

# Major Subdivision – Final Plat Submittal Checklist

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**Description:** *A major subdivision is any division of land that creates more than five lots, requires the extension of new public infrastructure, or plats new right-of-way.*

A Major subdivision application can be found at [sheridanwy.viewpointcloud.com/](http://sheridanwy.viewpointcloud.com/)

Submittal Items:

- A final plat review fee. \$75 per lot for R-1 and R-2 Districts with a maximum of \$1850. \$100 per lot for R-3, R-4, B-1, B-2, M-1 and Gateway District with a maximum of \$3750.
- An updated electronic file listing the names and addresses of all property owners within three hundred feet from the boundary of the proposed subdivision (List must be obtained from the Sheridan County Planning Office and be no more than 14 days old at the time of submittal).
- A final plat prepared in accordance with Sheridan City Code Appendix B §403. Accompanied by 5 hard copies, 24"x36".
- Other documents that may be determined as part of the preliminary plat.
- Any corrected materials for the public meetings.

The following engineering documents (stamped and signed by a Wyoming licensed engineer) shall be attached to the permit and also two hard copies:

- Final water and sewer plans; per Section 103 of the City of Sheridan Design Standards and Permitting Procedures for W&S Utility Construction
- Final drainage plan, per the Storm Drainage Design Criteria.
- Final traffic plan, per the City of Sheridan Engineering Design Standards for Public Improvements.
- Geotechnical report, per the City of Sheridan Engineering Design Standards for Public Improvements.
- Construction drawings for public improvements, per the Standard Specifications and Details for Street and Utility Construction.
- Cost estimates for public improvements prepared by a licensed engineer.

Post Approval/Plat Filing Items:

- 3 Mylars of Final Plat
- Certificate of Title
- Declaration of Partial Vacation, if previously platted.
- Executed Development Agreement
- Financial Assurances for Public Improvements , surety bond, letter of credit, escrow, or other approved financial assurance.

Note: The applicant is responsible for county filing fees. Fees to be determined by the County Clerk's office at the time of filing.