

Appendices: Forms & Certificates

**CITY OF ALEXANDER CITY, ALABAMA
SUBDIVISION APPLICATION**

Property owners in the City of Alexander 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 Commission approval of a proposed subdivision plan, please complete the following application and return the form with all necessary supporting documents to City Hall. Incomplete applications will not be processed. For additional information, please call the City of Alexander City Enforcement Officer at (256) 329-6706 during regular business hours.

Applicant Information:

Name of Applicant: _____

Mailing Address: _____

Business Hours Telephone #: (_____) _____

Fax # (If available): _____

Email address: _____

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 #: (_____) _____

Fax # (If available): _____

Email address: _____

Property Summary Information:

Owner(s) of Record: _____

Street Address of Subject Property: _____

Is Subject Property Located Within the City Limits of Alexander City? [] Yes [] No

Tax Map & Lot Number of Subject Property: _____

Zoning Classification of Subject Property: _____

Size of Subject Property in Acres: _____

Size in Acres of Smallest Lot to be Created: _____

Total Number of New Lots to be Created: _____

Is Subject Property Located Within 300 Feet of a City 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:

- [] Full payment of the required Application Fee.
- [] Six prints or copies of a preliminary plat of the proposed subdivision satisfying all requirements of Article V, Section 4.3 of the Alexander City Subdivision Regulations.
- [] A listing of the names and mailing addresses of all owners of land immediately adjoining 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 directory of the municipality or on 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.

Certifications:

Applicant:

I hereby certify and attest that, to the best of my knowledge and abilities, the information provided in this application is true and accurate. Further, I agree to provide any additional information within my powers that may be required by the Enforcement Officer, City Engineer, or Planning Commission to determine the compliance of the proposed property construction or improvement activities with the Subdivision Regulations and Zoning Ordinance of the City of Alexander City.

_____ Date

_____ Applicant’s Signature

Property Owner:

I hereby certify and attest that, to the best of my knowledge and abilities, the information provided in this application is true and accurate. Further, I agree to provide any additional information within my powers that may be required by the Enforcement Officer, City Engineer, or Planning Commission to

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determine the compliance of the proposed property construction or improvement activities with the Subdivision Regulations and Zoning Ordinance of the City of Alexander City.

Date

Property Owner's Signature

----- FOR CITY OF ALEXANDER CITY USE ONLY -----

Enforcement Officer's Information:

Date Filed: _____

Received By: _____

Application Fee Received: \$_____ [] Cash [] Check # _____

Date Reviewed and Deemed Complete: _____

Enforcement Officer's Signature: _____

Public Hearing Date: _____

Date Public Hearing was Closed (if Different from Above): _____

Planning Commission Action on Preliminary Plat: [] Approved [] Denied

Date of Final Action by Planning Commission: _____

Planning Commission Findings and/or Special Conditions of Approval: _____

Planning Commission Chair's Signature: _____