



BOUNDARY ADJUSTMENT APPLICATION

The planning staff is available to discuss this application and answer questions. The Planning Administrator shall review the completed application and may approve or disapprove it.

To expedite the review of your application, please be sure to address each of the following items.

SECTION I: PERSONAL AND PROPERTY RELATED DATA

Owner: _____

Applicant: _____ E-mail: _____

Phone: () _____ Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Location and Zoning District:

Property Address: _____

Parcel Numbers: _____

Section: _____ Township: _____ Range: _____ Total Acreage: _____

Zoning District: _____ Proposed Lot Sizes: Parcel one _____ Parcel two _____

I, the undersigned, understand that the items listed below are required for my application to be considered complete and for it to be scheduled on the agenda for the Planning and Zoning Commission public meeting.

• Applicant Signature: _____ Date: _____

I, the undersigned, am the owner of the referenced property and do hereby give my permission to _____ to be my agent and represent me in the matters of this application. I have read the attached information regarding the application and property and find it to be correct.

• Owner Signature: _____ Date: _____

Fees are non-refundable.

SECTION II: APPLICABILITY OF THE MINOR BOUBNDARY ADJUSTMENT PROCESS:

The purpose of the Boundary Adjustment falls under which one of the following two categories:

Y/N **Adjustment for encroachment, setback violation, and boundary dispute.** A minor boundary adjustment necessitated by encroachments, setback violations, bona fide boundary disputes, or similar circumstances. Comments:

Y/N **Adjustment to combine with an adjacent parcel.** The adjustment of the boundary of a parcel *not within a platted subdivision* for the purpose of combining portions thereof with an adjacent parcel. Comments:

SECTION III: REVIEW STANDARDS APPLICABLE TO MINOR BOUNDARY ADJUSTMENTS

1. Not in Subdivision: Both parcels are not within a platted subdivision.
2. No Additional Parcels: The divided or adjusted portion shall be totally merged with and combined into the adjoining parcels so that no additional parcels are created.
3. Buildability: The resulting lots, after the boundary adjustment, shall have buildable sites, or built-upon sites, as determined by the following.
 - a. After the boundary adjustment, the resulting lots shall be sufficient in size to demonstrate to the satisfaction of Eastern Idaho Public District that all site suitability criteria contained in the Technical Guidance Manual for Individual Sewage Disposal Systems can be met. Alternatively, if a central sewage treatment system is available, then written permission from the service provider, such as a “Will-Serve” letter, shall be provided.
 - b. The Idaho Department of Water Resources must confirm that it will allow a well to be drilled onsite for the domestic water supply, or a shared water agreement with an adjoining landowner is provided. Alternatively, if a central water supply system is available, then written permission from the service provider, such as a “Will-Serve” letter, shall be provided.
 - c. The combination of topography, hydrologic setbacks, jurisdictional wetlands, zoning setbacks, and geology of the resulting lots is not so limited to preclude building a habitable structure. If a resulting lot’s potential building site must use slopes over 30%, then a licensed geotechnical consultant or –professional engineer’s site-suitability report may be required.
4. Legal access to each parcel shall be shown on the Map of Survey for the boundary adjustment. If the parcel abuts a County Road and no access point has been authorized by the Teton County Road and Bridge Department, then the points of frontage that are eligible to receive a future Access Permit application should be depicted on the boundary adjustment map.
5. Zoning: Each of the resulting parcels shall conform with the zoning district’s minimum acre-size requirement; if this is not the case, see the steps below:

SECTION IV: SUBMISSION ITEMS APPLICABLE TO MINOR BOUNDARY ADJUSTMENTS

1. Completed application
2. Affidavit of Legal Interest authorizing an applicant or surveyor to represent the application
3. Latest recorded deeds to the property
4. Application fee paid in full in accordance with the current fee schedule.

5. Brief narrative with annotated map of survey demonstrating compliance to the five (5) Review Standards:
 - Is the property in a Flood Plain?
 - Is the property in the Wetland and Waterways Overlay?
 - Can individual septic systems and wells be placed on both parcels?
6. Two unrecorded deeds with new legal descriptions
7. Plat of Survey labeled "Boundary Adjustment" meeting the following requirements:
 - Drawn to scale
 - Legal description
 - Stamped and signed by a licensed land surveyor
 - Date of survey
 - Adequate access easements for each parcel
 - Each parcel labeled with acreage shown

SECTION V: STAFF SUMMARY ANALYSIS, REASONING AND FACT FINDING

SECTION VI: PLANNING ADMINISTRATOR/DESIGNEE REVIEW/ACTION

- Application is approved Application is disapproved

Planning Administrator/Designee Signature: _____ Date: _____