



Planning & Zoning Department

Preliminary Plat Requirements From the Land Development Regulations of the Town of Moncks Corner

1. Plat size: Minimum size 8½" x 11", maximum size 22" x 34"
2. 5 Copies
3. Digital copy of survey using the PDF format
4. Graphic and numeric scale, not less than 1" = 100'
5. North point shall be identified as magnetic, true, or grid north
6. Name or Proposed name of the subdivision
7. Title to include purpose of plat (property line abandonment, subdivision, adjustment, etc.)
8. State, County, and City in which property is located
9. Contact Information (name, address, telephone, email) for legal owner or agent, designer/engineer, and surveyor (including registration number)
10. Certification statement to include class of survey
11. Date the survey was completed
12. Reference to previous plats and/or deeds
13. Survey must reference Town of Moncks Corner Zoning classification, Minimum lot size (as applicable), and Building setbacks (as applicable)
14. Vicinity map not less than 1" = 1,000' showing relationship of proposed subdivision to surrounding development
15. Total acreage of the tract to be subdivided, including total for wetlands and uplands
16. Description of all property markers, to include material and size
17. Tie distance to the nearest intersection of streets
18. Boundaries of the tract to be subdivided with all bearings and distances indicated
19. All known or discovered encroachments
20. Location and right-of-way of all existing or platted streets or other public ways, railroads, easements, water courses, and buildings either on or adjacent to the property to be subdivided. Specify whether utility lines are in easements or rights-of-way and show locations of poles or towers
21. New easements and rights-of-way with description and widths
22. Appropriate easement and rights-of-way statement dedicated to the Town of Moncks Corner
23. Names of adjacent property owners and/or adjoining subdivisions
24. Property lines within and adjoining the subdivision
25. TMS# and lot and block number where applicable
26. Location of streams, lakes, swamps, and land subject to flood, based on a one-hundred year frequency flood. Those lots so affected shall be identified and noted on the plat.
27. Size and location of existing sewers, water mains, hydrants, drains, culverts, or other underground facilities within the streets and/or the rights-of-way of streets in or adjoining the tract. Grades and invert elevations shall be shown.
28. Location, width, classification, and proposed name of proposed streets, alleys, and other public ways. This shall include the width of paved surface as well as right-of-way
29. Location, dimensions and building setback lines of all proposed lots.
30. Location and dimensions of property proposed to be set aside for a park, playground, or other public use, or for the common use of property owners
31. All lots in each block shall be consecutively numbered.
32. Total number of lots and total length of new streets
33. Sidewalk locations.
34. Survey must include existing structures and impervious calculations