



Horry County Planning Department

1301 2nd Avenue Suite 1 D09, Conway, SC 29526

(843) 915-5340

Application for Final Plat Review

A. General Property Information

Tax Map Number (TMS): _____

Property Location: _____

Has the proposed development received preliminary approval? () Yes () No When? _____

Is development a portion of the approved preliminary plan? () Yes () No If yes, how many phases are proposed? _____

B. Owner, Developer, and Engineer

Is applicant the owner or developer of property? _____
(If applicant is not the owner, a Letter of Agency is required)

Owner/developer: _____ Engineer/surveyor: _____

Address: _____ Address: _____

Telephone/Fax: _____ Telephone/Fax: _____

Business License #: _____ Business License #: _____

C. Development Information

Name of proposed development: _____ Phase: _____

Number of Lots/Units: _____ Minimum Lot Size: _____ Acreage: _____ Anticipated Density: _____

What type of development is proposed? () Single-family () Multi-family () Commercial () Office () Industrial () Other

Has infrastructure been completed and accepted by applicable agencies? () Yes () No (If no, a financial guarantee will be required)

Will a financial guarantee be submitted? () Yes () No (If yes, submit Engineer's Cost Estimate to Planning for review)

Have street names been approved for proposed roads? () Yes () No (If no, submit names to Planning for review)

Contents of a final plat shall include that show on the other side of this application. Failure to provide the requested information may result in review and approval delays.

Office use only:

Date received: _____ Taken by: _____

Dev. Fee Paid: _____ Receipt #: _____ Preliminary File #: _____ Final File #: _____

FINAL PLAT CHECKLIST

(APPLICANT, DEVELOPER, ENGINEER, OR SURVEY TO CHECK ALL ITEMS COMPLETED)

GENERAL:

- ___ Scale not less than 1" = 200'
- ___ Sheet size max. 24" x 36"
- ___ Five final plats
- ___ One computer readable file (.dwg or .dgn file format) of final plat excluding certifications

TITLE BLOCK:

- ___ Name and type of development
- ___ Owner of record and address
- ___ Developer and address
- ___ Surveyor and address
- ___ Number of lots/units in the development
- ___ Project density
- ___ Total acreage
- ___ Centerline linear feet of R/W, acreage and ownership of new roads (Note form only)
- ___ Scale (graphic and written)
- ___ Date of survey
- ___ Legible location map
- ___ Surveyor Certification of Accuracy
- ___ Certification of Ownership and Dedication
- ___ Certification of Approval (water and/or sewer system)
- ___ Certificate of Approval for Recording
- ___ Certification of Completed Improvements/Financial Guarantees

PLAT CONTENT:

- ___ North arrow
- ___ Tax map number(s) of the development
- ___ Tax map number(s) of all adjacent parcels
- ___ Adjacent property lines
- ___ Municipal boundaries
- ___ Tract boundaries showing bearings and distances with coordinates tied to state plane, if applicable
- ___ Existing public/private road rights of way
- ___ Existing easements
- ___ Existing buildings
- ___ Existing water bodies and water courses
- ___ Flood zone (floodplain and floodway)
- ___ Wetland delineation
- ___ Wetland buffers
- ___ Proposed street rights-of-way
- ___ Proposed off-street parking areas
- ___ Proposed easements and uses
- ___ Proposed detention/retention basins
- ___ Common space; if applicable
- ___ Open space; if applicable
- ___ Recreational space; if applicable
- ___ Property (other than rights-of-way and easements) intended for public dedication and use
- ___ Street names
- ___ Lot numbers
- ___ Lot lines
- ___ Lot dimensions
- ___ Lot sizes for each individual building lot
- ___ Phases
- ___ Lot Corner Elevations "A" undetermined, "AE" and "VE" flood zones only
- ___ Revisions
- ___ Plat book and page recording notations for last property transfer
- ___ Recording notations for: easements and restrictive covenants
- ___ Signature and seal of a registered surveyor
- ___ Square feet in lakes, pond, & detention areas