

CHAPTER 15A.

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Sec. 15A-1 Definitions.

For the purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section.

Agricultural purposes. The planting, cultivating and harvesting of any fruit, vegetables or crop for profit.

Commission. The planning commission of the municipality.

Contiguous Parcel. A parcel which physically touches another parcel, howsoever insignificant the area of contact. Parcels separated by dedicated streets, roads,

alleys and lakes shall not be deemed contiguous.

Development. The erection of any habitable buildings or structures whether for residential, industrial, commercial or recreational purposes and all buildings or structures which, if approved, shall be submitted to the county clerk for recording.

Final plat. The final map, drawing or chart on which the subdivider's plan of subdivision is presented to the governing body through the commission for approval, and which, if approved, shall be submitted to the county clerk for recording.

Lot. A parcel or portion of land in a subdivision or plat of land, separated from other parcels or portions by description as on a subdivision or record of survey map or by metes and bounds, for the purposes of sale or lease to, or separate use of, another.

Official map. The map established by the governing body showing the streets, highways and parks theretofore laid out, adopted and established by law and any amendments thereto adopted by the governing body or additions thereto resulting from the approval of subdivision plats by the governing body and the subsequent filing of such approved plats.

Owner. The person reflected on the records of the County Clerk as holding legal title to a parcel whether as an individual or jointly with another person. The term shall include a person who has a subsequent right or privilege to acquire legal title to a parcel for consideration.

Parcel. Any portion of land or contiguous portions of land in one ownership.

Person. Any individual, partnership, association of individuals or corporation.

Preliminary plat. The preliminary map, drawing or chart indicating the proposed layout of the subdivision to be submitted to the planning commission and the governing body for consideration.

Redevelopment. Any modification, alteration or renovation of an existing development resulting in an increase in the area of land originally coverable by the existing development.

Streets and alleys:

- (a) Alley. A minor way which is used primarily for vehicular service access to the back or the side of properties otherwise abutting on a street.
- (b) Collector street. A street which carries traffic from minor streets to major arterial streets, including the principal entrance streets of a residential development and streets for circulation within such a development.
- (c) Cul-de-sac or dead-end street. A minor street with only one outlet.

- (d) Local street. A street used primarily for access to the abutting properties.
- (e) Major arterial street. A fast or heavy traffic street of considerable continuity and used primarily as a traffic artery for intercommunication among large areas.
- (f) Marginal access street. A minor street which is parallel and adjacent to arterial streets and which provides access to abutting properties and protection from through traffic.
- (g) Street. A way for vehicular traffic, whether designated as a street, highway, thoroughfare, parkway, throughway, road, avenue, boulevard, lane, place or however otherwise designated.
- (h) Street width. The shortest distance between the lines delineating the right-of-way of a street.

Subdivider. Any person subdividing as an owner; the agent, representative or employee of an owner; or any person acting on behalf of or for the benefit of an owner.

Subdivision. The division of any parcel of land into three or more parts for the purpose of sale, or for the building, development, or redevelopment of a parcel for residential, recreational, industrial, commercial or public use.

Sec. 15A-2. Compliance with chapter.

No person shall subdivide any tract of land which is located within the municipality, except in conformity with the provisions of this chapter.

This section shall not apply to:

- (a) The subdivision of land for and the sale of cemetery plots.
- (b) The sale of land by or to the State of Wyoming or any political subdivision thereof.
- (c) The sale of land for agricultural purposes.
- (d) The sale of land where the parcels exceed 35 acres or more.
- (e) The sale or vacation of easements or rights-of-way.
- (f) The sale of parcels for aligning property lines.
- (g) The sale of condominiums as that terms defined by W.S., 1977, 34-20-103.
- (h) The transfer of any parcel of land by testamentary devisee, foreclosure sale or by order of Court.

Sec. 15A-3. Design requirements - - Applicability.

The design requirements of sections 15A-10 shall apply to all subdivisions within the municipality and to areas within one mile of the municipal boundaries.

Sec. 15A-4. Same- -Streets.

(a) Streets shall bear a logical relationship to topography and to the location of existing or platted streets in adjacent property.

(b) Streets, utility rights-of-way and public open spaces shall conform to the official plans of the municipality for the extension and location of such public facilities.

(c) Minimum street widths shall be as follows:

<u>CLASSIFICATION</u>	<u>RIGHT-OF-WAY</u>	<u>ROADWAY WIDTH</u>
Major arterial	80feet	68 feet
Collectors with property line walk	80 feet	52 feet
Local Street with property line walks	60 feet	46 feet
Local Street with curb walks	60 feet	46 feet

(d) Where a subdivision adjoins or contains an existing or proposed major arterial highway or street on which traffic volumes and vehicular speeds warrant special safety features, marginal access streets at least 30 feet in width shall be required.

(e) Dead-end streets shall be not more than 900 feet in length, with a minimum outside radius of 60 feet at the closed end.

(f) Full width streets shall always be platted.

(g) Street grades shall be more than five-tenths percent but less than ten percent for local and collector streets and alleys and less than six percent for major arterial streets.

(h) Streets shall be leveled to a grade of less than four percent for a distance of at least 100 approaching all intersections.

(i) When streets are in alignment with existing streets, the new streets shall be named according to the streets with which they correspond. Streets which do not fit into an established street naming pattern shall be named in a manner which will not duplicate or be confused with existing street names.

Sec. 15A-5. Same- -Lots.

- (a) Lots shall be at least as large as required by the minimum standards contained in the zoning regulations; except, that in no event shall any interior lot be less than 60 feet in width or less than a minimum of 6,000 square feet in area.
- (b) Lot lines shall be at right angles to the street line or at right angles to the tangent of the curb of the street line.
- (c) Reversed corner lots and through lots shall not be permitted.
- (d) All lots shall front on a public street or highway.
- (e) No lots shall be platted in areas subject to flooding unless adequate flood protection measures are taken consistent with the Town's existing flood plain plan.
- (f) All plats and petitions for annexation shall provide for the transfer of all water rights appurtenant to the area proposed for annexation to the Town of Meeteetse, Wyoming. No plat or petition may be approved without such transfer.

Sec. 15A-6. Same – Blocks.

Blocks for residential use shall be more than 450 feet in length and less than 900 feet in length.

Sec. 15A-7. Same- -Drainage generally.

Major drainage ditches and irrigation ditches shall not be permitted on public streets or highways except to cross such public streets or highways.

Sec. 15A-8. Same- -Alleys.

Alleys shall be at least 30 feet in width and open at both ends in business districts. Alleys at least 30 feet in width shall ordinarily be required in all residential districts. Where alleys are not required, easements shall be granted or reserved at least ten feet in width on each side of all rear lot lines and alongside lot lines where necessary for utility installation and maintenance.

Sec. 15A-9. Same- -Proposed public tracts.

The governing body, upon recommendation of the planning commission, may require reservation of the location and extent of drainage right-of-way, school sites, parks, playgrounds or other public tracts. Such reservation shall be for a period of two years after the approval of the final plat or such further time as may be agreed to by the subdivider. At the end of the two year period or extension thereof, the governing body or school board shall have entered into a contract to purchase or institute condemnation proceedings according to law for such drainage rights-of-way, school sites, parks,

playgrounds or other public tracts; otherwise, the subdivider shall no longer be bound by the reservation. This provision shall not apply to the streets and roads or drainage rights-of-way required for final approval of any plan and deemed essential to the public welfare.

Sec. 15A-10. Same- -Telephone, television and power lines.

No final plat of any subdivision of land shall be approved by the governing body, unless it is possible without undue delay, for the subdivider to supply or guarantee the following improvements:

- (a) Monuments. Permanent survey monuments shall be set at locations specified by the municipality; provided that ordinarily such monuments shall not be more than 1,320 feet, nor less than 660 feet apart. IN addition, one inch galvanized pipe with at least three feet burial from the ground surface to the bottom of the pipe shall be set at all lot corners;
- (b) Sewers. The subdivider shall provide for public water, sanitary sewer and storm sewer mains and laterals with connections to existing mains or laterals shall be installed in accordance with design and construction requirements established by the municipality.
- (c) Surface improvements. The subdivider shall provide for surface improvements, including sidewalks, curbs and gutters, culverts, bridges, pavement of streets and alleys, street signs, fire hydrants and other required improvements shall be constructed by the subdivider in accordance with plans and specifications approved by the municipality and after construction shall be subject to inspection and approval by the municipality.
 - a. All required improvements shall be completed in accordance with grades officially approved by the municipality.

Sec. 15A-11. Same- -Completion or agreement with municipality to guarantee completion; off-site improvements.

Before the governing body shall accept a final plat of a subdivision, the subdivider or owner shall have laid out and constructed all improvements specified by the governing body for completion at such time; or in lieu thereof, the subdivider or owner shall have entered into a written agreement with the municipality, wherein the subdivider shall agree to make such improvements and, when required by the governing body, shall have deposited a bond with sufficient sureties thereon approved by the municipality, guaranteeing this faithful performance of his covenants therein made, or have deposited a bond with sufficient sureties thereon approved by the municipality to cover the cost of such improvements. The bonds or funds guaranteeing the performance of the subdivider's covenants shall be in an amount at least equal to 125 percent of the then current cost of performing the covenants therein made by the subdivider. If the agreement requires the subdivider to construct off-site improvements and the governing body shall find that other properties shall be benefited by such improvements, the

agreement shall contain a provision that the municipality shall not permit the owners of property so benefited to avail themselves of the improvements, until they shall have reimbursed the subdivider, on an equitable basis to be determined by the governing body, for their pro rata share of the original cost of the improvements; provided, that no such reimbursement shall be required unless the subdivider shall have furnished the municipality with a certified statement of the original cost of the improvements within 30 days after completion thereof; and provided further that the subdivider's right to reimbursement shall terminate not later than 15 years from date of completion of the specific improvement for which reimbursement is sought.

Article II. Plats.

Division 1. Generally.

Sec. 15A-12. Compliance with chapter and state law prerequisite to approval.

(a) No plat of any subdivision shall be accepted by the municipality unless it shall have been approved in the manner prescribed in this chapter and also shall be consistent with the law of the state.

Sec. 15A-13. Lot Divisions.

(a) Lot divisions shall follow all procedures prescribed below for a Major Subdivision with exception of the preliminary plat procedures, and the requirement for provision of improvements. The Lot Division procedure may be used once for the division of a parcel. Any further subdivision of a parcel created by a lot division after date of passage of this ordinance shall be considered a Major Subdivision.

(b) Major subdivisions shall follow the procedures prescribed below.

Sec. 15A-14. Pre-application Conference.

(a) A pre-application conference shall be required for all subdivisions. The conference shall be scheduled upon written request to the Administrator of Planning Services. In addition to the applicant or his representative and the municipality, participants in the conference may include a member or members of the planning commission and representatives of any public agency that may have an interest in or be affected by the proposed subdivision. The municipality may elect to hold the pre-application conference before the planning commission and the Board of County Commissioners when it determines such review is called for by the proposal. The purpose of the conference shall be to discuss informally the proposed subdivision concept, its conformity with the Comprehensive Plan, its relationship to surrounding development, any site conditions that may require special consideration or treatment, and the requirements of this resolution and of County Land Use Regulations that would be applicable. The applicant shall present written responses to the following required findings for subdivisions:

1. That streets and roads are designed to existing standards of the county, and

where applicable, the Wyoming Highway Department. Factors included are right-of-way width, surface width, surface type, gradient, radius, signage, and intersection design.

2. That the subdivision will not be detrimental to the health, safety, comfort, convenience, and public welfare of neighboring properties, and will not be incompatible with the surrounding area.

3. The proposed subdivision is compatible with and subordinate to the scenic and rural character of the area.

4. That the subdivision will not conflict with existing easements, or render other properties in the area reasonably inaccessible.

5. That the design of the subdivision provided for adequate fire, police, and other emergency vehicle access.

6. The proposed subdivision location and design is such that it will not have significant adverse impact on wildlife habitat, wildlife migration routes or fisheries.

7. The proposed subdivision will not interfere with existing agricultural water rights, and that provision has been made to ensure access to agricultural water supplies for maintenance.

8. The proposed subdivision is consistent with the purposes of the resolution.

Upon completion of the pre-application conference, a Preliminary plat shall be prepared and submitted by the applicant to the Park County Sheriffs' Department, as well as any other public agency as determined by the Planning Administrator. Public agencies shall be given 30 working days following receipt of the request for review in which to submit comments.

Sec. 15A-15. Changes, erasures, etc., after approval by governing body.

No changes, erasures, modifications or revisions shall be made in any plat of a subdivision after approval has been given by the governing body and endorsed in writing on the plat, unless such plat is first resubmitted to the planning commission and approved by the governing body as a revised plat.

Sec. 15A-16. Preparation to be by licensed engineer; contents.

Two weeks prior to a planning commission meeting, the subdivider under this chapter or his representative shall file three copies of a preliminary plat with the municipal clerk for presentation to the planning commission. The preliminary plat shall be considered officially filed with the planning commission on the date of the planning commission meeting at which such plat is presented.

Sec. 15A-17. Preparation to be by licensed engineer; contents.

The preliminary plat of a subdivision, which shall be prepared by a state licensed engineer or surveyor, shall contain the following information.

- (a) The proposed name of the subdivision;
- (b) The location of the subdivision as a part of some larger subdivision or tract and, by reference to permanent survey monuments, with a tie to a section corner or a quarter section corner;
- (c) The names and addresses of the subdivider's and owners, the designer of the subdivision, the engineer or surveyor and a reasonably accurate designation of the owners of adjacent unsubdivided property;
- (d) The location and principal dimensions for all proposed streets, alleys, easements, lot lines and areas to be reserved for public use;
- (e) The date of preparation, scale (not less than 200 feet to the inch) and north sign (designation as true north);
- (f) Contours at municipal datum at vertical intervals of not more than two feet where the slope is less than ten percent and not more than five feet where the slope is more than ten percent;
- (g) The acreage of the land to be subdivided;

Sec 15A-18. Notice to parties of hearing.

The planning commission shall notify the subdivider under this chapter of the time and place of a hearing before the planning commission on the preliminary plat not less than three days before the date fixed for the hearing. Notice of the hearing, in the form of a first class letter, shall be mailed to the owners of the land immediately adjoining the area proposed to be platted, as shown on the preliminary subdivision plan, and notice of the hearing regarding the proposed subdivision shall also be given to public or private utility offices serving the area and to the public school district. If the planning commission in their sole discretion determines a reasonable effort has been made to contact all adjoining landowners and utility and school officials, the given.

Sec 15A-19 Approval of disapproval – By planning commission.

After the hearing on the preliminary plat for a subdivision, the planning commission shall approve, disapprove or approve subject to modification, the plat. If approved, the chairman of the planning commission shall affix his signature to the plat. If recommended for approval with modifications or disapproved, the chairman of the planning commission shall attach to the plat a statement of the reasons for such action. In any case, a notation of the action taken and requisite reasons therefor shall be entered in the records of the planning commission.

Sec 15A-20. Same--By governing body; to subdivider.

The governing body shall act on the recommendation of the planning commission concerning a preliminary plat, within 30 days after the planning commission recommendation is formerly presented to the governing body. The governing body shall determine whether the preliminary plat shall be approved, approved with modifications, or disapproved and shall give notice of its decision to the subdivider. If approved, the mayor shall affix his signature to the plat. If approved with additional modifications or disapproved, there shall be attached to the plat a statement of the reasons for such actions signed by the mayor.

Division 2. Final Plats.

Sec. 15A-21. Drawings to conform with state law.

All drawings on a final plat shall conform to the provision of section 33-29-134 of the Wyoming Statutes of 1977. (Renumbered, 1987)

Sec. 15A-22. To be submitted with engineering drawings, construction plans, etc.

The final plat shall be accompanied by the engineering drawings, construction plans, agreements or bonds as may be specified by the governing body in accordance with the provisions of section 15A-11;

Sec. 15A-23. Required contents.

The final plat shall incorporate all changes or modifications required by the governing body. It shall conform to the requirements of the laws of the state. It shall contain all of the information required for the preliminary plat, except contour lines, plus the following:

- (a) Accurate dimensions for all lines, angles and curves used to describe boundary streets, alleys, easements, areas to be reserved or dedicated for public use and other important features;
- (b) An identification of all lots and blocks, names of streets and street addresses for each lot;
- (c) A good and sufficient dedication of all of the streets, alleys, easements, parks and other public areas as shown on the plat to the public;
- (d) A certification by a state licenses survey or engineer as to the accuracy of the survey and drafting of the plat;
- (e) Certifications for approval of the plat by the planning commission and approval and acceptance of the plat by the governing body.

Sec. 15A-24. Filing; approval or disapproval by planning commission.

After receiving notice of the action of the governing body approving the preliminary plat, if a subdivider desires to proceed, he shall file three copies of the final plat with the municipal clerk at least two weeks prior to a regular meeting of the date of the planning commission. The final plat shall be considered officially filed on the date of the planning commission meeting at which time such plat is formally presented. The planning commission shall act on the final plat within 30 days after official filing, unless the time is extended by agreement with the subdivider or his agent. The planning commission shall recommend to the governing body whether the final plat shall be approved or disapproved. If recommended for approval, the chairman of the planning commission shall affix his signature to the plat. If disapproved, the chairman of the planning commission shall attach to the plat a statement of the reasons for such action. In any case, a notation of the action taken and requisite reasons therefor shall be entered in the records of the planning commission.

Sec. 15A-25. Review by municipal attorney, etc.

Before a final plat, which has been recommended for approval by the planning commission, shall be presented to the governing body, engineering design plans and a subdivision improvement agreement or bond, as described in section 15A-21, shall be reviewed by the municipal attorney.

Sec. 15A-26. Approval or disapproval by governing body.

The governing body shall act on the final plat within 30 days after the plat is presented to the governing body. If no action is taken by the governing body within 30 days or a longer period as may have been agreed upon, the final plat shall be deemed approved. If the final plat is approved and all necessary subdivision agreement forms, bonds and engineering plans are also approved by the governing body, the mayor shall attach to the plat a statement of the reasons for such action.

Sec. 15A-27. Recoding after final approval.

The subdivider shall record the approved final plat, as signed by the mayor, in the office of the county recorder within 30 days after the date of approval; otherwise, the approving action of the governing body shall be deemed to have been withdrawn. Any written agreement prepared as required by section 15A-11 must be fully executed before the final plat is signed.

Sec. 15A-28. Subdivider to furnish municipality with prints as recorded.

The subdivider shall, immediately upon recording the approved final plat, furnish the municipality with three black and white prints of the final plat as is officially recorded.

Sec. 15A-29. Final acceptance-Prerequisite to issuance of building permits; exception.

The building inspector shall not issue building or repair permits for any structure

on a lot in a subdivision for which final plat has not been approved and recorded in the manner prescribed in this chapter, unless such lot faces a street otherwise accepted by the governing body for public improvements and services.

Sec. 15A-30. Same-Prerequisite to street improvements, etc., by municipality.

The municipality shall withhold all public street improvements as services of whatsoever nature, including maintenance from all areas which have not been accepted by the governing body in the manner prescribed in this chapter or by other official actions of the governing body.

Sec. 15A-31. Fees and Costs.

Each application for a subdivision permit shall be accompanied by a fee of \$ 250.00 or \$ 25.00 per lot to a maximum fee of \$1000.00. All fees shall be payable to the Town of Meeteetse. In addition, prior to final approval of any subdivision plat, the subdivider shall reimburse the Town of Meeteetse for any legal fees, publication costs, duplication costs or other associated out-of-pocket costs incurred by the Town of Meeteetse in review and approval of the subdivision.