



City of Salmon Lot Split Application

200 Fulton Street Suite 204 Salmon, Idaho 83467
(208) 756-2815 Ext. 1705
(208) 756-6913 Fax

LOT SPLIT INSTRUCTIONS

1.) There will be an initial fee of \$250.00 to begin the application process. This fee will be collected by the Planning and Zoning office. The location and size of the original parcel will determine how many splits will be allowed. Additional fees will be required for recording.

2.) You will be required to hire a surveyor who will survey the entire parcel and determine the legal description(s) of the splits. Surveying fees vary depending on the size and location of the property.

3.) 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.

4.) The final plat will be brought to the Planning & Zoning office to obtain signatures of the various officials who are required to give approval by signing the signature page of the plat.

5.) The plat will then be approved and recorded by the Planning & Zoning office with Lemhi County Clerk's Office. The Lot Split Agency Review & Approval Sheet along with the deeds shall be filed with the plat.

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:
		Subdivision:	Lot:	Block:	
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 City 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: \$250.00			
		Date: _____			

City of Salmon
Lot Split Agency Review & Approval

Current Owner: _____ Current RP# _____

City of Salmon Public Works Department:
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: _____

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: _____

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: _____

Approved by: _____ **Date:** _____
City of Salmon Planning & Zoning Office

Notary Public for the State of Idaho
Residing at: _____
Commission Expires: _____

12/17/19

FEE SCHEDULE

PLANNING AND ZONING		
NOTIFICATION FEES	POSTAGE, PUBLICATIONS, COPIES, RECORDINGS & MILEAGE	ACTUAL COST
AMENDMENTS	COMPREHENSIVE PLAN OR MAR & DEVELOPMENT CODE	\$500.00
ANNEXATION		\$250.00 - \$500.00
APPEALS		UP TO \$500.00
LARGE SCALE DEVELOPMENT		\$500.00
LOT SPLIT		\$250.00
SUBDIVISION		\$500.00
CONDITIONAL USE PERMIT		\$500.00
SIGN PERMIT	AS PER BUILDING CODE FEE SCHEDULE	VARIES
SPECIAL USE PERMIT		\$500.00
VACATION	PUBLIC RIGHT OF WAY	\$500.00
VARIANCE		\$500.00
ZONING MAP CHANGE		\$500.00