

**HARNETT COUNTY PLANNING DEPARTMENT  
EXEMPT PLAT CHECKLIST**

Date submitted \_\_\_\_\_  
Name of Subdivision \_\_\_\_\_  
Township \_\_\_\_\_ State Road # \_\_\_\_\_  
Owner \_\_\_\_\_  
Surveyor \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_  
Parcel/PIN \_\_\_\_\_  
Zoning \_\_\_\_\_ Watershed District \_\_\_\_\_ Flood Plain \_\_\_\_\_

**CHECKLIST**

- \_\_\_\_\_ Name of subdivision and subdivider/owner
- \_\_\_\_\_ Signature of land owner(s)/agent(s)
- \_\_\_\_\_ Vicinity map
- \_\_\_\_\_ North point, graphic scale, date
- \_\_\_\_\_ Parcel Identification Number/Parcel
- \_\_\_\_\_ Copies of plat – minimum of 1 paper copy and 1 mylar copy
- \_\_\_\_\_ Map Size 18” X 24” and scale 1”=200’ or larger
- \_\_\_\_\_ Deed reference for the tract being divided
- \_\_\_\_\_ Names and right-of-ways of streets and state road #
- \_\_\_\_\_ Names and locations of adjoining subdivisions and property owners
- \_\_\_\_\_ Minimum lot size/width
- \_\_\_\_\_ Boundaries of tract with bearings and distances
- \_\_\_\_\_ Lot lines and building lines showing bearings and distances
- \_\_\_\_\_ SR frontage or access to a 30’ ingress/egress easement (excludes Stewarts Creek)
- \_\_\_\_\_ Conforms to the general requirements and minimum standards of Zoning Ordinance

Additional Comments:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Checked by: \_\_\_\_\_ Date: \_\_\_\_\_