

PUBLIC HEARING APPLICATION PROCESS

CANYON COUNTY DEVELOPMENT SERVICES DEPARTMENT

111 North 11th Avenue, #310, Caldwell, ID 83605
www.canyoncounty.id.gov Phone: 208-454-7458



1.

- **DUE DILIGENCE BY APPLICANT (PARCEL INQUIRY OR PRE-APPLICATION MEETING)**

2.

- **NEIGHBORHOOD MEETING (HOSTED BY APPLICANT) PER CCZO SECTON 07-01-15**

3.

- **SUBMIT APPLICATION, SUBMITTAL MATERIALS & FEES TO DEVELOPMENT SERVICES**
 - Incomplete submittals will not be accepted

4.

- **STAFF REVIEW OF APPLICATION**
 - **APPLICATION WILL BE POSTED UNDER "LAND HEARINGS" ON THE COUNTY WEBSITE**

5.

- **SCHEDULE FOR PUBLIC HEARING (41-Day PROCESS)**
 - **SUPPLEMENTAL CASE INFORMATION WILL BE POSTED UNDER "LAND HEARINGS" ON THE COUNTY WEBSITE**
 - **DAY 1-5:** Hearing notices sent with comment deadline to affected agencies and proeprty owners
 - **DAY 19:** Comment deadline ends. Comments receieved late will not be accepted. Late comments may be provided during the public hearing as testimony if accepted by the hearing body.
 - **DAY 20-30:** Staff Report Packet preparation
 - **DAY 31:** Staff Report Packet sent to hearing body
 - **STAFF REPORT WILL BE POSTED UNDER "LAND HEARINGS" ON THE COUNTY WEBSITE**
 - **Day 41:** Public Hearing

6.

- **PUBLIC HEARING**
 - Planning & Zoning Commission hearing (1st and 3rd Thursday evenings);
 - Hearing Examiner hearing (3rd Wednesday afternoon); or
 - Board of County Commissioners hearing (Day-time)
 - **HEARING DECISIONS WILL BE POSTED UNDER "LAND HEARINGS" ON THE COUNTY WEBSITE**

7.

- **IF 2nd HEARING Required, SEE ITEM 5 & 6 SCHEDULING FOR HEARING AND PUBLIC HEARING**
 - Substantial changes to an application between hearings may be considered a new application and may be required to restart the process

8.

- **CLOSED/REQUEST FOR RECONSIDERATION (IDAHO CODE SECTION 67-6535(b))**
 - **FINAL DECISIONS WILL BE POSTED UNDER "LAND HEARINGS" ON THE COUNTY WEBSITE**