



OCCONEE COUNTY COMMUNITY DEVELOPMENT

Planning & Zoning | Permitting | Codes | Addressing

Subdivision Development Information & Contact Form

Sketch

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 ___

Number Of Entrances: _____

Land Use(S): _____

Total Acreage Disturbed For Project: _____ Total Acreage Of New Road Right Of Way (Row): _____

Total Acreage Of Existing Row: _____ Total Acreage Of Project Remaining, Minus Row: _____

ROADS (Proposed & Existing):

Name:	Type: Driveway (2-3) Private Drive (4-10) Road (11+)	Length:	Intended Public Or Private:	A Part Of Phase:	RoW Width:
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

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:

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: _____

Sketch Plan Checklist:

Initial That Each Has Been Done:

Basic Sketch Plan (REQUIRED)

1. ___ Sketch Plan Review Conference (All Persons Involved In Development, Meet With County)
2. ___ Sketch Plan Drawn To Approximate Layout Of The Proposed Subdivision And Its Relationship To Surrounding Area

Detailed Sketch Plan (REQUIRED With 11 Or More Units; OPTIONAL With Less Than 11 Units)

3. ___ 4 Copies, Paper
4. ___ 1 Copy, Electronic
5. ___ Sketch Plan Review Conference (All Persons Involved In Development, Meet With County)
6. ___ Sketch Plan Drawn To Approximate Layout Of The Proposed Subdivision And Its Relationship To Surrounding Area

The Following Must Be On The Plat Itself:

7. ___ Plat Includes All Of Tract – Even If Only Part Being Developed At This Time
8. ___ Scale Not Less Than 200' To 1"
9. ___ Includes Vicinity Map With Scale Of Not Less Than 2 Miles To 1"
10. ___ Accounting Of Total Acreage In The Tract To Be Divided And Total Number Of Lots
11. ___ Arrangement, Shape, Dimensions, And Area Of Proposed Lots
12. ___ Location Of Existing Property Lines
13. ___ Location Of Existing Easements
14. ___ Location Of Existing Road Row's
15. ___ Location Of Existing Buildings
16. ___ Location Of Any Other Public Ways
17. ___ Alignment, Row Width, And Clarification Of Proposed Roads
18. ___ Topography By Contour At Intervals Of Not More Than 20 Feet (As From USGS Quad Sheets)
19. ___ Map Scale
20. ___ North Arrow
21. ___ Date Of Creation Of Plat

- 22. ___ Name/Address/Telephone Number Of Legal Owner Of Agent
- 23. ___ Name/Address/Telephone Number Of Registered Surveyor
- 24. ___ Location Of Watercourses And Land Subject To Flooding On A 100-Year Frequency Flood
- 25. ___ Indicate Whether Property Is In A Floodplain
- 26. ___ Existing Use Of The Land
- 27. ___ Proposed Use Of The Land
- 28. ___ Proposed Method Of Water Supply
- 29. ___ Proposed Method Of Wastewater Treatment And Other Utility Service
- 30. ___ Proposed Name Of The Subdivision
- 31. ___ Contact County Soil And Water Conservation District To Obtain Soil Survey Information And Written Site Evaluation Comments, As Part Of Submittal

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 Sketch Plan 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: ___ / ___ / _____