



**Department of Community Development**  
**SUBDIVISION RIGHT-OF-WAY DEED APPLICATION**

Date of Application: \_\_\_\_\_ Application #: \_\_\_\_\_

I hereby request that all roads, streets, water and sewer lines and appurtenances thereto, all storm drains and drainage easements and right-of-ways to be deeded to the City of Temple Georgia.

Name of Subdivision or Development:

\_\_\_\_\_

Total Number of Sanitary Sewer Manholes \_\_\_\_\_

Total Number of Storm Water Manholes and culverts \_\_\_\_\_

Total Right-of-Way width of \_\_\_\_\_ feet

Street Names: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Applicant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Number (Daytime): \_\_\_\_\_

\_\_\_\_\_

**ITEMS THAT MUST ACCOMPANY APPLICATION**

- A. **Owner’s Signature or Affidavit** - If the owner and applicant are not the same, the owner must sign the application or complete the attached affidavit.
  
- B. **Plat** - A copy of a final plat, drawn by an engineer or land surveyor, describing in detail all roads, streets, water and sewer lines and all storm drains and drainage easements and right-of-ways to be deeded to the City of Temple Georgia.
  
- C. **Warranty Deed** – A copy of the recorded warranty deed to the property must accompany each application.
  
- D. **Proof of Taxes Paid** – Proof that all ad valorem taxes due on the property have been paid must accompany each application.
  
- E. **Certificate Concerning Campaign Contributions** – Certificate concerning campaign contributions must accompany each application.
  
- F. **Fees** – See attached fee schedule. Checks should be made payable to “City of Temple”. **Fees are non-refundable.**
  
- G. Any other information required by the Department of community development which is related to the present or proposed use of the property.

**I have read and understand the attached application and procedures. I also hereby authorize the city staff to inspect the premises that are the subject of this application.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**FOR OFFICE USE ONLY**

Date Received:\_\_\_\_\_

Council Meeting Date:\_\_\_\_\_

Approved/Denied

Receipt Number:\_\_\_\_\_

Received by:\_\_\_\_\_

# AFFIDAVIT

## Authorization by Property Owner

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I swear that I am the owner of the property that is the subject matter of the attached application, as it is shown in the records of Carroll County, Georgia.

I authorize the persons named below to act as applicant in the pursuit of the deeding subdivision right-of-way to the City of Temple for this property.

Name of Applicant: \_\_\_\_\_

Address:

\_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

Personally Appeared Before Me:

Who swears that the information contained in this authorization is true and correct to the best of his or her knowledge and belief.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Date

# **CERTIFICATE CONCERNING CAMPAIGN CONTRIBUTIONS**

Has the applicant (individual, corporation, partnership, firm, enterprise, franchise, association or trust) made, within two years immediately preceding the filing of this application for a **SUBDIVISION RIGHT-OF-WAY DEED TO THE CITY OF TEMPLE**, campaign contributions aggregating \$250.00 or more or made gifts having in aggregate a value of \$250.00 or more to a member of the Board of Commissioners or Planning Commission who will consider the application?

**YES** \_\_\_\_\_

**NO** \_\_\_\_\_

If so, the applicant and the attorney representing the applicant must file a disclosure report with the Board of Commissioners of Carroll County, within ten (10) days after this application is first filed.

Please supply the following information, which will be considered as the required disclosure:

1. **Member:** The name of the member(s) of the Mayor and Council to whom the campaign contribution or gift was made.
2. **Contribution:** The dollar amount of each campaign contribution made by the applicant to the member of the Mayor and Council during the two years immediately preceding the filing of this application, and the date of each such contribution.
3. **Gift:** An enumeration and description of each gift having a value of \$250.00 or more made by the applicant to a member of the Mayor and Council during the two years immediately preceding the filing of this application.

| <b>Member</b> | <b>Contribution</b> | <b>Date</b> | <b>Gift</b> |
|---------------|---------------------|-------------|-------------|
|               | \$                  |             |             |
|               | \$                  |             |             |
|               | \$                  |             |             |
|               | \$                  |             |             |
|               | \$                  |             |             |

We certify that the foregoing information is true and correct, this \_\_\_\_\_ day of \_\_\_\_\_  
20\_\_\_\_\_.

\_\_\_\_\_  
**Applicant**

\_\_\_\_\_  
**Applicant's Attorney (if any)**