

**SATSUMA PLANNING COMMISSION**  
**APPLICATION FOR *FINAL* SUBDIVISION PLAT (PUD) APPROVAL**

**NOTE: THIS APPLICATION MUST BE SUBMITTED TO THE BUILDING INSPECTOR FOR THE CITY OF SATSUMA  
 AT LEAST 15 DAYS PRIOR TO THE MEETING OF THE PLANNING COMMISSION.**

Application Number \_\_\_\_\_ Date \_\_\_\_\_

Name of Subdivision (PUD) \_\_\_\_\_

Applicant's Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Address \_\_\_\_\_

(Street or P.O. Box) (City) (State) (Zip)

Name(s) and address(es) of all Owner(s) of record: (Use back of page if more space is required.)

Name	Address

Name of Local Agent/Engineer, if other than Applicant \_\_\_\_\_

Phone Number \_\_\_\_\_

Address \_\_\_\_\_

(Street or P.O. Box) (City) (State) (Zip)

Subdivision (PUD) Location \_\_\_\_\_

Total Acreage \_\_\_\_\_ Number of Lots (Units) \_\_\_\_\_

Average Lot Size \_\_\_\_\_

Water Source \_\_\_\_\_

Sewer Source \_\_\_\_\_

Date of Approval of Preliminary Plat \_\_\_\_\_

Conditions, Restrictions or Other Requirements Placed on the Preliminary Plat (Use back of page or attached separate sheet if more space is required.)

---



---



---



---

For the following, please check the blank if the requirement has been satisfied:

\_\_\_\_\_ Attached to this Application is a check in the amount of \$250.00 for the Final Plat Application fee + \$15.00 per lot or unit.  
TOTAL \$ \_\_\_\_\_

\_\_\_\_\_ Attached to this Application is a Final Plat Checklist filled out and signed by both the owner(s) and Building Inspector

Signed \_\_\_\_\_  
(Name of Applicant or Agent)

SATSUMA PLANNING COMMISSION  
*FINAL PLAT CHECKLIST*

**NOTE: ANY REFERENCES HEREIN TO SECTIONS OR "REGULATIONS" REFER TO THE CITY OF SATSUMA'S SUBDIVISION REGULATIONS ADOPTED NOVEMBER 20, 2010, AS AMENDED. THIS CHECKLIST MUST BE FILLED OUT AND SIGNED BY THE OWNER(S) AND THE BUILDING INSPECTOR PURSUANT TO SECTION 3-5-1 OF THE REGULATIONS.**

Subdivision Name \_\_\_\_\_ Number \_\_\_\_\_ Date \_\_\_\_\_

1. \_\_\_\_ Application form for Final Subdivision Plat (PUD) Approval (hereinafter referred to as "Application") is complete. (Application forms are available at the Office of Satsuma's Building Inspector.)
2. \_\_\_\_ Application was submitted to the Building Inspector for the City of Satsuma at least 15 days prior the meeting of the Planning Commission and within 1 year from the date the Preliminary Plat was approved
3. \_\_\_\_ Fees paid in full with submission of Application
4. \_\_\_\_ Major Subdivision or \_\_\_\_ Minor Subdivision
5. \_\_\_\_ Public hearing notices were sent pursuant to Article III of the Regulations
6. Application was submitted along with the following:
  - a. \_\_\_\_ Final Plat prepared on reproducible mylar or linen and 8 copies of black or blue line prints of the Final Plat, prepared and certified by a professional engineer registered in the State of Alabama, submitted to the Building Inspector (with the Application) at least 15 days prior to the meeting of the Planning Commission;
  - b. \_\_\_\_ A surety bond that is in compliance with Section 7-1 of the Regulations, satisfactory to the City and City Attorney and in an amount equal to 125% of the cost, as estimated by an independent source, of installing all improvements to guarantee the actual proper and complete construction and installation of all streets, roads, drainage structures, public utilities and other improvements;
  - c. \_\_\_\_ A copy of the Preliminary Plat that was approved by the Planning Commission;
  - d. \_\_\_\_ Construction Plans that comply with Section 3-4-7 of the Regulations;
  - e. \_\_\_\_ Fully executed storm water maintenance agreement (in compliance with Section 3-4-8 of the Regulations) acceptable to the City Engineer and City attorney;
  - f. \_\_\_\_ A copy of the resolution approved by the City Council and the City accepting the dedication of any public improvements;

- g. \_\_\_ Engineering Plans that comply with Section 3-5-5 of the Regulations;
  - h. \_\_\_ An updated title report from a licensed title agency listing all persons and/or entities with a title interest in the property;
  - i. \_\_\_ Letters certifying approval from utilities as required herein;
  - j. \_\_\_ Certificates of completion from the owner and the City Engineer as required in Section 7-1 of the Regulations;
  - k. \_\_\_ IF any variance is necessary, a copy of the Planning Commission's approval of such subdivision regulation variance(s), (if unnecessary, mark blank as N/A);
  - l. \_\_\_ Letter from the zoning board of adjustment evidencing its approval of any necessary zoning variances (if unnecessary, mark blank as N/A);
  - m. \_\_\_ Digital submittal of the Final Plat and Construction Plans (See Section 3-4-7 of the Regulations for Construction Plan Requirements) upon request of the City Engineer (if not requested, mark blank as N/A);
  - n. \_\_\_ All documents and other assurances, including a declaration of covenants, deed restrictions, certificates of formation and bylaws for an owners' association, prepared in accordance with the laws of the State, to establish a means of common ownership and management of all common areas, facilities and improvements intended for use by some or all of the occupants of the subdivision, but not proposed to be provided, owned, operated or maintained by the City; and
  - o. \_\_\_ All Federal and State permits required for construction of the development shown on the plat.
7. The following requirements are shown on the Final Plat submitted with the Application pursuant to 6(a) above.
- a. \_\_\_ The plat was prepared by a registered engineer or land surveyor
  - b. \_\_\_ Compliance in all respects with the Preliminary Plat requirements, as approved (except for minor modifications not altering the design of the subdivision; contour lines may be excluded at the discretion of the Planning Commission in which case elevations shall be noted on the plat)
  - c. \_\_\_ Clearly and legibly drawn
  - d. \_\_\_ Scale not less than 1" = 100'
  - e. \_\_\_ IF more than 1 sheet is used, each sheet is numbered in sequence

- f. \_\_\_ Each sheet is of size deemed acceptable by for filing by the Office of the Probate Judge, but such size does not exceed 24" x 36"
- g. \_\_\_ Name of subdivision
- h. \_\_\_ Date
- i. \_\_\_ North Arrow
- j. \_\_\_ Current boundary/topographic survey of the subdivision containing a complete legal description of the subdivision
- k. \_\_\_ The relation of the land so platted to the Government Survey of Satsuma. The "point of beginning" as referred to in the written description shall be so indicated
- l. \_\_\_ Sufficient data to determine readily and reproduce on the ground the location, bearing, and length of every street line, lot line, boundary line, and block line, whether straight or curved (including the radius, central angle, point of tangency, tangent distance, and arc and chords)
- m. \_\_\_ Names and locations of adjoining subdivisions and streets, with reference to recorded plats by record name;
- n. \_\_\_ The exact position of the permanent monuments shall be indicated on the plat by a small circle "o"
- o. \_\_\_ A provision that the City of Satsuma shall not be responsible for maintaining storm water management facilities including retention and detention ponds, ditches, drains, and other approved types of storm water management infrastructure
- p. \_\_\_ Streets and alleys, rights-of-way, proposed and existing street names and proof of E-911 approval
- q. \_\_\_ All rights-of-way or easements including location, widths, purposes, and the dimension from centerline of all existing rights-of-way to the subdivision boundary
- r. \_\_\_ Lot lines and blocks with bearings to the nearest second of an arc and distances to the nearest hundredth of a foot as well as lot and block numbers
- s. \_\_\_ IF any private roads shown, a provision stating that the City of Satsuma shall not be responsible for maintaining private roads (if none, mark the blank as N/A)

- t. \_\_\_\_ Accurate outlines and descriptions of any areas to be dedicated or reserved for public use with the purpose indicated thereon, any areas to be reserved for common use of all property owners, along with a brief description of its intended purpose, and any proposed open spaces
  - u. \_\_\_\_ All dimensions should be to the nearest one-hundredth (1/100) of a foot and angles within plus or minus 5 seconds
  - v. \_\_\_\_ The following endorsements, dedications, and certificates lettered or typed on the Final Plat in such a manner as to ensure that said certificates will be legible on any prints made therefrom:
    - i. \_\_\_\_ Registered Engineer's or Land Surveyor's Certificate and Description of Land Platted;
    - ii. \_\_\_\_ Dedication;
    - iii. \_\_\_\_ Notary's Acknowledgment of the Dedication Certificate;
    - iv. \_\_\_\_ A Certificate of Approval by the City Engineer of Satsuma;
    - v. \_\_\_\_ A Certificate of Approval by the Satsuma Planning Commission; and
    - vi. \_\_\_\_ A Certificate of Approval by the County Engineer.
  - w. \_\_\_\_ All other site data as required
  - x. \_\_\_\_ IF all or any part of the proposed subdivision lies within an existing flood hazard zone as indicated on the latest Flood Insurance Rate Map (FIRM) for the area, a statement to that effect must be written on the on the Final Plat
8. \_\_\_\_ The Final Plat provides for the development of the streets, lots, blocks, drainage features, and improvements shown therein will comply with all applicable requirements provided in Articles IV-VII of the Regulations.

Signatures:

Building Inspector: \_\_\_\_\_ Print: \_\_\_\_\_

Owner(s): \_\_\_\_\_ Print: \_\_\_\_\_

\_\_\_\_\_ Print: \_\_\_\_\_

\_\_\_\_\_ Print: \_\_\_\_\_