

Converse County Special Projects

107 North 5th Street, Suite B-6 • Douglas, WY 82633 • 307-358-1990

October 20, 2023

Town of Rolling Hills
38 South Badger Road
Rolling Hills, WY 82633

Enclosed is a copy of a Subdivision Permit Application and preliminary plat. Please review these documents in consideration of your current structures, rights-of-way, etc., as well as future needs and forward any comments to the following address:

Converse County
Special Projects Office
107 N. 5th St., B-6
Douglas, WY 82633

Please submit any comments in written form within two (2) weeks of the date of this letter. Any Subdivision located within one (1) mile of a municipality must have written approval by that municipality.

If I can be of any assistance, please do not hesitate to contact me.

Sincerely,



Tory Walsh
Special Projects Coordinator
Direct: (307) 358-1990
Email: tory.walsh@conversecountywy.gov

CHAPTER 4 MINOR SUBDIVISION REVIEW PROCESS

Section I. Purpose

The purpose of this provision is to establish minimum procedures and informational requirements to expedite the preparation, review, and approval of Minor Subdivision plats within Converse County, Wyoming.

Section II. Definition

A Minor Subdivision is a division of one (1) or more parcels of land into five (5) or fewer lots, parcels, or tracts of land under thirty-five (35) acres each, pursuant to W S §18-5-306(a). If the subdivision divides a large parcel(s) of land, the remaining portion of the original parcel(s) must be greater than eighty (80) acres to be excluded from the subdivision. A Minor Subdivision shall be reviewed through the Minor Subdivision process as outlined in this chapter. The creation of new roads and the proximity to existing subdivisions and dwellings, not within the proposed subdivision, may trigger a review under Major Subdivision standards. Minor Subdivisions may be exempt from Major Subdivision requirements and DEQ approval.

Section III. Municipalities

Any subdivision within one (1) mile of a municipality shall be submitted for review and written approval by the municipality.

Section IV. Water Rights

With respect to any water rights appurtenant to lands to be subdivided in accordance with this chapter and prior to final approval of the subdivision permit, the applicant shall provide the following:

The intended disposition of the water rights by:

1. Written documentation from the State Engineer or the State Board of Control that the applicant submitted to the State Engineer or the State Board of Control all documents necessary to voluntarily abandon the water rights, cancel an adjudicated permits or eliminate applicable lands from adjudicated permits. The applicant shall notify any purchasers of this action.
2. Written documentation from the State Board of Control that the applicant has submitted to the State Board of Control all documents necessary to change the use or place of use to provide for beneficial use of the water rights outside the subdivision.
3. A plan, accompanied by written documentation from the State Engineer approving the plan, for the distribution of the water rights appurtenant to the land to be subdivided. The plan shall specify the distribution of the water to the lots within the subdivision and shall include written documentation from the State Board of Control necessary to change the use, place of use or point of diversion or means of conveyance in accordance with W.S. § 41-3-103, W.S. § 41-3-104 or W.S. § 41-3-114; or written documentation from the State Board of Control that it has accepted an authorization to detach water rights appurtenant to the lands to be subdivided in accordance with rules and regulations promulgated by the State Board of Control.
4. If the subdivision is located with lands served by or crossed by a ditch, irrigation works or other water conveyance system, evidence that the applicant submitted the plan to the public entity, company, association, or appropriators responsible for the ditch, irrigation works or

Approved & Adopted as Amended by the Converse County Board of Commissioners: Aug 18, 2015, June 18, 2019, June 15, 2021, August 16, 2022, July 18, 2023. These Subdivision Regulations supersede and replace any previous Regulations adopted. All references to Wyoming State Statutes are current as of the date of adoption.

**APPENDIX H
MINOR SUBDIVISION FORM
APPLICATION INSTRUCTIONS**

This is an application for a minor subdivision on the parcel of land described hereon. By completing the application form and providing the other requested information, your application will be acted upon in the fastest, fairest manner prescribed by law. Citizens are encouraged to discuss their application with the Special Projects Office. All applications must be complete.

PLEASE SUBMIT THE FOLLOWING:

A completed application form. Answer all portions and type or print your answers. Attach additional pages, if needed.

Proof that a Notice of Intent to Subdivide (see Appendix G) has been published twice in two separate weeks within 30 days of submitting this application.

A list of adjacent landowners and their mailing addresses per County records.

Submit 25 reproducible copies of an 11" x 17" preliminary plat (see Appendix P). The applicant shall submit all supporting documents via paper copies and in pdf format.

A notarized certification of ownership or title policy or commitment. (see Appendix B)

1. Applicant's

Name: Mickey David Farrar (trustee) Mickey David Farrar Living trust Dated January 5, 2015

2. Address: P.O. Box 1552 Glen Rock, WY, 82637

3. Phone: (307) 259-4010

4. Explain why you are requesting this minor subdivision and detail the proposed

use: SPLIT off 5 Acres For Brother

5. Legal description and size of property (give quarter-section, section, township and range).

Lot 1, Rolling Hills NO. 1 Subdivision S15 T34N R75W

6. Current land use of property: Residential

7. Type of sewerage disposal: Public Septic Holding Tank Other: _____

8. Source of Water: well

9. This property was purchased from: Mickey D. Farrar

10. The date this property was purchased: January 8th, 2015

I (We) hereby certify that I (We) have read and examined this application and know the same to be true and correct to the best of my (our) knowledge. Granting this request does not presume to give authority to violate or cancel the provisions of any other state or local laws. Falsification or misrepresentation is grounds for voiding this request, if granted. All information within, attached to or submitted with this application shall become part of the public record. I (We) further understand that all application fees are non-refundable.

Applicant/Owner: Mickey D. Farrar

(Signature)

Date: 9/29/23