



# OCONEE COUNTY COMMUNITY DEVELOPMENT

Planning & Zoning | Permitting | Codes | Addressing

## Subdivision Development Information & Contact Form

### Prelim

**Completely Fill Out For Each Submittal**

Subdivision Information: CSID #: \_\_\_\_\_ Date Of Submittal: \_\_\_/\_\_\_/\_\_\_\_\_

Name Of Subdivision: \_\_\_\_\_

Address (From E-911): \_\_\_\_\_ Zoning District: \_\_\_\_\_

Tax Map Number: \_\_\_\_\_ Fire District: \_\_\_\_\_

Number Of Lots: \_\_\_\_\_ Gated: Y \_\_\_ N \_\_\_

If Yes, Must Be Siren Activated: \_\_\_\_\_

Number Of Entrances: \_\_\_\_\_

Land Use(s): \_\_\_\_\_

Total Acreage Disturbed For Entire Development: \_\_\_\_\_

Total Acreage Of New Road Right Of Way (RoW): \_\_\_\_\_ Total Acreage Of Existing RoW: \_\_\_\_\_

Total Acreage Of Entire Development Remaining, Minus RoW: \_\_\_\_\_

**ROADS (Proposed & Existing):**

Name:	Type: Driveway (2-3) Private Drive (4-10) Road (11+)	Length:	Intended Public Or Private ( <i>Public Cannot Be Gated</i> ):	Part Of Phase:	RoW Width:
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Total Length Of County Road(s) (Feet): \_\_\_\_\_ Total Length Of Private Road(s) (Feet): \_\_\_\_\_

# Of Phases In Project: \_\_\_\_\_ Phase # Being Applied For: \_\_\_\_\_ Total # Of Units In Phase \_\_\_\_\_

Sewer Provider: \_\_\_\_\_

\_\_\_\_ Sewer: Oconee County System \_\_\_\_\_ Other \_\_\_\_\_

\_\_\_\_ Septic: Onsite \_\_\_\_\_ Common Septic \_\_\_\_\_ Other \_\_\_\_\_

Water Provider: \_\_\_\_\_

Public System \_\_\_\_\_ Private Well \_\_\_\_\_ Other \_\_\_\_\_

Electric Provider: \_\_\_\_\_

Gas Provider: \_\_\_\_\_

## **Project Contact Form:**

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**Name Of Design Engineering Firm:** \_\_\_\_\_

Address Of Design Engineering Firm: \_\_\_\_\_

Phone Number Of Design Engineering Firm: \_\_\_\_\_

Email Of Design Engineering Firm: \_\_\_\_\_

Name Of Registered Engineer: \_\_\_\_\_ Registration Number: \_\_\_\_\_

**Name Of Construction Engineering Firm (If Different):** \_\_\_\_\_

Address Of Construction Engineering Firm: \_\_\_\_\_

Telephone Number Of Construction Engineering Firm: \_\_\_\_\_

Email Of Construction Engineering Firm: \_\_\_\_\_

Name Of Registered Construction Engineer: \_\_\_\_\_ Registration Number: \_\_\_\_\_

**Name Of Legal Owner Or Agent (Developer):** \_\_\_\_\_

Address Of Legal Owner Or Agent: \_\_\_\_\_

Telephone Number Of Legal Owner Or Agent: \_\_\_\_\_

Email Of Legal Owner Or Agent: \_\_\_\_\_

**Name Of Surveying Firm (If Different From Engineer):** \_\_\_\_\_

Address Of Surveying Firm: \_\_\_\_\_

Phone Number Of Surveying Firm: \_\_\_\_\_

Email Of Surveying Firm: \_\_\_\_\_

Name Of Registered Surveyor: \_\_\_\_\_ Registration Number: \_\_\_\_\_

## Existing Conditions Plat (Plat 1):

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*Initial That Each Has Been Done:*

1. \_\_\_ 4 Copies, Paper
2. \_\_\_ 2 Copies, Electronic (1 PDF, 1 CAD 2010)
3. \_\_\_ Plat Shall Be Drawn On A Sheet Size:

(Circle Which One)

8.5 X 11 In.      8.5 X 14 In.      11 X 17 In.      18 X 24 In.      24 X 36 In.

**(All Drawing Elements Will Need To Be Submitted Referencing South Carolina State Plane (SCSP) Coordinates By "Final Plan Submittal". Features In Drawing Files That Are Stored In Drawing Units Must Be Translated To Represent Real World Locations As Referenced By SCSP Coordinates. While Not Required For Prelim Submittal, It Is Suggested If It Makes Things Simpler)**

***The Following Must Be On The Plat Itself:***

4. \_\_\_ Scale Not Less Than 200' To 1"

(Circle Which One)

50' = 1"      100' = 1"      150' = 1'      200' = 1"

5. \_\_\_ Includes Vicinity Map With Scale Of Not Less Than 2 Miles To 1"
6. \_\_\_ Proposed Name Of The Subdivision
7. \_\_\_ Preliminary Letter Of Approval From DHEC Required For Subdivisions Served In Part Whole By Onsite Septic Systems
8. \_\_\_ A SC DHEC Approved Stormwater Pollution Prevention Plan (SWPPP).
9. \_\_\_ Name/Address/Telephone Of Owner And/Or Subdivider
10. \_\_\_ Name/Address/Telephone Of Surveyor And/Or Engineer
11. \_\_\_ Graphic Scale
12. \_\_\_ North Arrow (Identify As Magnetic, True, Or Grid)
13. \_\_\_ Date Of Creation Of Plat
14. \_\_\_ Acreage To Be Subdivided
15. \_\_\_ Boundaries Of Tract To Be Subdivided With All Bearings And Distances Indicated
16. \_\_\_ The Following Statement:

"No County Building Permits Shall Be Issued For Projects On Individual Lots Prior To The Recording Of A Final Plat In The Office Of The Register Of Deeds"

17. \_\_\_ Deed Record Of Names Of Adjoining Property Owners Or Subdivisions
18. \_\_\_ Location Of Watercourses And Land Subject To Flooding On A 100-Year Frequency Flood
19. \_\_\_ Surveyor Indicate Whether Property Is In A Floodplain
20. \_\_\_ Location Of Adjoining Property Lines
21. \_\_\_ Location Of Existing Buildings On Property
22. \_\_\_ Location And Right Of Ways Of Roads On Or Adjoining The Property
23. \_\_\_ Location Of Railroads On Or Adjoining The Property
24. \_\_\_ Location Of Utility Lines On Or Adjoining The Property
25. \_\_\_ Size And Location Of Existing Sewers Within Or Adjoining The Property
26. \_\_\_ Size And Location Of Existing Water Mains Within Or Adjoining The Property
27. \_\_\_ Size And Location Of Existing Drains Within Or Adjoining The Property
28. \_\_\_ Size And Location Of Existing Culverts Within Or Adjoining The Property
29. \_\_\_ Size And Location Of Existing Other Underground Facilities Within Or Adjoining The Property
30. \_\_\_ Acreage Of Each Drainage Area
31. \_\_\_ Topography By Contour At Intervals Of Not More Than 20 Feet (As From USGS Quad Sheets)
32. \_\_\_ Elevations Refer To Sea Level With Minimum 2 Bench Marks Or Assumed Datum
33. \_\_\_ Location Of City Line (If Possible)
34. \_\_\_ Location Of County Line (If Possible)
35. \_\_\_ Statement Identifying The Location And Distance Of The Nearest Central Water Lines
36. \_\_\_ Statement Identifying The Location And Distance Of The Nearest Sewer Lines
37. \_\_\_ Statement Identifying The Location And Distance Of The Nearest Fire Station

## Proposed Conditions Plat (Plat 2):

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*Initial That Each Has Been Done:*

38. \_\_\_\_ 4 Copies, Paper

39. \_\_\_\_ 1 Copy, Electronic

40. \_\_\_\_ Plat Shall Be Drawn On A Sheet Size:

(Circle Which One)

8.5 X 11 In.

8.5 X 14 In.

11 X 17 In.

18 X 24 In.

24 X 36 In.

***The Following Must Be On The Plat Itself:***

41. \_\_\_\_ Scale Not Less Than 200' To 1"

42. \_\_\_\_ Includes Vicinity Map With Scale Of Not Less Than 2 Miles To 1"

43. \_\_\_\_ Proposed Name Of The Subdivision

44. \_\_\_\_ Name/Address/Telephone Of Owner And/Or Subdivider

45. \_\_\_\_ Name/Address/Telephone Of Surveyor And/Or Engineer

46. \_\_\_\_ Graphic Scale

47. \_\_\_\_ North Arrow (Identify As Magnetic, True, Or Grid)

48. \_\_\_\_ Date Of Creation Of Plat

49. \_\_\_\_ Acreage To Be Subdivided

50. \_\_\_\_ Boundaries Of Tract To Be Subdivided With All Bearings And Distances Indicated

51. \_\_\_\_ The Following Statement:

"No County Building Permits Shall Be Issued For Projects On Individual Lots Prior To The Recording Of A Final Plat In The Office Of The Register Of Deeds"

52. \_\_\_\_ Total Number Of Lots

53. \_\_\_\_ Total Acreage

54. \_\_\_\_ Total Length Of New Roads

55. \_\_\_\_ Layout Of Roads

56. \_\_\_\_ Road RoW('s)

57. \_\_\_\_ Crosswalks

58. \_\_\_\_ Road Names

59. \_\_\_ Road Designations (Driveway (2-3), Private Drive (4-10), Road (11+ Or Any Proposed Public Road With 2 Or More Lots))
60. \_\_\_ Road Grades
61. \_\_\_ Road Cross Sections
62. \_\_\_ Layout Of Lots
63. \_\_\_ Area Of Lots
64. \_\_\_ Building Setback Lines
65. \_\_\_ Scaled Dimensions Of Lots (All Lots Are A Minimum 25' In Width)
66. \_\_\_ Lot And Block Numbers
67. \_\_\_ Utility Easements
68. \_\_\_ Construction Plan Of Sanitary Sewers
- \_\_\_ Grade
  - \_\_\_ Pipe Size
  - \_\_\_ Location
  - \_\_\_ Permit To Construct From DHEC
  - \_\_\_ Approval From Utility Provider
69. \_\_\_ Construction Plan For Water Supply System
- \_\_\_ Pipe Size
  - \_\_\_ Location Of Hydrants
  - \_\_\_ Location Of Valves
  - \_\_\_ Permit To Construct From DHEC
  - \_\_\_ Approval Of Utility Provider
70. \_\_\_ Designation Of Land To Be Reserved Or Dedicated For Public Or Common Use
71. \_\_\_ Designation Of Proposed Use Of All Lots
72. \_\_\_ Proposed Major Contour Changes In Areas Where Substantial Cut And/Or Fill Is To Be Done
73. \_\_\_ Applicant Has Read Through Oconee County Code Of Ordinances, Chapter 26 Article 1 Thoroughly For Any Applicable Road Design/Construction Standards
74. \_\_\_ Driveway Access Plans

75. \_\_\_ The Following Statement(s) (If Roads Are Intended to Become Private):

Drives-

"THE ROAD RIGHT-OF-WAY SHOWN ON THIS PLAT SHALL BE PRIVATE DRIVES NOT OWNED, MAINTAINED OR SUPERVISED BY OCONEE COUNTY, AND WERE NOT CONSTRUCTED PURSUANT TO ANY PLAN FOR FUTURE ACCEPTANCE BY OCONEE COUNTY. ROAD RIGHT-OF-WAYS SHOWN UPON THE PLAT SHALL NOT BE ACCEPTED FOR MAINTENANCE BY OCONEE COUNTY AT ANY TIME IN THE FUTURE UNLESS CONSTRUCTED IN ACCORDANCE WITH ALL ADOPTED OCONEE COUNTY REGULATIONS. MAINTENANCE OF THE RIGHT-OF-WAY SHALL BE THE RESPONSIBILITY OF \_\_\_\_\_."

Roads-

"THE ROAD RIGHT-OF-WAY SHOWN ON THIS PLAT SHALL BE PRIVATE ROADS, NOT OWNED, MAINTAINED OR SUPERVISED BY OCONEE COUNTY AND NOT CONSTRUCTED PURSUANT TO ANY PLAN FOR FUTURE ACCEPTANCE BY OCONEE COUNTY. ROAD RIGHT-OF-WAY SHOWN UPON THE PLAT SHALL NOT BE ACCEPTED FOR MAINTENANCE BY OCONEE COUNTY AT ANY TIME IN THE FUTURE UNLESS CONSTRUCTED IN ACCORDANCE WITH ALL OCONEE COUNTY REGULATIONS. MAINTENANCE OF THE RIGHT-OF-WAY SHALL BE THE RESPONSIBILITY OF THE \_\_\_\_\_."

76. \_\_\_ Gate Plans

Fees: *Less Than 4 Units - \$50* / *4 To 10 Units - \$100*

*11 Or More Units = \$100 + (Number Of Units ((NOU)) \_\_\_\_\_ X \$10 = \$ \_\_\_\_\_) = \_\_\_\_\_*

Paid: Y \_\_\_ N \_\_\_

**Is The Tract Of Land Restricted By Any Recorded Covenant That Is Contrary To Or Conflicts With, Or Prohibits The Proposed Activity? Y \_\_\_ N \_\_\_**

**I Hereby Make Application To The Oconee County Planning Commission For Preliminary Review Of A Proposed Subdivision Of Land Or Development Project:**

**Applicant:** Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_ / \_\_\_ / \_\_\_\_\_

**-Staff Use Only-**

**Approved By:** Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Date: \_\_\_ / \_\_\_ / \_\_\_\_\_