

# TOWN OF HUDSON

## SUBDIVISION FINAL PLAT APPLICATION



**PROJECT NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

### OWNER CERTIFICATION:

I certify that I am the lawful owner of the land included in this application, and that I consent to this application.

**Owner:** \_\_\_\_\_ **Date:** \_\_\_\_\_

I certify that the information submitted with this application and correct to the best of my knowledge. I understand that the application will be processed only after submittal of a complete application, including all required documents and fees.

**Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### APPLICATION CHECKLIST (check as completed) (town to fill in all items noted with \*\*.):

Applicant		Town
	Date of Preliminary Plan approval by Board of Trustees (must be less than one year prior to date of this application). Date: _____	
	One copy of Application package submitted for review.	
	Applicant notified of adequacy of Application package, and of the number of copies of Application materials to be submitted. Date: _____	

### SUBMITTAL REQUIREMENTS:

	Completed <i>Development Application</i> form, if not submitted earlier.	
	Application Fee: \$ _____ ** Staff initials: _____	
	Review Fee Deposit: \$ _____ ** Staff initials: _____	
	Evidence of current ownership, acceptable to the Town Attorney, such as a copy of an updated title policy or commitment, current within thirty (30) days.	
	Final Plat Map (refer to Subdivision Regulations for specifications): 1. Two original mylar final plats, executed by owner, in a form to be signed by Town and recorded. 2. _____ paper copies of full-size paper map, properly folded. ** 3. One copy of final plat, reduced to 11 x 17 inches.	
	Check for plat and SIA Weld County recording fee in the amount of \$ _____. (Check with Town for exact amount.)	
	Plat Format (see §16-91(e) for more details): 1. Legal Description. 2. Vicinity map. 3. Subdivision map with lots, blocks, easements, survey information. 4. ROW, easement, public land dedications. 5. Park land or cash-in-lieu of park land per Subdivider Improvement Agreement. 6. Signature blocks for: Planning Commission; Board of Trustees; surveyor; owners; lien holders; special districts; vested rights certification (if necessary). 7. Other information required by the Town.	

**DEVELOPMENT REPORTS AND DOCUMENTS** (refer to Subdivision Regulations for specifications)

Applicant		Town
	<p>1. Engineering plans:</p> <ul style="list-style-type: none"> <li>• Street layout and cross-sections</li> <li>• Street construction plans and profiles</li> <li>• Sewer and water line layout, construction plans</li> <li>• Estimate of water usage</li> <li>• Final drainage plan and report</li> <li>• Storm sewer construction plans</li> <li>• Over-lot grading plan</li> </ul> <p>2. Signed Subdivision Improvements Agreement (SIA).</p> <p>3. Guarantee of public improvements (letter of credit). (see §16-91(g) for more details)</p> <p>4. Park facilities master plan and construction plans, if required in SIA.</p> <p>5. Final landscape plan for public ROW, if required in SIA.</p> <p>6. Construction estimates for all public improvements.</p> <p>7. Warranty deeds and title insurance for school land or cash-in-lieu of school land agreement.</p> <p>8. Warranty deeds and title insurance for dedicated public lands.</p> <p>9. Warranty deeds and title insurance for all dedicated rights-of-way.</p> <p>10. Water rights transfer as required to serve development, or approved cash-in-lieu of water rights.</p> <p>11. State or County permits for access and right-of-way landscaping, if necessary.</p> <p>12. Site existing conditions map (unless submitted earlier in process.)</p> <p>13. Landowners' Association declaration, covenants, private or common elements maintenance agreements.</p> <p>14. Additional documents or fees as required (list) **:            _____            _____            _____            _____            _____            _____            _____            _____         </p>	

**REVIEW PROCESS:**

Applicant		Town
	Complete Final Plat application received by Town. Date received: _____	
	Negotiation with staff on Subdivision Improvements Agreement. Date: _____	
	SIA reviewed by Town Attorney and signed by applicant. Date: _____	
	Town Engineer approval of all construction drawings. Date: _____	
	Board of Trustees hearing date set. Hearing date: _____	
	Applicant notified of date and time of Board of Trustees meeting. Date: _____	
	Board of Trustees Public Meeting and action on Final Plat and SIA. Hearing date: _____ Action: _____	
	Applicant advised of Trustees action on Final Plat. Date: _____	
	Town signatures obtained on approved Final Plat and SIA.	
	Final Plat and SIA recorded. Date: _____ Recording information: _____	

**COMMENTS:**

**FOR OFFICE USE ONLY:**

**Date Received:** \_\_\_\_\_ **Fees:** \_\_\_\_\_ **Rec'd. by:** \_\_\_\_\_ **Case #:** \_\_\_\_\_