

For Office Use Only

Application Number _____

Completed Application Received _____

Date of Staff Review _____

Application for Subdivision Small Subdivision Exception

Cherokee County, South Carolina

This form may be used only if the following conditions are met.

1. The subdivision will result in the establishment of no more than five (5) total lots.
2. No portion of the subdivision was included in a subdivision that was created within the previous twenty four (24) months.

Owner Information:

Applicant Information:

Name:		Name:	
Address:		Address:	
City:		City:	
State:	Zip	State:	Zip:
Phone: ()		Phone: ()	
Fax: ()		Fax: ()	
CONTACT PERSON:		CONTACT PERSON:	

Owner Authorization Statement: *I hereby authorize the person listed as applicant to represent me in any and all actions pertaining to this application.*

Signature of Property Owner

Date

(The property owner (s) must either sign in the presence of the designated Ordinance Administrator or have the signature notarized).

Property Tax ID Number: _____

Address of Subject Property: _____

Gross Acreage of Property: _____ Number of Parcels Proposed: _____

I hereby certify that the information detailed in this request is correct.

Signature of Applicant

Date

ATTACHMENTS REQUIRED FOR APPLICATION REVIEW.

1. One copy of a deed for the subject property or a tax receipt to show ownership.
2. An application fee of \$ _____.
3. A development plan, drawn to scale, to include all of the following information (Note, it is not required that the development plan be prepared by a registered surveyor or engineer.):
 - a. A scale
 - b. A north arrow
 - c. The existing parcel boundary
 - d. Existing roads within or abutting the proposed subdivision
 - e. The boundaries of all proposed lots
 - f. A notation indicating the area of all proposed lots
 - g. Existing community driveways (if any exist)
 - h. Existing utility easement, lines, transformers, electrical sub-stations, or pump stations
 - i. Existing easements of any type
 - j. Any proposed roads, with the following notations:
 - 1) right-of-way width for all road segments
 - 2) right-of-way width for all cul-de-sacs
 - k. The means of access to each lot (if not by an existing or proposed road)
 - l. Proposed easements of any type
 - m. The name, address, and phone number of the developer
 - n. The name, address, and phone number of the person who prepared the plan
 - o. If the person who prepared the plan is a professional land surveyor or civil engineer who is licensed or registered to work in South Carolina, then the license or registration number and the seal of the surveyor or engineer shall be shown on the plan
4. Copy of D.O.T. permit.
5. Any other information that may assist Cherokee County staff during the review process.