



CITY OF GILLETTE

Development Services
Planning Division
201 E. 5th Street • Gillette, Wyoming 82716
Phone 307.686.5281
www.gillettewy.gov

PUD Final Plat

This application is for a final PUD (Planned Unit Development) plat and the accompanying checklist is to be used by the applicant to ensure the application is correct and complete upon submittal. All supporting documentation is required at the time of submittal.

Please complete the application and address all items. If something is not applicable, check the N/A box and include any necessary explanation on a separate sheet. This checklist is required with the submittal. The checklist serves only as a guide and the details of the requirements are contained within the City of Gillette Zoning Ordinance, Design Standards, and other city regulations. Please submit all checklist items directly to the Planning Division. Incomplete applications will not be processed and will be returned to the applicant.

All applications are required to be submitted through the city's ePlans system. Please submit all supplemental information along with one (1) each 24"x36" and 11"x17" paper copy of the plat to the Planning Division prior to the submittal deadline. After submittal, you will receive an email inviting you to upload the plans into ePlans.

Should you have questions, please contact the Planning Division at (307) 686-5281.

Final PUD Plat Application:

Name of PUD: _____

Date of preliminary PUD plat approval (if applicable): _____

Owner:

Name _____

Address _____

City _____ State _____ Zip _____

Phone number _____

Email address _____

Person or Firm Preparing PUD Plat:

Name _____

Company _____

Address _____

City _____ State _____ Zip _____

Phone number _____

Email address _____

PUD developers are encouraged to submit a cover letter with all PUD plat submittals, detailing additional information relevant to Planning Commission review.

Final PUD Plat Checklist:

1. Plat Requirements

INCLUDED N/A

- a. Scale of 1" = 100' or larger (scale noted on the plat)
- b. Name of the PUD on the top center of each sheet
- c. General location of the PUD by section, township, range, county and state
- d. North arrow, date, scale, vicinity map sketches
- e. PUD boundaries in heavy, solid lines
- f. Owner/developer, agent, and engineering/surveying firm information
(contact information)
- g. Legal description within allowable error of closure
- h. Location and description of all monuments with survey "Point of Beginning" noted on the map
- i. Bearings, distances and curve data outside all boundary lines (curve data may be in a table)
- j. Lots, blocks, tracts, streets, alleys and easements laid out, dimensioned and located

Plat Requirements (Continued)

INCLUDED N/A

- k. Drainage easements labeled and appropriately dedicated
- l. Street names, in accordance with Campbell County naming system, and to avoid duplication
- m. Lots and blocks property numbered
- n. Total acreage of the PUD and total number of lots noted
- o. Certification and dedication statement signed by all owners, mortgages, etc., and signatures properly acknowledge
- p. Signed certification by a registered land surveyor
- q. Certificates for review and/or approval by the City Engineering, City Planning Commission, and the City Council, as specified in the regulations
- r. Certificate for recording by Campbell County Clerk and Records
- s. Disclosure statement of hazards, if required
- t. Appropriate annexation language, if the PUD plat is also an annexation plat
- u. Location of existing streets and easements to be vacated by plat, shown in dashed line or subdued image

2. Other Required Supplemental Information

INCLUDED N/A

- a. Total amount of PUD plat review fee - \$680.00
- b. One (1) 24" x 36" and one (1) 11"x17" paper copy of the plat. Plat shall be prepared by a licensed Wyoming engineer, surveyor, or architect
- c. Completed final PUD plat checklist
- d. Excel document (.xls/.xlsx) of surrounding property owner list within 140 ft. from all boundaries not including rights-of-way or alleys
- e. Final engineering plans (consult Section 101.20 to 101.50 of the City of Gillette Design Standards)

Other Required Supplemental Information (Continued)

INCLUDED N/A

- f. Final landscaping/open space plan in recordable form
- g. Plans for eliminating or ameliorating natural hazards
- h. Final completed project specific development standards in final ordinance form
- i. Final school, traffic and infrastructure impact studies
- j. Final covenants in recordable form
- k. Plat uploaded into ePlans (after initial submittal)

This form has been completed under my supervision, and the PUD final plat submittal is complete in conformance with the City of Gillette Subdivision Regulations and Design Standards. I understand that an incomplete submittal cannot be reviewed.

Signature of Applicant or Agent

Date