

**IDAHO COUNTY**  
**APPLICATION FOR SUBDIVISION VARIANCE OR WAIVER**  
*Revised April 2025*

**APPLICANT INFORMATION**

**Property Owner Information:**

Property Owner Name: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Subdivider/Applicant Information (if different from property owner):**

Subdivider/Applicant Name: \_\_\_\_\_

Company Name (if applicable): \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Relationship to Owner: \_\_\_\_\_

**PROPERTY INFORMATION**

Tax Parcel Number(s): \_\_\_\_\_

Legal Description of Property: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Location/Street Address: \_\_\_\_\_

Size of Property (acres): \_\_\_\_\_

**VARIANCE OR WAIVER REQUEST**

Section(s) of Subdivision Ordinance from which variance is requested or indicate if seeking a waiver from all Subdivision Ordinance Requirements:

\_\_\_\_\_

## **JUSTIFICATION FOR VARIANCE**

Per Idaho County Ordinance § 150.059, the Board of County Commissioners may grant a variance only if all the following conditions are met. Please explain how your request meets each criterion:

### **1. Special circumstances or conditions affecting the property:**

*Explain the special circumstances or conditions affecting your property that make strict application of the subdivision ordinance impracticable or unreasonable:*

---

---

---

### **2. Impact on neighboring properties:**

*Explain why granting this variance will not be detrimental to the real value of other property in the area:*

---

---

---

### **3. Consistency with subdivision ordinance purpose:**

*Explain how this variance will not conflict with the purpose of the subdivision ordinance<sup>1</sup>:*

---

---

---

---

<sup>1</sup> The purpose of Subdivision Ordinance is to promote public health, safety, and general welfare, and to provide for:

1. The orderly development of the county consistent with applicable policies and plans adopted by the Board of County Commissioners
2. Well laid-out streets and building sites in accordance with proposed uses and adapted to the terrain and natural setting
3. Conservation of the natural beauty of the county
4. Safe access, adequate drainage, and utilities for the proposed sites
5. Avoidance of scattered subdivision of land that would involve danger of injury to health, safety, or general welfare due to lack of water supply, drainage, transportation, or other public services, or unnecessary imposition of excessive public expenditure for these services
6. Requirements for the extent and manner in which roads shall be created and improved, and water, sewer, and other utility mains installed as a condition precedent to plat approval
7. The manner and form of making and filing plats
8. Administration of the regulations by defining powers and duties of approval authorities, including procedures for equitable review and approval of all subdivision plats

4. Are access and utility easements planned? \_\_\_\_\_
5. Is there an adequate water source for new parcel? \_\_\_\_\_
6. Has the Health Department conducted a perk test and provided written documentation of the ability for EACH parcel to sustain a separate septic system? \_\_\_\_\_

#### **PROPOSED DEVELOPMENT**

Explain how property is to be divided/developed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Total number of proposed lots: \_\_\_\_\_

Proposed lot sizes: \_\_\_\_\_

#### **REQUIRED ATTACHMENTS**

Please attach the following:

- ☐ Sketch plan or survey showing the proposed division of the parcel
- ☐ Map showing the subject property and surrounding properties
- ☐ Documentation of any special circumstances (topography, physical conditions, etc.)
- ☐ List of all adjacent property owners (names and addresses)
- ☐ Proof of legal authority to act on behalf of the owner (if applicant is not the owner)
- ☐ Written authorization from the property owner (required if not signed above)
- ☐ Other relevant supporting documentation

#### **AUTHORIZATION BY PROPERTY OWNER**

(Required only when applicant is not the property owner)

I, \_\_\_\_\_, the owner of the subject property, hereby certify that I have authorized \_\_\_\_\_ to act as my agent in submitting this variance application. I understand that I am bound by all statements and representations made by my authorized agent.

Property Owner Signature: \_\_\_\_\_

Property Owner Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

## **ACKNOWLEDGEMENTS**

I understand that:

- A public hearing will be scheduled after at least 15 days' notice to adjoining property owners
- The \$400 variance application fee is non-refundable
- If approved, the variance applies only to the specific request described in this application
- The variance, if granted, may include conditions imposed by the Board of County Commissioners
- As per Section 150.003 of the Idaho County Code, a "Developer" is defined as "Authorized agent(s) of a subdivider, or the subdivider himself or herself"
- As per Section 150.003, a "Subdivider" is defined as someone who "need not be the owner of the property; however, he or she shall be an agent of the owner or have sufficient proprietary rights in the property to represent the owner"

I certify that all information provided in this application is accurate and complete to the best of my knowledge.

Signature of Applicant: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Relationship to Owner (if not owner): \_\_\_\_\_

---

## **FOR OFFICE USE ONLY**

Date Received: \_\_\_\_\_

\$400 Variance Fee Paid: \_\_\_\_\_

Date of Public Hearing: \_\_\_\_\_

Publication Date(s): \_\_\_\_\_

Notifications Sent Date: \_\_\_\_\_

Board of County Commissioners Decision: \_\_\_\_\_

Date of Decision: \_\_\_\_\_