

Calhoun County Building and Planning

102 Courthouse Drive, Suite 112
St. Matthews, SC 29135
P: (803) 874-4201



Application for Preliminary Plat

This Application is for Preliminary Plat Approval and is for administrative use by the Calhoun County Building and Planning Department. Preliminary Plat review is subject to Calhoun County Land Development Regulations and/or the South Carolina Code of Laws for Preliminary Plat standards. Other local, state, and federal codes may also apply. Also, further information on the procedures and general requirements for the Preliminary Plat may be found in the Calhoun County's [Chapter 42: Land Development Code](#).

Project and/or Development Name: _____

Applicant/Developer/Agent: Check box to be copied on correspondence (Email address required)

Name (Printed): _____

Phone Number: (_____) _____ Email Address: _____

Mailing Address: _____ City, State, Zip Code: _____

Signature: _____

Property Owner: Check box to be copied on correspondence (Email address required)

Name (Printed): _____

Phone Number: (_____) _____ Email Address: _____

Mailing Address: _____ City, State, Zip Code: _____

Signature: _____

Professional Engineer: Check box to be copied on correspondence (Email address required)

Name (Printed): _____

Phone Number: (_____) _____ Email Address: _____

Mailing Address: _____ City, State, Zip Code: _____

Signature: _____ State and License Number: _____

Registered Land Surveyor: Check box to be copied on correspondence (Email address required)

Name (Printed): _____

Phone Number: (_____) _____ Email Address: _____

Mailing Address: _____ City, State, Zip Code: _____

Signature: _____ State and License Number: _____

Any and all information provided on this document may be subject to the South Carolina Freedom of Information Act and may be disclosed to third parties in accordance with applicable law.

PROVIDE THE FOLLOWING WITH THIS APPLICATION:

A. Submit One (1) DIGITAL COPY and (5) HARD COPY of Preliminary Plat.

B. Application Review Fee per schedule below:

Preliminary Plat Filing Fee: (Make check payable to Calhoun County or use Credit Card)

Filing Fee.....\$25.00

D. Tax Map Parcel Number(s): _____

E. Existing Zoning & Land Use: _____

F. Description of Proposed Subdivision or Commercial Development (acres, phases, and number of lots):

G. What classification does this development represent? (Check as applicable):

New Development Re-Development Change of Use

Building Renovation/Up-Fit Building Addition

Other (please specify): _____

H. Water Utility Service Provider (Check as applicable):

Calhoun County

Town of St. Matthews

Private Community Well System (Name): _____

Private Utility Service Provide (Name): _____

I. Sanitary Sewer Utility Service Provider (Check as applicable):

Calhoun County

Town of St. Matthews

Private Individual Small On-Site Wastewater Systems (less than 1,500 gpd and as per S.C. Reg. 61-56).

Private Large On-site Wastewater System (greater than 1,500 gpd and as per S.C. Reg. 61-56).

Private Community Cluster On-site Wastewater System (greater than 1,500 gpd and as per S.C. Reg. 61-56).

J. Electrical and Gas Utility Service Provider:

Electrical Utility Service Provider (Name): _____

Gas Utility Service Provider (Name): _____

K. Pursuant to Section 6-29-1145 of the South Carolina Code of Laws, is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in this application?

Yes No

L. Is the owner of the property aware of and has authorized the proposed work as described in this application?

Yes No

M. Certification:

By my signature below, I certify, under penalty of law, the provided information in the application is true, accurate and complete to the best of my knowledge.

Applicant Name (Signed): _____ Date: _____

Applicant Name (Printed): _____

Subdivision – Preliminary Plat Approval Checklist

1. Sketch Plan Approval

Please provide the date of approval for the sketch plan related to this application:

2. Additional Submission Requirements

Preliminary Plat

The proposed preliminary plat shall be prepared to scale and fully dimensioned, and include the following:

General Requirements	Applicant	Staff
Total acreage	<input type="checkbox"/>	<input type="checkbox"/>
Stamp of registered surveyor, engineer, and/or architect	<input type="checkbox"/>	<input type="checkbox"/>
North arrow	<input type="checkbox"/>	<input type="checkbox"/>
Scale (no less than 1 inch equals 100 feet)	<input type="checkbox"/>	<input type="checkbox"/>
Date	<input type="checkbox"/>	<input type="checkbox"/>
Proposed name of the subdivision	<input type="checkbox"/>	<input type="checkbox"/>
Name of the owner and/or subdivider	<input type="checkbox"/>	<input type="checkbox"/>
Sealed and signed by a registered professional engineer licensed to practice in South Carolina	<input type="checkbox"/>	<input type="checkbox"/>
Vicinity map (at 1 inch equals 1,000 feet)	<input type="checkbox"/>	<input type="checkbox"/>

Existing Conditions	Applicant	Staff
Topography by contours (at vertical intervals of not more than 5 feet)	<input type="checkbox"/>	<input type="checkbox"/>
Deed record names of adjoining property owners or subdivisions	<input type="checkbox"/>	<input type="checkbox"/>
If a resubdivision, a copy of the existing plat with the proposed resubdivisions superimposed thereon	<input type="checkbox"/>	<input type="checkbox"/>
Location of lakes, rivers, streams, swamps/wetlands, other bodies of water, and 100-year floodplains and floodway	<input type="checkbox"/>	<input type="checkbox"/>
Location of existing adjoining property lines	<input type="checkbox"/>	<input type="checkbox"/>
Location of existing buildings on the property to be subdivided	<input type="checkbox"/>	<input type="checkbox"/>
Location of parking and access/driveways	<input type="checkbox"/>	<input type="checkbox"/>
Location of rights-of-way and/or easements for streets, railroads, and utility	<input type="checkbox"/>	<input type="checkbox"/>
Location of utility lines, identification of whether lines are in easements or rights-of-way, and identify the location of poles or towers, width of right-of-way, and name of each utility	<input type="checkbox"/>	<input type="checkbox"/>
Location of streets, alleys, railroads, and utility lines upon and abutting subject property	<input type="checkbox"/>	<input type="checkbox"/>
Location of intersections within 200 feet of the property	<input type="checkbox"/>	<input type="checkbox"/>
Size and location of existing sewers, water mains, drains, culverts, or other underground facilities within the street or within the right-of-way of streets or roads adjoining or within the tract.	<input type="checkbox"/>	<input type="checkbox"/>
Grades, invert, and rim elevations of existing sewers shall be shown.	<input type="checkbox"/>	<input type="checkbox"/>
If relocation of existing sewers is proposed, a complete plan and profile of existing conditions, as well as a plan and profile of proposed conditions, must be shown	<input type="checkbox"/>	<input type="checkbox"/>
Acreage of each drainage area affecting the proposed subdivision	<input type="checkbox"/>	<input type="checkbox"/>
Location of city limit lines and county lines, if applicable	<input type="checkbox"/>	<input type="checkbox"/>

Subdivision – Preliminary Plat Approval Checklist

Existing Conditions	Applicant	Staff
Tax map reference number(s)	<input type="checkbox"/>	<input type="checkbox"/>
Existing zoning	<input type="checkbox"/>	<input type="checkbox"/>
Proposed Conditions	Applicant	Staff
Layout of streets, roads, sidewalks, and alleys, with widths	<input type="checkbox"/>	<input type="checkbox"/>
Construction plans for streets showing natural and finished grades and cross sections. Where a proposed street is an extension of an existing street, the profile shall be extended to include 300 feet of the existing roadways; the cross section of the existing street also shall be shown	<input type="checkbox"/>	<input type="checkbox"/>
Layout of all lots, scaled dimensions on lots, lot and block numbers, utility easements with width and use, and street names as approved on the sketch plan	<input type="checkbox"/>	<input type="checkbox"/>
Construction plan and profile for sanitary sewers (if applicable), with grade, pipe size, and material, location of manholes, and points of discharge	<input type="checkbox"/>	<input type="checkbox"/>
Construction plans for the storm drainage system, with grade, pipe size and material, and location of outlets. Storm drains shall be designed in accordance with criteria outlined in the city storm drainage ordinance. Storm drainage plans shall show sufficient off-site information and include the method and computations where indicated, and a statement by a registered engineer or architect that storm drainage designs meet city ordinances must be provided	<input type="checkbox"/>	<input type="checkbox"/>
Construction plans for the water supply system, with hydraulic calculation, pipe sizes, material and location of hydrants and valves;	<input type="checkbox"/>	<input type="checkbox"/>
Total number of lots, total acreage, acreage per phase, and total length of new streets	<input type="checkbox"/>	<input type="checkbox"/>
Proposed major contour changes in areas where substantial cut or fill is to be done	<input type="checkbox"/>	<input type="checkbox"/>
Topography by contours (at vertical intervals of not more than 5 feet) of existing conditions	<input type="checkbox"/>	<input type="checkbox"/>
Proposed setbacks (front, side, rear, secondary front)	<input type="checkbox"/>	<input type="checkbox"/>
Location of mailbox kiosks (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
Landscape Plan Requirements	Applicant	Staff
Proposed location for street trees	<input type="checkbox"/>	<input type="checkbox"/>
Proposed location of trees used to meet Site Tree Density and Tree Canopy Cover Retention Standards	<input type="checkbox"/>	<input type="checkbox"/>
Location of all Grand trees	<input type="checkbox"/>	<input type="checkbox"/>
Open Space Set-Aside (excluding stormwater management areas unless designed as site amenities)	<input type="checkbox"/>	<input type="checkbox"/>

3. Signature

Signature of Applicant	
Print Name	Date