



MASTER PUBLIC HEARING APPLICATION

GEM COUNTY DEVELOPMENT SERVICES

109 SOUTH MCKINLEY, EMMETT, IDAHO 83617 WWW.GEMCOUNTY.ORG PHONE: (208) 365-5144

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

- APPEAL
- COMPREHENSIVE PLAN TEXT AMENDMENT
- COMPREHENSIVE PLAN MAP AMENDMENT
- DESIGN REVIEW
- DEVELOPMENT AGREEMENT
- PLANNED UNIT DEVELOPMENT
- PLANNED COMMUNITY
- REZONE
- SPECIAL USE PERMIT
- SPECIAL USE PERMIT (MINERAL EXTRACTION)
- SUBDIVISION, PRELIMINARY
- SUBDIVISION, MODIFICATION
- SUPPLEMENTAL AMENDMENT
- VACATION
- VARIANCE
- ZONING TEXT AMENDMENT

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 Zoning: _____ Current Land Use: _____

PROPERTY OWNER:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

Email: _____

APPLICANT:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

Email: _____

I consent to this application and allow Development Services staff to enter the property for site inspections related to this application.

I certify this information is correct to the best of my knowledge.

Signature: (Owner)

Date

Signature: (Applicant)

Date

OFFICE USE ONLY

File No.:	Received By:	Date:	Fee:	Receipt No:
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NOTICE OF APPEAL

Appealing decision of: _____ Administrator (to the Zoning Commission)
_____ Zoning Commission (to the Board of County Commissioners)

I, _____, do hereby request 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 appeal are: (Specifically identify the part of the written decision you disagree with AND how the Administrator or Zoning Commission erred in their decision. Attach additional sheets if necessary.)
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- 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 and I will submit 1 original and 5 copies of the verbatim transcript upon completion. I agree to pay the cost of obtaining said transcript.
- The verbatim transcript of the public hearing(s) must be prepared by a 3rd party professional transcriptionist. Transcripts cannot be prepared by the appellant.
- The maximum time extension for preparation of the verbatim transcript is 30 days beyond the date the application is filed with Development Services.

Dated: This _____ day of _____, 20_____

Appellant _____

Appeal Fees: \$255.00 (to the Zoning Commission)
\$285.00 (to the Board of County Commissioners) plus verbatim transcript

Instructions on How to Proceed with Appeal

The Notice of Appeal and appropriate fee shown above shall be filed by the Appellant with the Development Services Department within 20 days after the written decision of the Administrator or Zoning Commission is rendered.

The appeal of a decision of the Administrator will be set before the Zoning Commission. The appeal of a decision by the Zoning Commission will be set before the Board of County Commissioners.

If 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 300 feet of the subject property.

No new information can be added to the record on appeal. The body hearing the appeal will consider only the information presented to the initial decision-maker whose decision is being appealed.

The decision on appeal will be in writing and will be mailed to the Appellant within thirty (30) days after the hearing.