

Preliminary Subdivision Plat Approval

City of Northport
3500 McFarland Blvd.
Northport, AL 35476
205-333-3002

Date of Application: _____

1. Name of Subdivision _____
2. Name of Applicant: _____ Phone: _____
Full Address: _____
3. Name of Agent Designated by Owner: _____
Full Address: _____
4. Owner of Record: _____ Phone: _____
Full Address: _____
5. Engineer: _____ Phone: _____
Full Address: _____
6. Land Surveyor: _____ Phone: _____
Full Address: _____
7. Subdivision Location: On the _____ side of _____ (Street)
_____ Feet _____ (Direction) of _____
8. Total Acreage: _____ Zone: _____ Number of Lots: _____
9. Tax Map Parcel I.D. #: _____
10. List any Requested Waivers: _____
11. Date of any Pre-Application Conference: _____
12. Attach Names and Addresses of Adjacent Property Owners.
13. Attach ***Sixteen (16) folded copies*** of the Proposed Preliminary Plat with electronic copy in Autocad or Microstation. **If this is not submitted at the time the application is submitted it will not be placed on the agenda.**
14. Attach three (3) copies of a Construction Plan Including: Erosion Control Plan, Street Plans, Profiles, and Other Required Plans.
15. Described contiguous undeveloped land holdings in the same ownership and number of acres: _____

I understand that this application is subject to review prior to formal acceptance for processing for a hearing by the planning and Zoning Commission; that I will be notified in writing upon acceptance (or if unacceptable, the reasons thereof) and the date

scheduled for such hearing to be held within thirty (30) days subsequent to such acceptance.

Attached hereto is an affidavit of ownership indicating the dates the respective holdings of land were acquired, together with the book and page of each conveyance into this present owner as recorded in the County Recorder of Deeds (County Clerk) Office. This affidavit shall indicate the legal owner of the property, the contract owner of the property, and the date the Contract of Sale was executed.

IN THE EVENT OF CORPORATE OWNERSHIP: A list of all directors, officers, stockholders of each corporation owning more than five percent (5%) of any class of stock must be attached.

STATE OF _____

COUNTY OF _____

I, _____ hereby depose and say that all the above statements and the statements contained in the papers submitted herewith are true.

(Mailing Address)

Subscribed and sworn to before me this _____ day _____, 20__.

Notary Public

My Commission Expires: _____

TO BE COMPLETED BY THE CITY OF NORTHPORT

Fee Collected: \$ _____
Received By _____ Date _____

Application is accepted for processing and is scheduled for hearing by the Planning and Zoning Commission at 6:00 p.m. on _____ in the Council Chambers at City Hall.

Departmental Secretary

Date

**DESIGNATION OF AGENT
CITY OF NORTHPORT
PLANNING AND ZONING DEPARTMENT**

I, _____, being the owner of the property which is the subject of this application (_____
Name of proposed subdivision, address, or Tax Parcel ID
_____) hereby authorize _____
to act as my representative with the City of Northport's Zoning Board of Adjustment, and/or Planning and Zoning Commission as required by the type of request listed hereon.

Such representation shall be for all purposes concerning any matter, right or obligation relating to this petition. This designation authorizes my agent to make verbal or written representations and/or declarations on my behalf and I shall be legally bound by said verbal or written representations and/or declarations relating to this petition.

The petitioner understands and acknowledges that the City will rely upon the agent's representations in approval or denial of said petition.

Property Owner's Signature

Date

STATE OF ALABAMA *
 *
COUNTY OF TUSCALOOSA *

I, the undersigned authority, a Notary Public in and for said County, in said State, hereby certify that _____, whose name is signed to the foregoing instrument and who is known to me, acknowledged before me on this day, being informed of the contents of the instrument, he/she executed the same voluntarily on the day the same bears date.

Given under my hand and official seal this the _____ day of _____, 200__.

SEAL

NOTARY PUBLIC
My Commission Expires: _____

CITY OF NORTHPORT PRELIMINARY PLAT CHECKLIST

Name of Plat: _____

Developer: _____

Developer's Engineer/Surveyor: _____

All preliminary plats submitted to the Northport Planning and Zoning Commission shall include with the application the preliminary plat checklist. Please check accordingly before submittal.

- Name and address of owners and the designer of the plat. Said designer shall be a land surveyor registered to practice in the State of Alabama.
- Names and addresses of current record (as per the tax assessor's records) of adjoining property owners, which shall include those across public rights-of-way, other rights-of-way, easements, creeks, etc.
- Date of the plat, north arrow, scale of not less than one inch equals 100 feet, amount of acreage contained in the plat and a statement as to the remaining adjoining acreage the developer or subdivider owns, has an option on or leases.
- Contours shall be shown at an interval of not more than five feet for slopes over five percent, and for slopes less than five percent contours shall be shown at an interval of not more than two feet. All contours shall be based on the true city elevation, which is the USGS-MSL datum. No assumed datum will be accepted. A note on the plat shall indicate which city B.M. was used.
- Lot dimensions, building lines and back and side setback lines and lot and block numbers and proposed street names.
- Rights-of-way, easements, alleys, location and proposed widths.
- Proposed subdivision boundaries, with dimensions and tie to nearest government monument, with description of monument.
- Any pertinent topographic features existing on the site.
- Proposed storm drains, sanitary sewer with approximate sizes and design data.
- Location and dimensions of existing storm and sanitary sewers.
- A statement as to the current and proposed zoning (if applicable); or a statement of the allowable use of each lot, if required pursuant to section 107.
- A vicinity sketch showing location of proposed site in relation to existing major streets, etc.
- Erosion control measures to be used during construction of the subdivision as required by article XI.
- Width of all proposed paving in the proposed project from back to back of curb.
- Proposed location of "stop," "yield" and other traffic control signs and devices to be installed. If the proposed subdivision abuts an existing street, the location of any intersecting streets on the other side abutting street shall be depicted.

- Evidence from the appropriate governing body (state, county, federal, or city) that the proposed subdivision has access over a publicly dedicated and maintained street or road.
- The names, locations, widths, and other dimensions of existing or proposed parks, playgrounds, open spaces or other public property.
- The locations of existing and proposed property lines and existing buildings, watercourses, railroads, power lines, bridges, culverts, and drainpipes on the land to be subdivided and immediately adjoining land.
- Street cross-section, showing proposed construction and statements concerning type of material to be used in construction.
- Location of proposed sidewalks.
- If any portion of the land included in, or immediately adjacent to, the proposed subdivision is located within the floodway or the 100-year flood boundary of a stream or river, as depicted on the flood boundary and floodway map, or is located in a special flood hazard area, as depicted on a flood hazard boundary map, then such floodway, boundary, or flood hazard area shall be indicated on the preliminary plats accurately as possible.
- Designation of Agent.

Signature of Engineer/Surveyor

Date