

Pooler Subdivision Application

File # _____

Date Filed: _____

This application along with the application fee of \$ _____ (see schedule of fees) is to be submitted to the Planning & Zoning Department.

Check all that apply:

Recombination

Minor Subdivision

Final Plat

Revised Subdivision Plat

Major Subdivision

5-Acre Tract

General Information

■ Owner or authorized agent: _____ Phone: _____

■ Property address: _____

■ Mailing address: _____

If agent, please attach authorization of property owner signed, dated and notarized.

■ Have any previous applications been made for a subdivision affecting these same premises?
_____ If yes, please give date and action taken below:

Date _____ Action taken: _____

■ Copy of current tax bill showing payments or documentation certified by the City of Pooler.

Action Requested

1. General location of property in question (the area, street number and location with respect to nearby public roads in common use).

2. Legal description of property (name of subdivision, block and lot number, etc.) Attach extra sheet if necessary.

3. PIN # _____

4. Total area of property in question (acres or square feet) _____

5. Existing land use (specify such as, grocery store, single family residence, vacant land, etc.)

6. Desired land use of each parcel of property (specify as above)

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(cont.)

7. Attach a plat of the property where this subdivision is proposed to take effect. Said map shall indicate the properties in respect to the nearby public roads in common use. Include a list of all adjacent property owners. (*only for Minor or Major Subdivision*)

8. Describe the reasons for requesting the subdivision which would support the purposes of the zoning program. _____

Submittal Requirements

- 4 Sets of Plans
 - Preliminary plan, refer to Appendix B, Section 702.
 - Final plat, refer to Appendix B, Section 703.
- A neighborhood grading and drainage plan is required for all subdivisions. (Amendment 10-03-06)
- List of adjacent property owners with correct mailing addresses. (*minor and major subdivision*)

Planning & Zoning Commission

Approved

Denied

Remarks:

_____ **Date**

_____ **Planning & Zoning Administrator**

Mayor and Council

Approved

Denied

Remarks:

_____ **Date**

_____ **City Clerk**

Recorded Plat

Date: _____ **Book** _____ **Page (s)** _____

City of Pooler

AUTHORIZATION OF PROPERTY OWNER

Application for Rezoning, Conditional Use, Variance, Site Plans & Subdivision Submittals

I swear that I am the owner of the property which is the subject matter of the attached application, as shown in the records of Chatham County, Georgia.

and/or

I authorize the person named below to act as applicant in the pursuit of a variance, conditional use, rezoning of property or a site plan submittal.

Name of applicant: _____

Address: _____

City & State: _____ Zip _____

Telephone number: _____

Signature of owner _____ Date

Personally appeared before me _____

Who swears that the information contained in this authorization is true and correct to the best his/her knowledge and belief.

Notary Public

Date