

SUBDIVISION APPLICATION
Planning & Zoning Department



PRELIMINARY PLAT APPLICATION

The Preliminary Plat is the second of three steps in the development process. Upon receipt of the required materials the planning staff shall stamp the application received. Once the Planning Administrator or their designee has reviewed the application and deemed it complete, a public hearing will be scheduled with the Planning and Zoning Commission. It is recommended that the Applicant review chapters 6, 8 and 9 of the Teton County LDC prior to submittal. These chapters along with application materials are located on the County website at www.tetoncountyidaho.gov. The Planning staff is also available to discuss applications and answer questions prior to receiving an application.

For Office Use Only

Fees Paid

☐ Check # _____ ☐ Credit Card ☐ Cash _____ Date Received: _____

Fees are non-refundable.

Requirement for Submittal: Ensure all requirements are included. *Incomplete applications will not be put on hold.* Incomplete and partial applications will be returned to applicant.

SECTION I: PERSONAL AND PROPERTY RELATED DATA

Owner Info

Owner Name: HCRK LLC Address: 825 Marsh Grove Ave Zipcode: 29464
Mount Pleasant, SC

Project Location

Name of Applicant (if different than owner): Taylor Cook Phone: () 307 249 7507

Project Address (if different than owner address): Po Box 1599, Jackson WY Zip code: 83001

Email: Tcook@nelsonengineering.net Zoning District: AOI 2.5

Primary Contact (if not applicant): Taylor Cook

Email: _____ Phone: () _____

Designated Primary Contact

☐ Owner ☒ Agent/Representative

Engineering Firm: Nelson Engineering Contact Person: Same as above Phone: () _____

Address: _____ Email: _____

Project Info

Proposed units/lots: 4 Total Acreage: 40 RP#: RP04N45E355400

Subdivision Name: Back Forty Subdivision



I, the undersigned, have reviewed the attached information and found it to be correct. I also understand that the items listed below are required for my application to be considered complete and for it to be scheduled on the agenda for the Planning and Zoning Commission public hearing.

Applicant Signature: Taylor R Cook Date: 4/4/2025

I, the undersigned, am the owner of the referenced property and do hereby give my permission to be my agent and represent me in the matters of this application. I have read the attached information regarding the application and property to find it to be correct.

Owner Signature: See LOA Date: _____

Checklist

All items need digital copies as well as paper copies.

- ☐ 60% of the total base fee
- ☐ Affidavit of Legal Interest OR If the applicant is a corporation or part owner, proof they can sign on behalf of the corporation
- ☐ Concept Plat approved (Date: 4-9-24)
- ☐ A completed Application form, preliminary plat, and narrative

SECTION II: CONSIDERATION FOR APPROVAL

Please submit a narrative referencing the following:

- ☐ Checklist of any additional studies that were requested.
Natural Resource Analysis _____ NP Evaluation _____ Wildlife Habitat Assessment _____
- ☐ A narrative including:
 - Date concept plan approved, if any conditions were placed on the concept how they were addressed.
 - Compliance with the LDC including chapter 4, 6, zoning district, lot configuration, and subdivision development standards.
 - Ensure that essential design elements such as subdivision road layout, access, utilities, and open space meet the minimum standards set forth by Teton County (6-6-1 in LDC).
 - Compliance with the Comprehensive Plan policies.

SECTION III: CHECKLIST OF ITEMS REQUIRED ON THE PLAT DOCUMENT

1. Number of plans:

- ☐ Two (2) Plans (one 11" X 17" or 18" X 24") and one digital copy prepared by a professional land Surveyor/Engineer.

2. Items on Preliminary Plat:

- ☐ Plat is labeled "Preliminary Plat"
- ☐ All lots, sites, infrastructure, open space, and all public improvements Date prepared and date of any revisions
- ☐ North arrow
- ☐ Vicinity Map



- ☐ Contour lines
- ☐ Flood hazard area, if any
- ☐ Overlay/Natural overlays

3. Design requirements:

- ☐ Total acreage
- ☐ Number of lots and size
- ☐ Street layout including width and designation of county road access with a notation of approaches, if applicable, no closer than 300 feet to one another
- ☐ Existing streets and names within 200 feet
- ☐ Easements for irrigation, water, sewer, power, and telephone
- ☐ Existing structures
- ☐ Improvements plan
- ☐ Master plan, if phasing is proposed

SECTION IV: CHECKLIST OF REQUIRED ITEMS

Please submit additional documentation or renderings of the following categories:

1. Documents required:

- ☐ Development Agreement
- ☐ CC&R's
- ☐ Improvements Plans
- ☐ Plat
- ☐ Master Plan (if phasing)
- ☐ EIPH Approval Letter

2. Other Land Use Application to accompany this subdivision:

- ☐ Scenic Corridor
- ☐ Special Use Permit
- ☐ Variance
- ☐ Scenic Corridor Review
- ☐ Variance
- ☐ Zone Change

Section V: PLANNING ADMINISTRATOR/DESIGNEE REVIEW/ACTION

Application is submitted on this the _____ day of _____ 20____.

Application is deemed complete and accepted on this the _____ day of _____ 20____.

