ROBERTSON COUNTY DEVELOPMENT OFFICE
ROBERTSON COUNTY OFFICE BUILDING
527 SOUTH BROWN STREET, SPRINGFIELD, TENNESSEE 37172
615- 384-3666

Application for Site Plan Approval

Type of Site Plan (Please Circle One): *Sketch Site Plan* *Preliminary Site Plan* *Final Site Plan*

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: _____

7. Purpose of Site Plan:
   _____

SUBMITTAL REVIEW PROCEDURE:

1. Submit 1 hard copy (no smaller than 17" x 22") of the site plan, this completed application, and fee payment to the Robertson County Development Office. Please ensure the application is signed.*Attach proof of ownership of property (copy of deed is typical). Pay the review fee.*
2. Email a .PDF of the submitted site plan to hmantooth@robcotn.org (Hunter Mantooth).
3. Application and site plan will be reviewed, and corrective comments provided, by date listed on calendar (see attached).
4. Submit corrections by date listed on Planning Commission Submittal & Meeting Calendar
5. FINAL SUBMITTAL: Deliver one (1) folded hard copies of the corrected plat, no smaller than 17" x 22", and any supporting documentation to the Development Office before or by the final due date.
6. Email a .PDF of the corrected site plan to hmantooth@robcotn.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