

City of Hagerman
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Hagerman ID, 83332
Phone 208-837-6636
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Mayor
Jared Hillier
City Clerk
Ashley Cook
City Superintendent
Justin Hulme

Lot Split Application

A Lot Split is the division one legally existing lot, tract, or parcel of land into no more than two (2) parcels for the purpose of sale, lease, transfer, financing, or development, where the division qualifies for administrative approval under this Title and is not processed as a subdivision. A parcel shall not be eligible for a lot split if it has been the subject of a lot split within the preceding five (5) years.

(Hagerman City Code 11-2-2)

The purpose of a lot split is to allow for the creation of up to two (2) parcels without being subject to the procedural provisions of the preliminary plat and final plat regulations of this title, and provide a simplified administrative procedure for processing a simple division of land.

(Hagerman City Code 11-9-1)

Applicant Information	
Name:	
Address:	
City:	State:
Phone:	
Email:	

Property Owner Information (If Different)	
Name:	
Address:	
City:	State:
Phone:	
Email:	

Parcel Information	
Parcel Number:	
Address:	
Existing Zoning:	Adjacent Zoning:
Current Land Use:	Adjacent Land Use:
Current Lot Size:	
Proposed Sizes of New Lots:	
Location of Proposed Access to the Lots:	
Intended Use of Property:	
Does Property Have Existing Water/Sewer Connections:	

For Office Use only

Date Received		Date Approved	
Check/Money Order		Cash	
Credit Card:		Amount:	

General Requirements

An applicant must submit a complete application, including all information requested and payment of all fees and the following:

1. Proof that property taxes are current on any property affected by the adjustment or that there is a formal, written agreement between all property owners affected by the proposed adjustment(s).
2. Unrecorded deeds with the legal description of the proposed lots.
3. Signed and stamped survey prepared by a land surveyor licensed in the State of Idaho, that is not more than one (1) year old, that includes the following information:
 - Property lines, dimensions, and acreage;
 - Legal description;
 - Proof of adequate access to each parcel; and
 - Existing structures, fences, parking/driveway areas, easements, ditches, and waterways.
4. If the lot split requested is such that the City requires engineer approval as required by the Code, unless otherwise set forth herein, the lot split application must be reviewed and approved by the City Engineer, and all costs and fees associated with review by the City Engineer shall be paid by the applicant prior to the acceptance by the City of any application.

A lot split will not be approved unless it is shown that:

1. The number of resulting lots does not exceed two (2) lots;
2. The lot is a Lot of Record and has not been divided in the preceding five years;
3. Each proposed lot meets all applicable requirements of the City Code and the zoning requirements of this Code, such that it has sufficient total area, area

exclusive of easements and setbacks, total dimensions, street access, and frontage to permit construction thereon of a principal building together with its required parking;

4. All existing remaining buildings shall meet all applicable zoning requirements regarding allowed uses and parking shall comply with the setback requirements of the existing zone as measured from any parcel boundary being created in this process; any setback that was legally nonconforming setback is not altered by the lot split and will not create a safety hazard or public nuisance;
5. The division does not require the extension of public utilities (other than individual service lines) or other municipal facilities and no substantial alteration of existing utility installations is involved;
6. The division does not require new public streets, and each proposed lot has either approved access from an existing public street or a recorded easement that contains the necessary right-of-way width;
7. Adequate water supply and sewage disposal are available adjacent to each resulting lot;
8. Notarized consent from all property owners affected by the proposed adjustment(s);
9. It conforms with the comprehensive plan and zoning code; and
10. It is not contrary to the public interest.

The same zoning of the originating lot will be applied to the resulting lots.

(Hagerman City Code 11-9-1)

Submission of an application does not constitute a complete application until such time as reviewed and determined complete by the City.