

- All plats, excluding a resurvey of an existing lot, family transfers, and subdivisions of five acres or larger, must be approved by the Planning Department prior to recording.
- Family Transfers and Subdivisions of 5 acres or larger, as outlined in the ordinance are exempt from certain regulations but still need to be submitted to the Planning Department for informational purposes only.
- No lot proposed to be created though the creation of a subdivision shall be sold until a final plat has been approved by the Planning Director and recorded with the Registrar of Deeds.
- No final plat will not be approved until all public improvements (roads, utilities, etc) required by this ordinance are completed; unless a security in lieu of completion is submitted.

## ADDITIONAL RESOURCES

The Land Development and Subdivision Regulations may be viewed online at the following addresses:

[www.oconeesc.com/planning](http://www.oconeesc.com/planning)

[www.municode.com/Resources/gateway.asp?pid=13747&sid=40](http://www.municode.com/Resources/gateway.asp?pid=13747&sid=40)

Oconee County Planning Department  
 415 South Pine Street  
 Walhalla, SC 29691  
 864-638-4218



# OCONEE COUNTY SUBDIVISION PROCESS



A guide to the development process for developers, surveyors, and the general public.



## Sketch Plans

### Basic Sketch Plan

- Optional if less than 20 units
- Meeting with County Staff to discuss ideas and explore options for development (no fee charged)
- Approximate layout of the proposed subdivision and its relationship to the surrounding area

### Detailed Sketch Plan

- Required for 20 or more units
- Drawings shall not be at a scale of less than 1 to 200 and should show the entire tract of land (even if the proposal is for a smaller area)
- County staff will review the plan and provide comments back to the applicant
- When possible it is recommended that County staff and the applicant meet to discuss the development and the approval process

## Preliminary Plans

### Submittal Requirements

- All appropriate fees
- Completed application form (a copy of the application can be found on the Planning Department's website)
- A detailed set of development plans, including sediment control, road construction, and utility plans.
- See ordinance for a complete list of required submittals.

### Preliminary Review Procedure

- Notice of review to appropriate agencies (15 days to respond)
- The Planning Department will review the submitted materials and provide written comments noting any outstanding issues
- Once preliminary approval has been received the developer is free to begin the installation and construction of all utilities.
- Lots shall not be sold from a preliminarily approved plan.

## Final Plans

### Submittal Requirements

- A final plat will be accepted upon completion of all public improvements, or a security in lieu of completion has been filed with the county
- The final plan shall show the final layout of all lots, roads, and utilities. See ordinance for complete list of required submittals
- Final plats are required to have a number of certificates indicating their completeness. See ordinance for the complete list.

### Appeals

- Applicants have the right to appeal a decision or request a variance from the standards outlined in the ordinance.
- All appeals will be heard by the Planning Commission.
- Applicants may submit a written appeal within 10 days of notification.
- All fees must be submitted with the application