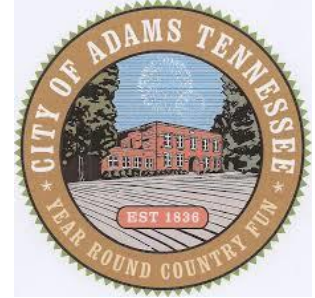


City of Adams, Tennessee
Application for Site Approval



Site Plan Review Fees (Per Ordinance #2023-039):

Site Plan Review Fees are Based on Building Square Footage

Less than 5,000 square feet: \$400.00

5,001 to 20,000 square feet: \$600.00

Greater than 20,000 square feet: \$800.00

Amendments to Previously Approved Site Plans: \$400.00

Property Information:

1. Current Zoning of Property: _____
2. Physical Address of Property: _____
3. Tax Map & Parcel Number: _____
4. Size of Property (square feet or acres): _____
5. **Owner of Record Information**
Name: _____
Mailing Address (No P.O. Boxes, please): _____
Email: _____
Telephone Number: _____
6. **Owner's Representative Information (Surveyor, Self, Engineer, etc.)**
Name: _____
Name of Firm: _____
Mailing Address (No P.O. Boxes, please): _____
Email: _____
Telephone Number: _____

SUBMITTAL REVIEW PROCEDURE:

1. Submit 1 hard copy (no smaller than 17X22) of the site plan and fee payment to City Manager Anna Luke (adamscityrecorder@adamstn.org)
2. Email a copy of the submitted site plan to adamscityrecorder@adamstn.org. APPLICATIONS ARE NOT COMPLETE UNTIL STEPS 1 & 2 ABOVE ARE COMPLETED ACCORDING TO SCHEDULE.
3. Application and site plan will be reviewed, and corrective comments provided.

4. Submit corrections by date established by the City of Adams
5. Deliver 7 folded hard copies, no smaller than 17X22 to Adams City Hall before or by the final due date.
6. Email a .PDF of the corrected site plan to adamscityrecorder@adamstn.org
7. Attend the Planning Commission meeting. Be ready to present and answer questions. **Failure to appear at the Planning Commission meeting may result in the denial of the application.**

Owner's Signature & Date

Owner's Representative Signature & Date

Submittal Calendar for Planning Commission Applications