

Application for FINAL PLAT

Please return completed application to:

City of Torrington Engineering Department
P.O. Box 250
436 East 22 Av.
Torrington, WY 82240
Tel: (307) 532-4213

FOR OFFICE USE ONLY

Application/File Number _____

Date Received _____

Assigned to _____

Approval Dates

PC _____ CC _____

City of Torrington, Wyoming
APPLICATION FOR FINAL PLAT

Application to be returned to the City of Torrington Engineering Department, 436 East 22 Av, Torrington, Wyoming 82240 (NOTE: a list of the names, complete with current mailing addresses and phone numbers, of the owners of all adjacent un-subdivided property and seventeen (17) copies of the final plat must be submitted along with this application form. Please refer to the CITY OF TORRINGTON PROCEDURES FOR SUBMITTING A FINAL PLAT. Copies are attached to this application form and available in the office of the Building Official at the address listed above or on-line @ city-of-torrington.org

Filing Fee of \$150.00 shall accompany the application when submitted. Any required additional advertising fees shall be paid by the applicant.

Name of Applicant _____

Applicant's Address _____

Applicant's Phone # _____ Date of Application _____

Name of Subdivision _____

Legal Description of property for which application is submitted _____

Owner(s) of property, if different than above

Name	Address	Phone #
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Subdivision Size: _____ Acres; _____ Lots; _____ Avg. Sq. Ft. / Lot

Present use of property _____

Proposed use of property _____

Present Zoning _____ Proposed Zoning _____

Intention of request _____

Estimated Total Dollar Amount of Public Improvements: \$ _____

Signature of Applicant _____

A. Submission.

1. After approval of the preliminary plat, the subdivider shall submit for approval of the planning commission a final plat.
2. The original (on Mylar, tracing cloth or similar material) and ten copies thereof shall be submitted to the official authorized to administer the subdivision regulations at least 15 days prior to the planning commission public hearing.
3. The names and signatures of the owner or owners of the property duly acknowledged and notarized shall appear on the original copies submitted.
4. The final plat, prepared for recording purposes, shall be drawn at a scale of at least one inch equals 100 feet or larger. The size of the sheet on which such final plat is prepared shall be 20 inches by 36 inches.
5. Final filing fee. A filing fee of \$150.00 shall accompany the final plat.
6. Sheet size for recording plats. The dimensions indicated are standard for all final plats and must be complied with. Title, description and other written data to be located either right or left.

B. Information. The final plat shall show and contain the following information:

1. Name of subdivision (not to duplicate or too closely resemble the name of any existing subdivision).
2. Location of section, city ship, range, county and state, including the descriptive boundaries of the subdivisions based on an accurate traverse, giving angular and linear dimensions which must be mathematically correct. The allowable error of closing on any portion of the plat shall be one foot in 5,000.
3. The location of monuments or bench marks shall be shown and described on the final plat. Location of such monuments shall be shown in reference to existing official monuments or the nearest established street lines, including the true angles and distances to such reference points or monuments.
4. The location of lots, streets, public highways, alleys, parks and other features, with accurate dimensions in feet and decimals of feet with the length of radii on all curves, and other information necessary to reproduce the plat on the ground.
5. Lots shall be numbered clearly. Blocks shall be numbered or lettered clearly in the center of the block.
6. The exact locations, widths and names of all streets and alleys to _____ be dedicated.
7. Boundary lines and description of the boundary lines of any area other than streets and alleys, which are to be dedicated or reserved for public use.
8. Building setback lines on the front and side streets with dimensions.
9. Name, signature and seal of the registered surveyor or the licensed engineer making the plat.
10. Scale of the plat (scale to be shown graphically and in feet per inch), date of preparation and north point.
11. Statement dedicating all easements, streets, alleys and all other public areas not previously dedicated.

12. The following certificates, which may be combined where appropriate:

a. A certificate signed and acknowledged by all parties having any record, title or interest in the land subdivided, and consenting to the preparation and recording of the said subdivision map.

b. A certificate signed and acknowledged as above, dedicating all parcels of land shown on the final plat and intended for any public use except those parcels which are intended for the exclusive use of the lot owners of the subdivision, their licensees, visitors, tenants and servants.

c. A certificate signed by the licensed professional engineer or registered surveyor responsible for the survey and the final map. The signature of the engineer or surveyor shall be accompanied by his seal.

d. The acknowledgment of a notary in the following form:

State of _____)

) ss.

County of _____)

Be it remembered that on this _____ day of 20____", before me, a notary public in and for said County and State, came _____, to me personally known to be the same person who executed the foregoing instrument of writing and duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand and affixed my notaries seal the day and year above written.

Notary Public (SEAL)

My Commission Expires:

e. The certificate of the planning commission in the following form:

This plat of _____ Addition has been submitted to and approved by the Planning Commission this _____ day of 20_____.

Chairman (SEAL)

Secretary

f. The acceptance of dedications by the municipal governing body, when required, in the following form: The dedications shown on this plat accepted by the City Council of the city of Torrington, this day of 20_____.

Mayor (SEAL)

ATTEST:

City Clerk

g. The acceptance of dedications by the board of county commissioners, when required, in the following form:

The dedications shown on this plat accepted by the Board of County Commissioners of County, (State), this day of _____ 20_____.

Chairman (SEAL) ATTEST:

Commissioner

Commissioner

County Clerk

h. A blank space for notifying entry on the transfer record in the following form: Entered on the transfer record this day of 20_____.

County Clerk

i. The certificate of the register of deeds in the following form:

State of)

)ss.

County of)

This is to certify that this instrument was filed for record in the Register of Deeds Office on the day of _____ 20_____ in Book _____ Page _____ Register of Deeds _____/_____/_____.

13. Supplemental information to be submitted with final plat. The following additional data shall be submitted with the final plat:

a. A title report by an abstract or a title insurance company, or an attorney's opinion of title, showing the name of the owner of the land and all other persons who have an interest in, or an encumbrance on the plat. The consent of all such persons shall be shown on the plat.

b. A certificate showing that all taxes and special assessments due and payable have been paid in full; or, if such taxes have been protested as provided by law, moneys or other sufficient escrows guaranteeing such payment of taxes in the event the protest is not upheld, may be placed on deposit with such officials or governing bodies to meet this requirement.

c. A copy of any deed restrictions applicable to the subdivision.

d. Extent and manner of physical improvements. As a condition to the approval of a final plat, the subdivider shall agree to install the following improvements:

1. Streets. Streets shall be surfaced with concrete, asphaltic concrete or materials approved by the engineer and shall include curb. County streets and roadways shall be improved in accordance with the requirements and specifications of the county engineer and shall include drainage ways.

2. Water. Where a public water supply is proposed to serve the subdivision, the water lines shall be installed in proper easements or within the limits of the street and alley right-of-way and shall be of a size as approved by the engineer.

3. Sewers. If the subdivision is serviced with a public water supply and a city or community sewage treatment plant, a sewer system shall be constructed which will provide service to each lot within the subdivision. The system of lateral sewers shall collect the sewage within the subdivision and discharge it into a main sewer or a community disposal system approved by the engineer and an approval, in writing, of the plans and specifications for the sewer system shall be made by the engineer.

4. Street signs. Street signs will be supplied and erected by the appropriate governing authority.

5. Sidewalks. Sidewalks shall be a minimum of four feet in width where required by the planning commission.

6. Other improvements. If other improvements are required, such as tree planting, retaining walls, drainage structures, etc., such improvements shall be made in accordance with the recommendations of the planning commission and specifications of the engineer having jurisdiction.

7. All lot corners shall be set with half-inch iron bars, two feet long, and all block corners shall be set with three-quarter inch iron bars, three feet long.

8. All block markers must be permanently set and all points of intersection in street alignments set prior to acceptance by plat of the city, and prior to any lot being sold, the total block must be staked and corners set for all lots. Block corners shall be set one foot below grade.

9. A minimum of two benchmarks (monuments) shall be placed in each subdivision, located and installed as required by the engineer. In subdivisions larger than forty acres, one benchmark shall be installed for each additional twenty-acre area. The monument shall be a three-inch brass cap set permanently in concrete, ten inches in diameter by twenty-four inches deep approved by the engineer. The elevation of the monuments shall be identified on each.

10. Bond for construction. In lieu of the actual construction of the physical improvements required, the planning commission and governing body may accept one of the following:

a. A bond guaranteeing construction of the required improvements within a period of time to be specified and approved by the governing body.

b. A petition, presented and approved by the governing body having jurisdiction, properly executed by the property owners, as provided by law, for the construction by the governing body of the improvements, to be assessed against the subdivided property.

D. Consideration by Planning Commission. If the planning commission rejects or withholds approval of the final plat, the subdivider may request that the plat be submitted to the governing body. The secretary of the planning commission shall forward the proposed plat together with the report of the planning commission, stating the reasons for its action. The governing body may make such findings and determinations as they deem proper.