



Bonner County Planning Department

"Protecting property rights and enhancing property value"

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CERTIFICATE OF COMPLIANCE INFORMATION

What is a certificate of compliance application?

The certificate of compliance application is used to determine whether a parcel met the zoning and subdivision laws in effect at the time the division of land occurred. The planning department will either issue a "conditional certificate of compliance," indicating certain actions must be taken to bring the property into compliance, or will issue a "certificate of compliance," indicating the property met the applicable zoning and subdivision laws. The certificate will be recorded with the Bonner County Recorder following a 10-day appeal period.

Who needs a certificate of compliance?

Any person owning a lot or parcel may apply for a certificate of compliance, using an application form provided by the planning department. Such requests could arise from uncertainty on the part of the owner, purchaser, or title company, as to the legality of the parcel with respect to conformance with Bonner County Revised Code 12-616.

How much does a certificate of compliance application cost?

The fees for a certificate of compliance application are \$50.00 (Application Base Fee) + \$25.00 (Technology Fee) + \$10.00 Recording Fee. A **certified** chain of title from a title company must also be provided.

How long does it take to review a certificate of compliance application?

Processing time is dependent on a number of factors, including the complexity of the project, the completeness of the application and the number of applications being considered by Bonner County at any given time. Plan on a minimum of 30 days for the processing of the application.

Who reviews and approves a certificate of compliance application?

Planning department staff review certificate of compliance applications for compliance with Bonner County Revised Code based on the certified chain of title. If additional information is needed, planning staff will ask the applicant to provide it.