

**CITY FINAL AND SUMMARY SUBDIVISION PLAT  
CHECKLIST AND TREASURER'S CERTIFICATE**

SUBDIVISION NAME \_\_\_\_\_

Instructions: The following documents must be filed with the plat if checked below. A Departmental official is to place a check in the blank provided if the document is required, or to write "N/A" if not required, then initial the appropriate checklist section when review has been completed.

\_\_\_\_\_ **CITY ENGINEER**

\_\_\_\_\_ Copy of state highway access permit

\_\_\_\_\_ Subdivision improvements have been installed and accepted; **OR**

\_\_\_\_\_ Improvement guarantee required; copy of cost estimate attached

\_\_\_\_\_ **CITY ATTORNEY**

\_\_\_\_\_ Original subdivision improvements agreement and guarantee; signed and approved by the City Attorney. Specify type of guarantee to be filed:

\_\_\_\_\_

\_\_\_\_\_ Preliminary commitment for title insurance or platting report, issued within (30) days of the date of submission of the platting report to the City Attorney's Office and disclosing all title owners and lienholders

\_\_\_\_\_ Consents to plat from: \_\_\_\_\_

\_\_\_\_\_ **CITY-COUNTY HEALTH DEPARTMENT**

\_\_\_\_\_ Certificate of Approval, DEQ

\_\_\_\_\_ Planning Office

\_\_\_\_\_ Covenants, attached, signed by the land owners

\_\_\_\_\_ The property-owners' Articles of Incorporation, By-Laws, Covenants and Restrictions do bear the certification of the attorney who prepared or reviewed them; that such attorney is licensed to practice law in the State of Montana; and that they contain the applicable provisions required by these regulations; and any provisions upon which plat approval was based or conditioned and that the provisions do not conflict.

\_\_\_\_\_ Articles of Incorporation and By-Laws for Property Owner's Association, with proof of filing with the Secretary of State, attached

\_\_\_\_\_ Cash in-lieu-of parkland, the amount of which has been determined in writing (copy attached), by the Appraiser; **OR**

\_\_\_\_\_ Sufficient amount of land dedicated to the City or the Property Owner's Association for park

\_\_\_\_\_ **CITY TREASURER**

\_\_\_\_\_ Receipt from the City Treasurer that cash-in-lieu of park dedication has been paid on  
Receipt # \_\_\_\_\_

**TREASURER'S CERTIFICATE**

I hereby certify pursuant to Section 76-3-207(3) M.C.A. that as of this \_\_\_\_\_ day of \_\_\_\_\_ (month/year), no real property taxes assessed and levied on the below-described land to be divided are delinquent:

Tax ID # \_\_\_\_\_ Legal Description \_\_\_\_\_

\_\_\_\_\_

Subdivision Name (if applicable): \_\_\_\_\_

\_\_\_\_\_  
Deputy County Treasurer

(SEAL)