

City of Hartselle  
Department of Development  
(256) 773-0188

APPLICATION FOR FINAL PLAT APPROVAL

For initial review, please submit one full-sized plat copy and PDF file, as well as the appropriate submittal fee (see fee schedule). County recording services are not included, and are the responsibility of the applicant following plat approval.

Deadline for submission of an application for final plat approval is 4:30 p.m. of the second Tuesday of each month. On the following Tuesday, technical review revision comments will be compiled. Resubmission of a revised plat (10 hard copies and PDF file) addressing those comments is due at least seven days prior to the planning commission meeting. Planning Commission meetings are held on the first Tuesday of each month at 8:00 a.m. in the City Council Chambers. It is recommended that the developer or project engineer attend this meeting. Planning Commission will NOT approve final plats subject to conditions.

1. Name of Subdivision: \_\_\_\_\_

2. Name of Applicant: \_\_\_\_\_

3. Complete name, full mailing address, Email and daytime telephone numbers of the following:

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Developer: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Project Engineer: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

4. Total Development Acreage: \_\_\_\_\_ Phase Acreage: \_\_\_\_\_

5. Number of Lots: In Total Development: \_\_\_\_\_ In This Phase: \_\_\_\_\_

6. Dates of Plan Approvals: Layout: \_\_\_\_\_ Engineering: \_\_\_\_\_

7. Have any changes been made to layout since engineering plan approval? If so, list:

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8. Is rezoning pending or planned for this property? If so, summarize:

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9. Are any zoning variance requests pending or planned for this property? If so, summarize:

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10. Are any Subdivision Regulation waivers requested? If so, list:

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11. Are all improvements completed at 100% (including erosion control measures, etc)?  
If not, list all items remaining to be completed with an estimated cost of each item:

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**NOTE: If application is submitted on behalf of a business entity, documentation must be attached authorizing the person signing the application to do so on behalf of the entity.**

**I, \_\_\_\_\_, attest that the above information is correct to the best of my knowledge. I agree that all applicable land use requirements, such as the Zoning Ordinance and Subdivision Regulations, will be complied with in this development, unless officially authorized to vary from a specific provision of those requirements by approval of the appropriate authority.**

**Signature: \_\_\_\_\_ Date: \_\_\_\_\_**