



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—NON-RESIDENTIAL

Name of Subdivision or Plat Title: _____

Property Owner/Applicant:

Representative (Surveyor, Engineer, Etc.):

Name: _____

Name: _____

Address: _____

Company Name: _____

Address: _____

Phone: (W) _____

(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.) _____

County water: Contact Chatham County Water and Utilities Department at 919-542-8270 regarding water and provide a copy of the preliminary plat for their review of the proposed new lots. Once the Utilities Director/Staff has reviewed the preliminary plat, provide an email from the Utility Department or a County Water Availability form from the Utilities Director/Staff to the Land Use Administrator

If yes, Approval Date: _____

YES NO

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

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: YES NO If yes, date of approval: _____
If required, attach copy of Commercial Driveway Permit from NCDOT.

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

Site Plan: Provide a site plan meeting Section 7.4 C (3) a-e of the Subdivision Regulation.

Environmental Impact Assessment: Per Section 6.2 B of the Subdivision Regulation, the County requires the subdivider to submit an Environmental Impact Assessment for *any proposed non-residential development project of two contiguous acres or more in extent that disturbs two or more acres*. Will an EIA be required?
YES NO
If yes, attach a copy for review and approval.

Access: 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 this is the 3rd lot on the easement, the easement must be named. Contact the Emergency Operations Office at 545-8163 or 545-8161 regarding road name process. Provide a copy of the road name approval. Easements shall be constructed to meet the standards as specified in Section 7.4 B (3) of the Chatham County Subdivision Regulations.

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
- Certificate for Lots Created for Non-Residential Uses (Form #9 in Subdivision Regulations)
- Riparian Buffer Language

Applicant/Agent Signature Date

For Questions, Contact Paula Phillips, Land Use Administrator (paula.phillips@chathamnc.org) or (919) 542-8276

For office use

Application received by _____ Date: _____

Review Fee _____ Date Review Fee Paid: _____

Plat approved YES NO By _____