

# Subdivision Application



Subdivisions and Certificates to Subdivide/Consolidate are regulated by the Athens Subdivision Regulations.

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

## CHECKLIST

- ☐ Application
- ☐ Plat / Certificate (1 paper copy)
- ☐ PDF Copy of Plat / Certificate
- ☐ If there is a petitioner, documentation of the right to make the request (power of attorney, purchase agreement, offer, etc.)

### For Preliminary Plats (including Certificates to Subdivide and Minor Plats)

- ☐ List of adjacent property owners in a Microsoft Office compatible format
- ☐ Address labels for adjacent property owners, 4 per adjacent property owner
- ☐ Notification fee

Payment: ☐ Cash      ☐ Credit      ☐ Check # \_\_\_\_\_

\_\_\_\_\_ adjoining property owners × \$10 per adjoiner = Fee \$ \_\_\_\_\_

## REQUEST(S)

Certificate to... ☐ Subdivide    ☐ Consolidate  
Subdivision... ☐ Layout      ☐ Preliminary      ☐ Final

### Names of Certificate(s)/Subdivision(s)

If more than one, please list items in an order that makes sense when presenting.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

## PROPERTY

Address and/or Relative location \_\_\_\_\_

\_\_\_\_\_

What is the current land use of the property? \_\_\_\_\_

Section \_\_\_\_\_ Township \_\_\_\_\_ South Range \_\_\_\_\_ West

Zoning District(s) \_\_\_\_\_

Subdividing, number of: Lots \_\_\_\_\_ Tracts \_\_\_\_\_ Common Areas \_\_\_\_\_

Total Area \_\_\_\_\_ ☐ acres ☐ sq. ft.

If another request that has the same property involved on the same agenda, describe the other request.

\_\_\_\_\_

What is the goal of this subdivision / certificate? \_\_\_\_\_

\_\_\_\_\_

Notes (any information helpful to the review process)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## CONTACT INFORMATION

**Property Owner (1)**

**(2)**

Company \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Please attach a separate sheet if more than two property owners are involved.

**Petitioner**

Fill out this section if different from Property Owner(s).

Company \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

**Engineer/Surveyor**

Company \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

**SUBMIT TO:**

Engineering Services & Community Development Department,  
at Athens City Hall, 200 Hobbs ST W, Athens, AL 35611  
Phone: 256-233-2224  
Hours: Mon-Fri, 8:00 a.m. to 4:30 p.m.