

Summary Plat Checklist

Date \_\_\_\_\_

Name on Plat: \_\_\_\_\_ ACRES \_\_\_\_\_

Tax Map, Block, and Parcel Number: \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Location \_\_\_\_\_

\_\_\_\_\_ 1. The intent of the plat-add property to existing parcel, subdivide, etc.

\_\_\_\_\_ 2. Is this proposed lot in a zoned area? Does it meet minimum requirements?

\_\_\_\_\_ 3. All roads shall be privately maintained.

\_\_\_\_\_ 4. All roadways shall be the property of the homeowner's association or sole responsibility of the affected property owners. The roadways shall be held in common and an assessment established for the perpetual maintenance of the roadways and improvements.

\_\_\_\_\_ 5. All roadways shall originate at a public road at one end only, to eliminate through traffic.

\_\_\_\_\_ 6. If two (2) or more disturbed acres, including lots and roadways, are involved in the development, storm water permits shall be required from SCDHEC.

\_\_\_\_\_ 7. Recordable plats shall be required showing the development lot layout, tax parcel being derived from, wetlands, and/or natural drainage ways.

\_\_\_\_\_ 8. Each lot may contain only one (1) single family residence.

\_\_\_\_\_ 9. Setbacks: Setbacks outline designated open spaces on the lot. These spaces are to be linear distances measured from property lines inward. Buildings or other principal structures comprising the activity of the lot may not intrude on this space. Two types of setbacks exist for this lot; either a road right-of-way at the front lot line, or at the side lot property line.

\_\_\_\_\_ 10. Lots that have access to city or county utilities are required to have a written statement from the appropriate department. If lots will utilize a septic tank and well, and are less than five acres, a perc letter from DHEC is required. The lot must meet DHEC Standards. If no letter provided plat will be stamped "NO PERC HAS BEEN PERFORMED ON THIS PROPERTY".

\_\_\_\_\_ 11. An access easement fronting a County maintained road shall be fifty (50) feet wide.

\_\_\_\_\_ 12. The access easement fronting a State maintained road will comply with the standards of the South Carolina Department of Transportation (SCDOT).

\_\_\_\_\_ 13. Sign: the owner shall conspicuously place on the driveway near the entrance, a sign stating the E-911 street name.

\_\_\_\_\_ 14. Small private developments shall abut County and State roads and the plat shall contain the following statement:

“The road or driveway providing access to the lots in the development is private and not maintained by Florence County. Property owner must maintain access suitable for emergency vehicles.”

The roadway must be eighteen (18) feet wide and have a three (3) inch slag or stone base. This provision is waived for family developments.

Restrictive covenants shall provide that its provisions not be amended or modified except by written consent of the Planning Commission and all property owners in the subdivision.

Restrictive covenants shall require that any deed conveying interest in a lot in the subdivision shall conspicuously contain the following language with an appropriate space for a signature by the guarantee(s) acknowledge same.

“The real property described in this deed is subject to restrictive covenants recorded in Deed Book \_\_\_\_\_ at page \_\_\_\_\_. These restrictive covenants provide, among other things, a financial commitment to maintain a community driveway. These restrictive covenants are specifically acknowledged by the guarantee(s).”

\_\_\_\_\_ 15. Check distance from proposed access to county and state maintained road intersections.

\_\_\_\_\_ 16. Verify the north arrow, scale accuracy, and county boundary.

\_\_\_\_\_ 17. Check for existing address and structures.

\_\_\_\_\_ 18. Check FEMA certification.

\_\_\_\_\_ 19. If there is new development involving land clearing or major construction the County Engineer will require storm water permit.

\_\_\_\_\_ 20. Check for surveyor’s raised seal and signature.

\_\_\_\_\_ 21. Stamp summary plat and make copies of pertinent paperwork.

\_\_\_\_\_ 22. Complete Summary Chart in computer and file the folder.

All plats are subject to the Land Subdivision Regulations Ordinance.

Conference, Telephone or other:

---

---

---

---

