



CITY OF TWIN FALLS
COMMUNITY DEVELOPMENT SERVICES
 P.O. Box 1907
 324 Hansen Street E
 Twin Falls, ID 83303
 PH: 208-735-7267 FAX: 208-736-2641

ANNEXATION WITH ZDA ZONING DISTRICT CHANGE

A pre-application meeting with staff must occur prior to acceptance of any applications.

Pre-App Meeting Date: _____

Date of the Application: _____

Application No.: _____

Fee: **\$215.00**

A. APPLICANT INFORMATION:

1. Name of applicant: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____ E-mail: _____

Applicant Signature: _____

2. Name of Applicant's Representative **(if other than above)**: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____

Email Address: _____

B. REQUEST INFORMATION:

1. The following is a request that the Real Property Located at (street address):

and LEGALLY DESCRIBED as: _____

be ANNEXED into the City of Twin Falls, Idaho and be included on the official Zoning Map.

2. Present zoning designation of property: _____ Proposed zoning designation: _____

3. Present use of property: _____

4. Proposed use of property: _____

5. Size of Land Area proposed for Annexation: _____

NOTE: A request for a Comprehensive Plan Amendment is required prior to a request that is **NOT** in conformance with the Comprehensive Plan.

Cost of publication of an ordinance which implements this request is not included in the fee. The publication cost is the responsibility of the applicant. After ordinance approval by the City Council, the Times News will call the applicant with the cost and will publish only after receipt of payment. Your request is not final until publication of the implementing ordinance. Pursuant to State law, the implementing ordinance must be published within one month of passage to become effective.

C. PRIOR TO ACCEPTANCE/SCHEDULING OF THE APPLICATION THE APPLICANT MUST PROVIDE ALL OF THE FOLLOWING INFORMATION:

1. The Applicant Must Prove Control Of The Property For Which The Request Is Being Made By Providing The Following:
 - a. Copy of Warranty Deed,

2. **Property Owner Notification**

The applicant must provide a CONSOLIDATED LIST of name and addresses of all LEGAL property owners within a specified perimeter of the subject property and any additional area that may be impacted by the proposed change as determined by the Zoning Administrator. A list of these parcels will be made available to you by staff once your permit application has been reviewed and the perimeter has been determined. Once the list of parcels has been generated by staff, the list will be provided to you so that you may obtain the property owner and mailing addresses from either of the following:

- a. from the County Assessor's Office, or
- b. from a title company

The completed list of names addresses and parcel numbers must be submitted back to the Zoning & Development Department in order for your request to be scheduled for a public hearing.

3. **A Vicinity/Area Map To SCALE On An 8 1/2" X 11" Paper, Of The Subject Property Showing The Following:**

- a. Property lines
- b. Streets
- c. Existing zoning of subject property;
- d. Proposed zoning of subject property;
- e. Zoning district of the adjacent properties of subject property

4. **Provide a Detailed Written Statement On A Separate Sheet Of Paper Containing:**

- f. The reason for the request;
- g. A statement on:
 - i. How the proposed zoning change relates to the Comprehensive Plan; and
 - ii. Distance to City Limits boundary, show all sides; and
 - iii. Compatibility with the surrounding area, and
 - iv. An explanation of the intended use/development of the property
 - v. A list of requested exceptions for specific uses and/or development standard(s)
 - a. List to include detailed & specific list of land uses/development allowances not permitted outright by code

D. ADDITIONAL INFORMATION REQUIRED FOR A ZONING DEVELOPMENT AGREEMENT (ZDA) REQUIRES A DETAILED MASTER DEVELOPMENT PLAN BE SUBMITTED WITH THIS APPLICATION TO INCLUDE ALL OF THE FOLLOWING INFORMATION/DOCUMENTS PRIOR TO ACCEPTANCE OF THE APPLICATION:

See attached: CITY ORDINANCE #3082 passed by City Council December 8, 2014 for additional requirements.

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OFFICIAL USE ONLY:

COMMISSION HEARING: PUBLISH DATE: _____

PRELIMINARY ZDA PRESENTATION: _____

PUBLIC HEARING DATE: _____

COUNCIL HEARING: PUBLISH DATE: _____

HEARING DATE: _____