



## **Development Application Package (Major Subdivision)**

ACKNOWLEDGEMENT (Read Carefully) I, the undersigned applicant, hereby apply for favorable consideration to subdivide the above described land as depicted on the drawing and legal description accompanying this application. I understand that the payment of fees does not entitle me to approval of this plat and no refund will be made. I further waive the requirements of Ala. Code 11-52-32 as amended, that a decision is rendered within 30 days.



## Development Application (Major Subdivision)

### Application Type:

- Major Subdivision  
 Planning Commission (SD)
- 

### Authorized Agent/Owner :

Name of agent/owner \_\_\_\_\_

Address \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone number (\_\_\_\_\_) \_\_\_\_\_

Email \_\_\_\_\_

**\*\*\*\* Note** – A letter from the property owner naming the authorized agent is required.

---

### Engineer / Surveyor:

Name of Engineer / Surveyor \_\_\_\_\_

Name of Firm \_\_\_\_\_

Address \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone number (\_\_\_\_\_) \_\_\_\_\_

Email of Engineer/Surveyor \_\_\_\_\_

---

### Property Information:

Physical Location of Property \_\_\_\_\_

Parcel ID \_\_\_\_\_ Key No. \_\_\_\_\_



## Development Application (Major Subdivision)

**Property Road Frontage Designation** (*check all that apply*):

- City Maintained                       Paved Road
- County Maintained                       Unpaved Road
- Private Road
- 

**Proposed Subdivision / Site Data:**

Proposed Name of Project \_\_\_\_\_

Number of proposed lots \_\_\_\_\_

Smallest Lot Size \_\_\_\_\_ Largest Lot Size \_\_\_\_\_ Mean Lot Size \_\_\_\_\_

Total Acreage \_\_\_\_\_ LF of Street(s) \_\_\_\_\_

Greenspace Area in Sq. Ft. or Ac \_\_\_\_\_

---

**Property Owner Certification:**

Name of owner or entity \_\_\_\_\_

Address \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone number (\_\_\_\_\_) \_\_\_\_\_

Owner or Principal Email \_\_\_\_\_

Signature \_\_\_\_\_

*\*\*\*\*Note – By signing the above you are certifying that you are the true and correct owner of the subject property in whole or part. Properties owned by multiple persons or entities must have this document executed by the managing partner or supporting letters consenting to the application.*



# Development Application (Major Subdivision)

**Fees:**

**Major Subdivision:**

- Base Fee - \$200.00
- Engineering Review - \$500.00 base, plus \$20 per lot
- Preliminary Plat - \$200.00
- Final Plat - \$200.00
- Final Inspection - \$250.00
- Certified Mail - Current USPS certified mail rate x no. of adjacent property owner and utilities

**Master Plan (PUD, Conservation, Major, etc.):**

- Site Plan Fee - \$500.00
- Certified Mail - Current USPS certified mail rate x no. of adjacent property owner and utilities

**Waiver:**

- Waivers - \$250.00 each

*Total Fee Calculation Based on Application Type and Current Fee Ordinance:*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Total

**Property Owner Notice List Certification:**

Subdivision requests heard by the Planning Commission require notice to adjacent property owners. The names and addresses of those potentially impacted property owners shall come from the most recent tax rolls of the Mobile County Revenue Department.

By signing the below you are certifying that the property owner records provided are from the most recent tax rolls of the Mobile County Revenue Department.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Printed

\_\_\_\_\_  
Date



## Major Subdivision Checklist

___	Two copies of the plat (24"x36")
___	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 ( <i>if applicable</i> )
___	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). <i>Can be submitted with construction plans.</i>
___	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 ( <i>construction plans</i> )
___	Pedestrian Plans ( <i>construction plans</i> )
___	Copy of the transmittal letter to Mobile County ( <i>if applicable</i> )
___	Traffic Impact Study ( <i>if applicable</i> )
___	Any and all off-site improvements
___	Copy of Errors & Omissions Insurance Certificate from Engineer of Record