



Orange County Planning and Inspections Department

APPLICATION FOR MINOR SUBDIVISION FINAL PLAT

PLEASE TYPE OR PRINT (INK ONLY)

DATE: _____

PROPERTY OWNER/SUBDIVISION NAME: _____

ADDRESS: _____ TELEPHONE NO.: _____

_____ EMAIL ADDRESS: _____

CONTACT/DEVELOPER: _____

ADDRESS: _____ TELEPHONE NO.: _____

_____ EMAIL ADDRESS: _____

SUMMARY INFORMATION:

PIN _____ Total Number of Acres: _____ Total Number of Lots: _____

Zoning District(s): _____ Watershed: _____

Street Name (Where property is located) _____ Public Private

If the road is an existing private road, how many lots are using the road? _____ New Private Road Proposed? Yes No

Existing Structures (Number and Type) _____

Water Supply: Well Public Community Wastewater Disposal: Septic Public Community

Stream/drainageways Yes No Floodplain Yes No

Is the property to be subdivided currently under "farm use value taxation"? Yes No If "yes", please contact the Orange County Tax Office. Subdivision of the property may require payment of deferred taxes under "farm use value taxation".

B All final plats must be submitted on sheet(s) no smaller than 18"x24" or greater than 24"x 36" and must include margins of 1"-2" on the left border and 1"-2" on all other borders. Final Plats must also have a scale of not less than one inch equals one hundred feet (1"=100') nor more than one inch equals twenty feet (1"=20'). If more than one survey sheet is required each sheet shall be of the same size and numbered. Three (3) match marks shall be provided on each. Final Plats must contain the following information:

_____	_____	Subdivision name (if applicable) preceded by "Final Plat of _____"	_____	_____	Names of abutting subdivision(s) with Lot numbers and/or landowners	_____	_____	Designation of all streets as private, public, or pre-existing public
_____	_____	Name of owner(s) and address	_____	_____	Setbacks (width stated)	_____	_____	Centerline profile of street (if required)
_____	_____	State deed reference where property acquired by owner & Parent PIN number	_____	_____	Approx. location of corporate limits, township boundaries, & county lines	_____	_____	Floodplain boundaries and restricted use notation
_____	_____	Name & address of subdivider (if not the owner)	_____	_____	Boundaries of streets, alleys, crosswalks, and easements	_____	_____	Boundaries of subdivision (distance & bearings)
_____	_____	Name of surveyor, registration number, stamp & notarization	_____	_____	Date of survey and revision dates (if applicable)	_____	_____	Impervious surface data for all lots in designated water supply watersheds
_____	_____	Accurate location and description of all monuments, including geodesic monuments within 2000 ft. of property	_____	_____	Additional road right-of-way dedicated on existing collector and arterial roads (if applicable)	_____	_____	Location of all ponds, lakes, swamps, streams, stream buffers, and drainage easements

_____	_____	Blank space of 4"x 6" for certificates, preferably contiguous	_____	_____	Boundaries and areas of lots, including rights-of-way	_____	_____	Location of lots of restricted development potential and appropriate notation
_____	_____	North arrow (north at top)	_____	_____	Location of existing structures	_____	_____	Location of railroads and overhead utility lines
_____	_____	Graphic scale & bar graph (designated)	_____	_____	Name of township, county & state	_____	_____	Location of cemeteries
_____	_____	Tax map, block, & lot numbers, Parent PIN	_____	_____	Vicinity map	_____	_____	Lots numbered
_____	_____	Control corner						
_____	_____	Names & rights-of-way width of all proposed, existing, & adjoining streets and alleys with angle of departure radii, tangent arc and chord distance, central angle and chord bearings						

C Other submittal requirements:

1. Eight (8) ***FOLDED*** copies of the final plat.
2. One full size copy of an Orange County Tax Map with parcel(s) involved clearly marked.
3. Road maintenance agreement, easements, and documents of restricted development (if required).
4. Completion of roads, security bond, or a separate irrevocable letter of credit (if required). A certification shall be provided in a separate document to be recorded with the Final Plat. The Deed Book and Page reference of the document shall be noted on the Final Plat.
5. Fees are due at time the final plat is presented.

I certify that to the best of my knowledge the information contained above, and in the supporting documents, is a factual representation of the proposed development. I acknowledge that by signing this application, the Orange County Planning and Inspections Department is authorized, pursuant to N.C. Gen. Stat. Section 153a-360, to make as many inspections of the subject property as may be necessary to verify that the proposed work outlined herein is consistent with the provisions of all applicable State and local laws, ordinances and regulations. By signing this application, I acknowledge and agree that inspectors, zoning officers, erosion control officers, and other staff of the Orange County Planning & Inspections Department have a right, upon presentation of proper credentials, to enter the subject property at any reasonable hour for the purposes of inspection or other enforcement action.

APPLICANT'S SIGNATURE

OWNER'S SIGNATURE

DATE

DATE

FEES: Amount _____ Date Paid _____ Receipt # _____