



219 1st Avenue South, Suite 208 Hailey, ID 83333  
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[www.blainecounty.org](http://www.blainecounty.org)

**LAND USE & BUILDING SERVICES  
ORIGINAL PARCEL MODIFICATION  
APPLICATION**

*Modification of the boundary of an Original Parcel of Land by Plat*  
As set forth in Chapter 4, Section 7(E)Z Title 10 (Subdivision Regulations) Blaine County Code

**GENERAL INFORMATION**

(1) Applicant/Owner      Name: \_\_\_\_\_  
   Address: \_\_\_\_\_  
   Phone: \_\_\_\_\_  
   Email: \_\_\_\_\_

(2) Engineer/Surveyor      Name: \_\_\_\_\_  
   Address: \_\_\_\_\_  
   Phone: \_\_\_\_\_  
   Email: \_\_\_\_\_

(3) \*Responsible Party      Name: \_\_\_\_\_  
   Address: \_\_\_\_\_  
   Phone: \_\_\_\_\_  
   Email: \_\_\_\_\_

*Responsible Party is the person who will be the sole responsible contact with the County.*

(4) Proposed Action      Brief description of project: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Brief explanation of reason or intention for requested action:  
\_\_\_\_\_  
\_\_\_\_\_

(5) Status of Applicant      Owner: Yes  or No   
   If no, explain \_\_\_\_\_  
\_\_\_\_\_

(6) Adjacent Ownership      Does the applicant own properties adjacent to the area proposed  
   for development?      Yes  or No   
   If yes, explain \_\_\_\_\_  
\_\_\_\_\_

**SITE INFORMATION**

- (7) Legal Description (Include section, township, range) \_\_\_\_\_
- (8) Parcel Number RP - \_\_\_\_\_
- (9) Original Parcels/Lots Existing Original Parcel Size & Configuration: \_\_\_\_\_  
Proposed Lot Size: \_\_\_\_\_
- (10) Streets Public or Private Ownership: \_\_\_\_\_
- (11) Zoning & Overlay Districts: \_\_\_\_\_

**SPECIAL INFORMATION**

(12) Existing Dedications (Please itemize all existing accesses, ROWs, easements, and dedications affecting subject property).  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(13) Proposed Dedications (Please itemize all proposed accesses, ROWs, easements, and dedications affecting subject property).  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(14) Special Studies (Please itemize any special studies, i.e... floodplain remapping, avalanche studies or water rights investigations which are submitted with this proposal).  
 \_\_\_\_\_  
 \_\_\_\_\_

**CHECKLIST**

In order for an application to be considered complete, all the final plat data required in Chapter 4, Title 10 (Subdivision Ordinance) of the Blaine County Code must be submitted to the Planning and Zoning Office. A simplified checklist of these requirements follows:

- (15) Site Plan:
  - 1:200 scale;
  - North arrow;
  - Title block, including the name of the proposed plat, date prepared, applicant's name, and project coordinators (engineer, surveyor, developer, etc.);
  - Accurate boundary survey;
  - Scaled location of existing buildings, water bodies, water courses, and public easements on or adjacent to the property;
  - Proposed location of street ROWs and easements;

- Proposed location numbering of lot and block lines;
- Delineation of floodplain and/or floodway lines as determined by FEMA, if applicable;
- Ordinary high water mark, riparian setback district
- Avalanche lines, if applicable;
- Location, size, and proposed use of all land intended to be dedicated or reserved; and
- Proposed location of all building envelopes.

(16) Additional Information (please attach the following):

- Legal description of subject property, if not included in application;
- Proof for ownership, if applicable;
- Parcel Determination Letter issued by Blaine County for each Original Parcel proposed for modification
- Information regarding existing/proposed dedications, i.e., easements affecting subject property;
- Vicinity map showing all properties within ½ mile @ 1:1000;
- Map showing names of surrounding landowners within 300 feet of the exterior boundary of subject property, including private road owners. [If within a subdivision, show names of all subdivision lot owners, including private road owners.](#) Names and addresses of all Landowners and private road owners typed on mailing labels with a fee of current postage + .15¢ per label.
- If a conditional use permit is required as part of the proposed development, please attach the appropriate application or consent of approval
- Six (6) copies of the amended plat;
- A refundable "Notice" fee of \$50.00 for a Notice board to be posted on site of property being considered for at least 7 days prior to public hearing and returned by the applicant as soon as possible after the hearing.
- Application fee of \$300.00 and current postage + .15¢ per surrounding landowner mailing fee.

**ACKNOWLEDGMENT**

(17) The undersigned certifies that (s)he is the owner of the plat proposed for amendment, or an authorized representative, that (s)he has filled in this application to the best of his/her knowledge, and that (s)he agrees to comply with all county codes and state laws, as amended, regulating subdivisions in Blaine County, Idaho.

(18) The undersigned grants permission to County Personnel to inspect any property which is the subject of this application until such time as all condition(s) of approval attached to the application(s) have been satisfied.

**SIGNATURE OF OWNER:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**ADMINISTRATIVE RECORD**

- Required Fee \$300.00/lot \_\_\_\_\_ paid on \_\_\_\_\_
  - If applicable: Fire District Review Fee; Carey, Smiley Creek, West Magic Ketchum Rural or Wood River Rural  
(20% of Required Fee) \_\_\_\_\_ paid on \_\_\_\_\_
  - Surrounding Landowner Notices  
Current Postage + .15¢ ea x \_\_\_\_\_ = \_\_\_\_\_ paid on \_\_\_\_\_
  - Refundable Notice Board Fee \$50.00 paid on \_\_\_\_\_
- TOTAL** \_\_\_\_\_ receipt # \_\_\_\_\_

Engineering and consultant fees are calculated based on the time spent by County hired private consultants and their staff to review various projects. These fees are to be paid in full upon receipt and prior to scheduling an applicant's public hearing.

Date Application Certified \_\_\_\_\_

Hearing Date: \_\_\_\_\_

Final Disposition \_\_\_\_\_