



# BALDWIN COUNTY COMMISSION

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## PLANNING AND ZONING DEPARTMENT

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### New Single-Family Dwelling Land Use Certificate Application Submittal Checklist

- \_\_\_\_\_ **Baldwin County Land Use Certificate Application**
- \_\_\_\_\_ Application Fee (*see current fee schedule*)
- \_\_\_\_\_ Agent Authorization Form (*if person other than property owner is applying*)
- \_\_\_\_\_ Access (Culvert) Permit from the Baldwin County Highway Department or the Alabama Department of Transportation, whichever is applicable.
- \_\_\_\_\_ Sewer or Septic Tanks – For *Sewer Service* a release from the Sewer Utility Provider is required; for *Septic Tanks* a release from Baldwin County Health Department is required.
- \_\_\_\_\_ Water – A release from the Water Utility Provider is required; if a well is proposed, nothing is required.
- \_\_\_\_\_ Plot Plan or Survey – drawn to scale, indicating any existing structures (*with dimensions*), the proposed structure (*with dimensions*), and the setbacks from property lines. Please include all proposed stairs.
- \_\_\_\_\_ Three (3) Complete Sets of Construction Plans drawn to scale
- \_\_\_\_\_ Erosion Control Plan
- \_\_\_\_\_ Any other information deemed necessary to complete review