



**Exempt Subdivision Information**

Per Section 9.17.1.1 of the Pinehurst Development Ordinance (PDO), an Exempt Subdivision is a subdivision that involves the: (a) 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 PDO; (b) the division of land into parcels greater than ten (10) acres where no street right-of-way dedication is involved; (c) the public acquisition or purchase of strips of land for the widening or opening of streets; (d) 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 PDO; or (e) the division of a tract into plots or lots used as a cemetery.

In addition, no plat shall be recorded for any division of land exempt from the PDO unless an exempt subdivision plat is prepared with the appropriate Certificate of Exemption, as shown in Appendix E of the PDO, and is signed by the Village Manager.

This application must be completed in full and submitted with the associated fee listed in the Village’s Fees and Charges Schedule, which can be accessed at [www.vopnc.org/Home/ShowDocument?id=10100](http://www.vopnc.org/Home/ShowDocument?id=10100).

**Intake Information**

| Property Address      |  |
|-----------------------|--|
| Street Address        |  |
| City, State, Zip Code |  |
| Parcel ID #           |  |

| Owner Information     |  |                  |  |
|-----------------------|--|------------------|--|
| Name                  |  | Home Phone #     |  |
| Street Address        |  | Mobile Phone #   |  |
| City, State, Zip Code |  | Business Phone # |  |
| Email                 |  |                  |  |

| Licensed Professionals   |  |
|--|--|
| (License #s must include all letters and numbers as filed with the NC Licensing Board) |  |
| Surveyor (Required)  |  |
| License #  |  |
| Name   |  |
| Street Address   |  |
| City, State, Zip   |  |
| Phone #  |  |
| Email  |  |



**Subdivision – Exempt**

Fee: \$50

(Revised 09/2019)

| Applicant      |  |                       |  |
|----------------|--|-----------------------|--|
| Name           |  | Other Phone #         |  |
| Email          |  | Street Address        |  |
| Mobile Phone # |  | City, State, Zip Code |  |

**General Information**

|  |                              |                             |
|--|------------------------------|-----------------------------|
| Combination or recombination   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Division of land into parcels greater than 10 acres                            | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Public acquisition of purchase of strips of land for streets                   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Division of a single ownership tract less than 2 acres and no more than 3 lots | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Division of a tract into plots or lots used as a cemetery.                     | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

**Project Information**

|                             |  |                           |  |
|-----------------------------|--|---------------------------|--|
| Total Acres of Project Area |  |                           |  |
| Number of Lots - Existing   |  | Number of Lots - Proposed |  |

**Location Information**

|                  |   |                                  |  |
|------------------|---|----------------------------------|--|
| Zoning District  |   |                                  |  |
| Overlay District | <input type="checkbox"/> Historic Preservation Overlay District | <input type="checkbox"/> N/A     |  |
| Roads            | <input type="checkbox"/> Public                                 | <input type="checkbox"/> Private |  |
| Water Provider   |   |                                  |  |
| Sewer Provider   |   |                                  |  |

**Certification**

I hereby certify that the information contained in this application is accurate and complete. I also confirm that I have read and understand the requirements that must be met in order to receive exempt subdivision approval.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_