

## **FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION**

On November 7, 2008 and November 14, 2008, the Hailey Hearing Examiner considered the application by Old Cutters, Inc. for Preliminary Plat approval of Rimrock Cottages. The Hearing Examiner, having been presented with all information and testimony in favor and in opposition to the proposal, hereby makes the following Findings of Fact, Conclusions of Law and Decision.

### **FINDINGS OF FACT**

#### **Notice**

Notice for the public hearing was published in the Wood River Journal and mailed to property owners within 300 feet, on October 22, 2008. A hearing was held for this application on November 7, 2008 and was continued on the record to November 14, 2008.

#### **Application**

Old Cutters, Inc., represented by Bruce Smith with Alpine Enterprises, Inc., has submitted an application for preliminary Plat approval for the subdivision of Rimrock Cottages, Phase 1 into 7 townhouse sub-lots. The total land area of Lot 4, Block 10, is 40, 512 square feet. The cottages are shown on a portion of Lot 4, which is 21,780 square feet, to be known as Phase 1.

Section 3.4.1 of the Subdivision Ordinance allows for applications for platting townhouse units in existing or approved structures to be reviewed through the short plat procedure. In this procedure, the Hearing Examiner or Commission reviews the preliminary plat only. Upon approval, the applicant submits a final plat for Council approval.

#### **Procedural History**

The Preliminary Plat for Rimrock Cottages was heard on November 7, 2008 and was continued to November 14, 2008. At the November 7<sup>th</sup> hearing, numerous issues were discussed that addressed the General Residential district's maximum density standards, Building Department, and Water/Wastewater concerns. It was determined at the Hearing on November 7<sup>th</sup> that a revised plat would be submitted to address these concerns, prior to making a recommendation to the Council for final plat approval, and that the application would be continued on November 14, 2008.

#### **Standards**

For each of the following pertinent standards of the Subdivision Ordinance (shown in bold print), the Hearing Examiner makes the following Findings of Fact:

**4.3.5 Bulk Requirements. For other supplementary location and bulk regulations, see Article VII.**

- a. **Minimum Lot size - six thousand (6,000) square feet except as follows:**  
1. **Townhouse sub-lots shall have an aggregate density of no more than ten lots per acre.**

Lot 4, Block 10 is a 40,512 square foot lot (0.93 acres), which will accommodate a maximum of nine (9) units, compliant with GR zoning of a maximum of 10 units per acre. The Old Cutters Subdivision Preliminary and Final Plat Findings of Fact, signed by the Council on February 26, 2007 and August 13, 2007, allowed nine (9) units, platted by sub-lots, on Lot 4, Block 10, Old Cutters Subdivision. The Old Cutters Subdivision Findings state that there are to be seven (7) single townhouse or “cottage” units and one (1) duplex (two (2) units) on Lot 4. Lot 4, Block 10 is a 40,512 square foot lot (0.93 acres), which will, in accordance with this standard, accommodate nine (9) units. The two-unit duplex would then be platted during Phase two (2) on the remainder of Lot 4.

The applicant shall submit a phasing plan, including, but not limited to the following items:

- Number of sub-lots on each phase
- Deadline for completion of each phase
- Amenities to be constructed with each phase
- Infrastructure planed for completion with each phase

In addition, a phasing agreement shall be submitted prior to the final plat application and shall incorporate the elements of the phasing plan. The phasing plan shall be reviewed and approved by the City Council prior to final plat approval.

- b. **Maximum Multi-Family Residential Density - One (1) dwelling unit for each one-tenth (1/10) of an acre.**

Lot 4, Block 10 is a 40,512 square foot lot (0.93 acres), which will accommodate a maximum of nine (9) units, compliant with GR zoning of a maximum of 10 units per acre. The Old Cutters Subdivision Preliminary and Final Plat Findings of Fact, signed by the Council on February 26, 2007 and August 13, 2007, allowed nine (9) units, platted by sub-lots, on Lot 4, Block 10, Old Cutters Subdivision. The Old Cutters Subdivision Findings state that there are to be seven (7) single townhouse or “cottage” units and one (1) duplex (two (2) units) on Lot 4. Lot 4, Block 10 is a 40,512 square foot lot (0.93 acres), which will, in accordance with this standard, accommodate nine (9) units. The two-unit duplex would then be platted during Phase two (2) on the remainder of Lot 4.

- c. **Minimum Lot Width - fifty (50) feet except as follows:**

1. **Townhouse sub-lots shall conform to the standards established in the IFC.**

The width of Lot 4 (Phase 1 and 2), is approximately 302 feet.

- d. **Maximum Building Height - thirty five (35) feet.**

The applicant is hereby notified of this standard.

- e. **Minimum Front Yard Setback - twenty (20) feet.**

The front yard setback measures twenty (20) feet from the northern (front) wall plane of sub-lots one (1) and seven (7) to Myrtle Street. The eaves of the cottages residing on these two sub-lots extend into the twenty (20) foot front yard setback by two (2) feet. Eaves may extend in to required setbacks by three (3) feet.

**f. Minimum Side and Rear Yard Setback - ten (10) feet except as follows:**

**1. Townhouse Units shall be allowed zero setbacks from the lot lines created by a Townhouse Sub-Lot; and**

To the east, the side yard setback is 11 feet from the eaves of the carport and 13 feet from the carport footprint to the proposed phase line, dividing Lot 4 into phase one (1) and phase (2). Eaves are allowed to extend into a required setback up to three (3) feet. The side yard setback to the east of Lot 4 cannot be determined until the duplex unit and sub-lot lines are established on the remainder of Lot 4 (Phase 2). To the west, the side yard setback is ten (10) feet from west lot line to the cottages' west wall plane and eight (8) feet from the eaves. The rear setback is ten (10) feet from the rear lot line to the cottages' south wall and eight (8) feet from the eaves.

**2. The separation of the buildings containing Townhouse Units in a Townhouse Development parcel shall be not less than six (6) feet as measured between any wall or any projection of a building, including but not limited to eaves, cornices, canopies or other similar roof overhang features, pergolas, chimney chases, bay windows, decks, steps, wainscot, and utility meters; or the minimum distance required by the IBC and IFC, whichever is greater.**

The minimum separation found within the development of the seven (7) cottages is eight (8) feet, measured between cottage eaves. Some cottages show greater separation.

The Building Department has reviewed the application and has determined that the separation between the seven (7) cottage units does not comply with the IBC. Separation between each cottages' deck or building eave must be at least five (5) feet from the sub-lot line, unless fire-rated construction of one (1) hour or more is used. The following is a condition of approval and is required for compliance with the IBC:

- The sub-lot line between sub-lot 1 and 2 shall be moved one (1) foot north.
- The south eave of cottage 1 shall be fire rated to one (1) hour construction.
- The western portion of the north sub-lot line of sub-lot 4 shall be moved at least one foot north.
- The sub-lot line between sub-lot 6 and 7 shall be moved one (1) foot south.
- The north eave of cottage 6 shall be fire rated to one (1) hour construction.

**g. Detached Accessory Dwelling Units shall have a minimum gross floor area of 300 square feet and a maximum gross floor area of 950 square**

feet.

No detached accessory dwelling units are proposed.

**h. Total lot coverage of all buildings on any property which includes an accessory detached dwelling unit shall not exceed 40%.**

The preliminary plat shows seven (7) cottage buildings, which comprise 3,600 square feet; and a carport, which comprises an additional 2,125 square feet of lot coverage. The proposed Phase 1 is 21,780 square feet, which gives a lot coverage of 26%. The lot coverage of Phase 1 for the entire Lot 4 (40,152 square feet) is 14%. The remaining portion of Lot 4 should be developed in a manner that does not exceed the 40% lot coverage. The seven (7) cottages, carport, future duplex (Phase 2), and any other future structures shall all be considered when determining the lot coverage of any future applications (i.e. the duplex sub-lots).

## **SECTION 2 - PERMITS.**

- 2.9 No permit for the construction of any building shall be issued upon any land for which all improvements required for the protection of health and the provision of safety, (including but not necessarily limited to an approved potable water system, an approved wastewater system to accept sewage, and asphalt paving of the streets) have not been installed, inspected, and accepted by the City of Hailey, with the following exception:**

**Building permits may be issued for any building in a development for which plats have been recorded and security provided, but the streets have not yet been completed with asphalt due to winter conditions. In such instances, the street shall be constructed as an all-weather surface to City Standards to the satisfaction of the City Engineer, and shall be kept clear to the satisfaction of the Fire Chief. Final Inspection approval or Certificate of Occupancy shall not be granted until all improvements, including asphalt, have been installed, inspected and accepted.**

Building permits have already been issued for this project and building has begun. Notice of this requirement is hereby given to the applicant, and included as a condition of approval.

## **SECTION 4 – DEVELOPMENT STANDARDS**

### **4.2 Sidewalks and Pathways.**

- 4.2.1 Sidewalks. Sidewalks adjacent to public streets shall be constructed on both sides of a public street, shall be a minimum of six feet (6') in width and shall be constructed of concrete installed to City Standards or of a superior material as approved by the Council, following a recommendation by the Commission. Sidewalks adjacent to private streets within and adjacent to all subdivisions in the Business, Limited Business, Service Commercial Industrial and Light Industrial districts shall be constructed on at least one side of the street, shall be a minimum of five (5') in width and shall be**

**constructed of concrete installed to City Standards or of a superior material as approved by the Council, following a recommendation by the Commission.**

**Sidewalks with curb and gutter shall be provided in Business, Limited Business, Technological Industry, Service Commercial Industrial, and Light Industrial Districts. Sidewalks shall accommodate anticipated pedestrian traffic, and shall include street trees (with irrigation) and other pedestrian amenities where required by the Council upon recommendation by the Commission, and shall be in accordance with established City standards and sidewalk master plan, if available.**

This improvement was completed in accordance with the Old Cutter's Subdivision Findings of Fact and Conclusion of Law.

**4.2.2 Pathways. The Developer shall install all non-vehicular pathways, to City Standards, in all areas within or adjacent to the property to be developed where Pathways are depicted upon the Master Plan.**

This standard is not applicable because no pathways are depicted upon the Master Plan within or adjacent to the property being developed.

**4.2.3 – 4.2.4** These standards relate to pathways and are not applicable because no pathways are proposed or required.

#### **4.3 Alleys and Easements.**

**4.3.1 Alleys shall be provided in all Business District and Limited Business District developments where feasible.**

This standard is not applicable because the property is within the GR district.

**4.3.2 – 4.3.6** These standards relate to alleys and are not applicable because not alleys are proposed or required.

**4.3.7 Where alleys are not provided, easements of not less than ten (10) feet in width may be required on each side of all rear and/or side lot lines (total width = 20 feet) where necessary for wires, conduits, storm or sanitary sewers, gas and water lines. Easements of greater width may be required along lines, across lots, or along boundaries, where necessary for surface drainage or for the extension of utilities.**

Alleys are not provided.

**4.3.8 Easements. Easements, defined as the use of land not having all the rights of ownership and limited to the purposes designated on the plat, shall be placed on the plat as appropriate. Plats shall show the entity to which the easement has been granted. Easements shall be provided for the following purposes:**

**4.3.8.1 To provide access through or to any property for the purpose of providing utilities, emergency services, public access, private access, recreation, deliveries or such other purpose. Any subdivision that borders on the Big Wood River shall dedicate a 20-foot wide fisherman's access easement,**

**measured from the Mean High Water Mark, which shall provide for non-motorized public access. Additionally, in appropriate areas, an easement providing non-motorized public access through the subdivision to the river shall be required as a sportsman’s access.**

There is one 20 foot access easement and fire lane shown adjacent to the carports, to the east. There is a five (5) foot-wide fire lane along the rear of the property. A plat note shall be added stating, sub-lots 3, 4, and 5, shall not install fences closer than five (5) feet from the south property line of Lot 4 and the five (5) foot fire access lane shall be maintained in a manner that ensures no pathway obstructions exist.

**4.3.8.2 To provide protection from or buffering for any natural resource, riparian area, hazardous area, or other limitation or amenity on, under, or over the land. Any subdivision that borders on the Big Wood River shall dedicate a one hundred (100) foot wide riparian setback easement, measured from the Mean High Water Mark, upon which no permanent structure shall be built, in order to protect the natural vegetation and wildlife along the river bank and to protect structures from damage or loss due to river bank erosion. A twenty-five (25) foot wide riparian setback easement shall be dedicated adjacent to tributaries of the Big Wood River. Removal and maintenance of live or dead vegetation within the riparian setback easement is controlled by the applicable bulk requirement of the Flood Hazard Overlay District. The riparian setback easement shall be fenced off during any construction on the property.**

The Friedman Airport Authority, has requested that the plat, and all sales contracts and deeds for units within the proposed PUD, contain a noise disclosure statement. The Authority also recommends requiring the developer to grant a “Noise and Avigation Easement” and non-suit covenant. This has been submitted and is on file.

**4.3.8.3 To provide for the storage of snow, drainage areas or the conduct of irrigation waters. Snow storage areas shall be not less than twenty-five percent (25%) of parking, sidewalk and other circulation areas. No dimension of any snow storage area may be less than 10 feet. All snow storage areas shall be accessible and shall not be located over any above ground utilities, such as transformers.**

The total sidewalk, uncovered parking, and other paved areas are 4,910 square feet. Snow storage totals 1,282 square feet or 26%. There are several snow storage areas shown on the plat; each are 10 feet or more in dimension.

**4.4 Blocks, 4.5 Lots, 4.6 Orderly Development, 4.7 Perimeter Walls, Gates and Berms, 4.8 Cuts, Fills, Grading and Drainage, 4.9 Overlay Districts.**

These sections are not applicable to Townhouse subdivisions.

**4.10 Parks, Pathways and Other Green Spaces.**

The base density number of dwelling units for the entire Old Cutters Subdivision is 124. (The total number of units is 149, however that number includes 25 community housing units. Section 4.11.6.3 states that the requirement for parks contribution shall be calculated according to the base density allowance and does not include the CH units).

Section 4.10.3.1 required the applicant to provide at least 3.43 acres of park land. In accordance with the annexation agreement, the applicant has provided a 5.08 acre park. No additional parks shall be required by this subdivision application.

#### **4.11 Inclusionary Community Housing.**

Pursuant to the Annexation Agreement, the Community Housing (CH) Agreement was recorded on June 23, 2008, which requires 25 CH units throughout Old Cutters Subdivision. The CH Plan, incorporated into the CH agreement as Exhibit B, states, 13 of the CH units shall be income restricted and 12 shall be alternatively deed restricted. In addition, the CH plan states, Lot 4, Block 10, shall have one (1) income restricted and four (4) resident/worker restricted cottages. The plat shows seven (7) cottages; therefore, the additional two cottages shall be market rate units. The one (1) duplex (two (2) units) proposed for the remainder of Lot 4 shall be market rate as well. No additional CH is required with this subdivision application.

### **SECTION 8 - TOWNHOUSES**

**8.1 Plat Procedure. The Developer of the townhouse development shall submit with the preliminary plat application and all other information required herein a copy of the proposed party wall agreement and the proposed document(s) creating an association of owners of the proposed townhouse sub-lots, which shall adequately provide for the control (including billing where applicable) and maintenance of all common utilities, commonly held facilities, garages, parking and/or Green Spaces. Prior to final plat approval, the Developer shall submit to the City a final copy of the party wall agreement and any other such documents and shall record the documents prior to or at the same time of the recordation of the plat, which plat shall reflect the recording instrument numbers thereupon.**

Draft CC&R have been submitted shall address the maintenance and payment of common utilities. The City has not and will not in the future determine the enforceability or validity of townhouse declarations, party wall agreements, or other private agreements.

**8.2 Garage. All garages shall be designated on the preliminary and final plats and on all deeds as part of the particular townhouse units. Detached garages may be platted on separate sub-lots, provided that the ownership of detached garages is appurtenant to specific townhouse units on the townhouse plat and that the detached garage(s) may not be sold and/or owned separate from any dwelling unit(s) within the townhouse development.**

There is a detached carport, containing eight (8) spaces, with a storage unit next to each space. This is shown on the plat.

**8.3 Storage/Parking Areas. Residential townhouse developments shall provide parking spaces according to the requirements of Article IX of the Zoning Ordinance.**

The following standards are taken from Article IX of the Zoning Ordinance:

**9.4.1 Residential: No parking space, or portion thereof, shall be located in any right-of-way or public thoroughfare, unless otherwise provided herein. Parking spaces within any garage, carport or similar structure shall be credited at 1 space per nine (9) feet of floor width and 21 feet of floor length.**

- a. Single family residences: 2 per residence minimum, 6 per residence maximum. The City will allow the use of 100' right-of-ways within the Hailey Original Townsite for licensed passenger vehicle parking for single family dwellings. Parking for accessory dwelling units must be provided on site.**
- b. All residences less than 1,000 square feet, including accessory dwelling units: a minimum of 1 space per unit.**
- c. Multiple family dwellings: A minimum of 1.5 spaces per unit.**

The applicant proposes seven (7) cottage units, which under standard c., the calculations would be 10.5 spaces. Pursuant to Section 9 of the Zoning Ordinance, parking calculations that exceed ten (10) are rounded down to the nearest whole number. Therefore, 10.5 is rounded down to ten (10) spaces required. There are eleven (11) spaces shown. The spaces under the carport measure 10 feet wide and are striped to show 21 feet long.

**8.4 Construction standards. All townhouse development construction shall be in accordance with the IBC, IRC and IFC. Each townhouse unit must have separate water, sewer and utility services, which do not pass through another building or unit.**

This standard is met.

**8.5 General Applicability. All other provisions of this Ordinance and all applicable ordinances, rules and regulations of the City and all other governmental entities having jurisdiction shall be complied with by townhouse developments.**

Upon meeting proposed conditions of approval, the proposed application does not appear to conflict with other provisions.

**8.6 Expiration. Townhouse developments which have received final plat approval shall have a period of three calendar years from the date of final plat approval by the Council to obtain a building permit. Developments which have not received a building permit shall be null and void and the plats associated therewith shall be vacated by the Council. If a development is to be phased, construction of the second and succeeding phases shall be contingent upon completion of the preceding phase unless the requirement is waived by the Council. Further, if construction on any townhouse development or phase of any development ceases or is not diligently pursued for a period of three years without the prior consent of the Council, that portion of the plat pertinent to the undeveloped portion of the development shall be vacated.**

**8.7 Conversion. The conversion by subdivision of existing units into Townhouses shall not be subject to Section 4.10 of this Ordinance.**

This standard is not applicable. The units are new units, which have not been converted.

**8.8 The maximum number of Cottage Townhouse Units on any parcel shall be twelve (12), and not more than two (2) Cottage Townhouse Developments shall be constructed adjacent to each other.**

The application is for seven (7) townhouse units (phase 1), with a future duplex (phase 2) on the remaining portion of Lot 4. In accordance with the original subdivision of Old Cutters, the Subdivision Preliminary Plat approved by the Council on February 26, 2007, shows no cottage townhouse developments proposed adjacent to each other. This application is consistent with the original subdivision of Old Cutters and meets this standard.

### CONCLUSIONS OF LAW AND DECISION

Based upon the above Findings of Fact, the Hearing Examiner makes the following Conclusions of Law and Decision:

1. Adequate notice, pursuant to Section 3 of the Hailey Subdivision Ordinance, was given for the public hearing.
2. Upon compliance with the conditions noted below, the application substantially meets the standards of approval set forth in the Hailey Subdivision Ordinance.
3. The application for Preliminary Plat, dated November 12, 2008 is approved by the Hailey Hearing Examiner, with the following conditions:
  - a) The applicant shall submit a phasing plan, prior to final plat application, including, but not limited to the following items:
    - Number of sub-lots on each phase
    - Deadline for completion of each phase
    - Amenities to be constructed with each phase
    - Infrastructure planned for completion with each phase
  - b) A phasing agreement shall be submitted prior to final plat application and shall incorporate the elements of the phasing plan. The phasing plan shall be reviewed and approved by the City Council prior to final plat approval.
  - c) The final plat shall eliminate plat notes 2 and 6, include plat notes 1, and 3-5 as stated on the approved preliminary plat, received on November 12, 2008, as follows:
    - 1) Basis of Bearing is Idaho State Plane Coordinate System, NAD83(1992), Central Zone, at Grid, in US Survey Feet. Vertical Datum is NAV83.
    - 3) Utility locations are based on field data and construction plane. Locations should be verified before any excavation.
    - 4) The Current Zoning is GR.
    - 5) All Owners shall have mutual reciprocal easements for existing water cable TV, sewage, telephone and electrical lines over, under and across

their sub-lots for the repair, maintenance and replacement thereof subject to any restoration of the easement premises for any damage resulting from such repair or replacement.

And add three (3) additional plat notes to the final plat:

- The final plat shall include a note stating that the subdivision is subject to the recorded Party Wall Agreement and CC&R's, along with the instrument numbers thereof.
- The final plat shall include a note stating, sub-lots 3, 4, and 5 shall not install fences closer than five (5) feet from the south property line of Lot 4 and the five (5) foot fire access lane shall be maintained in a manner that ensures no pathway obstructions exist.
- The final plat shall include a note stating that the subdivision is subject to the Old Cutters Annexation Agreement recorded as Instrument No. 534733 and the Community Housing Agreement recorded as Instrument No. 559842, and the original Old Cutters Subdivision plat recorded as Instrument No. \_\_\_\_\_, records of Blaine County, Idaho.

- d) All Fire Department and Building Department requirements shall be met. The following is a recommended condition of approval and is required for compliance with the IBC:
- The sub-lot line between sub-lot 1 and 2 shall be moved one (1) foot north.
  - The south eave of cottage 1 shall be fire rated to one (1) hour construction.
  - The western portion of the north sub-lot line of sub-lot 4 shall be moved at least one (1) foot north.
  - The sub-lot line between sub-lot 6 and 7 shall be moved one (1) foot south.
  - The north eave of cottage 6 shall be fire rated to one (1) hour construction.
- e) All City infrastructure requirements shall be met as outlined in Section 5 of the Hailey Subdivision Ordinance. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required.
- f) Issuance of permits for the construction of buildings within the proposed subdivision shall be subject to Section 2.9 of the Subdivision Ordinance, requiring certain improvements.
- g) All improvements and other requirements shall be completed and accepted, or surety provided pursuant to Sections 3.3.7 and 5.9.1 of the Subdivision Ordinance, prior to recordation of the final plat.
- h) The final plat must be submitted within one (1) calendar year from the date of approval of the preliminary plat, unless otherwise allowed for within a phasing agreement.
- i) Any subdivision inspection fees due shall be paid prior to recording the final plat.

Findings approved this 14<sup>th</sup> day of Nov., 2008.

[Signature]  
Jay Webb, Hailey Hearing Examiner

Attest:

Becky Mead  
Becky Mead, Administrative Assistant

**CERTIFICATE OF SERVICE**

I HEREBY CERTIFY that on the 14<sup>th</sup> day of Nov., 2008, I served a true and correct filed copy of the within and foregoing document upon the parties named below, in the manner noted:

- U.S. Mail
- Via Facsimile
- Hand Delivered
- Via Electronic Mail

John Campbell  
jc@idahotower.com

Bruce Smith  
bsmith@alpineenterprisesi  
nc.com

CITY OF HAILEY

By Becky Mead  
Becky Mead, Deputy Clerk

**INSTRUCTIONS FOR  
FINAL PLAT SUBMITTAL**

Enclosed are the signed Findings of Fact, Conclusions of Law and Decision for your preliminary plat application. The city will take no further action on your plat until a final plat application has been submitted.

Please be advised that the final plat must be submitted within one (1) year of the date of preliminary plat approval (unless otherwise provided for within a phasing agreement). Plats not submitted for final approval within one (1) year or according to the phasing agreement, will be considered expired and preliminary plat approval shall become null and void.

In accordance with the City of Hailey Planning Department's application submittal procedures, to submit final plat materials please schedule an appointment with a planner to go over the items listed in the enclosed checklist. The checklist serves as the application for final plat.

During your appointment the planner and applicant will go through the checklist to confirm that each item required is present. If the application is complete the application will be certified complete by the planner at the time of the appointment and all applicable application fees shall be paid. If the application is incomplete the applicant should take all of the application materials away and schedule another appointment when all missing items are included in the application.

Please note, a statement listing the conditions imposed on the preliminary plat approval, found in the enclosed Findings of Fact, Conclusions of Law and Decision document, with a description of how each has been met must accompany all final plat submittals for the application to be considered complete.

The Planning Department thanks you for your cooperation.

Enclosure: Final Plat Application Checklist

FINAL PLAT FOR SIGNATURE - CHECKLIST

City Use Only -

Subdivision Name: \_\_\_\_\_

Certified Compete by: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

The following items must be submitted with the application for the application to be considered complete (✓):

The final plat submitted for signature shall conform to the requirements found in Idaho Code §§50-1301 et seq., as amended, and to the requirements set forth by Blaine County for digital plat submittals. The plat shall also contain the following information:

- \_\_\_ The exterior boundary of the subdivision shall be tied to not less than two (2) recognized County or City survey monuments, and the plat shall identify the monuments and other information as necessary to comply with Blaine County's requirements for digital plat submittals.
- \_\_\_ All lots shall be numbered by progressive numbers in each block separately; blocks shall also be numbered consecutively throughout all adjoining plats of the same master name.
- \_\_\_ The size of each lot shall be shown in both square feet and acres.
- \_\_\_ All plat notes required by the Council shall be shown on the face of the plat.
- \_\_\_ Upon the back sheet(s), the required forms shall be lettered for the following: Registered Professional Engineer and/or Land Surveyor's "Certificate of Survey"; owner's dedication certificate with Notary Public's Acknowledgment; the approval of the Mayor and Council of Hailey as attested by the City Clerk; approval by the City Engineer and other certificates required by Idaho Code; and acceptance of the plat by the Blaine County Recorder's and Blaine County Treasurer's offices.
- \_\_\_ The final plat shall be accompanied by copies of any private restrictions proposed to be recorded for the purpose of providing regulations governing the use, building lines, Green Spaces or any aspect of their development, use and maintenance.
- \_\_\_ Any approved Area Development Plan Agreement for contiguous parcels shall be recorded concurrently with the final plat.
- \_\_\_ The Planning and Zoning Administrator ensures that any conditions imposed by the Council are met by the applicant prior to signature of the plat sheets for the purpose of recordation. A statement listing the conditions imposed as part of final plat approval, found in the enclosed Findings of Fact, Conclusions of Law and Decision document, with a description of how each has been met must accompany all final plats submitted for signatures. Please do not drop off plat sheets for signature without this information.
- \_\_\_ In lieu of actual construction, the applicant may provide to the City such security as may be acceptable to the City, in a form and in an amount equal to the cost of the engineering and the improvements not previously installed by the Developer, plus fifty percent (50%), which security shall fully secure and guarantee completion of the required improvements within a period of one (1) year from the date the security is provided. If any extension of the one year period is granted by the City, each additional year, or portion of each additional year, shall require an additional twenty percent (20%) to be added to the amount of the original security initially provided. The applicant should contact the City Engineer regarding the procedure for providing security.