



# PLAT APPLICATION

- COMPLETED APPLICATION FORM
- APPLICATION FEES
- CD (CADD & PDF) PLAT ~ PER CITY'S STANDARDS
- 1 FULL SIZED PAPER PLAT COPY
- 1 REDUCED PAPER PLAT COPY 11x17

**PUBLIC SERVICES ~ ENGINEERING DIVISION**

GIS - Copy Application & Map

**OWNER INFORMATION:**

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

Name: \_\_\_\_\_ Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_  
 Address: \_\_\_\_\_ E-Mail Address \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Ownership Status: Owner \_\_\_\_\_ Agent \_\_\_\_\_ Tenant \_\_\_\_\_ Contract Buyer \_\_\_\_\_

**INFORMATION FOR: ENGINEER: \_\_\_\_\_ SURVEYOR: \_\_\_\_\_**

Name: \_\_\_\_\_ Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_  
 Address: \_\_\_\_\_ E-Mail Address \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**PLAT INFORMATION:**

Subdivision Name: \_\_\_\_\_  
 Subdivision File Number: \_\_\_\_\_  
 Size of Project (Acres): \_\_\_\_\_ Average Lot Size: \_\_\_\_\_  
 Number of Lots: \_\_\_\_\_ Density: \_\_\_\_\_

**APPLICANT'S SIGNATURE:** \_\_\_\_\_ Date: \_\_\_\_\_

- \*\*Note\*\***
- 1) Please submit 1 plat mylar set for signature by all agencies.
  - 2) Following recordation, the City of Post Falls will require 1 mylar conform set + 1 paper conform set + 1 conform set in electronic .pdf format.

**ENGINEERING DIVISION CERTIFICATION:**

This is to certify that all streets, water system, sanitary sewer, stormwater facilities, and other public improvements have been:

- Completed and accepted.
- Guaranteed according to 17.24 Assurance of Completion & Maintenance of Improvements. *(Attach copy of estimate and guarantee).*
- Partial Completion & Guarantee. *(Attach estimate and guarantee).*  
Describe: \_\_\_\_\_

Department Comments: \_\_\_\_\_

By: \_\_\_\_\_ (Signature) \_\_\_\_\_ (Title)