



**CITY OF MIDDLETON**  
 P O Box 487  
 1103 W MAIN ST, MIDDLETON, ID 83644  
 208-585-3133, FAX: 208-585-9601  
 WWW.MIDDLETON.ID.GOV

Planning and Zoning Department

**Land Use Application**

Rev: 4/24/2019

Fee Paid: \$ \_\_\_\_\_

Application Accepted by: \_\_\_\_\_

Date Application Accepted: \_\_\_\_\_

**Applicant:**

\_\_\_\_\_  
 Name Phone Email

\_\_\_\_\_  
 Mailing Address City, State Zip

**Representative:**

\_\_\_\_\_  
 Name Phone Email

\_\_\_\_\_  
 Mailing Address City, State Zip Code

**PUBLIC HEARINGS\*\***

- Annexation and Zoning
- Rezone
- Vacate Right-of-Way
- Comprehensive Plan Map or Text Amendment

**PUBLIC MEETINGS\***

- Design Review
- Preliminary Plat
- Construction Plans \*\*\*
- Final Plat

**PUBLIC HEARINGS\*\***

- Development Agreement
- Ordinance Amendment
- Special Use Permit
- Variance

\* **Public Meetings:** Individuals have a right to observe, not comment, at an open meeting at which the application is being considered by decision makers. Plats designed to city code and standards do not require a neighborhood meeting or public hearing.

\*\* **Public Hearings:** a neighborhood meeting is required before filing an application, and individuals have a right to participate in the hearing by offering comments. Plats not designed to city code and standards require a neighborhood meeting and public hearing.

\*\*\* **Administratively:** reviewed and approved by the City Engineer and Zoning Official.

**Subdivision or Project Name:** \_\_\_\_\_

Site Address: \_\_\_\_\_ Total Acres: \_\_\_\_\_

Crossroads: \_\_\_\_\_

Existing Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_

Floodplain Zone: \_\_\_\_\_ Hillside (grades exceeding 10%): \_\_\_\_\_

\_\_\_\_\_  
 Applicant's Printed Name

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Applicant's Signature



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**Checklist - A complete Planning and Zoning Application must include the following.**

- Application Form**
- Application Fee** (see Fee Schedule). Note: City Engineer and City Attorney expenses incurred by the city throughout the approval process that are related to relating to this Application are billed to the applicant in addition to the Application Fee. \_\_\_\_\_ Applicant Initial
- Vicinity Map:** attach an 8 1/2" x 11" map showing the subject property in relation to land around it that includes the nearest public roads.
- Narrative:** describe and explain your request, anticipated adverse impacts on neighbors, and other information helpful to decision-makers. Please attach the following if applicable.

**Applicable      Not Applicable**

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Describe how request is consistent with comprehensive plan (for annexation, zoning, comprehensive plan or ordinance amendments only) |
| <input type="checkbox"/> | <input type="checkbox"/> | Design review materials and information (design review application only)   |
| <input type="checkbox"/> | <input type="checkbox"/> | Proposed preliminary plat, drainage calculations, traffic impact study   |
| <input type="checkbox"/> | <input type="checkbox"/> | Proposed construction drawings (construction plans application only)   |
| <input type="checkbox"/> | <input type="checkbox"/> | Proposed final plat (for final plat application only)  |
| <input type="checkbox"/> | <input type="checkbox"/> | Proposed development agreement   |
| <input type="checkbox"/> | <input type="checkbox"/> | Worksheet (for special use permit or variance only)  |

- Proof of Ownership or Owner's Consent:** attach a copy of landowner's deed and, if applicable, a letter from the landowner that authorizes the applicant to file an application.
- Property Boundary Description** including reference to adjoining road and waterway names that is signed and stamped by a land surveyor registered in the State of Idaho. If more than one zoning designation is being requested, separate legal descriptions are required for each zoning designation.
- Neighborhood Meeting:** If applicable, attach original sign-up sheet.
- Mailing Labels:** Adhesive mailing labels containing the names and addresses of property owners within 300 feet of the external boundaries of the subject property (available at Canyon County Assessor's office or title companies). Two(2) sets if application requires a public hearing.
- Complete Application (City use only: check box and initial if Application is complete):** \_\_\_\_\_