

Lot Split Application



Lemhi County Planning & Zoning Dept
200 Fulton Suite 204 Salmon, Idaho 83467

Phone: 208-756-2815 ext. 1705

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www.lemhicountyidaho.org

LOT SPLIT INSTRUCTIONS

- 1.) Contact the Lemhi County Planning & Zoning Department to determine whether your property has any administrative splits remaining. Administrative lot splits are determined by the original parcel of land and where your property is located in the County.
- 2.) You will be required to hire a surveyor who will survey all parcels involved. Please contact your surveyor to determine survey fees.
- 3.) Eastern Idaho Public Health will determine whether a septic can be put on each piece. Please be aware that Eastern Idaho Public Health may require test holes for every parcel involved and that they may have fees for this process.
- 4.) Once your surveyor has created your plat and provided you with legal descriptions you will be required to have deeds prepared for each parcel you have created and or adjusted.
- 5.) The applicant or surveyor must circulate the Lot Split Agency Review & Approval Sheet to the various departments for approval, before submitting to the Planning & Zoning Administrator. Please take your Plat, Lot Split Agency & Approval Sheet as well as all legal descriptions and deeds to the Lemhi County Assessor's Office 1st for review before obtaining any other signatures.
- 6.) Once you have obtained all signatures required and your plat meets the required platting standards you will need to bring the Plat, Lot Split Agency Review & Approval Sheet and deeds to the Lemhi County Planning & Zoning Office for review and approval. At this time your application will be submitted as well as a payment of \$100.00.
- 7.) Once the Lemhi County Planning & Zoning Office has reviewed and approved your plat signatures will be obtained by the Lemhi County Planning & Zoning Commission Chairman and the Lemhi County Board of County Commissioner Chairman prior to recording.
- 8.) After your plat has been signed by all required agencies and all of the necessary information is submitted our office will record your plat, deeds and Lot Split Agency Review & Approval sheet together in sequence. The applicant will be responsible for all recording costs unless other arrangements have been made with your surveyor.

Lot Split Permit Application

A separate application must be filed for each original parcel
Permit #

Original Parcel Number: Original Parcel Size: Number of Proposed Splits:	Parcel Created	Size:	Remaining Splits:		
	A:				
	B:				
	C:				
	D:				
	E: Or Remainder				
1. Legal Description: Attach Proposed Plat & Deeds		Section:	Township:	Range:	Zoning District:
2. Owner Name:	Address:		Telephone:		
3. Engineer/Surveyor:	Address:		Telephone:		
4. This signature acknowledges that all information on this application and the attached plat is true and correct, AND the activity permitted will be conducted in full compliance with all ordinances of the Lemhi County Development Code, State and Federal Law; AND that the activity conducted will be in full compliance with any and all conditions imposed on this permit's approval of previous permits (special use permits, variance etc.) required. This permit expires in one year if the activity authorized is not commenced OR if the activity is commenced but abandoned for one year at any time before completion.					
Applicant or Authorized Signature: _____ Date: _____					
Conditions Imposed:		Checked for Compliance			
		<input type="checkbox"/> Complies		<input type="checkbox"/> Does Not Comply	
Permit Approved By: _____			Application Fee: \$100.00		
			Date: _____		

Your Permit is void if your check does not clear.

Lemhi County
Lot Split Agency Review & Approval

Current Owner: _____ Current RP# _____

Lemhi County Assessor (Legal descriptions must meet Idaho Code requirements in order to be processed therefore the Assessor must review deed & plat before it can be recorded)

Comments or Conditions of Approval:

Signature: _____ Date: _____

Telephone Provider in your area: (This signature is acknowledging that there is availability for phone service in your area).

Comments or Conditions of Approval:

Signature: _____ Date: _____

Lemhi County Road & Bridge Department

Comments or Conditions of Approval:

Signature: _____ Date: _____

Idaho Department of Transportation: (If the new or existing road or driveway accesses by way of State or Federal Highway an access permit may be required by the Idaho Department of Transportation. If your project does not involve a State or Federal Highway this signature is not required).

Comments or Conditions of Approval:

Signature: _____ Date: _____

Idaho Power or Power provider in your area: (This signature is acknowledging that there is availability for power in your area. Please note that the power provider in your area may have additional requirements).

Comments or Conditions of Approval:

Signature: _____ Date: _____

Approved by: _____ Date: _____

Lemhi County Planning & Zoning Office

Notary Public for the State of Idaho

Residing at: _____

Commission Expires: _____