



DEDICATION OF IMPROVEMENTS APPLICATION

USE:

- Any subdivision involving the dedication of a public street or public land, any subdivision involving a new private street, and any subdivision requiring a public improvement as defined, shall require the submission and approval by the Commerce City Council of a dedication plat.
- Approval required by Commerce City Council after work is 100% completed and timelines specified in UDC have passed.
- Process not completed until signed copies are recorded at Jackson County Courthouse and returned to Commerce Planning & Development Department.

IMPORTANT INFORMATION-PLEASE READ:

Prior to submission, please ensure your proposed final plat/dedication of improvements meets all specifications outlined in the City of Commerce's *Unified Development Code*, specifically *Article 15 Division 3 Final Plat Specifications* which can be found online at www.commercega.gov. Once your packet is submitted, staff will conduct a review and advise of any changes needed for staff to forward the plat to the Commerce Planning Commission for consideration. Please complete the form below and submit it along with all required documents and appropriate fee to Planning & Development for review. Incomplete packets will not be further processed.

CHECK ONE: Final Plat w/ Dedication Signatures Dedication of Improvements (Final Plat already approved)

CHECKLIST:

- 1. Fee (\$50 for Dedication + \$25 per lot for Final Plat)_____
- 2. Completed Application including Property Owner Authorization Form_____
- 3. Copy of current recorded plat_____
- 4. 9 Paper Copies + 1 Digital Copy of:
 - Final Plat_____
 - Dedication of Street or Roadway_____
 - Dedication of Infrastructure (Water & Sewer Lines, R.O.W.)_____



PROPERTY INFORMATION:

TAX MAP & PARCEL #(S): _____

ADDRESS OF PROPERTY (if applicable): _____

WARD #: _____ TOTAL ACREAGE: _____

NAME OF PROPOSED SUBDIVISION: _____

ACCESS TO SUBDIVISION FROM: _____

SOURCE OF WATER SUPPLY: _____

SOURCE / TYPE OF SEWAGE DISPOSAL: _____

TYPE OF DEVELOPMENT:

RESIDENTIAL DEVELOPMENT

NUMBER OF LOTS: _____

NUMBER OF DWELLING UNITS: _____

DWELLING UNIT SIZE (Sq. Ft.): _____

NUMBER OF NON-DWELLING UNITS: _____

PROVIDE EXPLANATION OF PROPOSED NON-DWELLING UNITS (eg. Type, use, etc.):

NON-RESIDENTIAL DEVELOPMENT (circle one): **INDUSTRIAL** **COMMERCIAL**

NUMBER OF BUILDINGS/LOTS: _____

TOTAL BUILDING SQ FT: _____



OWNER/APPLICANT/AGENT INFORMATION: _____

APPLICANT / ATTORNEY / AGENT INFORMATION:

Check One: Applicant Attorney Agent

Name: _____

Address: _____

City, State _____ Zip _____

Phone Number(s): _____

Email Address _____

PROPERTY OWNER INFORMATION:

If more than one property owner, add additional pages as needed for each property owner.

Property Owner Name: _____

Mailing Address (if different from above): _____

City, State _____ Zip _____

Phone Number(s): _____

Email Address _____

Property Owner Name: _____

Mailing Address (if different from above): _____

City, State _____ Zip _____

Phone Number(s): _____

Email Address _____





APPLICANT'S CERTIFICATION:

THE UNDERSIGNED BELOW STATES UNDER OATH THAT THEY ARE AUTHORIZED TO
MAKE THIS APPLICATION.

Signature of Applicant / Attorney / Agent

Date

Type or Print Name

Notary Seal

Signature of Notary Public

Date



PROPERTY OWNER'S CERTIFICATION: _____

Signature page required for each/every owner.

I do solemnly swear and attest, subject to criminal penalties for false swearing, that I am the legal owner, as reflected in the records of Jackson County, Georgia, of the property identified below, which is the subject of the attached application before the City of Commerce, Georgia. As the legal owner of record of the subject property, I hereby authorize the individual named below to act as the applicant in the pursuit of the request of the items indicated below.

I, _____, authorize, _____,
(Property Owner) (Applicant)

to file for _____, at _____,
(Type of Application) (Physical address or parcel #s)

on this day _____ of _____, 20_____.

- I understand that failure to supply all required information (per the relevant Applicant Checklists and requirements of the City of Commerce Zoning Ordinance) will result in REJECTION OF THE APPLICATION.
- I understand that preliminary approval of my design plan does not authorize final approval of my application. I agree to arrange sign permitting separately, after approval is obtained.
- I understand that representation associated with this application on behalf of the property owner, project coordinator, potential property owner, agent or such other representative shall be binding.

Signature of Property Owner

Date

Type or Print Name

Notary Seal

Signature of Notary Public

Date