

Application for  
**SUBDIVISION**  
Town of Highlands, North Carolina

Application # SUB-\_\_\_\_\_

Applicant \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Location of Property \_\_\_\_\_

PIN # \_\_\_\_\_ Zoning District \_\_\_\_\_ Size of Property \_\_\_\_\_

Watershed Overlay District \_\_\_\_\_

**Please attach to this application the following documents:**

- (1) An **official survey, no larger than 24" X 36", drawn to a scale**, indicating the property lines of the parcel upon which the use is proposed; the identity of neighboring properties; any adjacent streets, required **(40 foot)** right-of-way public or private; required **(18 foot)** roadway; any existing or proposed structures (**proper setbacks from any newly created property lines or right-of-ways**), showing setbacks to rights-of-way **(25 feet)** and property lines **(10 feet)**, proper **lot width at the building line** for the zoning district which the property is located, **parking areas** showing the number and arrangement of parking spaces and driveway entrances; **utilities (Macon County septic approval, if applicable)** and surface water drainage; and significant natural features, such as wooded areas, streams, ponds, or marshes. The survey shall be neatly drawn and indicate north point, name and address of person who prepared the plan, date of the original drawing, and an accurate record of any later revisions.
  
- (2) Submit **12 copies** of the packet for submittal to the Planning Board and **an electronic copy** of the packet for the Town Board of Commissioners.

I certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief; and I hereby request that a duly advertised public hearing be held at the Town Hall, Highlands, NC, by the Planning Board and the Town Board of Commissioners, on the following date and time, for the purpose of presenting evidence and arguments in support of this application.

DATE OF HEARING \_\_\_\_\_ TIME \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF APPLICANT

APPLICATION DEADLINE IS POSTED IN THE LOBBY OF THE TOWN HALL.

PLEASE ATTACH APPLICATION FEE OF \$100.00

11.28.07