



SUBDIVISION PLAT SUBMITTAL FORM

This form will no longer be submitted after September 16. After this date, all plats are to be submitted through the permitting portal.

REVIEW: Plats requiring review for E-911, Fire Marshal, and/or Stormwater are subject to a two (2) week review period.

INSTRUCTIONS: 1) Register for an EPR account at onlinepermits.buncombecounty.org; 2) Email this completed form to planninginfo@buncombecounty.org.

Surveyor Name: _____ Phone: _____
 Email: _____
 Applicant Name: _____ Phone: _____
 Email: _____ Date: _____

Property Information

All PIN(s) of properties associated with plat: _____
 Address of properties: _____
 Owner, Subdivider, or Project name: _____

Plat Type (Select one. If your plat is both increasing lots and recombining lots, select a subdivision)

SUBDIVISIONS	EXEMPT	REVIEW OFFICER
<input type="checkbox"/> Special Subdivision (<4 lots) <input type="checkbox"/> Minor Subdivision Final plat <input type="checkbox"/> Major Subdivision Final plat <input type="checkbox"/> Family Subdivision	<input type="checkbox"/> Recombination <input type="checkbox"/> Court Action <input type="checkbox"/> Exempt subdivision <input type="checkbox"/> ROW Acquisition	<input type="checkbox"/> Incorporated Area <i>(City or Town)</i>

Do any of the following apply:

- Is within an Alternative Path, Hillside, or Conservation Subdivision
- Property contains conservation easement
- Is within Voluntary Ag. District or Enhanced Voluntary Ag. District
- Do not know / Not sure

Plat Information

Existing # of Lots:		Min. lot size proposed:	
Proposed # of Lots (<i>this phase</i>):		Total acres of tract(s):	
Proposed # of Lots (<i>all phases</i>):		Zoning District:	
Waste System Available:	<input type="checkbox"/> Public sewer <input type="checkbox"/> Private Septic	Water system Available:	<input type="checkbox"/> Public water <input type="checkbox"/> Private well

Plat Information

	Will future development of all lots require more than 1 acre of land be disturbed for home sites, infrastructure, roads, etc.?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
Stormwater:	Do any of these scenarios apply to this plat: <input type="checkbox"/> Commercial development <input type="checkbox"/> 4+ lot Family subdivision <input type="checkbox"/> Multi-family development <input type="checkbox"/> Major/minor or development which may have a stormwater permit <input type="checkbox"/> Greater than 10 acre exemption <input type="checkbox"/> Do not know / Not Sure	
Env. Health:	Is this plat causing a septic system to be bisected by property lines, or causing a system to be on a different lot than the structure?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure <input type="checkbox"/> Not Applicable
Fire Marshal:	Will this plat result in any lots being accessed from a private road, private driveway, easement, or a shared driveway?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
Addressing:	Do any of these scenarios apply to this plat: <input type="checkbox"/> 3+ lots off a shared drive <input type="checkbox"/> Unnamed shared private drive serving more than 2 structures <input type="checkbox"/> 4+ lots in general <input type="checkbox"/> Major/minor where lot lines are being moved or lots re-arranged <input type="checkbox"/> For new lots, NO numbers available in the addressing range <input type="checkbox"/> Do not know / Not Sure <input type="checkbox"/> Structures with NO address point in GIS	