



# CHEROKEE COUNTY

## Building Safety



110 Railroad Ave.  
Gaffney, SC 29340  
Office 864-487-2561 Fax 864-902-1100

### TOWN HOME/PATIO HOME SUBDIVISION PERMIT APPLICATION

*Must have approval from Citizens Planning Commission before issuance.*

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 \_\_\_\_\_

DES Permit # \_\_\_\_\_

Permit Cost: \_\_\_\_\_ Check \_\_\_\_\_ Cash \_\_\_\_\_ CC \_\_\_\_\_

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

Signature \_\_\_\_\_

Date \_\_\_\_\_

# REQUIREMENTS FOR TOWN HOME/PATIO HOME SUBDIVISION

## **For Preliminary Plat Review**

1. (12) Preliminary copies, drawn to scale by a licensed S.C. surveyor/civil engineer which includes the following:
  - f) A scale of measurement.
  - g) A North arrow.
  - h) A general location map.
  - i) Existing parcel boundary lines.
  - j) Boundaries of all proposed lots with any required set-back and buffer yards indicated.
  - a) Acreage of all lots.
  - b) Road and easement dimensions.
  - c) Identify all roads in and leading to subdivision.
  - d) Any FEMA Floodplain areas on survey.
  - e) Location of Required Fire Hydrants
2. \$75.00 + (\$5.00 times the number of lots), up to a maximum of \$600.00
3. **Grading permit:**
  1. DES approval
  2. \$150.00

## **For Final Plat Review Permit**

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 FEMA Floodplain areas on survey
  - j. Location of required Fire Hydrants
4. Copy of any SCDOT Approved permits for State Road encroachments.
5. Copy of DES 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.
8. Please contact The United States Postal Service for placement of community mailboxes.
9. 2-10 Lots: \$75.00      or      11 or more lots: \$115.00