



City of Springville Building & Zoning Department

P.O. Box 948
151 Industrial Drive
Springville, AL 35146

205-467-2312
zoning@cityofspringville.com

APPLICATION FOR RESURVEY OR MINOR SUBDIVISION OF LAND

(No more than 4 lots)

APPLICANT INFORMATION:	
Name:	Phone #:
Mailing Address:	Email:
PROPERTY UNDER CONSIDERATION:	
Required Documents: <input type="checkbox"/> Application <input type="checkbox"/> \$100 Application Fee <input type="checkbox"/> Plat (3 Copies & 1 Digital)	Reason for Request:
Parcel ID # Or PPIN:	Acreage:
# of Lots: 1 2 3 4 <i>(More than 4 lots requires a Subdivision Application)</i>	Current Land Use:
<i>Lots shall meet the requirements of the current zoning, if not than a Rezoning Request and Subdivision Application will be required.</i>	Current Zoning:
Applicant's Signature:	Date:
MUNICIPAL USE ONLY	
All required documents and application fee submitted.	Date: <input type="checkbox"/> Yes <input type="checkbox"/> No
Is the property inside the city limits?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the property require public improvements? If yes, Subdivision Application is required.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is City Water available at this location? If yes, which side of the road? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Same <input type="checkbox"/> Opposite
Is City Sewer available at this location? If yes, which side of the road? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Same <input type="checkbox"/> Opposite
Public Works Approval (Signature Required)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fire Department Approval (Signature Required)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Notes:	
Signed documents returned to applicant for recording at the Probate Court.	Date:

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Subdivision Regulations Ordinance # 2007-12, adopted by the City Council of Springville, AL on October 15, 2007, Reads as follows:

PROCEDURE FOR PLAT APPROVAL
*Amendment 10 – approved June 16, 2020

Section 4.0 Approval of Minor Subdivisions

Minor Subdivisions may be approved administratively by the Zoning Director, or other authorizing agent of the Planning and Zoning Department and Planning Commission as declared by the Planning Commission, after review / approval of all applicable City Department Heads or their designees, without a public hearing. Approval of a Minor Subdivision shall be subject to all other applicable regulations and law.

A Minor Subdivision consists of 1) the subdivision of land into not more than four lots or a reduction of the number of lots in an existing subdivision, and 2) shall not require any public improvements, the dedication of a public way, or the expenditure of any public funds, 3) the plan for the Minor Subdivision shall not conflict with the master plan, official zoning map, any zoning ordinance, or any other subdivision regulations, and 4) the Minor Subdivision only contemplates either residential or agricultural zoned property.

Upon receipt and review of an application under this section, the Zoning Director, or other authorizing agent of the Planning and Zoning Department and Planning Commission, may refer said application to the Planning Commission for review as described in Sections 1.0 – 3.0.

Section 3.0 Final Plat

At the time of filing the final plat the sub-divider shall be required to pay a fee to the City of Springville to cover the cost incurred by the City, or its Authorized Agent(s) in its review and inspection of the subdivision.

The final plat shall be drawn to a scale of one (1) inch equals one hundred (100) feet on sheets not larger than twenty-four (24) by thirty-six (36) inches. When more than one (1) sheet is required, an index sheet of the same size shall be filed as a key showing the entire subdivision with the sheets in alphabetical order.

The final plat shall give the following information:

- A. Vicinity Sketch Map at a scale sufficient to show the site in relation to its surroundings. The map submitted with the preliminary plat may be used.
- B. Final Plan of the subdivision including the following:
 - 1. Name and location of subdivision.
 - 2. Name of owner, subdivision project engineer, geotechnical engineer, and surveyor.
 - 3. North arrow, graphics scale, written scale, and the date.
 - 4. Location, width, and name of all streets, roads and alleys and other right of way.
 - 5. Location of all blocks and lot lines and all lot numbers in numerical order.

6. Building Setback lines along with streets.
7. Sufficient data to readily determine and reproduce on the ground the location, bearing, and length of every road line, lot line, boundary, line block line, and building line, whether curved or straight, and including the radius, central angle, and tangent distance, and the length of curve for the center line of all curved roads and property lines which are not the boundary of the property being subdivided. The length of all dimensions shall be to the nearest tenth or 10 on one (1) foot, and bearings of all angles to nearest one (1) minute.
8. Location, dimension, and purpose of all easements.
9. Location and description of all monuments and iron pins.
10. Name and location of adjoining subdivisions, roads and the location and ownership of adjoining unsubdivided property.

The following certifications shall be presented along with the final plat:

- A. Certification showing that the applicant is the legal owner of the land, and that he formally dedicates all streets, right-of-way, and any other sites for public use.
- B. Certification by a registered surveyor of the accuracy of the survey and plat, and the replacement of all required monuments.
- C. Certification of approval by the St. Clair County Health Department when individual sewage disposal of water systems are to be installed.
- D. Certification by the City Clerk and City Engineer that the sub-divider has be complied with one of the following alternatives:
 1. Installed all improvements according to the requirements and specifications of these regulations, or
 2. Posting a surety bond properly dated in sufficient amount and stating a cutoff date 30 days past the City's acceptance and release amount sufficient to assure the completion of all required improvements. See Article VII, Page 36.
- E. Certification by licensed professional engineer, licensed in the State of Alabama, that this subdivision meets all requirements of the subdivision regulations and all other applicable ordinance of the City of Springville, Alabama.

When the plat has been approved by the Planning Commission, the final tracing containing all required certifications shall be returned to the sub-divider. The sub-divider shall then file such with the Probate Judge of St. Clair County as the official plat of record. One (1) copy shall be retained in the records of the Planning Commission. The Planning Commission must consider a final plat within thirty (30) days after its first regularly scheduled meeting which is held thirty (30) days after the submission of the final plat. If the plat is disapproved, grounds for such disapproval shall be stated in writing in the official minutes of the Planning Commission meeting.

Approval of the final plat by the Planning Commission shall not constitute acceptance by the public of the dedication of any street or other public way or ground. After approval of the final plat and the construction of the streets shown thereon, the Planning Commission may recommend to the City Council that it accept these streets as public roads and take over the perpetual maintenance after being annexed into the city limits.