



CITY OF GILLETTE

Engineering & Development Services
Planning Division
P.O. Box 3003 • Gillette, Wyoming 82717-3003
Phone 307.686.5281
www.gillettesy.gov

SUBDIVISION DRAWDOWN REQUEST FORM

According to the City of Gillette Subdivision Regulations, a subdivider may request a partial reduction of the posted financial guarantee for a subdivision with a revised Addendum A showing the cost of the remaining subdivision improvements. For further information see Section 6 of the Subdivision Regulations. All of the required items listed below shall be completed in order to request a drawdown for subdivision improvements.

Name of the Subdivision: _____

Owner: Name, address, telephone number, email:

Agent: Name, address, telephone number, email:

Engineer: Name, address, telephone number, email:

The following items shall be provided to the City Planning Division for review:

- a. Revised Addendum A itemized cost estimate stamped by a Wyoming P.E. _____
- b. Completed Recorded Plat Agreement signed by the subdivider _____
- c. Review fee of \$500.00 payable to the City of Gillette _____
- d. Revised financial guarantee (only after approval by City Staff) _____

All drawdown requests will result in an inspection of the subdivision improvements by the City Engineering Division (a minimum of one (1) week's notice shall be given to the Engineering Division to coordinate the inspection.) This inspection verifies that the work that has been completed to date. Upon approval by the Planning Manager and the City Engineer, the subdivider shall submit a new financial guarantee for 100% of the costs of the remaining improvements. The original financial guarantee will be returned upon receipt of the new financial guarantee.

The following parties agree to the terms and conditions of the drawdown request according to Section 6 of the Subdivision Regulations:

Dated this _____ day of _____, 20____

Owner's Signature

Engineer's Signature

City Staff has reviewed and approved the Drawdown Request:

Planning Manager *Date*

City Engineer *Date*