

APPENDIX B

SUBDIVISION APPLICATION

CITY OF PELL CITY, ALABAMA

Property owners in the City of Pell City who wish to subdivide property within the City and within the City's extraterritorial planning jurisdiction must complete a Subdivision Application form. To request Planning and Zoning Board approval of a proposed subdivision plan, please complete the following application and return the form with all necessary supporting documents to City Hall. This application is to be submitted at the same time as the preliminary plat. Incomplete applications will not be processed. For additional information, please call the City of Pell City Building Inspector at 205-338-2244 ext. 109 during regular business hours.

Applicant Information:

Name of Applicant: _____

Mailing Address: _____

Business Hours Telephone Number: () _____

Fax Number: () _____

Note: If the applicant is NOT the owner of the subject property, then the application MUST be accompanied by a letter signed by the owner authorizing the applicant to submit the application.

Consulting Engineer Information: (If same as applicant, complete only first three lines.)

Name of Lead Consultant: _____

Name of Consulting Firm: _____

Professional Trade Affiliation: _____ Engineer _____ Surveyor _____ Architect

Mailing Address: _____

Business Hours Telephone Number: () _____

Fax Number: () _____

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Property Summary Information:

Owner(s) of record: _____

Street address of subject property: _____

Is subject property located within the city limits of Pell City? ☐ Yes ☐ No

Tax Map and lot number of subject property: _____

Zoning classification of subject property: _____

Size of subject property in acres: _____

Size in square feet of smallest lot to be created: _____

Total number of new lots to be created: _____

Is subject property located within 300 feet of water or sewer main? ☐ Yes ☐ No

Uses to be allowed in subdivision: ☐ Residential ☐ Industrial ☐ Commercial

Is property located within a 100-Year Floodplain? ☐ Yes ☐ No

Supporting Information:

Please submit the following items with the Subdivision Application form:

- _____ Initial Fees (See Appendix C of the City of Pell City Subdivision Regulations) to the Planning Clerk.
- _____ One copy of the preliminary plat, subdivision plans and required calculations that each must satisfy all requirements of the City of Pell City Subdivision Regulations. Submit each of these items to the City Engineer.
- _____ A Listing of the names and mailing addresses of all owners of land that immediately adjoin the proposed subdivision property as their names may appear upon the plats contained in the County Tax Assessor's office and as their addresses appear in the tax records of the municipality or county.
- _____ A complete list of all local, state, and federal permits or approvals that have been applied for or secured by the applicant for the proposed subdivision as of the date of filing of this application.