



DE-ANNEXATION APPLICATION

STAFF USE ONLY			
Date Submitted: _____	Received by: _____	Fee paid: _____	Project #: _____

REQUIRED SUBMITTALS

**Public Hearing with City Council required*

Application Fee: \$ 800.00
 + Actual Cost of Surveyor Review
Published Notice: \$ 300.00

Mailing (x1): \$ 1.00 per address + \$28.00

(The City's standard mailing list has 28 addresses per public hearing)

A COMPLETE APPLICATION is required at time of application submittal, as determined and accepted by the Planning Department located at <http://cdaid.org/1105/departments/planning/application-forms>.

- Completed application form**
- Map:** Conforming to State of Idaho requirements (see attached example), and legal description of the property for which De-Annexation is requested.
- Letter:** Addressed to the Mayor and City Council stating the reason you are requesting De-Annexation from the City of Coeur d'Alene.
- A legal description:** in MS Word compatible format, together with a meets and bounds map stamped by a licensed Surveyor.
- A vicinity map:** To scale, showing property lines, thoroughfares, existing and proposed zoning, etc.
- Record of Survey:** showing bearings/distances for the exterior boundaries including any linkages needed for contiguity. The existing city limits, the proposed city limits, city limits of nearby cities, when appropriate and a narrative description of the property boundaries taken for the Record of Survey.
- Submittal documents:** Applications will not be accepted unless all application items on the form are submitted both with original documents and an electronic copy.

APPLICATION INFORMATION

PROPERTY OWNER:		
MAILING ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:	FAX:	EMAIL:
APPLICANT OR CONSULTANT:		STATUS: ENGINEER OTHER
MAILING ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:	FAX:	EMAIL:

FILING CAPACITY

- Recorded property owner as to of _____
- Purchasing (under contract) as of _____
- The Lessee/Renter as of _____
- Authorized agent of any of the foregoing, duly authorized in writing. *(Written authorization must be attached)*

SITE INFORMATION:

PROPERTY LOCATION OR ADDRESS OF PROPERTY:		
EXISTING CITY ZONING (CHECK ALL THAT APPLY): R-1 <input type="checkbox"/> R-3 <input type="checkbox"/> R-5 <input type="checkbox"/> R-8 <input type="checkbox"/> R-12 <input type="checkbox"/> R-17 <input type="checkbox"/> MH-8 <input type="checkbox"/> NC <input type="checkbox"/> C-17 <input type="checkbox"/> C-17L <input type="checkbox"/> CC <input type="checkbox"/> DC <input type="checkbox"/> LM <input type="checkbox"/> M <input type="checkbox"/> NW <input type="checkbox"/>		
TAX PARCEL #:	EXISTING ZONING:	ADJACENT ZONING:
GROSS AREA/ACRES:	CURRENT LAND USE:	ADJACENT LAND USE:
DESCRIPTION OF PROJECT/REASON FOR REQUEST:		

CERTIFICATION OF APPLICANT:

I, _____, being duly sworn, attests that he/she is the applicant of this
(Insert name of applicant)

request and knows the contents thereof to be true to his/her knowledge.

Signed: _____
(applicant)

Notary to complete this section for applicant:

Subscribed and sworn to me before this _____ day of _____, 20____.

Notary Public for Idaho Residing at: _____

My commission expires: _____

Signed: _____
(notary)

CERTIFICATION OF PROPERTY OWNER(S) OF RECORD:

I have read and consent to the filing of this application as the owner of record of the area being considered in this application.

Name: _____ Telephone No.: _____

Address: _____

Signed by Owner: _____

Notary to complete this section for all owners of record:

Subscribed and sworn to me before this _____ day of _____, 20____.

Notary Public for Idaho Residing at: _____

My commission expires: _____

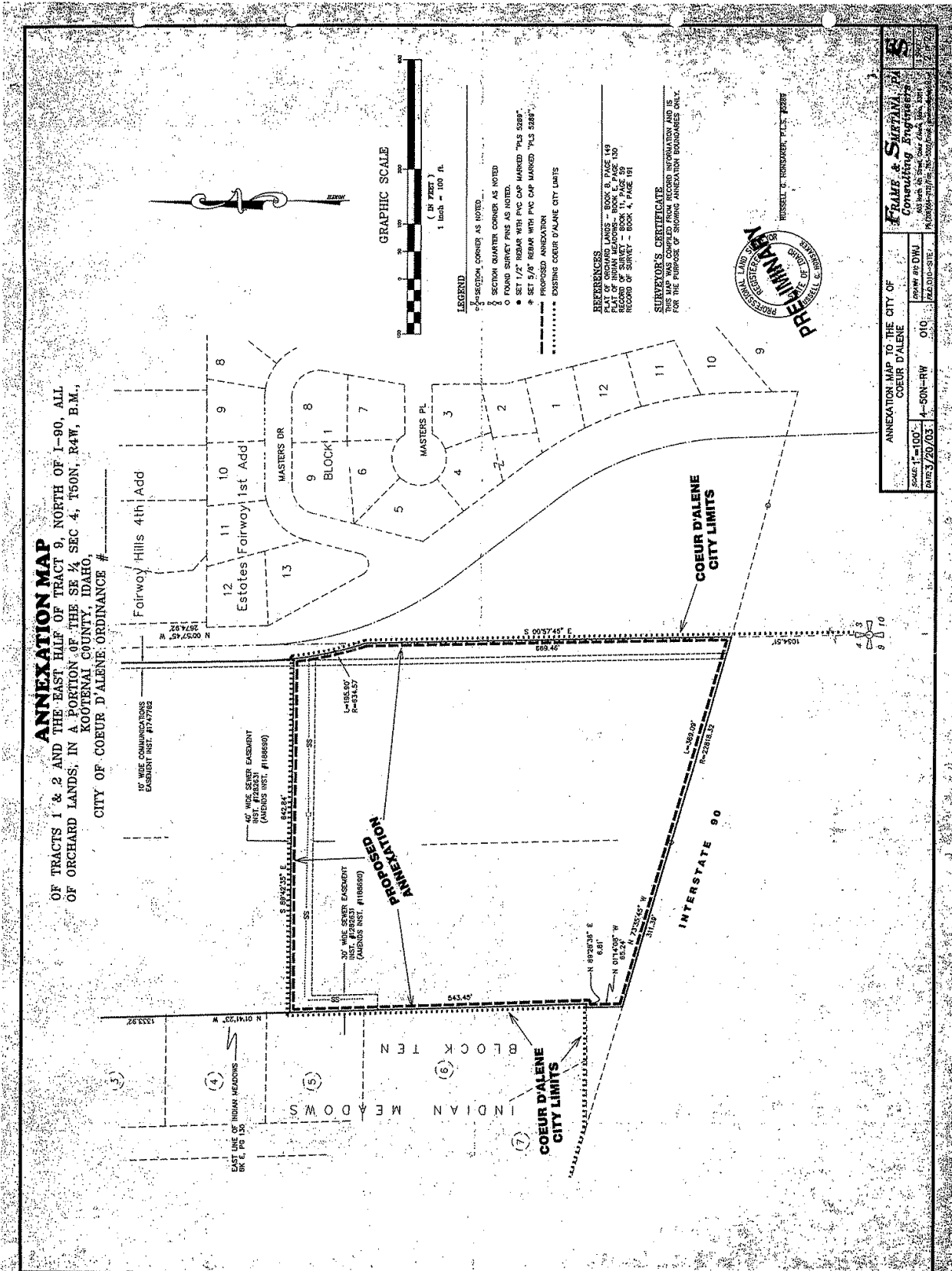
Signed: _____
(notary)

For multiple applicants or owners of record, please submit multiple copies of this page.

NOTIFICATION OF ADDITIONAL FEES:

** A De-Annexation request requires review and verification of the map and legal description by a city-contracted surveyor. Applicant will be responsible for paying the cost of the city-contracted surveyor in addition to the application fee.

EXAMPLE OF REQUIRED DE-ANNEXATION MAP



ANNEXATION MAP
 OF TRACTS 1 & 2 AND THE EAST HALF OF TRACT 9, NORTH OF 1-90, ALL
 OF ORCHARD LANDS, IN A PORTION OF THE SE ¼ SEC 4, T60N, R4W, B.M.,
 KOOTENAI COUNTY, IDAHO,
 CITY OF COEUR D'ALENE, ORDINANCE #



- LEGEND**
- SECTION CORNER AS NOTED
 - SECTION QUARTER CORNER AS NOTED
 - FOUND SURVEY PINS AS NOTED
 - SET 1/2" BEAR WITH PIV CAP MARKED "PLS 5288"
 - SET 3/8" BEAR WITH PIV CAP MARKED "PLS 5288"
 - RECORDED DE-ANNEXATION
 - EXISTING COEUR D'ALENE CITY LIMITS

REFERENCES

- BOOK 1, PAGE 119
- PLAT OF INDIAN MEADOWS - BOOK 1, PAGE 119
- RECORD OF SURVEY - BOOK 11, PAGE 99
- RECORD OF SURVEY - BOOK 4, PAGE 191

SURVEYOR'S CERTIFICATE

I, THE UNDERSIGNED, HAVE RECORDED INFORMATION AND IN
 THE RECORDS OF THE COUNTY OF COEUR D'ALENE, IDAHO,
 FOR THE PURPOSE OF SURVEY ANNEXATION ORDINANCE #100.



ANNEXATION MAP TO THE CITY OF COEUR D'ALENE		PROJECT #R DWJ	
SCALE 1"=100'	DATE 3/20/03	BY 1-501-RH	DATE 3/20/03
PROJECT #R DWJ		PROJECT #R DWJ	
DATE 3/20/03		DATE 3/20/03	