



SUBDIVISION / PUD APPLICATION

Please review the Subdivision Ordinance 259-05, the Zoning Ordinance 281-07, and the Comprehensive Plan for the City of Driggs prior to submittal.

Owner(s) Name: _____

Applicant Name*: _____

**A statement authorizing a representative to apply on behalf of the owner must accompany this form if applicable.*

Phone: _____ **Email:** _____

Mailing Address: _____

Property Address: _____

RP Number(s): _____

Legal Description of Property (by section, township and range):

Zoning District of Property: _____

Surveyor/Engineer: _____

Address: _____ **Phone:** _____

NOTE: If Surveyor/Engineer or Real Estate Representative will represent owner/applicant at P&Z meetings, a statement authorizing such must accompany this form.

Proposed Subdivision Name: _____

(Subject to P&Z approval; same or similar names to existing projects may not be approved.)

Number of Lots/Units: _____

Average Lot Size: _____

Total acreage in Development: _____

Pre-Application \$215 Preliminary Plat \$2,475 Final Plat \$100 per lot

Short Plat (Prelim and Final) \$1,185

FEE: \$ _____ (Plus any additional cost incurred) must accompany this completed application.

Subdivision Checklist for the Preliminary Plat

To be submitted after the Pre-Application Review has been completed

_____ Submit 15 (fifteen) copies of the preliminary plat with required data. (As described in the Subdivision Ordinance 259-05, Chapter 2)

- a. Form of Presentation
- b. Identification and Descriptive Data
- c. Existing Conditions Data
- d. Proposed Conditions Data
- e. Proposed Utility Methods
- f. Proposed Covenants, Conditions and Restrictions
- g. Preliminary Development Agreement

_____ Two copies of the Parking Plan shall be submitted when a building or structure is constructed, or enlarged, when the capacity of the building or structure is increased or when the building or structure is changed and such changes create an increase of fifteen (15) percent or more in off-street parking requirements.

_____ Open Space Requirement is met

_____ Brief description of how the developer will mitigate the impact on schools, wildlife, recreation, etc.

This application is considered *officially accepted* only upon such time that the Planning & Zoning Administrator has completely reviewed the application and deemed that all required information has been submitted. After acceptance of the application the P&Z Administrator will set a date for Preliminary Plat Hearing and notify all neighbors of record within 300 feet of the development.

The P&Z Administrator reserves the right to take photographs and/or videos of the property under consideration for a subdivision/PUD as deemed necessary as an addendum to the file.

I have read and understand the subdivision/PUD procedures and responsibilities that accompany this application.

Applicant Signature

Date

OFFICE USE ONLY

Date Received: _____ Received by: _____

Fees \$ _____ Receipt # _____ Received by _____