



EXEMPT LAND DIVISION APPLICATION (EXD)

**Planning & Building Services Department
Planning Division**

200 S. Willow St. | ph: (307) 733-3959
P.O. Box 1727 | www.tetoncountywy.gov
Jackson, WY 83001

For Office Use Only

Application # _____ Planning Sufficiency declared by: _____

PROPERTY INFORMATION *List all existing parcels involved in the exempt land division.*

Physical Address: _____ PIDN: _____
Physical Address: _____ PIDN: _____
Physical Address: _____ PIDN: _____

OWNERS

Name: _____ Phone: _____
Mailing Address: _____ ZIP: _____
E-mail: _____

APPLICANT/AGENT

Name: _____ Phone: _____
Mailing Address: _____ ZIP: _____
E-mail: _____

DESIGNATED PRIMARY CONTACT

_____ Owner _____ Applicant/Agent

EXEMPT LAND DIVISION *The following divisions of land are exempt from the requirements of Section 8.5.3, Subdivision Plat of the Teton County LDRs, per Wyoming Statute §18-5-303. Please indicate the type of exempt land division you are pursuing and provide supporting documentation demonstrating that you comply with all relevant standards for the division type.*

- _____ A division which creates cemetery lots
- _____ A division which is created by the sale or other disposition of land to the state of Wyoming or any political subdivision thereof.
- _____ A division which may be created by any court of this state pursuant to the law of eminent domain, by operation of law, or by order of any court in this state, except that this paragraph shall not exempt a partition of real property pursuant to Wyoming Statute §1-32-101 through 1-32-122 from compliance with this article if the division would otherwise be subject to the provisions of this article
- _____ A division which affects railroad rights-of-way
- _____ A division which is a sale or other disposition of land for agricultural purposes or affects the alignment of property lines for agricultural purposes
- _____ A division of land creating a parcel 5 acres or less for the purpose of establishing unmanned communication facilities, compressor stations, metering stations, fiber optic booster stations, or similar unmanned facilities

_____ The sale or other disposition of land where the parcels involved are 35 acres or larger, subject to the following requirements:

_____ Ingress and egress and utility easements are provided to each parcel by binding and recordable easements of not less than 40 feet in width to a public road, or

_____ Grantee or transferee specifically waives the above requirement in a binding and recordable document.

_____ A division of land made outside of a platted subdivision for the purpose of a single gift or sale to a member of the landowner's immediate family, subject to the following requirements:

Please attach relevant documentation demonstrating compliance with each requirement. If a standard is not applicable to your situation, simply write "N/A."

_____ The grantee is a member of the immediate family, limited to any person who is a natural or adopted child, stepchild, spouse, sibling, grandchild, grandparent, or parent of the landowner.

_____ The purpose of the division is to provide for the housing, business or agricultural needs of the grantee.

_____ The land shall have been titled in the name of the grantor for a period of not less than 5 years prior to the division and parcels created under this paragraph shall be titled in the name of the immediate family member for whom the division is made for a period of not less than one year unless such parcels are subject to involuntary transfer including, but not limited to, foreclosure, death, judicial sale, condemnation or bankruptcy.

_____ No parcel smaller than 5 acres created under this paragraph shall be further divided except in compliance with Section 8.5.3 of the LDRs.

_____ Where the landowner is a corporation and 80% of the shares are held by individuals related by blood or marriage, the sale or gift may be made subject to the provisions of this Section to an immediate family member of any shareholder who has owned at least 5% of the outstanding shares for at least 5 years continuously before the date of the sale or gift.

SUBMITTAL REQUIREMENTS *Please ensure all submittal requirements are included. The Planning Department will not hold or process incomplete applications.*

_____ **Electronic Submittal** A complete digital file of the application with attachments/plans.

_____ **Hard Copy Submittal** A complete printed file of the application with attachments/plans.

_____ **Notarized Letter of Authorization** A notarized letter of consent from the landowner is required if the applicant is not the owner. Please see the Letter of Authorization template in the Administrative Manual for a sample.

_____ **Corporations and Partnerships** If the owner is a partnership or corporation, proof that the owner can sign on behalf of the partnership or corporation.

_____ **Copies of Documents to be Recorded** Please attach copies of deeds, records of survey, contracts for deeds, maps or other instruments that will be recorded with the County Clerk to accomplish the proposed division.

_____ **Map of Survey with Certificate of Acknowledgement** A map of survey with certificate of acknowledged by all owners of record stating that the division is exempted from review as a subdivision under *Wyoming Statute §18-5-303*.

_____ **Additional Documentation** Documents required regarding divisions of land equal to or larger than 35 acres or divisions outside of a platted subdivision for the purpose of a gift or sale to a family member. See above requirements.

RECORDATION *Upon determination by the Planning Department that the claimed exemption is exempt, the Planning Director will acknowledge the division on a separate certificate that will be provided to you within seven days of Sufficiency. The applicant is responsible for recording the certificate and all other instruments, maps or documents with the County Clerk in order to complete the exempt land division.*

NOTICE *Review and acknowledgement of an Exempt Land Division serves solely as confirmation that the proposed division meets the exemption criteria outlined in Wyoming Statute §18-5-303, based on the information and acknowledgements provided by the applicant. Acknowledgement of an Exempt Land Division by the Planning Director does not constitute review of the proposed division for compliance with any other applicable standards of the Teton County Land Development Regulations and Teton County Resolutions, nor does it approve or guarantee any future development on the subject property. Future development will be subject to review for compliance with the Land Development Regulations.*

Under penalty of perjury, I hereby certify that I have read this application and state that, to the best of my knowledge, all information submitted in this request is true and correct. I agree to comply with all county and state laws relating to the subject matter of this application.

Signature of Applicant/Owner or Authorized Agent

Date

Name Printed

Title/Role