



CITY OF GILLETTE

Development Services
Planning Division

201 E. 5th Street • Gillette, Wyoming 82716

Phone 307.686.5281

www.gillettewy.gov

PUD Preliminary Plat Checklist

1. Plat Requirements

- a. Scale of 1" = 100' or larger (scale noted on the plat)
- b. Name of the PUD (check with Planning Division to avoid duplication)
- c. Date of preparation
- d. North arrow and scale (top of sheet should be north when possible)
- e. Vicinity map
- f. Names, addresses, and phone numbers of the developers or subdividers, and individual or firm who prepared the plat
- g. A legal description of the PUD boundary
- h. Heavy, solid lines for the PUD boundary
- i. Description of boundary and control monuments
- j. Existing contours at two-foot (2') intervals
- k. Significant natural features delineated
- l. Floodplains delineated
- m. Location, dimensions and names of any existing roads, streets, alleys, railroad rights-of-way and structures
- n. Location, size, and grades of existing sewers, water mains, gas lines, or other underground utilities within and adjacent to the proposed PUD
- o. Location of all general utility and access easements of record (including gas, telephone, power, etc)
- p. Existing zoning and general use of the land within the PUD area and immediately surrounding areas
- q. Location and dimensions of proposed streets, roads, alleys, pedestrian ways and easements
- r. Layout, numbers, and approximate dimensions of proposed lots and blocks

- s. Location, dimension, and size in acres of all residential, industrial, or commercial uses, acreage of open space, acreage of land in street rights-of-way and other descriptive materials useful in reviewing the proposal
- t. A summary table of the total number of acres, number of lots, acreage of residential, industrial or commercial uses, acreage of open space, acreage of land in street rights-of-way, and other descriptive materials useful in reviewing the proposal

2. Other Required Supplemental Information

- a. Total amount of Preliminary PUD Plat review fee - \$50.00
- b. Two (2) 24" x 36" paper copies of the plat. Plat shall be prepared by a licensed Wyoming engineer, surveyor, or architect
- c. Excel document (.xls/.xlsx) of surrounding property owner mailing list within 140 ft. from all boundaries not including rights-of-way or alleys
- d. Statement of how and when required improvements are proposed to be installed
- e. Zoning application, if necessary, on standard forms
- f. Identification of lands subject to natural hazards
- g. Statement on the development and maintenance responsibility for any proposed private streets, common areas, and open spaces
- h. Recommendations of a professional engineer regarding soil suitability, erosion control, sedimentation, and flooding
- i. Description of the phasing and scheduling of phases of the development if the PUD is to be developed in separate phases
- j. Annexation petition, if applicable, on standard forms (must have advance approval to proceed from the City Council)
- k. Preliminary engineering plans (consult Section 101.20 to 101.50 of the City of Gillette Design Standards)
- l. Landscaping plan
- m. Brief written description of the character of the PUD and overview of the reason of the PUD

- n. Preliminary school, traffic, and infrastructure impact studies
- o. Draft covenants
- p. Completed project specific development standards/draft ordinance form
- q. Parkland/open space/landscaping proposal and map for review by the Parks Board
- r. Plat and all required documents uploaded into Energov