

City of Torrington, Wyoming

Application for **PRELIMINARY PLAT**

Please return completed application to:

City of Torrington Engineering Department
P.O. Box 552
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 PRELIMINARY 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 property within 150' of proposed property and seventeen (17) copies of the preliminary plat must be submitted along with this application form. Please refer to the CITY OF TORRINGTON PROCEDURES FOR SUBMITTING A PRELIMINARY 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 advertizing 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 _____

Signature nature of Applicant _____

Submission of a preliminary plat.

1. ***Filing fee.*** A filing fee of \$150.00 shall accompany the filing of each preliminary plat.
2. ***Number of copies.*** The subdivider shall submit seventeen (17) copies of the preliminary plat and seventeen (17) copies of a vicinity map (if not on the preliminary plat). These plans shall be filed with the official authorized to administer the subdivision regulations at least by the 2nd Wednesday of the Month. Regular planning commission meeting are held on the 2nd Tuesday of each month at which the preliminary plat is to be considered.
3. ***Contents required.*** The required contents for preliminary plats shall contain the following:
 - a. The proposed name of the subdivision. (The name shall not duplicate or too closely resemble the name or names of any existing subdivision.)
 - b. The location of the boundary lines of the subdivision and reference to the section or quarter section lines.
 - c. The names and addresses of the developer, surveyor, landscape architect, architect or engineer who prepared the plat.
 - d. Scale of the plat. One inch equals 100 feet, or larger.
 - e. Date of preparation and north point.
 - f. Existing conditions.
 - (1) Location, width and name of platted streets or other public ways, railroads and utility rights-of-way, parks and other public open spaces and permanent buildings within or adjacent to the proposed subdivision shall be shown on the preliminary plat.
 - (2) All existing sewers, water mains, gas mains, culverts or other underground installations within the proposed subdivision or adjacent thereto, with pipe size and manholes, grades and location, shall be shown.
 - (3) Names of adjacent subdivisions together with arrangements of streets and lots, and owners of adjacent parcels of unsubdivided land shall be shown.
 - (4) Topography (unless specifically waived) with contour intervals of not more than one foot, referenced to municipality or USGS datum shall be shown, also location of water courses, bridges, wooded areas, lakes, ravines and such other features as may be pertinent to the subdivision shall be shown.
 - g. The general arrangements of lots and their approximate size.
 - h. Location and width of proposed streets, alleys, pedestrian ways and easements.
 - i. The general plan of sewage disposal, water supply and utilities, in areas where public sewers and/or water are proposed to serve the subdivision. In other cases, a notation shall be made on the plat indicating type of sewage disposal, and water system proposed.
 - j. Location and size of proposed parks, playgrounds, churches, school sites or other special uses of land to be considered for reservation for public use.
 - k. From and after the effective date of passage of the ordinance codified in this section, before any preliminary plat can be considered by the mayor's advisory committee, it must first contain the signatures and comments, if any, of the following:
 - (1) The city director of public works;
 - (2) The city engineer;
 - (3) The department head of water and sewer;
 - (4) The designated representative of the Source Gas Energy Company;
 - (5) The designated representative of the United Telephone Company;
 - (6) The designated representative of the applicable cable television company;

(7) The electrical department head.

4. Upon receipt of a subdivision plat the Building Official will notify the utility representative as mentioned in subparagraph k., who will be allowed ten working days to review the plat and make necessary comments.

B. *Approval or disapproval of the preliminary plat.* Action by the planning commission shall be conveyed to the subdivider in writing within ten days after the official planning commission meeting, at which time the plat was considered. In case the plat is disapproved, the subdivider shall be notified of the reason for such action and what requirements shall be necessary to meet the approval of the planning commission.