



NONCONFORMING PARCEL VERIFICATION FORM

(Please allow 3-5 business days for the letter)

FEE: \$45.00 (if letter is requested)

Attach a copy of the most current property deed.

DATE OF REQUEST: ____/____/____

REQUESTED BY: _____ Phone: _____

E-mail: _____ Fax: (if necessary) _____

PROPERTY OWNER: _____

Mailing Address: _____

PROPERTY ADDRESS: _____

Township _____ Range _____ Section _____ Zoning District: _____

Parcel acreage: _____ Tax Parcel Number: _____

STANDARDS FOR APPROVAL:

1. A parcel shall be deemed legal nonconforming and shall be eligible for a building permit if it meets one of the following (CHECK THE BOX THAT APPLIES):

- The parcel met the dimensional standards for the applicable zone at the time it was created;
- A deed and accompanying legal description for the property was recorded with the Gem County Recorder's Office prior to June 21, 2006;

ATTACH A COPY OF ALL RECORDED WARRANTY DEEDS, QUITCLAIM DEEDS OR OTHER LEGAL FORM OF CONVEYANCE (EXCLUDING DEEDS OF TRUST AND SIMILAR DOCUMENTS USED SOLELY FOR SECURITY OF DEBT) FOR THE SUBJECT PROPERTY FROM JUNE 21, 2006 TO PRESENT DAY. (NOTE: DEVELOPMENT SERVICES DOES NOT

PROVIDE DEED OR TITLE SEARCH SERVICES. THIS MUST BE PROVIDED BY THE APPLICANT.)

- A dwelling (defined as a single unit including permanent provisions for living, sleeping, eating, cooking and sanitation) was constructed or placed on the parcel prior to June 21, 2006; provided in the event that the dwelling is subsequently damaged or destroyed, the parcel remains eligible for a building permit.

PROVIDE THE DATE OF CONSTRUCTION OR PLACEMENT OF DWELLING. ____/____/____

- 2. Prior to recognizing an illegal parcel as a legal nonconforming parcel, the property owner shall submit a legal description that has been accepted by the Gem County Assessor's Office and is in compliance with Idaho State Tax Commission standards.**

YOU WILL NEED TO PROVIDE THE LATEST DEED WITH LEGAL DESCRIPTION OF RECORD TO OUR OFFICE. WE WILL ASK THE GEM COUNTY MAP TECHNICIAN TO REVIEW THE LEGAL DESCRIPTION. IF THE LEGAL DESCRIPTION IS NOT ACCEPTABLE, A CORRECTED ONE WILL NEED TO BE RECORDED BEFORE WE ISSUE A LETTER.

EXCEPTIONS:

Under no circumstance shall a property be deemed a legal parcel and eligible for a building permit if any of the following conditions apply: (CHECK YES OR NO)

- a. Can the minimum requirements of Southwest District Health for a sewage disposal system be met? Yes No

CONTACT THE ENVIRONMENTAL HEALTH SPECIALIST AT 365-6371, bob.poertner@phd3.idaho.gov OR VISIT THE SWDH OFFICE AT 1008 E. LOCUST STREET, EMMETT, ID IF APPLICABLE BASED ON THE OPTIONS BELOW:

PARCELS WITH AN EXISTING DWELLING:

- Parcel size of 1 acre or greater – no further action is required
- Parcel size of less than 1 acre with an occupied dwelling – no further action is required
- Parcel size of less than 1 acre with a dwelling that has been unoccupied for at least two years: the applicant must request an *Accessory Use* application from Southwest District Health to confirm the existing wastewater system meets all Health Department standards

PARCELS WITHOUT A DWELLING:

- Parcel size of 1 acre or greater – no further action required

- Parcel size of less than 1 acre – the applicant must request a *Site Evaluation* from Southwest District Health to confirm the parcel can meet all Health Department standards for a wastewater system
- b. Does the parcel have frontage on a public County road or a recorded ingress/egress easement for vehicular access? Yes No
- c. Can the parcel provide minimum fire suppression as required by the fire authority? Yes No
- d. Is there any type of pending legal action on the property? Yes No

Office Use Only

Received By:	Date:	Fee:	Receipt No:
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