

APPLICATION FOR PROPOSED PLAT REVIEW

Date: _____

1. Name of Subdivision: _____

2. Name of Applicant: _____

Phone: _____ Email: _____

Address: _____

3. Owner of Record: _____

Phone: _____ Email: _____

Address: _____

4. Engineer: _____

Phone: _____ Email: _____

Address: _____

5. Land Surveyor: _____

Phone: _____ Email: _____

Address: _____

6. Attorney: _____

Phone: _____ Email: _____

Address: _____

7. Subdivision Location (Include Parcel Identification Number (PIN) as found on the
Marshall County Revenue Commissioner's Parcel Viewer or the Property Tax Summary)

8. Total Acreage: _____ Number of Lots: _____

9. Has this plan been before the Commission in the past? ☐ Yes ☐ No

If yes, have any changes been made since this plan was last before the Commission?

☐ Yes ☐ No

If so, please describe the changes: _____

10. List all adjacent property owner(s) name and address(es) including PIN from Marshall County Revenue Commissioner's Parcel Viewer or Property Tax Summary:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

11. Attach one (1) copy of the proposed plat. Email a pdf copy of the same to the Engineering Administrative Assistant, Kristal Jones, at kjones@marshallal.gov.

12. Attach one (1) of construction plans. Email a pdf copy of the same to the Engineering Administrative Assistant, Kristal Jones, kjones@marshallal.gov, if applicable.

13. Attach a letter of intent stating that the proposed plat is being submitted for review. Said letter shall include the developer's intent as to the final ownership of any new roads included on the proposed plat, if applicable, and should state the type of structures being built or erected, if applicable.

14. A letter from the Health Department detailing a field review by the Health Department for the general lot layout has been completed.

- 15. A certified copy of the appraisal report prepared by a Real Property Appraiser that is licensed by the State of Alabama Real Estate Appraisers Board.**
- 16. A completed *Application for Variance* if requesting a variance.**
- 17. Pay the Plat Review Fee of two hundred dollars (\$200.00). The only forms of payment that we accept are cash (correct change), check, or money order. Make checks and money orders payable to the Marshall County Commission.**