

Boise County Planning and Zoning Department

413 Main Street, PO Box 1300
 Idaho City, Idaho 83631
 Phone: 208-392-2293
www.boisecounty.us



MASTER PUBLIC HEARING APPLICATION

TYPE OF APPLICATION: (PLEASE CHECK ALL THAT APPLY.)

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> APPEAL | <input type="checkbox"/> DEVELOPMENT AGREEMENT | <input type="checkbox"/> SUBDIVISION, FINAL |
| <input type="checkbox"/> COMPREHENSIVE PLAN
TEXT AMENDMENT | <input type="checkbox"/> PLANNED UNIT
DEVELOPMENT | <input type="checkbox"/> SUBDIVISION, VACATION |
| <input type="checkbox"/> COMPREHENSIVE PLAN
MAP AMENDMENT | <input type="checkbox"/> PLANNED COMMUNITY | <input type="checkbox"/> SUBDIVISION, AMENDED
PLAT |
| <input type="checkbox"/> ROAD NAME CHANGE | <input type="checkbox"/> CONDITIONAL USE PERMIT | <input type="checkbox"/> VARIANCE |
| | <input type="checkbox"/> SUBDIVISION, PRELIMINARY | <input type="checkbox"/> OTHER _____ |

HEARING BEFORE: BOARD OF COUNTY COMMISSIONERS P&Z COMMISSION

PROJECT NAME: _____

SITE INFORMATION:

(This information can be found on the Assessor's property information assessment sheet.)

Quarter: _____ Section: _____ Township: _____ Range: _____ Total Acres: _____

Subdivision Name (if applicable): _____ Lot: _____ Block: _____

Site Address: _____ City: _____

Tax Parcel Number(s): _____ Current Land Use: _____

PROPERTY OWNER:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Email: _____

APPLICANT:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Email: _____

I consent to this application, I certify this information is correct, and allow Planning and Zoning staff to enter the property for related site inspections. I agree to indemnify, defend and hold Boise County and its employees harmless from any claim or liability resulting from any dispute as to the statements contained in this application or as to the ownership of the property, which is the subject of this application.

I consent to this application, I certify this information is correct, and allow Planning and Zoning staff to enter the property for related site inspections. I agree to indemnify, defend and hold Boise County and its employees harmless from any claim or liability resulting from any dispute as to the statements contained in this application or as to the ownership of the property, which is the subject of this application.

Signature: All Owner(s) of _____
Record Date

Signature: Applicant _____ Date

NOTE: THIS APPLICATION MUST BE SUBMITTED WITH THE APPROPRIATE APPLICATION FORM

Boise County Planning and Zoning Department

413 Main Street, PO Box 1300
Idaho City, Idaho 83631
Phone: 208-392-2293
www.boisecounty.us



NOTICE OF RECONSIDERATION or APPEAL

The Planning and Zoning staff is available to discuss this application and answer questions. Upon receipt of the required materials the Planning & Zoning Administrator will stamp the application received and review the application for completeness. Once the application is deemed complete a public hearing will be scheduled with the Boise County Commissioners. It is recommended that the Applicant review the Unified Land Use Ordinance #2016-01 (ULO) prior to submittal. This Ordinance along with application materials are located on the County website at www.boisecounty.us.

ULO #2016-01, Chapter 2, Section 2.10

Any decision or action may be appealed as set forth in this Ordinance. The appellant shall be an affected person as defined in Idaho Code §67-6521(1)(a). Any request for reconsideration or appeal must be filed on an application as provided by the P&Z Department. Such request for reconsideration or appeal must identify specific deficiencies in the decision for which reconsideration or appeal is sought, and must otherwise comply with Idaho Code §67-6536(b).

To expedite the review of your application, please be sure to address each of the following items.

**Reconsideration or
Appeal of decision by:**

_____ Administrator
_____ Zoning Commission
_____ Board of County Commissioners

I, _____, do hereby request a reconsideration, or an appeal, of the decision issued in:

- Case Name and File Number (if applicable): _____
- On the following described parcel of land:
 - A) Parcel Number: _____
 - B) Address of Parcel (if applicable): _____
- The grounds for this reconsideration, or appeal, are: (Specifically identify the part of the written decision you disagree with AND how the Administrator, Commission, or Board erred in their decision. Attach additional sheets if necessary.)

- I hereby affirm that I am a party affected by the above-mentioned decision. The address of my affected property is _____ and my mailing address is _____.
- I understand that a verbatim transcript of a public hearing(s) will be required as part of this application for Appeal; and, I will submit one (1) original and five (5) copies of the verbatim transcript upon completion. I agree to pay all costs of obtaining said transcript.
- The verbatim transcript of the public hearing(s) must be prepared by a third party professional transcriptionist. Transcripts cannot be prepared by the appellant.
- The maximum time extension for preparation of the verbatim transcript is thirty (30) days beyond the date the application is filed with the Planning and Zoning Department.

Dated: This _____ day of _____, 20_____

Appellant

Reconsideration or Appeal Fees: _____
Verbatim transcript estimated Fee: _____

PUBLIC HEARING DATE SET: _____
PUBLIC HEARING TIME: _____ *LOCATION:* _____

THIS BOX TO BE COMPLETED BY THE PLANNING AND ZONING DEPARTMENT

FILE # _____ Rec'd Date: _____
Fee paid: _____ Date: _____
Payment type: _____ Number: _____
Receipt #: _____ Are application materials attached? Yes _____ No _____
ACCEPTED BY _____ Date: _____

Instructions on How to Proceed with Reconsideration or Appeal

The Notice of Reconsideration or Appeal and appropriate fee, shown above shall be filed by the Appellant with the Planning and Zoning Department within fourteen (14) calendar days after the written decision of the Planning and Zoning Administrator or Planning and Zoning Commission is signed.

The Notice of Reconsideration or Appeal will be set for a public hearing before the Board of County Commissioners.

The Board of County Commissioners decides to open the appeal hearing for public comment, then a public hearing will be held. Public notice will be made and advertised once in the local newspaper. The appeal hearing date will be set at least 15 days after the date of public notice of the hearing. A notice of hearing will be mailed to the Appellant and, if applicable, all parties involved within 600 feet of the subject property.

Additional information may be offered by the public, Applicant or Administrator.

A final decision on the reconsideration or appeal by the Board will be in writing and will be mailed to the Appellant within sixty (60) days after the public hearing.

STATEMENT OF PROOF OF PUBLIC HEARING POSTING
For Application # _____

I, _____, do hereby certify that Notice of Public Hearing was posted in accordance with the Boise County Unified Land Ordinance #2016-01, Section 2.4.D.2 on the _____ day of _____, 20____, meeting the requirement of at least ten (10) days prior to the public hearing date. A photo of said posting is attached as Exhibit A, per Section 2.4.D.2.f.

Dated: _____

Typed/printed Applicant Name

Applicant Signature

STATE OF IDAHO)
) ss.
County of _____)

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State, personally appeared _____, known or identified to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that s/he executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the date last above written.

Notary Public for Idaho
Residing at _____
Commission expires _____

2.4.D NOTICE TO PUBLIC:

2.4.D.1 At least fifteen (15) calendar days prior to the public hearing, the Administrator shall publish a notice of the date, time and place and a summary of the application in the official newspaper of the county.

2.4.D.2 Posting on the Site: A public notice shall be posted by the applicant on the premises for which the permit is sought. The notice shall be posted not less than ten (10) calendar days prior to the public hearing.

2.4.D.2.a Notice of Form: The notice shall be in substantial compliance with the following form:

<p style="text-align: center;">COUNTY OF BOISE PUBLIC HEARING NOTICE</p> <p style="text-align: center;">Boise County Planning and Zoning Commission will hold a public hearing on [DATE] at 6:30 p.m. In [LOCATION provided by P&Z]</p> <p>PURPOSE:</p> <p>PROPERTY LOCATION:</p> <p>APPLICATION BY:</p> <p>Contact the BC Planning and Zoning Administrator at (208) 392-2293 with any questions.</p>
--

2.4.D.2.b Notice Size: The notice(s) shall consist of a four foot by four foot (4' x 4') plywood or other hard surface mounted on two (2) four inch by four inch (4" x 4") posts.

2.4.D.2.c Notice Lettering: Centered at the top of the four foot by four foot (4' x 4') notice(s) in six inch (6") letters shall be the words "Boise County P&Z Public Hearing Notice". The date of the hearing shall be in bold four inch (4") letters. The remainder of the notice shall be in two inch (2") letters. Each notice shall be painted white, and the letters shall be painted black and shall appear on both sides.

2.4.D.2.d Notice Content: Each notice shall inform the public of the nature of the hearing, the date, time and address of the hearing location, a summary of the proposal to be considered, a county P & Z Department contact phone number, the location of the development and the name of the applicant, and if applicable, the proposed development.

2.4.D.2.e Notice Placement: The notices shall be posted on the property being considered along each street that is adjacent to the subject property boundaries. The notice(s) shall be

located on the property, outside of the public right of way. If the notice cannot be placed on the property and still be clearly visible, the notice may be placed within the right of way if the applicant can obtain the consent of the owner of the right of way. The notice shall be posted perpendicular to the street and mounted so that the bottom of the notice is at least three feet (3') above the ground.

- 2.4.D.2.f Proof Of Posting: The applicant shall submit a notarized statement and a photograph of the posting to the county P&Z Department no later than seven (7) days prior to the public hearing attesting to where and when the notice(s) was posted. Unless the statement is received by such date, the hearing will be continued to a later hearing date.
- 2.4.D.2.g Notice Removal: The notice(s) shall be removed no later than three (3) days after the public hearing for which the notice(s) had been posted is ended.