



Big Horn County Land Planning

P.O. Box 29, 425 Murphy Street, Basin, WY 82410
Phone: 307-568-2424 | Fax: 307-568-2461
E-mail: planner@bighorncountywy.gov

Rec. By: _____
Date: _____
Receipt #: _____
Ref. #: _____

MAJOR SUBDIVISION PERMIT APPLICATION (2 pages) Fee: \$500.00*

A major subdivision permit application is required to obtain a permit to divide one unit (parcel) of land into more than five (5) lots, each smaller than 35 acres. All major subdivisions require a subdivision permit, per Wyoming State Statute. Please contact the Land Planning Department for any assistance needed to complete this application. *Submission of an application and preliminary plat to the Land Planning Dept. does not constitute approval of the subdivision.*

* \$250 non-refundable deposit due at the time of application. \$250 minimum or \$25 per lot up to a maximum of \$1500 due when final plat is submitted for review.

APPLICANT INFORMATION:

1. Applicant Name(s): _____
2. Mailing Address: _____
3. City, State & Zip: _____
4. Phone (Daytime): _____ Other: _____
5. Email Address: _____

PROPERTY INFORMATION:

6. Parcel Identification #: _____
7. Deed Location (Clerk's Record Book and Page): _____
8. Nearest Town: _____
9. Township: _____ Range: _____ Section: _____ Tract/Lot: _____

MAJOR SUBDIVISION QUALIFICATIONS:

12. When the parcel is split, how many total parcels will be created? _____
13. Of the parcels being created, how many will be less than 35 acres? _____
14. Are there any existing conservation easements that could prevent the proposed subdivision from occurring? ☐ Yes ☐ No
15. Is the proposed subdivision located within a platted subdivision? ☐ Yes ☐ No
16. Is any part of the proposed subdivision within a floodplain? ☐ Yes ☐ No
17. Is any part of the proposed subdivision within an airport protection zone? ☐ Yes ☐ No
18. Who will conduct the survey work for the subdivision? _____
19. Who will complete any engineering-related work for the subdivision? _____

20. INCLUDE THE FOLLOWING ITEMS WITH THIS APPLICATION:

- _____ Documentation that a plan for distribution of water rights has been submitted to the Irrigation district for review and recommendation at least sixty (60) days prior to the submittal of the application for the subdivision permit to the board.
- _____ Provide information regarding the construction of or the plans to construct a perimeter fence if required per W.S. 18-5-319
- _____ A Title report issued by a title agency dated within a year of the time of submittal.
- _____ A copy of the current deed for the parcel being split.
- _____ If there is an existing mortgage on the property, an affidavit from the mortgage holder is required, stating that they do not object to the subdivision.
- _____ A map of the proposed subdivision showing all existing lots, right-of-ways, easements, natural water courses, irrigation/drainage structures, etc., within and immediately adjacent to the proposed subdivision.
- _____ A plan for the water supply system, sewage system, and an irrigation water distribution plan if all existing water rights are to remain attached to the lands proposed to be subdivided.
- _____ A soils map of the proposed subdivision drawn as an overlay of the base map of the proposed subdivision.
- _____ A map showing any proposed easements and right-of-ways for private utilities.
- _____ Proof that the proposed subdivision has access to establish a driveway to a state highway, county road or other applicable roadway.
- _____ Non-refundable down payment of \$250 (*Please make checks payable to Big Horn County*)

21. INITIAL TO ATTEST TO THE FOLLOWING:

- _____ I understand that this proposed subdivision may be denied if the land is found to be unsuitable for subdivision.
- _____ I have discussed this subdivision plan with a member of the Land Planning Department staff.
- _____ I understand that additional notification may be required during the Land Planning Department's review of the proposed subdivision.
- _____ I understand that I will be required to provide notice of this subdivision plan to adjacent landowners, applicable districts/towns and the general public.

SIGN HERE: *The information presented in this application is true and correct to my knowledge. I understand that presenting incorrect information may result in my application being returned. I understand that all residences and businesses require a physical address and I may be required to pay a fee to obtain a county-assigned address for structures related to this application. I understand that proposed roads, easements, utilities, road cuts, access, or related actions require me to contact the Big Horn County Engineering Department to discuss special permitting requirements. Also, if the proposed development falls within a mapped flood hazard zone or other zoned area of Big Horn County, I understand that I will be required to complete additional applications to obtain all necessary permits.*

Applicant's Signature

Date