

# Major Subdivision Final Plat Application

Town of Boone Planning & Inspections Department

680 W. King Street, Suite C ♦ Boone, North Carolina 28607

Phone (828) 268-6960 ♦ Fax (828) 268-6961 ♦ Email: [planning@townofboone.net](mailto:planning@townofboone.net) ♦ [www.townofboone.net](http://www.townofboone.net)



## A. Required to be Submitted at Time of Application (check all that apply)

*Failure to provide the info required on this application may delay the review and subsequent issuance of the requested approval.*

- Digital copies of all paper submittal documents (may be emailed to [planning@townofboone.net](mailto:planning@townofboone.net))
- 1 paper copy of preliminary plat (for review prior to submittal of final document) meeting the requirements of Town of Boone Unified Development Ordinance (UDO) Appendix A
- 1 paper copy of Owner's Association documents (prepared in accordance with UDO Appendix A)
- At least 2 paper copies and 1 Mylar of final plat (to be submitted after review and approval of preliminary plat); All Certificates shall be signed prior to submission
- Property Owner Authorization. If you are not the property owner, you will need to provide documentation of property owner authorization to apply for this permit. You may have the property owner sign this application ([Section I](#)) or the property owner can provide a written and signed authorization that clearly states they are authorizing the applicant to submit this application.
- Permit Fee (See Planning & Inspections Fee Schedule)

Each application is allowed two (2) reviews. The 1st review of the submitted information and a 2nd review if revisions or supplemental information is required based upon the 1st review. Each subsequent review after the 2nd review will be charged at 50% of the original fees charged for the application. These fees shall be paid at the time of resubmittal.

## B. Property Information (Project Location)

Street Address:

Watauga County Parcel Identification Number(s):

## C. Property Owner Information

Name:

Complete Mailing Address (Street, City, State, Zip):

Phone Number:

Email Address:

## D. Applicant Information

Name:

Company:

Complete Mailing Address (Street, City, State, Zip):

Phone Number:

Email Address:

**Preferred Method of Contact for Written/Response Documents (select one):  Mail or  Email**

## E. Surveyor Information

Name:

Company:

Complete Mailing Address (Street, City, State, Zip):

License #:

Phone Number:

Email Address:

NC Surveyor License Number:

## F. Development Information

Is the development subject to a previous Special Use Permit or Conditional District approval?  Yes  No  Unknown

If yes, please describe: \_\_\_\_\_

Are there any other variances granted that impact the property?  Yes  No  Unknown

If yes, please describe: \_\_\_\_\_

## G. Site Information

Total Land Area: \_\_\_\_\_

Current Number of Lots: \_\_\_\_\_

Proposed Number of Lots: \_\_\_\_\_

Zoning of Lots: \_\_\_\_\_

## H. Environmental Information

Is the property located within a designated Water Supply Watershed Area?  Yes  No  Unknown  
Watershed: \_\_\_\_\_

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

Stream/River: Is there a stream or river on or near the property?  Yes  No

SFHA: Is the property located within the Special Flood Hazard Area?  Yes  No  Unknown

## I. Applicant Signature and Property Owner Authorization

I hereby certify that I am authorized to submit this application; that all information is correct and complete; and all work will comply with all applicable State and local laws, ordinances, and regulations.

<b>Applicant (Print)</b>	<b>Applicant (Signature)</b>	<b>Date</b>
<b>Property Owner (Print)</b>	<b>Property Owner (Signature)</b>	<b>Date</b>

<b>Official Use Only</b>				
Permit Name: _____				
Permit Number: _____				
Date:	Fee:	Receipt Number:	Method of Payment: <input type="checkbox"/> Cash <input type="checkbox"/> Check Number: _____	Paid By:

Date of Sketch Plan Consultation: \_\_\_\_\_

Date of Preliminary Plat Approval: \_\_\_\_\_

Date of Town Council Meeting: \_\_\_\_\_

Approved?  Yes  No

Subdivision Approved?:  Yes  No Date Recorded: \_\_\_\_\_ Recordation Info: Bk: \_\_\_\_\_ Pg: \_\_\_\_\_

S:\FORMS\PI\_Forms\_Current\Planning Forms\MajorSubdivisionFinalPlat\_06292021.docx