

**CITY OF LANDER**

**PLANNED UNIT DEVELOPMENT APPLICATION**

**FEES**

PUD – Conceptual Plan – None  
Preliminary Plan \$600.00  
Final Plan \$400.00

**FOR OFFICE USE ONLY**

CASE # \_\_\_\_\_  
Date Received \_\_\_\_\_  
Planning Commission Hearing Date \_\_\_\_\_  
Decision of Planning Commission \_\_\_\_\_

-----  
Please answer all questions. Answers should be clear, readable and contain all the necessary information. Please fill out completely. Use back or attach a separate sheet if additional space is needed.

**Name of PUD** \_\_\_\_\_

**Date Submitted:** \_\_\_\_\_

**Legal Description of Property to be PUD:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Total area of this PUD:** \_\_\_\_\_ acres. **If part of a proposed larger development, total adjacent area contemplated for future development** \_\_\_\_\_ acres.

**Existing Zoning:** \_\_\_\_\_ **Proposed Zoning:** \_\_\_\_\_

**Number of Proposed Lots:** \_\_\_\_\_ **Typical Lot Size:** \_\_\_\_\_

**Type of Development Proposed:**

<b>Residential (single-family)</b>	_____	<b>acres</b>
<b>Residential (multi-family)</b>	_____	<b>acres</b>
<b>Commercial</b>	_____	<b>acres</b>
<b>Industrial</b>	_____	<b>acres</b>
<b>Open Space</b>	_____	<b>acres</b>
<b>Street Rights-of-Way</b>	_____	<b>acres</b>
<b>Other</b>	_____	<b>acres</b>

**Linear feet of proposed new streets - Total \_\_\_\_\_ Arterial \_\_\_\_\_**  
**Collector \_\_\_\_\_ Local \_\_\_\_\_**

**Name, Address and Phone Number of Developer: \_\_\_\_\_**

---

**Name, Address and Phone Number of Owner(s) if other than above: \_\_\_\_\_**

---

**Name, Address and Phone Number of Person or Firm Preparing Plat: \_\_\_\_\_**

---

**Name, Address and Phone Number of Engineer Designing Improvements (if other than above): \_\_\_\_\_**

**Attach a list of names and mailing addresses of all owners of land within 140 feet to the boundary of the proposed development.**

PUD Preliminary Plat -

- (1) Preliminary Plats shall be submitted in PDF and twelve (12) printed copies, to the Department of Planning. The Preliminary Plat shall consist of a drawing or drawings and accompanying material and information prescribed as follows:
- (2) The Preliminary Plat drawing shall be prepared at a scale of 1" = 100'. The face of the drawing shall contain the following information:
  - (a) The name of the development. The name shall not duplicate or too closely resemble the name of any development previously filed in the County.
  - (b) Date of preparation, scale and north arrow. The top of each sheet shall represent north wherever possible.
  - (c) A vicinity map drawn at a scale of 1" = 1,000' or 1" = 2,000' showing the location of the proposed development in the City and its relationship to surrounding development.
  - (d) The names, addresses and phone numbers of the developer, and the individual or firm responsible for the preparation of the Preliminary Plat.
  - (e) A legal description of the PUD boundary.
  - (f) The boundary lines of the PUD in a heavy, solid line and referenced to section or quarter section lines.
  - (g) A description of all monuments, both found and set, which mark the boundary of the PUD, and a description of all control monuments used in the survey.
  - (h) Existing contours at an interval of two (2) feet unless portions of the proposed development has such severe slopes that, as determined by the City Engineer, intervals greater than two (2) feet would be more suitable.

- (i) General location and extent of any significant natural features such as wooded areas, streams, drainage ways, or lakes.
  - (j) Floodplains of designated streams as delineated on maps available in the office of the City Engineer.
  - (k) Location, dimensions, and names of existing roads, streets, alleys, rights-of-ways and structures within and within twenty (20) feet immediately adjacent showing how they relate to the proposed development layout.
  - (l) Location, size, and grades of existing sewers, water mains, gas lines, pipelines or other underground utilities or installations within the proposed development or immediately adjacent thereto.
  - (m) Location and dimensions of all easements of record.
  - (n) Existing zoning and land use of proposed development and immediately adjacent areas.
  - (o) Location and width of proposed streets, alleys, pedestrian ways and easements.
  - (p) Layout, numbers and approximate dimensions of proposed lots and blocks.
  - (q) The location, dimension, acreage, and ownership of all proposed public and private recreation areas, open space and non-encroachable areas.
  - (r) Proposed signs and locations.
  - (s) Snow removal site;
  - (t) Storage of association equipment, such as snow removal equipment, lawn mowers, etc.;
  - (u) Storage of association equipment, such as snow removal equipment, lawn mowers, etc.;
  - (v) Total Water Rights (\_\_\_\_\_ feet per second) Deed for total water rights.
  - (w) Preliminary Landscape plan.
- (3) The following information and material shall accompany the Preliminary Plat drawing:

- \_\_\_\_\_ (a) Payment of the total amount of the Preliminary Plat fee.
- (b) A schedule showing the proposed time and sequence within which the applications for final approval of all portions of the planned unit development are intended to be filed. The development phases as shown on the schedule shall also be indicated on the plan. As part of the development time schedule each phase shall have a summary of the number of units of each type of use, the number of dwelling units, the acreage devoted to residential, nonresidential, commercial, recreation, open space, common space non-encroachable area, streets (both public and private), off-street parking, and other major land uses, density, public lands (existing and proposed), and the total number of acres contained in each

development phase;

(c) A summary of the total number of units of each type of use, number of dwelling units, the number of bedrooms per each type of use, the acreage devoted to all major land uses, the acreage of public lands and areas proposed for public ownership, the acreage of the total area proposed to be developed, and the overall net density of the development;

(d) A statement as to the form of ownership proposed to own and maintain the common open space, recreation facilities, non-encroachable area and any other area within the area proposed to be developed that is to be retained primarily for the exclusive use and benefit of the residents, lessees and owners of the planned unit development;

(e) A statement as to the substance of the covenants, grants of easements or other restrictions to be imposed upon the use of the land, buildings and structures, including proposed easements or grants for public utilities;

(f) A statement specifying any variances, modifications, reductions and waivers of this code being requested as part of the plan approval and setting forth reasons why, in the opinion of the developer, such should be allowed.

(g) A petition for annexation to the City of Lander if the land to be developed is contiguous to and, either by itself or as part of a larger tract, is completely surrounded by the boundaries of the city.

(h) An application for appropriate City zoning for the developed area if the area is to be annexed or if the existing zoning district does not allow the type of use proposed.

(i) The names and addresses of all owners of subdivided lots and unplatted land contiguous and immediately adjacent to the boundary of the proposed development.

(j) Information as to appurtenant water rights, including but not limited to quantity, source and applicable documents.

(4) After receipt of the Preliminary Plat and all required supporting material, the Department of Planning shall schedule the Plat for consideration at the next regular meeting of the Planning Commission which occurs after twenty-one (21) days from the date on which the Plat was submitted.

**CITY OF LANDER**

**FINAL PLAT CHECKLIST**

FEES  
FINAL PLAT - \$600.00

FOR OFFICE USE ONLY

CASE # \_\_\_\_\_  
Date Received \_\_\_\_\_  
Planning Commission Hearing Date For Final Plat \_\_\_\_\_  
Date of Preliminary Plat Approval \_\_\_\_\_  
\_\_\_\_\_ Check here if a minor plat (5 lots or less and no new streets)

-----  
This checklist is to be used as a guide for developers to insure that the form of final plats are correct and complete and that all required supporting materials have been included in the plat submittal. ALL FINAL PLAT SUBMITTALS MUST BE ACCOMPANIED BY THE COMPLETED CHECKLIST.

Fill in the blanks and check each item as it is completed. Enter "NA" (not applicable) next to any item which does not apply and explain on a separate sheet.

Incomplete or inaccurate submittals will not be accepted. Final plats and the design standards used in their preparation must comply with all of the applicable provisions of the Subdivision and Land Use Regulations of the City of Lander. Questions regarding this checklist should be directed to the Planning Department at 332-2870.

THIS CHECKLIST IS ONLY A GUIDE. THE SUBDIVISION AND LAND USE REGULATIONS ARE TO BE CONSULTED FOR DETAILS.

Please answer all questions. Answers should be clear, readable and contain all the necessary information. Please fill out completely. Use back or attach a separate sheet if additional space is needed.

**Name of Development:** \_\_\_\_\_

**Date Submitted:** \_\_\_\_\_

**Owner(s) Name and Address:** \_\_\_\_\_

**Name and Address of Person or Firm Preparing Plat:** \_\_\_\_\_

- \_\_\_\_\_ 1. Final plat sheet size 24" x 36"  
\_\_\_\_\_ 2. Plat drawn in black, waterproof India ink on tracing linen, Mylar or similar material

- \_\_\_\_\_ 3. Scale of 1"=100' or larger (scales noted on the plat) (1"=200' is allowable if minimum lot size is greater than five (5) acres.)
- \_\_\_\_\_ 4. Name of development on the top center of each sheet and sheets numbered.
- \_\_\_\_\_ 5. General location of the development by section, township, range, county and state.
- \_\_\_\_\_ 6. North arrow, date, scale, vicinity sketches.
- \_\_\_\_\_ 7. Development boundaries in heavy, solid lines and key maps and match lines if needed.
- \_\_\_\_\_ 8. Legal description within allowable error of closure.
- \_\_\_\_\_ 9. Location and description of all monuments with survey point of beginning noted on the map.
- \_\_\_\_\_ 10. Bearings, distances and curb data outside all boundary lines (curve data may be in a table)
- \_\_\_\_\_ 11. Lots, blocks, tracts, streets, alleys and easements laid out, dimensioned and located
- \_\_\_\_\_ 12. Drainage easements labeled and appropriately dedicated
- \_\_\_\_\_ 13. Street names according to naming system with no duplication of existing street names
- \_\_\_\_\_ 14. Lots and blocks properly numbered
- \_\_\_\_\_ 15. Any **exceptions** to the development noted
- \_\_\_\_\_ 16. Total acreage of the development and total number of lots noted
- \_\_\_\_\_ 17. Certification and dedication statement signed by all owners, or others with an equitable interest with their signatures properly acknowledged.
- \_\_\_\_\_ 18. Signed certification by a registered land surveyor
- \_\_\_\_\_ 19. Certificates for review and/or approval by the City Engineer, the City Planning Commission and the City Council as specified in the regulations
- \_\_\_\_\_ 20. Certificate for recording by the county Clerk and Records
- \_\_\_\_\_ 21. Disclosure statement of hazards if required
- \_\_\_\_\_ 22. Appropriate annexation language if the plat is also an annexation plat

REQUIRED SUPPORTING MATERIAL

- \_\_\_\_\_ 1. Total amount of final plat fee \$\_\_\_\_\_
- \_\_\_\_\_ 2. One (1) reproducible Mylar copy and eight (8) prints of the plat.

- \_\_\_\_\_ 3. A completed final plat checklist.
- \_\_\_\_\_ 4. Supporting material on the final plat checklist, such as street plans and profiles, which may, if revised, create the need to adjust the plat configuration.
- \_\_\_\_\_ 5. A variance request if applicable and within the provisions of Section 5.c of the Subdivision and Land Use Regulations.
- \_\_\_\_\_ 6. Plans for elimination or ameliorating natural hazards.
- \_\_\_\_\_ 7. A development application form (minor plat only)

**Developers are requested to submit a cover letter with all plat submittals.**

# IRREVOCABLE LETTER OF CREDIT

\_\_\_\_\_  
Name of Bank

\_\_\_\_\_  
Address of Bank

LETTER OF CREDIT NUMBER \_\_\_\_\_

DATE \_\_\_\_\_

To: City of Lander  
240 Lincoln St  
Lander, Wy 82520

Gentlemen:

We hereby establish for the credit of \_\_\_\_\_ our Irrevocable Letter of Credit in the amount of \$\_\_\_\_\_ subject to the following terms and conditions:

1. Drafts: Drafts drawn on the \_\_\_\_\_ Bank of \_\_\_\_\_ must be negotiated on or before \_\_\_\_\_, unless the credit period is extended hereunder; each draft must state upon its face, "Drawn Under Letter of Credit Number \_\_\_\_\_, dated, \_\_\_\_\_ of the \_\_\_\_\_ Bank," and will be honored without exception when the terms of this letter are complied with. Drafts must be accompanied by your official signed statement that the proceeds of each draft drawn are to be used only for completion of, or payment for, required improvements in \_\_\_\_\_ Development.

2. Total: The aggregate amount of all drafts drawn under this Letter of Credit may not exceed \$\_\_\_\_\_, which represents 125% of the estimated total cost of the required improvements.

3. Purpose: This credit is available and drafts must be drawn for the account of \_\_\_\_\_ for the purpose of completing or paying for improvements located at \_\_\_\_\_ Development, said improvements are required by the Development and Land Use Regulations of the City of Lander.

4. Documents: Drafts, when presented for payment, must be accompanied by a letter from the Engineering Department of the City of Lander, signed by the City Engineer and approved by the Administration of the City of Lander. This letter shall state the required improvements have not been properly provided, completed or that judicial judgment has been rendered in connection



with liens filed upon such improvements and said judicial judgment remains unpaid by the permit holder, contractor, developer or owner.

5. Material, Labor and Mechanics Liens: For the exclusive purpose of securing payment of judicial judgments obtained through bonifide liens arising out of construction of the required improvements, such drafts must be presented within One (1) year of expiration date as set forth herein. Such drafts are subject to all other terms and conditions contained herein.

6. Obligation of Issuer: The \_\_\_\_\_ Bank of \_\_\_\_\_ agrees with the drawers, endorsers and good-faith-holders to duly honor drafts drawn and negotiated in compliance with the terms of this Letter of Credit upon presentation to the office of the bank.

7. Rules Applicable: This Letter of Credit, except as otherwise expressly provided, is governed by the Uniform Commercial Code in force in Wyoming on the date of this Letter of Credit.

Very truly yours,

\_\_\_\_\_  
Name of Bank

\_\_\_\_\_  
Authorized Officer

