



Town of Boone
Development Services Department

Minor Subdivision Application

1510 Blowing Rock Road • Boone, North Carolina 28607 • Phone (828) 268-6960 • www.townofboone.net

General Submittal Information:

Incomplete applications will not be processed.

Documents Required for Submittal:

- Completed Application, fees, and final plat (Mylar and 3 paper copies)
- Water and Sewer Availability Application submitted to the Department of Public Utilities located at 321 East King Street (828- 266-1183). Verification that the applicants have met with Public Utilities is required or information sufficient to demonstrate compliance with Sections 257 Sewage Disposal Facilities Required and 259 Water Supply System Required.
- Geologic Hazard Investigation by either a NC Licensed Geologist or Engineer-if applicable
- Site specific plans developed by a NC Registered Engineer competent in Geotechnical Engineering – if applicable

Contact Information

Documentation confirming that the applicant has a legally sufficient interest in the property proposed for development to use it in the manner requested, or is the duly appointed agent of such a person must be submitted along with this application (i.e. letter from property owner).

Applicant/Contact: _____ **Company:** _____

Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

Property Owner: _____

Address: _____

Phone Number: _____ Fax Number: _____

Prime Designer: _____ NC Engineer NC Architect

License Number: _____ Address: _____

Phone Number: _____ Fax Number: _____

Person Responsible for Land Disturbing Activities: _____

Address: _____

Phone Number: _____ Fax Number: _____

Surveyor _____

Address: _____

Phone Number: _____ Fax Number: _____

General Information:

Location/Address: _____

Watauga County Parcel Identification Number(s): _____

Are there are any variances granted to the property? Yes No

If so, describe: _____

Subdivision Name: _____ Number of lots: _____

Development Information

Total Land Area: _____ Square feet/Acres

Disturbed Area: _____ Square feet/Acres

Is development occurring on slopes in excess of 50%? Yes No

Is development occurring on slopes in excess of 30%? Yes No

Is property located within the Viewshed Protection District? Yes No

Is the property located within a designated Public Water Supply Watershed Area? Yes No

If yes, please select: WS-II-CA WS-IV-PA WS-IV-CA

Floodplain Compliance

Is property in a Special Flood Hazard Area (SFHA)? Yes No

If yes: Zone: _____ Panel: _____

Is property in a Floodway Zone? Yes No

Is there a stream on the property? Yes No

Does project include a stream crossing? Yes No

If yes, please select: Culvert Bridge Other

Will project involve stream channel relocation? Yes No

Are there any Wetlands on project site? Yes No

Agencies Notified: Army Corps NC DWQ

Applicant Signature

Upon issuance of this permit, I/we agree to conform to all applicable town ordinances, zoning regulations, and the laws of the State of North Carolina regulating such work and to the specifications and plans submitted. I/we hereby guarantee that the above information is accurate and correct to the best of my/our knowledge. I/we also understand that the Development Services Department will perform random independent inspections of the project to ensure compliance with all applicable regulations and the approved Plan(s) and will be permitted to access the property.

Applicant's Name (Print)

Applicant's Signature

Date

The following information is required on all final plats:

- Vicinity map, title, date, location, true north point and name of the subdivision, which shall not duplicate the name of any existing subdivision recorded in the Watauga County Registry and a Statement of intended use of lots
- The name(s), addresses(es) and telephone number(s) of the owner(s), mortgagee(s), registered surveyor(s), land planner(s), architect(s), and professional engineer(s) responsible for the subdivision and the registration number(s) and seal(s) of the professional engineer(s) and registered surveyor(s)
- Scale according to which the plat is drawn in feet per inch or scale ratio in words or figures or bar graph
- Right-of-way lines and easements of all streets and roads, and access right-of-way to state roads or town streets
- Lot lines and lot numbers showing bearings and distances. All dimensions should be to the nearest one hundredth (0.01) of a foot and angle to the nearest minute.
- Nearest building setback lines, including typical lot setback for all lots
- Relationship with floodway and flood plain as delineated by the county floodway boundary and flood insurance maps
- Statement that individual lots have or have not been approved by the Appalachian District Health Department for well and septic tank use
- Reference to deed book and page number of recorded restrictive covenants
- Reference to the deed book and page number of the owner's deed for the property to be subdivided
- Exact boundary lines of the tract to be subdivided fully dimensioned by lengths and bearings, and the location of intersecting boundary lines of adjoining lands
- Plans for utility layouts, including sanitary sewers, storm sewers, water distribution lines, natural gas, telephone and electric service, illustrating connections to existing systems or plans for individual water supply systems and/or sewage disposal systems, lines sizes and locations of fire hydrants and manholes
- Street names
- Location and dimension of all rights-of-way, utility or other easements, riding trails, natural buffers, pedestrian or bicycle paths, and areas to be dedicated to public use with the purpose of each stated
- Property lines, buildings or other structures, water courses, bridges, culverts, storm drains on both the land to be subdivided and on the land immediately adjoining corporate limits, township boundaries and county lines
- Sufficient engineering data to determine readily and reproduce on the ground every straight or curved boundary line, street line, lot line, right-of-way line, easement line and setback line, including dimensions, bearings, or deflection angles, radii, central circles, and tangent distances for the center line of curved streets and curved property lines that are not the boundary of curved streets, with all dimensions measured to the nearest one tenth (1/10) of a foot and all angles to the nearest minute
- Accurate location and description of all monuments, markers and control points
- Block numbered consecutively throughout the entire subdivision and lots numbered consecutively
- Name and location of any property within the subdivision or within any contiguous property that is listed on or is eligible for listing on the US Department of Interior National Register of Historic places
- All or any of the additional information required by G.S. 47-30
- A subdivision disclosure statement is provided as required by G.S. 136-102.6 which fully discloses the status, whether public or private of the road upon which the lots front. An instrument establishing a property owners association for the purpose of assessing dues for maintenance of private roads shall be recorded with the Watauga County Register of Deeds.

Additional information for subdivisions located in Special Flood Hazard Areas:

Final plat approval for any subdivision containing land that lies within a Floodway Zone or Flood Fringe may not be given unless the plat shows all Floodplain boundaries and contains in clearly discernible print the following statement: "Use of land within the Floodplain is substantially restricted by Article XVII of the Town of Boone Unified Development Ordinance".

Additional information for subdivisions served by private roads:

Final plat approval for any subdivision served by private roads may not be recorded unless the final plat contains the following notation: "Further subdivision of any lot shown on this plat as served by a private road may be prohibited by the Town of Boone Unified Development Ordinance".

TOWN OF BOONE REQUIRED CERTIFICATES

CERTIFICATE OF APPROVAL

I hereby certify that the minor subdivision shown on this plat does not involve the creation of new public streets or any change in existing public streets, that the subdivision shown is in all respects in compliance with Chapter 153 of the Boone Town Code, and that therefore this plat has been approved by the Town of Boone planning director, subject to its being recorded in the Watauga County Registry within sixty (60) days of the date below.

Date

Planning Director

CERTIFICATE OF OWNERSHIP

I hereby certify that I am the owner of the property described hereon, which property is within the subdivision regulation of the Town of Boone, and that I freely adopt this plan of subdivision.

Date

Owner

