



**CITY OF GREAT BEND  
PLANNING COMMISSION  
FINAL PLAT APPLICATION**

DATE: \_\_\_\_\_

APPLICATION FEE: \$100.00

*\*IF MORE THAN TWO MEETINGS ARE REQUIRED FOR APPROVAL AN  
ADDITIONAL FINAL PLAT FEE WILL BE ASSESSED*

DEVELOPER NAME: \_\_\_\_\_

DEVELOPER ADDRESS: \_\_\_\_\_

DEVELOPER PHONE: \_\_\_\_\_

*PROPERTY OWNER DIFFERS FROM DEVELOPER*

PROPERTY OWNER NAME: \_\_\_\_\_

PROPERTY OWNER ADDRESS: \_\_\_\_\_

PROPERTY OWNER PHONE: \_\_\_\_\_

PROPERTY IS LOCATED IN THE:  CITY  COUNTY

PROPOSED NAME OF SUBDIVISION: \_\_\_\_\_

ZONING DESIGNATION: \_\_\_\_\_

CURRENT USE OF PROPERTY: \_\_\_\_\_

PROPOSED USE OF PROPERTY: \_\_\_\_\_

APPLICATION CHECKLIST:

- APPLICATION FEE
- ORIGINAL (ON MYLAR, TRACING CLOTH OR SIMILAR MATERIAL) AND TWENTY-FIVE (25) PRINTS THEREOF SUBMITTED TO SECRETARY OF PLANNING COMMISSION AT LEAST 15 DAYS PRIOR TO MEETING
- ABSTRACT OF TITLE CERTIFIED TO DATE WITH AN ATTORNEY'S OPINION OR IN THE ALTERNATE TITLE INSURANCE OF OWNERS POLICY USING THE STANDARD ALTA OWNERS POLICY OF TITLE SHOWING THE NAME OF THE OWNER OF THE LAND AND ALL OTHER PERSONS WHO HAVE AN INTEREST IN OR AN ENCUMBRANCE ON THE REAL ESTATE WHICH IS SUBJECT OF THE PLAT. CONSENT OF ALL SUCH PERSONS SHALL BE SHOWN ON THE PLAT

Remit Application to: City of Great Bend, c/o Building Inspections, 1205 Williams, Great Bend, KS 67530  
Phone: 620-793-4106

AND A CERTIFICATE OF APPROVAL SHALL BE REQUIRED FROM THE CITY ATTORNEY.

- CERTIFICATE SHOWING ALL TAXES AND SPECIAL ASSESSMENTS DUE AND PAYABLE HAVE BEEN PAID IN FULL: OR IF SUCH TAXES HAVE BEEN PROTESTED AS PROVIDED BY LAW, MONIES OR OTHER SUFFICIENT ESCROWS GUARANTEEING SUCH PAYMENT OF TAXES IN THE EVENT THE PROTEST IS NOT UPHELD, MAY BE PLACED ON DEPOSIT WITH SUCH OFFICIALS OR GOVERNING BODIES TO MEET THIS REQUIREMENT.
- COPY OF DEED RESTRICTIONS OR COVENANTS AND RESTRICTIONS APPLICABLE TO THE SUBDIVISION.
- CERTIFICATION FROM REGISTERED LAND SURVEYOR THAT ALL PERMANENT MONUMENTS REQUIRED HAVE BEEN SET OR ARE UNDER CONTRACT TO BE SET.
- DEVELOPMENT PLAN: A PLAN SHOWING THE SIZE AND LOCATION OF ALL IMPROVEMENTS TO BE MADE IN THE SUBDIVISION, SUCH AS CURB, GUTTER, STREET PAVING, SIDEWALKS, WATER AND SEWER LINES. THE PLAN ALSO DECLares A TIME SCHEDULE AS TO WHEN THE SUBDIVIDER INTENDS TO MAKE IMPROVEMENTS PRIOR TO OPENING THE SUBDIVISION FOR DEVELOPMENT.
- LETTER OF CREDIT AS PER CITY POLICY.
- ALL ITEMS AS REQUIRED BY PART VI, SECTION 6 OF THESE REGULATIONS.

\*\*Full list of requirements can be found in the City of Great Bend Subdivision Regulations. These regulations can be accessed on our website at [www.greatbendks.net](http://www.greatbendks.net) or by contacting Building Inspections at 620-793-4106.

I hereby certify that statements contained in this application are true and correct.

I understand that when the Final Plat has been approved, certified and acknowledged as provided, it shall be filed and recorded in the Office of the Register of Deeds, Barton County, Kansas. Two mylar copies of the recorded Plat as certified by the Register of Deeds shall be filed with the Secretary of the Planning Commission. The developer shall be responsible for all filings.

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Signature of Property Owner

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Printed Name of Property Owner

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Signature of Developer

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Printed Name of Developer

**City Use Only**

Date Application Received: \_\_\_\_\_

Date Preliminary Plat Approved: \_\_\_\_\_

**Planning Commission Action**

APPROVE

DISAPPROVE

Date: \_\_\_\_\_

By: \_\_\_\_\_

Chairman of Planning Commission

\*Final Plat shall be approved or disapproved by the Planning Commission within 60 days of its submission date. If the Planning Commission disapproves, it shall advise the subdivider in writing of the reason for such disapproval. If the Planning Commission finds that the Final Plat conforms to this ordinance and the approved Preliminary Plat, and the requirements of Parts VII and VIII have been accomplished, it shall endorse the Final Plat as previously shown, and submit it to the Governing Body for approval and acceptance of dedications.

**Governing Body Action**

APPROVE

DISAPPROVE

Date: \_\_\_\_\_

Type of Action: \_\_\_\_\_

\*Final Plat shall be approved or disapproved by the Governing Body within 30 days of its receipt thereof. If the Governing Body fails to act within the time limit, the Final Plat shall be deemed approved, unless the subdivider shall have agreed in writing to extend or waive such time limitation. The Governing Body's approval of the Final Plat and any dedications shall be shown on the Plat as provided previously. If the Governing Body disapproves the Plat, it shall advise the subdivider in writing of the reasons for such disapproval.