Subdivision Application – Preliminary Plat

Submittal Date: _____

Proposed Name of Subdivision: _____

Street Address or General Location of Property: _____

Legal Description of Property: _____

Current Zoning of Property: _____ Total Area of Property: _____ Number of Lots/Units: _____

Check the one box that applies:

☐ Regular Plat - 5 or more residential parcels, 3 or more non-residential parcels (Commission and Council Review).

☐ Short Plat - 4 or fewer residential parcels, 2 non-residential parcels, townhouse or condominium units in existing or approved structures, or lot line adjustment creating more than 1 lot in the Townsite Overlay District (Commission Review only).

☐ Lot Line Adjustment- combining 2 or more lots into 1 lot (Administrative Review).

☐ Lot Line Adjustment- all other alterations (Administrative Review).

Name of Owner of the Property: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone: _____-_____-_____ Fax: _____-_____-_____ Cell: _____-_____-_____

Email Address: _____

Property Owner Consent:

By signature hereon, the property owner acknowledges that City officials and/or employees may, in the performance of their functions, enter upon the property to inspect, post legal notices, and/or other standard activities in the course of processing this application, pursuant to Idaho Code §67-6507. The property owner is also hereby notified that members of the Planning and Zoning Commission and City Council are required to generally disclose the content of any *ex parte* discussion (outside the hearing) with any person, including the property owner or representative, regarding this application.

Property Owner's Signature: _____ Date: _____/_____/_____

Name of individual to contact on behalf of Trust or LLC (if applicable)**:** _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone: _____-_____-_____ Fax: _____-_____-_____ Cell: _____-_____-_____

Email Address: _____

Application Contact (if different than above): _____

***Application Contact will be the Planning Department's primary contact for questions related to the application.*

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone: _____-_____-_____ Fax: _____-_____-_____ Cell: _____-_____-_____

Email Address: _____

See attached checklist(s) for items that must be submitted with this application in order for application to be considered complete. See the Hailey Subdivision Ordinance for an explanation of the review process.

Fees: *Cost of additional noticing, recording fees, and other direct costs will also be assessed.*

	FOR CITY USE ONLY
☐ <u>Regular Plat</u> $1,350 + $60/lot, sub-lot, or unit……………………………………………………………………. if w/ development agreement - fees for services rendered by City Attorney are billed @ $175/hr	$_____
☐ **OR** <u>Short Plat</u> $350 / lot, sub-lot, or unit (not to exceed 1,400) ………………………………………………	$_____
☐ **OR** <u>Lot Line Adjustment</u> (combing lots into 1 Lot) $100 ……………………………………………………	$_____
☐ **OR** <u>Lot Line Adjustment</u> (All other alterations) $450………………………………………………………	$_____
☐ **OR** <u>Preliminary Plat Extension</u> $250 (No Mailing or Publications)………………………………………………	

Publication: ☐ <u>Regular Plat</u> $50.00 x 4 **OR** ☐ <u>Short Plat</u> $50.00 x 2 **OR** ☐ <u>Lot Line Adjustment</u> $50

$_____

Mailing: ☐ <u>Regular Plat</u>:(# of addresses _____) x 4 x (._____ *postage + .15 for paper, envelope & label)*

$_____

OR ☐ <u>Short Plat</u>: (# of addresses _____) x 2 x (._____ *postage, + .15 for paper, envelope & label)*

OR ☐ <u>Lot Line Adjustment</u>: (# of addresses _____) x (._____ *postage + .15 for paper, envelope & label)*

Total Due: $_____

PRELIMINARY PLAT CHECKLIST

Project Name:

_____

The following items must be submitted with the application for the application to be considered complete (✓):

_____ Names and address of all property owners within three hundred (300) feet of the exterior boundaries of the land being considered **and easement holders** within the subject property.

_____ **One (1)** 11" x 17" copies of large plat. **One (1)** if application is a Short Plat or Lot Line Adjustment

_____ PDF files of all required documents and 11" x 17" plats

_____ **One (1) large plat, to scale, including:**

　　_____ Location of subdivision as forming a part of some larger tract or parcel of land referred to in the records of the Blaine County Recorder.

　　_____ North point, scale and date.

　　_____ Zoning requested for each area if not already zoned, or if a zone change is requested.

　　_____ Zoning district(s) and boundaries, including any overlay district(s) and boundaries.

　　_____ Boundary lines of tract to be subdivided. If applicable, existing, and proposed lines, easements or building envelops to be adjusted.

　　_____ Proposed lot and block numbers.

　　_____ Size of each lot shown in both square feet and acres.

　　_____ Total land area of project.

　　_____ Location of existing and proposed sanitary sewers, sewer services, storm drains, water supply mains, water services, fire hydrants and culverts within the property and immediately adjacent thereto.

　　_____ Location, widths and other dimensions of all existing or platted streets and other important features such as power lines, water courses, easements, topography, substantial vegetation, wetlands, flood-plain and flood-way areas, avalanche areas, buildings, structures, or any other man-made features within, contiguous to, or in the general area of the property to be subdivided.

**Items Below Are *Generally Not Required* for Lot Line Adjustments:

　　_____ Locations, widths and other dimensions of proposed streets, alleys, easements, parks, lots and open space.

　　_____ The plan and cross section of proposed streets and alleys showing widths of roadways, location of sidewalks, curb and gutter, location and species of street trees, drainage areas, parking areas, snow storage areas, and any other improvement proposed or require for the right-of-way.

　　_____ Proposed names of all the streets, whether new or continuous (new street names must not be the same or similar to any other street names used in Blaine County).

　　_____ Contour map at 1' or 2' contour interval to show the general topography of the tract.

　　_____ Parcel of land intended to be dedicated for required park space and proposed improvements thereon **or** written request to make voluntary cash contribution in-lieu of required park dedication and improvements.

　　_____ Parcel of land intended to be dedicated for public use or reserved for the use of all property owners with the purpose indicated **and** planned improvements to that parcel(s).

_____ **Phasing Plan, *if applicable*, including:**

　　_____ Numbers of lots in each phase.

　　_____ Infrastructure planned for completion with each phase.

　　_____ Amenities to be constructed with each phase.

　　_____ Area Development Plan (if applicable).

　　_____ Community Housing Plan (if applicable).

　　_____ Flood Hazard Development Permit if property is located within or partially within the floodplain (if   applicable)

　　_____ Copy of draft CC&R's (if applicable).

　　_____ Other information as may be required by the Commission, Council, or Planner. This may include but is not limited to impact assessment letters from various agencies. Information may also include any study or assessment reasonably required.

　　___ Deadline for completion of each phase.

　　___ All other information pertinent to the completion of the development.