

Crook County, Wyoming
Minor Subdivision Application Checklist

Subdivision Name: _____

Township _____ North, Range _____ West, Section _____, Quarter Section _____

All of the following items must be submitted to Crook County Growth & Development for the application to be considered a complete application.

A complete application only means that the requirements of the Minor Subdivision check list has been provided to the Department; it does not approve their adequacy.

If the application is found to be incomplete it shall not be accepted by the Department.

If the application is found to be complete it shall be accepted by the Department for further review and the fees processed.

- Completed Subdivision Application Form signed by the landowner(s).
- Application Fees: \$200.00 per division Subdivision Application Fee, \$200.00 per division Fire Fee, \$100.00 per division Crook County Natural Resource District Soils Review Fee.
- One (1) paper copy to scale, a PDF file (Portable Document Format) of the draft subdivision plat and a digital geo-referenced shapefile of the proposed subdivision.
- An Attorney's Title Opinion, copies of all recorded easements, rights-of-ways, encumbrances, etc. and any State/County approach permits showing Legal Access as required by Wyoming Statute 34-1-141 and the Crook County Access Rules and Regulations.
- Copies of transmittal letters or other evidence showing that the applicant has delivered and/or mailed copies of the plat, to all the utility companies, (electric, telephone, gas, etc.) the appropriate post office and school district that may provide services to the proposed subdivision.
- A draft of a contract between the applicant and the Board contracting to construct all roads and/or streets within, and to the proposed subdivision from a county road, state or federal highway to meet or exceed the design described in the Crook County Minor Subdivision Regulation Amended March 3, 2015, Chapter II, Section 3., k.
- Letter of Credit, for 200% of a Wyoming licensed Engineer's estimated cost of the road(s) and/or street(s) construction project.
- A draft of the proposed covenants for the intended use of the property for the next 20 years, as required by Wyoming State Statute 18-5-306 (a) (xii).
- A disclosure statement that clearly and concisely describes all the facts related to the items listed in the Crook County Minor Subdivision Regulation Amended March 3, 2015, Chapter II, Section 2., j.
- Written variance request as described in the Crook County Minor Subdivision Regulation Amended March 3, 2015, Chapter III, Section 4; if applicable.

Application submittal is complete and accepted by the department.

Application submittal is incomplete and refused by the department.

The application for the above mentioned Minor Subdivision was reviewed against this checklist

on _____ by _____
Date Growth & Development staff signature