

6.4 PRELIMINARY PLAT CONTENTS

Preliminary plats not illustrating or containing the data from Section A shall be returned to the developer or his the authorized agent for completion and resubmission.

A. The preliminary plat shall be prepared in accordance with the following specifications:

1) **Plat Requirements**

- a) The plat must be prepared by an authorized Licensed Professional.
- ~~b) The name of the subdivision.~~
- c) The name(s), address(es), and telephone number(s) of the owner(s), registered land 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 registered land surveyor(s).
- d) A sketch vicinity map at an appropriate scale, showing the relationship between the subdivision and the surrounding area.
- e) The date of the survey and the plan preparation; with spaces per subsequent revision.
- f) The name of the township, county, and state in which the subdivision is located.
- g) Deed book and reference of ownership acquisition.
- h) The names of current owners of adjacent landowners along with PIN, current uses, other legal reference where applicable, shall be shown.
- i) The exact boundary lines of the tract to be developed fully dimensioned by bearings and distances, and the location of intersecting boundary lines of adjoining lands.
- j) Scale at 1" = 50' or larger, denoted both graphically and numerically.
- k) North arrow in accordance with the Standards of Practice for Land Surveyors.
- l) The location, purpose, and dimensions of areas to be used for purposes other than residential;
- m) The blocks lettered alphabetically throughout the entire subdivision and the lots numbered consecutively throughout each block.
- n) ~~The location and measurements of all~~ proposed minimum building setback lines and density calculations.
- o) The location and dimensions of all proposed and existing rights-of-way, utility or other easements, riding trails, pedestrian or bicycle paths, natural buffers, and areas if any to be dedicated to public use with the purpose of each stated.
- p) Property lines, buildings or other structures, water courses, railroads, bridges, culverts, storm drains, and corporate limits, township boundaries, and county lines.
- q) Sufficient survey to determine readily and reproduce on the ground every straight or curved boundary line, road 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 roads and curved property lines that are not the boundary of curved roads. All dimensions shall be in accordance with the Standards and Practices of Land Surveyors.
- r) The accurate locations and descriptions of all monuments, markers, and control points.

- s) Sufficient information shall be provided so that a corner of the property can be located on the ground and found with a measurement from the intersection of two state maintained roads.

2) Design Standards

- a) All subdivided land and parcels shall comply with Section 7.2, Lot Design.
- ~~b) Homeowners Association shall be required for all major residential subdivisions with privately maintained streets, open space, and any other dedicated land as stated in Section 7.3, Homeowners Association Requirements.~~
- c) Street layout and access shall conform to Section 7.4, Access and Section 7.5, Street Design.
- d) Calculated open space requirements must adhere to Section 7.6, Open Space.
- e) Landscaping and Buffers shall be shown on the site plan and adhere to the landscaping standards set forth in Article 8, Landscaping and Buffers.

3) Road Layout

- a) Right-of-way lines and pavement widths of all roads and the location and width of all adjacent roads and easements.
- b) The location and design of parking areas and pedestrian and vehicular access points. That the design of traffic patterns, traffic control measures and street pavement areas, including plan profiles and cross section views, and with provisions for maintaining traffic flows for both public use as well as emergency management services are consistent with the requirements of this Ordinance and any other adopted plan.
- c) When the subdivision entrance does not connect to a NCDOT maintained road, recorded documents shall be submitted that confirm the property and the proposed lots have access to a NCDOT maintained road by a public or private street that meets the standards of this Ordinance.
- d) For non-residential and multifamily projects, the location of trash handling, recycling, grease bins, and other waste-related facilities employed in the normal operation of the use.
- e) When any development proposes private streets a description of the method to provide Pender County Emergency Service personnel and vehicles immediate access shall be submitted.
- f) Stormwater facilities, water supply, sanitary sewer service, fire protection and hydrants, street signs, and street lighting designed in conformance with department standards, specifications and guidelines;
- g) Plan profile and cross section of drainage and utility services and other proposed easements or dedications as required.

4) Traffic Impacts

- a) Existing traffic counts for road(s) and intersection(s) studied and dates/times counts were conducted.
- b) Estimated AM and PM Peak Hour Trips per the Institute of Transportation Engineers Trip Generation Manual.
- c) A Traffic Impact Analysis is required when the development generates 100 trips in the morning or evening peak hours or over 1,000 trips per day. The Traffic Impact Analysis must state the dates and times the counts were conducted.

- ~~5) Certificate of approval by the Pender County Addressing Coordinator for proposed road names.~~

5) Adopted Plan Compliance

- a) Compliance with all applicable requirements of this Ordinance **and any other County adopted plan or policy document.**
 - b) Agreement with the **most recent Comprehensive Land Use Plan** ~~most recently adopted~~ ~~CAMA Land Use Plan~~ and any other applicable adopted land use document(s). ~~Reference of recently approved MDP.~~
 - c) Compliance with site construction specifications **or approved Master Development Plan conditions.**
 - d) The Administrator, **Technical Review Committee** or the Planning Board may request additional information be submitted that is pertinent to review of the proposed subdivision for compliance with the provisions of this Ordinance or other Pender County Ordinances.
- B. **Upon completion of Section A, the following additional materials or permits are required with the submitted with the preliminary plat for final approval in accordance with Section 3.10.3.K.:**
- 1) ~~Soil suitability analysis indicating the suitability of the property for individual septic tanks or an Improvement Authorization Permit for each lot unless community sewer is available and a conditioned approval for connection is submitted. The soil suitability analysis of the property shall also indicate the suitability of the soil for the type structures proposed.~~ **Wastewater (either; a or b, as applicable)**
 - a) **On-Site or Off-Site Wastewater Disposal System**
 - a) ~~Verification of receipt of the preliminary plat of the development by the Pender County Health Department.~~
 - b) Soil suitability analysis indicating the suitability of the property for individual septic tanks**
 - c) Detailed description of any proposed waste water system and system maintenance arrangements and procedures to serve lots that are not suitable for traditional onsite septic systems, along with a map showing the proposed location of the offsite components of the system, including lines.
 - b) **Community Wastewater Systems**
 - a) **Authorization to Construct, as approved by the appropriate State Agency**
 - b) **Extensions based upon previous approval of wastewater system**
 - c) ~~Construction plans sealed by a registered engineer, as approved by NC DEQ, acceptance of operation and maintenance of the system~~
 - d) ~~Constructions plans sealed by a registered engineer, as approved by the appropriate State Agency NC DEQ,~~
 - e) **If applicable, Certification that the system will be owned by a Public or Community Water system as defined in this Ordinance with conditional acceptance of ownership or certification that the system will be owned by a homeowners association established under the provisions of this Ordinance.**
 - 2) ~~A copy of the Preliminary Plat with the street names as approved by the Pender County Addressing Coordinator or his/her designee.~~
- 2) **Water**
- a) **Authorization to Construct, as approved by the appropriate State Agency**
 - b) ~~Constructions plans sealed by a registered engineer, as approved by the appropriate State Agency NC DEQ,~~

- c) Acceptance of operation and maintenance of the system by a Public (**Pender County Utilities**) or Community Water system as defined in this Ordinance,
 - d) **If applicable**, Certification that the system will be owned by a Public or Community Water system as defined in this Ordinance with conditional acceptance of ownership or certification that the system will be owned by a homeowners association established under the provisions of this Ordinance.
- 3) **Road Layout**
- a) **Public Right of Way**
 - i) **Driveway Permit: Approval by NCDOT of connection of subdivision roads with NCDOT maintained roads.**
 - ii) **Plan Approval: Street construction & street drainage plans as approved by NCDOT District Engineer with letter of approval (for public streets).**
 - iii) **Verification of receipt of the preliminary plat of the development by the NCDOT District Engineer or his the appointed designee.**
 - b) **Private Right of Way**
 - i) **Street construction & street drainage plans in accord with NCDOT submittal requirements, design and construction standards or in accord with Section 7.5, Street Design, private street standards. The plans must be signed and sealed by a registered surveyor or engineer.**
 - ii.) **A letter from the design professional will accompany the plans certifying that they meet the NCDOT submittal requirements, design and construction standards or Private Street Standards, Pender County (for private streets).**
 - iii) **When any street layout or geometric design does not specifically meet the NCDOT Secondary Road Standards or the adopted Pender County Private Street Standards, a narrative explanation, justification detailed drawing of the design shall be submitted for review.**
- 4) **Approved road and subdivision names in accordance with Article 11.**
- 5) **Stormwater Management and Drainage Plans**
- a.) **Stormwater Management Plan as approved by the appropriate State Agency (with letter of approval).**
 - b) **Drainage Plan: a general description and map of the proposed drainage for the subdivision shall include the following:**
 - i. **The boundaries of all drainage basins that flow through the property from upstream.**
 - ii. **All drainage facilities that flow through the property and receive any stormwater discharge from upstream.**
 - iii. **The boundaries of all drainage basins that receive discharge from the property that is located from the discharge point on the property to the recipient perennial stream.**
 - iv. **All drainage facilities that receive stormwater discharge from the property from the discharge point to the recipient perennial stream.**
 - v. **This information can be described in a narrative submission and shown on a copy of a USGS 7.5 Minute Quad or other similar topographical map (11 X 17 map submission)**

- vi. A drainage plan that will include all portions of the development shall be submitted. This plan shall be prepared and sealed by a registered engineer. The plan and facilities shall provide for a drainage system for these areas that will accommodate the ten-year storm event without flooding or substantial ponding of water in the areas included in the plan. The plan must also accommodate any discharge from properties in upland portions of the drainage basin that flows through the property for the same storm event for the type development for which that property is zoned. The boundary of any drainage area on a portion of the site and/or upland from the site and drainage areas between stormwater discharge points from the site to the recipient perennial stream shall be shown on a map (copy of 7.5 min. USGS Quad or similar map). Any drainage facility receiving stormwater discharge from the development shall have the capacity to carry the anticipated stormwater flow from areas that discharge through them for the 10 year storm event from the point of discharge at the development to the recipient perennial stream without over flowing their banks. The location, size and/or capacity of all structures included in the drainage system and receiving discharge from the development to the recipient perennial stream shall be shown on the plan and calculations used in designing the drainage system shall be submitted in a legible format. This plan may be included in the street and drainage plan, stormwater management plan or on the preliminary plat, as long as the design professional certifies that the specific drainage plan submitted complies with these requirements and the information required is shown or submitted.

~~C. The Following Material May Be Submitted As a Condition of Approval of the Preliminary Plat, When Approved By the Planning Board or Administrator~~

- 4) Approval from the Division of Coastal Management when the development is located in an Area of Environmental Concern.
- 5) Sediment & Erosion Control Plans as approved by Land Quality (with letter of approval).
- 7) **Wetlands**
 - a) Approval of Wetlands Delineation by the Army Corps of Engineers (USACE) (if wetlands in development).
 - b) Wetlands fill authorization or permit if construction in wetlands is involved.
- 8) **Flood Requirements in accordance with the Flood Damage Prevention Ordinance**
- 9) **Any other local, State or Federal permit as required for the specific project.**

Appendix A Definitions:

Wastewater System: a system of wastewater collection, treatment and disposal in single or multiple components, including a privy, septic tank system, public or community wastewater system, wastewater reuse or recycle system, mechanical or biological wastewater treatment system , any other similar system, and any chemical toilet used only for human waste.

ADD PRINCIPAL STRUCTURE

Appendix D:

<p>Certification of Submission A copy of this plat has been submitted. Approval is subject to review; this does not constitute an approval.</p> <p>Pender County Utilities: _____ Date: _____</p> <hr/>
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