

**(Final) SUBDIVISION  
APPLICATION**

Completed applications shall be submitted to the Madison County Subdivisions office located at 266 - C Shields Road, Huntsville, AL, 35811. If you have further questions call Kathy Rogers at 256-746-2925 or email [Krogers@madisoncountyal.gov](mailto:Krogers@madisoncountyal.gov)

**REQUIRED INFORMATION AT TIME OF SUBMITTAL**

*(For further explanation see the Madison County Subdivision Regulations Located on [www.madisoncountyal.gov](http://www.madisoncountyal.gov))*

**Subdivision Name:** \_\_\_\_\_

1. Final Plat must be submitted to Heather Renfroe for Subdivision and Street name approval.

256-746-2909 or email [hrenfroe@madisoncountyal.gov](mailto:hrenfroe@madisoncountyal.gov)

Heather Renfroe - \_\_\_\_\_  
(Signature)

2. (1) Copy of Final Plat to be marked up.

3. Street Light Payment Amount - \_\_\_\_\_ Check # \_\_\_\_\_  
(A separate check Made Payable to County Commission is required)

Standard \$150.00 x \_\_\_\_\_ (# of Lots & Tracts) = \_\_\_\_\_

Or

Town & Country \$175.00 x \_\_\_\_\_ (# of Lots & Tracts) = \_\_\_\_\_

4. Street Sign Payment Amount - \_\_\_\_\_ Check # \_\_\_\_\_  
(A separate check Made Payable to County Commission is required)

4 Way Intersections \$300.00 x \_\_\_\_\_ (# of 4 Ways) = \_\_\_\_\_

T- Sections \$150.00 x \_\_\_\_\_ (# of T-Sections) = \_\_\_\_\_

5. Title Opinion from Attorney

6. Article of Incorporation (If Applicable)  
If there is a common area in the subdivision

7. Number of Adjoining Property Owners \_\_\_\_\_  
(This list should match the owners listed on the plat)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Deed Book: \_\_\_\_\_ Page: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Deed Book: \_\_\_\_\_ Page: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Deed Book: \_\_\_\_\_ Page: \_\_\_\_\_

8. Once all requirements are met and all markups have been corrected, we will require the following:

1. A Final plat with all signatures except for the Madison County Chairman and County Engineer.
2. A CAD Drawing of approved Construction plans (if applicable)
3. **Everything required must be turned in and approved before plans will go on the agenda.**

**Please refer to the Subdivision Regulations for all plat requirements**

*Revised 5/15/2020*

**(Final Plat) REQUIRED INFORMATION**

**This must be Completely filled out before plans will be reviewed**

Subdivision Name: \_\_\_\_\_  
(As it is on the Final Plat)

Phase: \_\_\_ District: \_\_\_ Road Location: \_\_\_\_\_

ENGINEERING FIRM: \_\_\_\_\_

Firm Address: \_\_\_\_\_

(Complete Mailing Address **NO P.O. Box**)

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Engineer's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ Phone: \_\_\_\_\_

(Engineer Representative)

Email Address: \_\_\_\_\_

OWNERS Name: \_\_\_\_\_ Phone: \_\_\_\_\_

(The name that is on the Title Opinion & Final Plat)

Email Address: \_\_\_\_\_

Address: \_\_\_\_\_

(Complete Mailing Address **NO P.O. Box**)

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE: \_\_\_\_\_

(Owner Representative)

Email Address: \_\_\_\_\_