

ELBERTA



fur das gute Leben
"for the good life"

**MAYOR:
MARVIN WILLIAMS**

TOWN OF ELBERTA

COUNCIL:

**ALMA DOEGE
JIM HAMBY
MICHAEL HUDSON
BETTY WOOD
DON KOONTZ, SR.**

**CLERK/TREASURER
SANDY GERMANY**

CHECKLIST FOR LAND USE APPLICATION

1. Completed Land Use Application (2 Pages) signed and dated
2. Attach Site and /or Plot Plan showing existing and proposed structures and their setbacks from all property lines – not from street. Hand drawings must be legible.
3. Construction Plans for Building Department
4. Fee of \$25.00 payable to Town of Elberta
5. Release forms from Utility Providers (electric, water, sewer, health department) if applicable
6. Homeowner Association Approval Forms if applicable

If you are not the property owner, please attach Agent Authorization signed by owner to act on your behalf in obtaining permits. Return completed Land Use Application to Zoning Department at the Planning and Zoning Department. After Zoning approval, you will take the approved Application to the Baldwin County Building Department at the Foley Satellite Courthouse on Section Avenue. The Building Department will issue the building permit and make all necessary inspections during construction on behalf of the Town of Elberta.

Note: Any fees charged by the Building Department are separate from the \$25.00 Land Use Application fee listed above.

Contact Planning and Zoning,

Timothy Bragg

251.747.7179

251.986.8499 (fax)

pwchief@centurylink.net

Monday – Thursday, 8:00 a.m. to 3:30 p.m.