



## FINAL PLAT OF SUBDIVISIONS AND CONDOMINIUMS APPLICATION

Community & Economic Development Department  
8930 N Government Way Hayden, ID 83835  
[www.cityofhaydenid.us](http://www.cityofhaydenid.us) (208) 209-2022

**To be completed by city staff:**  
Tracking #: \_\_\_\_\_  
Date submitted: \_\_\_\_\_  
Received by: \_\_\_\_\_

**Final Subdivision Plat**

**Final Condominium Plat**

DATE PRELIMINARY PLAN APPROVED: _____	DATE FINAL PLAN SUBMITTED: _____
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**PLAT NAME:** \_\_\_\_\_

**CHECKLIST:** *A request is made by submitting the following:*

		<b>Requirement</b>
		<i>Completed Application</i>
		<i>City County Checklist</i>
		<i>Copies of all CP &amp; Fs, Records of Survey, and Plats</i>
		<i>Lot Closures</i>
		<i>A copy of the deed or deeds for all subject properties</i>
		<i>Current Title report</i>
		<i>Two (2) full size and One (1) half size copy of the final plat stamped and signed for review by the City Engineer to determine that the plat meets all of the requirements of the Idaho Code, Hayden City Code 12-4, and the subdivision plan approval, including any conditions imposed by the City Council.</i>
		<b><u>If subdivision is completed:</u></b> <i>The eighteen month (18) warranty shall be accompanied by an acceptable surety in an amount equal to twenty five percent (25%) of the cost of the total improvements. For a phased subdivision, the required surety shall be for the phase which is being developed.</i>  <b>Value of Total Improvements:</b> \$ _____
		<b><u>If the subdivision is not completed:</u></b> <i>The developer shall execute and file between himself and the City of Hayden an agreement stating the improvements to be completed and an acceptable surety in an amount equal to one hundred fifty percent (150%) of the estimated cost of construction for the improvements to be completed.</i>  <b>Estimated Cost of Construction:</b> \$ _____ <b>Surety Amt:</b> \$ _____
		<i>Application fees are in accordance with the current City Council adopted fee schedule. City fees and engineering pass through costs are required at the time of application. All additional fees, charges, and pass-through engineering costs are the responsibility of the applicant and are required at the time of Final Plat application.</i>  <b>Note:</b> <i>Review of plat beyond 2<sup>nd</sup> review will be charged at an hourly rate in accordance with the current City Council adopted fee schedule and may include additional engineering pass-through costs.</i>

*When staff has completed the review, all required terms and conditions are satisfied, and appropriate surety is received, staff may forward the plat to the City Clerk recommending that it be submitted to the City Council for approval.*

**No building permits will be issued for lots depicted on the final plat until the final plat has been recorded, the reproducible copy of the recorded plat has been received and the interior monuments have been set in accordance with Idaho Code. No Certificate of Occupancy will be issued until all required infrastructure improvements have been constructed, the public infrastructure has been accepted by the City, record drawings of all public infrastructure, signed and stamped by the project engineer have been received by the City, and the interior monuments have been set in accordance with Idaho Code. No Certificate of Occupancy shall be issued for any condominium structure until the final condominium plat has been approved by the City and recorded by Kootenai County.**



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DATE PRELIMINARY PLAN APPROVED: \_\_\_\_\_ DATE FINAL PLAN SUBMITTED: \_\_\_\_\_

PLAT NAME: \_\_\_\_\_

APPLICANT: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

ENGINEER AND/OR ARCHITECT: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

**CERTIFICATIONS:**

*I understand that the Final Subdivision Plat must be approved and accepted by the City Council before it can be recorded. I also understand that application fees are in accordance with the current City Council adopted fee schedule and that all additional fees, charges and pass-through engineering are the sole responsibility of the applicant and payment is due at the time of this application. I hereby certify that I am the owner or contract buyer of the property upon which the subdivision is to be located or that I have been vested with the authority to act as agent for the owner or contract buyer. All the information, statements, attachments and exhibits transmitted herewith are true to the best of my knowledge.*

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(print name)

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(print name)

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To be completed by city staff:  
Check #: \_\_\_\_\_ Amount Paid: \_\_\_\_\_ Date: \_\_\_\_\_ Initials: \_\_\_\_\_

The City of Hayden provides services to its citizens without regard to race, religion, color, sex, age, national origin or disability.