



PLANNING & DEVELOPMENT SERVICES

Subdivision Permit Application

Certificate of Exemption

Spencer Town Hall • 600 South Salisbury Ave, Spencer NC 28159

Office: (704)-633-2231 ext. 28 • kharris@townofspencer.com

All land use and development activity is governed by the Spencer Development Ordinance (SDO). Article 18 establishes the Town's standards for the subdivision of land. In accordance with N.C.G.S. 160D-802, certain exempt divisions of land are not included within the definition of "subdivision" and are not subject to the Town's subdivision regulations.

Determination & Certification of Exemption. The determination of whether a division of land is exempt shall be made by the *Planning, Zoning, and Subdivision Administrator*, upon application of the property owner or agent, with supporting documentation (maps, plats, etc.), as needed. Upon a determination by the *Planning, Zoning, and Subdivision Administrator* that the proposed subdivision is exempt, a certificate of exemption shall be issued, and the subdivision shall not be subject to the Town's subdivision regulations.

Effect of Certification of Exemption. Divisions of land found to be exempt from the definition of subdivision are not required to meet the Town's subdivision regulations. However, a building or zoning permit may only be issued with respect to a lot that has been created by an exempt division if said lot meets the standards for development set forth in the SDO. Typically, it is advised that subdividers meet the lot dimensional standards established in Article 8 (Districts) of the SDO (e.g., min. lot size, min. lot width, min. setbacks).

OFFICE USE ONLY	Exception Plat: \$75 Fees Per Town of Spencer Budget Ordinance	<i>Stamp indicates payment.</i>
Filing Date:		
Permit #		

GENERAL INFORMATION

Property Address:	Rowan County Parcel ID:
Property Owner Name:	Property Owner Phone:
Property Owner Email:	
Property Owner Mailing Address (City, State, Zip):	

APPLICANT INFORMATION (if different from owner)

Applicant Name:	Applicant Phone:
Applicant Email:	
Property Owner Mailing Address (City, State, Zip):	

PROJECT INFORMATION

Type of Land Division

- The division of a tract in single ownership whose entire area is no greater than two (2) acres into not more than three (3) lots, where no street right-of-way dedication is involved and where the resultant lots are equal to or exceed the standards of the Town, as shown in this Ordinance.
- The combination or recombination of portions of previously subdivided and recorded lots where the total number of lots is not increased and the resultant lots are equal to or exceed the standards of the Town of Spencer as shown in the Spencer Development Ordinance (SDO).
- The division of land into parcels greater than ten (10) acres where no street right-of-way dedication is involved.
- The public acquisition by purchase of strips of land for the widening or opening of streets or for public transportation system corridors.
- The division of a tract into parcels in accordance with the terms of a probated will or in accordance with intestate succession under Chapter 29 of the General Statutes.
- The subdivision or recombination of land by public utilities.

OTHER PROJECT CONTACTS

Project Contact 1 Name:	Project Contact 1 Phone:
Project Contact 1 Email:	
Project Contact 2 Name:	Project Contact 2 Phone:
Project Contact 2 Email:	

ADDITIONAL DETAILS

Use the space below to provide any additional important details about your proposed project not specified elsewhere on this application form: _____

SIGNATURE

By signing below, you certify that all information provided on this application is accurate and that all work will be performed to meet the laws of the state of North Carolina, the standards of the Spencer Development Ordinance, and all other applicable regulations.

Signature of Applicant:	Date:	<i>Town Seal indicates approval.</i>
Approved By:	Date:	

By signing above, the Town of Spencer's Planning & Development Services staff provides certification that the proposed subdivision is exempt per N.C.G.S. 160D-802. Please be advised that a building or zoning permit may only be issued with respect to a lot that has been created by an exempt subdivision if said lot meets the standards for development set forth in the Spencer Development Ordinance (SDO). Therefore, it is advised that any lot resulting from an exempt subdivision process meet the lot dimensional standards established in Article 8 (District).