

SUBDIVISION APPLICATION
Planning & Zoning Department



PRELIMINARY PLAT APPLICATION

The Preliminary Plat is the second of three steps in the development process. Upon receipt of the required materials the planning staff shall stamp the application received. Once the Planning Administrator or their designee has reviewed the application and deemed it complete, a public hearing will be scheduled with the Planning and Zoning Commission. It is recommended that the Applicant review chapters 6, 8 and 9 of the Teton County LDC prior to submittal. These chapters along with application materials are located on the County website at www.tetoncountyidaho.gov. The Planning staff is also available to discuss applications and answer questions prior to receiving an application.

For Office Use Only

Fees Paid

Check # _____ Credit Card Cash _____

Fees are non-refundable.

Requirement for Submittal: Ensure all requirements are included. *Incomplete applications will not be put on hold.* Incomplete and partial applications will be returned to applicant.

SECTION I: PERSONAL AND PROPERTY RELATED DATA

Owner Info

Owner Name: _____

Address: _____ Zip code: _____

Project Location

Name of Applicant (if different than owner): _____ Phone: () _____

Project Address (if different than owner address): _____ Zip code: _____

Email: _____ Zoning District: _____

Primary Contact (if not applicant): _____

Email: _____ Phone: () _____

Designated Primary Contact

Owner Agent/Representative

Project Info

Proposed units/lots: _____ Total Acreage: _____

RP#: _____



I, the undersigned, have reviewed the attached information and found it to be correct. I also 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 hearing.

Applicant Signature: _____ Date: _____

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

Owner Signature: _____ Date: _____

All items need digital copies as well as paper copies.

Checklist

- 60% of the total base fee
- Affidavit of Legal Interest OR If the applicant is a corporation or part owner, proof they can sign on behalf of the corporation
- Concept Plat approved (Date: _____)
- A completed Application form, preliminary plat, and narrative
- Development Agreement
- CC&Rs
- Improvements Plan

SECTION II: CONSIDERATION FOR APPROVAL

Please submit a narrative referencing the following:

- Checklist of any additional studies that were requested.
Natural Resource Analysis__ NP Evaluation__ Wildlife Habitat Assessment__ Fiscal Impact Study__ Traffic Impact Study__
- A narrative including date concept plan approved, if any conditions were placed on the concept how they were addressed.
 - o Compliance with the LDC including chapter 4, 6, zoning district, lot configuration, and subdivision development standards.
 - o Ensure that once essential design elements such as subdivision road layout, access, utilities, and open space meet the minimum standards set forth by Teton County (6-6-1 in LDC).

SECTION III: CHECKLIST OF ITEMS REQUIRED ON THE PLAT DOCUMENT

1. Number of plans:

- Two (2) Plans (one 11" X 17" or 18" X 24") and one digital copy prepared by a professional land Surveyor/Engineer.



2. Items on Preliminary Plat

- Plat is labeled "Preliminary Plat Master Plan"
- All lots, sites, infrastructure, open space, and all public improvements date prepared and date of any revisions
- North arrow
- Vicinity Map

3. Topographical information:

- Contour lines
- Flood hazard area, if any
- Overlay/Natural overlays

4. Design requirements:

- Total acreage
- Number of lots and size
- Street layout including width and designation of county road access with a notation of approaches, if applicable, no closer than 300 feet to one another
- Existing streets and names within 200 feet
- Easements for irrigation, water, sewer, power, and telephone
- Existing structures
- Improvements plan
- Master plan, if phasing is proposed

SECTION IV: CHECKLIST OF REQUIRED ITEMS

Please submit additional documentation or renderings of the following categories:

1. Documents required:

- Development Agreement
- CC&R's

2. Water resources:

- Description of irrigation, culinary, and waste system
- Water rights
- Natural drainage channels, storm, and surface water drainage

3. Maps Required:

- Soil Types
- Geographical hazards



4. Other Land Use Application to accompany this subdivision:

- Scenic Corridor
- Conditional Use Permit
- Variance
- Scenic Corridor Review
- Conditional Use Permit
- Variance
- Zone Change

Section V: PLANNING ADMINISTRATOR/DESIGNEE REVIEW/ACTION

Application is submitted on this the _____ day of _____ 20____.

Application is deemed complete and accepted on this the _____ day of ____ 20____.

