

Section 85-080 Procedures for a Final Plat

1. The owner or subdivider shall file ten (10) copies of the final plat with the Planning Commission not later than six months after the date of approval of the preliminary plat by the Council; otherwise, the preliminary plat will be considered void unless an extension is requested in writing by the subdivider and for good cause granted by the Council.
2. The final plat will have incorporated all changes or modifications approved in the preliminary plat; in all other respects, it shall conform to the preliminary plat. It may constitute only that portion of the approved preliminary plat which the sub-divider proposed to record and develop at the time, provided that such portion conforms with all the requirements of this section.
3. The Planning Commission shall consider the final plat officially filed after the Zoning Administrator has examined it and advised the Planning Commission that it is in proper form.
4. On the same date that the final plat is placed on file, the City Clerk shall refer two copies of the final plat to the Planning Commission, three copies to the City Engineer and one copy each to the telephone, gas and electric companies. The procedure and timing for processing the final plat shall be the same as for the preliminary plat except that no public hearing is required in processing the final plat.
5. If the final plat is approved by the Council, the subdivider shall record it with the County Recorder within six months after the date of approval; and if not so filed, the approval of the final plat shall be void and of no effect.
6. The subdivider shall furnish the following specified types of copies of the final plat to the persons listed below:
 - a. Hubbard County Recorder. One copy on mylar.
 - b. City Engineer. One copy on mylar and one on film positive at 1"=200'. If plat is on computer disk, give one to the City Engineer.
 - c. Hubbard County Auditor One copy on paper.
 - d. Hubbard County Engineer One copy on paper.

Section 85-090 Other Land Divisions

In any case where the division of a parcel of land into two lots or parcels for the purpose of transfer of ownership or building development does not come within the definition of a subdivision, a description of such land division (Boundary Line Realignment) shall be filed along with copies of such division to the Council and City Engineer. No building permit may be issued until the description has been received by the Zoning Administrator and approved.