
Final Plat

JEFFERSON COUNTY PLANNING AND ZONING, 210 Courthouse Way Suite 170, Rigby, Idaho 83442

(208)745-9220

SUBMITTALS:

- Copy of the Current Preliminary Title Report
 - Digital Copy of Proposed Final Plat
 - A copy of the development agreement and associated guarantee of improvements if required (Sec. 110-129)
 - The final plan and profile of all proposed roads (Sec. 110-93)
 - A traffic Study reviewed and approved by Jefferson County Road and Bridge
 - Nutrient Pathogen Study reviewed and approved by DEQ if required
 - Digital Legal Description
 - Approval from Eastern Idaho Public Health
 - Warranty Deed
 - Development Agreement
 - Irrigation Plan Application & Drawings:
 - The storm water management plan and all required improvements (Sec. 110-127)
 - A landscaping plan (Sec. 110-100)
 - A fire protection plan reviewed by the appropriate fire district.
 - Protective Covenants (if applicable)
 - Pre-Application Notes (from optional meeting)
 - Proper Fee from Fee Schedule
 - County Surveyor Review with the Proper Fee from Fee Schedule
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SITE INFORMATION:

Quarter: _____ Section: _____ Township: _____ Range: _____ Total Acres: _____

Site Address: _____ City: _____

Tax Parcel Number(s): _____ Zoning: _____ Area of City Impact: _____

GENERAL INFORMATION:

Subdivision Name: _____ Type of Subdivision: _____

Number of Lots: _____ Minimum Lot Size: _____

Current Land Use: _____ Adjacent Land Use: _____

ENGINEER/SURVEYOR Primary point of contact

Name: _____

Address: _____

City: _____ State: _____

Telephone: _____ Zip: _____

Email: _____

I consent to this application and allow Planning and Zoning staff to enter the property for site inspections related to this application.

APPLICANT/OWNER: Primary point of contact

Name: _____

Address: _____

City: _____ State: _____

Telephone: _____ Zip: _____

Email: _____

I consent to this application and allow Planning and Zoning staff to enter the property for site inspections related to this application.

Signature: (Engineer/Surveyor) _____ Date _____

Signature: (Applicant/Owner) _____ Date _____

NOTES TO APPLICANT:

- Final plat application will not be certified complete, nor will review action commence, until all required information, materials and/or fees have been submitted.
- In accordance with provisions of the Jefferson County Ordinance, the applicant shall be responsible for any direct costs incurred by the County, in obtaining a review of the application by architects, engineers or other professional, necessary for the County to act upon the proposal in an informed manner. Processing of the application will be delayed if direct costs are not paid in accordance with the schedule determined by the Planning and Zoning Administrator.
- Although the County has agreed to some fee schedules for professional reviews, the amount of direct costs are generally a function of the degree to which the applicant provides complete, accurate and pertinent information as described in preceding sections.
- If determined by the Administrator that revised or additional information is needed or if necessary due to other unforeseen events, the Administrator may at their discretion, revise any dates for the processing of this application.
- Agendas are scheduled on a first come, first serve basis. If the next agenda is full, it will be scheduled for the next available one.

Sec. 110-66. Final plat.

(a) Final Plat Contents. The final plat shall conform with the following items:

- 1) A distinct subdivision name, consistent with the provisions of Idaho Code section 50-1307. For the purposes of this section, the subdivision name shall be considered distinct if the exact name, either pronounced the same or similarly spelled, has not been used previously.
- 2) Names of the subdivider and the engineer or surveyor.
- 3) The "initial point" and description thereof, shall be indicated on the drawing and the location and description in conformance with Idaho Code.
- 4) Street lines of all existing or recorded streets, principal property lines, patent lines, Township lines or section lines, intersecting, crossing or contiguous to the subdivision (which should be mathematically tied to the lines of the subdivision by distances and bearings) and the status of adjoining property shall be indicated (name of subdivision or unplatted area).
- 5) The accurate location and description and filing of all monuments shall be in accordance with the Corner Perpetuation and Filing Act, Idaho Code title 55, chapter 16.
- 6) The length and bearings of the lines of all lots, streets, alleys and easements as laid out, length of arc, points of curvature, radii and tangent bearings in the case of curved lines (the system of lengths and bearings of the boundary lines).
- 7) All lots shall be numbered consecutively in each block, and each block lettered or numbered as set forth at Idaho Code section 50-1304. Unique block numbers shall be assigned for lots separated by streets, public land, railroad rights-of-way, waterways or any other barriers to the continuity of the development. All streets shall bear the street or road name as it appears on the official road name list.
- 8) The accurate outline of all property that is offered for dedication for public use, with the purpose indicated thereon and all property owners in the subdivision and conform to Idaho Code.
- 9) Private restrictions, if any.
- 10) North point, graphic scale and date.
- 11) A certificate of a licensed engineer or surveyor of the State to the effect that the plat represents a survey made by him that all of the monuments, shown thereon, actually exist and that their positions are as shown.
- 12) Location of all watercourses, base flood elevations, the elevations derived from flood insurance rate maps, and approximate areas subject to inundation of stormwater overflow.
- 13) Wetland boundaries and any proposed easements or easements of record for drainage, channels, overhead and underground utility lines, sanitary sewers and water systems within the tract.
- 14) A recorded instrument number for the approved development agreement.

(b) Endorsements to be shown on the final plat. The final plat shall also contain the following information:

- 1) Owner's certificate. A notarized description of the property encompassed by the plat, dedications and restrictions.
 - 2) A place for the Planning Director's approval.
 - 3) A place for the County Surveyor's approval.
 - 4) A place for Eastern Idaho Health District approval as required by I.C. 50-1326.
 - 5) A place for Jefferson County Public Works Director.
 - 6) A place for Board approval.
 - 7) A place for the County Treasurer's approval.
 - 8) A place for the Recorder's signature.
 - 9) A place for city approval if within an Area of City Impact.
- (c) Application. The applicant shall submit the following for final plat approval:
- 1) A copy of the current preliminary title report.
 - 2) A copy of the proposed final plat.
 - 3) A copy of the development agreement and associated guarantee of improvements if required (Sec. 110-129).
 - 4) The appropriate fees for final plat review.
 - 5) The final plan and profile of all proposed roads (Sec 110-93).
 - 6) A traffic study reviewed and approved by Jefferson County Road and Bridge.
 - 7) A Nutrient Pathogen (NP) Study reviewed and approved by DEQ
 - 8) An irrigation plan that provides at least the following:
 - i. Statement or evidence of any applicable surface water rights;
 - ii. Any corresponding points of diversion;
 - iii. Location of applicable right-of-ways;
 - iv. Any recorded canal easements; and
 - v. Any intended surface water irrigation supply or delivery system.
 - 9) The stormwater management plan and all required improvements (Sec 110-127).
 - 10) A landscaping plan (Sec. 110-100).
 - 11) A fire protection plan reviewed by the appropriate fire district.
- (d) Final plat review. Upon receipt of the final plat and associated fees, the planning administrator shall:
- 1) Review the application and supplemental information to determine compliance with the approved preliminary plat.
 - 2) Distribute the application to the county surveyor, the Assessor, the road and bridge department, and GIS for review.
 - 3) Notify the applicant of any corrections required and inform the applicant to prepare the final plat for recording for final approval.
- (e) Board Action
- 1) Upon receipt of the final plat containing all appropriate endorsements and signatures, except those of the Board, Recorder and planning administrator, the planning administrator shall place the request for final plat approval on the agenda for the next available meeting of the Board.
 - 2) The Board shall approve the final plat when:
 - i. The final plat conforms with the approved preliminary plat; and
 - ii. The final plat conforms to the requirements of Idaho Code and this Chapter; and
 - iii. The conditions of the preliminary and final plat approval have been completed or financially guaranteed pursuant to the provisions of this Chapter.
 - 3) The Board may continue consideration of the final plat to allow receipt of additional information regarding any aspect of the final plat or its conditions of approval.

Irrigation Plan

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IRRIGATION MAP REQUIREMENTS:

- All canals, ditches, and laterals with their respective name
 - Statement or evidence of any applicable surface water rights
 - Any corresponding points of diversion
 - Location of applicable right-of-ways
 - Any recorded canal easements
 - Any intended surface water irrigation supply or delivery system.
 - Head gate location and/or point of delivery of water to the property by the irrigation entity
 - Pipe location and sizes, if any
 - Rise locations and types, if any
 - Easements of all private ditches that supply adjacent properties (i.e., supply ditches and drainage ways)
 - Slope of the property in various locations
 - Direction of water flow (use short arrows → on your map to indicate water flow direction)
 - Direction of wastewater flow (use fat arrows ➔ on your map to indicate wastewater direction)
 - Location of drainage ponds or swales, of anywhere wastewater will be retained on the property
 - Written response from the irrigation entity and/or proof of agency notification
 - Copy of new water users' association/agreement currently in effect which shows water schedules and maintenance responsibilities
 - Copy of all new easements ready for recording (irrigation supply and drainage)
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GENERAL INFORMATION:

What is the name of the irrigation and drainage entities servicing the property?

Irrigation: _____

Drainage: _____

How many acres is the property being subdivided? _____

What percentage of the property has water? _____

How many inches of water available to the property? _____

How is the land currently irrigated? _____

Surface Irrigation Well Sprinkler Above Ground Pipe Underground Pipe

How is the land to be irrigated after it is subdivided

Surface Irrigation Well Sprinkler Above Ground Pipe Underground Pipe

Please describe how the head gate/pump connects to the canal and irrigated land and where ditches and/or pipes go.

Is there an irrigation easement(s) on the property? Yes No

How do you plan to retain storm and excess water on each lot?

How do you plan to process this storm water/excess irrigation water prior to it entering the established drainage system?
(i.e., oil, grease, contaminated aggregates)

- Idaho Code 31-3805 states that when all or part of a subdivision is “located within the boundaries of an existing irrigation district or canal company, ditch association, or like irrigation water delivery entity ... no subdivision plat or amendment to a subdivision plat or any other plat or may recognized by the city or county for the division of land will be accepted, approved, and recorded unless:”
 - a) The appropriate water rights and assessment of those water rights have been transferred from said lands or excluded from an irrigation entity by the owner; or
 - b) The owner filing the subdivision plat or amendment to a subdivision plat or map has provided for the division of land of underground tile or conduit for lots of one acre or less or a suitable system for lots of more than one acre which will deliver water to those land owners within the subdivision who are also within the irrigation entity with the appropriate approval:
 - The delivery system must be approved by the Planning and Zoning Commission and the board of County Comissioners with the advice of the irrigation entity charged with the delivery of water to said lands.

APPLICANT ACKNOWLEDGEMENT

I, the undersigned, agree that prior to the Planning and Zoning Office accepting this application I am responsible to have all of the required information and site plans.

Signed: _____ Date: ____/____/____
Applicant/Property Owner

IRRIGATION/ CANAL COMPANY APPROVAL

Signed: _____ Date: ____/____/____
Irrigation Entity

Denied with the following recommendations: