



Development Application Package (Commercial Site Plan)

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 (Commercial Site Plan)

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. _____

Does this property require any other official action from the city? If so, please specify:

Annexation

Rezoning to: _____

Other: _____



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

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> City Maintained | <input type="checkbox"/> Paved Road |
| <input type="checkbox"/> County Maintained | <input type="checkbox"/> Unpaved Road |
| <input type="checkbox"/> 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.*



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Fees:

Commercial Site :

- Base Fee - \$200.00
- Engineering Review - \$500.00 base

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

_____ Total



CHECKLIST FOR COMMERCIAL SITE PLAN

Project: _____
Engineer: _____

Date: _____
Reviewed by: _____

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. _____ Landscape Plan
18. _____ Property completely complies with the current Zoning District

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CHECKLIST FOR COMMERCIAL SITE PLAN

City of Semmes

Design Standards 44

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 3.1
29. Drainage map meeting requirements of Section 3.1
30. Drainage Easements are shown