

CITY OF RATHDRUM  
8047 W Main Street  
Rathdrum, ID 83858



PLANNING AND ZONING  
208-687-2700 Ext: 117  
208-687-1377 Fax

## ANNEXATION APPLICATION

Date Received: \_\_\_\_\_

### APPLICATION INFORMATION

Fee: \_\_\_\_\_

1. Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

2. ATTACH HERETO a legal description and map of the property, along with a diskette of the boundaries. The legal description shall be a definite boundary described by metes and bounds, on which can be mapped on a tax code area map, and includes:
  - Section, Township, Range and Meridian
  - An initial point
  - A true point of beginning
  - A closure accuracy of at least one(1) part in five thousand(5000) The map shall be prepared in a draftsman-like manner as “an original graphic representation or precise copy matching the accompanying legal description and drafted to scale using standard mechanical drawing instruments or a computer.”
3. ATTACH HERETO a title report.
4. ATTACH HERETO a description of the existing land use and zoning map.
5. ATTACH HERETO a description of the proposed land use and requested zoning.
6. ATTACH HERETO a vicinity map showing the surrounding uses and zoning, out to a quarter of a mile from the property.
7. ATTACH HERETO an impact study describing the impact of the proposed annexation and zoning on the following:

-Streets	-Water	-Sewer
-Schools	-Police & Fire Protection	-Public Service

8. ATTACHED HERETO a narrative statement demonstrating that the requested annexation and zoning conforms to the goal and policies of the Rathdrum Comprehensive Plan.
9. ATTACHED HERETO correspondence from the School District and Fire District indicating support or opposition to the proposed annexation and zoning.
10. ATTACHED HERETO a list of all recorded owners of property within 300' of the external boundaries of the concerned property, said list to be provided by a licensed title company.
11. ATTACHED HERETO the appropriate filing fees for annexation and zoning.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## ANNEXATION CHECKLIST

Property Name: \_\_\_\_\_

Zoning: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Applicants Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

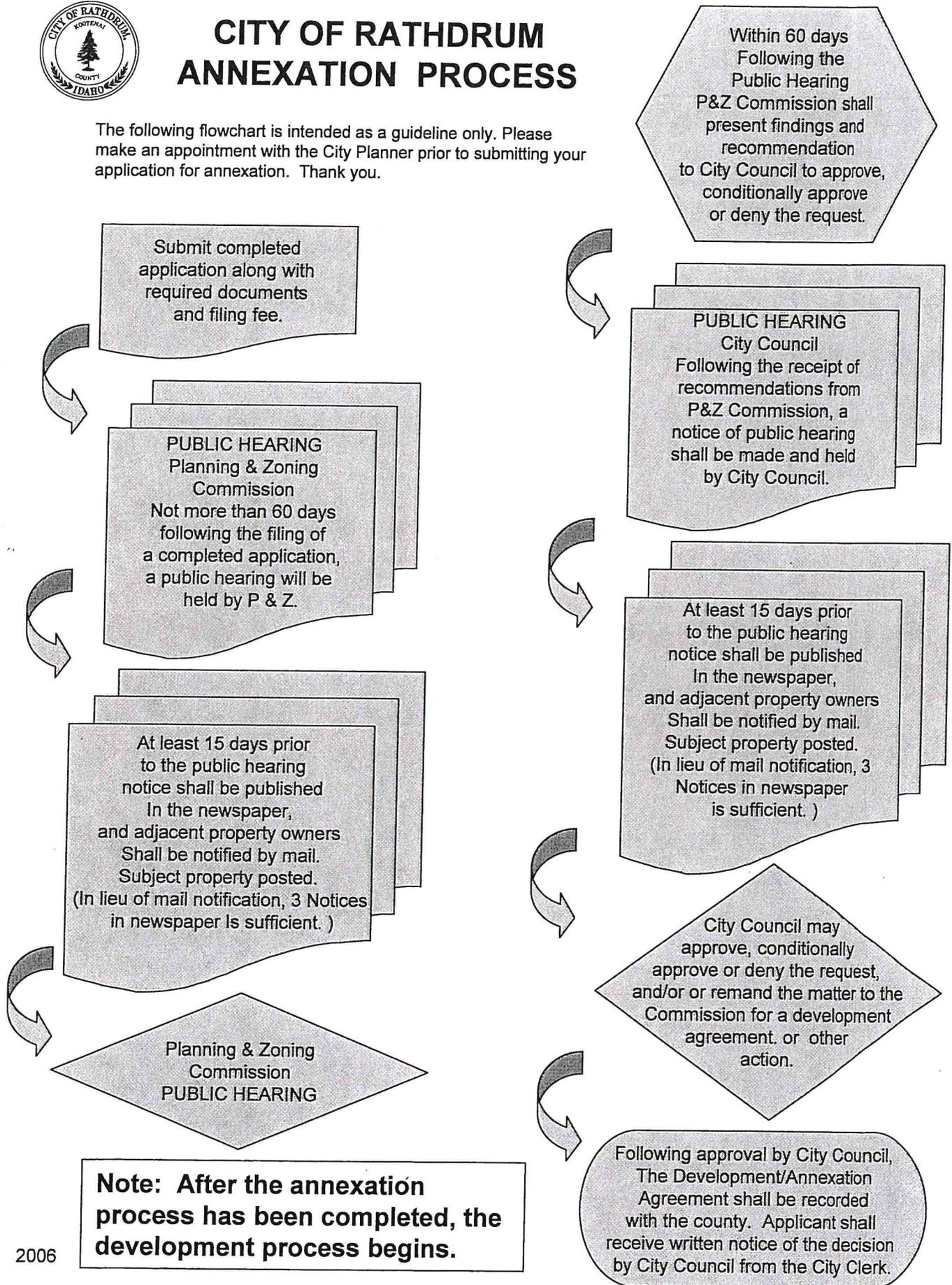
**X**

	Legal description and diskette
	Title report
	Description of existing land use and zoning
	Vicinity map showing surrounding uses and zoning out to ¼ mile from property
	An impact study (see application for details)
	Narrative statement of proposed annexation (see application for details)
	Correspondence from School District and Fire Dist in support or in opposition of proposal
	List of recorded property owners within 300' of external boundaries provided by licensed title company
	Filing fees



# CITY OF RATHDRUM ANNEXATION PROCESS

The following flowchart is intended as a guideline only. Please make an appointment with the City Planner prior to submitting your application for annexation. Thank you.



**Note: After the annexation process has been completed, the development process begins.**