



PLANNING & DEVELOPMENT SERVICES  
PO Box 4169, 911 North Seventh Avenue  
Pocatello, Idaho 83205  
(208)234-6184 FAX (208)234-6586  
planning@pocatello.us

## ALCOHOL LICENSE EXCEPTION APPLICATION

Submittal Date: \_\_\_\_\_ Council Date: \_\_\_\_\_ Application #: \_\_\_\_\_

**Filing Fee \$50.00 + ( \_\_\_\_\_ Total Addresses x \$1.50 = \$ \_\_\_\_\_ ) = Total Due \$ \_\_\_\_\_**

### Applicant:

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

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

### Business/Site:

Property Owner: \_\_\_\_\_

Site Address: \_\_\_\_\_ City: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_

Zoning District: \_\_\_\_\_ In Historic District: \_\_\_\_\_  Beer  Wine  Liquor

### THE FOLLOWING MUST ACCOMPANY EACH APPLICATION:

- A. Provide the days and hours of operation and a brief description of the business' activities, (i.e. Restaurant, Bar, Activities Center, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- B. Two sets of self-adhesive mailing labels for all property owners of record with Bannock County within 300 feet of the building.
- C. Signed Affidavit of Mailing List.
- D. Application requires original ink signatures along with electronic signatures, if you submit electronically.

\_\_\_\_\_  
SIGNATURE OF PROPERTY OWNER- Ink and/or Electronic

\_\_\_\_\_  
SIGNATURE OF APPLICANT- Ink and/or Electronic



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### AFFIDAVIT OF MAILING LIST - ANNEXATION

1. The undersigned is the applicant or authorized representative of the applicant.
2. It is understood that the City of Pocatello requires the applicant to provide two sets of mailing labels of all the property owners of record with mailing addresses located within 300 feet of the boundaries of the project site and \$3.00 fee per address. The list shall be based on the most current equalized assessment rolls at the Bannock County Assessor's Office.\* This list and fee will be used to send two (2) notices of public hearing required to process the application.
3. This is to certify that the persons named, together with their mailing addresses as shown on the project mailing list attached herewith, are all the owners of property situated within 300 feet of the property, as their said names and mailing addresses are set forth on the latest equalized assessment rolls at the Bannock County Assessor's Office.
4. The foregoing is true under penalty of perjury.

Dated: \_\_\_\_\_

Signature: \_\_\_\_\_

Name (please print): \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

\* To ensure proper noticing, Bannock County Assessor records, rather than information from the online parcel map, must be used.