



## CODE CHANGE APPLICATION

### Teton County, Idaho

The Planning staff is available to discuss this application and answer questions. Once a complete application is received, it will be reviewed by the Planning Administrator or his designee and then scheduled for a public hearing with the Planning and Zoning Commission, who will make a recommendation to the Board of County Commissioners. A second public hearing will be scheduled with the Board of County Commissioners who will make the final decision. It is recommended that the applicant review Title 9 of the Teton County. Application materials may be viewed on the Teton County Idaho website at [www.tetoncountyidaho.gov](http://www.tetoncountyidaho.gov).

*To expedite the review of your application, please be sure to address each of the following items.*

#### SECTION I: PERSONAL AND PROPERTY RELATED DATA

**Owner:** \_\_\_\_\_

**Applicant:** \_\_\_\_\_ E-mail : \_\_\_\_\_

Phone: (    ) \_\_\_\_\_ Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Engineering Firm:** \_\_\_\_\_ Contact Person: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_

Address: \_\_\_\_\_ E-mail: \_\_\_\_\_

#### Code Section to be Addressed:

Current Code Section: \_\_\_\_\_

Is this an **amendment** or a **new section** of code (circle one)

Please provide a copy of the current code section and a draft of the proposed new code.

Current Code     Draft Amendment     Narrative     Fees paid in accordance with current fee schedule

I, the undersigned, have reviewed the attached information and found it to be correct. I also understand that the items listed below are required for my application to be considered complete and for it to be scheduled on the agenda for the Commissioners' public hearing.

• Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Fees are non-refundable.*

## **SECTION II: REQUIRED ITEMS**

1. **Narrative.** Please include an explanation of the following:
  - a. Why is the proposed code change needed
  - b. What is the pertinent background information
  - c. What is the anticipated outcome of the proposed code change
  - d. What area(s) of the County will the code change effect
  - e. The proposed code change does not affect the County's ability to provide services
  - f. The proposed code change does not conflict with any other section of Teton County Code
  - g. The proposed code change does not conflict with State or Federal code
  - h. The proposed code change is in accordance with the Comprehensive Plan
2. Copy of the current, **existing code**
3. Draft copy of the **proposed code** and any other amendments that might result (i.e. changes to definitions or other sections of the code that address the topic)

## **SECTION III: CRITERIA FOR RECOMMENDATIONS AND DECISIONS**

1. Recommendations of the Commission and the decisions of the Board shall be made a matter of public record in accordance with sections 67-6511 of the Idaho Code. The recommendations and decisions shall specifically find that such changes, modifications, or amendments to the code meet the following criteria:
  - The Comprehensive Plan is considered for compliance and conformance with the goals, policies and objectives as outlined in the plan and other evidence gathered through the public hearing process;
  - The proposed change will maintain the purposes and objectives of zoning and secure the public health, safety and general welfare;
  - The proposed change shall not have a negative impact on the county's ability to provide services;
  - The approval or denial shall be in writing and accompanied by a reasoned statement that explains the criteria and standards considered relevant, states the relevant facts relied upon, and explains the rationale for the decision based upon the applicable provisions of the comprehensive plan, relevant ordinances and statutory provisions, pertinent constitutional principles and factual information contained in the record.

## **SECTION IV: SPECIFIC REQUIREMENTS FOR PUBLIC HEARING AND NOTICE**

Notification is required for both hearings in accordance with Title 67, Chapter 65; Section 6509 of the Idaho Code. At least fifteen (15) days prior to the hearing, notice of the time, date and place and a summary of the plan to be discussed shall be published in the paper of general circulation within the jurisdiction. This procedure will be completed by the Planning staff.

## **SECTION V: STAFF SUMMARY ANALYSIS, REASONING AND FACT FINDING**

## **SECTION VI: PLANNING AND ZONING COMMISSION ACTION**

## **SECTION VII: BOARD OF COUNTY COMMISSIONERS ACTION**