



Subdivision Administration Final Plat Submittal Specifications

Final Plats

Final Plats are the ultimate step to create legal lots where a preliminary plan has been previously approved by the County, where seven (7) or more lots are created with a private or public road. Final Plats are reviewed to ensure compliance with the approved preliminary plan. Public dedications may be required and surety may be required for all planned infrastructure improvements.

Final plats that have been significantly modified (modifications may include, but are not limited to, number of total lots, lot numbering, layout, common areas, easements, stormwater features, or buffers) must be accompanied by a revised preliminary plan prior to uploading information for the grading permit.

SUBMITTAL REQUIREMENTS

The Final Subdivision Plat shall not exceed 24"x36" overall dimensions. If the Final Subdivision Plat is drawn in two or more sections, each section shall be accompanied by a key map showing the location of each section. Please allow enough space for E-911 to address the individual parcels on the plat.

The membership rights and obligations related to the undeveloped areas in a subdivision shall be described in covenants running with the land. All undeveloped areas shall be maintained by the homeowners association or property owners association within the subdivision or other agency, as identified on the final plat. The establishment of the association must take place prior to the final plat approval.

No deed restrictions or restrictive covenants shall stipulate lower standards than the minimum required herein or within the Greenville County Zoning Ordinance. Covenants and Conservation Easements must be provided and recorded along with the final plat.

Electronic Submission of Final Plats:

- A. All plats subject to the requirements specified herein and submitted for recording, shall be accompanied by an electronic copy, as specified by the Electronic Submission Standards and Procedures as described in the Land Development Regulations, Section 4.5.
- B. The only use of the electronic information submitted will be for the anonymous inclusion in the Greenville County GIS system. Disclaimers and limiting statements may be placed in electronic submissions, provided such disclaimers do not direct liability to the County or create indemnification by the County to the party submitting electronic files.



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- C. Submitted files shall contain, at a minimum, parcels, rights of way, ground control points, street centerlines, easements, lot numbers, lot dimensions, road names, and easement types if these elements are shown on the submitted, printed document. All undeveloped areas shall be identified with letters and notes stating their purpose and maintenance responsibility.