

**SUBDIVISION APPLICATION FORM
FOR THE
CITY OF PORT WENTWORTH**

Date Submitted: _____

Application Form Required

This application form is to accompany **all** subdivisions submitted for Port Wentworth Planning Commission review and is to be filled out in its **entirety**. Plats/subdivisions not accompanied by this application will not be accepted for processing. All subdivisions with their completed applications must be received by the Port Wentworth Planning Commission at least 20 days prior to the Planning Commission meeting at which they are to be considered. A mylar and 5 (five) copies of the plat/subdivision must accompany application.

Subdivision Name: _____

Location: _____

Number of Lots: _____ Number of Acres: _____

PIN #: _____ Current Zoning: _____

Type of Subdivision: (Check applicable blanks from each column)

- | | | | |
|----|--|----|--|
| A. | <input type="checkbox"/> Sketch Plan | B. | <input type="checkbox"/> Major Subdivision
(4 or more lots or a new road) |
| | <input type="checkbox"/> Master Plan | | |
| | <input type="checkbox"/> Preliminary Plat | | <input type="checkbox"/> Minor Subdivision
(3 or less lots & no new road) |
| | <input type="checkbox"/> Final Plat | | |
| | <input type="checkbox"/> Revision to a Recorded Plat | | |

Purpose of Subdivision:

- | | |
|---|--|
| <input type="checkbox"/> Single-Family | <input type="checkbox"/> Industrial |
| <input type="checkbox"/> Multi-Family | <input type="checkbox"/> Institutional |
| <input type="checkbox"/> Retail | <input type="checkbox"/> Other |
| <input type="checkbox"/> Other Business | <input type="checkbox"/> Sign |

Variances: (List all variances being requested)

Georgia DOT Review

In all applications in which property being subdivided lies along a State Highway or access is needed from a State Highway, all applicants are required to submit a plat to the Georgia Department of Transportation for review. The subdivision application will not be considered by the Port Wentworth Planning Commission until the Georgia Department of Transportation has commented on the subdivision. The comments must accompany the application.

Previous Submittal:

Has this tract of land being proposed for subdividing been submitted to the Port Wentworth Planning Commission under a different subdivision name.

Yes _____ No _____

If yes, what name: _____

Date Submitted: _____

Number of Required Prints

All submittals, regardless of type, shall include 20 prints, one of which must be on mylar.

Statement as to Covenants/Deed Restrictions: (Check One)

_____ A copy of all existing deed restrictions or subdivision covenants applicable to the property are attached.

_____ There are no added restrictions or subdivision covenants on this property.

Contact Person (s): (Type or Print)

Engineer/Surveyor: _____

Address: _____

Phone: _____ Fax: _____

Owner: _____

Address: _____

Phone: _____ Fax: _____

Please provide a list of all property owners that are adjacent to the parcel to be subdivided including those across the public right-of-way. List should include property owner name, PIN #, address of property and mailing address.

Certifications:

1. I hereby certify that this proposed subdivision/plan does not violate any covenants or deed restrictions currently in effect for the property being subdivided.
2. I hereby certify that all taxes applicable to this property have been paid and that there are no delinquent taxes outstanding.
3. I hereby certify that I am the owner of the property being proposed for subdivision.
4. I hereby certify that all the information pertained in this application is true and correct.

Signature of Owner

Comments: Place any pertinent comments you wish to make in the following space:

Submit this form along with the proposed subdivision and any accompanying information to:

**CITY OF PORT WENTWORTH
305 SOUTH COASTAL HIGHWAY
PORT WENTWORTH, GEORGIA 31407**

FEES:

Master Plan Review (Major Subdivision) \$206.00
Preliminary Plan (Major Subdivision) \$416.00 + \$50 per lot
Preliminary Plan (Minor Subdivision) \$311.00
Final Plan (Major & Minor Subdivision) \$311.00 + \$10/page + \$50 per lot

**Each application will also be assessed a \$50 administrative fee.