



Belén

The Hub City

City of Belen

APPLICATION FOR FINAL PLAT

INSTRUCTIONS

A request for Final Plat Approval must be made within 12 months following Preliminary Plat Approval; otherwise, the Preliminary Approval will be deemed null and void, unless an extension of time has been requested in writing through the City Planner and duly approved by the Planning & Zoning Commission. Type or print clearly on this form, and attach **12 (twelve) 11" x 17"** copies of the Final Plat. Also, include any required supplementary materials. Incomplete or inaccurate applications may delay the review process. The completed application package must be submitted to the City of Belen Planning & Zoning Commission through the City Planner, and shall be in compliance with the City of Belen Subdivision Regulations and Standards. There is no filing fee for this application however; all engineering and/or consultant fees that the City of Belen has incurred will need to be paid in full before Final Plat Approval can be heard in front of the Planning & Zoning Commission. ***If the plat is approved, and after recording at the City of Belen Clerk's Office, you must provide 2 (two) full size paper copies and 2 (two) 11" x 17" paper copies of the recorded plat to the City Planner. Notification fees are required with application. (Notification fees are based on the number of letters to be mailed).***

APPLICANT INFORMATION

Applicant: _____ Phone: _____

Address: _____

Agent (if any) _____ Phone: _____

Address: _____

GENERAL INFORMATION

Name of Subdivision: _____

Total Lots: _____ Total Acreage: _____ Total Miles of New Public ROW: _____

Current Zoning: _____

ACKNOWLEDGEMENTS

Application is hereby made for a final approval of the subdivision of land proposed herein. I have examined, am familiar with, and have complied with, any and all requirements of the Subdivision Regulations and Standards of the City of Belen including, but not limited to: payment of administration fees, transfer of water rights, and dedication of land for public use. I have also complied with the requirements of any and all other applicable rules, regulations, and ordinances related to property development within the City of Belen. I further understand and agree that neither the City nor any of its agents shall be held liable for any lack of understanding, or misinterpretation, on my part, of any said requirements.

Signature of Applicant or Agent: _____ Date: _____

Receipt by Planning & Zoning Officer: _____ Date: _____

Hearing Location: City of Belen Council Chambers Hearing Date & Time: _____