

_____ If the proposed subdivision is located within one mile of a municipality or within one-half mile of a municipal airport the proposed development must also be reviewed by that municipality. Contact the appropriate city or town office. County and Town Planning Commissions may review the proposal in tandem. However, before scheduling County Commissioner Review it is required that the proposal be completely approved by the Town or City Council of the reviewing municipality.

_____ Accesses onto state or county roads require access authorization from the appropriate agency. Contact Information: Fremont County; Dave Pendleton Transportation Director, 450 N. 2nd St., Rm. 310, Lander, WY 82520, 332-1038 or 857-3692. State of Wyoming Department of Transportation: Lander; Damon Newsome 332-4151, Riverton; Jim Myers 856-1341.

_____ Contact utility companies for review of easements. It is necessary for any utility company that provides services to the proposed subdivision to review the easements provided and to determine if those easements are sufficient to install the "backbone" power, telephone, gas, or any other service utility. Letters of approval MUST be on file in the Planning Department before securing a place on the Planning Commission agenda.

High Plains Power:	Bruce Hughes 230 West Main P.O. Box 713 Riverton, WY 82501 856-6262 ext. 25	David Howard 203 N. 1 st St. P.O. Box 1066 Dubois, WY 82513 455-2475
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Rocky Mt. Power:	Randy Harry, Estimator 1905 Robertson Ave. Worland, WY 82401	Randy Smith, Operations Manager 1315 East Park Riverton, WY 82501 857-5111, 851-5042
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Qwest:	Wayne Johnson 501 East Monroe Riverton, WY 82501 856-8385
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Simple Subdivision Checklist
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Dubois Telephone: Steve Powell
12 S. 1st St.
P.O. Box 246
Dubois, WY 82513
455-2341

Date Submitted: _____

_____ Open Title Commitment: An Open Title Commitment Report from a title company is required. For more information see the complete subdivision regulations or call the Planning department.

_____ If the property has any liens all mortgage holders must submit a letter stating that they will grant partial releases as lots are sold.

_____ If the property to be subdivided contains any irrigated lands the developer/owner shall provide: A plan, a copy of which was submitted to and approved by the Planning Commission prior to the final approval of the subdivision application, for the distribution of the water rights appurtenant to the land to be subdivided. The plan shall specify the amount of total irrigated land and the amount of distribution of the water to each of the lots within the subdivision.

Name of Ditch: _____, or Ditch Co. _____.

_____ The Planning Commission meets the fourth Thursday of each month at 7:00 p.m. in the Courthouse in Lander, however times and dates can vary due to workload and sometimes Holidays. All information must be submitted three weeks before the date of the monthly meeting. **Please Note:** The developer/owner of the property (or knowledgeable representative) **MUST** be present at the Planning Commission meeting when the proposal is reviewed. **Important:** Planning Commission agendas are very full. We are filling agendas on a "first come, first served basis". Please be patient.

Developer: _____ **Date:** _____

Signature: _____

Additionally:

Do consider establishment of protective covenants for your subdivision. Fremont County does not require protective covenants however, we do recommend them. We also have sample covenants for your perusal.

Do contact each of your adjacent landowners and explain your proposal to them. Resolving issues with your neighbors at the beginning saves a great deal of time and possible conflict.

Do Not start any construction on the proposed area until the subdivision is approved.

Do Not list the property with any real estate agent or offer any lots for sale until the subdivision is approved.

County Commissioner Review

Date Submitted:

_____ Upon receipt of recommendation of approval from the Planning Commission schedule meeting with the Board of County Commissioners. The County Commissioners normally meet the first three Tuesdays of each month.

_____ The process is not complete until the approved final plat is filed in the Office of the County Clerk. The filing fee is \$50.00.