



City of Bay Minette

Subdivision Plat Application

301 D'Olive Street · Bay Minette, Alabama 36507
Phone (251) 580-1650 · COBM_Planning@cityofbayminetteal.gov

<i>Office Use Only</i>	
Case Number: SD-	_____
App Submittal Date:	_____
PC Meeting Date:	_____

Print or Type your responses below and attach additional pages as necessary. If an item is not applicable, mark "X" or "N/A" where appropriate.

APPLICATION TYPE

- Exempt
 Pre-App Conference
 Sketch Plat
 Final - Minor
 Preliminary - Major
 Final - Major
 Master Plan

Pre-Application Conference Preferred Dates/Times: _____

PROJECT CONTACTS

Owner Name: _____ Phone: _____

Developer: _____ Phone: _____

Authorized Agent/Application Contact: _____

Phone: _____ Email: _____

Mailing Address: _____

Surveyor Name: _____ APLS Lic#: _____

Surveying Firm Name: _____ City Business Lic#: _____

Phone: _____ Email: _____

Engineer Name: _____ Registration #: _____

Engineering Firm Name: _____ City Business Lic#: _____

Phone: _____ Email: _____

SITE INFORMATION

- Subdivision Type:
 Single Family
 Two-Family
 Multi-Family
 Commercial
 Industrial
 Mixed-Use

Subdivision Name: _____

Location: _____

Section: _____ Township: _____ Range: _____ Instrument# or Slide# of Existing Recorded Plat: _____

Parcel ID/PPIN(s): _____

Total Acreage: _____ Total # Lots: _____ Average Lot Size (sq ft) : _____

Required Number of Certified Letters: _____ Adjacent Property Owner/Leaseholder Information Attached: Yes No

UTILITY PROVIDERS

Water: _____ Sewer: _____

Power: _____ Gas: _____

Telephone: _____ Internet: _____

ACCESS

Roadway Name: _____ Total Frontage (linear feet): _____

Roadway Access Authority: City Baldwin County Highway Dept Alabama Dept of Transportation (ALDOT)

SUBMITTAL DOCUMENTATION

- Legal Description Attached: Yes No
- Recorded Warranty Deed(s) Attached: Yes No
- Access Authority Approval Attached Yes No
- Service Availability Letters Attached: Yes No
- Requesting Waivers: Yes No
- List and Description of Requested Waivers Attached: Yes No
- Covenants or Deed Restrictions: Yes No
- Copy of Covenants or Restrictions Attached: Yes No

Refer to the Subdivision Regulations for full submittal requirements and specifications. All plans and application materials are due by the application deadline date. Partial applications will not be processed. Submittal of incomplete applications may delay application review.

Application is hereby made for approval of the subdivision as described herein and shown in accompanying plans and documentation. The signature below constitutes acknowledgement that all information submitted is true and accurate and that the documentation noted above has been submitted. Further, it is hereby certified that the adjacent property owner list included with this application was obtained from the current records available from the Baldwin County Revenue Commissioner's Office and is a complete and accurate list of all property owners/leaseholders adjacent to the property submitted for subdivision approval. It is understood and agreed by this applicant that any error, misstatement or misrepresentation of material fact or expression of material fact, either with or without intention on the part of this applicant, such as might, or would, operate to cause a refusal of this application, or any material alteration or change in the accompanying plans without the approval of the City Planner and/or Planning Commission, shall constitute sufficient grounds for the revocation of such approval.

Signature of Applicant/Authorized Agent: _____ Date: _____

INTERNAL USE ONLY

<p>FEES & PAYMENT DETAILS</p> <p>Application Fee: \$ _____</p> <p>Total # of Lots _____ x \$10 = \$ _____</p> <p>Total # Certified Letters: _____ x \$10 = \$ _____</p> <p>TOTAL DUE \$ _____</p> <p><input type="checkbox"/> Cash <input type="checkbox"/> Card* 3.99% Fee</p> <p><input type="checkbox"/> Check #: _____</p> <p>Date Paid: _____</p>	<p>Zoning: _____ FEMA: _____ Potential Wetlands <input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p>Printed Set <input type="checkbox"/>Yes <input type="checkbox"/>No PDF Plat <input type="checkbox"/>Yes <input type="checkbox"/>No Digital .SHP or .DWG <input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p><input type="checkbox"/>Owner Permission <input type="checkbox"/>Deed <input type="checkbox"/>Legal Description <input type="checkbox"/>Adjacent Property List</p> <p><input type="checkbox"/>Service Availability <input type="checkbox"/>Access <input type="checkbox"/>Waiver <input type="checkbox"/>Covenants</p> <p>Completeness Review Date: _____ <input type="checkbox"/>Complete <input type="checkbox"/>Incomplete</p> <p>Deficiencies: _____</p> <p>_____</p> <p>_____</p> <p>PC Meeting Date: _____ Public Notice Deadline Date: _____</p>
--	---