

PLAT APPROVAL PROCESS

Prior to approval by the EMA/911 Director, you will need to provide to the 911 Office the following documentation:

- 1) *The original plat***
- 2) *A copy to be kept for our files***
- 3) *Your contact information***

The time required for the 911 approval varies with each plat. It is necessary for our agency to determine the addresses for all properties and/or structures in Lauderdale County. Additionally, we must make certain that new road names do not duplicate, closely mimic or conflict with current road names and standard mapping processes. We take these proactive measures to prevent delays with your project later. This standardized addressing method assists with deliveries, emergency responders, etc. Our office makes every effort to process these in a timely manner, typically within five (5) working days. Once the plat has been reviewed and signed you will be notified.

911 Office Hours: Monday – Friday ~ 8am to 5pm *(State Holidays are observed)*

Location: 110 W College Street, Basement of City Hall, Room B-20

Phone: 256-760-0911

Email: lbrown@florenceal.org