



## Final Plat Submittal Process

When submitting a final plat for review for approval, please provide the following items in the submittal packet (the submittal packet will not be accepted unless it is a complete packet with all required information attached):

- Paper copy of Final Plat
- Financial Security Establishment Application
- Certified Itemized Cost Estimate
  - If water and sewer lines have not been accepted by the respective agencies, the cost estimate is to include the full cost of the re-installation of the water and sewer lines, respectively.
- Financial Security in the approved amount shown on the cost estimate
- \$100 Processing Fee (\$50 for revisions of Final Plats)
- Road Dedication Form, for portion of road being platted
- Recorded HOA Restrictive Covenants, including recorded Conservation Easement, if Cluster Development
- Copy of approved encroachment permit
- Copy of approved Land Disturbance Application
- Preliminary Water Letter
- Sewer Acceptance Letter

Upon receipt of the complete packet, the Final plat will be distributed electronically to affected agencies for review and approval. Any comments or questions received will be forwarded to the engineer/surveyor to address or correct.

Once the cost estimate is approved by the Construction Inspector (water/sewer provider or municipality, if warranted), the Financial Security must be issued to Greenville County by a Financial Institution before the final plat is approved by Subdivision Administration staff.

Once the final plat is approvable, you will be notified by our staff to provide this office with a a Mylar and paper copy of the Final Plat, along with an Electronic Copy of the Final Plat (DWG file).



## Final Plat Submittal Process

As requested for approval of a final plat, please find enclosed the following items:

- Paper copy of Final Plat
- Financial Security Establishment Application
- Itemized Cost Estimate – certified by the engineer of record
  - If water and sewer lines have not been accepted by the respective agencies, the cost estimate is to include the full cost of the installation of the water and sewer lines, respectively.
- \$100 Processing Fee (\$50 for revisions of Final Plats)
- Road Dedication Form, for portion of road being platted
- Recorded HOA Restrictive Covenants, including recorded Conservation Easement, if Cluster Development
- Copy of approved encroachment permit
- Copy of approved Land Disturbance Permit
- Preliminary Water Letter
- Sewer Acceptance Letter

Upon notification that the cost estimate is approved, I understand that I must submit:

- Financial Security in the approved amount shown on the cost estimate

Upon notification that the final plat is approvable, I understand that I must submit:

- Mylar of Final Plat
- Paper Copy of Final Plat
- Electronic Copy (Dwg file) of Final Plat