



PLEASANT VIEW CITY
APPLICATION FOR SUBDIVISION PLAT AMENDMENT OR APPROVAL EXTENSION

SUBDIVISION NAME: _____ LOCATION: _____

ACREAGE: _____ NUMBER OF LOTS _____ ZONE: _____

PARCEL ID NUMBERS: _____

PROPERTY OWNER(S): (attach additional pages if needed)

NAME: _____ PHONE: _____ FAX: _____

ADDRESS: _____ EMAIL: _____

APPLICANT/RESPONSIBLE PARTY:

NAME: _____ PHONE: _____ FAX: _____

ADDRESS: _____ EMAIL: _____

ACCOUNTS RECEIVABLE CONTACT: _____ EMAIL: _____

ADDRESS: _____ PHONE: _____

SURVEYOR:

NAME: _____ PHONE: _____ FAX: _____

ADDRESS: _____ EMAIL: _____

ENGINEER:

NAME: _____ PHONE: _____ FAX: _____

ADDRESS: _____ EMAIL: _____

The information on this form is true and accurate to the best of my knowledge. I understand my responsibility to pay Pleasant View City for all professional and other fees associated with this application as stated in section 17.02.100 of the subdivision ordinance.

Application will not be accepted unless all appropriate documents are attached. See check list documents required.

Signature of Applicant/Agent

Signature of City Representative

For City Use

DATE SUBMITTED: _____ TAKEN BY: _____

Plat Amendment/Extension Fee: \$150.00 Date Paid _____ Amt. _____

Noticing Fee (Plat Amendments): \$200.00 Date Paid _____ Amt. _____

Accounts Receivable Deposit: \$300.00* Date Paid _____ Amt. _____

** This is only for Lot line adjustments*

Total Paid _____

Form updated: August 2020

Plat Amendment Application Checklist

Note: Unless directed otherwise by the City, all applications and associated plats, plans and documents must be submitted to the City Planner.

THIS IS A BASIC LIST ONLY
SEE CITY ORDINANCES FOR COMPLETE REQUIREMENTS IN CODE 17.16

Application: completed; including names and addresses of applicant, surveyor, engineer, owner(s), affidavit of owners and applicant; all signed and notarized.

initial

Large Plans: four (4) copies of plans that are 22" x 34" including a plat map

initial

Small Plans: one (1) copy of plans that is to 11" x 17" to scale including a plat map

initial

Digital Plans: version of the plans and plat map in pdf format, send it to jhunt@pleasantviewcity.com.
If greater than 8MB, please send by Dropbox or similar.

initial

Statement: the applicant's intention and plans for the project.

initial

Payment of fees – *Deposit for Engineering: Deposit will be held until after guarantee period and final has been approved. After approval this amount could be refunded. Noticing Fee: Fee for newspaper and website noticing. Accounts Receivable deposit: Deposit will need to be maintained at \$1,000.00 or more to go toward any charges that may arise for the subdivision. For example: engineers, attorneys, further noticing etc. Stated in section 17.02.100 of the subdivision ordinance.*

initial

Plat Extension Application Checklist*

Application: completed; including names and addresses of applicant, surveyor, engineer, owner(s), affidavit of owners and applicant; all signed and notarized.

initial

Letter: Written narrative from applicant including request for the length of extension being requested (up to one year). Further explanation of items that have been addressed previously and what still needs to be completed within the subdivision.

initial

Payment of fees

initial

**Extensions will be placed on the next available City Council agenda; however, applicants are strongly encouraged to submit not less than six weeks from the date of expiration to make sure there is no lapse in time between expiration and actual approval of an extension.*

Affidavit

Property Owner

I (we) _____ (please print) certify that I(we) am(are) the Owners(s) of record of the property identified in this application and the statements, drawings, and other exhibits contained herein are in all respects true and correct to the best of my(our) knowledge.

Property Owner(s) _____

Subscribed and sworn to me on _____ (date)

Notary _____
(Residing in: _____)
My commission expires _____ (date)

Notary Seal

Agent Authorization

I(we) _____ (please print), the owner(s) of the real property identified in this application, do authorize as my (our) agents(s) _____ (please print) to represent me(us) and appear on my(our) behalf before any administrative or legislative body concerning this application and to act in all respects as our agent in matters pertaining to the this application.

Property Owner(s) _____

Subscribed and sworn to me on _____ (date)

Notary _____
(Residing in: _____)
My commission expires _____ (date)

Notary Seal