

Application Number: _____



City of Hogansville, GA

Application for Final Plat Approval

Property Owner Name _____

Address of Project _____

_____ Zip _____

Phone _____ Email _____

Troup Tax Map No. _____

Project Name (if applicable) _____

Site Info.:

Zoning: _____

Property Size: _____

of Lots: _____

Utilities:

Water: Public

Private Well

Sewer: Public

Private Septic

Electric: Underground

Will be overhead

Other: _____

Project Description – Please be as specific as possible

Nature of any proposed changes since the Preliminary Plat/Plan approval – Please be as specific as possible.

I certify that the foregoing information is true and correct,

this day of _____ 20 _____

Applicant's Signature

Notary Public

(Affix Seal Here)



City of Hogansville, GA

Final Plat Checklist

Prior to approval of Final Plat, the developer shall pay the development fees and Performance and Maintenance bonds.

By

Date

Application/As built Plans received _____ _____

Application/As built Plans accepted _____ _____

Information/Instructions are completed _____ _____

Scheduled for Planning Commission action _____ _____

Planning action taken _____ _____

Scheduled for City Council action _____ _____

City Council action taken _____ _____

City decision Approved Denied

Pre-Submittal Requirements:

The following is required to be installed and completed prior to submittal of an application. If submittal is incomplete, there will be delays on the review.

- Storm Drainage Facilities
- Structural Stormwater Management Facilities
- Curb and Gutter
- Granular Base, Base Asphalt, and Asphalt Topping
- Water Lines and Fire Hydrants
- Sanitary Sewer Lines and Manholes
- Traffic Control Devices and Pavement Markings
- Soil Erosion Control Measures
- Pin Marker Locations
- Underground Utilities
- Multi-Use Path Connections
- Landscaping and Street Lighting

Instructions for the Final Plat

- Clearly and legibly drawn in black ink by a civil engineer, landscape architect, or land surveyor currently registered in the State of Georgia.
- Drawn at a scale of not more than 100 feet to one (1) inch
- (3) 24x36 hard copies and (1) electronic pdf
- Letter requesting review and approval of the final plat
- Notice of Termination is handed to Building Clerk
- A warranty deed describing all street rights-of-way and utility easements to be dedicated to the City without restrictions
- A title certificate in favor of the City from an attorney licensed to practice law in the City of Hogansville dated the date of the deed certifying that the owner/subdivider of the property owns the property to be dedicated identifying all liens, mortgages, security deeds, mechanics or material men's liens (hereinafter called "liens") affecting the property to be dedicated.
- Any lien releases, or releases or quitclaim deeds necessary to release the dedicated areas from the liens identified in the attorney's title certificate.
- A performance bond to guarantee the installation of any infrastructure not installed at the time of the request. (See section 102-C-9-17 of UDO)

- A maintenance bond to assure the structural durability, stability and integrity of the associated improvements. (See section 102-C-9-17 of UDO)
- Documentation by an engineering testing firm acceptable to the City, certifying that all subgrade conditions, construction and materials meet the City's standards. Said certification shall be based on the level of testing specified by the City.

Information to be provided on Final Plat prior to approval:

- Courses, Distances. Courses and distances to the nearest existing street lines or benchmarks or other permanent monuments.
- Municipal, County, Land Lot Lines. Municipal, county, or land lot lines accurately tied to the lines of the subdivision by distance and angles when such lines traverse or are reasonably close to the subdivision.
- Tax map, block and parcel number.
- Drainage Easement Note. The final plat shall have the following note clearly and legibly printed. The owner of record, on behalf of himself (itself) and all successors in interest specifically releases the City of Hogansville from any and all liability and responsibility for flooding or erosion from storm drains or from flooding from high water of natural creeks, rivers or drainage features shown herein. A drainage easement is hereby established for the sole purpose of providing for the emergency protection of the free flow of surface waters along all watercourses as established by the regulations of the City of Hogansville. The City of Hogansville may conduct emergency maintenance operations within this easement where emergency conditions exist. Emergency maintenance shall be the removal of trees and other debris, excavation, filling and the like, necessary to remedy a condition, which in the judgment of the City Manager, is potentially injurious to life, property or the public roads or utility system. Such emergency maintenance, conducted for the common good, shall not be construed as constituting a continuing maintenance obligation on the part of the City of Hogansville nor an abrogation of the City's rights to seek reimbursement for expenses from the owner/s of the property/ies of the lands that generated the conditions.
- Boundaries. Exact boundary lines of the tract, determined by a field survey giving distances to at least the nearest one-tenth (0.10) foot and angles to at least the nearest minute, which shall be balanced and closed with an error of closure not to exceed 1:10,000.
- Streets, Alleys. Exact locations, widths, and names of all streets and alleys within and immediately adjoining the plat.
- Street Center Lines. Street center lines showing angles of deflection, angles of intersections, radii, and lengths of tangents.
- Lot Lines. Lot lines with dimensions to the nearest one-tenth (0.10) foot and bearings.

- Lot Areas. Area of each lot, in acres or square feet, to at least four (4) significant figures.
- Lot, Block Identification. Lots numbered in numerical order and blocks lettered alphabetically. (Based on preliminary plat)
- Easements, Reservations. Location, dimensions and purposes of any easements and any areas to be reserved or dedicated for public use.
- Monuments, Markers. Accurate location, material and description of at least three (3) monuments and markers.
- Property identified for public use or dedication and for common use of property owners.
- Setbacks. The building setbacks for the parcel shall be applied to the final plat.
- Landscape and Stream Buffers. These shall be shown when in areas where such provisions apply.
- Addresses. Shall be placed on the final plat for each lot within question, as assigned by the City.
- Private Covenants. A statement, either directly on the plat or identified attached document, of any private covenants.
- Surveyor's Certificate. A surveyor's certification, directly on the final plat as follows. It is hereby certified that this plat is true and correct and was prepared from an actual survey of the property by me or under my supervision; that all monuments shown hereon actually exist and their location, size, type and material are correctly shown; and that all requirements of the land subdivision regulations of the City of Hogansville, Georgia have been fully complied with.

By _____ Reg. Georgia Land Surveyor No. _____

- Owner's Certificate. An owner's certification, directly on the final plat, as follows:

Owner's Certification:

State of Georgia, County of Troup

I, being the owner of the land shown on this plat, hereby certify that: all state, city and county taxes or other assessments now due on this land have been paid; all streets, drainage ways and easements shown hereon are dedicated to the use of the public and enforcement by public safety officials forever; and, that I will be responsible for the maintenance and repair of all infrastructure associated with this development until expiration of the maintenance period.

Property Owner

Date

Health Department Certificate. A certificate of approval of the County Health Department if septic tanks are used, directly on the final plat.

City of Hogansville Certificate. A certificate of acceptance, directly on the plat, as follows: The City of Hogansville hereby accepts all street rights-of-way and the improvements therein and any catch basins, junction boxes, storm drainage pipe easements, or other structures or areas outside of said street right-of-way (excluding ditches and other open drainage ways) which are specifically indicated on this plat as being dedicated to the public; however, this certification does not obligate the City to maintain the above stated infrastructure until expiration of the maintenance period.

City Manager

Date

Zoning Administrator's Certificate. A certificate of approval of the final plat by the Zoning Administrator, directly on the plat, as follows: Pursuant to the land subdivision regulations of the City of Hogansville, Georgia, all requirements of approval having been fulfilled, this final plat was given final approval on _____, 20____.

Zoning Administrator

Date



Final Plat Application Instructions

An application for a final plat must be completed and signed by the applicant and submitted to City Hall at least 7 days before the next regularly scheduled Planning Commission meeting.

The Planning Commission will consider the application at its next regular meeting. It is the practice of the Commission to deny any application where the applicant is not present. Witnesses may be called, and the applicant has the right to question any witness.

The Commission may, at its sole discretion, include any condition, requirement or limitation to a request which may be necessary to protect adjacent property owners and the public good. If at any time after the preliminary plat has been issued, the zoning administrator or building inspector finds that the conditions imposed and the agreements made have not been or are not being fulfilled by the holder of the application, the plat shall be terminated.

The final decision to grant a final plat shall be made by the Hogansville City Council after hearing the recommendation of the Planning Commission. Your presence will be required at both City Council and Planning Commission to answer any questions that may arise. Any appeals of the City Council's decision shall be taken to the proper courts. Once approved, file with County Superior Court and return stamped version to the City.



Owner Authorization Form

City of Hogansville

This is a written request from (property owner name): _____, the legal owner of Property (address): _____, Hogansville, Troup County, Georgia; Troup County Tax Parcel Number _____.

Esta es una petición escrita de (nombre del dueño) _____, el dueño legal de la Propiedad (dirección) : _____, Hogansville, Condado de Troup, Georgia ; El Número de Parcela Fiscal _____.

Property Owner Signature/Firma del dueno

Date/Fecha:

Notary Public

(Affix Raised Seal Here)



Third Party Authorization Form

City of Hogansville

This is a written request from _____, the legal owner of Property: _____, Hogansville, Troup County, Georgia and the Tax Parcel Number _____. I hereby grant authorization to _____ to act as the applicant or agent for submitting requests related to this property.

Esta es una petición escrita de _____, el dueño legal de la Propiedad: _____, Hogansville, Condado de Troup, Georgia y el Número de Parcela Fiscal _____. Por la presente autorizo a _____ a actuar como solicitante o representante para presentar solicitudes relacionadas con esta propiedad.

Property Owner Signature/Firma del dueño

Date/Fecha:

Notary Public

(Affix Raised Seal Here)