



City of Semmes Major Subdivision Review Checklist

This section for internal use only.

Case #: _____ Date: _____

Reviewed By: _____

All Documents Attached: Yes ☐ No ☐

Major Subdivision Review Checklist

___	Two copies of the plat (24"x36")
___	11 copies of plat (11"x17")
___	Payment in full
___	CAD file
___	3 labels and a photocopy of the typed labels (property owner, adjoining, across the street, applicant, and utilities served)
___	Vicinity map on plat annotated NTS or not less than 1:9600
___	Name, address, and contact information of owner and Consultant
___	Name and addresses of record for owners within 300' of the proposed project
___	North arrow and scale
___	Contours at 2' intervals
___	Blocks and lots with all bearings and dimensions
___	setback and buffer lines for buildings and wetlands, flood zones, etc.
___	Any and all areas reserved for greenspace or other public use.
___	Erosion and sedimentation control plans (with construction plans)
___	Street lighting plan, if applicable
___	Utility providers.
___	Utility connections, plans and profiles, main extension-design plans
___	Flood zones shown and all wetlands delineated
___	Certification of wetlands by a certified professional
___	All required or needed utility and drainage easements (are they buffered correctly)
___	Natural resources management plans (wetlands, stream and river buffers, protected trees, tree removal plan, tree protection plan). Can be submitted with construction plans.
___	ROW widths, proposed street names on plat
___	Site table showing total acreage, minimum lot size density per acre, number of lots, common or greenspace
___	Location of all proposed hydrants (construction plans)
___	Pedestrian Plans (construction plans)
___	Copy of the transmittal letter to Mobile County if applicable
___	Traffic Impact Study
___	Any and all off-site improvements
___	Copy of transmittal to Mobile County
___	Copy of Errors & Omissions Insurance Certificate from Engineer of Record