

City of Shelley
101 S. Emerson Ave.
Shelley ID, 83274
208-357-3390

Application Date _____

APPLICATION FOR SUBDIVISION

SUBDIVISION NAME _____

Property Owner(s) Name _____ Phone _____

Address _____ City/Zip _____

Developer Name _____ Phone _____

Address _____ City/Zip _____

Location and Legal Description

Township _____ Range _____ EBM, _____ Section _____ **NOTE: Attach "Recorded" DEED**

Description of EXISTING Use (use Back if More Space Needed) Existing Zone

Statement of intended use and statement evaluating effects of proposed Subdivision on adjoining property, general compatibility with other properties and uses, and compliance with Comprehensive Plan:

Subdivision Plat. The following information/data must appear on the Preliminary Plat or other separate documents and shall be verified prior to submittal to the Planning & Zoning Commission: The Planning and Zoning Administrator may require additional information other than specified below.

NAMES/ADDRESS

- ___ Subdivision Name
- ___ Owner(s) Name, Address & Phone widths)
- ___ Developer Name, Address & Phone
- ___ Adjacent property Owner/Development Names

LOCATION

- ___ Vicinity Map Showing Relation to One (1) Mile Radius
- ___ Legal Description/Proof of Ownership
- ___ Public Land Corners or Other Acceptable Monuments
- ___ North Point
- ___ Scale (Minimum 1" = 400')

TOPOGRAPHY

- ___ Contours – Proposed
- ___ Contour Intervals Noted (Minimum 5' Intervals)

GEOLOGY

- ___ Flood Plain Designation, If Applicable
- ___ Attach Soil Types & Depth if Applicable

Note: Preliminary Plat: Submit six (6) 24" x 36" soft copies and (1) 11" x 17" soft copy. Final Plat: Submit one (1) mylar, six (6) 24"x36" soft copies, and one (1) 11"x17" soft copy and (1) electronic copy. Must submit "As built" before infrastructure will be accepted by the city.

MISCELLANEOUS

- ___ Zone Classification(s)
- ___ HWYs and/or Current Street(Incl width)

___ Right-of-Ways, Easements & Widths

- ___ Road Cross Sections
- ___ Existing Railroad or other perm structures

PROPOSED

- ___ Subdivision Acreage
- ___ Number of Lots
- ___ Lot Size (Sq. foot) & Dimensions
- ___ Utility/Easement Location and Widths
- ___ Type of Water/Sewer System
- ___ Site Rprt from the Health Dept if Appl.
- ___ Open Areas/Buffer
- ___ Parking/Sidewalks
- ___ Street Names
- ___ Full Plans/layout of

ENGINEERING DATA

- ___ Name, Address & phone
- ___ Date Drawn

Application Fees are as listed below and shall be paid prior to the applicable time.

~The following fees must be paid prior to submitting the Preliminary Plat to the Planning and Zoning Commission

Pre application meeting	\$500	\$ _____
Preliminary Review Fees	\$200 + \$10 per lot	\$ _____
Plan Review of Public Improvements	\$400 per sheet + \$30 per lot	\$ _____
Subtotal payable to the City of Shelley		

~The following fee must be paid prior to the publication of the public hearing

Mailing – Actual cost	\$ _____
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~The following fees must be paid prior to submitting the Final Plat to the Planning and Zoning

Survey Review Fees	\$400 + \$44 per lot	\$ _____
Publication for Public Hearing (actual cost incurred)		\$ _____
Water model	\$250 + 10 per lot	\$ _____
Subtotal payable to the City of Shelley		\$ _____

*Water & Sewer Subdivision Tap Fees (according to resolution) \$ _____

Primary Inspections:

1 – 10 lots = \$100 per lot (\$300 minimum)	\$ _____
11 -20 lots = \$80 per lot	\$ _____
21 - + lots = \$70 per lot	\$ _____

Review fees for original review & one verification of corrections. Any additional inspection required to pay full fees.

Subtotal payable to the City of Shelley	\$ _____
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Any Subsequent Reviews when errors persist will be \$125 per trip to the site. *Individual Tap Fees Payable Prior to Building

Nearby Property Owners

List name and mailing address for all property owners within **300 feet** of the external boundaries of the land being considered. Check as verified at Assessors Office

<i>Name</i>	<i>Mailing Address</i>	<i>Verified by Assessor</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Appointment of Designated Agent

I, we the undersigned owner(s) of the property described throughout this Application, hereby appoint the following person as my, our representative for all transactions regarding this Application between myself/ourselves, as owner(s), and the City of Shelley:

Designated Agent Name _____

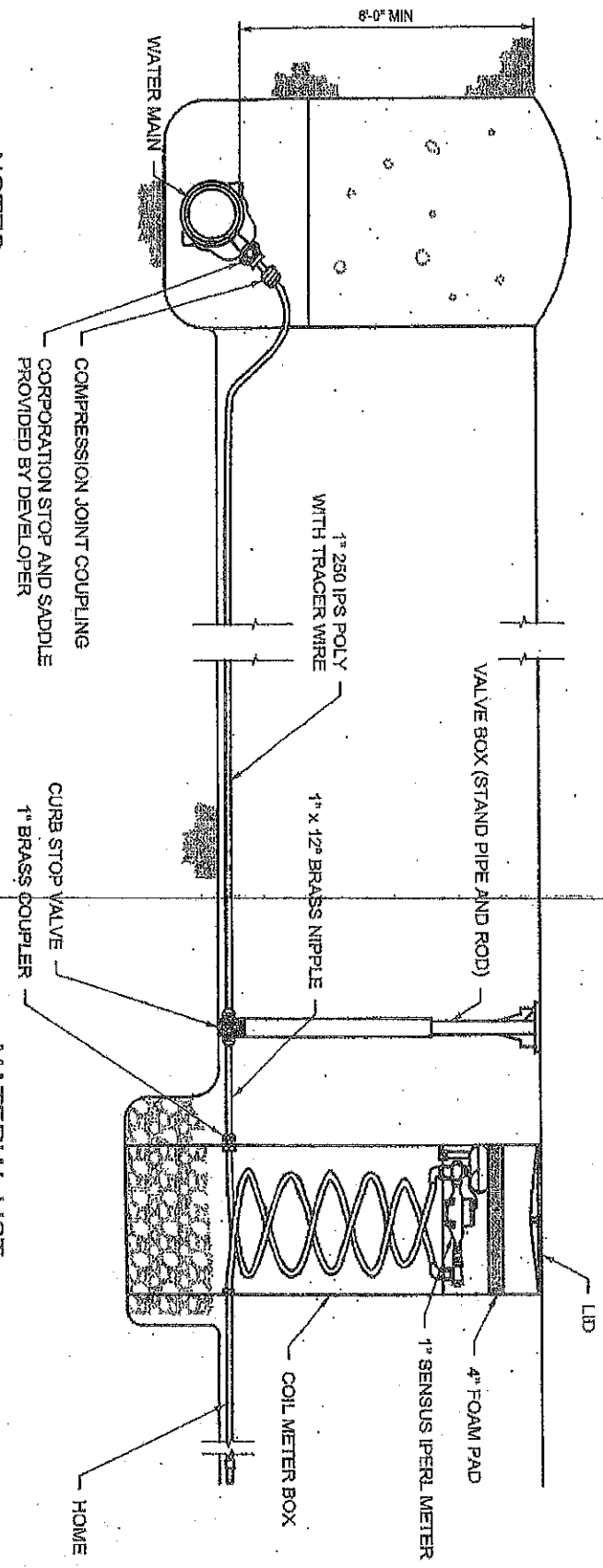
Property Owner(s) Signature

_____ Date
_____ Date

I hereby **acknowledge** that I have read this application and understand the contents. I also state that the above information is correct.

Applicant(s) Signature _____ Date _____

Adapted 1-23-18



NOTES

1. METER BOX SHALL BE 60° X 18"Ø SINGLE METER STYLE. INLET SHALL BE LOCK WING ANGLE BALL VALVE (FULL PORT), OUTLET, ASSE OP ENTRY VERTICAL. CHECK BOX SHALL BE SIDE LOCKING.
2. METER SHALL BE SENSUS IPEARL OR MACH 10 NEPTUNE WITH TOUGH READ AND MXU.
3. ALL FITTINGS SHALL BE FORD OR MUELLER COMPRESSION TYPE FITTINGS. ALL 3/4" AND 1" SERVICE CONNECTIONS TO DUCTILE OR CAST IRON SUPPLY MAIN SHALL BE A SERVICE SADDLE WITH A CORP STOP. ALL OTHER SERVICE CONNECTIONS SHALL USE SERVICE SADDLES AS SPECIFIED.
5. 1" POLY PIPE, IPS, SDR 7, 260 PSI.
6. RUN TRACER WIRE WITH WATER MAIN AND SERVICE LINES.

MATERIAL LIST

1. COIL METER PIT
 2. WATER METER
 - 2a. SENSUS IPEARL 1"
 - 2b. MACH 10 NEPTUNE 1"
 3. 4" FOAM PAD INSULATION
 4. METER PIT LID
 5. 1"x12" BRASS NIPPLE
 6. 1" BRASS COUPLER
 7. TRACER WIRE
- IF WANTING TO UPSIZE TO A 1 1/2" OR 2" ETC. WATERLINE THE SAME BASIC PRINCIPAL STAYS THE SAME JUST TAKES DIFFERENT SIZE.

SHELLEY WATER METER PACKAGE

SCALE N.T.S.



January 16, 2018

Shelley Planning and Development
101 S Emerson Ave
Shelley, ID 83274

Dear Sir or Madam:

A letter was issued in April 2017 on behalf of the United States Postal Service (USPS) concerning establishment of mail delivery. I would like to reiterate the information provided at that time. It is regarding establishing mail delivery to new business and/or residential developments. In light of today's changing mail mix, there are new and convenient ways to receive mail and packages that enhance customer convenience.

In April of 2012 the USPS revised regulations to clarify options for delivery and to provide the USPS greater autonomy in determining how deliveries are added to the Postal Service Network. Consistent with existing Postal Operations Manual (POM) regulations regarding growth and extensions of delivery, the USPS has determined that Delivery and Collection Box Units (NDCBUs) or simply Cluster Box Units (CBUs), will be the approved method of delivery for new developments.

The purchase and installation of these units are the responsibility of the developer, contractor, homeowners association or homeowner. CBUs are available in various styles, and the developer may customize the surroundings to compliment the local architecture. With CBUs, customers enjoy greater mail security because each unit has its own key. Convenience is increased because regular collection of outgoing mail is made. It is also the most efficient and cost effective mode of delivery for the Postal Service.

The USPS recognizes the interest builders have in controlling site plans and, just as with other public service, the USPS will work to meet the requirements of the builders and local planning administrators. The USPS will work with builders and developers to determine the best placement of CBUs for new developments prior to establishing or extending delivery service. This will include review of site plans and consideration of lot size and locations of housing relative to existing delivery infrastructure and customer travel. The USPS will take into consideration safety, reliability, cost and efficiency for our carriers and the public.

We advise developers, contractors and homeowners to contact the local postmaster in the early planning stages of community development, redesign or new home construction to ensure that all options are provided to them and that mailboxes are installed in an approved location. Meeting early will help avoid potential service problems or disruptions.

We ask that you provide a copy of this letter when issuing building permits.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Fratto".

Jeff Fratto

REQUEST FOR APPROVAL OF SUBDIVISION APPLICATION

Name: _____ (Landowner)

Address: _____

Landowner is the owner of the real property described on Exhibit A attached. Landowner desires to subdivide the real property. The Snake River Valley Irrigation District (SRVID) owns water rights appurtenant to and for the benefit of the real property or a portion thereof.

Landowner is requesting approval of the subdivision by SRVID. Should approval be granted, Landowner agrees and represents:

1. This document is a request to combine subdivision lots for the purposes of assessment pursuant to Idaho Code 43-701(2). For the purposes of complying with that section, the assessment shall be mailed to Landowner at the above stated address. Landowner acknowledges that all assessment notices which otherwise would be sent to individual lot owners within the subdivision, but that are mailed to Landowner at the above address, shall be deemed to have been sent to the owner of which lot within the subdivision. Any change of address for the purposes of mailing assessment shall be in writing and mailed to SRVID certified mail, return receipt request.
2. Once a subdivision plat is approved by the City and/or County in which the subdivision is located, SRVID shall not be required to deliver irrigation water to the subdivision until a homeowners' association is organized and operation.
3. SRVID shall only be required to deliver irrigation water to a single point of diversion for the entire subdivision, as indicated in the records of SRVID, pursuant to the delivery policies of SRVID. It shall be the responsibility of the homeowners' association and the lot owners in the subdivision to construct and maintain an irrigation water delivery system within the subdivision and to comply with the requirements of Idaho Code 31-3805.
4. SRVID shall not mail assessments to each individual lot owner in the subdivision. The entire subdivision shall be assessed at the same rate as agricultural acres. Landowner, the association, and the lot owners within the subdivision shall be jointly and severally liable to SRVID for the assessment.

5. In the event the SRVID assessment, or any part thereof, is not paid, SRVID shall not be required to deliver water to the entire subdivision until the assessment, penalties, and interest are paid in full. In addition, SRVID shall be entitled to all rights and remedies against Landowner, the association, and the lot owners as authorized by law for failure to pay an assessment.
6. Water shall be delivered to the point of diversion by SRVID on a schedule established by SRVID, and it shall be the obligation of the association and the lot owners in the subdivision to organized and coordinate water delivery within the subdivision.
7. Landowner, the association, and lot owners within the subdivision shall be fully responsible for all maintenance of all water delivery systems located within the subdivision, including, but not limited to, weed control, burning, spraying, rodent control, and other maintenance.
8. The obligations and duties of Landowner, the association, and the lot owners in the subdivision run with the land for the benefit of SRVID, to which the real property described on Exhibit A shall be subject. The obligations and duties are perpetual in time unless released by document signed by SRVID and the record owners of all of the real property described on Exhibit A, recorded in the county in which the real property described on Exhibit A is located.
9. Should SRVID have to enforce any terms of this agreement, Landowner, the association, and the lot owners located within the subdivision shall pay all attorney's fees and costs incurred by SRVID.
10. The obligations and duties described herein shall be binding upon the heirs, legal representatives, successors, interest, and assigns of Landowner, the association, and the lot owners and Landowner agrees to pay all costs incurred by SRVID in recording this document with the appropriate county recorder.
11. If, for any reason, any of these agreements and representations contained herein are deemed to be unlawful or unenforceable by a court of competent jurisdiction, SRVID shall have the right to assess each lot owner within the subdivision as authorized by law and pursuant to the rules, procedures, and regulations of SRVID.

DATED this _____ day of _____, _____.

STATE OF IDAHO)

)

County of _____)

On this ____ day of _____, in the year of _____,
before me, the undersigned, a Notary Public in and for said State, personally appeared

_____, known or identified to me to be the person
whose name is subscribed to the within instrument, and acknowledged to me that
_____executed the same.

Notary Public for Idaho

Residing at _____

My commission expires on _____

STATE OF IDAHO)

)ss

County of _____)

On this ____ day of _____, in the year of _____,
before me, the undersigned, a Notary Public in and for said State, personally appeared

_____, known or identified to me to be the person
whose name is subscribed to the within instrument, and acknowledged to me that
_____executed the same.

Notary Public for Idaho

Residing at _____

My commission expires on _____

EXHIBIT A

[Attach Real Property Legal Description Behind This Page]