



# Zone Change Application

Name of Applicant: \_\_\_\_\_ Submittal Date: \_\_\_/\_\_\_/\_\_\_  
 Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_  
 \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Fax: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cell: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

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Name of individual to contact on behalf of Trust or LLC (if applicable): \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Fax: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cell: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
 Email Address: \_\_\_\_\_

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**Application Contact (if different than above):** \_\_\_\_\_  
*\*\*Application Contact will be the Planning Department's primary point of contact for questions related to the application.*  
 Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Fax: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cell: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

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Address or Location of Subject Property: \_\_\_\_\_  
 Legal Description of Subject Property: \_\_\_\_\_  
 Existing Zoning and Use: \_\_\_\_\_  
 Proposed Zoning and Use: \_\_\_\_\_

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**See attached checklist for items that must be submitted with this application in order for the application to be considered complete.** See the Hailey Municipal Code for information on application process.

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|---|--|------------|
| <b><u>FOR CITY USE ONLY</u></b>   | <b>Fees:</b> <i>Cost of additional noticing, recording fees, and other direct costs will also be assessed.</i> |            |
| Application (without Development Agreement) .....   |  | \$800.00   |
| - or - (circle one)   |  |            |
| Application (with Development Agreement) .....  |  | \$1,600.00 |
| <i>Additional fees for services rendered by City Attorney charged @ \$175.00/hour. Applicant shall pay processing expenses that exceed \$1,500.</i> |  |            |
| Publication cost (\$50.00 x 2) .....  |  | \$ 100.00  |
| Onsite Posting Property (\$36.00 ea x 4 x 2)  |  | \$ 288.00  |
| Mailing [(# of addresses _____) + (____ agencies)] x (. _____ postage & .15 for paper, envelope & label) x 2  |  | \$ _____   |
| <b>DO NOT COUNT DUPLICATES OR CITY OF HAILEY</b>  |  |            |
| Total Due.....  |  | \$ _____   |

## Zone Change Checklist

Project Name:

\_\_\_\_\_

City Use Only -

Certified Compete by: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**The following items must be submitted with the application for the application to be considered complete (✓):**

- \_\_\_\_\_ One (1) large set of plans to scale including:
  - \_\_\_\_\_ vicinity map showing the subject property and surrounding area.
  - \_\_\_\_\_ plans for development of the property—include elevations and site plans.
- \_\_\_\_\_ One (1) 11" x 17" copy of any larger plans/maps
- \_\_\_\_\_ PDF files of all required documents and 11" x 17" plans/maps
- \_\_\_\_\_ Written analysis of the Goals, Policies, and Implementation portion of the Hailey Comprehensive Plan which supports or addresses the zone change requested.
- \_\_\_\_\_ Development agreements, in accordance with Section 14.8 of the Hailey Zoning Ordinance (if applicable). Draft of a contractual agreement between the City and the developer which ensures that the property is developed in the manner and timing approved by the Council as part of the zone change.
- \_\_\_\_\_ Names and address of all property owners within three hundred (300) feet of the exterior boundaries of the land being considered. Submit paper copy and electronically on formatted spreadsheet. Names and addresses can be obtained using the Blaine County map server <http://maps.co.blaine.id.us/> or from the Blaine County Assessor's office. Assistance can be provided by the Hailey Planning staff upon request.
- \_\_\_\_\_ Names and addresses of easement holders within the subject property.
- \_\_\_\_\_ Proof of interest in the subject property, such as a deed or contract.