Catawba County Non-major Subdivision Application

Applicant_____Phone #_____
Applicant's Fax #_____Applicant's e-mail_____
Applicant's Mailing Address_____City, State, Zip_____
Property Owner _____Phone #_____
Property Owner's Mailing Address_____City, State, Zip_____
Parcel 911 Address_____PIN #_____
Subdivision Name and Lot #_____
Applicant's Signature_____Date_____
Property Owner's Signature_____Date_____

Subdivision Type
____Family ____Minor ____Exempt

- ❑ Contact the Planning Department to discuss subdivision proposal.
- ❑ Contact an NC Registered Land Surveyor and discuss with him/her the plans. Have the surveyor prepare a plat showing how the property is to be divided.
- ❑ The plat should contain all information shown in the Subdivision Final Plat Checklist.
- ❑ Schedule an appointment with a planner and bring 2 paper copies of your survey for review.
- ❑ Call the County Environmental Health Department and apply for lot evaluations for wells and/or septic systems on all lots shown on the map. They will need a copy of the survey.
- ❑ After tests have been completed by the Environmental Health Department, obtain an approval form and bring the form to the Planning Department.
- ❑ After the Planning Department has reviewed the paper copy of your subdivision plan, schedule an appointment with a planner and bring 1 final paper copy and 1 final "Mylar" of your plat (recordable size 18 inch x 24 inch). A final copy must include all required corrections and signatures.
- ❑ Review fee – Per Catawba County Fee Schedule.

Family Subdivision Lineal Family Member/Sibling Statement

I hereby acknowledge that I have created the Family Subdivision titled_____

I have read, understand, and agree to abide by the *Unified Development Ordinance* (UDO) as it pertains to the creation of lots for lineal family members or siblings. The purpose for creating a Family Subdivision is to have my lineal family member homestead on the new lot. I realize if lots are created for people other than lineal family members, then the provisions for a Minor or Major Subdivision is to be followed as outlined in the *UDO.*

I further acknowledge that my lineal family members who will be homesteading on the newly created family lots are:

1. _____ _____ Lot#____, and
(Name) (Relationship)
2. _____ _____ Lot#____, and
(Name) (Relationship)
3. _____ _____ Lot#____, and
(Name) (Relationship)

STATE OF NORTH CAROLINA COUNTY OF CATAWBA
I, _____, a Notary Public for said County and State, do hereby certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument. Witness my hand and official seal, this the ___day of _____, 20____

_____
Notary

My commission expires _____, 20____ (Seal)