

For City Use Only

Date Received: _____

Fee: \$ _____

Fee Received by: _____

Receipt No. _____



City of St. Maries

"On the Shadowy St. Joe"

602 College Avenue, St. Maries, Idaho 83861

Phone 208-245-2577

Fax 245-6579

APPLICATION FOR LOT LINE ADJUSTMENT

(Please type or print plainly with blue ink)

PARCEL 1 INFORMATION: The undersigned certify that I/we are owners of real property located in the City of St. Maries, Benewah County, State of Idaho described as follows:

Owner's Name: _____ Phone: _____ Fax: _____

Street Address: _____ E-Mail: _____

City: _____ State: _____ Zip: _____

Property Address: _____

Benewah County Parcel #: _____

Legal Description: _____

PARCEL 2 INFORMATION: The undersigned certify that I/we are owners of real property located in the City of St. Maries, Benewah County, State of Idaho described as follows:

Owner's Name: _____ Phone: _____ Fax: _____

Street Address: _____ E-Mail: _____

City: _____ State: _____ Zip: _____

Property Address: _____

Benewah County Parcel #: _____

Legal Description: _____

PLEASE ATTACH ADDITIONAL PAGES IF MORE THAN 2 PARCELS ARE IMPACTED BY THE APPLICATION

ATTACH TO THIS APPLICATION:

1. One copy of a map, accurately drawn to conventional scale and dimension, showing:
 - a) Existing property line boundaries and Assessor's parcel numbers
 - b) All existing property lines
 - c) Proposed property line changes
 - d) Dimensions and size (by area) of all existing parcels
 - e) Dimensions and size (by area) of all proposed parcels
 - f) The full name and mailing addresses of all property owners involved in the lot line adjustment
 - g) The location, to scale of all structures, improvements, drainage facilities, utilities, easements, and any right-of-way in the area of the proposed lot line adjustment.

2. A vicinity map showing the relationship of the parcels to the surrounding platting pattern and surrounding street and alleys.

3. A title report showing all owners of record and all lien holders completed within the previous within six (6) months.

4. Proof that there are no delinquent property taxes, special assessments, interests, or City utility fees due on the parcels of land which the lot line adjustment application relates.

Note: The City has the authority to require any additional information necessary to render a fair decision on this request.

FEES: I/we agree to pay the non-refundable application fee for the processing of this Lot Line Adjustment application at the time of the filing of the application. We also agree to pay for all direct costs associated with processing this application including, but not limited to, plan review, postage, and the preparation of any necessary reports and findings. We understand that if we fail to pay these costs on a timely basis, the City may suspend or if deemed appropriate, terminate the processing of this application.

CERTIFICATION OF PROPERTY OWNER FOR PARCEL 1:

Property Owner(s) Signature(s): _____

Signed and dated this ___ day of _____, 20_____.

SIGNATURE MUST BE NOTARIZED

STATE OF IDAHO)
) ss.
County of Benewah)

On _____ (date) before me, the undersigned, a notary public in and for Idaho personally appeared _____ known or identified to me to be the person(s) whose name(s) is/are subscribed to the written instrument and acknowledged to me that he/she/they executed the same and that by his/her/their signature on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

Notary Public in and for Idaho
Residing at:
Commission expires:

CERTIFICATION OF PROPERTY OWNER FOR PARCEL 2:

Property Owner(s) Signature(s) _____

Signed and dated this ___ day of _____, 20_____.

SIGNATURE MUST BE NOTARIZED

STATE OF IDAHO)
) ss.
County of Benewah)

On _____ (date) before me, the undersigned, a notary public in and for Idaho personally appeared _____ known or identified to me to be the person(s) whose name(s) is/are subscribed to the written instrument and acknowledged to me that he/she/they executed the same and that by his/her/their signature on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

Notary Public in and for Idaho
Residing at:
Commission expires:

PLEASE ATTACH ADDITIONAL PAGES IF MORE THAN 2 PARCELS ARE IMPACTED BY THE APPLICATION

APPLICATION CHECKLIST: (to be completed by Staff)

YES NO Checked by: _____ Date: _____

		Completed Application.
		Application is signed by all property owners and notarized.
		Application Fee per most recently adopted Fee Resolution.
		<p>One copy of a map, accurately drawn to conventional scale and dimension, showing:</p> <ul style="list-style-type: none"> a) Existing property line boundaries and Assessor's parcel numbers; b) All existing property lines; c) Proposed property line changes; d) Dimensions and size (by area) of all existing parcels; e) Dimensions and size (by area) of all proposed parcels; f) The full name and mailing addresses of all property owners involved in the lot line adjustment; and g) The location, to scale of all structures, improvements, drainage facilities, utilities, easements, and any right-of-way in the area of the proposed lot line adjustment.
		A vicinity map showing the relationship of the parcels to the surrounding platting pattern and surrounding street and alleys.
		A title report showing all owners of record and all lien holders completed within the previous within six (6) months.
		Proof that there are no delinquent property taxes, special assessments, interests, or City utility fees due on the parcels of land which the lot line adjustment application relates.