



**Greene County
Building and Zoning Department**

Chuck Wooley
Building Official

1034 Silver Drive, Suite 103
Greensboro, Georgia 30642

Telephone (706) 453-3333
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www.greencountyga.gov/building

Application for Final Plat Submittal

Name of Applicant: _____ Telephone No. _____

Mailing Address: _____

Name of Property Owner: _____ Telephone No. _____

Property Address: _____

Tax Map(s) & Parcel(s) Number _____ Acres: _____

Design Professional: _____

Design Professional's Email: _____ Phone Number: _____

The Final plat shall represent the entire area, which has been developed, including unit divisions not scheduled for immediate development. Copies of the Final Plat shall be transmitted by the appropriate County agency.

Attach the following documents:

1. Written legal description of the property (e.g., copy of deed)
2. Eight (8) hard copies & one (1) emailed pdf and/or CD/USB of plat prepared by a licensed surveyor - see following pages for content required or visit the hyperlink [Final Plat](#).
3. If property owner is not the same as the applicant, Authorization by Property owner form
4. Filing fee of \$600.00 payable to the Greene County Board of Commissioners

I hereby authorize the staff of the Greene County Board of Commissioners to inspect the premises of the above described property. I hereby depose and state that all statements herein and attached statements submitted are true and correct to the best of my knowledge and belief.

Applicant's signature: _____ **Date:** _____

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE ____ DAY OF _____, 20____.

NOTARY PUBLIC

My Commission Expires: _____

MISSION STATEMENT: We strive to provide services of the highest quality in the area of water pollution control, fire protection, zoning administration, building inspections, and code enforcement in order to contribute to the physical, social, and economic growth of Greene County while also inherently improving the safety of the as built environment falling under our regulatory purview.



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Disclosure of Campaign Contributions and Gifts

Reference: Application filed on _____ to rezone real property described as follows:

All individuals and business entities having a property interest in above said property are as follows:

Within the two years preceding the above filing date, the applicant has made campaign contributions aggregating \$250.00 or more or made gifts having the aggregate value of \$250.00 or more to each member of the Planning Commission or the Greene County Board of Commissioners listed below.

List below (1) the name of the Commission or Commission Member, (2) dollar amount and date of each such campaign contribution, and (3) an enumeration and description of each such gift having a value of \$ 250.00 or more.

I hereby depose and say that all statements herein are true, correct and complete to the best of my knowledge and belief.

Signature of Owner

Signature of Owner

Sworn to and subscribed before me _____ this _____ day of _____, _____

NOTARY PUBLIC

My Commission Expires: _____

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Authorization of Property Owner (s)

Application for Rezoning

I swear (I am) (we are) the owner(s) of the property which is the subject matter of the attached application, as is shown in the records of Greene County, Georgia.

I authorize the person named below to act as applicant for the rezoning of this property.

Name of the Applicant(s) *as recorded on deed : _____

Address/Addresses: _____

Telephone Number(s): _____

Email Address/Addresses: _____

Signature of Owner

Signature of Owner

Sworn to and subscribed before me _____ this ____ day of _____, _____

Notary Public, _____ County, GA.

NOTARY PUBLIC

My Commission Expires: _____

MISSION STATEMENT: We strive to provide services of the highest quality in the area of water pollution control, fire protection, zoning administration, building inspections, and code enforcement in order to contribute to the physical, social, and economic growth of Greene County while also inherently improving the safety of the as built environment falling under our regulatory purview.

Sec. 5.3 - Final plat.

The final plat must be submitted in accordance with these subdivision regulations. The final plat shall be prepared by a registered land surveyor.

The final plat shall conform to the preliminary plat. It may represent only that portion of the approved preliminary plat that the developer proposed to develop and record at this time.

1. *Content.* The final plat submitted shall conform to the preliminary plat and shall be in ink on a reproducible medium prepared in accordance with accepted professional standards. The submittal copies shall consist of black-line or blue-line prints on a white background, and the submittal shall include such other documents as necessary to meet the requirements of these regulations. The final plat shall be prepared at a scale of one inch equals 100 feet or larger for a subdivision with a maximum lot size of five acres or smaller. For subdivisions with any lots exceeding five acres in area, the plat shall be prepared at a scale that will show each lot in its entirety on one single page of the plat. Any scale selected must be such as to clearly delineate setbacks, easements, rights-of-way and other required features of the drawing. Text size shall be no smaller than 0.08 inch in height and drawn to an accepted engineering scale. Sheet size shall be 12 inches by 16 inches for a minor subdivision and 17 inches by 21 inches for a major subdivision.
2. If the entire final plat cannot be depicted on one sheet, the plat may be divided and an index provided showing the following:
 - a. Name of subdivision.
 - b. Name, address and telephone number of the developer.
 - c. Date of survey, date of plat drawing, and revision dates, graphic scale; north arrow with reference of bearings to magnetic, true, or grid north; the longitude and latitude and state plane coordinates; and the mean sea level datum.
 - d. Location of tract (land district and land lot) and acreage.
 - e. If part or all of the tract is a portion of a former subdivision, reference shall be made to the former plat, with identification of the former lots and blocks being resubdivided.
 - f. Index map, when more than one sheet is required to depict plat.
 - g. Courses and distances to the nearest existing street lines, bench marks or other recognized permanent monuments which shall be accurately described on the plat.
 - h. All maps or plats shall show the direction and distance from a point of reference to a point on the boundary of the individual survey, and such additional data as may be required to relocate the boundary point from the point of reference with the same degree of accuracy required of the parcel surveyed. The point of reference shall be an established, monumented position that can be identified or relocated from maps, plats, or other documents on public record.
 - i. The error of closure, as calculated by latitudes and departures, shall be stated. Surveys shall be coordinated and vertically tied into U.S. Coast and Geodetic Survey Elevations. The benchmark used shall be provided.
 - j. Municipal, county lines accurately tied to the boundary line of the subdivision by distance and angles, when such lines transverse or are reasonably close to the subdivision, boundary line of the subdivision by distance and angles.
 - k. Exact location, right-of-way, widths, and names of all streets and alleys within and immediately adjoining the plat, and the exact location and widths of all cross angles of intersections, radii, length of tangents, and arcs and degree of curvature with basis of curve data.

- l. Lot lines with dimensions to the nearest one-hundredth foot, necessary internal angles, arcs and chords, and tangents of radii of rounded corners.
- m. Building setbacks, with dimension.
- n. When lots are located on a curve or when side lot lines arc at angles other than 90 degrees, the lot width at the building lines shall be shown.
- o. Blocks lettered alphabetically within each block; lots or sites numbered in numerical order.
- p. The acreage of the smallest lot.
- q. Location, dimensions and purposes of:
 - 1. Easements, including slope easements, public service utility right-of-way lines, areas (other than streets) to be reserved, donated, or dedicated to the public;
 - 2. Sites for other than residential use, with notes stating their purposes and limitations; and
 - 3. Of any areas to be reserved by deed covenant for common uses of all property owners.
- r. Accurate location, material and description of monuments and markers. Monuments to be placed after final street improvements shall be designated as "future."
- s. Location of central mailbox pavilions, if required by the United States Postal Service. Central mailbox pavilions can be located within the principal building setbacks.
- t. Present zoning of subject property and adjacent properties.
- u. Required setback lines for all parcels.
- v. The following certification: In addition to any other powers that Greene County may have, this subdivision is a special drainage district. See Article 2, Section 2, Paragraph 2, Georgia Constitution, 1953.
- w. Certifications for final plat approval by the county manager or building official.
- x. Owner's certification. The final plat shall contain, in addition to a licensed land surveyor's certification, a statement as follows:

"I (we) hereby certify that I am (we are) the owner(s) of the property shown and described herein and that I (we) hereby adopt this plan of subdivision with my (our) free consent, establish the minimum building restriction lines, dedicate all streets, easements, alleys, walks, parks and other open spaces to provide directly or indirectly for maintenance of all common areas or outlets."

This statement shall be signed and dated by the owners, proprietors, or trustees, if any, prior to the final plat submittal. The final plat shall be accompanied by statements of deed restrictions (covenants) that the developer intends to apply to the subdivision, if any. All deed restrictions shall meet or exceed the requirements contained in this regulation and the requirements of the zoning ordinance.