



Rezone Map Amendment Application

Approval Process: see [Article 14.7.11.– Rezone Map Amendment](#)

Application Number: _____ Date application received: _____
IW #: _____

Prior to submitting a Rezone Map Amendment Application you must participate in a Pre-Application Conference with Planning, Engineering and Public Works staff to discuss the procedures, standards, and required supporting materials needed to review and approve your project. [Pre-Application Conference request form.](#)

A Rezone Application must accompany an Annexation Application. A Rezone Application may also accompany and be reviewed concurrently with a Short Plat, Full Plat, Variance or Conditional Use Permit application as long as there is no violation of [Idaho Code 67-6509\(b\)](#) regarding the noticing for public hearings.

Property Owner's Information

Name: _____

Mailing Address: _____

Telephone: _____ Email: _____

Applicant/Authorized Representative's Information (if application is being represented on owner's behalf)

Name: _____

Mailing Address: _____

Telephone: _____ Email: _____

Is applicant other than the owner? Yes _____ No _____

If applicant is other than the owner a notarized statement authorizing applicant to act as agent for the owner must accompany this application. A sample letter of authorization is available on City of Victor website: [Authorization Letter](#)

Property Information

Street Address of Project: _____

Location/Legal Description: Section, Township, Range: _____

Current Zoning and Use of Property: _____

Are other applications for this property being submitted simultaneously? Yes ___ No ___

If yes, what other applications have been submitted? _____

Property Owner(s)' Consent:

By signature hereon, the property owner acknowledges that City officials and/or employees may, in the performance of their functions, enter upon the property to inspect, post legal notices, and/or other standard activities in the course of processing this application, pursuant to Idaho Code §67-6507. The property owner is also hereby notified that members of the Planning and Zoning Commission and City Council are required to generally disclose the content of any *ex parte* discussion (outside the hearing) with any person, including the property owner or representative, regarding this application.

Property Owner's Signature: _____ Date: _____

Property Owner's Signature: _____ Date: _____

Application Submittals Required:

- Proof of interest in the subject property (Warranty Deed).
- Letter of Authorization, if applicable.
- All plans/studies/narratives identified during the Pre-Application Conference required for the Property Development Plan.
- Site Plan, as determined during the Pre-Application Conference.
- Elevation drawings for proposed buildings, and existing buildings, as determined during the Pre-Application Conference.
- Narrative statement containing the following:
 - Description of existing use of property.
 - Identification of surrounding land uses and discussion of the general compatibility of the proposed use of the new zone with adjacent and other properties in the district.
 - Evaluation of the effects of elements as noise, glare, odor, fumes, and vibration that the new zone and respective permitted uses may have on adjoining properties, where applicable.
 - Discussion of the proposed zone and use as it conforms to the policies found in the [City of Victor Comprehensive Plan](#)
 - The [City of Victor Comprehensive Plan](#) is available at www.victorcityidaho.com.
- Any other information as requested by the Administrator to determine if the proposed variance meets the intent and requirements of the Victor Development Ordinance.
- 1 digital copy of the entire application, including all narratives and applicable plans/drawings, must accompany the application upon submission. The digital copy can be submitted on a CD, or on a USB drive, or emailed to joshw@victorcityidaho.com

Approval Criteria:

1. The Zoning Map Amendment substantially conforms to the [Comprehensive Plan](#).
2. The Zoning Map Amendment substantially conforms to the stated purpose and intent of this [Land Development Code](#).
3. The Zoning Map Amendment will reinforce the existing or planned character of the area.
4. The subject property is appropriate for development allowed in the proposed district.
5. There are substantial reasons why the property cannot be used according to the existing zoning.
6. There is a need for the proposed use at the proposed location.
7. The City and other service providers will be able to provide sufficient public facilities and services including schools, roads, recreation facilities, wastewater treatment, water supply and storm water facilities, police, fire and emergency medical services, while maintaining sufficient levels of service to existing development.
8. The Zoning Map Amendment will not significantly impact the natural environment, including air, water, noise, storm water management, wildlife and vegetation.
9. The Zoning Map Amendment will not have a significant adverse impact on property in the vicinity of the subject property.

Process:

See the Victor Municipal Code: [Article 14.7.11.– Rezone Map Amendment](#)

Generally, after the Pre-Application Conference is held the Rezone application may be submitted. Upon receipt of the completed application the Planning and Zoning Administrator will distribute the application to the Development Review Committee (consisting of internal City departments and external agencies) and schedule a DRC meeting with the applicant and the committee. The purpose of the DRC meeting is to ensure the reviewing agencies have an opportunity to review the application, criteria for approval, and any outstanding issues with the applicant prior to the Public Hearing with the Planning and Zoning Commission.

If after the DRC meeting the application is determined to meet all applicable requirements of the Land Development Code the application will then be scheduled for the next Planning and Zoning Commission meeting for which requirements to notice a Public Hearing can be met. The Planning and Zoning Commission will hold a hearing on the application and make a recommendation to City Council to approve the application, approve the application with modifications, or deny the application. The P&Z Commission’s recommendation and the application will then be forwarded to City Council; the Council will consider the application during a Public Hearing at their next meeting for which requirements to notice the Public Hearing can be met.

Appeals:

Decisions of the City Council are final. Applicants or affected property owners shall have no more than 14 days after the written decision are delivered to request a reconsideration by the Council. If still not satisfied with a decision of the City Council one may pursue appeals to District Court within 28 days of the written decision being delivered.

Fees:

1. Rezone - \$2498.00

<p>Total Due \$ _____</p> <p><i>(Additional fees may be billed for direct charges, such as review by contracted specialists, etc)</i></p>
--

For Office Use Only

Permit #: _____

Reviewed with Applicant by _____ **Date** _____
Signature

Planning and Zoning Administrator _____

Comments _____

Planning and Zoning Commission Hearing Date: _____

Reviewed by Public Works _____ **Date** _____

Reviewed By P&Z Chair _____ **Date** _____

Reviewed By Fire Chief _____ **Date** _____

Variance Approved: YES___ **NO**___ **CONDITIONS YES**___ **NO**___

Conditions for approval: _____

Follow Up Inspections _____ **Date** _____

**Page 4 of 5 is the P&Z meeting and deadlines schedule.*