

MINOR SUBDIVISIONS

Kershaw County
Planning & Development Services



www.kershaw.sc.gov

MINOR SUBDIVISION DEVELOPMENT

Minor subdivision is a subdivision which **does not** involve any of the following:

- A. The creation of more than ten (10) lots.
- B. The creation of any new street.
- C. The extension of public water or sewer lines.
- D. The installation of drainage improvements through one (1) or more lots to serve one (1) or more other lots.
- E. The extension of an existing minor or major subdivision or development under the same ownership or control which would in effect create more than ten contiguous lots.
- F. The creation of lots that cannot meet the driveway maximum number and separation standards.



Minor Subdivision Development Submittal Checklist: PLAT

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

Project Name: _____ **Applicant:** _____

Check all that apply. Leave item unchecked if not applicable

Applicant Checklist

- Proof of no outstanding taxes or assessment against the property
- Copy of recorded Minor Subdivision Disclosure Statement
- Applicable Review Fees
- DHEC NOI and DHEC IL-NOI
- Restricted Covenants Form, signed and dated
- Copies of all applicable Encroachment Permits and Approval Letters (i.e. utilities, roadways, railroad, etc.)
- Copies of any and all paperwork regarding Special Exception, Variances, or Map Amendments must be included

N/A *(Provide short explanation for any items that are not applicable)*

Designer checklist

PLAT REQUIREMENTS

- Correct Kershaw County Tax Map Survey (TMS) number(s) and drawn to the requirements of the *Minimum Standards for the Practice of Land Surveying in South Carolina*
- Indicate purpose for plat (i.e. closing/mortgage/loan survey, subdivision of property, change of ownership, combination or recombination of previously recorded platted lots, re-survey/boundary survey, etc)
- Plat sheets size 11" x 17" or greater
- If new parcel is created from a parent parcel, previous survey must be referenced on the plat
- Entire parent parcel and the proposed division(s) must be shown on the plat
- Any existing buildings on the parcel to be subdivided (parent parcel) on the parcel being created shall be located on the plat with setback distances from the new property lines
- Size and location of existing sewers, water mains, drains, culverts, or other underground facilities within the area of interest
- Minimum lot sizing for rural zoning districts is one (1) acre
- Prepare a draft plat of the proposed subdivisions for submission to Planning and Zoning for preliminary approval
- Water quality buffer plat if the subject parcel contains an intermittent or perennial stream and/or water body (per section 5:3.6 of the ZLDR)

KERSHAW COUNTY STORMWATER MANAGEMENT AND SEDIMENT AND EROSION CONTROL PLAN REVIEW CHECKLIST FOR DESIGN PROFESSIONALS (COMPLETED AND SIGNED)

COMPREHENSIVE STORMWATER POLLUTION PREVENTION PLAN AND MANUAL

KERSHAW COUNTY PERMANENT STORMWATER SYSTEM MAINTENANCE AND RESPONSIBILITY AGREEMENT

N/A *(Provide short explanation for any items that are not applicable)*

** See Planning Official's prepared 'Land Development Application-Minor Subdivision Plat Submittal Guidelines and Checklist' for detailed plat requirements for Minor Subdivisions.*

Signature: _____

Date: _____