that even if your project is approved, it will be placed in ACHD's prioritization system with other projects. Depending on the relative priority of the project, the process may take several years to complete.

Application Deadline: Friday, July 1, 2011 (Applications submitted after the deadline will be accepted, but not processed until the following year).

For questions, please contact:

Justin Lucas, Senior Transportation Planner
Ada County Highway District
3775 Adams Street
Garden City, ID 83714
(208) 387-6157
jlucas@achdidaho.org

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Signature Support Form

Project Location (to be filled in by the applicant)

Name of Street	From (<i>W or S cross street</i>)	To (<i>E or N cross street</i>)

Signature Support Form (separate form to be completed by each impacted property owner)

By giving support for this project the property owner is agreeing to the following items:

- The property owner supports the requested project which, if approved, would be constructed along a portion of their property or could have an impact to the roadway that abuts their property. Example: The loss of on-street parking if it currently exists.
- If needed, the property owners would be required to donate additional right-of-way (land) to complete the project. Example: a strip of land next to an existing road where a sidewalk would go.
- Unlicensed items within the existing public right-of-way would need to be removed or relocated. This would include, but is not limited to items such as landscaping, mailboxes, sprinklers, and fences. Some of these items could be moved as part of the project. ACHD is willing to work with the property owners to preserve items such as trees although this may require additional right-of-way or an easement to accommodate routing the sidewalk or pathway around the tree.

Please print clearly

Property Address: _____

Assessor's Parcel Number: _____

City: _____ Zip code: _____

Primary Owner of Record: _____

Owner's Address: _____

City: _____ State _____ Zip code: _____

Daytime Phone #: _____

Email address: _____

Signature of Primary Owner

Support the project request: Yes No

Secondary Owner's Name, if applicable: _____

Signature of Secondary Owner (if applicable)

Support the project request: Yes No