

FINANCIAL RESPONSIBILITY/OWNERSHIP FORM
SINGLE RESIDENTIAL LOT INFORMATION

No person may initiate any land-disturbing activity on individual lots within an approved subdivision (on or after 10-01-2021) as covered by the Act before this form and an acceptable sketch erosion plan (no design professional required) have been completed and approved by the Site Development Department. Submit the completed form on the SMARTGOV portal when applying for a Single Residential Lot development permit. (Please type or print and, if the question is not applicable or the e-mail address or phone number is unavailable, place N/A in the blank.)

Part A.

1. Subdivision Name _____
2. Lot number _____
Address of Lot _____
Approximate date land-disturbing activity will commence: _____
3. Tax Parcel Number _____
4. Total acreage disturbed or uncovered for individual lot _____
5. Amount of fee enclosed: \$ _____ (\$100.00 / Lot Flat Rate)
6. Sketch plan included Yes Enclosed
7. Person to contact should erosion and sediment control issues arise during land-disturbing activity:
Name _____ E-mail Address _____
Phone: Office # _____ Mobile # _____
8. Landowner(s) of Record (attach accompanied page to list additional owners):

Name	Phone: Office #	Mobile #
Current Mailing Address	Current Street Address	
City	State	Zip
City	State	Zip
9. Deed Book No. _____ Page No. _____

Part B.

1. Company(ies) who are financially responsible for the land-disturbing activity (Provide a comprehensive list of all responsible parties on accompanied page.) *If the company is a sole proprietorship or if the landowner(s) is an individual(s), the name(s) of the owner(s) may be listed as the financially responsible party(ies).*

_____			_____		
Company Name			E-mail Address		
_____			_____		
Current Mailing Address			Current Street Address		
_____			_____		
City	State	Zip	City	State	Zip
Phone: Office #	_____		Mobile #	_____	

Note: If the Financially Responsible Party is not the owner of the land to be disturbed, include with this form the landowner's signed and dated written consent for the applicant to submit a draft erosion and sedimentation control plan and to conduct the anticipated land disturbing activity.

2. (a) If the Financially Responsible Party is a domestic company registered on the NC Secretary of State business registry, give name and street address of the Registered Agent:

_____			_____		
Name of Registered Agent			E-mail Address		
_____			_____		
Current Mailing Address			Current Street Address		
_____			_____		
City	State	Zip	City	State	Zip
Phone: Office #	_____		Mobile #	_____	

Name of Individual to Contact (if Registered Agent is a company)

- (b) If the Financially Responsible Party is not a resident of North Carolina, give name and street address of the designated North Carolina agent who is registered on the NC Secretary of State business registry:

_____			_____		
Name of Registered Agent			E-mail Address		
_____			_____		
Current Mailing Address			Current Street Address		
_____			_____		
City	State	Zip	City	State	Zip
Phone: Office #	_____		Mobile #	_____	

Name of Individual to Contact (if Registered Agent is a company)

The above information is true and correct to the best of my knowledge and belief and was provided by me under oath. (This form must be signed by the Financially Responsible Person if an individual(s) or his attorney-in-fact, or if not an individual, by an officer, director, partner, or registered agent with the authority to execute instruments for the Financially Responsible Party). I agree to provide corrected information should there be any change in the information provided herein.

Type or print name

Title or Authority

Signature

Date

I, _____, a Notary Public of the County of _____

State of North Carolina, hereby certify that _____ appeared personally before me this day and being duly sworn acknowledged that the above form was executed by him/her.

Witness my hand and notarial seal, this _____ day of _____, 20_____

Notary

My commission expires _____

Seal