

REQUIREMENT OF SUBMITTAL OF DIGITAL FILES AT TIME OF RECORDATION

CHAPTER 3

PROCEDURE FOR APPROVAL SECTION

9-3-1: One Time Only Split of One Parcel of Land

9-3-2: Subdivision or PUD

9-3-1: ONE TIME ONLY SPLIT OF ONE PARCEL OF LAND

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E: PROCESS FOR ONE TIME ONLY SPLIT OF ONE PARCEL OF LAND:

1. Deeds; Restriction: The applicant shall provide two (2) draft deeds (unrecorded) for the proposed new lots that shall be created providing the land split is approved and a survey created by a licensed land surveyor in the State of Idaho. The deeds shall contain a restriction clearly stating that these parcels cannot be split again under the provisions of this title. (Amd. 09-22-2003; Amd. 11/15/2012)

2. Action by the Planning Administrator: The Planning Administrator shall review and may approve or disapprove the application. The proposed survey shall be reviewed for compliance with all state and local requirements. An application that is disapproved may be appealed to the Board of County Commissioners for review and final determination. (amd. 05-13-2002; amd. 09-22-2003; Amd. 11/15/2012)

3. Fees: Fees for this process shall be in accordance with the current fee schedule and are due at the time of submission of the application for review by the Planning Department. Pass-through fees for outside survey review shall be paid in full before the survey and deeds may be recorded. The fees for this process are nonrefundable after the Planning Department reviews the proposed land split. (Amd. 11/15/2012)

4. Voiding or Canceling of Approved Application: The original applicant desiring to void or cancel an approved application shall submit a plat of survey to be recorded with deeds that restore the land to its prior deeded condition and land use. The County Assessor may void the existing documents upon a written certified request of the original applicant with the documents required above without additional fees. (amd. 06-05)

5. Submission to Planning Department: All required materials outlined above for a one time only split of one parcel of land may be submitted to the Planning Department at any time. An application that is approved and not recorded within six (6) months of the date of approval shall be cancelled. (amd. 09-22-2003). Additionally, a GIS-compatible digital version of the line work used to create the survey (i.e. DWG file), with layer separation for each plan view sheet which defines ownership boundaries shall also be required at the time of recordation. The

development boundary, the individual lot or unit boundary lines, easement lines, and line annotation shall be provided on separate working layers from sheet information. A survey tie, or ties, to a corner of the Public Land Survey System (PLSS) shall also be required. The file shall be submitted in the NAD 83 Idaho State Plane East coordinate system.

[For Subdivisions]

9-3-2 (D-2-~~g~~i)

i. Filing and Recording: Submittal of Final Documents: The developer submits two (2) copies of the Final Master Plan, Final Development Agreement, Final Improvement Plans, and Final Covenants and Restrictions to the Planning Administrator for review. Additionally, a GIS-compatible digital version of the line work used to create the survey (i.e. DWG file), with layer separation for each plan view sheet which defines ownership boundaries shall also be required at the time of recordation. The development boundary, the individual lot or unit boundary lines, easement lines, and line annotation shall be provided on separate working layers from sheet information. A survey tie, or ties, to a corner of the Public Land Survey System (PLSS) shall also be required. The file shall be submitted in the NAD 83 Idaho State Plane East coordinate system.

If the administrative review concludes that the submitted documents/plans meet all the conditions and requirements of the Board's approval, then said documents can be recorded in the Teton County Recorder's office (amd. 2011-03-17).

9-7-1-B-4-e Additional Submission Requirements [ADDED]

In addition to all other submittal requirements, a GIS-compatible digital version of the line work used to create the survey (i.e. DWG file), with layer separation for each plan view sheet which defines ownership boundaries shall also be required at the time of recordation. The development boundary, the individual lot or unit boundary lines, easement lines, and line annotation shall be provided on separate working layers from sheet information. A survey tie, or ties, to a corner of the Public Land Survey System (PLSS) shall also be required. The file shall be submitted in the NAD 83 Idaho State Plane East coordinate system.