



Chatham County Planning Department
80-A East Street
P.O. Box 54, Pittsboro, NC 27312-0054
Phone: 919-542-8204
Map Review Fee: \$250.00

MINOR SUBDIVISION APPLICATION—RESIDENTIAL

Name of Subdivision or Plat Title:

Property Owner/Applicant:

Representative (Surveyor, Engineer, Etc.):

Name:

Name:

Address:

Company Name:

Address:

Phone: (W)

Address:

(H)

Phone: (W)

(C)

(C)

Fax:

Fax:

Email:

Email:

Who should staff contact (circle one)? Property Owner/Applicant Consultant

PROPOSAL

Parcel # (AKPAR): P.I.N. # Zoning District:

Flood Map # Zone: Watershed District:

Existing Access Road (S. R. # and name):

Total Acreage Total # of Lots

Min. Lot Size (Acres) Max. Lot Size Avg. Lot Size

Exempt Lots (over 10 ac.) # Non-Building Lots

County water available: YES NO If yes, Approval Date:

If yes, provide Water Availability Form from Chatham County Public Works Water Utility Staff.

Septic Permit(s): Provide a copy of the required wastewater permit for each new or revised lot. Date of permit:

By:

On-site Riparian Buffer required: YES NO

Date completed: _____ By: _____

Findings: _____

Water features and riparian buffers must be shown on the final plat and approved by Environmental Quality staff. Riparian buffers shall not be counted towards the minimum useable lot area.

Commercial Driveway Permit required: Per NCDOT if a residential site is being subdivided into two (2) or more lots, a commercial driveway permit may be required. NO YES If yes, date of approval: _____ and provide a copy of the permit to staff.

Erosion Control: If you are disturbing 20,000 sq ft or more call 919-545-8343

Access: Will new lot(s) be served by a perpetual easement? YES NO

If the property is accessed by a perpetual easement, the applicant must have their attorney complete a Perpetual Easement Form and provide to staff. If the easement is serving more than two (2) subdivision lots, the easement must be named. Contact the Emergency Operations Office at 919-545-8163 or 545-8161 for road name procedure and application form. The Board of County Commissioners must officially approve the road name prior to the minor subdivision plat being signed. Easements shall be constructed to meet the standards as specified in Section 7.4 B (3) of the Chatham County Subdivision Regulations.

Family Subdivision: If this subdivision qualifies as a Family Subdivision, applicant must sign and have notarized the **Family Subdivision Affidavit** and provide to staff. *Note: This provision shall apply only where the grantor or decedent already owned the land to be divided before January 1, 1994.*

Has the property been timbered: YES NO If so, what year _____

The following information must be on the plat prior to Approval by Planning Department:

- Stormwater language per the Environmental Quality Director
- Riparian Buffer Language

Applicant/Agent Signature Date

For office use
Application received by _____ Date: _____
Review Fee _____ Date Paid: _____ Recreation Fee _____ Date Paid: _____
Plat approved YES NO By _____