



CITY OF TWIN FALLS

Date Received:

Engineering Department
203 Main Ave East
P.O. Box 1907
Twin Falls, ID 83303-1907

Phone: (208)735-7248
www.tfid.org

SHORT PLAT PROCESS APPLICATION

Date: ___/___/___

Subdivision Name: _____

Acreage: _____ Number of lots: _____

Type of Plat:

Residential Commercial Industrial Mixed Use ZDA Plat
Residential type: Single-Family Duplex Townhouse Multi-Family

Property Information:

Address: _____

Subdivision: _____

Parcel Number(s): _____

Zoning District(s): _____

Comprehensive Plan Future Land Use Designation: _____

Developer/Applicant Information:

First Name: _____ Last Name: _____

Company: _____

Address: _____ City: _____ State: _____ Zip: _____

E-mail: _____ Phone: _____

Engineering Firm:

First Name: _____ Last Name: _____

Company: _____

Address: _____ City: _____ State: _____ Zip: _____

E-mail: _____ Phone: _____

Owner Information:

Same as Applicant? Yes No (If yes, leave this section blank)

First Name: _____ Last Name: _____

Company: _____

Phone: _____ E-mail: _____

Address: _____ City: _____ State: _____ Zip: _____

SHORT PLATS

10-12-2-3 B

The applicant may request a short plat if **ALL** the following exist:

1. Shall not involve a total area exceeding five acres.
2. Shall not create more than five lots.
3. Parent Parcel Clause: The “parent” lot, or parcel must not have been created using the short plat process within the last 10 years of recording date.
4. All new parcels abutting public right-of-way shall install access approaches to current standards.
5. Any existing structures shall connect to centralized sewer and water.
6. Subdivisions of Special Concern shall not qualify for short plat consideration (City Code Section 10-12-5).

Document Submittal Requirements:

- Completed Application
- Subdivision Concept Review Letter from the City of Twin Falls
- Six (6) Copies of the Preliminary Plat, drawn in accordance with the requirements listed below
- CAD Linework of Plat on CD or Flash Drive
- Consolidated list of names and addresses of all legal property owners within three hundred feet (300')
- Copy of Draft CC&Rs
- Any additional required information for special developments as specified in City Code, Section 10-12-5
- A statement as to whether any variance will be requested with respect to any provision of City Code describing the particular provision, variance requested, and the reasons therefore
- Twin Falls Canal Company review letter
- ZDA Agreement, if applicable
- Affidavit of Legal Interest

Preliminary Plat Drawing Requirements:

- 24" x 36" sheet size
- Scale not less than 1" = 100'
- Drafting Date
- North Arrow
- Legal description of the proposed subdivision by section, township, and range
- Subdivision name does not duplicate the name of any other subdivision in Twin Falls County, confirm with Twin Falls County
- Name, address, and phone number for Developer, Engineer, Surveyor, etc.
- Intended use of the proposed subdivision, i.e. residential single-family, multifamily housing, commercial, industrial, etc.
- A vicinity map showing the relationship of the proposed plat to the surrounding area, covering at least a 4 square mile area
- The land use and existing zoning of the proposed subdivision and the adjacent land
- Entire development shown (All Phases)
- Existing streets, street names, right of way and roadway widths, including adjoining streets and roadways, along with type of surface and the existence of any curb-gutter and/or sidewalks
- Approximate location and length of the boundary lines of each lot, parcel, or site and the proposed lot and block numbers along with approximate acreage enclosed by proposed subdivision
- Contour lines, shown at five-foot (5') intervals where land slope is greater than twenty percent (20%) and at two-foot (2') intervals where land slope is twenty percent (20%) or less
- Benchmark shown
- Location, size, and direction of flow of all existing utilities including but not limited to: sanitary sewer main lines, water main lines, stormwater main lines, irrigation laterals, ditches, drainages, bridges, culverts, fire hydrants, gas lines, power, telephone, streetlights, etc.

*If utilities are not on or adjacent to property, indicate direction and distance to the nearest utilities that can serve the subdivision.

- Any dedication of easements, both public and private, along with location, dimensions, and purpose of such on both the subject property and surrounding properties
- Location, right of way width and name of all public or private traffic ways, the location, right of way width and use of any proposed public or private pedestrian ways or special ways
- Approximate lot corner and easement locations of all adjacent subdivisions
- Location, size, and direction of flow of all improvements, including sanitary sewer main lines, water main lines, pressurized irrigation main lines, and stormwater main lines, which will be part of the subdivision development
- Stormwater calculations for proposed subdivision
- Location and size of stormwater retention facilities
- 100 Year Flood Route shown
- Minimum of two (2) fire access routes required if more than 30 residential units in development
- Accesses exceeding 150' require fire truck turn-around
- All lots within three hundred feet (300') of fire hydrant
- Maximum hydrant spacing of five hundred feet (500')
- Location of Street Lights

APPLICATION FEES:

Fees may be paid by payment link or by check payable to the City of Twin Falls.

Payment Link Check

Base Application Fee: \$900

Lot Fee: \$25 per lot

Number of Lots: _____

TOTAL AMOUNT DUE: \$900 + (\$25 × _____) = \$ _____

I understand that:

1. This application is subject to acceptance by the City of Twin Falls upon determination that the application is complete.
2. This application is subject to consideration before the City Engineer or designee.
3. The application fee is non-refundable.
4. The applicant is responsible for fees for water and sewer models, if required.
5. The property may be subject to Reimbursement for improvements pre-installed.

All information, statements, attachments, and exhibits included with this application submittal are true to the best of my knowledge.

Signature: _____ Date: _____