



**AMENDMENTS TO TITLE 9 TO ADD DIGITAL  
FORMAT LAND SURVEYS TO THE PLAT  
RECORDATION REQUIRMENTS**

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Prepared March 22 for the Planning and Zoning Commission  
Public Hearing of April 9, 2013

**APPLICANT:** Teton County Planning Department

**APPLICABLE CODE:** Title 9 Teton County Subdivision Ordinance- Section pertaining to Boundary Adjustments, One-time-only lot splits and plats including plat amendments (9-3-2-D-2, 9-3-1, 9-7-1-B)

**REQUESTS:** Add sections of code to three separate sections of the Subdivision Ordinance to require the submission of digital-format land surveys when recordation of the document is required. A digital version of the survey would be submitted to the Planning Department prior to recording a Subdivision plat or replat, boundary adjustment, or lot-split survey. The three sections of code include: 1) Final Plat Section 9-3-2 (D-2-i) Filing and Recording; 2) Minor Boundary Adjustment Section 9-7-3 (B-4) Recording; and 3) One-Time- Only Section 9-3-1-E-5 Submission to Planning Department.

**APPLICABILITY:** County wide, all zoning districts

**AMENDMENT DESCRIPTION:** Require digital format, GIS-compatible files at the time of recordation. This requirement will be used to enter the new data (parcels, lots, subdivisions etc.) into the County GIS. The purpose is to save time for our GIS department (of one person) and to increase accuracy of the information that is entered into the GIS.

**BACKGROUND:** At present, if a survey or plat is not submitted with digital files, the GIS analyst must enter in line data by hand. This entails adding an entry for every “change” in the line. These include line type (boundary of a lot vs. boundary of a subdivision vs. an easement) and direction (curves are especially onerous) among others. This process, especially for complex projects, can take days (or weeks) and is prone to human error due to tedious monotony. When a surveyor creates a digital survey, these lines are entered digitally by the surveyor. Being able to import this pre-existing line work saves vast amounts of time for GIS staff and improves accuracy. Typically, this will not require added work for the surveyor, with the exception of making sure the data are in the correct coordinate system. This is a low-cost, high-cost-savings amendment.

## **AMENDMENTS TO TITLE 9 - TETON COUNTY SUBDIVISION ORDINANCE**

See attached text for placement.

Add “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,” to the sections stated above.

### **STAFF ANALYSIS:**

1. **Consistent with purposes of the Teton County Subdivision Ordinance.** The proposed amendment and associated text changes are consistent with Section 9-1-3 Purposes and Scope of Title 9 of the Teton County Subdivision Ordinance, and in particular 9-1-3-G: “The manner and form of making and filing of any plat.”
2. **Consistent with Comprehensive Plan.** The proposed amendment is consistent with the Teton County Comprehensive Plan 2012-2030. This proposal alleviates a financial/resource burden on the County and provides accurate data, available to the public.
3. **Consistent with other sections of the Teton County Zoning and Subdivision Ordinance.** The proposed amendment is consistent with other provisions of the Teton County Code. The proposed amendment does not alter any other part of the subdivision process, but adds an additional requirement at the time of recordation.
4. **Consistent with State Statute.** The proposed amendment is consistent with the Idaho State Local Land Use Act and other state statutes, particularly 55-19: Recording of Surveys 54-12: Engineers and Surveyors, 50-13: Plats and Vacations, and 67-65: Local Land Use Planning.

### **FINDINGS OF FACT AND CONCLUSIONS OF LAW:**

1. The proposed amendment supports the goals, purposes and intent of the Teton County Comprehensive Plan.
2. The proposed amendment supports the goals, purposes and intent of Teton County Title 9, Subdivision Ordinance.
3. The proposed amendment is in compliance with Idaho State Statute.

**PUBLIC NOTICE:** Legal ads were made to the Teton Valley News in accordance with local and state requirements.

### **COMMENTS FROM NOTIFIED NEIGHBORS AND GENERAL PUBLIC**

No comments have been received at the time of this reports writing.

**STAFF RECOMMENDATION:** It is staff's recommendation that you approve this amendment.

**Recommended Motion:** Having found that the proposed amendment to Title 9 is in compliance with state statute and supports the comprehensive plan and other Teton County ordinances, and that a public hearing was legally noticed and conducted, I move to recommend approval of the amendment as presented in the attachment entitled "Requirement of Submittal of Digital Files at Time of Recordation" to the Board of County Commissioners [with the following changes].