



PRELIMINARY CONDOMINIUM PLAT APPLICATION

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

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

- Within a Planned Unit Development Outside of a Planned Unit Development

THIS APPLICATION MAY ONLY BE SUBMITTED FOR EXISTING BUILDINGS OR BUILDINGS FOR WHICH A BUILDING PERMIT HAS ALREADY BEEN APPROVED AND ISSUED AND THE BUILDING'S FOOTINGS HAVE BEEN INSTALLED.

PROPOSED CONDO PLAT NAME: _____

APPLICANT: _____

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

	Requirement
	<i>Completed application</i>
	<i>Copy of deed & copies of the certificates consenting to a condominium project by the owner of record, and holder of any recorded security interest in the property pursuant to Idaho Code Title 55, Chapter 15</i>
	<i>As described in City of Hayden Municipal Code 11-19-6 (for within a PUD) and 12-9-3, diagrammatic floor plans of the building and any associated lands identifying the exact dimensions of the building footprint and any associated lands in sufficient detail to identify:</i> <ul style="list-style-type: none"> ➤ <i>The exact dimensions of the building footprint, and any associated lands, relative to a minimum of two (2) survey monuments recognized by the County Surveyor;</i> ➤ <i>Each unit, its dimensions and relative location;</i> ➤ <i>All relevant floor elevations, referenced to the city's established vertical datum, where multilevel or multi-story structures are diagramed; and</i> ➤ <i>Common and limited common areas designated on said diagrams.</i>
	<i>A declaration of condominium, articles of incorporation and bylaws pursuant to Idaho Code Title 55, Chapter 15.</i>
	<i>As described in City of Hayden Municipal Code 11-19-6 (for within a PUD) and 12-9-3, a preliminary condominium plat showing the subject parcels or parcels with the location of the building in sufficient detail to identify each unit and its relative location within the parcel, drawn at a scale suitable to ensure clarity of all lines, bearings and dimensions, to include the following:</i> <ul style="list-style-type: none"> ➤ <i>Condominium project name, north arrow, scale and vicinity map showing location and boundary of the subject tract, existing road patterns, and adjoining properties in the vicinity.</i> ➤ <i>Location, dimensions and area of all proposed units to be developed as Condominium units</i> ➤ <i>Existing wells, springs, drainage channels, overhead and underground utility lines, structures, sanitary sewer lines and culverts immediately within the tract and adjacent thereto.</i> ➤ <i>All easements of record including sufficient recording data (recording number, book, and page) to identify conveyance</i> ➤ <i>All portions of the building or associated lands intended to be dedicated as common areas, with uses indicated</i> ➤ <i>Other information as may be deemed necessary for consideration of the application</i>
	<i>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 submission. All additional fees, notice and legal publication charges are the responsibility of the applicant and will be billed separately.</i>

Note: Approval of this application shall expire and may be revoked if construction on the project has not begun within one year from the date of issuance of approval.



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PROPOSED CONDO PLAT NAME:

APPLICANT:

Mailing Address:

Telephone: Fax: E-mail Address:

Filing Capacity:
Recorded Property Owner as of (date) (attach copy of deed)
The authorized agent of the foregoing (attach written authorization)

ENGINEER AND/OR ARCHITECT:

Mailing Address:

Telephone: Fax: E-mail Address:

PROPERTY:

General Location:

Legal Description of Property:

Tax Parcel #:

Street Address (if applicable):

Size of Project: acres Average Lot Size: square feet

Number of Lots/ Units: Density: lots per acre

Existing Zoning: Adjacent Zoning:

Current Land Use: Surrounding Land Use:

Comprehensive Plan Designation:

How does the proposed condominium conform to the goals and objectives of the comprehensive plan?

CERTIFICATIONS:

I understand that the Condominium Plat must be approved and accepted by the City Council before it can be recorded. I understand that for buildings under construction at the time of application, no certificate of occupancy shall be issued for any condominium structure until the final condominium plat has been approved by the City and recorded with Kootenai County. I also understand that application fees are in accordance with the current City Council adopted fee schedule and that all additional fees, charges, pass-through engineering costs, legal advertising and postage are the sole responsibility of the applicant. I hereby certify that I am the owner or contract buyer of the property upon which the Condominium Plat 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)

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.