



WestFargoND.gov

APPLICATION FOR SUBDIVISION (PLAT)

Note: Prior to submitting application, please contact the City of West Fargo Department of Planning & Zoning to discuss your application and/or to schedule a pre-development meeting. Such discussions are required prior to submittal of an application for subdivision.

Subdivision standards can be found in Chapter 4-04 of the West Fargo City Ordinances.

Application Submittal Checklist – The following items must accompany this form for your application to be considered complete:	
<input type="checkbox"/>	Application fee - \$500 (major subdivision) or \$350 (minor subdivision)
<input type="checkbox"/>	Preliminary Plat
<input type="checkbox"/>	County tax statement (proof of paid taxes)
<input type="checkbox"/>	Area sketch plan/Site plan
<input type="checkbox"/>	Grading and Drainage plan (or email from West Fargo Engineering Department)
<input type="checkbox"/>	Letter from the Park District indicating their recommendations for land dedication or payment in lieu of fees. (for new subdivisions)
<i>Note: The following items must be submitted upon approval of the preliminary plat, as applicable: Final Plat, Title Opinion, Subdivision Developer Agreement, & Dedication Agreement.</i>	

Property Owner Information
Name (printed): _____
Address: _____
Primary Phone: _____
Alternative Phone: _____
Email: _____
(Attach separate sheet if multiple owners)

Representative Information (Point of Contact)
<input type="checkbox"/> Same as Property Owner
Name (printed): _____
Company: _____
Address: _____
Primary Phone: _____
Alternative Phone: _____
Email: _____

Plat & Property Information
Name of Plat: _____ <input type="checkbox"/> Major Subdivision <input type="checkbox"/> Minor Subdivision
Does the plat include a request for subdivision variance? <input type="checkbox"/> Yes <input type="checkbox"/> No
Does the plat include vacation of public right-of-way? <input type="checkbox"/> Yes <input type="checkbox"/> No
<i>Note: If yes, a petition signed by all abutting property owners must be submitted along with the Plat.</i>
Address: _____
Legal Description (attach separate sheet if needed): _____



Planning and Zoning Department
800 4th Avenue E., Suite 1
West Fargo, ND 58078
Office: 701.515.5370
Email: planning@westfargond.gov

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Please Briefly describe the reason for your request:

Acknowledgement – We hereby acknowledge that we have familiarized ourselves with the rules and regulations to the preparation of this submittal and that the foregoing information is true and complete to the best of our knowledge and that correspondence regarding this application will be submitted to the application representative named above.

Owner Signature

(Attach separate sheet for multiple owners)

Representative Signature

For City Use Only

Date filed: _____

Case Number: _____

Payment Information: _____