



**North Dakota**

**City of Watford City**  
 213 2<sup>nd</sup> St. NE / PO Box 494  
 Watford City, ND 58854  
 Ph. 701-444-2533  
 Fax 701-444-3004  
*Celebrating 100 Years - 2014*  
[watford.mckenziecounty.net](http://watford.mckenziecounty.net)

**Land Use Application: *Zone Change***

**\$300**

**Applicant Information**

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

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

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Property Information**    **Current Zoning:** \_\_\_\_\_    **Requested Zoning:** \_\_\_\_\_

**Detail Summary of Request:** \_\_\_\_\_

Assessor Parcel Number(s): \_\_\_\_\_

Sec. \_\_\_\_\_ Twn. \_\_\_\_\_ Rg. \_\_\_\_\_ Legal Description: \_\_\_\_\_

Acreage: \_\_\_\_\_ Address of Parcel: \_\_\_\_\_

Landowner(s) Name: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Required Documents** – Refer to Application Matrix to ensure all required documents are submitted.

- Attached Exhibit(s) - Drawn, Stamped & Signed by licensed ND Professional Engineer or Land Surveyor
- Deed(s)
- PDF and or DWG provided with application
- Title Report < 60 days
- Copies: (1) 11 x 17 paper

**Compliance with Land Use Application-Zone Change Requirements:**

(I, We), the undersigned swear and say that (I am, We are) the owner(s) of record on the tax rolls of the property involved in this application, or (am, are) otherwise qualified to initiate this application under Watford City Code; that the information on the plans and drawings attached hereto, and all of the statements and answers contained herein are in all respects true and correct to the best of my knowledge and belief, and the undersigned understands that this application must be complete and accurate before a hearing can be conducted.

(I, We) also authorize the **Watford City Planning Department** and its designee, to enter the premises of the property subject to this application for the purposes of gathering information for the purpose of advising the public of the proposed application

Landowner(s) Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

Landowner(s) Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

I, \_\_\_\_\_, a **Notary Public** of the County and State aforesaid, hereby certify that \_\_\_\_\_ personally known to me to be the affiant in the foregoing affidavit, personally appeared before me this day and having been by me duly sworn deposes and says that the facts set forth in the above affidavit are true and correct. Witness my hand and official seal this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

(SEAL)

\_\_\_\_\_  
**Notary Public**

My Commission expires:  
\_\_\_\_ / \_\_\_\_ / \_\_\_\_

State of: \_\_\_\_\_

County of: \_\_\_\_\_

**Surveyor / Engineer Information:**

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

Company: \_\_\_\_\_

License: \_\_\_\_\_

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

City: \_\_\_\_\_

State & Zip: \_\_\_\_\_

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

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

(SEAL)

**OFFICE USE ONLY - Required Approvals/Signatures/Dates**

Planning & Zoning: \_\_\_\_\_

City Council: \_\_\_\_\_

Advertise Date(s): \_\_\_\_\_

Property Owners Noticed: \_\_\_\_\_

**Agenda Date:** \_\_\_\_\_

**Final Action Letter Sent:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**staff initials:** \_\_\_\_\_

Payment: Cash \_\_\_\_ Credit/Debit Card \_\_\_\_ Check # \_\_\_\_ Amount: \$ \_\_\_\_\_

Receipt # \_\_\_\_\_

Sent to Recorders – Date: \_\_\_\_\_ for Preliminary Review

Sent to Recorders – Date: \_\_\_\_\_ for Recording