

Minor Subdivision Application Form

Priceville Planning Commission

1. Applicant

| | | | |
|---|--|-----------|--|
| Name | | Phone No. | |
| Mailing Address Street Address/PO Box City, State, Zip Code | | | |

(If other than owner, a Certified Statement from Owner of Record must be attached stating that Applicant is acting as Agent for Owner which must include a copy of the Deed or Purchase Agreement)

2. Owner of Record

| | | | |
|---|--|-----------|--|
| Printed Name(s) | | | |
| Signature(s) | | | |
| Attest: Notary Public | | Seal | |
| Mailing Address Street Address/PO Box City, State, Zip Code | | Phone No. | |

Note: A true and exact copy of the Deed of Record must be attached to and made a part of this application.

3. Surveyor/Engineer

| | | | |
|---|--|-----------|--|
| Name | | Phone No. | |
| Mailing Address Street Address/PO Box City, State, Zip Code | | | |

4. Location of Property to be Subdivided (must also be accompanied detailed Vicinity Map)

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|--|--|
| Geographic location, street, road, highway | |
| Legal description (including section, township, and range) | |

5. Zoning District (if within City Limits)

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|---|--|
| 6. Type of Development (Single-family, multifamily, commercial, etc.) | |
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Application Requirements

- A non-refundable application fee of \$50.00
- Five (5) completed certificates and all information required herein must be filed with the City Clerk/Planning Commission Clerk no later than 5:00 PM the last Monday of the preceding month in which Planning Commission consideration is requested. Applicant must also deliver one certificate to the Morgan County Engineer whenever the proposal lies outside of the Priceville city limits but within the city's planning jurisdiction.
- Applicant must meet with the Commission's Technical Review Committee at 4:00 PM on the first Monday of the month in the Priceville Municipal Building to review the proposed minor subdivision.
- Applicant may then make any necessary changes and must submit 15 copies of the corrected minor subdivision proposal to the City Clerk/Planning Commission Clerk no later than 5:00 PM on the second Monday of the month in which Commission consideration is requested.