



City of McCall

COMMUNITY DEVELOPMENT

www.mccall.id.us

216 East Park Street
McCall, Idaho 83638

Phone 208-634-7052

Main 208-634-7142

Fax 208-634-3038

PUBLIC NOTICE PROCEDURES

The following applications are subject to public hearings and need to be noticed in conformance with McCall City Code Section 3.15.03:

- Annexation
- Conditional Use Permit
- Design Review
- Planned Unit Development
- Rezone
- Subdivision
- Variance

City Responsibilities

The City of McCall will provide the following:

- Publication in the *Star News* at least fifteen (15) days prior to the public hearing
- Materials to post on the property
- Materials to send to neighboring property owners within 300-feet of the exterior boundary of the property.

Applicant Responsibilities

The applicant is responsible for the following:

- Acquiring a list of property owners within 300-feet of the exterior boundary of the property. The list shall be derived from the Valley County Assessor's Office ownership data. Property ownership lists may be obtained by a title company with an office in Valley County.
- Mailing notice to property owners on the aforementioned list at least fourteen (14) days prior to the public hearing.
- It is recommended to include a site plan or other relevant information beyond the required letter provided by the City.
- Physically posting the site at least fifteen (15) days prior to the public hearing. The poster must be at least 11"x17" and laminated, and posted in a conspicuous location on the site.
- The applicant shall provide the attached affidavits of mailing and posting to City at least one week prior to the hearing date.

CITY OF MCCALL
Valley County, Idaho

STATE OF IDAHO)
) ss.
County of Valley)

AFFIDAVIT OF MAILING

I, _____ of the City of _____,
_____ County, _____, being
first duly sworn on oath, depose and say that on _____, I placed in the United
States mail, postage prepaid, NOTICE OF HEARING FOR _____
substantially in the form attached. The notices were addressed to all owners of property shown
in the attached notice.

(signature)

SUBSCRIBED AND SWORN To before me this ____ day of _____, 20____.

Notary Public for the State
of _____, residing at _____
My commission expires _____

Attachments:

1. Form of Notice
2. List of Property Owners & Addresses

CITY OF MCCALL
Valley County, Idaho

STATE OF IDAHO)
) ss.
County of Valley)

AFFIDAVIT OF POSTING

I, _____ of the City of _____,
_____ County, _____, being
first duly sworn on oath, depose and say that on _____, I physically posted the
NOTICE OF HEARING FOR _____ on the property at the following
address/location _____.

(signature)

SUBSCRIBED AND SWORN To before me this ____ day of _____, 20____.

Notary Public for the State
of _____, residing at _____
My commission expires _____

Attachments:

1. Photo of public hearing posting on property.