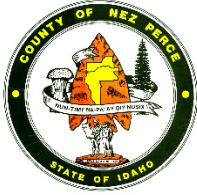


AGRICULTURAL PROTECTION AREA APPLICATION PROCESS

- The Applicant submits a completed application, on the forms provided, to the Nez Perce County Planning and Building Department and pays a \$400.00 non-refundable fee.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

- Once staff determines the application is complete, a public hearing date is set for the application to be considered by the Nez Perce County Agricultural Protection Area (APA) Commission.
- You will be notified of the hearing date. The public hearing procedures of Idaho Code 67-6509 are followed. Meetings shall be held within 60 days of receipt of the completed application.
- Nez Perce County Planning and Building Services will post a sign on the property and notify property owners within 1000 feet of the property. This notifies them of the nature of the request, the date of public hearing, and solicits comments from them.
- Nez Perce County Planning and Building Services solicits comments from public agencies.
- After all comments have been received, staff prepares a packet to present to the APA Commission. The Applicant will receive a copy of this report 5-7 days prior to the scheduled hearing.
- The APA Commission will hold a public hearing on the request. The Applicant is invited to speak as well as others who wish to provide testimony.
- The APA Commission will make a recommendation to the Board of County Commissioners.
- The Board of County Commissioners will set a public hearing date, generally several weeks away to allow sufficient time for legal notice. The meeting shall be held within 60 days of receipt of the recommendation from the APA Commission. The property owners and agencies who received the notice for the APA Commission public hearing will again receive notice of the Board of County Commissioners public hearing.
- The Board of County Commissioners holds a public hearing on the request and makes a decision.
- Generally, several weeks later at the Board of County Commissioners regularly scheduled agenda session, the formal decision document known as Findings of Fact, Conclusions of Law and Decision, is adopted along with the first reading of the ordinance.
- Generally, in the following weeks at their regularly scheduled agenda session, the Board of County Commissioners holds the second reading and third reading to adopt the ordinance.
- After final adoption of the ordinance, it is published in The Lewiston Morning Tribune making the agricultural protection area final.
- The ordinance will be recorded and will run with the land.
- The process may take 3 to 6 months to complete.



AGRICULTURAL PROTECTION AREA APPLICATION

APPLICANT INFORMATION

NAME OF APPLICANT: _____

MAILING ADDRESS: _____

CITY, STATE, ZIP: _____

CONTACT NUMBER: (_____) _____

EMAIL: _____

OWNERSHIP INFORMATION

NAME OF PROPERTY OWNER: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

CONTACT NUMBER: (_____) _____

EMAIL: _____

DESCRIPTION OF PROPERTY

ASSESSOR PARCEL NUMBER/S (BEGINS WITH RP): _____

ADDRESS/SITE LOCATION: _____

AREA IN ACRES: _____

LAND USE DESIGNATIONS

EXISTING ZONING DESIGNATION: _____

COMPREHENSIVE PLAN EXISTING LAND USE: _____

COMPREHENSIVE PLAN FUTURE LAND USE DESIGNATION: _____

THE APPLICATION IS FOR (Check One)

- ☐ THE ESTABLISHMENT OF AN AGRICULTURAL PROTECTION AREA
- ☐ ADDING LAND TO AN EXISTING AGRICULTURAL PROTECTION AREA
- ☐ REMOVING LAND FROM AN EXISTING AGRICULTURAL PROTECTION AREA

SUBMITTALS

The following items must be submitted in order for the application to be processed.

- ☐ \$400.00 non-refundable fee.
- ☐ Proof of ownership.
- ☐ A legal description of the area to be included in the agricultural protection area.
- ☐ A site plan, survey or map showing the area to be included in the agricultural protection area, including any buildings currently on the parcel.
- ☐ The number of years the land has been in agricultural or forest production, the types of agricultural or forest commodities produced, and the applicant's plan to continue using the land for agricultural or forest purposes.
- ☐ Soil surveys, water rights, and any other relevant environmental assessments or documentation.
- ☐ Applications to remove land from an agricultural protection area due to hardship require an explanation of the hardship in conformance with Idaho Code 67-9703(5).

APPLICANT'S CERTIFICATION

The Applicant(s) hereby certify (ies) that the information contained in this application is true and correct to the best of my/our knowledge. By submitting this application, you are entering a quasi-judicial process. As such, you must not discuss the application with any member of the Nez Perce County Agricultural Protection Area Commission or the Nez Perce County Board of Commissioners outside of the public hearing at which this matter will be heard.

Dated this _____ day of _____, 20____. _____
Signature of Applicant

The property owner hereby authorizes this application.

Dated this _____ day of _____, 20____. _____
Signature of Property Owner

The application must be signed by all property owners or by an authorized managing member acting on behalf of a legal entity. Additional signatures may be added below or attached.

FOR OFFICIAL USE ONLY:

Date Submitted: _____ Received By: _____
Amount Paid: _____ Check/Money Order #: _____
Hearing Date: _____ Case Number: _____