

**City of Kings Mountain**  
**City Hall - Planning & Economic Department – 101 W Gold St KM 28086**

**Subdivision General Application Form**

Can be e-mailed to [peggyh@cityofkm.com](mailto:peggyh@cityofkm.com) – 704-730-2108

**Please allow 30 days for all plat reviews**

Application No. \_\_\_\_\_ (Staff)  
Survey Company Name \_\_\_\_\_  
E-mail address for comments \_\_\_\_\_

Date Received \_\_\_\_\_  
Phone # \_\_\_\_\_  
In person \_\_\_\_ via E-mail \_\_\_\_

**Fees:**

Major Subdivision Submittal - \$150.00 + \$5.00 per lot	_____	6 Paper copies, 1 Electronic copy
Subdivision Final Plan Review – Major (per phase proposed)- \$150.00	_____	1 Paper copy, 1 Electronic copy
Minor Subdivision - \$75.00	_____	1 Paper copy, 1 Electronic copy
Family Subdivision - \$75.00	_____	1 Paper copy, 1 Electronic copy
“No Approval Required” – Has City Utilities (TRC Review) – \$50.00	_____	1 Paper copy, 1 Electronic copy
“No Approval Required” – No City Utilities – \$30.00	_____	1 Paper copy, 1 Electronic copy

Total Due \$ \_\_\_\_\_

(Staff) Date Paid \_\_\_\_\_ Receipt # \_\_\_\_\_ (Cash or Check) or Credit Card \_\_\_\_

**Check Subdivision Type Below:**

- \_\_\_\_\_ Major (6 or more lots, more than 10 acres) – Subdivision Administrator Approval (TRC Review), Planning and Zoning Board Recommendation and City Council Approval
- \_\_\_\_\_ Minor (5 lots or less or less than 10 acres with no new street dedications) Subdivision Administrator Approval – (TRC E-mail approval)
- \_\_\_\_\_ “No Approval Required” - Subdivision Administrator Approval – *Check applicable below.*
  - \_\_\_\_\_ The combination or recombination of existing subdivision lots whereby the total number of lots is not increasing and the resultant lots meet or exceed the subdivision ordinance standards;
  - \_\_\_\_\_ The division of land into parcels **all** of which are larger that (10) acres and where no street right-of-way dedication is involved;
  - \_\_\_\_\_ Public acquisitions of land for streets or public utilities;
  - \_\_\_\_\_ Division of a two acre or smaller tract in single ownership into three or fewer lots, where no street right-of-way dedication is involved and **all** lots meet or exceed the standards for lots in this ordinance;
  - \_\_\_\_\_ Divisions of land where burial plots are created;
  - \_\_\_\_\_ Division of land for a will in probate. (May or may not require TRC Approval – depending on KM utilities)
- \_\_\_\_\_ Family Subdivision – Affidavit Required (must be attached) - Up to 3 lots in a 12-month period plus the residual lot. No more than 7 lots approved under this section. Subdivision Administrator - Approval – (TRC E-mail Approval)

**Staff:**

Date sent for review (Stuart, Kimberly, Nick, Rick, Ricky, Tommy) via e-mail: \_\_\_\_\_ (For all minor subdivisions)

Date taken to TRC Review Meeting: \_\_\_\_\_ (Required for all Major Subdivisions)

Comments back from utilities and Fire:

Electric & Gas - \_\_\_\_\_ - \_\_\_\_\_

Water & Sewer - \_\_\_\_\_ - \_\_\_\_\_

Rick Putnam \_\_\_\_\_ - \_\_\_\_\_

Tommy Harmon - \_\_\_\_\_ - \_\_\_\_\_

Date reviewed by Planning staff - \_\_\_\_\_ : Comments \_\_\_\_\_

Use back.. \_\_\_\_\_

Date: \_\_\_\_\_ Surveyor was notified /sent back comments.

Date: \_\_\_\_\_ Plat with Revisions received back from Surveyor.

Date: \_\_\_\_\_ Reviewed by Planning Staff with revisions – Any additional notes:

Date: \_\_\_\_\_ Approved – Ready for signature -Surveyor notified

Date: \_\_\_\_\_ Final Plat brought by for signature - (2 Paper copies) – (GC requires a signed mylar)

Date: \_\_\_\_\_ signed by Stuart Surveyor Notified: \_\_\_\_\_ Date picked up: \_\_\_\_\_

Recorded Verification – Book and Page# \_\_\_\_\_