

City of Roberts, Idaho Zone Change Application 208-228-3220

Filing Date: _____

APPLICATION INFORMATION

Applicant Name: _____

Mailing Address: _____

Phone: _____ Email: _____

PROPERTY OWNER INFORMATION (if different from applicant)

Owner Name: _____

Mailing Address: _____

Phone: _____ Email: _____

PROPERTY INFORMATION

Parcel Number: _____ Site Address (if assigned): _____

Legal Description:

ZONING DESIGNATION

Definitions for zoning district abbreviations are provided in the City Development Manual.

Current Zoning District:

R-1 R-2 R-3 R-4 C-1 I-1 QP-1 P-1

Proposed Zoning District:

R-1 R-2 R-3 R-4 C-1 I-1 QP-1 P-1

FOR OFFICE USE ONLY

Application Received By: _____ Date: _____

Hearing Date: _____ Hearing Publication Dates: _____

Notices Sent Out Date: _____ Clerk Affidavit Attached

Mayor: Y / N Council Date: _____ Approved Denied Approved w/ Conditions

City Office Signature: _____ Title: _____ Date: _____

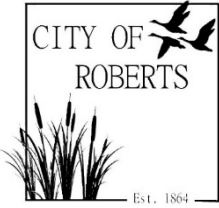
Ordinance #: _____ Summary Publication Date: _____

If Approved with Conditions (if applicable)

If Denied

Denial Reason(s):

Required Corrections / Notes for Reapplication:



CITY OF ROBERTS

ZONE CHANGE INFORMATION SHEET

PURPOSE

A zoning map amendment changes the official zoning designation of a property. It determines permitted land uses and must support orderly development, infrastructure capacity, and public health, safety, and welfare.

REVIEW PROCESS

1. Application Submission
 - Completed application and required exhibits submitted
 - Application fee paid
2. Staff Review
 - Review for completeness
 - Verification of zoning district consistency
 - Scheduling for public hearing
3. Public Hearing – City Council
 - Applicant presents request
 - Public testimony is received (oral and written)
 - City Council considers all information
4. Final Action – City Council
 - Approval, denial, or approval with conditions
 - Decision adopted by ordinance

PUBLIC NOTICE REQUIREMENTS

Public hearings require notice consistent with Idaho land use procedures, which may include:

- Publication in a newspaper of general circulation
- Mailed notice to surrounding property owners as required by ordinance
- Posted notice on or near the subject property when applicable
- Posting on official City notice locations or website

Notice is provided in advance of the hearing to allow public participation.

INFRASTRUCTURE REQUIREMENTS

Applicants must identify the availability of the following services:

- Water service
- Sewer service
- Road access
- Storm drainage

If infrastructure is not available, the City may require improvements or impose conditions, or may determine the request is not appropriate for approval.

ZONING DISTRICTS

- R-1: Single-family residential
- R-2: Mixed residential
- R-3: Multi-family residential
- R-4: Mobile home parks (15–20 acre requirement)
- C-1: Commercial
- I-1: Industrial
- QP-1: Quasi-public / institutional
- P-1: Public / municipal

REQUEST DETAILS

This section should clearly describe what is being requested.

Applicants should include:

- The zoning change being requested (current and proposed district)
- A clear description of the intended use of the property
- Whether any development is proposed or planned
- Whether the request is part of a larger project or phased development

This section should be factual and descriptive, focusing on what is being proposed.

JUSTIFICATION

This section explains why the request is appropriate.

Applicants should address:

- Compatibility with surrounding land uses
- How the request supports orderly growth and development
- Availability or feasibility of infrastructure and services
- Consistency with community needs or planning goals
- Potential impacts to public health, safety, and welfare
- Long-term suitability of the proposed zoning classification

This section is used by the City Council to evaluate whether the request is reasonable and appropriate for approval.

IMPORTANT NOTE

Approval of a zoning map amendment does not authorize construction or development. Additional permits may be required before any land disturbance or building activity.

PURPOSE OF THIS DOCUMENT

This sheet is intended to:

- Standardize zone change applications
- Ensure consistent review by the City Council
- Improve clarity for applicants
- Support transparent decision-making
- Reduce incomplete or unclear submissions