

**APPLICATION
FOR FINAL PLAT APPROVAL
(Minor Subdivision)**

CITY OF HOSCHTON, GA
PLANNING AND DEVELOPMENT
61 City Square
Hoshton, GA 30548
706-654-3034

Applicant Information:

Name:

Address:

City, State, Zip:

Phone:

E-mail:

Property Owner Information: *(if different from applicant)*

Name:

Address:

City, State, Zip:

Phone:

E-mail:

The property owner, must sign the following form; if the applicant is not the property owner, you must submit evidence of property owner approval to file this application by submitting the property owner authorization form.

Property Information:

Tax Map and Parcel Number:

Address (if one has been assigned):

Acreage of Property:

Type of Final Plat:

<input type="checkbox"/>	Minor subdivision	<input type="checkbox"/>	Combination Plat
<input type="checkbox"/>	Boundary Line Adjustment	<input type="checkbox"/>	

Existing Zoning District:

Proposed Use:

Property Owner Authorization

I swear that I am the owner of the property which is the subject matter of this application, as shown in the records of Jackson County, Georgia.

Name of Owner(s)

Address

Telephone Number

Signature of Property Owner

I authorize the person named below to act as applicant in the pursuit of this application.

Name of Applicant(s)

Address

Telephone Number

Property owner personally appeared
before me

who swears that the information
contained in this authorization is true
and correct to the best of his or her
knowledge and belief.

Notary Public

Date

To complete your application, attach/submit the following in addition to this completed form:

Minor Subdivision:

	Application fee: \$50 (\$25 for boundary line adjustments and lot combinations) Make check payable to the City of Hoschton.
	Plat: Submit 4 copies of the final plat plus one digital copy. Checklist of items is provided below for final plats:

Specifications for all final plats:

	Box. a box of not less than three inches square, if at full size, in the upper left-hand corner
	County
	City
	Owner name and contact info
	Type of plat
	Name of subdivision
	Designations for lots (#s)
	Developer name and contact info
	Militia district
	Date of plat and revision dates or block for revisions
	Surveyor. Name, address, and telephone number, certificate of authorization number
	Surveyor registration number
	Surveyor seal
	Page numbers (If the plat has multiple pages)
	Scale (graphic)
	Surveyor certification box, as follows: “As required by subsection (d) of O.C.G.A. Section 15-6-67, this plat has been prepared by a land surveyor and approved by all applicable local jurisdictions for recording as evidenced by approval certificates, signatures, stamps, or statements hereon. Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser or user of this plat as to intended use of any parcel. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.” The land surveyor shall sign on a line immediately beneath the certification
	Point of beginning and point of reference.
	Names of adjoining subdivisions and property owners and documents reviewed
	Roads. Adjacent streets, roads, or other rights-of-way, and the width and the former widths, if pertinent, of rights-of-way adjacent to or crossing the property
	Water. All water boundaries

	Easements. The width and the former widths, if pertinent, of easements adjacent to or crossing the property
	Encroachments and cemeteries. Apparent encroachments and observed evidence of human burials or cemeteries
	North arrow
	Metes and bounds bearings and distances and areas of boundary and lots
	Equipment reference
	Closure precision
	Monuments. Monuments shall be set at all boundary corners. All monuments found, placed or replaced shall be described
	Monument specifications
	Street names
	Location sketch or vicinity map
	Road centerlines, pavement widths and radii
	Lot and block identifiers
	Addresses for each lot
	Front building setbacks
	Flood hazard area note
	Dedications and common areas
	Private covenants. Statement and reference, if any
	<p>Owner's certification:</p> <p>“The owner of the land shown on this plat and whose name is subscribed hereto, certifies that that he/she is the fee simple absolute owner of the land shown on this plat and that all state, city and county taxes or other assessments now due on this land have been paid.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Owner Signed, sealed and delivered in the presence of:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Witness</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Notary Public"</p>
	<p>Certificate of approval and signature block:</p> <p>“Pursuant to the zoning ordinance, subdivision and land development ordinance, and all requirements of approval of the City of Hoschton having been fulfilled, this final plat was given final approval by the City of Hoschton Zoning Administrator and it is entitled to be recorded in the Clerk's Office, Jackson County Superior Court.”</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Signature, Zoning Administrator Date”</p>

	<p>Health department certificate. If the subdivision involves an on-site sewage management system or community water system, the following certification shall be provided on the plat:</p> <p style="padding-left: 40px;">“This final plat has been approved by the Jackson County Health Department as being consistent with applicable state and local environmental health requirements.</p> <p style="text-align: center;">_____</p> <p style="padding-left: 40px;">Signature, Director, Jackson County Health Department Date”</p> <p>Alternatively, the Zoning Administrator may waive the requirement to include a signed health department certificate on a final plat; provided, however, that if the lot(s) included in the final plat of a minor subdivision are to be served by an on-site sewage management system (septic tank), in lieu of said certification the final plat shall contain the following note:</p> <p style="padding-left: 40px;">“Each lot must be reviewed and approved by the Jackson County Environmental Health Department for on-site sewage management system placement prior to the issuance of a building permit.”</p>
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