

**SUBDIVISION REGULATIONS**  
**FOR**  
**REIDSVILLE, NORTH CAROLINA**



**NOVEMBER, 1989**

**Updated Amendments Through October 12, 2022**

**PREAMBLE**

**WHEREAS**, in the opinion of the City Council of the City of Reidsville, it is necessary and advisable to provide for the orderly development of the City and its environs; for the coordination of streets within proposed subdivisions with existing or planned streets and with other public facilities; for dedication or reservation of rights-of-way or easements for streets and utility purposes; and for the distribution of population and traffic which shall create conditions essential to public health, safety, and general welfare; and,

**WHEREAS**, pursuant to G.S.160D - 601 notice which was duly given and public hearing held on the question of adoption of this ordinance, and all objections hereto being properly presented and considered:

**NOW THEREFORE**,

**BE IT ORDAINED** by the City Council of the City of Reidsville, North Carolina.

## **ARTICLE I**

### **TITLE AND PURPOSE**

#### **1A TITLE**

This ordinance shall be known and may be cited as the Subdivision Regulations for Reidsville, North Carolina, and may be referred to as the Subdivision Regulations.

#### **1B PURPOSE**

The purpose of this ordinance is to establish procedures and standards for the development and subdivision of land within the corporate limits and the extra-territorial jurisdiction of Reidsville. It is further designed to provide for the orderly growth and development of Reidsville; for the coordination of streets and highways within proposed subdivisions with existing for planned streets and highways and other public facilities; for the dedication or reservation of recreation areas serving residents of the immediate neighborhood within the subdivision an of rights-of-way or easements for street and utility purposes; and, for the distribution of population and traffic in a manner that will avoid congestion and overcrowding and will create conditions essential to public health, safety, and the general welfare. This ordinance is designed to further facilitate adequate provision for water, sewerage, schools, and playgrounds, and also to facilitate the further re-subdivision of larger tracts into smaller parcels of land.

## **ARTICLE 2**

### **AUTHORITY AND JURISDICTION**

#### **2A AUTHORITY**

The City of Reidsville hereby exercises its authority to make and issue subdivision regulations under the Provisions of 1) Chapter 369, 1949 Session Laws of North Carolina and/or 2) Chapter 160D, Article 8 of The North Carolina General Statutes.

#### **2B JURISDICTION**

The regulations contained herein shall govern each and every subdivision of land within the corporate limits and extraterritorial jurisdiction of the City of Reidsville as now or hereafter established.

## **ARTICLE 3**

### **PREREQUISITE TO PLAT RECORDATION AND APPROVAL OF PUBLIC SERVICES**

#### **3A PREREQUISITE TO PLAT RECORDATION**

After the effective date of this ordinance, each individual subdivision plat of land within the City's by Jurisdiction shall be approved the Planning Staff or the Planning Board of the City of Reidsville as specified in Article 7 of this ordinance, prior to plat recordation with the Register of Deeds for Rockingham County, North Carolina.

#### **3B APPROVAL OF PUBLIC SERVICES**

Unless and until the requirement set forth in this ordinance have been complied with: no public services shall be provided to any subdivision under this ordinance; nor shall any permit be issued by an administrative agent or department of the City of Reidsville for the construction of any building or other improvement requiring a permit upon any land under consideration for plat approval. Such public services shall include but not be limited to streets, street lighting, water, or sewerage.

## **ARTICLE 4**

### **LEGAL PROVISIONS**

#### **4A PROCEDURES FOR PLAT APPROVAL**

After the effective date of this ordinance, no plat of a subdivision of land within the City's jurisdiction shall be filed or recorded until it has been submitted to and approved by the appropriate agency as set forth in Article 3, Section A of this ordinance, and until this approval is entered in writing on the face of the plat by the City Clerk.

The Register of Deeds shall not file or record a plat of a subdivision of land located within the corporate limits or extra-territorial jurisdiction of the City of Reidsville that has not been approve in accordance with these provisions, nor shall the Clerk of Superior Court order or direct the recording of a plat if the recording would be in conflict with this ordinance.

#### **4B STATEMENT BY OWNER**

The owner of land shown on a subdivision plat submitted for recording, or his authorized agent, shall sign a statement on the plat stating whether on not any land shown thereon is within the corporate limits or extraterritorial jurisdiction of the City of Reidsville

#### **4C EFFECT OF PLAT APPROVAL ON DEDICATIONS**

Pursuant to N.C. General Statute 160D - 806, the approval of a plat shall not be deemed to constitute or effect the acceptance by the City of Reidsville of the dedication of any street or other ground, public utility line, or other public facility shown on the plat. However, the City Council may by resolution accept any dedication made to the public utility lines, or other public purposes, when the lands or facilities are located within its subdivision regulation jurisdiction. **Until the City Council has formally accepted the dedication of such utilities or land, the developer is responsible for their maintenance.** Acceptance of dedication of lands or facilities located within the subdivision regulation jurisdiction but outside the corporate limits of Reidsville shall not place on the City any duty to open, operate, repair, or facility, and the City of Reidsville shall in no event be held to answer in any civil action or proceeding for failure to open, repair, or maintain any street located outside its corporate limits.

#### **4D PENALTIES FOR VIOLATION**

After the effective date of this ordinance, any person who, being the owner or agent of the owner of any land located within the territorial jurisdiction of this ordinance thereafter subdivides his land in violation of this ordinance or transfers or sells land by reference to, exhibition of, or any other use of a plat showing a subdivision of the land before the plat has been properly approved under the terms of this ordinance and recorded in the Office of the Rockingham County Register of Deeds, shall be guilty of a misdemeanor. The description by metes and bounds in the instrument of transfer of other document used in the process of selling or transferring land shall not exempt the transaction from this penalty. The City, through its attorney or other official designated by the City Council, may enjoin illegal subdivision, transfer or sale of land by action for injunction. Further, violators of this ordinance shall be subject, upon conviction, to fine and/or imprisonment as provided by N.C. General Statute 14-4.

#### **4E SEPARABILITY**

Should by section or provision of this ordinance be decided by a court of competent jurisdiction to be Unconstitutional or invalid, such decision shall not affect the validity of the ordinance as a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

#### **4F VARIANCES**

Where, because of severe topography or other conditions peculiar to the site, strict adherence to the provisions of this ordinance would cause an unnecessary hardship, the Planning Board or Planning Staff, whichever has plat approval authority, may authorize a variance to the terms of this ordinance only to an extent that is absolutely necessary and not an extent which would violate the intent of this ordinance.

#### **4G AMENDMENTS**

The City Council may from time to time amend the terms of this ordinance, but no amendments shall become effective unless they have been proposed by or submitted to the Planning Board for review and recommendation. The Planning Board shall have sixty days within which to submit a recommendation within the specified time, it shall be deemed to have approved the amendment.

No amendment shall be adopted by the City Council until a public hearing has been held on the amendment. Notice of the public hearing shall be given in accordance with N.C. General Statute 160D - 601, as amended.

#### **4H ABROGATION**

It is not intended that this ordinance repeal, abrogate, annul, impair, or interfere with any existing easement, covenants, deed restrictions, agreements, rules, regulations or permits previously adopted or issued pursuant to law. However, where this ordinance imposes greater restriction, the provisions of this ordinance shall govern.

### **ARTICLE 5**

#### **COMPLIANCE WITH OFFICIAL PLANS**

##### **5A THOROUGHFARE PLAN**

Every subdivision is subject to the "Reidsville Thoroughfare Plan, 1985" and to the City's rights under Section 5.64 et seq. of the City Charter to purchase or otherwise acquire property for street purposes pursuant to the Thoroughfare Plan.

##### **5B ZONING AND OTHER PLANS**

Proposed subdivisions must comply in all respects with the requirements of the Reidsville Zoning Ordinance and any other officially adopted plans and policies.

## ARTICLE 6

### DEFINITIONS

#### 6A SUBDIVISION DEFINED

For the purposes of this ordinance, “subdivision” means All divisions of a tract or parcel of land into two (2) Or more lots, building sites, or other divisions for the purpose of sale or building development (whether immediate or future) including all divisions of land Involving the dedication of a new street or a change in existing streets. However, the following are not included within this definition and are not subject to and exempt from any regulations enacted pursuant to this ordinance:

\_\_\_ the combination or recombination of portions of previously platted lots where the total number of lots are equal to or exceed the standards of the City as shown in its subdivision regulations;

\_\_\_ 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;

\_\_\_ 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 City as shown in this ordinance;

\_\_\_ 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.and,

\_\_\_ the division of land into plots or lots for use as a cemetery.

#### 6B MINOR SUBDIVISION

A subdivision of a tract of land in single ownership into not more than ten (10) building sites or lots in which the sites or lots comply with the lot size and area requirements or the Reidsville Zoning Ordinance and which:

\_\_\_ do not include new streets, street right-of-way, or improvements to existing streets, and

\_\_\_ do not include the extension of any needed rights-of-way or easements for water or sewerage facilities operated by Reidsville, and

\_\_\_ do not include the installation of drainage improvements through one or more lots to serve one or more other lots, and

- \_\_\_ do not include the installation of a private waste-water treatment plant or a private water supply system for more than one lot or building site, and
- \_\_\_ would not impair ingress and egress to or from the rear or side of the subject tract or any adjacent property
- \_\_\_ is created by a private road as permitted herein where the resultant lots are equal to or exceed the standards as set forth in these subdivision regulations and in the city or county zoning ordinances. If a tract of land is subdivided into the maximum number of lots permitted under this provision, the Planning Staff shall place a statement on each deed that reads “This lot cannot be further subdivided unless public street access is provided to the lot”; or
- \_\_\_ created lots all of which front on an existing public street, provided that the subdivision would not impair ingress or egress to or from the rear or side of the subject tract or any adjacent property and where the resultant lots are equal to or exceed the standards as set forth in these lots which are approved must front on a public street with right-of-way which meets the standards of the City of Reidsville or the North Carolina Department of Transportation whichever is applicable. Any portion of the lot lying within the required public street right-of-way must be quit-claimed, conveyed, and dedicated as public right-of-way before receiving Planning staff approval and

Provided that none of the above are in violation of any adopted plan, policy, or ordinance of the City of Reidsville; create any new public streets or public street improvements, or facilities for public purpose, or use; do not block or impede the logical extension of a public street within an approved Preliminary Subdivision which is on file in the office of the City of Reidsville; Community Development Department or are located within the corridors of any planned or proposed street as shown on the adopted Thoroughfare Plan of the City or County. If the “minor subdivision” lies within an approved Preliminary Subdivision, then official action must be taken by the City Planning Board to withdraw the subdivision before approval of the “minor subdivision”.

Any lots created by or pursuant to an order or judgement of court of competent jurisdiction, which meet the size and area requirements of the City of Reidsville Zoning Ordinances in effect at the time of their creation, are not subject to these regulations.

## **6C MAJOR SUBDIVISION**

A subdivision of land which does not qualify as a minor subdivision as defined in Section B of this Article.

## **6D OTHER DEFINITIONS**

For the purpose of this ordinance, certain words or terms used herein shall be defined as follows:

**BLOCK** – a piece of land bounded on one or more sides by streets or roads



**BUFFER STRIP** – An approved solid fence or wall, or a planted strip at least five (5) feet in width composed of deciduous or evergreen trees or a mixture of each spaced not more than ten (10) feet apart, and not less than one (1) row of dense shrubs spaced not more than five(5) feet apart, which shall be established and maintained in perpetuity by the owner of the property whenever required under the terms and provisions of this ordinance.

**BUILDING SETBACK LINE** – A line establishing the minimum allowable distance between the nearest portion of any building, excluding steps, gutters and similar fixtures, and the property line when measured perpendicular thereto.

**DEDICATION** – A gift, by the owner, of a right to use of land for a specified purpose or purposes. Because a transfer of property rights is entailed, dedication must be made by written instrument, and completed with an official acceptance by the City.

**DWELLING UNIT** – A dwelling or that portion of a multiple dwelling used or designated as a residence for one family.

**EASEMENT** – A grant by the property owner of land for a specified purpose and use by the public, a corporation, or persons.

**LOT** – A parcel of land occupied or to be occupied by a main building or group of main buildings and accessory buildings, together with such yards, open spaces, lot width and lot area as are required by the Zoning Ordinance, and having not less than the minimum required frontage upon a street, either shown on a plat of record, or considered as a unit of property and described by metes and bounds.

**LOT OF RECORD** – A lot which is part of a subdivision, a plat of which has been recorded in the Office of the Register of Deeds of Rockingham County prior to the adoption of this ordinance, or a lot described by metes and bounds, the description of which has been so recorded prior to the adoption of this ordinance.

**LOT TYPE:**

**Corner Lot** – A lot located at the intersection of two (2) or more streets. A lot abutting a curved street or streets shall be considered a corner lot if straight lines drawn from the foremost points of the side lot lines to the foremost point of the lot meet at the interior angle of less than 135 degrees. On corner lots, the street line forming the least frontage shall be deemed the front of the lot except where the two (2) street lines are equal, in which case the owner shall be required to specify which is the front.

**Interior Lot** – A lot other than a corner lot with only one (1) frontage on a street.

**Through Lot or a “Double Frontage Lot”** – A lot other than a corner lot with frontage on more than one (1) street. Through lots abutting two (2) streets may be referred to as double frontage lots.

**Reversed Frontage Lot** – A lot on which the frontage is at right angles or approximately right angles (interior angle less than 135 degrees) to the general pattern in the area. A reversed frontage lot may also be a corner lot, an interior lot or a through lot.

**Setback Line** – That line that is the required minimum distance from the street right-of-way line or any other line that establishes the area within which the principal structure must be erected or placed.

**Single-tier Lot** – A lot which back upon a limited access highway, a railroad, a physical barrier, or another type of land use and to which access from the rear is usually prohibited.

**OPEN SPACE** – An area of land that is intended to be left undeveloped for either residential, industrial, commercial or active recreation. These areas should be left in their natural state but does not absolve the owner of keeping the area free from nuisances to be surround developed areas.

**PLAN** – Any documented and approved program of recommended action and objectives, along with criteria, standards and implementing procedures necessary for effectively guiding the controlling decisions relative to facilitating development and growth management.

**PLANNING BOARD** – The Planning Board of Reidsville, N.C.

**PLANNING STAFF** – A committee composed of the following City employees:

Community Development Manager  
Fire Marshall/ Assistant Fire Chief  
Public Works Director  
City Engineer

**PLANNING STAFF CORDINATOR** – Community Development Manager

**PLAT** – A map or plan of a parcel of land which is to be, or has been subdivided.

**PRIVATE DRIVEWAY** – A roadway serving a building site or other division of land and not intended to be public ingress or egress.

**PRIVATE STREET** – An undedicated private right-of-way which affords access to abutting properties and requires a subdivision streets disclosure statement in accordance with N.C. General Statute 136-102.6.

**PUBLIC SEWAGE DISPOSAL SYSTEM** – A sewage system approved by the Rockingham County Health Department and the North Carolina Department of Natural Resources and Community Development.

**RECREATION AREA OR PARK** – An area of land or combination of land and water resources that is developed for active and/or passive recreation pursuits with or without various man-made features that accommodate such activities.

**RESERVATION** – An obligation to keep property free from development for a stated period of time (does not involve any transfer of property rights.)

**REVIEW AUTHORITY** – Person(s) designated by the City Manager or City Council as having the authority to review and approve/disapprove proposed subdivisions of land.

**STREET** – A dedicated and accepted public right-of-way for vehicular traffic.

**STREET CLASSIFICATIONS:**

**Major Thoroughfares** – Major thoroughfares consist of interstates, other freeways and expressway links, and major streets that provide for the expeditious movement of volumes of traffic within and through urban areas.

**Minor Thoroughfares** – Minor thoroughfares perform the function of collecting traffic from local access streets and carrying it to the major thoroughfare system. Minor thoroughfares may be used to supplement the major thoroughfare system by facilitating minor through-traffic movement and may also serve abutting traffic.

**Local Street** – A local street is any link not including thoroughfares which serves primarily to provide direct access to abutting land and access to major and minor thoroughfares.

**Cul-de-sac** – A cul-de-sac is a short street with one end permanently terminated in a vehicular turnaround.

**Frontage Road** – A frontage road is a local street or road that is parallel to a full or partial access-controlled road.

**Service Road** – A strip of land, owned publicly or privately, set aside primarily for secondary vehicular service otherwise abutting on a street.

**SUBDIVIDER** – Any person(s), firm(s), or corporation(s) who subdivide(s) or develop(s) any land deemed to be a subdivision as herein defined.

**THOROUGHFARE PLAN** – The Thoroughfare Plan of the City of Reidsville, as adopted in 1985.

**ZONING ORDINANCE** – The Zoning Ordinance of the City of Reidsville, as adopted in 1985.

## ARTICLE 7

### PROCEDURE FOR REVIEW AND APPROVAL OF SUBDIVISION PLATS

#### 7A GENERAL

A final plat shall be prepared, approved, and recorded pursuant to the provisions of this ordinance whenever any subdivision of land takes place. No final plat of a subdivision within the jurisdiction of Reidsville, as established in Article 2 of this ordinance, shall be recorded by the Register of Deeds of Rockingham County until it has been approved by the appropriate authority as provided herein. To secure such approval of a final plat, the subdivider shall follow the procedures established in this Article.

Under no circumstances shall the City be responsible for delays resulting from ignorance or misunderstanding of any local or state regulations or procedures affecting subdivision development within the City limits and extraterritorial jurisdiction of Reidsville.

#### 7B MINOR SUBDIVISIONS

The minor subdivision review process may be used only where the subdivision includes all contiguous land under the ownership of the sponsor.

- 7B (1) Sketch Design Plan - Subdividers of minor subdivisions are not Encouraged to submit sketch design plans.
- 7B (2) Preliminary Plat - Subdividers of minor subdivisions are not required to submit a preliminary plat. If, however, they choose to submit a preliminary plat, plat submission, preparation and contents shall be the same as that for a final plat of a minor subdivision. A final plat must be submitted within one year following preliminary plat approval or the preliminary plat becomes null and void.
- 7B (3) Final Plat
- (a) Plat Submitted - the Subdivider, or the subdivider's duly authorized agent, shall submit ten (10) paper copies of the final plat plus two (2) reproducibles required for registration to The Planning Staff Coordinator.
  - (b) Plat Prepared - The final plat shall be prepared by a surveyor licensed to practice in the State of North Carolina. The final plat shall conform to the provisions of plats, sub-divisions, and mapping requirements as set forth in N. C. General Statue 47-30, as amended, and Section. 1600 of Title 21 of The N.C. Administrative Code, Chapter 56, July 1, 1989.
  - (c) Final Plat Review Procedure - Planning Staff Coordinator shall have fourteen (14) working days after submission to approve or disapprove the final plat of 1 to 4 lots. The Planning Staff shall have thirty (30) days after submission to review and approve

or disapprove the final plat to Minor subdivision of 4 or more lots. The date of submission shall be recorded as the time at which a complete final plat is received by the Planning Staff Coordinator. The submission date shall be the third (3<sup>rd</sup>) Friday of each month. (Amended 7-11-90).

If the Planning Staff disapproved the final plat, they shall state the reasons for this disapproval in writing to the applicant within seven (7) days of notice of disapproval. The subdivider may make such compliance with this ordinance and resubmit the plat for consideration; or, the subdivider may appeal the decision to the Planning Board as provided for in Section 7H of this ordinance.

(d) Final Plat Contents - Plats not illustrating or containing the following data shall be returned to the subdivider or his duly authorized agent for completion and resubmission:

1. The name of the subdivision, date of preparation, north arrow, and graphic scale;
2. the exact surveyed boundary lines of the tract to be subdivided fully dimensioned by lengths and bearings and the location of intersecting boundary lines of adjoining lands;
3. the location, purpose, and dimension of areas to be used for purposes other than residential;
4. the names of owners of adjoining properties and any adjoining subdivisions of record;
5. the current zoning classification for the area being subdivided;
6. a vicinity map showing the relationship of the proposed subdivision to neighboring roads;
7. property lines, buildings or other structures, water courses, street rights-of-way, railroads, bridges, culverts, storm drains, both on the land to be subdivided and on the land immediately abutting. Also, corporate limits, township boundaries, and county lines;
8. sufficient engineering data to readily determine and reproduce on the ground every straight or curved boundary line, lot line, right-of-way, and setback line.
9. the accurate locations and descriptions of all monuments, markers, and control points;

10. the deed restrictions or any other similar covenants proposed for the subdivision, if any (mandatory when private recreation areas are established );
11. all certifications as required within Section 7B (e) of this Article;
12. the name(s), address(es), and telephone number(s) of the owner(s), mortgage(s), registered surveyor(s) land planner(s), architect(s), landscape architect(s), and professional engineer(s) responsible for the subdivision and the registration number(s) and seal(s) of the professional engineer(s) and registered surveyor(s)l
13. any other information considered by either the subdivider or the Planning Staff to be pertinent to the review of the final plat.

Certification Required – The required certifications to appear on the final plat are provided in Appendix III.

## **7C MAJOR SUBDIVISIONS**

The major subdivision review process may be uses by any subdivider of land within the jurisdiction of Reidsville. Those subdivisions which are not minor subdivisions, as defined by this ordinance, shall be subject to the review procedures outlined for major subdivisions.

7C (1) Sketch Design Plan - Prior to the submission of a preliminary plat, the subdivider is strongly encouraged but not required to submit to the Planning Staff Coordinator a sketch design plan for review of the proposed subdivision. Within fifteen (15) days of submission, the Planning Staff and the subdivider’s duly authorized agent shall meet to discuss the proposed subdivision. The submission date shall be the third (3<sup>rd</sup>) Friday of each month.

At this meeting the subdivider should discuss any thoughts and ideas pertaining to the new sub-division. It shall be the responsibility of the subdivider to become familiar with all regulations affecting the land to be subdivided.

- (a) Plat Submitted - The subdivider, or the subdivider’s duly authorized agent, shall submit ten (10) paper copies of the Sketch Design Plan and any supplementary materials, to the Planning Staff Coordinator for every subdivision of land which is located within the territorial jurisdiction established by Article 2, Section B of this ordinance.
- (b) Plat Prepared - No specific size or scale requirements apply to sketch design plans; it is suggested that the requirements applicable to preliminary and final plats be utilized.
- (c) Review Procedure - The Planning Staff shall review the sketch design plan for general compliance with the requirements of this ordinance and the Zoning Ordinance. The Planning Staff Coordinator shall advise the subdivider or his

authorized agent of the regulations pertaining to the proposed subdivision and the procedures to be followed in the preparation and submission of the preliminary and final plats. This review shall in no way be construed as constituting an official action of approval for recording of the subdivision by the Planning Staff.

- (d) Contents of Sketch Design Plan - The sketch design plan will show:
1. a vicinity map showing the location of the subdivision in relation to neighboring roads;
  2. the boundaries of the tract and the portion of the tract to be subdivided;
  3. the proposed street and lot layout and other rights-of-way and easements;
  4. the existing and proposed use of the land within the subdivision and adjoining it;
  5. streets and lots of adjacent developed or platted properties;
  6. the zoning classification(s) of the tract and of adjacent properties;
  7. the total acreage in the tract lying within proposed and existing parks, open space, or land easements;
  8. the name, if any, of the proposed subdivision as well as the name, address, and telephone number of the owner;
  9. minimum lot size and approximate number of lots;
  10. the approximate acreage and location of any land which appears to lie within a proposed thoroughfare as outlined in the adopted Thoroughfare Plan for Reidsville;
  11. Tax map number(s).
- (e) Certification Required - No certification must be provided in connection with the submission of sketch plans.

7C (2) Preliminary Plat

- (a) Plat Submitted - The subdivider, or the subdivider's duly authorized agent, shall submit ten (10) paper copies of the preliminary plat, and any supplementary materials, to the Planning Staff Coordinator for every subdivision of land which is located within the territorial jurisdiction established by Article 2, Section B of this ordinance.

- (b) Plat Prepared - The preliminary plat shall be prepared by a surveyor or professional engineer licensed and registered to practice in the State of North Carolina.

No specific size requirements apply to preliminary plats, except that preliminary plats shall be prepared at a scale of one (1) inch equals one hundred (100) feet or smaller.

- (c) Preliminary Plat Review Procedure

1. The preliminary plat shall be reviewed and checked against the design standards and plat requirements by the Planning Staff.

The Planning Staff Coordinator may refer copies of the plat and any accompanying material to those public officials and agencies concerned with new development (including but not limited to the City Utilities Department, the Rockingham County Health Department, the City of Reidsville School Board, the District Engineer of the N.C. Department of Transportation and the appropriate County Soil Conservation Service office) for review and recommendation.

2. Within sixty (60) days after required date of submission, the Planning Staff shall approve or deny the preliminary plat. The date of submission shall be recorded as the time at which a complete preliminary plat is received by the Planning Staff Coordinator.

Approval of the preliminary plat is authorization for the subdivider to proceed with the construction of the necessary improvements in accordance with the requirements of this ordinance in preparation for submission of the final plat. For the purposes of this Section, improvements shall include roads, street lighting, water and sewer lines, etc. but shall not include the construction of buildings.

If the preliminary plat is disapproved, the Planning Staff shall specify the reasons for such action in writing. One (1) copy of such reasons shall be retained by the Planning Staff, one (1) copy shall be given to the subdivider, and one (1) copy shall be transmitted to the City Clerk.

If the preliminary plat is disapproved, the subdivider may make appeal the decision to the Planning Board as provided for in Section 7H of this ordinance.

- (d) Contents of the Preliminary Plat - The preliminary plat shall contain the following information. Plats omitting any of the following items will not be reviewed:

1. the proposed name of the subdivision, date of preparation, north arrow, and graphic scale;
2. a vicinity map showing the relationship of the proposed subdivision to neighboring roads;



3. the boundaries of the tract or portion thereof to be subdivided distinctly and accurately represented, with all bearing, distances, and contours at five (5) foot intervals shown;
4. the plans for proposed utility layouts (including sanitary sewers, storm sewers, water distribution lines, natural gas lines, and telephone and electric service) which illustrate connections to existing systems. Plans for water supply and/or sewerage must be accompanied by letters of preliminary approval by the appropriate County and State authorities (see Appendix I).

Plans must show line sizes, the location of fire hydrants, blow-offs, manholes, pumps, force mains, gate valves, and shall include profiles based upon Mean Sea Level datum for sanitary sewers and storm sewers;

5. proposed street names;
6. the zoning classification(s) of the tract to be subdivided and of the adjoining properties;
7. existing and proposed location(s) and size(s) of school sites, recreational areas and open space with existing and/or future ownership of these areas designated (e.g. dedication for public use to governmental body, for owners to duly constituted homeowner/community association, or for tenants remaining in subdivision ownership);
8. site calculations, including:
  - (a) acreage in total tract to be subdivided,
  - (b) acreage in parks and other non-residential use,
  - (c) total number of parcels created,
  - (d) linear feet in streets;
9. the names of owners of adjoining properties and any adjoining existing or proposed subdivisions of record;
10. any propose riding trails, natural buffers, pedestrian walkways, bicycle trails, or other rights-of-way or easements, their location, width, and purposes;
11. proposed street data as specified in the “Manual of City Specifications for Land Development for Reidsville, 1989”. If any street is proposed to intersect with a State maintained road, the plat shall be accompanied by an approval as required by the Department of Transportation, Division of Highways Policy on Street and Highway Access to North Carolina Highways, January 1987;
12. existing and proposed property lines on the tract to be subdivided and on adjoining properties; buildings or other structures; water courses, railroads,

bridges, culverts, and storm drains, on the land to be subdivided and on the land immediately adjoining; corporate limits; township boundaries; and county lines;

13. proposed lot lines, lot and block numbers, and approximate lot dimensions;
14. wooded areas, wetlands, rocks, outcrops, ponds or lakes, streams or stream beds, and any other natural features affecting the site;
15. the name(s), address(es), and telephone number(s) of the owner(s), mortgage(s) registered surveyor(s), land planner(s) architect(s), landscape architect(s), and/or professional engineer(s) responsible for the subdivision;
16. the location and description of all development identification signs as defined and regulated by the City of Reidsville's "Manual of City of Reidsville Specifications for Land Development for Reidsville, 1989;"
17. plan and calculations for stormwater drainage pursuant to the City's "Manual of City Specifications for Land Development for Reidsville, 1989;"
18. tax map number( s);
19. the total acreage in the tract lying within proposed and existing parks, open space, or land easements;
20. any other information considered by either the subdivider or the Planning Staff or Planning Board to be pertinent to the review of the preliminary plat.

The preliminary plat shall be accompanied by a copy of any proposed deed restrictions or similar covenants when deemed necessary by the Planning Staff (mandatory when private recreation areas are established).

- (e) Certification Required - No certifications must be provided in connection with the submission of a preliminary plat.
  - (f) Disposition of Copies - If the plat is approved, approval shall be noted on at least three (3) copies of the plat by the City Clerk. One (1) copy shall be transmitted to the City Clerk who shall retain it for public examination, one (1) copy shall be returned to the subdivider, and one (1) copy shall be retained by the Planning Staff.
- 7C (3) Final Plat - The final plat shall constitute only that portion of the preliminary plat which the subdivider proposes to record and develop at the time; such portion shall conform to all requirements of this ordinance and shall conform substantially to the preliminary plat as approved.

- (a) Plat Submitted - The subdivider or the subdivider's duly Authorized agent, shall submit ten (10) Paper copies of the final plat plus two (2) Reproducibles required for registration to The Planning Staff Coordinator within twelve (12) months after approval of the preliminary plat; otherwise, such approval shall become null and void unless an extension of time is applied for and granted by the Planning Staff.
- (b) Plat Prepared - The final plat shall be prepared by a surveyor licensed to practice in the State of North Carolina. The final plat shall substantially conform to the preliminary plat as it was approved. The final plat shall conform to the provisions of plats, subdivisions, and mapping requirements as set forth in N.C. General Statute 47-30, as amended, and Section.1600 of Title 21 of the N.C. Administrative Code, Chapter 56, July 1, 1989.

The final plat shall be at a scale of one hundred (100) feet to one (1) inch or larger and drawn on sheets 20 X 24 inches.

- (c) Review Procedure – Final plats shall be reviewed according to the following procedures:

Planning Staff Review within thirty (30) days after the required date of submission, the Planning Staff shall approve or disapprove the final plat. During its review of the final plat. If substantial errors are found, in the opinion of the Planning Staff, plat shall not be approved until such errors have been corrected. All applicable review fees, however, will be assessed.

If the Planning Staff approves the final plat, the plat shall be submitted to the City Manager for appropriate certifications.

If the Planning Staff disapproves the final plat, the Planning Staff shall state in writing its reasons for such action specifying the provisions of this ordinance and/or the approved preliminary plat with which the final plat does not comply.

One (1) copy of this statement shall be transmitted to the subdivider within fifteen (15) days of disapproval; one (1) copy shall be retained by the Planning Staff as a part of its proceedings; and one (1) copy shall be sent to the City Manager.

At this time, the subdivider may make any changes necessary to the final plat to bring it into compliance with the terms of this ordinance and/or the approved preliminary plat and resubmit the plat for consideration; or the sub-divider may appeal the decision to the Planning Board as provided for in Section 7H of this ordinance.

The date of submission shall be recorded as the time at which a complete final plat is received by the Planning Staff Coordinator.

- (d) Final Plats Contents - Plats not illustrating or containing the following data shall be returned to the subdivider or his authorized agent for completion and resubmission.
1. The name of the subdivision, date of preparation, north arrow, and graphic scale.
  2. The exact (surveyed) boundary lines of the tract to be subdivided fully dimensioned by lengths and bearings, and the location of intersecting boundary lines of adjoining lands.
  3. A vicinity map showing the relationship of the proposed subdivision to the nearest major intersection.
  4. Street names.
  5. The location, purpose, and dimensions of areas to be used for purposes other than residential.
  6. The names of owners of adjoining properties and any adjoining subdivisions of record.
  7. The location and dimensions of all rights-of-way easements, riding trails, natural buffers, pedestrian or bicycle paths, and areas to be dedicated to public use with the purpose of each stated.
  8. Right-of-way lines and pavement widths of all streets and the location and width of all adjacent streets and easements.
  9. Surveyed property lines, buildings or other structures, water courses, railroads, bridges, culverts, storm drains on the land to be subdivided and on the land immediately adjoining, also corporate limits, township boundaries, and county lines.
  10. Sufficient engineering data to readily determine and reproduce on the ground every straight or curved boundary line, street line, lot line, right-of-way line, easement line, and setback line, including dimensions, bearings, or deflection angles, radii, central angles, and tangent distances for the center line of curved streets and curved property lines that are not the boundary of curved streets. All dimensions shall be measured to the nearest one-hundredth of a foot and all angles to the nearest minute.
  11. The accurate locations and descriptions of all monuments, markers, and control points.
  12. The current zoning classification for the area being subdivided.

13. The blocks numbered consecutively throughout the entire subdivision and the lots numbered consecutively through-out each block.
14. The deed restrictions or any other similar covenants proposed for the subdivision, if any (mandatory when private recreation areas are established).
15. All certifications as required by Section 7C (3) of this Article.
16. The name(s), address(es), and telephone number(s) of the owner(s), mortgagee(s), registered surveyor(s), land planner(s), architect(s), landscape architect(s), and professional engineer(s) responsible for the subdivision as well as the registration number(s) and seal(s) of the professional engineer(s) and registered surveyor(s).
17. Plan and calculations for stormwater management pursuant to the “Manual of City Specifications for Land Development for Reidsville, 1989”.
18. The total acreage in the tract lying within proposed and existing parks, open space, or land easements.
19. Any other information considered by either the subdivider or the Planning Staff to be pertinent to the review of the final plat.

At the time of plat submission, the subdivider shall also submit plans for utility layouts (including sewers, storm sewers, water distribution lines, natural gas lines and telephone and electric service) which illustrate connections to existing systems or plans for individual water supply systems and/or sewage disposal systems. Plans must show line sizes, location of fire hydrants, blow-offs, manholes, pumps, force mains, and gate valves.

Certification Required - The required certifications to appear on the final plat are provided in Appendix III.

- (e) Improvements Installation or Guarantees- upon approval of the preliminary plat by the Planning Board, the subdivider may proceed with the preparation of the final plat, and the installation or arrangement for required improvements in accordance with the approved preliminary plat and the requirements of this ordinance.

Prior to approval of a final plat, the subdivider shall have installed improvements specified in this ordinance or guaranteed their installation as provided in 7C (3) of this ordinance.

- (f) Performance Guarantee - In lieu of actual completion of the improvements required by this ordinance, the City may, for the purpose of approving a final plat, accept a guarantee form the subdivider that such improvements will be carried out according to the City’s specifications at his expense. Such guarantee may be in the form of a

1) Surety bond made by a surety company licensed to do business in North Carolina  
2) Letter of credit issued by any financial institution licensed to do business in North Carolina or 3) Other form of guarantee that provides equivalent security to a surety bond or letter of credit.. All guarantees must be submitted to and approved by the City Manager. Such guarantees shall be in an amount of not less than 100% nor more than 125% of the estimated cost of the construction of the required improvements. Performance guarantees will run for a period of one (1) year unless the subdivider determines that the scope of work for the required improvements necessitates a longer duration. The guarantee may be renewed once for a period of one (1) year upon written approval from the City Manager and when the reasonable and good-faith progress toward completion of the required improvement are demonstrated.

- (g) Defects Guarantee - The Planning Staff shall require a bond guaranteeing utility taps, curbs, gutters, street pavement, sidewalks, drainage facilities, water and sewer lines, and other improvements against defects for one (1) year. This bond may be in an amount determined by the City Engineer and shall follow section (g) above. All guarantees must be submitted to and approved by the City Manager.
- (h) Maintenance Guarantee - The City Manager shall secure from all subdividers letter in which said sub-divider shall agree to maintain the back-fill and any improvements located thereon and therein and any ditch which has been dug in connection with the installation of such improvements to provide erosion and stormwater control measures. Such letter shall be binding on the subdivider for a period of one (1) year after the acceptance of such improvements by the City.
- (i) Final Plat Review Contingent Upon Execution Of Guarantees - No final plat will be accepted for review by the Planning Staff unless accompanied by written certification by the City Manager acknowledging compliance with the sections of this ordinance governing improvements installation and guarantees.

## **7D PLANNED DEVELOPMENTS**

The foregoing requirements of this ordinance applicable to conventional subdivisions may be modified in the case of planned unit developments (PUDS). Requirements of and the review process for PUDS are specified in the Special Use Permit provisions of the Zoning Ordinance. The Special Use Permit procedure will be combined with the preliminary plat process required by this ordinance. A developer planning this type of development should prepare all information and plans as required by the Zoning Ordinance along with any deed restrictions, dedications, or other provisions set forth in Article 7 of this ordinance. A Special Use Permit will be granted when all requirements of the Zoning Ordinance and the Subdivision Regulations have been satisfied.

When improvements have been completed in conformance with this ordinance and the Special Use Permit requirements, the developer shall submit the final plat to the Planning Staff

Coordinator or review and recordation following the requirements and procedures as specified in Article 7 Section C.

## **7E MOBILE HOME SUBDIVISIONS**

Mobile Home Subdivisions shall comply in all respects to the requirements of this ordinance and the Zoning ordinance.

## **7F NONRESIDENTIAL SUBDIVISIONS**

Subdivisions for nonresidential subdivisions must conform to the provisions of this ordinance and to the provisions of the applicable zoning district.

## **7G FEES**

The City shall charge any and all applicable fees for the review and approval of proposed subdivisions and sub-divisions plats. Such fees shall be established by the City Council and will be updated periodically to adequately reflect the costs associated with such reviews. All fees are due and payable at the time subdivision plat is submitted for review, regardless of whether or not the subdivider or his duly appointed agent has complied with the requirements for plat content as outlined in Article 7 of this ordinance (in which case, the plat will not be formally reviewed.) Additionally, no refunds will be granted for any reason.

## **7H APPEALS**

Any subdivider who wants to appeal a decision by the Planning Staff, as provided for herein, is subject to the following requirements.

7H (1) Notice of Appeal - The subdivider or the subdivider's duly authorized agent must submit a Notice of Appeal to the Planning Staff Coordinator at least fifteen (15) days prior to the Planning Board meeting at which the appeal is to be heard. Such notice shall include the following:

- (a) the subdivider's name and address,
- (b) a copy of the plat which was denied,
- (c) the statement of the Planning Staff's reasons for denial, and
- (d) written statements detailing the reasons for appeal.

7H (2) Appeal Before the Planning Board - All appeals will be heard by the Planning Board. All persons filing appeals must be present or duly represented at the Planning Board meeting for which the appeal is scheduled. If such person(s) is not present, the appeal will be denied. The Planning Board shall have sixty (60) days from the date an appeal is filed with the Planning Staff Coordinator to approve or deny the appeal.

If the Planning Board approves an appeal, the Board shall state clearly, as record, the reasons for such action. The Planning Board shall then notify the subdivider that the project may proceed in accordance with the provisions of this ordinance. Appeals shall be approved only when the Planning Board determines that an interpretation of the ordinance by the Planning Staff is invalid or when the Planning Board determines that an appeal, as discussed in Article IV, Section F is appropriate.

If the Planning Board denies an appeal, it must state clearly, as record, the reasons for such action. At this time, the subdivider may choose to modify the plat to conform to the provisions of this ordinance, including any interpretation by the Planning Board, and resubmit the plat for consideration by the Planning Staff.

## **ARTICLE 8**

### **REQUIRED IMPROVEMENTS AND MINIMUM STANDARDS OF DESIGN**

#### **8A GENERAL IMPROVEMENTS**

All subdivisions within the corporate limits of Reidsville shall be required to provide graded rights-of-way, stormwater drainage, paved streets, curb and gutter, public water and hydrants, public sewer, and Sidewalks (as deemed necessary based on need). All Subdivisions outside the corporate limits of Reidsville Shall be required to provide graded rights-of-way, stormwater drainage, paved streets, and curb and gutter.

#### **8B SUITABILITY OF LAND**

Land subject to flooding, improper drainage, or erosion, or land which is for other reasons unsuitable for residential use as determined by the Planning Staff, shall not be platted for residential use nor for any other uses that will further increase the danger to public health, safety, welfare, or property unless the hazards can be and are corrected consistent with applicable laws and regulations.

8B (1) Prevention of Flood Damage - Land known to be within a floodplain or any area known to be subject to flooding shall be so identified on the preliminary plat. Deed restrictions shall be filed for those lands subject to flooding which prohibit their development for dwellings or other uses unless the sites are flood-protected in accordance with the following criteria:

(a) no structures or fill shall be placed in the floodway which would interfere with the natural watercourse,

(b) streets and utility lines and structures may be placed within the floodplain only



if their elevation is raised above maximum flood heights or if they are otherwise flood-protected,

- (c) dwellings and self-contained sewage disposal units (if used) shall be built at any elevation above maximum flood heights,
- (d) the subdivision drainage system shall be designed to prevent increased flood flows due to newly developed impervious surfaces and other factors.

8B (2) Fill Areas - Areas that have been used for the disposal of solid waste shall not be subdivided into commercial or residential building sites. This shall include but not be limited to, those areas that have been used for the disposal of trash and demolition waste.

### **8C SEDIMENTATION POLLUTION CONTROL**

In order to prevent soil erosion and sedimentation Pollution of streams, springs, flat water bodies, or Other drainage networks, the subdivider shall comply with All requirements of the North Carolina Sedimentation Pollution Control Act of 1973, as amended, and N.C.\General Statue 113A-50 et seq.

### **8D STORMWATER DRAINAGE**

The subdivider shall provide an adequate drainage system for the proper drainage of all surface water. The design of such a system shall reflect the criterial of the “Manual of City Specifications for Land Development for Reidsville, 1989”. Any stormwater system shall be subject to the approval of the City Council.

### **8E WATER AND SEWERAGE SYSTEMS**

The preliminary subdivision plat must be accompanied by satisfactory evidence as to the proposed method and system of water supply and sanitary sewage collection and disposal.

8E (1) Connection to Existing Systems - Where the proposed system is to be connected to An existing system owned and operated by the City Or sanitary district, but not constructed by the Municipality or county, the preliminary sub-Division plat shall be accompanied by a complete Set of construction plans for the proposed System, prepared by a registered engineer, and Approved by the engineer of the public sewer System or public water system, and the Appropriate State agency. Water supply systems Shall be approved by the Fire Department as to Design of such system shall conform to the Regulations set forth in the “Manual of City Specifications for Water and Sewer for Reidsville, 1989”.

8E (2) Privately-owned Facilities for More Than One Lot or Building Site - Where the proposed system does not contemplate the use of facilities owned and operated by any of the above, the proposed facilities shall be approved and regulated by the appropriate agency (See Appendix I).

8E (3) Privately-Owned Facilities to Serve Not More Than One Lot or Building Site -Where public or community water supply and/or sewerage systems are not available or will not be provided, a written statement from the Rockingham County Health Department shall be submitted with the preliminary plat indication that each lot has adequate land area and soil conditions suitable to accommodate the proposed methods of water supply and sewage disposal. Examples include septic systems and/or individual wells. The statement form the Health Department shall be based upon a field investigation.

## **8F STREETS**

8F (1) Coordination and continuation of Streets - The proposed street layout within a subdivision shall be coordinated with and connected to the existing street system of the surrounding area by the subdivider.

8F (2) Access to adjacent properties - Where, in the opinion of the Review Authority it is necessary to provide for street access to an adjoining property, proposed streets shall be extended by dedication to the boundary of such property and a temporary turn-around provided.

8F (3) Private Streets/Roads

(a) Private Streets/Roads shall be permitted only in the following circumstances:

In subdivisions in which a new street/road provide access to four (4) or fewer lots provided that the new street/road connects directly to a public street/road currently accepted and maintained by the NCDOT or City of Reidsville. However, if the proposed subdivision contains lots that have frontage upon a public right-of-way and direct access is denied by the owner of the right-of-way, then the number of lots in the subdivision being provided access by a private street/road may be increased to accommodate these lots subject to approval by the Director of Community Development.

(b) Applicable Standards

The subdivider shall demonstrate to the satisfaction of the City of Reidsville that the private street/road will be maintained. Engineering drawing is not required; however, the developer must submit a plat prepared by a professional surveyor.

Private streets/roads shall meet all applicable standards and may have a graveled travelway of twenty (20) feet and contain four (4) inches of stabilized material and the right-of-way shall be thirty-five (35) feet.

If paving the private street/road is desired by the developer, six (6) inches of crushed abc stone shall be stabilized and minimum of one and one half (1.5) of I-2 Asphalt compacted after placement on the conditioned stone. North Carolina Department of

transportation Standard Specifications for Roads and Structures should be used as guidelines for pavement and construction.

Excessive grades of 12% or more shall be avoided.

Shoulders shall be at least four feet and be established with seeding, sodding, or mulch to prevent erosion. All areas disturbed by road construction shall be seeded with permanent vegetation to stabilize the soil and prevent erosion prior to final inspection.

Roadway drainage shall be constructed to provide drainage from the road and adjacent areas. The drainage ditches on each side of the street/road shall be built with sufficient depth to carry the expected volume of water. When roads/streets cross streams, minor water courses or drainage areas, adequate culverts shall be installed to prevent ponding and washouts of the roads.

Vehicle turnaround shall be provided at the end of all dead-end streets./roads, and shall be built in a manner as to provide an adequate turning radius for emergency vehicles with a minimum radius of thirty-five (35) feet and minimum right-of-way of eighty (80) feet. Vehicle turnarounds designed other than the standard bulb end cul-de-sac design shall be subject to review and approval by the City Engineer and Fire Department.

A ten (10) foot easement, if necessary for utilities, shall be provided along private street/road running parallel with the right-of-way.

If public water and/or sewer service is required, a twenty-five (25) foot easement is required. If it is in the private street/road right-of-way, the City will not be responsible for replacing the street if future maintenance is needed to the lines.

The developer shall sign a certificate attesting to the fact that an instrument will be recorded with the final plat providing:

- A guaranteed right of access by all lots Served by the private street/road.
- A full disclosure of the status of the street/road and specific road maintenance responsibilities.
- That the foregoing shall constitute covenants running with the land and enforceable by co-owners of the lots therein.

A disclosure statement shall be recorded with plats transferring property along a private street/road. Such disclosure statement shall explain how the street/road will be maintained and make the buyer fully aware that the road is a private road and that access may or may not be considered acceptable by lending institutions in the future.

No Zoning Compliance Permit or Building Permit shall be issued until the road has been developed unless the developer offers to the City a Performance Guarantee as permitted in Article 7, Section C (3.g.) of these Subdivision Regulations.

All private streets/roads constructed must be approved by the City of Reidsville.

Future re-subdivision of lots served by private street/roads in subdivisions into small tracts shall not be permitted unless plans for upgrading the private street/roads to a public street are approved by the City of Reidsville and/or North Carolina Department of Transportation and until said streets/roads are built according to approved plans or proper assurance of completion is accepted by the approving authority. This statement shall be stated on the recorded plat.

At any time the developer/property owner desires the private street/road become public, the street/road will have to be upgraded to meet the City of Reidsville Land Development Specifications Manual or NCDOT regulations, whichever is applicable. The street upgrade shall be the expense of the developer/property owner.

- 8F (4) Frontage Road - Where a tract of land to be subdivided adjoins a major thoroughfare, the subdivider may be required to provide a frontage road parallel to the thoroughfare. Where reverse frontage is established, driveways shall be prevented from having direct access to the thoroughfare.
- 8F (5) Street Names - Proposed streets which are obviously in alignment with existing streets shall be given the same name. In assigning new names, duplication of existing names shall be avoided. In no case shall the proposed name be phonetically similar to existing names irrespective of the use of a suffix such as street, road, drive, place, court, etc. Street names shall be subject to the approval of the Planning Staff.
- 8F (6) Minor and Local Streets - Minor and local streets shall be laid out so that they discourage use by through traffic. These streets shall be designed to assure convenient access to parks, playgrounds, schools, and other places of public assembly.
- 8F (7) Right-of-way and Pavement Widths - except in those cases where right-of-way and/or pavement widths have been specifically set out in Reidsville Thoroughfare Plan, all right-of-way and pavement widths shall conform to the latest minimum construction standards for subdivision roads as established by the City of Reidsville in the "Manual of City Specifications for Land Development for Reidsville, 1989".
- 8F (8) Road and Street surfaces - All subdivision streets and roads shall be constructed to meet the current requirements listed in the "Manual of City Specifications for Land Development for Reidsville, 1989".
- 8F (9) Geometric Characteristics - The standards outlined in the City publication "Manual of City Specifications for Land Development for Reidsville, 1989: shall apply to all proposed subdivision is sought adjacent to a proposed thoroughfare corridor, the requirements of dedication and reservation discussed in the Manual of City Specifications for Land Development for Reidsville, 1989" shall apply.

A tangent of at least one-hundred (100) feet shall be provided between reverse curves on all streets, and on approaches to bridges; railroad grade crossings and street intersections.

- 8F(10) Street Intersections - Street intersections shall be laid out according to the “Manual of City Specifications for Land Development for Reidsville, 1989”.
- 8F(11) Half Streets - The dedication of half streets, that is, streets of less than the required right-of-way width, at the perimeter of a new subdivision shall be prohibited. If circumstances render this impracticable, adequate provision for the con-current dedication of the remaining half of the street must be furnished by the subdivder. Where there exists a half street in an adjoining subdivision, the remaining half shall be provided by the proposed development.
- 8F(12) Cul-de-sacs - Cul-de-sac shall not exceed eight hundred (800) feet in length from the center line of the adjoining street to the center point (radius) of the turnaround unless necessitated by topography. All cul-de-sacs shall be provided with a turnaround having the dimensions as required in the “Manual of City Specification for Land Development for Reidsville, 1989”.
- 8F(13) Service Roads - A functional service road shall be provided to the rear of all lots used for other than residential purposes where equally adequate means of off-road access do not exist. These roads approved by the Review Authority, shall conform to specific dimensions (as outlined) in the “Manual of City Specifications for Land Development for Reidsville, 1989”.
- 8F(14) Permits for Connection to State Roads - An approved permit is required for connection to any existing state road. This permit is required prior to any construction on the street or road. The application is available at the office of the District Engineer of the Division of Highways.
- 8F(15) Offsets to Utility Poles and Other Potential - Roadside Obstructions Utility poles and other obstructions shall be set back a minimum distance of three (3) feet from the back of the curb.
- 8F(16) Driveway Construction - Driveways shall meet and conform to all location and construction specifications and any other requirements set forth in the “Manual of City specifications for Land Development for Reidsville, 1989”. A permit shall be required before constructing a driveway across any existing public sidewalk or walkway or cutting any existing curb or connecting to any street.
- 8F(17) Sidewalks
- (a) Sidewalks shall be required to be installed by the developer of subdivisions on at least one side of all new streets within the City and its extraterritorial jurisdiction.

Sidewalks shall conform to the “Manual of City Specifications for Land Development for Reidsville, 1989”.

- (b) Paved greenways may be built by the developer in lieu of sidewalks with approval of the Subdivision Technical Review Committee. These greenways must provide connectivity within the subdivision and/or other pedestrian facilities and must equal or exceed the length of roadway within. The paved greenway must conform to a Class 1 Trail as shown in the City of Reidsville Greenway Plan (Appendix B).

8F(18) Wheel Chair Ramps - Wheel Chair Ramps shall be provided for the physically handicapped at all intersections where both curb and gutter and sidewalks are provided and at other major points of pedestrian flow. Wheel chair ramps and depressed curbs shall be constructed in accordance with details contained in the Department of Transportation, Division of Highways Publication entitled, Guidelines for Curb Cuts and Ramps for Handicapped Persons, September 1976.

8F(19) Proposed Streets or Changes to Existing Streets - All proposed streets or changes to existing streets must conform to N.C. General Statute 136-102.6. This statute generally limits which are or will be part of the State system and all streets outside of the corporate limits. In summary, this statute requires that all new streets and changes to existing streets be delineated on the recorded plat of a sub-division of land and that all public streets be labeled as such. Furthermore, it requires that all plans for public streets in residential subdivisions be submitted to the Division of Highways for review and approval prior to recordation by the Register of Deeds.

The statute also requires the subdivider to convey to each prospective purchaser a “streets disclosure statement”. This summary shall in no way relieve the subdivider of the responsibility for provisions of statute 136-102 as written.

## **8G DESIGN STANDARDS FOR BLOCKS**

The lengths, widths, and shapes of blocks shall be determined with due regard to: 1) provision of adequate building sites suitable to the special needs for the type of use contemplated, 2) zoning requirements as to lot sizes and dimensions, 3) needs for vehicular and pedestrian circulation, 4) control and safety of street traffic, 5) limitations and opportunities of topography, and 6) convenient access to water areas.

8G (1) Block Length - Blocks shall not be less than four hundred (400) feet in length.

8G (2) Block Width - Blocks shall have sufficient width to allow two (2) tiers of lots of minimum depth except where single-tier lots are required to separate residential development from through vehicular traffic or another type of use, or when abutting a water area, reserved area, dedicated park, or other public facility.

8G (3) Public Pedestrian Access - Where deemed necessary by the Review Authority a pedestrian access at least ten (10) feet in width may be required to provide public access to a public area such as a park or school, or to a water area such as a stream, river, or lake.

## **8H DESIGN STANDARDS FOR LOTS**

The lot size, width, depth, shape, orientation, and minimum building setback lines shall be appropriate for the location of the subdivision and for the type of development and use contemplated.

8H (1) Subdivisions Subject to Zoning Ordinance - District Regulations Lots in subdivisions located within a district specified by the Zoning Ordinance shall meet

8H (2) Modification for On-site Energy Use - Subject to the approval of the City Council the design standards as set forth in this ordinance may be modified to ensure proper orientation of improvements to take maximum advantage of solar or other on-site energy sources, provided that such modifications will not have the effect of nullifying the interests and purposes of these regulations.

8H (3) Lot Orientation

- (a) Every lot shall front on or abut a public Street.
- (b) Double frontage and reverse frontage lots Shall be avoided except where necessary to Separate residential development from through traffic.
- (c) Side lot lines shall be substantially at Right angles or radial to street lines.
- (d) Where a side yard abuts a street, said Side yard regulations shall conform to the Zoning Ordinance.

## **8I DESIGN STANDARDS FOR EASEMENTS**

Easements shall be provided as follows:

8I (1) Utility Easements - Easements for underground or above ground utilities shall be provided, where necessary, across lots or preferably centered on rear or side lot lines and shall be at least twenty (20) feet in width.

8I (2) Drainage Easements - Where a subdivision is traversed by a stream or drainageway, an easement shall be provided conforming with the lines of such stream and of sufficient width as will be adequate for stormwater management.

8I (3) Buffer Strips - A buffer strip at least ten (10) feet in width may be required to be located adjacent to a major street or a commercial or industrial development. This strip

may be in addition to the normally required lot dimension, shall be part of the platted lot, and shall be reserved for the planting of trees and shrubs by the owners.

## **8J PLACEMENT OF MONUMENTS**

Unless otherwise specified by this ordinance, Section 1600 of Title 21 of the N.C. Administrative Code, Chapter 56, July 1, 1989 shall apply when conducting surveys for subdivisions; determining the accuracy of surveys and placement of monuments, control corners, markers and property corner ties; determining the location, design, and material of monuments, markers, control corners, and property corner ties; and when determining other standards and procedures governing the practice of land surveying for subdivisions. The Suburban Land Survey (Class A) criteria shall apply to all subdivisions with the City's jurisdiction.

## **8K CONSTRUCTION PROCEDURES**

- 8K (1) Commencement - No construction or installation of improvements shall commence in a proposed subdivision until the preliminary plat has been approved.
- 8K (2) Permits - No permits shall be issued for the erection of a structure on any lot within a proposed sub-division subsequent to the time of adoption of this ordinance, until all the requirements of this ordinance have been met and the final plat has been approved.
- 8K (3) Access - The Planning Staff, or its representative, shall have access to premises and structures during reasonable hours to make those inspections as deemed necessary by staff to ensure compliance with this ordinance.
- 8K (4) Inspection - The subdivider, prior to commencing any work within the subdivision, shall make arrangements with the Planning Staff Coordinator to provide for adequate inspections. The approving authorities having jurisdiction, or their representatives, shall inspect and approve all completed work prior to release of the sureties.
- 8K (5) Erosion Control - The subdivider shall cause all grading, excavation, open cuts, side slopes, and other land surface disturbances to be so mulched, seeded, sodded, or otherwise protected to comply with the provisions of the "Manual of City Specifications for Land Development for Reidsville, 1989".

## **8L OVERSIZED IMPROVEMENTS**

The City may require installation of certain oversized facilities, such as water mains in excess of six (6) inches in diameter, when it is in the interest of future development. The City shall pay for that portion of the improvement which exceeds the standards set forth in the "Manual of City Specifications for Land Development for Reidsville, 1989".



## APPENDIX I

### PUBLIC DRINKING WATER AND SEWAGE DISPOSAL SYSTEMS

The following is discussion of the water and wastewater permitting process. Reidsville Includes this information as a service to the subdivider. Because this discussion is intended solely as an introduction and overview of this subject, the subdivider should Not rely on the information as a guide to the permitting process. It shall be the responsibility of the subdivider to ensure that appropriate permits have been issued.

#### Public Drinking Water Systems

A Public water system is defined in the N.C. General Statutes (130-166) as a system for the provision to the public of piped water for human consumption if such system serves fifteen (15) or more service connections or which regularly serves twenty-five (25) or more individuals. Such term includes:

- a. Any collection, treatment, storage, or distribution facility under control of the operator of such system and used primarily in connection with such systems, and
- b. Any collection or pre-treatment storage facility not under such control which is used primarily in connection with such system.

The Commission for Health Services enforces the drinking water regulations in North Carolina. The Department of Human Resources is responsible for examining proposed Public drinking water sources and determining their suitability. The N.C. General Statutes (130-166) require that:

All persons and units of local government constructing or altering a public water system shall give prior notice thereof and submit plans, specifications, and other information thereof of the Department of Human Resources.

These plans must be prepared by an engineer licensed by the State of North Carolina.

For further information, the subdivider should consult the Department of Human Resources and the North Carolina Drinking Water Act.

#### Wastewater Treatment and Disposal

Responsibility for enforcing North Carolina's sewage laws is divided among three separate agencies. There is no definitive guide as to which agency has jurisdiction over each type of wastewater system. Instead, there are general guidelines as follows:

- The Environmental Management Commission (EMC) regulates all public or community systems and any system designed to discharge to waters or to the land surface. (EMC) (through the N.C. Department of Natural Resources and Community Development, Division of Environmental Management) issues a NPDES permit (National Pollution Discharge Elimination System) for systems which discharge and a “non-discharge, including system elements such as sewer lines (N.C. General Statutes 143-215.1).
- The Department of Human Resources (DHR) must approve “all other sanitary sewer systems”. This includes ground absorption systems for residences, businesses, and places of public assembly.
- Local Health Departments are given the responsibility of providing the routine services assigned to DHR. Furthermore, they may be approved by DHR to adopt and administer their own rules for wastewater treatment and disposal.

Although the responsibilities, as described, appear to be mutually exclusive, the subdivider should always check with each authority before submitting the preliminary/final plat and before any construction commences. There are systems which require review and permitting by more than one agency.

In summary, the following table represents the permitting/review structure to date (refer to N.C. General Statutes 130-335, 143-2115.1).

<u>E. M. C. (NRCD-DEM)</u>	<u>DHR (Local Health Dept.)</u>
-All systems designed to discharge to waters.	-All other sanitary sewage Systems: including systems designed to discharge to the ground (except public And community systems).
-All systems designed to discharge to land surface.	
-All public and community systems.	
-All systems or parts thereof requiring a non-discharge permit.	

## APPENDIX II

### ILLUSTRATIONS

The following illustrations are designed to provide a visual explanation to the Ordinance. If any illustrations appear to be in conflict with the Ordinance, the text within the Ordinance shall rule. Below is a list of illustrations that appear in this Appendix.

<u>I11. #</u>	<u>Illustration</u>
2.1	Measurement of Lot Depth & Lot Width
2.2	Determination of Minimum Building Line
2.3	Determination of Setbacks
2.4	Street Classifications
2.5	Flag Lot
2.6	Flood Control Zones

**APPENDIX III**  
**CERTIFICATIONS**

**Exempt Plats Certifications**

**Certificate of Exemption**

The Subdivision of the property shown on this Plat is an exception to the Subdivision Regulations of Reidsville, North Carolina under Article 6 Subsection 6A and the resultant lot(s) meet the standards of said ordinance.

\_\_\_\_\_  
Community Development Manager

\_\_\_\_\_  
Date

**Review Officer Certification**

State of North Carolina  
Rockingham County

I, \_\_\_\_\_, for Rockingham County certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Review Officer

## Minor Plat Certifications

### *Certificate of Ownership:*

I (we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon, which is located in the subdivision jurisdiction of the City of Reidsville, N.C. and that I (we) hereby adopt this plan of subdivision with my (our) free consent, establish minimum setback lines

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner

### *Certificate of Survey and Accuracy:*

I hereby certify that this map was (drawn by me) (drawn under by supervision) from (an actual survey made by me) (an actual survey made under by supervision) (deed description recorded in Book \_\_\_\_\_; Page \_\_\_\_\_); that the error closure as calculated by latitude and departure is 1: \_\_\_\_\_; that the boundaries not surveyed are shown in Book \_\_\_\_\_, Page \_\_\_\_\_; that this map was prepared in accordance with N.C. General Statute 47-30 as amended.

Witness my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 200\_.

\_\_\_\_\_  
Surveyor

\_\_\_\_\_  
License Number

### *Certification of Approval by the Planning Staff:*

The Reidsville Planning Staff hereby approves the final plat for the \_\_\_\_\_  
Subdivision.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Community Development Manager

***Certification of Approval for Recording:***

The Reidsville City Manager hereby approves the final plat for the \_\_\_\_\_ Subdivision.

I further certify that the subdivision plat shown has been found to comply with the Subdivision Regulations for Reidsville, North Carolina, and that this plat has been approved for recording in the office of the Register of Deeds for Rockingham County.

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager

**Review Officer Certification**

State of North Carolina  
Rockingham County

I, \_\_\_\_\_, for Rockingham County certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Review Officer

## Major Plat Certifications

### *Certificate of Ownership and Dedication:*

I (We) hereby certify that I am(we are) the owner(s) of the property shown and described hereon, which is located in the subdivision jurisdiction of the City of Reidsville and that I (we) hereby adopt this plan of subdivision with my (our) free consent and establish minimum setback lines, and dedicate road for private use as noted.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner

### *Certificate of Disclosure, Private Roads*

I (we), the developer of \_\_\_\_\_ Subdivision hereby state that the subdivision roads in \_\_\_\_\_ Subdivision are private roads. Ownership and maintenance of the private roads are the responsibility of \_\_\_\_\_. Right of access to the private road within said subdivision is guarantee to all lots served by such road. I (we), as the developer(s) further state that all ownership and maintenance agreements for the private road have been approved by the City of Reidsville, NC and that the provisions of G.S. 136-102.6 relative to private roads have been complied with.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Developer(s)

\_\_\_\_\_  
Notary (Seal)

***Certificate of Survey and Accuracy:***

I hereby certify that this map was (drawn by me) (drawn under by supervision) from (an actual survey made by me) (an actual survey made under by supervision) (deed description recorded in Book \_\_\_\_\_; Page \_\_\_\_\_); that the error closure as calculated by latitude and departure is 1: \_\_\_\_\_; that the boundaries not surveyed are shown in Book \_\_\_\_\_, Page \_\_\_\_\_; that this map was prepared in accordance with N.C. General Statute 47-30 as amended.

Witness my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Surveyor

\_\_\_\_\_  
License Number

***Certification of Approval by the Planning Staff:***

The Reidsville Planning Staff hereby approves the final plat for the (include Subdivision Name) Subdivision.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Community Development Manager

***Certification of Approval for Recording:***

I hereby certify that all streets, utilities and other required improvements have been installed in an acceptable manner according to City specification and standards in the (include Subdivision Name) Subdivision or that guarantees of the installation of the required improvements in an amount and manner satisfactory to the City of Reidsville has been received.

I further certify that the subdivision plat shown has been found to comply with the Subdivision Regulations for Reidsville, North Carolina, and that this plat has been approved for recording in the office of the Register of Deeds for Rockingham County.

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager



**Review Officer Certification**

State of North Carolina  
Rockingham County

I, \_\_\_\_\_, Review Officer for Rockingham County certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Review Officer