



CITY OF MONROE

MINOR SUBDIVISION APPLICATION

Name Shown on Plat: _____

Address or Physical Location: _____

Parcel #: _____ Acreage (or SF): _____ Total Lots: _____

Applicant: _____ Phone #: _____

Address: _____ City: _____ State: _____ Zip: _____

REQUIRED ITEMS TO BE SHOWN ON THE PLAT

- Name & Address of Owner
- North Arrow
- Graphic Scale
- Date of Plat
- Exact Boundary Lines of Tracts with Bearings & Distances
- Zoning Districts of Parcel & Adjoining Properties
- Parcel Number of Parcel & Adjoining Properties
- Minimum Building Setback Lines
- Statement of Floodplain Status
- FEMA Map Number & Date of Panel
- Statement of Historic District Status

Certificate of Approval for Recording:
 "The Code Enforcement Officer hereby certifies that this plat complies with the Zoning Ordinance and Development Regulations of the City of Monroe, Georgia, and that it is hereby approved for recording in the office of the Clerk of the Superior Court of Walton County, Georgia"

Dated this ____ day of _____, 20__

By: _____

Code Enforcement Officer

I HEREBY CERTIFY THAT I HAVE EXAMINED AND UNDERSTAND ALL INFORMATION ON THIS APPLICATION AND THAT THE ABOVE STATEMENTS AND INFORMATION SUPPLIED BY ME TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING WORK TO BE PERFORMED SHALL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT.

SIGNATURE OF APPLICANT: _____ DATE: _____

SIGNATURE OF OWNER (IF REQUIRED): _____ DATE: _____

FEE: \$50

It is the responsibility of the applicant and not the staff to ensure that a complete application with all required materials are submitted. Applications and submittals found to be incomplete and incorrect will be rejected.