

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

APPLICATION FOR LAYOUT PLAN APPROVAL

For initial review, please submit one full-sized plan copy and PDF file, as well as the appropriate submittal fee (see fee schedule).

Deadline for submission of an application for layout plan 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 plan (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.

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. Subdivision Location:

5. Total Acreage: _____ Zoned: _____

6. Does current zoning conform to proposed use? _____ YES _____ NO. If not, rezoning must be completed before unconditional layout approval will be granted.

7. Current Use: _____

8. Number of Proposed Lots: Total Development: _____ This Phase: _____

9. Identify and describe any natural and/or manmade constraints to development on the property or part of the property (floodplain, high water table, swampy areas, etc.):

10. Are there any natural assets of the property, which will be utilized in the site design of your subdivision? (For example: lakes, scenic views, cluster of trees or forest, rivers, rolling terrain, etc). If so, describe:

11. Will any open space or common areas be set aside for use by all residents of the neighborhood? Who will be responsible for the maintenance of these areas?

12. Which of the following utility services presently extend to the property?

Sanitary Sewer _____	Water _____
Natural Gas _____	Electricity _____

13. If needed utility services do not extend to the subject property, what is the approximate nearest distance to each?

14. Attach a complete up-to-date legal description prepared by a licensed surveyor, attorney, or engineer, or attach a copy of your latest warranty deed(s).

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: _____