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.
Application Type:

☐ Commercial Site Plan

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. ____________

rev. 8.1.20
Development Application
(Commercial Site Plan)

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 ____________________________________________

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
(Commercial Site Plan)

Fees:

**Commercial Site:**
• Base Fee - $200.00
• Engineering Review - $500.00 base

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

____________________________________
____________________________________
____________________________________  Total
Please provide or address the following topics

1. _____ Application/Review fees
2. _____ Vicinity Map
3. _____ Scale or note stating “Not to Scale”
4. _____ North arrow and legend
5. _____ Legal Description
6. _____ ADEM Notice of Intent (if over 1 acre soil disturbance)
7. _____ Plan view showing existing site including all drainage structures and utilities
8. _____ Plan view showing proposed site plan (may be superimposed on existing site)
9. _____ Drainage plan showing proposed stormwater routing and site elevations
   (may be superimposed)
10. _____ Plans stamped and signed by an Alabama licensed P.E.
11. _____ Provide a letter by an Alabama licensed Professional Engineer that he/she
    had been retained for a sufficient amount of time for inspection to certify
    that the project was built according to the approved plans and that if there are
    significant changes in the final construction of the project from what was shown
    on the previously approved plans, new drawings and calculations will be
    submitted for approval.
11. _____ Narrative describing existing site conditions and major elements of the project
12. _____ Topographical details, before and after development (using 1’ contours)
13. _____ Proposed build-up details for standard and heavy-duty areas, if used.
14. _____ Design and width of turnout(s) including radii and profile
15. _____ Headwall, inlet, and curb & gutter details as per ALDOT specs (if applicable)
16. _____ Show all applicable sign and striping details as per ALDOT specs
17. _____ Location and size of proposed and existing drainage pipes
18. _____ Location of all existing utilities, appurtenances, and drainage structures
   (it should be determined prior to construction if minimum coverage of utilities will be maintained upon completion of work)
19. _____ Drainage calculations signed and stamped by an Alabama licensed PE
20. _____ Stormwater detention is designed and shown
       ______ Provide orifice details and storage depth elevation
       ______ Provide overflow weir and minimum freeboard details
21. _____ Detention pond maintenance responsibility must be clearly stated on the plans. Where a property owners association is responsible, such an agreement must be recorded prior to final acceptance of the plans.
22. _____ Engineers’ evaluation that the receiving stream or storm drainage system can handle the additional flow
23. _____ Tie to the City’s stormwater system underground or explain why this cannot be done.
24. _____ A hold-harmless agreement is required for discharge to an adjacent property
25. _____ Sedimentation and erosion control plan (must be detailed and site specific)
       ______ Location of silt fence and hay bales
       ______ Protection of existing and proposed catch basins
       ______ Construction entrance required
26. _____ Sidewalks are required unless a variance is obtained
27. _____ Specify curb cuts and sidewalks to City of Semmes and ADA standards
28. _____ Drainage Narrative meeting requirements of Section 4.1
29. _____ Drainage map meeting requirements of Section 4.1
30. _____ Drainage Easements are shown