



Final Plat Checklist

Face of Plat: (Chapter V)

- Dimensions, margins
- Scale
- Name of subdivision
- Description of property
- Dedication and acceptance – public rights-of-way
- Signature lines (owner – notarized)
- Date of preparation
- North arrow & scale
- Vicinity map
- Land conveyed/reserved for public use or property owners within the subdivision
- Surveyors certification
- Certificates for execution
 - Planning and zoning commission chairman
 - Board of county commissioners chairman
 - Albany county clerk
 - Acting Albany county engineer (if appointed)
- Relationship to known monuments
- Layout
 - Boundaries
 - Streets – existing and proposed
 - Easements
 - Lots and blocks including lot acreage/square feet
 - Lots numbered
 - Flood plains
 - Water storage tank location
- Subdividers statement – potential public dedication as County roads
- Bold letter statements as to NO public water source, sewage system or road maintenance (if proposed collective system(s) – see regulations)

Additional information: (Chapter V)

- Details of improvements
 - Roads
 - Water storage tank
 - Drainage
 - Soil stabilization
 - Other

Plat recorded

Additional Information: (Chapter IV)

Merchantable title documentation

Access documents

Public maintenance

Private maintenance

Maintenance contract

Water supply

Reports (safety, quality)

No water source

Geologist opinion

WDEQ review

No adverse recommendation

Sewage disposal

Report

No public system

Perc Testing

Separation distance(s)

Easements

WDEQ review

No adverse recommendation

Water rights

State Engineer review

Soils

Laramie Rivers Conservation District review

Financial resources – complete improvements

Binding arrangements – title transfers

Additional Information: (Chapter VI)

Slope stability – consideration of topography

Street design – allow continuation

Natural features (terrain, drainage, topsoils, trees, wildlife habitat) – preservation

Hazards (landslides, subsidence, shallow water table, open quarries, non-potable water) identified

Parking – lots sufficiently sized

Side lot lines – right angles to roads

Lot width – irregular shaped lots (not less than 30')

Street width – 80' R. O. W.

Street traveled way – 24'

R. O. W. /title transferred to Board of County Commissioners

- Roadway shoulders – 3’
- Roadway alignment – consistent with topography
- Roadway surface materials
- Roadbed elevation – 1’ above terrain
- Intersections – right angle
- Road grade
 - Less than 10%
 - Less than 4% (100’ from intersections)
- Easements
 - Utilities
 - Streams/drainage
- Block lengths – 1,200’ max, 300’ min.
- Street names
- Approaches – 14’ min.
- Signs – provided by developer
- Street locations – compliance with Major Street & Highway Plan
- Inspection – County Engineer
- Sidewalks
- Fire safety
 - Urban
 - Rural
- Underground utilities
- Landscape compliance
- Mountain subdivision – see additional requirements
- Small subdivision – see additional requirements
- Mobile home park – see additional requirements

Notice:

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|------|-------------------------------|--------------------------------------|---|
| PZC: | <input type="checkbox"/> Sign | <input type="checkbox"/> Publication | <input type="checkbox"/> Certified mail |
| BCC: | <input type="checkbox"/> Sign | <input type="checkbox"/> Publication | <input type="checkbox"/> Certified mail |

Full text of the Albany County Platting and Subdivision Resolution should be reviewed.

- E-copy is available at the County website: <http://www.co.albany.wy.us>

