



Major Subdivision FINAL PLAT Submittal Checklist

This checklist must be completed, signed, and submitted with application.

Project Name: _____ **Applicant:** _____

Project Address: _____ **Property Tax #:** _____

Documents Required for Application

(Refer to Ordinance #926 for referenced items.)

The Final Plat should have the same information as the Preliminary Plat/Plan in addition to the following:

- Applicable Review Fees.
- Three (3) 24" x 36" copies of the Final plat.
- One (1) digital copy of the Final Plat/Plan in .pdf and .dwg formats.
- Provide Water Acceptance Letter (excepting water valve adjustments) - Must include Subdivision name and Phase.
- Provide Sewer Acceptance Letter (excepting manhole covers) - Must include current Subdivision name and Phase.
- Copy of the SCDHEC Notice of Termination (NOT), Stormwater Pond Certification if applicable.
- All SC DOT Traffic Improvement installations per SC DOT Traffic Requirements (if applicable) and SC DOT Traffic Impact Study Form signed, and current approved Encroachment Permit (SCDOT) (if applicable.) HOA Restrictive Covenants and maintenance responsibilities for detention pond(s), buffer areas, natural and common open space, and stormwater detention areas. (To be recorded with Final Plat).
Final plats that have been significantly modified (modifications may include, but are not limited to, number of total lots, lot numbering, layout, common areas, easements, stormwater features, or buffers) must be accompanied by a revised Preliminary Plat approved by Staff.
Report from the County Public Works official that all streets and drainage facilities have been properly installed in accordance with the Preliminary Plat and Construction Site Plan.
Copy of the Landscaping Conceptual Plan showing all entry ways and landscaping along the perimeter of the subdivision, exterior roads, and access points.
If the subdivision is for Multiple-family housing, provide a Parking Plan with dimensions, loading areas, accesses, accessible parking spaces, islands, dumpster locations and screening, and landscaping.
Performance Surety Bond or irrevocable letter of credit received by County.

Items Required on the Plat

(Refer to Ordinance #926 for referenced items.)

Title Block Containing the Following:

Title "FINAL PLAT FOR: _____ (Name of Project)
Name of Subdivider or Owner(s), Surveyor and/or Engineer and contact information.
Type of plat (Major Subdivision Plat)
Type of development (Residential, Commercial, Manufactured Home Park, etc.)
Property Tax I.D. Number(s)
Total acreage, number of lots, lot sizes, with lots numbered on the Plat, and the final density calculations. Date, revision dates, and date field survey was completed.
North arrow, scale.
Location Map.

Additional Items Required on the Plat:

The location (footprint) of all structures, required setbacks, and lot dimensions shown on the plat.
Locations of Site Access, Driveways (Appendix A, Sec. E), Driveway and Access spacing (Appendix A, Table E.11), Site Distance Triangles (Appendix A, Sec. E.13), and Street Names (Appendix A, Sec. E.15)
Locations of all proposed signs onsite. Proposed sign height.
Size and location of existing sewers, water mains, drains, culverts, or other underground facilities.
Location of any easements and accesses that run with the property.
Locations of any wetland bodies, riparian streams, FEMA Flood Hazard Zones and flood plain shown on the plat along with the upland boundary of their required buffers, as per Appendix B of the Laurens County Subdivision Ordinance #926. <https://msc.fema.gov/portal/home> (Appendix A, Secs. B and C)
Location of any required Land Use buffers. (Appendix B, Sec. C.2, Table C.2.1. and C.2.2)
With exception to Conventional Residential development (as defined under Division 10), provide the location of the 20% natural open space and common open space requirements onsite with acreage calculations (Appendix B, Sec. B.1)
Location of silt fencing for protection of buffers and open space area protections. (Appendix B, Sec. C.1.d,e)

Written Statements Required on the Plat

(Plats will not be approved without the following statements.)

The final plat must show the exact boundary of all buffers prepared by a registered surveyor. (Appendix B, Sec. C.1.g). The Final Plat shall include the following statement on the plat:

"This property contains a protected wetland and/or FEMA Flood Zone, screening buffer, and/or natural or common open space areas that must be maintained in perpetuity in accordance with the recorded Operations and Maintenance Agreement by the responsible property owner. Natural and Common Open Space, environmental buffers and land use buffers cannot be further divided. No clearing, grading, construction, or disturbance is permitted within the protective buffer except as permitted by Laurens County."

The following statement must be included on the Plat:

"This Plat may be subject to additional regulations under the Laurens County Subdivision Ordinance #926, including the establishment and preservation of all required buffers and Tree Removal Permits for land clearing activities."

For residential development, a statement that, ***"A maximum impervious surface coverage standard of 50-60% exists onsite for the development of the subdivision."*** (Div. 10, 10.A.6, Div. 11, 11.A.4, and Div. 12,12.C.5)

A written statement of the methods of dedication and management plan for the dedication type, management, and care of the Natural Open Space, Land Use buffers, and environmental buffers onsite. (Appendix B, Sec. B.1.c, B. 3 & 4) (Appendix B, Sec. C.1.g)

Statement clarifying whether the property line is in the center of the stream or creek or the traverse line on lots abutting a stream or creek.

Statement defining any easements and accesses that run with the property.

Provide the following statement on the final plat: (Division 9, E.8)

"The subdivision plat shown hereon has been found to comply with the Laurens County Code of Ordinances and has been approved for recording in the office of the Register of Deeds of County of Laurens, South Carolina."

Date: _____ **Title:** _____ "

Applicant must attest to the following:

Once approved, the Subdivision Final Plat shall be recorded by the subdivider in the office of the Clerk of Court for Laurens County within a period of twelve (12) months from the date that approval is granted. After the expiration of twelve (12) months, said Final Plat approval shall be void. (Div. 9, Sec. E.6)

Signature: _____

Date: _____