



File No. _____

The Town of Wyoming

APPLICATION FOR RECORD PLAT APPROVAL / RE-SUBDIVISION

Site Plan Title: _____

Location: _____

PROPERTY OWNER INFORMATION

Name: _____

Address: _____

_____ Phone: _____

Signature(s): _____

NOTE: Legal property owner(s) must sign application

APPLICANT INFORMATION

Name: _____

Address: _____

_____ Phone: _____

Signature(s): _____

Present use: _____

Proposed use: _____

Adjacent parcels in same ownership: _____

Number of Units; Existing: _____ Proposed : _____

Has this parcel ever been part of a previous application? _____ Yes / _____ No

If yes, briefly describe: _____

PROCEDURE FOR SUBMISSION OF REQUIRED PLANS

- 1) PRE-APPLICATION CONFERENCE
- 2) SUBMISSION OF TENTATIVE PLAN BY SUBDIVIDER
- 3) TENTATIVE PLAN APPROVAL BY PLANNING & ZONING COMMISSION
- 4) CONSTRUCTION AND IMPROVEMENT PLANS
- 5) SUBMISSION OF RECORD PLAT
- 6) RECORD PLAT APPROVAL AND RECORDING

SUBMISSION REQUIREMENTS

- 1) Pre-Application Meeting:

Before the preparation of a Site Plan for review by the Town of Wyoming, the applicant and the Planning and Zoning Commission shall hold a pre-application meeting, at which time submission requirements will be explained to the applicant. Note: No plan will be accepted without a pre-application meeting.

- 2) Applications for site plan review must consist of the following:

- a) Completed application
- b) Four (4) black or blue line prints of the tentative plan
- c) Appropriate filing fee in accordance with adopted fee schedule
- d) Any additional information requested by the Planning and Zoning Commission or pertinent information deemed necessary by the applicant.

FEE SCHEDULE

Plan filing fee (residential subdivision)	\$200.00 minimum and \$10.00 per lot in excess of 10 lots.
Plan filing fee (commercial or industrial Subdivisions)	\$500.00 minimum and \$10.00 per acre for each acre or portion in excess of 10 acres

ALL FILING FEES ARE NON-REFUNDABLE.

Please call Wyoming Town Hall if you have questions 302-697-2966

Office Use Only

Date Received: _____ Payment Method: _____

Date on Planning & Zoning Agenda: _____ Tax Map ID: _____