



BALDWIN COUNTY COMMISSION

PLANNING AND ZONING DEPARTMENT

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Land Use Certificate Application Submittal Checklist Fort Morgan

- _____ **Baldwin County Land Use Certificate Application**
- _____ Application Fee (*see current fee schedule*)
- _____ Agent Authorization Form (*if person other than property owner is applying*)
- _____ 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 and **show number and dimensions of parking spaces provided**
- _____ Three (3) Complete Sets of Construction Plans drawn to scale
- _____ Erosion Control Plan
- _____ 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.
- _____ Access (Culvert) Permit from the Baldwin County Highway Department or the Alabama Department of Transportation, whichever is applicable.
- _____ U.S. Fish & Wildlife Service Permit if the subject property is *South of State Highway 180*.
- _____ Any other information deemed necessary to complete review.