



# LOT OR PARCEL LINE ADJUSTMENT, SPLIT, OR COMBINATION APPLICATION CITY OF DONNELLY

169 Halferty Street  
P.O. Box 725  
Donnelly, ID 83615  
Telephone (208) 325-8859

This application shall be provided with the Master Land Use Application form. In order to avoid handwritten answers this form is provided in word format so the answers to each item can be typed directly hereon. A hard copy of this application shall be provided to the city along with an electronic copy in word format.

File number (To be assigned by city staff):

1. Briefly explain the nature of the request:

*The proposed Boulder Creek development consists of two (2) separate parcels which total approximately 22.83-acres in size. The northern parcel is located within the City of Donnelly's corporate limits. The applicant is requesting a parcel line adjustment associated with the two (2) existing parcels. The two (2) parcels will be configured to match the areas to be rezoned.*

2. Describe the existing site characteristics:

*The northern parcel is approximately 10.71-acres and is bordered on the north and west by Eld Lane. The parcel contains an existing dwelling and accessory structures located adjacent to Eld Lane. The remaining portion of the parcel contains portions of Boulder Creek, a few existing trees with the remainder relatively bare.*

*The southern parcel is approximately 12.12-acres. The parcel consists of Boulder Creek with mature trees located throughout the property.*

3. Acreage of each lot:

*Northern parcel consists of approximately 10.71-acres.*

*Southern parcel consists of approximately 12.12-acres.*

4. Total acreage of site:

*Approximately 22.83-acres.*

Other information you would like the city to know about your proposed project:

*The parcel line adjustment is being requested to facilitate the rezoning of the property based on the proposed uses associated with the proposed Boulder Creek development. This will also facilitate protection of the Special Flood Hazard Area to be included within a zoning designation which does not allow development.*

5. How will the proposal meet the following requirements:

- A. How does the proposal conform to the Comprehensive Plan?:

*As proposed, the parcels will be in conformance with the comprehensive plan since the parcels will be designed to rezone the Compact Residential area to R-8 (Residential) and rezone the Public Lands and Open Space area to PU/OS (Public Use and Open Space). The area to be rezoned to PU/OS will be configured to include additional Special Flood Hazard Area which is more conducive to the comprehensive plan designation of Public Lands and Open Space. Both areas will be comparable in size based on the comprehensive plan designations of each of the properties and will provide additional protection for the existing environment.*

- B. How will the proposal be compatible with adjacent property?

*The open space area will be designed to be compatible with the adjacent properties. The residential area will be designed to be in conformance with the comprehensive plan and Donnelly City Code. The reconfiguration of the properties does not affect the compatibility of the adjacent properties based on the comprehensive plan designations and current zoning of the adjacent properties. Those properties may be developed similarly or with more intense uses than what is being proposed on the subject property.*

- C. Explain how potable water will be provided to the site:

*There are two (2) existing wells currently serving the northern parcel. One of the wells serves the existing residence located within the property. The second well is located in proximity to the southern property line. The second well was constructed to serve the proposed recreational cabin park. Upon development of the single-family attached dwellings and multifamily dwellings, the applicant is proposing to extend central water to serve the property in its entirety.*

- D. Explain how sanitary sewer will be provided to the site:

*There is a sewer lift station located within the property. It is the applicant's intent to connect the single-family attached dwellings, multi-family dwellings, and recreational cabins to the central sewer system.*

- E. Explain how fire protection will be provided to the site:

*The applicant will provide fire hydrants at the time of extending the central water system.*

F. Describe the street(s), and their condition(s), that will provide access to the site:

***The site is currently served by Eld Lane. The applicant will provide future connections to Eld Lane for ingress/egress.***

G. Address any health, safety and environmental issues associated with the proposal and state the proposed mitigation or solutions:

***There are no health or safety issues associated with the proposed parcel line adjustment. The applicant has hired an environmental engineer to address any environmental issues that may result from future development of the property.***

DO ANY OF THESE ON-SITE FEATURES EXIST: (Yes or No - If yes, explain):

Evidence of Erosion: ***No***

Fish Habitat: ***Yes – Boulder Creek***

Floodplain: ***Yes – Located adjacent to Boulder Creek – FIRM Panel #16085C1302C***

Mature Trees: ***Yes - Located in proximity to the existing dwelling and Boulder Creek***

Riparian Vegetation: ***Yes – Located adjacent to Boulder Creek***

Steep Slopes: ***No***

Stream/Creek: ***Yes – Boulder Creek***

Unique Animal Life: ***No***

Unique Plant Life: ***Yes – Riparian vegetation located adjacent to Boulder Creek***

Unstable Soils: ***No***

Wildlife Habitat: ***Yes – Within the existing trees located within the site and along Boulder Creek.***

Along with this application the applicant must provide the following:

1. Copy of Deed(s), and, in the case of a “Lot or Parcel Split” provide a copy of the deed prior to January 1, 1985 showing the lot or parcel in its current configuration; and, if the applicant is not the owner, an original notarized statement (affidavit of legal interest) from the owner stating the applicant is authorized to submit this application and that the owner assumes all financial responsibilities for fees if not paid by the applicant).  
***See attached.***
2. Provide a detailed letter of explanation and justification for the application.  
***See above.***
3. Legal description(s) of the property(s) with map.
4. Payment of fees.
5. Any additional information to aid in understanding the project.
6. One (1) 8 ½” x 11” colored aerial showing the site, street names, and surrounding area within five-hundred feet (500’).
7. Three copies of THE RECORD OF SURVEY which shall include the following:
  - a. Certificate of Owner(s) and Acknowledgement (Notarized)
  - b. Certificate of Surveyor
  - c. County Recorders Certificate
  - d. Certificate showing city approval as follows:

Donnelly City Approval:

I, THE UNDERSIGNED, CITY CLERK IN AND FOR THE CITY OF DONNELLY, VALLEY COUNTY, IDAHO, DO HEREBY CERTIFY THAT ON THE DAY OF \_\_\_\_\_, 20\_\_\_, THIS RECORD OF SURVEY WAS APPROVED AND ACCEPTED BY THE CITY OF DONNELLY UNIFIED DEVELOPMENT CODE ADMINISTRATOR.

- e. The location of the original property/lot line(s) and any proposed “new” property/lot line(s)
- f. The square footage of the new property/lot(s) including lot closure calculations
- g. Street names for all streets that abut the property
- h. Property Descriptions (as stated above)
- i. Existing easements of record, including those attested by general note on any original subdivision plat
- j. Adjacent properties shall be indicated (e.g. – platted, unplatted, existing subdivisions, etc.)
- k. All existing buildings shall be shown and shall meet both the City of Donnelly Unified Development Code and Applicable Building Codes, unless specifically approved otherwise
- l. Abutting utilities

All plans shall be prepared by or under the responsible control of a civil engineer and surveyor licensed in Idaho, with said plans to be duly stamped to clearly identify the preparer. Landscape and streetscape plans shall be prepared by or under the responsible control of an Idaho licensed landscape architect with said plans to be duly stamped to clearly identify the preparer.

**The City does not guarantee acquisition of public services provided by any agency. The developer, property owner and/or applicant of this application does hereby release and indemnify and hold harmless the City of Donnelly from any and all claims, cost, damages, etc., from any individual or organization regarding the acquisition of services which are not affiliated with the City, including but not limited to sanitary sewer service, power, and fire protection.**

**APPLICANT’S CERTIFICATION:**

If the applicant is not the owner, a City of Donnelly Affidavit of Legal Interest shall be provided with any land use applications.

Land use applications are subject to professional review for the purpose of addressing compliance, conformance, situational, and public health, safety and general welfare issues. Professional review may include, but is not limited to, review by engineering, legal, planning, and other qualified professionals. The City of Donnelly reserves the right to contract these services to private firms. The costs of these reviews are passed on to the

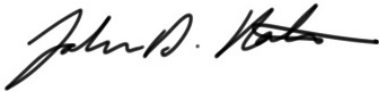
applicant. These professional fees are separate, and in addition to the City's application and permit fees.

The Applicant hereby agrees to pay the aforementioned Professional Review Fees and attorney fees, including attorney fees on appeal and expenses incurred on behalf of the City of Donnelly, in the event of a dispute concerning the interpretation or enforcement of the Land Use Application in which the City of Donnelly is the prevailing party and does certify that, to the best of his or her knowledge, all application data and materials provided herewith are true and correct.

I also give permission for City staff to view and enter the subject property in order to fully review this application. I understand that failure to provide complete and accurate information on this application may lead to delay and/or denial of this application.

John D. Roters, PLA, ASLA, Principal

Applicant/Representative Printed name



05/01/2026

Applicant/Representative Signature

Date

**South Landscape Architecture P.C.**

**Dbas: South, Beck and Baird Landscape Architecture**