

Case No. _____ Received By: _____ Date: _____

Project Name: _____

Application Fee: _____ Receipt No: _____ Date of Meeting: _____

Baldwin County Planned Development (Small) Site Plan Application

Central Annex
22251 Palmer Street
Robertsdale, Al. 36567
Phone: 251-937-0278
Fax: 251-937-0227

Applicant

Are you the property owner? yes no
(If you are not the property owner you must submit Owner Authorization Form signed by the property owner)

Name: _____ Date: _____

Mailing Address: _____

City: _____ State: _____ Zip code _____

Telephone: (____) ____ - ____ Fax: (____) ____ - ____ e-mail: _____

Site Information

Zoned Planning District: _____ Zoning: _____ Unzoned

Parcel ID Number: 05-____ - ____ - ____ - ____ - ____ - ____ . ____

Development Location: _____

Flood Zone: _____ Acreage: _____ Number of Units: _____

Utility Information

Electrical Provider: _____ Telephone Provider: _____

Sewer Provider: _____ Water Provider: _____



Engineer: _____

Mailing Address: _____

City: _____ State: _____ Zip code: _____

Telephone: (____) ____ - ____ Fax: (____) ____ - ____ e-mail: _____

Surveyor: _____

Mailing Address: _____

City: _____ State: _____ Zip code: _____

Telephone: (____) ____ - ____ Fax: (____) ____ - ____ e-mail: _____

I, the undersigned applicant, understand that payment of these fees does not entitle me to approval of this Planned Development Site Plan and that no refund of these fees will be made. I have reviewed a copy of the applicable zoning and subdivision requirements as set forth in the Baldwin County Subdivision Regulations and understand that I must be present on the date of the Baldwin County Planning and Zoning Commission meeting and the Baldwin County Commission meeting.

Applicants Signature: _____ Date: _____

CONCEPTUAL SITE PLAN APPLICATION
PROCEDURE AND REQUIREMENTS (SMALL)
APPLICATION SUBMITTAL CHECKLIST

This checklist shall be completed and signed upon submitting applications to be considered by the Baldwin County Planning and Zoning Commission and the Baldwin County Commission or through the ETJ review process.

NAME OF PROPOSED PROJECT:

CASE NO.: _____

DATE: _____

Section 9.5.1 Final Site Plan Application

The applicant shall file an application for approval of a Final Site Plan. No Final Site Plan application will be considered by the Baldwin County Planning and Zoning Commission and the Baldwin County Commission until all of the following requirements have been met.

_____ Be made on forms available at the offices of the Baldwin County Planning Director;

_____ Be accompanied by the required application fee according to the current schedule of fees established by the County Commission for the particular category of application;

_____ Be accompanied by 1 full-size sets of black or blue line prints of the proposed Final Site Plan as outlined below, one 11" x 17" copy of the said proposed Final Site Plan and 7 copies of the the overall site plan to send to other agencies;

_____ Be accompanied by a digital file of the proposed Final Site Plan, in suitable format to the Baldwin County Planning Director;

_____ Be accompanied by a current (within 60 days from date of application) title policy, title opinion, or title report, verifying ownership. Said title document shall cover a period of no less than 30 years;

_____ Be accompanied by the Traffic Study and other information as required by Section 5.5.14;

_____ Comply in all respects with the Conceptual Site Plan, as approved, except for minor modifications as outlined in Section 9.4.5 *Modification of Conceptual Site Plan*;

_____ Be submitted to the Baldwin County Engineer at least 30 days prior to a regularly scheduled meeting of the Baldwin County Planning and Zoning Commission;

_____ Be submitted within the Effective Period of Approval as per Section 9.4.3 *Effective Period of Conceptual Site Plan Approval*;

_____ Be accompanied by a transmittal letter listing all of the drawings, letters, attachments, and other information submitted for the application.

Section 9.5.6 Final Site Plan Requirements

The Final Site Plan shall be prepared by a licensed engineer and shall be clearly and legibly drawn at a convenient scale of not less than one (1) inch equals 100 feet, and the sheets shall be numbered in sequence if more than one (1) sheet is used. All text shall be a minimum of 1/10 of an inch in height. The sheet shall not exceed 24 x 36 inches. Multiple sheets may be necessary. The Final Site Plan shall show the following:

- _____ Name and address of owner(s) of record;
- _____ Proposed name of planned development, date, north point, scale, and location;
- _____ Name, address and phone number of Licensed Professional Engineer or Land Surveyor registered in the State of Alabama;
- _____ Vicinity map showing the location of the planned development;
- _____ Exact boundaries of the site shown with bearings and distances;
- _____ Names and addresses of the owners of land immediately adjoining the site as their names appear upon the plats in the office of the Baldwin County Revenue Commissioner and as their addresses appear in the directory of the County or on the tax records of the County;
- _____ Wooded areas, marshes, cultural resources and any other conditions affecting the site;
- _____ The location of dams and water impoundments including the limits of the top of such impoundment structure or embankment, the location of any related spillway(s) and/or outlet control structures;
- _____ The location of existing streets, buildings, water courses, railroads, transmission lines, drainage structures, public utilities, jurisdiction lines, and any public utility easements on the site and on adjacent land within 100 feet of the site;
- _____ Proposed and existing rights-of-way or easements including location, widths, purposes, and street names;
- _____ The location and size of all lots;
- _____ Proposed minimum building setback lines shown for each lot and clearly labeled on the plan view;
- _____ Proposed or existing parks, school sites, or other public open spaces, if any, that are within 100 feet of the proposed Planned Development. All proposed uses in each common area must be identified separately by indicating the area (in sq. ft.) of each different use;
- _____ Site data (in tabular form):
 1. Acreage in total tract;
 2. Smallest lot size;
 3. Total square feet of each lot or unit (residential or non-residential);
 4. Total number of lots or units;
 5. Linear feet in streets;
 6. Number of parking spaces;
 7. Amount of impervious surface;
 8. Density;
 9. Total square feet of all areas reserved for total open space;
 10. Total square feet of all areas reserved for useable open space

- _____ Any area within or adjacent within 100 feet of the proposed Planned Development subject to inundation by the base flood as defined herein, or subject to periodic inundation by storm drainage overflow or ponding, shall be clearly shown and identified on the site plan;
- _____ Special flood hazard areas and/or coastal high hazard areas as indicated on the latest Flood Insurance Rate Map (FIRM) for the area, along with a statement to that effect;
- _____ U.S. Army Corps of Engineers jurisdictional wetlands determination if the proposed subdivision contains jurisdictional wetlands or is within 100 feet of a jurisdictional wetland as determined from the Generalized Wetland Map;
- _____ The name of each utility company proposed to provide water, sewer, electrical, and telephone service;
- _____ Proposed land uses and the location of proposed buildings and other structures including walls and fences;
- _____ Number and location of parking spaces;
- _____ Sequence and location of development phases, if any;
- _____ Topography, showing existing contours at 1-foot intervals of the entire property and full width of all adjacent rights-of-way. Topographic information shall be based on the NAVD 88 datum. Elevations must be field verified. Greater intervals may be allowed, if approved by the County Engineer or his/her designee;
- _____ The method proposed to maintain private common open areas, buildings or other facilities, including copies of all legal documents necessary to accomplish this.

I certify that to the best of my knowledge, all information supplied with this application is complete and accurate. I acknowledge that failure to submit the above stated information along with this form will cause the application to not be placed on the Baldwin County Planning and Zoning Commission agenda and the Baldwin County Commission agenda or processed through the ETJ review.

Signature of Applicant/Engineer/Surveyor

Firm

Date