

CUMBERLAND COUNTY JOINT PLANNING BOARD
SUBDIVISION AND SITE PLAN SUBMISSION FORM

TYPE REVIEW	DATE	BILL AMT	RECEIPT
PRELIMINARY			
FINAL			
EXTENSION/ADDITION			
REVISION			
PARKS & OPEN SPACE FEE			
COPIES			

Case Number: _____

Date Received: _____

Received By: _____

Planning/Town Board _____

Meeting Date: _____

NOTE: See Fee Schedule \$

12 Working Days Required for all reviews

15 Plan Copies Required for ALL Developments

Name of Development: _____

Location: _____

Parcel Identification Number(s): _____

Number of Lots/ Use of Property
Units to be Approved: _____ (Be Specific): _____

Submission Type: (Subdivision/Group Development/Commercial): _____

Type of Water Facility (existing or proposed): Well _____ PWC _____ Comm.(Specify) _____

Type of Sewer Facility (existing or proposed): Septic _____ PWC _____ Other (Specify) _____

Owner/Developer: _____

Mailing Address: _____

Telephone umber(s): _____

FAX Number: _____

EMAIL: _____

Engineer/Surveyor: _____

Mailing Address: _____

Telephone Number(s): _____

FAX Number: _____

EMAIL: _____

Contact Person: _____ Telephone No.: _____

Do you wish the County to install street signs at a fee if required? YES _____ NO _____

Signature: _____ Date: _____

ADDRESSING/STREET NAME SECTION MUST SIGN EVERY SUBMITTAL FORM PRIOR TO SUBMISSION FOR STREET NAME VERIFICATION. Street Name/Address Signature Approval: _____

"IF WAIVER IS REQUESTED, ATTACH REQUEST FOR WAIVER FORM."

"FOR ANY QUESTIONS, CALL: ED BYRNE 678-7609, MARYANN STEINMETZ 678-7626 or PATRICIA SPEICHER 678-7605 "

OFFICIAL USE ONLY

Industrial Park _____ Yes _____ No

Watershed _____ Yes _____ No

Urban Services _____ Yes _____ No

Averasboro Battlefield _____ Yes _____ No

Eastover Sanitary District _____ Yes _____ No

NORCRESS _____ Yes _____ No

Ft Bragg 1/mi _____ Yes _____ No

Airport Area _____ Yes _____ No

Linden Water _____ Yes _____ No

Verified by: _____

Date: _____

Municipal Influence Area: _____

Zoning: _____ Zoning Area: _____

NOTE: THE APPLICANT IS RESPONSIBLE FOR ENSURING EASEMENTS WHICH MAY EXIST ON THE SUBJECT PROPERTY ARE "ACCOUNTED FOR AND SHOWN ON THE PLAN, NOT ENCUMBERED AND THAT NO PART OF THIS DEVELOPMENT IS VIOLATING THE" RIGHTS OF THE EASEMENT HOLDER.

Affidavit Needed Only if located within a Town Limits

AFFIDAVIT OF OWNERSHIP

To the best of my knowledge, the following are the current tax record owners and/or the current property owners of the subject property located at _____:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

State of North Carolina
County of Cumberland

Acknowledged before me by _____ on the _____ day of _____,
200__.

(OWNER/DEVELOPER SIGNATURE)

(S E A L)

Notary Public

My commission expires: _____

SUBDIVISION FEES:

< OR = 5 LOTS

> 5 LOTS

PRELIMINARY SUBDIVISIONS

\$100

\$200

SUBDIVISION REVISION AND EXTENSIONS

\$ 25

\$ 50

GROUP DEVELOPMENT FEES:

< OR = 5 LOTS

> 5 LOTS

PRELIMINARY GROUP DEVELOPMENTS

\$25

\$50

GROUP DEVELOPMENT REVISIONS AND EXTENSIONS

\$25

\$50

SITE PLANS AND FINAL PLAT FEES:

COMMERCIAL AND INDUSTRIAL SITE PLANS

\$50

SITE PLAN REVISIONS AND EXTENSIONS

\$25

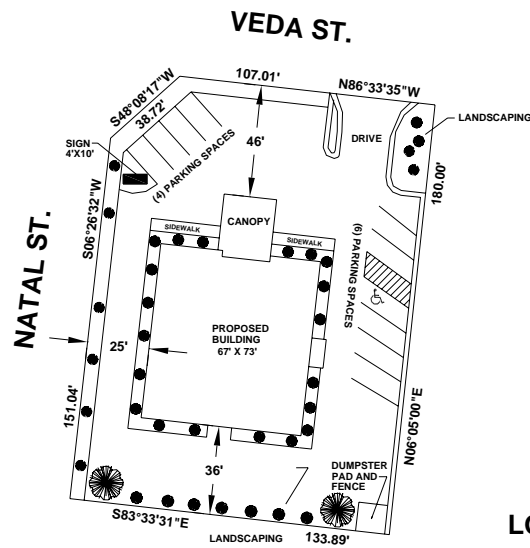
FINAL PLATS

\$25

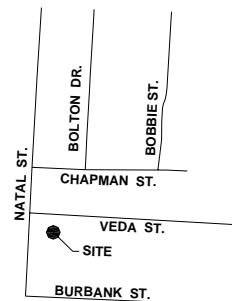
REQUIREMENTS FOR SITE PLAN REVIEW

1. Drawing done to engineering scale
2. Drawing will reflect:
 - metes and bounds of entire site with adjoining street right-of-way shown and name or state road number of that street or road;
 - foot print of all existing and/or proposed buildings or additions with dimensions and square footage indicated;
 - location and size of all existing and/or proposed curbcuts and indicate such on the plan;
 - parking plan to include the location of all proposed spaces (standard size is 9' by 20'), parking isle width and traffic circulation scheme;
 - existing or proposed location and drain field area of wells and/or septic tanks;
 - existing or proposed fencing;
 - setbacks of all existing and/or proposed buildings or additions from all other building and from all property lines- *Note:* If setbacks shown are not in accordance with the minimum setbacks of the zoning district of the property, then attach a letter requesting any such variance with a reasonable explanation or justification as to why the variance is necessary in order to develop the site.
 - Any easements which may exist on the subject property are accounted for and shown on the plan, not encumbered and that no part of the development is violating the rights of the easement holder.
3. Vicinity map to show location of property or site within the City or County
4. Correct north arrow
5. Data block to reflect the following:
 - name of development
 - owner
 - zoning of property
 - acreage of site
 - scale of drawing
 - proposed building or addition square footage
 - number of off-street parking spaces (to include handicapped spaces)
6. If split zoning, zoning lines must be shown on the preliminary

SAMPLE MAP SITE PLAN REVIEW



LOCATION MAP



PROPERTY OF: _____

ZONED: _____ SCALE: 1" = 50'

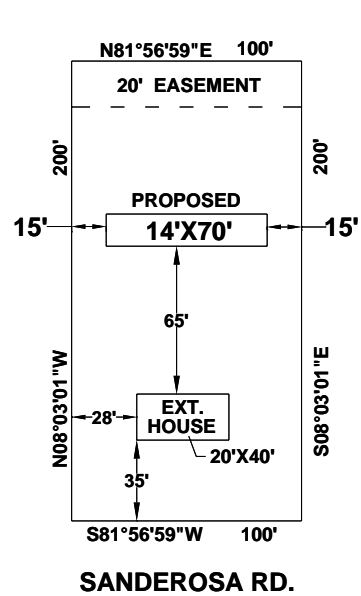
PIN#: _____

_____ COUNTY, NC

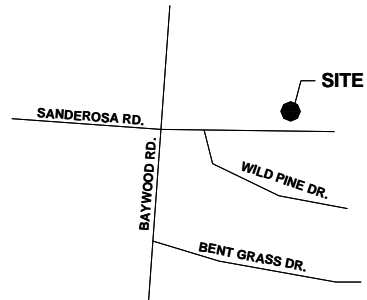
REQUIREMENTS FOR GROUP DEVELOPMENT REVIEW

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 - metes and bounds of entire site with adjoining street right-of-way shown and name or state road number of that street or road;
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ZONED: _____ SCALE: 1"=50'
PIN#: _____
_____ COUNTY, NC