



Big Horn County Land Planning

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

SUBDIVISION AMENDMENT/RE-PLAT APPLICATION (3 pages) Fee: \$300.00*

A subdivision amendment/re-plat application is required to obtain a permit to amend the plat of any simple or major subdivision in unincorporated Big Horn County. Boundary line adjustments and lot splits require a plat to be amended. Please contact the Land Planning Department for any assistance needed to complete this application.

* A \$100 non-refundable deposit is due at the time of application. \$200 is due when the final Mylar plat is submitted to the Land Planning Department. Major subdivision amendments may be subject to additional fees.

APPLICANT INFORMATION:

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

SUBDIVISION INFORMATION:

6. Subdivision Name: _____
7. Lot(s) Affected: _____
8. Deed Location (Clerk's Record Book and Page): _____
9. Nearest Town: _____
10. Township: _____ Range: _____ Section: _____ Tract/Lot: _____
11. Of the parcels being created, how many will be less than 35 acres? _____

Note: Parcels less than 35 acres will be disqualified from any Agricultural Tax Classification.

Per Wyoming State Statute 39-11-102(b), W.S. 39-13-101, W.S. 39-13-103(b)(x)

PLEASE ANSWER THE FOLLOWING QUESTIONS:

12. What type of subdivision are you proposing to modify? ☐ Simple ☐ Major
13. What type of change to the subdivision are you proposing? (Check all that apply.)
☐ Internal boundary line adjustment (affects only land inside the subdivision)
☐ External boundary line adjustment (affects land inside and outside of the subdivision)
☐ Lot split (splitting an existing lot into two or more lots)
☐ Other: _____
14. Is any parcel involved in the proposed area(s) of change subject to a financing agreement, mortgage or lien that could prevent the change from occurring? ☐ Yes ☐ No
15. Are any buildings or structures within the proposed area(s) of change? ☐ Yes ☐ No

16. Are there any irrigation or drainage features within the proposed area(s) of change? ☐ Yes ☐ No
17. Are any wells, utilities, septic systems, water or sewer supply lines within the proposed area(s) of change? ☐ Yes ☐ No

18. INCLUDE THE FOLLOWING ITEMS WITH THIS APPLICATION:

- _____ A copy of any plats related to the current subdivision (original or previously amended).
- _____ A map/drawing showing the proposed changes and the following features within the proposed area of change:
- _____ Any structures, wells, utility lines, or similar.
- _____ Any existing or proposed easements and right-of-ways for access or private utilities.
- _____ Non-refundable down payment of \$100 (cash or check, money order or cashier's check made payable to *Big Horn County Treasurer*).

19. INITIAL TO ATTEST TO THE FOLLOWING:

- _____ I have discussed this subdivision amendment plan with a member of the Land Planning Department staff.
- _____ I understand that the Planning and Zoning Commission and Board of County Commissioners shall review this subdivision amendment plan and provide a process to complete the amendment, if approved to proceed.
- _____ I understand that this proposed subdivision amendment application may be denied.
- _____ I understand that my presence may be necessary for consideration of this application; I also understand that I may be required to provide further information or revised plans before approval is granted.
- _____ I understand that I may be required to provide notice of this subdivision amendment plan to adjacent/subdivision landowners, applicable districts/towns and the general public.
- _____ I understand that permanent legal access must be proven to any lots affected by the proposed subdivision amendment plan.
- _____ I understand that a water distribution plan and/or statement of intent of disposition of water may be required as part of the subdivision amendment process.

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, I understand that the actions proposed as part of this application may require me to complete additional applications and secure other necessary permits.*

Applicant's Signature

Date

****FOR OFFICE USE ONLY – BELOW THIS LINE.****

A. Are the areas subject to change within a floodplain? ☐ Yes ☐ No

B. Are the areas subject to change within an airport protection zone? ☐ Yes ☐ No

C. Has the Planning and Zoning Commission been notified of receipt of this application? Date of initial contact: _____ ☐ Yes ☐ No

D. Note the date of the Planning and Zoning Commission meeting where this application will be presented and reviewed for consideration. ____/____/____

E. Did the Planning and Zoning Commission approve this application and a process to complete the proposed amendment? ☐ Yes ☐ No

F. Note the date of the Board of Commissioners meeting where this application was presented and reviewed for consideration. ____/____/____