



# Subdivision Application FINAL PLAT

Submittal Date: \_\_\_\_\_

Name of Subdivision: \_\_\_\_\_ Number of Lots/Units: \_\_\_\_\_

Legal Description of Property: \_\_\_\_\_

Date of Preliminary Plat Approval (date Findings of Fact were signed): \_\_\_\_\_

**Final plat shall be submitted for final review within two years of preliminary plat approval, unless otherwise allowed for within a phasing agreement.**

**Name of Owner of the Property:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ - \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ - \_\_\_\_\_ Cell: ( ) \_\_\_\_\_ - \_\_\_\_\_

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

**Application Contact (if different than owner):** \_\_\_\_\_

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

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ - \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ - \_\_\_\_\_ Cell: ( ) \_\_\_\_\_ - \_\_\_\_\_

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

**Check the one box that applies:**

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

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

**FOR CITY USE ONLY**

**Final Plat:** \$453 + \$31/lot, sub-lot, or unit..... \$ \_\_\_\_\_  
if w/ development agreement - fees for services rendered by City Attorney are billed @ \$175/hr.

**Final Plat Extension**..... \$ 263.00

**Mailing:**  **Final Plat:**(# of addresses \_\_\_\_\_) x (.\_\_\_\_\_postage + .20 for paper, envelope & label) \$ \_\_\_\_\_

**Publication:**  **Regular Plat** \$55.00 **OR**  **Short Plat** \$55.00..... \$ \_\_\_\_\_

**Total Due**..... \$ \_\_\_\_\_

**Final Plat Checklist**

Final plat submitted for signature shall conform to requirements found in Article 50-1301 (et. seq.) of the Idaho Code (as amended) and to requirements set forth by Blaine County for digital plat submittals.

**Please see page 2 of this application for the list of items needed at time of submittal.**

**FINAL PLAT CHECKLIST**

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

City Use Only  
Certified Complete by: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**The following items must be submitted for the application to be certified complete (please make an appointment with a planner to submit):**

- \_\_\_\_\_ One (1) 24"x36" copy of final plat
- \_\_\_\_\_ One (1) 11"x17" copy of final plat
- \_\_\_\_\_ One (1) digital copy of final plat
- \_\_\_\_\_ A summary of the status of required infrastructure improvements and other Conditions of Preliminary Plat Approval.
- \_\_\_\_\_ An explanation why any required items have not been completed and estimated future completion dates.
- \_\_\_\_\_ An estimated cost of incomplete items and a proposed bond, to be reviewed by the City Engineer, and as per Section 16.03.030, K.
- \_\_\_\_\_ If more than six months have passed since preliminary plat notice. Updated list of names and addresses of all property owners within three hundred (300) feet of the exterior boundaries and all easement holders within subject property.

**If applying for a bond concurrently with Final Plat, the following items are needed:**

- \_\_\_\_\_ Draft Security Agreement
  - \_\_\_\_\_ Bond Amount + additional fees required by City.
  - \_\_\_\_\_ City of Hailey shall be included as a party to the Agreement.
- \_\_\_\_\_ Security Bond Amount Summary: An itemized list of incomplete infrastructure
- \_\_\_\_\_ Letter of Credit or Cash Letter
- \_\_\_\_\_ Estimates from Contractor

**Notes:** Once approved by the City and recorded, all recorded documents shall be returned to the City of Hailey.