

LAND DISTURBANCE PERMIT/ MAJOR SUBDIVISION REVIEW CHECKLIST

Cherokee County Planning and Zoning

ZONING INFORMATION	
	Project within Highway 92 Overlay? (Reference Article 16)
	Project within Bells Ferry Overlay? (Reference Article 16, Article 8, and the Bells Ferry LCI Design Guidelines)
	Include copy of approved Warrants or Neighborhood Plan Letter on the plans
	Indicate rezone number and conditions; include copy of signed resolution on plans
	Indicate variance case number and conditions; include copy of signed resolution on plans
	Private streets must be approved by the Board of Commissioners prior to final plat approval
	Amenity areas? (Reference 7.7-14, E)
COVER SHEET	
	Tax Identification Number (TIN)
	Property Identification Number (PIN)
	Vicinity/Location Map
	Name, address and email of property owner/developer
	Name, address and email of surveyor/engineer or surveyor's/engineer's firm and registration number
	Indicate total site acreage
	Indicate open space acreage
	Indicate total number of lots
	Indicate lot areas in acres and square footage on a lot chart
	Indicate minimum lot size
	Indicate minimum lot width and state "All lots meet minimum lot width"
	Indicate density
	Indicate zoning classification; include overlay zone classification
	Indicate front, side, and rear setbacks
	Indicate all applicable setbacks on corner lots (double frontage) and any exterior setbacks
	Indicate all existing easements with deed book or plat book information (if applicable)
	Indicate whether property is on septic or served by sewer
	Note stating: "The proposed use and development of the subject site shall comply with the requirements of the Cherokee County Zoning Ordinance"
PLAN NOTES	
	Date the plan was prepared including any revisions
	North arrow and basis
	Stated and graphic scale
	Subdivision Name
	Indicate if a <i>Conservation Design Community</i> (Reference Article 23)
	Indicate name of former subdivision (if applicable)
	Indicate tract lot line length and bearings to the minute
	Show phase lines and related information for all approved phases (if available)
	Indicate total site acreage
	Indicate amount of open space and show total acreage
	Indicate lot areas in acres on site plan

	Lots numbered consecutively (no duplication of numbers)
	Indicate zoning classification; include overlay zone classification
	Delineate front, side, and rear setbacks on site plan
	Delineate all applicable setbacks on corner lots (double frontage) and any exterior setbacks
	Indicate 50 foot minimum frontage for each lot on a public road or provide a 20' exclusive easement per lot without frontage
	Indicate 35 foot minimum frontage on a cul-de-sac
	Flat lots proposed? Indicate 30 foot minimum of frontage; 400 feet of panhandle in length; and at no point may the pole portion be less than 30 feet in width (Reference 5.5-7.1)
	Indicate references to recorded subdivision plats of abutting land by record plat/book/page number
	Indicate adjoining zoning classification, owner information, and land use
	Indicate Land Lot/District/County or City boundaries adjacent to property
	Indicate zoning and streambank buffers
	Indicate all existing easements with deed book or plat book information
	Indicate any private easements for ponds or lakes (if applicable)
	Indicate accurate locations and descriptions of all property monuments and markers
	If any signs will be erected/posted, indicate location and type on site plans
	Location and ROW lengths and widths of any streets; road names and designations
	Label all private streets as "Access and Utility Easements," along with said name of the street
	Indicate parking requirements and parking calculations