



**SPANISH FORT CITY COUNCIL  
REQUEST FOR PUBLIC INFRASTRUCTURE ACCEPTANCE**

Planning Commission Case No. \_\_\_\_\_

<b>Name of Subdivision</b> _____		
<b>Tax Parcel Number(s)</b> _____		<b>Subdivision Location</b> _____
<b>Total Acreage</b> _____	<b>Number of Lots (Units)</b> _____	<b>Average Lot Size</b> _____
<b>Current Zoning of Property</b> _____	<b>Water Source</b> _____	<b>Sewer Source</b> _____
<b>Name of Applicant or Owner</b> _____		<b>Mailing Address</b> _____ Street Address _____ City _____ State _____ Zip Code _____
<b>Phone Number</b> _____		<b>Email Address</b> _____
<b>Name of Engineer/Agent, if other than Applicant</b> _____		<b>Mailing Address</b> _____ Street Address _____ City _____ State _____ Zip Code _____
<b>Phone Number</b> _____		<b>Email Address</b> _____

No application will be included on the City Council meeting agenda unless ALL required application elements, including the Public Infrastructure Acceptance Checklist, are completed in full. **NO EXCEPTIONS.**

I (WE), THE UNDERSIGNED APPLICANT (OWNER), UNDERSTAND THAT SUBMISSION OF THIS APPLICATION DOES NOT ENTITLE ME (US) TO APPROVAL OF THIS APPLICATION. I HAVE REQUESTED AND RECEIVED A COPY OF THE APPLICABLE SECTIONS OF THE ZONING ORDINANCE AND UNDERSTAND THAT I MUST BE PRESENT ON THE DATE OF THE SCHEDULED HEARING.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_



Case No. \_\_\_\_\_

**CITY OF SPANISH FORT  
APPLICATION CHECKLIST FOR  
ACCEPTANCE OF PUBLIC INFRASTRUCTURE**

Name of Subdivision: \_\_\_\_\_

Name of Applicant(s): \_\_\_\_\_

Tax Parcel No(s): \_\_\_\_\_

All applicable requirements in the Spanish Fort Subdivision Regulations, Article III, Section F, including but not limited to the following, shall be submitted to the Spanish Fort Building Department for review prior to placement on the Spanish Fort City Council's Agenda for consideration:

1. \_\_\_\_\_ Completed application form, including this checklist
2. \_\_\_\_\_ Transmittal letter detailing request for public infrastructure acceptance.
3. \_\_\_\_\_ Maintenance Surety
  - a. \_\_\_\_\_ Project Engineer's stamped construction estimate
  - b. \_\_\_\_\_ Maintenance bond totaling 40% of the Project Engineer's stamped construction estimate to become effective at the date of acceptance of public improvements by City Council to remain in effect for a period of no less than two years, with the exception of damage and/or defects.
4. \_\_\_\_\_ Performance bond, if required, to guarantee installation of improvements
5. \_\_\_\_\_ Performance Bond
  - a. \_\_\_\_\_ Project Engineer's stamped construction estimate
  - b. \_\_\_\_\_ Performance Bond totaling 125% of the engineer's estimated cost for sidewalks only, guaranteeing the construction of all sidewalks within two years of final plat approval.
6. \_\_\_\_\_ Written certification by Project Engineer verifying completion of all improvements in accordance with design plans and City regulations and standards
7. \_\_\_\_\_ Operation and Maintenance Plan – Final copy recorded with associated Final Plat in the office of the Baldwin County Judge of Probate.

- a. \_\_\_\_\_ Operations and Maintenance Plan including any deed restrictions and formation of a property owners' association detailing maintenance responsibility,
  - b. \_\_\_\_\_ Maintenance and inspection agreement for all private on-site stormwater discharge control facilities in accordance with Section 11 of ORDINANCE NO. 516-2017 "Clean Water Ordinance"
8. \_\_\_\_\_ One (1) printed copy of Final Plat, as recorded in the office of the Baldwin County Judge of Probate, no larger 30" x 40"
9. \_\_\_\_\_ Digital Copies of the Following in Portable Document Format (PDF):
- a. \_\_\_\_\_ Recorded Final Plat
  - b. \_\_\_\_\_ Recorded Operations and Maintenance Agreement
  - c. \_\_\_\_\_ Maintenance and Performance Sureties and/or Bonds
  - d. \_\_\_\_\_ Transmittal Letter Requesting Acceptance of Public Infrastructure
  - e. \_\_\_\_\_ Certification by Project Engineer