



CHEROKEE COUNTY

Building Safety

110 Railroad Ave.
Gaffney, SC 29340

Office 864-487-2561 Fax 864-902-1100



STANDARD SUBDIVISION PERMIT APPLICATION

Property Owner _____
Address _____
Phone _____

OR

Authorized Representative of Owner
Name _____
Address _____
Phone _____

I hereby authorize the above person to represent me in any and all actions pertaining to this application and project.

Owner _____ Date _____
Notary _____ Commission _____

Name of Subdivision _____
Property Tax ID Number _____
Address of Subdivision Property _____
Gross Acreage of Property _____ Number of Parcels _____
Total of Disturbed Acreage _____
DHEC Permit # _____
Permit Cost _____ Check _____ Cash _____ CC _____

The undersigned hereby certifies that the above information is true and correct. Permit holder is to comply with all County, State, and Federal laws and ordinances.

Signature _____ Date _____

Requirements for Subdivision Application Review

- 1. One copy of deed or tax receipt for the subdivision property.**
- 2. One copy of land survey.**
- 3. A development plan, drawn to scale by a licensed S.C. surveyor which includes the following:**
 - a. A scale of measurement**
 - b. An arrow North**
 - c. The existing parcel boundary**
 - d. Boundaries of all proposed lots**
 - e. Acreage of all lots**
 - f. Road and easement dimensions**
 - g. Identify all roads in and leading to subdivision**
 - h. Any F.E.M.A. Floodplain areas on survey**
- 4. Copy of any D.O.T. permits for State Road encroachments.**
- 5. Copy of D.H.E.C. Storm water permits if grading more than one acre (including roads)**
- 6. After the rough grading and before any pipe installation of the subdivision roads, a meeting at the site must be held with the Ordinance Administrator, the Roads and Bridges Supervisor, the Developer, and the grading contractor.**