



SUBDIVISION VACATION APPLICATION

The Planning Staff will review this application for completion, and then schedule a public hearing by the Board of County Commissioners. The Board shall make a decision to approve or deny the application.

TO BE CONSIDERED A COMPLETE APPLICATION EACH ITEM HAS TO BE ADDRESSED

Disclaimer: Receipt of this submission of application materials does not represent acceptance or approval of submitted items or a complete application.

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: _____

Name of Subdivision: _____
Address: _____ Section: _____ Township: _____ Range: _____
Legal Description: _____
Total Acres: _____ Total Lots: _____ Zoning: _____

- | | |
|---|---|
| <input type="checkbox"/> Fee | <input type="checkbox"/> Latest recorded deed to the property |
| <input type="checkbox"/> Survey and plat to be recorded | <input type="checkbox"/> Letter of Authorization |
| <input type="checkbox"/> List of all property owners affected | <input type="checkbox"/> Taxes Current |

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: CRITERIA FOR RECOMMENDATIONS AND DECISIONS

1. A survey map showing the area requested to be vacated showing:
2. Perimeter, dimensions and topography of the property.
3. The names and locations of all streets bordering the property.
4. The location of all easements or rights-of-way.
5. The location and dimensions of present and proposed structures.
6. Existing wells
7. That the subdivision vacation will not leave real property adjoining the highway or public right of way without access to the public highway or right of way.
8. Relocation plan of utilities

SECTION III: ANALYSIS REASONING AND FACT FINDING IN CONSIDERATION AND ACCORDANCE WITH THE ABOVE LISTED CRITERIA

1. Each exception to otherwise applicable restrictions shall be identified and the reasons provided
2. The subdivision or PUD is consistent with the public health, safety and welfare of the county.
3. The PUD contains the minimum of open space required by this title or amount of open space agreed to in the plans and plat.

SECTION IV: STAFF SUMMARY

Required Notification in accordance with Title 50, Chapter 13, Section 1306A of the Idaho Code

This hearing has been duly noticed in the Teton Valley News and notification shall be notified via mail to surrounding property owners in accordance with Idaho Code 50-1306A. Letters for surrounding property owners must be submitted no later than 30 days prior to the hearing to the Planning & Zoning Office addressed with proper postage for mailing by the Office Staff.