



Ponderay - City Planning

Lot Line Adjustment and Notational Change Application

Cover Sheet

Site/Project Information
Project Description:
Project Representative:
E-mail:
Phone #'s:
Location:
Legal Description:

Applicant/Owner Information
Name:
Legal Owner:
Signature:
Mailing Address:
E-Mail:
Phone #'s:

Ponderay Planning Department	
File Number:	
Fees:	
Zoning:	
Received By :	Date:
Comments:	



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Lot Line Adjustment and Notational Change Application

Procedures

1. Obtain and complete a lot line adjustment and notational change application.
2. Provide the following with the completed application:
 - A. Preliminary Plat: A preliminary plat containing the minimum information required for a preliminary plat under subsection 8-1-2B of Ponderay City Code.
 - B. Letter From Health District Regarding Sanitary Restrictions: A letter from the Panhandle health district, and/or the applicable sewer and health districts, stating that the requirements for the sanitary restriction as set forth in Idaho Code title 50, chapter 13, have been met, or are not affected by a readjustment of lot lines.
 - C. Additional Information: Any additional information required for a thorough review of the application as may be reasonably requested by the city engineer.
 - D. Copy of Recorded Plat: Applications shall additionally include one copy of the plat currently recorded, marked to clearly indicate the proposed changes to the plat.
 - E. Fee: \$200.00 plus \$50.00 per lot.