



SUBDIVISION PRE-APPLICATION

Conference application
(SECTION 17.12.020)

Public Services Department – Planning Division

408 N. Spokane St. Post Falls, ID 83854
208.773.8708 Fax: 208.773.2505

STAFF USE ONLY

Date Submitted: _____ Received by: _____ Fee paid: _____ Permit # _____ Project# _____

PART 1 – REQUIRED MATERIAL

****THE APPLICATION WILL NOT BE ACCEPTED IF THE REQUIRED MATERIALS ARE NOT PROVIDED****

A Subdivision Pre-Application Conference is conducted to review the proposal prior to submittal of the actual Subdivision Application.

(For additional information on this process and requirements please see PFMC 17.12.020)

- Completed application form**
- Application fee** *(Per most recently adopted fee resolution)*
- A written narrative:** Describing the proposal
- Subdivision Plans:** (3 copies including an electric copy, non-CAD, if larger than 11x17; specific elements are identified in PFMC 17.12.040)

PART 2 – APPLICATION INFORMATION

PROPERTY OWNER:		
MAILING ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:	FAX:	EMAIL:
APPLICANT OR CONSULTANT:		STATUS: ENGINEER OTHER
MAILING ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:	FAX:	EMAIL:
SITE INFORMATION:		
ASSESSOR'S PARCEL NUMBER(S):		
GENERAL LOCATION:		
DESCRIPTION OF PROJECT:		
SIZE OF PROJECT:	PROPOSED NUMBER OF LOTS:	CURRENT LAND USES:
EXISTING ZONING:	SURROUNDING LAND USE:	

