



**CITY OF CASCADE
PLANNING & ZONING**
P.O. BOX 649
CASCADE, ID 83611

Application for Annexation

Date Received: _____	Date Accepted as Complete: _____
Cascade Personnel that Received: _____	Cascade Personnel Certified as Complete: _____
Permit #: _____	Reference Title: _____
Current Zone: _____	Combined Permit: _____

THE FOLLOWING INFORMATION MUST BE ATTACHED TO THIS APPLICATION:

- _____ Land Use Application and Re-zone Application (If applicable)
- _____ Affidavit of Legal Interest
- _____ Narrative Statement of why you are requesting annexation into the City of Cascade
- _____ Aerial Map showing Proposed Annexation Area and Surrounding Land
- _____ Plot Plan showing Existing Uses, drawn to scale showing the following and all Setbacks;
 1. Topography, streams, large rocks, trees, etc.
 2. Structures
 3. Easements
 4. Utilities: Sewer, Water, Power
 5. The relationship of the property to the surrounding area.
 6. The location of adjoining property, with owners' names listed on their respective parcels.
- _____ Photographs of Site
- _____ Other Information as Requested

Please answer the following questions:

- 1) Is the land owner requesting that the land be annexed into the City of Cascade? _____
- 2) Is the land to be annexed inside the City of Cascade Impact Area? _____
- 3) Is the land to be annexed contiguous to the City of Cascade? _____
- 4) Is the land to be annexed adjoined to property owned by the same land owner? _____
- 5) Has the applicant been working with Valley County in a permitting process? _____
- 6) What permits have previously been issued by Valley County? _____

SIGNATURE OF APPLICANT: _____ **DATE:** _____

NOTICE TO APPLICANT

PLEASE READ THE INSTRUCTIONS CAREFULLY AND FILL OUT THE APPLICATION COMPLETELY. FAILURE TO COMPLY MAY DELAY YOUR APPLICATION.

- This application must be submitted to the City P&Z Administrator, accompanied by the appropriate filing fee a minimum of 45 days prior to the hearing (or time required for legal noticing) along with fees and any required deposits for engineering or legal review.
- This application will be referred to the Cascade Planning and Zoning Commission (PZ Commission) for its consideration on the next available agenda. The PZ Commission shall hold a public hearing on the application. Notice of the public hearing will be published in Star News fifteen (15) days prior to the hearing. Hearing notices will also be mailed to resident owners within 300 feet of the subject property. Not less than seven (7) days prior to the hearing, notice of hearing will be posted on the land being considered.
- You will be given notice of the public hearing and should be present.
- Recommendations by the PZ Commission for granting or denying the application will be forwarded to the City Council for their action. You will be notified, in writing, of the PZ Commission's recommendation and the City Council decision.

PRACTICAL POINTERS

- Annexations typically are accompanied by an application for a re-zone to change the land use.