



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 STANDARD SUBDIVISION

For Preliminary Plat Review

1. **(12) Preliminary copies**, drawn to scale by a licensed S.C. surveyor/civil engineer which includes the following:
 - a.) a scale of measurement, b.) a North arrow, c.) a general location map, d). existing parcel boundary lines, e.) Boundaries of all proposed lots with any required set-back and buffer yards indicated, f.) acreage of all lots, g.) road and easement dimensions, g.) identify all roads in and leading to subdivision, h). any F.E.M.A. Floodplain areas on survey.

Preliminary Plat Approval Permit: $62.50 + 3.75(\text{\#of lots}) = \text{permit cost.}$

Grading permit: Requires approval from DHEC and 125.00 to our office.

For Final Plat Review

Final Plat Review Permit: $125.00 + 62.50 (2-10 \text{ lots}) , 125.00 + 93.75 (11 \text{ or more lots})$ determines permit cost.

1. One copy of deed or tax receipt for the subdivision property.
2. One copy of land survey.
3. A properly stamped final development plan: (12) Originals, drawn to scale by a licensed S.C. surveyor/civil engineer which includes the following:
 - a. A scale of measurement
 - b. An arrow North
 - c. A general location map
 - d. The existing parcel boundary lines
 - e. Boundaries of all proposed lots with any required setback and buffer yards indicated
 - f. Acreage of all lots
 - g. Road and easement dimensions
 - h. Identify all roads in and leading to subdivision
 - i. Any F.E.M.A. Floodplain areas on survey
4. Copy of any SCDOT Approved permits for State Road encroachments.
5. Copy of D.H.E.C. Storm water permits if grading more than one acre (including roads)
6. All projects must fully comply with Section 13-126 of The Cherokee County Uniform Land Development Regulations, which includes project approval by the Cherokee County Citizens Planning Commission.
7. One Year Warranty Agreement (County Form) for roads taken into the County System.