



SUBDIVISION/PLAT APPLICATION
 200 1st Street N.E., Moultrie, GA 31768
 P: 229-668-7223 F: 229-668-7650
www.moultriega.com

Please type or print application.

Proposed Subdivision/Plat

Subdivision/Plat Name: _____

Parcel ID(s): _____ Current Zoning District(s): _____ Number of Lots Existing: _____ Proposed: _____

Address or General Street Location (nearest street intersections): _____

Is this plat associated with a Site Development project? Yes No

Name of Project: _____ Area of Subject Property (acres): _____

Is Water Available? Yes No Is Sewer Available? Yes No

Are any existing buildings on the site? Yes No If yes, are any to remain? Yes No

Purpose

- | | | | |
|---------------|--------|---------------|-------|
| Single-Family | Office | Institutional | Sign |
| Multi-Family | Retail | Industrial | Other |

Subdivision/Plat Type

- | | |
|------------------------------|--|
| Minor Subdivision (2-3 lots) | Major Subdivision (4 or more lots) |
| Boundary Line Adjustment | Lot Combination Conservation Easement |

Submittal Type

- | | | | |
|-------------|-------|--------------------|-----------------------|
| Preliminary | Final | Retracement Survey | Concept Plan (Sketch) |
|-------------|-------|--------------------|-----------------------|

Property Owner(s)

Property Owner: _____

Property Owner's Current Mailing Address: _____

City: _____ State: _____ Zip: _____

Property Owner's Phone: _____ Email: _____

Agent/Contact Person

Name/Firm: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Surveyor

Name/Firm: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Email: _____

Approval Date(s)

Minor Subdivision: _____
Plan Review Group: _____
Moultrie-Colquitt County Planning Commission (Preliminary Plat): _____
City Council (Preliminary Plat): _____
Moultrie-Colquitt County Planning Commission (Final Plat): _____
City Council (Final Plat): _____
Plan Review Group (Final Plat, No Changes to Preliminary): _____

Campaign Contribution (For Major Subdivisions Only)

Owner/Agent

*In the last year, have you (Owner/Agent) contributed more than \$250.00 to the campaign of a local elected official?
Yes No If Yes attach a disclosure report with the City of Moultrie. The name and official position of the local government official to whom the campaign contribution was made; and the dollar amount and description of each campaign contribution made by the applicant to the local government official during the two years immediately preceding the filing of the application for the rezoning action and the date of each such contribution.*

Applicant Certification

I hereby certify that I am the owner or authorized agent of the property being proposed for subdivision, and that this proposed subdivision plat does not violate any covenants or deed restrictions, that all taxes applicable to this property have been paid and that there are no delinquent taxes outstanding. I hereby certify that I have answered all of the questions contained herein and know the same to be true and correct.

Signature of Applicant: _____ Print Name: _____

_____ ID Verified _____ Proof of Ownership Verified _____ Tech's Initials

Required Paperwork

- Application filled out completely
- Required fees
- Warranty deed (filed and recorded at the courthouse) with legal description granting title to current owner
- Legal description or property (if description is not on warranty deed)
- Outline of all private covenants or deed restrictions, if any, pertaining to land with the proposed subdivision.
- Submit plat in digital format to plansupload@moultriega.com

Additional Required Paperwork

ADDITIONAL REQUIREMENTS FOR FINAL PLATS

- List of deviations, if any, from the approved preliminary plat
- Certified copy of all private covenants or deed restrictions, if any, pertaining to land with the subdivision

Guidelines

1. Reference the City of Moultrie Subdivision Regulations for specific requirements concerning preliminary or final plats. Maps or plats to be filed and recorded in the office of the clerk of the superior comi shall be prepared in accordance with the Georgia Plat Act, O.C.G.A. §15-6-67.
2. Application must be filed by 10:00 a.m. on the second Friday of the month immediately preceding the next scheduled Moultrie-Colquitt County Planning Commission Meeting.
3. The City of Moultrie Plan Review Group shall review preliminary plats before initiating the Plat Approval application process.
4. If such proposed subdivision includes or abuts on any part of the state highway system or where the proposed subdivision requires access to the state highway system, please allow 30 days for the State of Georgia Department of Transportation to recommend approval or recommend rejection of the proposed subdivision.
5. Submit plat(s) and application in digital format to plansupload@moultriega.com

Boundary Line Adjustment

A boundary survey and plat of all the lots involved in the boundary line adjustment shall be required to be approved by the Plan Review Group and recorded. Such plat showing said boundary line adjustment shall be titled with the same name as that of the original subdivision and shall include thereon that the replat is for the purpose of adjusting the lot lines between specific lots.

Lot Combination

A boundary survey and plat depicting all lots involved in the lot combination shall be required to be approved by the Plan Review Group and recorded as a final plat. Such combination plat shall be titled with the same name as that of the original subdivision, if applicable, and shall indicate thereon that the replat is for the purpose of removing the lot lines between specific lots.

Retracement survey

A retracement survey is where the boundary lines and corners of a parcel of land are reestablished from an existing legal or deed description. A retracement survey plat depicting all lots involved in the retracement shall be required to be approved by the Zoning Administrator and recorded as a retracement plat.

Incomplete applications will not be accepted.

Subdivision Land Fees:

Boundary Line Adjustments:	_____	\$250.00
Lot Combination:	_____	\$250.00
Minor Subdivision:	_____	\$250.00
Minor Subdivision - Preliminary Plat:	_____	\$250.00
Major Subdivision - Preliminary Plat:	_____	\$700 + \$10 per lot
Major Subdivision - Final Plat:	_____	\$5 per lot
Re-submittals: Plat/Construction Plan, each Submittal:	_____	\$100.00
Land Disturbance Fee:	_____	\$40 per acre