



TOWN OF RIDGELAND
MINOR SUBDIVISION APPLICATION
 Planning and Community Development
 P.O. Box 1119, or 1 Town Square
 Ridgeland, South Carolina 29936
 Phone: 843-726-7500 FAX: 843-726-7525
 www.ridgelandsc.gov

OFFICE USE ONLY:	Date Filed:	Application Number	Zoning District
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Address(es): _____

Tax Map #(s): _____

Project Description: _____

Total Acreage: _____ (Division / Combination) circle one

APPLICANT

Name: _____ Company: _____

Address: _____

Phone: _____ Email: _____

Are there any recorded deed restrictions or restrictive covenants that apply to this property that are contrary to, conflict with, or prohibit the activity being requested?

- Yes.
- No.

The owner of the property is aware of and has authorized the proposed work as described in this application.

- Yes.
- No.

Signature: _____ Date: _____

PROPERTY OWNER

Property Owner's Name: _____

Address: _____

Phone: _____ Email: _____

Signature: _____ Date: _____

SUBMITTAL REQUIREMENTS

- Application Fee of \$50.00
- Letter from Town Water & Sewer Authority certifying availability of service to property. (not needed for combination)
- Encroachment permit from SC Dept. of Transportation (not needed for combination).
- Five (5) copies of final plat labeled "Subdivision Plat".



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GENERAL INFORMATION

SC CODE OF LAW §6-29-1110 (4) "Subdivision" means all divisions of a tract or parcel of land into two or more lots, building sites, or other divisions for the purpose, whether immediate or future, of sale, lease, or building development, and includes all division of land involving a new street or change in existing streets, and includes re-subdivision which would involve the further division or relocation of lot lines of any lot or lots within a subdivision previously made and approved or recorded according to law; or, the alteration of any streets or the establishment of any new streets within any subdivision previously made and approved or recorded according to law, and includes combinations of lots of record; however, the following exceptions are included within this definition only for the purpose of requiring that the local planning agency be informed and have a record of the subdivisions:

- a) the combination or recombination of portions of previously platted lots where the total number of lots is not increased and the resultant lots are equal to the standards of the governing authority.
- b) the division of land into parcels of five acres or more where no new street is involved, and plats of these exceptions must be received as information by the planning agency which shall indicate that fact on the plats; and
- c) the combination or recombination of entire lots of record where no new street or change in existing streets is involved.

Final plat, at a minimum, shall have a title and contain the following information:

- The embossed seal and the signature of the Surveyor
- A location map.
- The state, county and/or city in which the property is located.
- The name of the owner, company or agent of the property who requested the survey document.
- The date the field survey was completed.
- A graphic scale and a numeric scale
- The name, registration number, address, and phone number of the land surveyor
- The area of the parcel of tract surveyed.
- A north arrow
- All property lines shall be defined by bearings and horizontal distances.
- All visible items across the property line shall be indicated.
- Easements and rights-of-way (i.e., power lines, etc.)
- Cemeteries and burial grounds
- Lot and block numbers and/or the full names of adjoining landowners
- Names and/or numbers of principal highways, roads, streets, or railroads with their rights-of-way
- The plat book and page number of the subdivision as recorded.
- Boundaries formed by water courses.
- Flood hazard areas
- Critical area
- Structures shall be shown in relation to the boundary.