

PLANNING AND DEVELOPMENT DEPARTMENT

For the Cities of Jefferson and Talmo, Georgia

147 Athens Street
Jefferson, GA 30549

Phone: 706-367-5011
Fax: 706-367-5751

APPLICATION FOR PRELIMINARY PLAT APPROVAL

Applicant Information:

Name:

Address:

City, State, Zip:

Phone:

E-mail:

Property Owner Information: *(if different from applicant)*

Name:

Address:

City, State, Zip:

Phone:

E-mail:

The property owner, must sign the following form; if the applicant is not the property owner, you must submit evidence of property owner approval to file this application by submitting the property owner authorization form.

Property Information:

Tax Map and Parcel Number:

Address (if one has been assigned):

Acreage of Property:

Existing Zoning District:

Proposed Use:

Property Owner Authorization

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

Name of Owner(s)

Address

Telephone Number

Signature of Property Owner

I authorize the person named below to act as applicant in the pursuit of this application.

Name of Applicant(s)

Address

Telephone Number

Property owner personally appeared
before me

who swears that the information
contained in this authorization is true
and correct to the best of his or her
knowledge and belief.

Notary Public

Date

To complete your application, attach/submit the following in addition to this completed form:

Preliminary Plat applications to be complete also require the following:

	Application fee: \$600.00 or \$40 per lot, whichever is greater. Make check payable to the City of Jefferson
	Plat: Submit 15 copies of the preliminary plat plus one digital copy. Checklist of items is provided below for preliminary plats:

Specifications for preliminary plats:

	Proposed name of subdivision
	Owner and professional contact information
	Miscellaneous. Date of boundary survey, north point and graphic scale, source of data, date of plan drawing, and, if any, revision dates
	Location (including Militia District) and size of the property in acres (or in square feet if less than an acre), and the external boundaries of the tract to be subdivided or developed shown by bearings and distances
	Vicinity map
	Abutting property information. Names of adjoining property owners per recorded deeds, zoning district, overlay district if applicable
	Prior subdivision (if any)
	Zoning and overlay district (if applicable) of property
	Application number and conditions. Rezoning, special use, and variance application number, date of approval, and conditions of approval, if applicable
	Natural features and flood plains. Natural features within the property, including topographic contours at no less than five-foot intervals, drainage channels, bodies of water, wetlands, streams with required buffer designated, wooded areas and other significant natural features such as groundwater recharge areas and rock outcroppings. On all water courses entering or leaving the property, the direction of flow shall be indicated. The 100-year flood plain, if any, shall be delineated
	Streets, easements, political boundaries and built features. Man-made features within and adjacent to the property, including street right-of-way and pavement widths, names of existing streets, all easements, city and county political boundary lines, and other significant information such as location and dimensions of bridges, existing buildings to remain, and other features
	Subdivision block and lot layout. The proposed subdivision layout including lot lines and street right-of-way lines, with proposed street names or letter designations and right-of-way widths, along with the front building setback line and the approximate dimensions of the length and width of each lot. The total number of lots in the subdivision and the total acreage in the tract to be subdivided shall be indicated. Lots shall be numbered consecutively in a clockwise fashion, and the approximate land area of each lot shall be indicated for each lot. The proposed phasing of the subdivision shall be indicated, if it is proposed to be platted in phases
	Water and sewage disposal. A statement as to the source of the domestic water supply and provisions for sanitary sewage disposal. For those properties that will not be served by a public sanitary sewerage system, location and results of soil tests or percolation tests as required and approved by the Jackson County Environmental Health Department
	Stormwater management. The approximate location of proposed storm water detention facilities
	Public land reservations. In addition to public streets, the preliminary plat shall indicate land if any to be dedicated for public use
	Other information as may be required by the zoning administrator