



**Fremont County**  
**Planning & Building Department**  
125 North Bridge St.  
St. Anthony, ID 83445  
(208) 624-4643 phone | (208) 624-1320 fax

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## APPLICATION FOR SHORTPLAT OR STANDARD SUBDIVISION

### SOME THINGS YOU NEED TO KNOW BEFORE APPLYING

As you think about how you'd like to handle dividing your property, please be aware that there are some things beyond Fremont County's specific rules that can affect this process. Here are just a few examples:

- I. If the property you are dividing has water rights, you are required to follow state law in how you handle those water rights while dividing your ground (see Idaho Code 31-3805).
  - a. In order to verify that you have complied with this requirement, your application to the County must include proof that you have met the requirements of this statute.
  - b. Fremont County will ask the Fremont Madison Irrigation District (FMID) to comment on your application – including giving its opinion as to how well your application satisfies the statute. You will save time and avoid problems if you meet with FMID and review your plans BEFORE submitting your application to the County.
- II. Because Fremont County participates in the National Flood Insurance Program (NFIP), land that shown to be in the floodplain may be subject to additional requirements.

*For example: if the property you are starting out with is five acres or larger, and some or all of it is in a mapped floodplain, your plat must show the Base Flood Elevation (BFE) on the plat. This may require you to pay an engineer to calculate the BFE for your property.*

For this reason, if there's a chance your property might be in the floodplain, it is a good idea to talk to us before applying to see if there are any additional requirements.
- III. If your property has wetlands, you are required to comply with the federal Clean Water Act. If there is any possibility that your property might have wetlands, you are strongly encouraged to talk to the Army Corps of Engineers about your plan before you apply for Fremont County's approval.
- IV. If your property is in a wetland, that may affect whether or not you can get approval from the Eastern Idaho Public Health Department. It would be a good idea to talk to EIPHD before submitting an application to Fremont County.

The County will do what it can to help you get through our process as quickly and easily as possible. Hopefully these hints help you avoid unnecessary delays or problems. Please feel free to call or meet with us if you have questions or need clarification.

Thank you,  
Fremont Planning & Building Department.



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Permit# _____
RA: _____
DATE: _____
SHORT PLAT FEE \$295: _____
REGULAR SUB FEE \$495: _____

County Surveyor fee of \$200, plus \$20 per lot: \_\_\_\_\_  
Plus Public Notifications : \_\_\_\_\_

<b>SUBDIVISION APPLICATION</b>		<b>SHORT PLAT <input type="checkbox"/> / REGULAR <input type="checkbox"/></b>	
<b>APPLICANT INFORMATION</b>			
Name:			
Address:			
City:	State:	ZIP Code:	
Email:	Phone:	Fax:	
<b>PROJECT INFORMATION</b>			
Proposed Subdivision Name:			
Site Address:		Nearest Intersection:	
City:	State:	ZIP Code:	
Section:	Township:	Range:	
Parcel Number(s):		Existing Zoning:	
<b>OWNER INFORMATION (IF NOT APPLICANT)</b>			
Name:			
Address:			
City:	State:	ZIP Code:	
Email:	Phone:	Fax:	
<b>PROJECT MANAGER INFORMATION</b>			
The person listed here will be the primary point of contact for all questions, information, and communications.			
Name:			
Address:			
City:	State:	ZIP Code:	
Email:	Phone:	Fax:	
<b>SERVICE PROVIDERS</b>			
<b><u>Provider</u></b>	<b><u>Name</u></b>	<b><u>Address</u></b>	<b><u>Phone</u></b>
Surveyor			
Engineer			
Attorney			
<b>DISCLOSURE AND SIGNATURES</b>			
As the undersigned, I hereby attest that I have full legal authorization to file this application. I certify that the information and exhibits submitted herewith are true and correct. I agree to be bound by conditions of approval which may result from the County's consideration of my application while reserving my right to object to any proposed condition during any hearing regarding this or a related application. I hereby acknowledge my understanding that no building permits will be issued by Fremont County until all related reviews have been completed and all approvals have been granted and an executed final subdivision plat has been submitted for recording.			
Signature of applicant:		Date:	
Signature of owner:		Date:	