



City of Riverside

PLANNING AND ZONING COMMISSION

379 Depot Street • Riverside, Alabama 35135 • www.riverside-al.com

APPLICATION FOR PLANNING COMMISSION APPROVED USE

Planning Commission Approval [P] permitted upon approval of location and the site plan thereof by the Planning Commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection, and other public facilities, as not causing undue traffic congestion or creating a traffic hazard, and as being in harmony with the orderly and appropriate development of the district in which the use is located.

Property Address: _____

Name of Applicant: _____

Phone: _____ Email _____

Address: _____

Property Owner: _____

Phone: _____ Email _____

Address: _____

Description of Property: _____

Parcel PIN: _____ Acreage: _____

Existing Zoning: _____ Existing Land Use: _____

Proposed Use (Specifics): _____

OWNER AFFIDAVIT

I do hereby declare the above statements are true and that I, the owner, and/or my duly appointed representative will be at the scheduled meeting. I am also aware that all required documents must be submitted at least one week before the meeting date. I am aware that a copy of the Riverside Zoning Ordinance in its entirety is available by request and/or online at www.riverside-al.com. I, also, understand that this request is for Planning Commission land use approval only, and not on any other ordinances, requirements, regulations nor covenants for said project or property.

Signature of Applicant: _____ Date: _____

Please submit completed application and site plan to Riverside City Hall or by email to info@riverside-al.com

OFFICE ONLY • OFFICE ONLY • OFFICE ONLY • OFFICE ONLY • OFFICE ONLY
REC:
PF:
ISD:

Request for Planning Commission Approval Required Documents

If not submitted with application, documents must be submitted to the Building Inspector or City Clerk at least one week prior to the scheduled meeting.

Planning Commission Approval is the approval of location and the site plan thereof by the Planning Commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection, and other public facilities, as not causing undue traffic congestion or creating a traffic hazard, and as being in harmony with the orderly and appropriate development of the district in which the use is located.

New construction and substantial site development expansion of all multiplexes, residences, patio homes, planned unit developments, townhouses, apartments, manufactured home and mobile home parks and subdivisions, institutional uses, commercial uses, and industrial uses shall require submission and approval of a site plan prepared by an architect, landscape architect or professional engineer licensed in the State of Alabama.

Site Plan Requirements

§ 143.01. The following shall be the minimum information required for a site plan which shall be submitted for review and approval.

- A. Cover sheet with:
 - Name and location of the development;
 - Name, address, and signature of the owner (If no individual property owner name appears in the county tax records, a notarized affidavit must be included stating the applicant is authorized to act on the owner's behalf;
 - Name, address, and seal of the architect, landscape architect, or professional engineer;
 - Vicinity map with date, scale, and north arrow;
- B. Site layout, including property dimensions, rights-of-way, easements, location and dimensions of all buildings (existing and proposed), setbacks, driveway access, off-street parking and loading, circulation, screening, buffer yards, and landscaping.
- C. Drainage, paving, grading and excavation, erosion and sedimentation control plan, storm water detention, floodplain management controls.
- D. Public and private utilities, including sewage disposal system and water system.
- E. Fire lanes and hydrants.

Site Plan Review and Approval

§ 143.02. The Building Inspector shall review the site plans for general completeness and shall forward copies of the plans to the Fire Chief and Police Chief for their review and comment.

-(Site plans will then be submitted to the Planning Commission for review.)

-An approved site plan shall become null and void if significant development does not commence within twelve (12) months of approval.

Zoning Certificate

§ 143.03. Following Site Plan Review and approval, and prior to the issuance of any building permit, a zoning certificate shall be issued by the Building Inspector, stating all Zoning Ordinance requirements have been met and approved.

(Planning Commission Approval is based on the Zoning Ordinance, and in no way approves or disapproves any other items subject to ordinances, regulations nor covenants for the property.)

Excerpts from City of Riverside Zoning Ordinance 2002-0507 and its amendments. For more information see the Riverside Zoning Ordinance in its entirety.
