



**CITY OF BELLE MEADE**  
**APPLICATION FOR MUNICIPAL PLANNING COMMISSION**

Subject to the provisions of the City of Belle Meade Code as they may be amended from time to time, the following general criteria are considered:

APPEAL # \_\_\_\_\_

APPEAL FEE: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

APPLICANT (Owner's Name) \_\_\_\_\_ PHONE # \_\_\_\_\_

APPLICANT EMAIL ADDRESS \_\_\_\_\_

SURVEYOR \_\_\_\_\_ PHONE # \_\_\_\_\_

SURVEYOR EMAIL ADDRESS \_\_\_\_\_

REASON FOR REQUEST: \_\_\_\_\_

**Complete Checklist for Subdivision Application**

- Survey/Final Plat (signed and sealed by a registered surveyor) of proposed lots
- Show existing and proposed structures
  - Area in square feet and Building Envelope *highlighted* for each proposed lot
  - Show all topographic elevations, existing grade, finished grade, Finished Floor Elevations for properties in the FEMA floodplain

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

**Submit all information, plans & application via email PDF to: [msamaniego@citybellemeade.org](mailto:msamaniego@citybellemeade.org)**