



ONEIDA COUNTY PLANNING AND ZONING
30 NORTH 100 WEST
MALAD CITY, IDAHO 83252

PROBATE ESTATE or COURT ORDER APPLICATION

The Planning and Zoning staff is available to discuss this application and answer questions. The Administrator shall review the completed application and may approve or deny it. It is recommended that the Applicant review the Oneida County Development Code prior to submittal. This Ordinance along with application materials are located on the County website at www.oneidaid.us

OCDC 6-7.A.3: Probate Estate or Distribution of Marital Property:

An allocation of land in the settlement of an estate of a decedent or a court order/deed for the distribution of marital property. Or the sale of land as a result of legal condemnation, as allowed by law. A copy of the Court Order/Decree or Estate shall be provided to the Planning and Zoning Department. The distribution of property shall be in conformance with Chapter 4, Article A, Section 9.

4A-9: Property Created by Court Decree:

Any property created by court decree shall be recognized as a property for transfer of ownership and shall not be eligible for development with the exception of any building permits for renovation or repair of an existing structure. To become eligible for development, the property shall comply with all applicable regulations of this ordinance, including, but not limited to, Chapter 2 of this ordinance, Article B of this chapter, and Chapter 6 of this ordinance.

To expedite the review of your application, please be sure to address each of the following items.

SECTION I: PERSONAL AND PROPERTY-RELATED DATA

Owner: _____

Email: _____

Phone: () _____ Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Applicant (if different): _____

Email: _____

Phone: () _____ Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Engineering Firm: _____

Contact Person: _____ Phone: () _____

Address: _____ Email: _____

Surveyor: _____ Phone: () _____

Location and size:

Property Address: _____

Parcel Number: _____ Section: _____ Township: _____ Range: _____

Total Acreage: _____ Proposed # of Parcels: _____

Proposed Parcel Size: Parcel one _____ Parcel two _____

Parcel three _____ Parcel four _____

Assessor Exemptions (i.e. agriculture, timber, etc.): No: _____ Yes: _____

list: _____

I consent to this application, I certify this information is correct, and I authorize the Oneida County Planning & Zoning Department staff and its designated inspection agent to enter the property for any site inspection or compliance purposes as long as this application and a conditional use permit (if applicable) are in effect. I agree to indemnify, defend, and hold harmless Oneida County and its employees from any claim or liability resulting from any dispute as to the statements contained in this application or as to the ownership of the property, which is the subject of this application.

• Applicant Signature: _____

Date: _____

I, the undersigned, am the owner of the referenced property and do hereby give my permission to _____ to be my agent and represent me in the matters of this application. I consent to this application, I certify this information is correct, and I authorize the Oneida County Planning & Zoning Department staff and its designated inspection agent to enter the property for any site inspection or compliance purposes as long as this application and a conditional use permit (if applicable) are in effect. I agree to indemnify, defend, and hold harmless Oneida County and its employees from any claim or liability resulting from any dispute as to the statements contained in this application or as to the ownership of the property, which is the subject of this application.

• Owner Signature: _____

Date: _____

SECTION II ITEMS REQUIRED

1. Certified copy of the Probate Estate or Court Order.
2. Latest recorded deed to the property.
3. Application completed & signed, including Affidavit of Legal Interest and Letter of Authorization, if applicable.
4. Application fees are paid in full in accordance with the current fee schedule, including any/all applicable fees.
5. Narrative of the purpose of the land split.
6. County Road or Highway Access Permit, if applicable.
7. Proof all property taxes are paid in full, including pre-paid taxes for all properties. (see attached form)
8. Unrecorded new deeds, one for each parcel, with new legal descriptions
9. Record of Survey labeled that complies with the following:
 - Vicinity Map, Date of survey, and North Arrow;
 - Map scale adequate to depict all parcels (show Bar Scale);
 - Legend with a description for all weights and symbols used;
 - All bearings and distances for all property lines. Include Basis of Bearing and CP&F Reference.
 - All known easements shown with their instrument numbers;
 - All existing physical access points shown;
 - Adequate access easements for each parcel meeting OCDL standards;
 - Property Descriptions-the new legal descriptions for each parcel;
 - Each new parcel labeled as Parcel 1, 2, 3, 4; or A, B, C, D; and, acreage of each parcel;
 - Surveyor's Certification-Signature block with statement and stamp;
 - Date of survey.
 - Electronic form: either in DXF or DWG format, using Coordinate System of NAD 1983 State Plane Idaho West FIPS 1103 Feet, and identify two public land ties on the ROS, and including GPS references, if available, or provide a digital PDF file

SECTION III: ADMINISTRATOR ORDER

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Application is approved

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Application is denied

Date: _____

THIS BOX TO BE COMPLETED BY THE PLANNING AND ZONING DEPARTMENT

FILE # _____ Rec'd Date: _____

Fee paid: _____ Date: _____

Payment type: _____ Number: _____

Receipt #: _____ Are application materials attached? Yes ____ No ____

ACCEPTED BY _____ Date: _____