

Subdivision Evaluation Procedures and Checklist (Served by Central/Municipal Sewer and Water)

Instructions for subdivisions served by central sewer and water: It is the owner/applicant's responsibility to furnish Eastern Idaho Public Health (EIPH) with **ALL** the necessary information to satisfy the intent of Idaho Code Title 50 Chapter 13 for the lifting of sanitary restrictions.

Steps for developing property:

1. Email EIPH with the following attachments:
 - ✓ Copy of the proposed plat.
 - ✓ Letter from municipality (will-serve letter) giving approval to connect to their system.
 - ✓ Letter from Department of Environmental Quality (DEQ) approving engineer designs of any sewer/water line extensions **OR** letter from engineer stating there are no sewer/water line extensions associated with this plat.
 - ✓ EIPH subdivision application.
2. EIPH will verify the Sanitary Restriction language on the plat is correct (The DEQ design approval letter will contain the certificate language that should be placed on the plat).
3. EIPH will review the "will-serve" and DEQ letters to verify approvals and ensure names/titles match the subdivision name on the plat.
4. EIPH will reply with any questions or requests for additional information/clarification.
5. Once all paperwork is complete and verified, a time can be scheduled for the plat to be brought into the EIPH office for signature. **DO NOT** show up for a signature without an appointment.
6. The processing fee (currently \$150) must be paid at time of plat signature .

Checklist: This checklist serves as a guide for the items needed for final plat signature.

- Call to make appointment for signature (see below for contact information)

Bring:

- Original EIPH subdivision application
 Will-serve letter
 Letter from DEQ **OR** letter from engineer regarding sewer/water line extensions
 Copy of final plat (8½ X 11)

County	EHS	Email Address	Phone Number
Bonneville	Nathan Taylor Chris Ellis	NTaylor@EIPH.Idaho.gov CELLis@EIPH.Idaho.gov	(208) 523-5382 (208) 533-3172
Clark	Nathan Taylor	NTaylor@EIPH.Idaho.gov	(208) 523-5382
Custer	Amy Shaw	AShaw@EIPH.Idaho.gov	(208) 533-3175
Fremont	Chris Ellis	CELLis@EIPH.Idaho.gov	(208) 533-3172
Jefferson	Vincent McHenry	VMcHenry@EIPH.Idaho.gov	(208) 533-3170
Lemhi	Melinda Fuentes-Mobo	MFuentes-Mobo@EIPH.Idaho.gov	(208) 533-3176
Madison	Chris Ellis	CELLis@EIPH.Idaho.gov	(208) 533-3172
Teton	Shane Christian	SChristian@EIPH.Idaho.gov	(208) 533-3174



Public Health
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Idaho Public Health
Districts

Application for Subdivision/Land Development Review

FEES:
Central Water Sewer
Plats: _____

On-Site Sewage Plats or
Parcel Splits: _____

Developer/Applicant Name: _____ Phone # _____

Mailing Address: _____
Street/P.O. Box City State Zip

E-mail address: _____

Name of Subdivision: _____

City: _____ County: _____

Location of Subdivision: _____

Legal Description: Township _____ Range _____ Section _____ ¼ Section _____

Parent Parcel Number of Site: _____

Property Owner (if different): _____ Phone #: _____

Mailing Address: _____
Street/P.O. Box City State Zip

E-mail address: _____

Engineer: _____
Name Phone License #

Mailing Address: _____
Street/P.O. Box City State Zip

E-mail address: _____

Surveyor: _____
Name Phone License #

Project Description

Land

Acres _____ Total # Lots _____ Buildable _____ Non-buildable _____
Minimum Lot Size in Acres _____ Average Lot Size in Acres _____

Water

Type of Water: Private Water Shared Well (Non-Public) Public Water System (Will serve letter required)
Water Supply: Surface Water Ground Water
If Public Water System, services provided by: _____

Sewer

Type of sewage disposal system (required):
 Individual Septic (Will not serve letter required if project is within 2,000 feet of municipal sewer)
 Municipal Sewer (Will serve letter required)
 Central Septic &/or LSAS Septic (>2 dwellings or 2500 gpd)
If municipal sewer, services provided by: _____

Plat

Type of Plat: Residential Commercial Industrial
Location: City County Impact Zone
Directions: _____

Stormwater

Type of Disposal: Shallow Injection Wells (drywells) Grassy Swale N/A
Service for: Street Only Street and Lots Other N/A

Chemical/Hazardous Materials

(Commercial or Industrial Subdivisions Only)

Are chemicals or petroleum products likely to be stored/handled/used at these sites? Yes No N/A
If yes, please explain: _____

Applicant Signature: _____ Date: _____

This Section for Official Use only

If on-site sewage disposal systems used; date predevelopment meeting held with District (if required):
Date of Meeting: _____

Application Date _____	Fee \$ _____	Receipt # _____
Final Plat Approval Date _____	Fee \$ _____	Receipt # _____

Sanitary Restrictions: In-Force Satisfied See Attached Letter

EHS Signature: _____ EHS #: _____ Date: _____