

**ADMINISTRATIVE LAND DIVISION APPLICATION
TO GOLDEN GATE HIGHWAY DISTRICT NO. 3
FOR LETTER OF ACKNOWLEDGEMENT/TRANSMITTAL AND
NOTICE OF ACTION TO DEVELOPMENT SERVICES OFFICE, CANYON COUNTY**
[This is a 2-page form]

**Application for Letter of Acknowledgment for Approval of Administrative Land Division
of Real Property Located in an Agricultural Zone, Canyon County Zone**

Notice to Applicant: All subsections of Canyon County Code § 07-10-25 (5) governing Administrative Land Division of Original Parcels provide: ***Proposed land division Acknowledgment by Highway District and Rural Fire Districts:*** *To provide the opportunity for the applicant to coordinate/mitigate certain issues, a letter of acknowledgment from the appropriate highway and rural fire district shall be submitted along with an application for an administrative land division. The final decision shall be determined by the director. The letter of acknowledgment, specific to the individual highway/rural fire department district standards/regulations and enforced by the appropriate district, shall become part of the administrative land division decision issued by the director. The final decision shall be determined by the director.*

To: Golden Gate Highway District No. 3

From: _____ (Applicant name and address)

Date: _____

Applicant to indicate with an X beside the type of Administrative Land Division Application:

- Administrative land division of contiguous platted or unplatted land [Canyon County Code § 07-10-25(5)(A)]
- Administrative land division of platted or unplatted land which is not viable farm land [Canyon County Code § 07-10-25(5)(B)]
- Administrative land divisions of platted or unplatted land for relocation of building permits between contiguous parcels [Canyon County Code § 07-10-25(5)(C)]

Applicant requests approval and the issuance of a Letter of Acknowledgement:

At a minimum, applicant must submit the following:

- proof of ownership
- schematic drawing to scale of proposed land division
- legal descriptions
- point of access to publicly maintained road
- location(s) of emergency vehicle access

Attached to this application is a true and correct copy of all attachments and filings in support thereof which are now on file and pending with Canyon County Development Services.

Dated

Signed [Applicant]

_____/_____

OFFICIAL USE ONLY BELOW THIS LINE

GOLDEN GATE HIGHWAY DISTRICT NO. 3 LETTER OF ACKNOWLEDGEMENT ACTION:

Date received: _____ [Secretary]
Fee Paid: _____ [Secretary]
Reviewed by Director of Highways or designee: _____

Golden Gate Highway District No. 3 Determination and Decision and Order on Application for Letter of Acknowledgement:

_____ Approval
_____ Approval Subject to Conditions
_____ Denied

Approval Conditions, if any, are herein set forth:

[If approval is herein granted, a final order of approval must be issued by Canyon County within six months from the date of this final action, or this approval terminates and is no longer valid.]

Basis for action:

Dated: _____ Signed _____
Director of Highways
Golden Gate Highway District No. 3

Notice of final action: Please note that unless an appeal of this decision is filed with the Secretary of the District, within fourteen (14) days of date of service, this is a final action. Appeals will be heard by the Board of Commissioners of this Highway District at an open meeting, as scheduled by the Commissioners of this Highway District.

Copy of completed form transmitted to Canyon County Development Services by Secretary of Golden Gate Highway District No. 3 on _____ (date) (copy retained by Highway District in official files and copy to Applicant)

Signed: _____
Secretary
Golden Gate Highway District No. 3