



# Change of Occupancy Permit Application

**SUBMITTAL FEE: \$100**  
*Includes C of O Inspection*

PO Box 13 | 751 W 4<sup>th</sup> Street | Kuna, ID 83634  
(208) 922-5546 | [www.KunaCity.ID.gov](http://www.KunaCity.ID.gov)

**Digital Submittal Only:**

E-mail **PDFs** of Application and Supporting Documents to [BuildingPermits@KunaID.gov](mailto:BuildingPermits@KunaID.gov)

**Submittal Checklist:**

- Site plan
- Floor plan

Parcel #: \_\_\_\_\_ Zone: \_\_\_\_\_

Subdivision with Phase #: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_

Site Address: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_ City/ST/Zip: \_\_\_\_\_

Applicant Phone: \_\_\_\_\_

Applicant Email: \_\_\_\_\_

Project Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Square Feet: \_\_\_\_\_

*\*All lines must be filled in before submittal\**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*\*\*\*OFFICE USE ONLY\*\*\*\*\***

**CONSTRUCTION & PLAN REVIEW INFORMATION**

	FLOOR AREA	CONSTRUCTION CLASS.	OCCUPANCY CLASS.	DESIGN OCCUPANT LOAD	REVIEW HOURS	REVIEW DATE
AREA 1						
AREA 2						
AREA 3						