

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

APPLICATION FOR SITE PLAN APPROVAL

For initial review, please submit four (4) full-sized plan sets and PDF file, as well as the appropriate submittal fee (see fee schedule).

Deadline for submission of an application for site 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 revised plans (four full sets, 8 additional copies of layout/grading/landscape sheets, 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 Project: \_\_\_\_\_

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 Site Acreage: \_\_\_\_\_ Disturbance Acreage (Less ROW): \_\_\_\_\_

5. Total SF Area of: Building(s) Footprint: \_\_\_\_\_ Paved Parking Areas: \_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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8. Are any Site Development Regulation waivers requested? If so, list:

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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: \_\_\_\_\_**