

Final Plat Procedures and Checklist

Town of Lillington Zoning and Subdivision Ordinance

ARTICLE 26. SUBDIVISION REGULATIONS

PART II. MAJOR AND MINOR SUBDIVISIONS

Section 26-8:	Plat Shall be Required on Any Subdivision of Land.....	2
Section 26-9:	Approval Prerequisite to Plat Recordation	2
Section 26-10:	Procedures for Review of Major and Minor Subdivisions	2
Section 26-11:	Procedure for Review of Minor Subdivisions	Lang. not included
Section 26-12:	Major Subdivision Preliminary Plat Submission and Review	2-3
Section 26-13:	Construction Plans and Permits.....	3
Section 26-14:	Major Subdivision Final Plat Submission and Review	3-10
Section 26-15:	Information to be Contained in or Depicted on Major Preliminary and All Final Plats.....	10-14
Section 26-16:	Nullification of Plat or Portion of a Subdivision.....	14
Section 26-17:	Re-subdivision Procedures	14

PART III. DESIGN STANDARDS

Section 26-18:	Conformity to Existing Maps and Plans.....	14
Section 26-19:	Streets	15-20
Section 26-20:	Lots	20-21
Section 26-21:	Easements	21
Section 26-22:	Traffic Impact Study.....	21-25

PART IV. RECREATION SITES

Section 26-23:	Dedication and Reservation of Public Lands and Permanent Open Space.....	Language not included in packet
Section 26-24:	Exceptions	Language not included in packet
Section 26-25:	Dimensional Requirements	26
Section 26-26:	Site Suitability	Language not included in packet
Section 26-27:	Site Improvements.....	Language not included in packet
Section 26-28:	Method of Provision or Dedication	26
Section 26-29:	Payments in Lieu of Dedication	26-27

PART V. REQUIRED IMPROVEMENTS

Section 26-30:	Survey Monuments.....	27
Section 26-31:	Improvements within the Town Zoning Jurisdiction	28-29
Section 26-32:	Street Lighting	29-31
Section 26-33:	Street Name Signs	31
Section 26-34:	Street Trees	31
Section 26-35:	Erosion and Sedimentation Control.....	31
Section 26-36:	Guidelines for Handicapped Persons.....	31
Section 26-37:	Improvements Beyond the Town Limits	Lang. not included in packet

Note 1.	NCDOT public road approval statement	32
Note 2.	Certification of NCDOT Driveway Application	32

Section 26-8: Plat Shall be Required on Any Subdivision of Land

Pursuant to NCGS 160A-372, a final plat shall be prepared, approved, and recorded pursuant to the provisions of this Ordinance whenever any subdivision of land takes place.

Section 26-9: Approval Prerequisite to Plat Recordation

Pursuant to NCGS 160A-373, no final plat of a subdivision within the jurisdiction of the Town, as established in Section 1-3 of this Ordinance, shall be recorded by the Register of Deeds of Harnett County until it has been approved as provided herein. To secure any approval of a final plat, the subdivider shall follow the procedures established in this Article.

Section 26-10: Procedures for Review of Major and Minor Subdivisions

All subdivisions shall be considered major subdivisions except those defined as minor subdivisions by Section 2-2 (213). Major subdivisions shall be reviewed in accordance with the procedure in Sections 26-12, 26-13, and 26-14. Minor subdivisions shall be reviewed in accordance with the provisions in Section 26-11. However, if the subdivider owns, leases, holds an option on, or holds any legal or equitable interest in any property adjacent to or located directly across a street, easement, road, or right-of-way from the property to be subdivided, the subdivision shall not qualify under the minor subdivision procedure. Furthermore, the minor subdivision procedure may not be used a second time within three (3) years on any property less than fifteen hundred (1,500) feet from the original property boundaries by anyone who owned, had an option on, or any legal interest in the original subdivision at the time the subdivision received preliminary or final plat approval.

Section 26-12: Major Subdivision Preliminary Plat Submission and Review

- (A) ***Submission Procedure.*** Eleven (11) copies of the preliminary plat (as well as any additional copies which the Administrator determines are needed to be sent to other agencies) shall be submitted to the Administrator of this Ordinance at least twenty (20) days prior to the Planning Board meeting at which the subdivider desires the Planning Board to review the preliminary plat. Preliminary plats shall meet the specifications in Section 26-15.

For every subdivision within the territorial jurisdiction established by Section 1-3 of this Ordinance which does not qualify for the minor subdivision procedure, the subdivider shall submit a preliminary plat which shall be reviewed by the Administrator and then the Planning Board and approved by the Board of Commissioners before any construction or installation of improvements may begin.

- (B) ***Review by Other Agencies.*** The Administrator may submit copies of the plat to the following agencies and individuals for review and comment:
 - (1) Superintendent of Schools when residential subdivision is involved.

- (2) County Health Director when septic systems are involved.
- (3) DOT District Engineer.
- (4) Town Engineer.
- (5) Town of Lillington Department Heads.

(C) ***Review Procedures.***

- (1) The Administrator shall receive the preliminary plat twenty (20) days prior to the next scheduled meeting of the Planning Board. The Administrator shall review the preliminary plat for administrative requirements within ten (10) days and provide comments to the applicant, if necessary.
- (2) The Administrator shall recommend to the Planning Board approval, conditional approval with recommended changes to bring the plat into compliance, or disapproval with reasons.
- (3) If the Planning Board recommends approval of the preliminary plat, copies of the plat shall be submitted to the Board of Commissioners.
- (4) If the Planning Board recommends conditional approval of the preliminary plat, copies of the plat and the recommendation shall be transmitted to the Board of Commissioners.
- (5) If the Planning Board recommends disapproval of the preliminary plat, copies of the plat and the Planning Board's recommendation shall be transmitted to the Board of Commissioners, and a copy of the plat and Planning Board's recommendation submitted to the subdivider.
- (6) If the Planning Board does not make a written recommendation within forty-five (45) days after its first consideration of the plat, the subdivider may apply to the Board of Commissioners for approval or disapproval.
- (7) If the Board of Commissioners approves the preliminary plat, such approval shall be noted on two (2) copies of the plat. One (1) copy of the plat shall be retained by the Town, and one (1) copy shall be returned to the subdivider. If the Board of Commissioners approves the preliminary plat with conditions, approval shall be noted on two (2) copies of the plat along with a reference to the conditions. One (1) copy of the plat along with the conditions shall be retained by the Town, and one (1) copy of the preliminary plat along with the conditions shall be returned to the subdivider. If the Board of Commissioners disapproves the preliminary plat, the reasons for such disapproval shall be specified in writing. One (1) copy of the plat and the reasons shall be retained by the Town, and one (1) copy shall be returned to the subdivider. The subdivider may make the necessary revisions and submit a revised preliminary plat to the Administrator.

Section 26-13: Construction Plans and Permits

- (A) After approval of the preliminary plan, the subdivider shall work directly with the Administrator in the preparation and final design of construction plans for the installation of the improvements as required by this Ordinance. The subdivider shall concurrently secure a sedimentation and erosion control permit.
- (B) Upon satisfactory completion of the construction plans, the Administrator shall issue a construction permit for the installation of the required improvements in accordance with the approved preliminary plan and the design standards as specified by this Ordinance.

Section 26-14: Major Subdivision Final Plat Submission and Review

- (A) ***Preparation of Final Plat and Installation of Improvements.*** Upon approval of the preliminary plat by the Board of Commissioners, the subdivider may proceed with the preparation of the final plat, and the installation of 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 the improvements specified in this Ordinance, or guaranteed their installation as provided herein. No final plat will be accepted for review by the Planning Board or the Board of Commissioners unless accompanied by written notice by the Administrator acknowledging compliance with the improvement and guaranteeing standards of this Ordinance. The final plat shall constitute only that portion of the preliminary plat which the subdivider proposes to record and develop at this time; such portion shall conform to all requirements of this Ordinance.
- (B) ***Improvements Guarantees.***
- (1) ***Agreement and Security Required.*** In lieu of requiring the completion, installation, and dedication of all improvements prior to final plat approval, the Town may enter into an agreement with the subdivider whereby the subdivider shall agree to complete all required improvements. Once said agreement is signed by both parties, and the security required herein is provided, the final plat may be approved by the Board of Commissioners, if all other requirements of this Ordinance are met. To secure this agreement, the subdivider shall provide, subject to the approval of the Board of Commissioners, either one or a combination of the following guarantees equal to 1.25 times the entire cost as provided herein:
- (a) ***Surety Performance Bond(s).*** The subdivider shall obtain a performance bond(s) from a surety bonding company authorized to do business in North Carolina. The bond(s) shall be payable to the Town of Lillington, and shall be in amount equal to 1.25 times the entire cost, as estimated by the subdivider and approved by the Board of Commissioners, of installing all required improvements. The duration of the bond(s) shall be until such time as the improvements are accepted by the Board of Commissioners.
- (b) ***Cash or Equivalent Security.*** The subdivider shall deposit cash, an irrevocable letter of credit, or other instrument readily convertible into cash at face value, either with the Town of Lillington or in escrow with a financial institution designated as an official depository of the Town. The use of any instrument other than cash shall be subject to the approval of the Board of Commissioners. The amount of deposit shall be equal to 1.25 times the cost, as estimated by the subdivider and approved by the Board of Commissioners, of installing all required improvements.

If cash or other instrument is deposited in escrow with a financial institution as provided above, then the subdivider shall file with the Board of Commissioners an agreement between the financial institution and himself guaranteeing the following:

1. That such escrow account shall be held in trust until released by the Board of Commissioners, and may not be used or pledged by the subdivider in any other matter during the term of the escrow; and

2. That in the case of a failure on the part of the subdivider to complete said improvements, the financial institution shall, upon notification by the Board of Commissioners, and submission by the Board of Commissioners to the financial institution of an engineer's estimate of the amount needed to complete the improvements, immediately either pay to the Town the funds estimated to complete the improvement, up to the full balance of the escrow account, or deliver to the Town any other instruments fully endorsed or otherwise made payable in full to the Town.
- (2) **Default.** Upon default, meaning failure on the part of the subdivider to complete the required improvements in a timely manner as spelled out in the performance bond or escrow agreement, then the surety, or the financial institution holding the escrow account, shall, if requested by the Board of Commissioners, pay all or any portion of the bond or escrow fund to the Town of Lillington, up to the amount needed to complete the improvements based on an engineer's estimate. Upon payment, the Board of Commissioners, in its discretion, may expend such portion of said funds as it deems necessary to complete all or any portion of the required improvements. The Town shall return to the subdivider any funds not spent in completing the improvements.
 - (3) **Release of Guarantee Security.** The Board of Commissioners may release a portion of any security posted as the improvements are completed. If the Board of Commissioners approves said improvements, then it shall immediately release any security posted.
- (C) **Submission Procedure.**
- (1) The subdivider shall submit the final plat, so marked, to the Administrator not less than twenty (20) days prior to the Planning Board meeting at which it will be reviewed; further, the final plat for the first stage of the subdivision shall be submitted not more than twenty-four (24) months after the date on which the preliminary plat was approved; otherwise such approval shall be null and void, unless a written extension of this limit is granted by the Board of Commissioners upon written request of the subdivider on or before the twenty-four (24) month anniversary of the approval. For subdivisions developed in stages, each successive final plat for a stage of the subdivision shall be submitted for approval within twenty-four (24) months of the date of approval of the previous final plat for a stage of the subdivision.
 - (2) The final plat shall be prepared by a Registered Land Surveyor currently licensed and registered in the State of North Carolina by the North Carolina State Board of Registration for Professional Engineers and Land Surveyors. The final plat shall conform to the provision for plats, subdivisions, and mapping requirements set forth in NCGS 47-30 and the Standards of Practice for Land Surveying in North Carolina.
 - (3) Five (5) copies of the final plat shall be submitted, two (2) of these shall be on reproducible material, three (3) shall be in accordance with the Standards of Practice for Land Surveying in North Carolina, where applicable, and the requirements of the Harnett County Register of Deeds.

- (4) The final plat shall be of a size suitable for recording with the Harnett County Register of Deeds and shall be at a scale of not less than one (1) inch equals two hundred (200) feet. Maps may be placed on more than one sheet with appropriate match lines.
- (5) Submission of the final plat shall be accompanied with a filing fee as set forth in the Town's fee schedule. The final plat shall meet the specifications in Section 26-15 of this Ordinance.
- (6) The following signed certificates shall appear on all five (5) copies of the final plat.
 - (a) ***Certificate of Ownership and Dedication.*** I hereby certify that I am the owner of the property shown and described hereon, which is located in the subdivision jurisdiction of the Town of Lillington and that I hereby adopt this plan of subdivision with my free consent, establish minimum building setback lines, and dedicate all streets, alleys, walks, parks, open space, and other sites and easements to public or private use as noted. Furthermore, I hereby dedicate all sanitary sewer, storm sewer, and water lines to the Town of Lillington.

Owner Date

- (b) ***Certificate of Survey and Accuracy.*** In accordance with NCGS 47-30: There shall appear on each plat a certificate by the person under whose supervision such survey or such plat was made, stating the origin of the information shown on the plat, including recorded deed and plat references shown thereon. The ratio of precision as calculated by latitudes and departures before any adjustments must be shown. Any lines on the plat that were not actually surveyed must be clearly indicated and a statement included revealing the source of information. The execution of such certificate shall be acknowledged before any officer authorized to take acknowledgments by the registered land surveyor preparing the plat. All plats to be recorded shall be probated as required by law for the registration of deeds. Where a plat consists of more than one sheet, only the first sheet must contain the certification and all subsequent sheets must be signed and sealed.

The certificate required above shall include the source of information for the survey and data indicating the accuracy of closure of the plat before adjustments, and shall be in substantially the following form:

“I, _____, certify that this plat was drawn under my supervision from (an actual survey made under my supervision) (deed description recorded in Book ____, Page ____, etc.) (other); that the boundaries not surveyed are shown as broken lines plotted from information found in Book ____, Page ____; that this plat was prepared in accordance with NCGS 47-30 as amended. Witness my original signature, registration number and seal this _____ day of _____, A.D. 20____.”

Seal or Stamp

Registration Number

The certificate of the Notary shall read as follows:

“North Carolina, _____ County.

I, a Notary Public of the County and State aforesaid, certify that _____, a registered land surveyor, personally appeared before me this day and acknowledged the execution of the foregoing instrument. Witness my hand and official stamp or seal, this ____ day of _____, 20____.

Notary Public

Seal or Stamp

My commission expires _____.”

- (c) ***Certificate of Approval of the Design and Installation of Streets, Utilities, and Other Required Improvements.*** I hereby certify that all streets, utilities, and other required improvements have been installed in accordance with NC Department of Transportation specifications and standards, or that guarantees of the installation of the required improvements in an amount and manner satisfactory to the Town of Lillington has been received, and that the filing fee for this plat as set forth in the Town’s fee schedule, has been paid.

Administrator, Town of Lillington

Date

- (d) ***Certificate of Disclosure; Town of Lillington Floodplain Management Regulations,*** if applicable, to be signed by owner: I (we) hereby certify that prior to entering any agreement or any conveyance with a prospective buyer, I (we) shall prepare and sign, and the buyer of the subject real estate shall receive and sign a statement which fully and accurately discloses that the subject real estate, or a portion of the subject real estate, is located within a flood hazard area and that the buyer must satisfy the requirements of the Town of Lillington floodplain management regulations prior to the issuance of building permits.

Date

Owner's Signature

Owner's Signature

(e) ***Acknowledgment of Compliance (Private Developments).*** I, _____, (name of developer and/or seller) hereby certifies that the streets, parks, open space, or other areas delineated hereon and dedicated to private use, and all traffic markings and control devices shall not be the responsibility of the public or the municipality, acting on behalf of the public, to maintain. Furthermore, prior to entering any agreement or any conveyance with any prospective buyer, I shall prepare and sign, and the buyer of the subject real estate shall receive and sign, an acknowledgment of receipt of a disclosure statement. The disclosure statement shall fully and completely disclose the private areas and include an examination of the consequences and responsibility as to the maintenance of the private areas, and shall fully and accurately disclose the party or parties upon whom the responsibility for construction and maintenance of such private areas shall rest.

Date

Signature of Developer and/or Seller

Signature of Developer and/or Seller

(f) Notwithstanding any other provision contained in this section, it is the duty of the surveyor, by a certificate on the face of the plat, to certify to one of the following:

1. That the survey creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land;
2. That the survey is located in such portion of a county or municipality that is unregulated as to an ordinance that regulates parcels of land;
3. That the survey is of an existing parcel or parcels of land;
4. That the survey is of another category, such as the recombination of existing parcels, a court-ordered survey, and other exception to the definition of a subdivision;
5. That the information available to the surveyor is such that the surveyor is unable to make a determination to the best of his or her professional ability as to provisions contained in Section 26-14(C)(6)(a) through (C)(6)(e) above.

However, if the plat contains the certificate of a surveyor as stated in 1., 4., or 5., above, then the plat shall have, in addition to said surveyor's certificate, a certification of approval, or no approval required, as may be required by local ordinance from the appropriate government authority before the plat is

presented for recordation. If the plat contains the certificate of a surveyor as stated in 2., and 3., above, nothing shall prevent the recordation of the plat if all other provisions have been met.

- (7) The Planning Board shall review the final plat at or before the next regularly scheduled meeting which follows at least twenty (20) days after the Administrator receives the final plat and shall recommend approval, conditional approval with modifications to bring the plat into compliance, or disapproval of the final plat with reasons within forty-five (45) days of its first consideration.
- (8) During its review of the final plat, the Planning Board may appoint a registered land surveyor to confirm the accuracy of the final plat, if agreed to by the Town Manager. If errors are found which make the plat non-recordable, the costs shall be charged to the subdivider, and the plat shall not be recommended for approval until such errors have been corrected.
- (9) If the Planning Board recommends approval of the final plat, it shall transmit all copies of the plat and its written recommendations to the Board of Commissioners through the Administrator.
- (10) If the Planning Board recommends conditional approval of the final plat with modifications to bring the plat into compliance, it shall retain one (1) print of the plat for its minutes, return its written recommendation and two (2) reproducible copies of the plat to the subdivider, and transmit one (1) print of the plat and its written recommendation to the Board of Commissioners through the Administrator.
- (11) If the Board of Commissioners disapproves the final plat, the reasons for such disapproval shall be specified in writing. One (1) copy of the plat and the reasons shall be retained by the Town, and one (1) copy shall be returned to the subdivider. The subdivider may make the necessary revisions and submit a revised final plat to the Administrator.
- (12) Failure of the Planning Board to make a written recommendation within forty-five (45) days shall constitute grounds for the subdivider to apply to the Board of Commissioners for approval.
- (13) The Board of Commissioners shall review and approve or disapprove the final plat within forty-five (45) days after the plat and recommendations of the Planning Board have been received by the Administrator.
- (14) If the Board of Commissioners approves the final plat, such approval shall be shown on each copy of the plat by the following signed certificate:
 - (a) ***Certificate of Approval for Recording.*** I hereby certify that the subdivision plat shown hereon has been found to comply with the Subdivision Regulations of the Town of Lillington, North Carolina, and that this plat has been approved by the Board of Commissioners for recording in the Office of the Register of Deeds of Harnett County.

Date

NOTICE: This property is located within a Public Water Supply Watershed – development restrictions may apply.

- (15) If the final plat is disapproved by the Board of Commissioners, the reasons for such disapproval shall be stated in writing, specifying the provisions of this Ordinance with which the final plat does not comply. One (1) copy of such reasons and one (1) copy of the plat shall be retained by the Board of Commissioners as part of its proceedings; one (1) copy of the reasons and three (3) copies of the plat shall be transmitted to the subdivider. If the final plat is disapproved, the subdivider may make such changes as will bring the final plat into compliance and resubmit same for reconsideration by the Planning Board and Board of Commissioners.
- (16) If the final plat is approved by the Board of Commissioners, the original tracing and one (1) print of the plat shall be returned to the subdivider and two (2) prints shall be retained by the Zoning Administrator.
- (17) The subdivider shall file the approved final plat with the Register of Deeds of Harnett County within thirty (30) days of the Board of Commissioners’ approval; otherwise, such approval shall be null and void.

Section 26-15: Information to be Contained in or Depicted on Major Preliminary and All Final Plats

The preliminary and final plats shall depict or contain the information indicated in the following table. An “x” indicates that the information is required.

Information	Preliminary Plat	Minor Final Plat	Major Final Plat
Title Block Containing:			
–Property Designation & Name of Subdivision	x	x	x
–Name of Owner	x	x	x
–Location (including township, county, and state)	x	x	x
–Date or dates survey was conducted and plat prepared	x	x	x
–A scale of drawing in feet per inch listed in words or figures	x	x	x
–A bar graph	x	x	x
–Name, address, registration number, and seal of the Registered Land Surveyor	x	x	x
–Deed Book Reference	x	x	x
The name of the subdivider	x	x	x

Information	Preliminary Plat	Minor Final Plat	Major Final Plat
A sketch vicinity map showing the relationship between the proposed subdivision and surrounding area. If the subdivision is a portion of a larger tract, the map is to show the relation of the subdivision to the larger tract. Scale: 1" = 400'	x	x	x
Corporate limits, township boundaries, county lines if on the subdivision tract	x	x	x
The names, addresses, and telephone numbers of all owners, mortgagees, registered land surveyors, land planners, architects, landscape architects, and professional engineers responsible for the subdivision	x	x	x
The registration numbers and seals of the professional engineers	x	x	x
Date of plat preparation	x	x	x
North arrow and orientation	x	x	x
The boundaries of the tract or portion thereof to be subdivided, distinctly and accurately represented with all bearings and distances shown	x	x	x
The names of owners of adjoining property	x	x	x
The names of any adjoining subdivisions of record or proposed and under review	x	x	x
Building line minimum	x	x	x
The zoning classifications of the tract to be subdivided and adjoining properties including Watershed Protection Overlay District	x	x	x
Scale: 1" = 200'	x	x	x
Existing buildings or other structures, water courses, railroads, bridges, culverts, stormwater control devices, storm drains, both on the land to be subdivided and land immediately adjoining	x		
Proposed lot lines, lot and block numbers, and approximate dimensions	x	x	x
The lots numbered consecutively throughout the subdivision	x	x	x
Wooded areas, marshes, swamps, rock outcrops, ponds or lakes, streams or streambeds, and any other natural features affecting the site	x		
100-year floodplain delineation	x	x	x
The exact location of the flood hazard, floodway, and floodway fringe areas from the Harnett County Official Flood Insurance Map	x	x	x
The following data concerning streets:			
–Proposed public streets	x		x
–Proposed private streets	x		x
–Existing and platted streets on adjoining properties and in the proposed subdivision	x		x
–Rights-of-way, location, and dimensions in accordance with Section 26-19 of this Ordinance	x		x
–Pavement widths	x		x
–Approximate grades	x		x
–Design engineering data for all corners and curves	x		x
–Typical street cross-sections	x		x
–Street names (needs to be approved by 911 Addressing)	x		x

Information	Preliminary Plat	Minor Final Plat	Major Final Plat
<p>–Type of street dedication; all streets must be designated “public.” The subdivider must submit all public street plans to the Administrator for approval prior to preliminary plat approval. Where public streets are involved which will not be dedicated to the Town of Lillington, the subdivider must submit the following documents to the NC Department of Transportation District Highway See Note 1 on page 32. Office for review: a complete site layout, including any future expansion anticipated; horizontal alignment indicating general curve data on site layout plan; vertical alignment indicated by percent grade, PI station and vertical curve length on site plan layout; the District Engineer may require the plotting of the ground profile and grade line for roads where special conditions or problems exist; typical section indicating the pavement design and width and the slopes, widths, and details for either the curb and gutter or the shoulder and ditch proposed; drainage facilities and drainage areas</p>	x		x
<p>–Where streets are dedicated to the public, but not accepted into the Town of Lillington system or the state system before lots are sold, a statement explaining the status of the street in accordance with Sections 26-13 and 26-19(D) of this Ordinance See Section 26-19: Streets (d) on page 16.</p>			x
<p>–If any street is proposed to intersect with a state-maintained road, the subdivider shall apply for driveway approval as required by the North Carolina Department of Transportation, Division of Highways’ Manual on Driveway Regulations. Evidence that the subdivider has obtained such Approval. See Note 2 on page 32.</p>	x		
The location and dimension of all of the following, if proposed:			
–Utility and other easements	x	x	x
–Riding trails	x		x
–Natural buffers and stream buffers	x	x	x
–Pedestrian or bicycle paths	x		x
–Parks and recreation areas with specific type indicated	x		x
–Areas to be dedicated to or reserved for public use	x		x
–Areas to be used for purposes other than residential with the zoning classification of each stated	x		x
<p>–The future ownership (dedication or reservation for public use to governmental body, for owners to duly constituted homeowners’ association, or for tenants remaining in subdivider’s ownership) of recreation and open space lands (submit copy of HOA agreement) See Section 26-28: Method of Provision or Dedication on page 26.</p>	x		

Information	Preliminary Plat	Minor Final Plat	Major Final Plat
The plans for utility layouts including: –Sanitary sewers –Storm sewers –Other drainage facilities, if any –Water distribution lines –Natural gas lines –Telephone lines –Electric lines illustrating connections to existing systems, showing line sizes, the location of fire hydrants, blow-offs, manholes, force mains, and gate valves	X X X X X X X		
Plans for individual water supply and sewage disposal systems, if any	X		
–Profiles based upon Mean Sea Level datum for sanitary sewers and storm sewers	X		
Site calculations including:			
–Acreage in total tract to be subdivided	X	X	
–Acreage in parks and recreation and open space areas and other nonresidential areas See Section 26-25: Dimensional Requirements on page 26.	X		
–Total number of parcels created	X		
–Acreage in the smallest lot in the subdivision	X		
–Proposed use of land	X		
–Percent of project to be covered with impervious surfaces	X	X	X
–Sufficient engineering data to determine readily and reproduce on the ground every straight or curved 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 distance for the center line of curved property lines that are not the boundary line of curved streets. All dimensions shall be measured to the nearest one-tenth of a foot and all angles to the nearest minute			X
–The accurate locations and descriptions of all monuments, markers, and control points		X	X
–A copy of any proposed deed restrictions or similar covenants. Such restrictions are mandatory when private recreation areas or open space areas are established (is the open space public or private? Submit copy of restrictive covenants) See Section 26-28: Method of Provision or Dedication on page 26.	X	X	X
–Where land disturbing activity is an acre or more in size, a copy of the erosion control plan submitted to the appropriate office of the North Carolina Department of Environment and Natural Resources, which complies with NCGS 113A, Article 4 (Sedimentation Pollution Control Act of 1973). Evidence of approval must be provided prior to construction stage submittal of a final plat for approval	X		

Information	Preliminary Plat	Minor Final Plat	Major Final Plat
-Topographic maps with contour intervals of no greater than five (5) feet at a scale of no less than one (1) inch equals four hundred (400) feet	x		
-404 wetland areas as determined by the Wilmington District office of the U.S. Army Corps of Engineers	x	x	x
-All certifications required in Section 26-11 or 26-14 (see Section 26-14 C-6 & 14)		x	x
-Any other information considered by either the subdivider, the Planning Board, or Board of Commissioners, to be pertinent to the review of the plat	x	x	x
-All mapping shall comply with NCGS 47-30	x		x

Section 26-16: Nullification of Plat or Portion of a Subdivision

- (A) Any plat or any part of any subdivision may be nullified by the owner at any time before the sale of any lot in the subdivision by a written instrument to which a copy of such plat shall be attached, declaring the same to be vacated.
- (B) Such an instrument shall be approved by the same agencies as approved the final plat. The governing body may reject any such instrument which abridges or destroys any public rights in any of its public uses, improvements, streets, or alleys.
- (C) Such an instrument shall be executed, acknowledged or approved, and recorded and filed in the same manner as a final plat; and being duly recorded or filed, shall operate to destroy the force and effect of the recording of the plat so vacated, and to divest all public rights in the streets, alleys, and public grounds, and all dedications laid out or described in such plat.
- (D) When lots have been sold, the plat may be nullified in the manner provided in Sections (A) through (C) above, by all owners of the lots in such plat joining in the execution of such writing.

Section 26-17: Re-subdivision Procedures

For any re-platting or re-subdivision of land, the same procedures, rules, and regulations shall apply as prescribed herein for an original subdivision.

PART III. DESIGN STANDARDS

Section 26-18: Conformity to Existing Maps or Plans

In all new subdivisions, the street layout shall conform to the arrangement, width, and location indicated on any official plans for the Town of Lillington or for the planning area. In instances where such plans have not been completed, the streets shall be designed and located in proper relation to existing and proposed streets, to the topography, to such natural features as streams and tree growth, to public convenience and safety, and to the proposed use of land to be served by such streets.

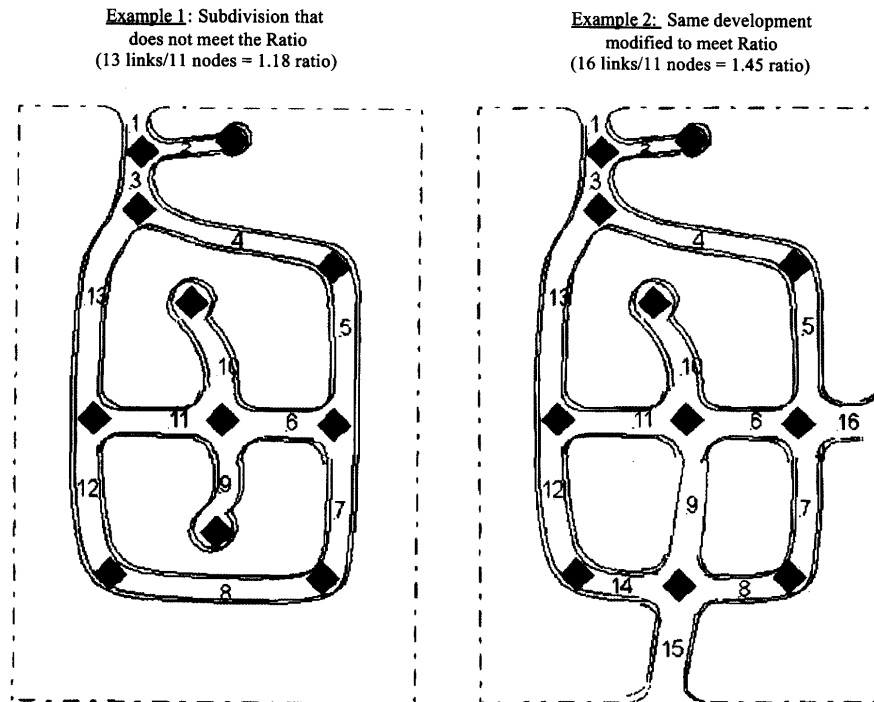
Section 26-19: Streets

- (A) ***Coordination and Continuation of Streets.*** The proposed street layout within a subdivision shall be coordinated with the existing street system of the surrounding area, and where possible, existing principal streets shall be extended.
- (B) ***Street Connectivity Requirements.***
- (1) The Board of Commissioners hereby finds and determines that an interconnected street system is necessary in order to protect the public health, safety, and welfare in order to ensure that streets will function in an interdependent manner, to provide adequate access for emergency and service vehicles, to enhance non-vehicular travel such as pedestrians and bicycles, and to provide continuous and comprehensible traffic routes.
 - (2) All proposed streets shall be continuous and connect to existing or platted streets without offset with the exception of cul-de-sacs as permitted and except as provided below. Whenever practicable, provisions shall be made for the continuation of planned streets and utilities into adjoining areas.
 - (3) The street network for any subdivision shall achieve a connectivity ratio of not less than 1.40 (see example in Figure 1). The phrase “connectivity ratio” means the number of street links divided by the number of nodes or link ends, including cul-de-sac heads. A “link” means and refers to that portion of a street defined by a node at each end or at one end. Approved stubs to adjacent property shall be considered links. However, alleys shall not be considered links. A “node” refers to the terminus of a street or the intersection of two (2) or more streets, except that intersections that use a traffic circle shall not be counted as a node. For the purposes of this section, an intersection shall be defined as:
 - (a) Any curve or bend of a street that fails to meet the minimum curve radius as established in the current NCDOT Design Standards, or
 - (b) Any location where street names change (as reviewed and approved by the Administrator).
 - (4) For the purposes of this section, the street links and nodes within the collector or thoroughfare streets providing access to a proposed subdivision shall not be considered in computing the connectivity ratio.
 - (5) Residential streets shall be designed so as to minimize the length of local streets, to provide safe access to residences with minimal need for steep driveways and to maintain connectivity between and through residential neighborhoods for autos and pedestrians.
 - (6) Where necessary to provide access or to permit the reasonable future subdivision of adjacent land, rights-of-way, and improvements shall be extended to the boundary of the development. A turnaround is required on any dead end 500 feet or greater in length. The platting of partial width rights-of-way shall be prohibited except where

the remainder of the necessary right-of-way has already been platted, dedicated, or established by other means (see Section 26-19(E)).

- (7) **Exemption.** New subdivisions that intend to provide one new cul-de-sac street shall be exempt from the connectivity ratio standard as set forth in this Section, provided the Administrator determines that there is:
- (a) No options for providing stub streets due to topographic conditions, adjacent developed sites, or other limiting factors; and
 - (b) Interconnectivity (use of a looped road) within the development cannot be achieved or is unreasonable based on the constraints of the property to be developed.

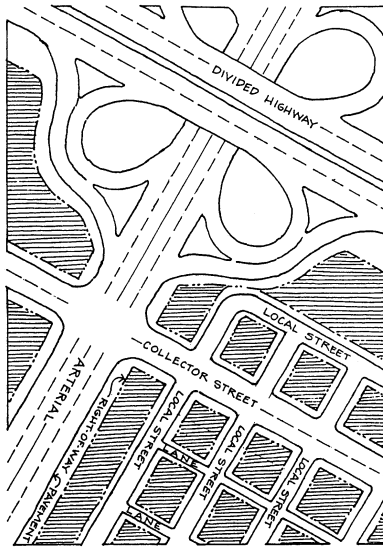
Figure 1



- (C) **Frontage Roads.** Where a tract of land to be subdivided adjoins a principal arterial street, the subdivider may be required to provide a marginal access street parallel to the arterial street or reverse frontage on a minor street for the lots to be developed adjacent to the arterial street. Where reverse frontage is established, private driveways shall be prevented from having direct access to the arterial street.
- (D) **Subdivision Street Disclosure Statement.** All streets shown on the final plat shall be designated in accordance with NCGS 136-102.6, and designation as public shall be conclusively presumed an offer of dedication to the public. Where streets are dedicated to the public but not accepted into a municipal or the state system, before lots are sold, a statement explaining the status of the street shall be included with the final plat.

- (E) **Half-Streets.** The dedication of half streets at the perimeter of a new subdivision shall be prohibited. If circumstances render this impractical, adequate provision for the concurrent dedication of the remaining half of the street shall be furnished by the subdivider. Where there exists a half-street in an adjoining subdivision, the remaining half shall be provided by the proposed development.
- (F) **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, and 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 Board of Commissioners, and must be coordinated with 911 addressing office.
- (G) **Collector and Minor Streets.** Collector and minor streets shall be so laid out that their use by through traffic will be discouraged. Streets shall be designed or walkways dedicated to assure convenient access to parks, playgrounds, schools, and other places of public assembly.
- (H) **Design Standards.** The design of all streets and roads within the jurisdiction of this Ordinance shall be in accordance with the accepted policies of the North Carolina Department of Transportation, Division of Highways, as taken or modified from the American Association of State Highway Officials (AASHO) manuals. The NC Department of Transportation, Division of Highways' Subdivision Roads, Minimum Construction Standards, January 2000, or the current NC Department of Transportation Standard Specifications for Roads and Structures, shall apply for any items not included in this Ordinance, or where stricter than this Ordinance.
- (I) **Nonresidential Streets.** The subdivider of a nonresidential subdivision shall provide streets in accordance with I.F.-4 of the North Carolina Roads, Minimum Construction Standards, January 2000; or current applicable North Carolina Department of Transportation Standard Specifications for Roads and Structures; and the standards of this Ordinance, whichever are stricter in regard to each particular item.
- (J) **Right-of-Way Widths.** Right-of-way widths shall not be less than the following:

Arterials	80 feet (acceptable) 100 feet (desirable)
Collector streets	66 feet (acceptable) 80 feet (desirable)
Local or minor streets	66 feet
Marginal access streets	66 feet
Cul-de-sac	50 feet
Cul-de-sac turnarounds	100 feet diameter
All streets located beyond the corporate limits of the Town and within one mile thereof	66 feet



(K) **Pavement Widths.** Pavement widths or graded widths shall be as follows:

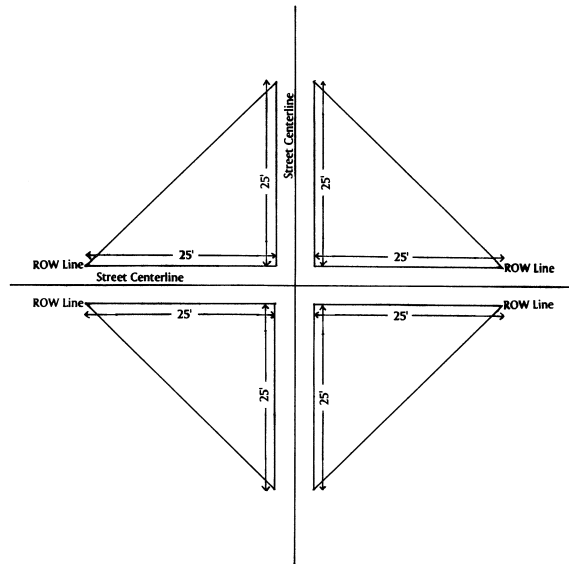
	<u>Streets with Curb and Gutter (measured face-to-face of curb)</u>	<u>Streets without Curb and Gutter</u>
Arterial or major streets	48 feet	44 feet
Collector streets	40 feet	36 feet
Local or minor streets	26 feet	24 feet
Marginal access streets	26 feet	24 feet
Cul-de-sac	26 feet	24 feet

(L) **Roads and Street Surfaces.** All public and private subdivision streets and roads shall be constructed and paved to meet the current requirements of the North Carolina Department of Transportation, Division of Highways' standards for state maintenance.

(M) **Street Intersections.** Street intersections shall be laid out as follows:

- (1) Streets shall intersect as nearly as possible at right angles and no street shall intersect at less than sixty (60) degrees.
- (2) Intersections with a major street or highway shall not be less than six hundred (600) feet apart, measured from centerline to centerline.
- (3) Property lines at street intersections shall be rounded with a minimum radius of twenty (20) feet. At an angle of intersection of less than ninety (90) degrees, a greater radius may be required by the Planning Board.
- (4) No planting, fence, or other obstruction to visibility of vehicles shall be erected, planted, maintained, or allowed to exist in any district within the range of three (3) feet to ten (10) feet above the centerline grades of the intersecting streets in the triangular

area bounded by the street right-of-way lines of such corner lots and a line joining points along these street lines twenty-five (25) feet from the point of intersection.



(N) **Alleys.** An alley shall be provided to the rear of all lots used for other than residential purposes. Alleys are prohibited in residential blocks unless approved by the Planning Board. All alleys shall be constructed in accordance with Town specifications and standards and shall meet the following requirements:

Right-of-way width	20 feet
Minimum centerline radius when deflection angle of not more than ten (10) degrees occurs	35 feet
Property line radius at alley intersection	15 feet

(O) **Horizontal Curves.** Where a centerline deflection angle of more than ten (10) degrees occurs, a circular curve shall be introduced having a centerline radius of not less than the following:

Major streets	300 feet
Collector streets	200 feet
Local or minor streets	100 feet

Proper super-elevation shall be provided for curves on major streets and highways to comply with NCDOT Design Standards.

(P) **Vertical Curves.** All vertical curves shall have such length as necessary to provide safe sight distance to comply with NCDOT Design Standards.

(Q) **Cul-De-Sac.** Permanent dead-end streets shall not exceed five hundred (500) feet in length unless adequate firefighting capability is in place in which case maximum length of street will be 1,000 feet and shall be provided with a turnaround having the dimensions stated above.

(R) **Blocks.** The maximum and minimum length and width of blocks shall be as follows:

- (1) **Length.** Block lengths shall not exceed one thousand (1,000) feet nor be less than four hundred (400) feet. Where deemed necessary by the Planning Board, a pedestrian crosswalk of at least four (4) feet minimum in width shall be provided.
- (2) **Width.** Blocks shall have a sufficient width to allow two (2) tiers of lots of minimum depth. Blocks may consist of single tier lots where such are required to separate residential development from through vehicular traffic or nonresidential uses.
- (3) **Variations.** Subject to the approval of the Planning Board, block lengths may be varied when, in the opinion of the Board, such variance is necessary and desirable for sound growth and development.
- (S) **Geometric Characteristics.** Shall comply with current NCDOT Design Standards.
- (T) **Minimum Sight Distances.** Shall comply with current NCDOT Design Standards.
- (U) **Design Speeds.** Shall comply with current NCDOT Design Standards.
- (V) **PUD Streets.** A dense network of narrow streets with reduced curb radii may be fundamental to sound design. This network serves to both slow and disperse vehicular traffic and provide a pedestrian friendly atmosphere. Such alternate guidelines are encouraged in PUDs when the overall design ensures that non-vehicular travel is to be afforded every practical accommodation that does not adversely affect safety considerations. The overall function, comfort, and safety of a multi-purpose or “shared” street are more important than its vehicular efficiency alone.

PUDs should have a high proportion of interconnected streets, sidewalks, and paths. Streets and rights-of-ways are shared between vehicles (moving and parked), bicycles, and pedestrians. A dense network of PUD streets will function in an interdependent manner, providing continuous routes that enhance non-vehicular travel. Most PUD streets should be designed to minimize through traffic by the design of the street and the location of land uses. Streets should be designed to only be as wide as needed to accommodate the usual vehicular mix for that street while providing adequate access for moving vans, garbage trucks, fire engines, and school buses.

Section 26-20: Lots

Lot sizes, shapes, and locations shall be made with due regard to topographic conditions, contemplated use, and the surrounding area. Land subject to flooding and land deemed by the Planning Board to be uninhabitable for other reasons shall not be platted for residential occupancy, nor for such other uses as may increase danger to health, life, or property, or aggravate the flood hazard; but such land may be set aside for such uses as will not be endangered by periodic or occasional inundation, or will not produce unsatisfactory living conditions. All lots shall conform, with the minimum standards or dimensions noted herein and those contained in an applicable zoning ordinance, building codes, or other official regulations.

- (A) **Setbacks and Other Dimensional Requirements.** All lots shall conform to the Zoning Regulations for the Town of Lillington with respect to the minimum setback and dimensional requirements according to zoning district. These regulations should be consulted by the subdivider, and will be used by the Planning Board and Town Board of Commissioners in reviewing proposed subdivisions.

- (B) ***Double Frontage Lots.*** Double frontage lots shall be avoided, except where required to separate residential development from through traffic and other forms of nonresidential development.
- (C) ***Requirements for Lots Not Having Public Water and Sewer Facilities.*** Where public water and sewer facilities are not available and individual water supplies or individual sewage disposal systems are planned, the subdivider, at his own expense, shall have the site investigated under the supervision of the County Health Department or other person approved by the County Health Department to determine whether or not such individual facilities are feasible and shall present proof to the Planning Board that appropriate soil tests have been conducted and each lot in the subdivision not served by public water or sewage disposal systems has been approved by the County Health Department for individual water supplies and/or sewage disposal systems. The site investigation for sewage disposal shall include sufficient number of percolation tests, and test holes of sufficient depth to determine the absorption capacity of the soil and the locations of the ground water table, and of rock formations and other impervious strata. The number of percolation tests required and the depth of test holes shall be determined by the County Sanitarian.

Section 26-21: Easements

Easements centered on rear or side lot lines shall be provided for utilities where necessary and shall be at least twenty (20) feet wide.

- (A) Where a subdivision is traversed by a watercourse, drainageway, channel or stream, there shall be provided a stormwater easement or drainage right-of-way conforming substantially with the lines of such water course, and such further width or construction, or both, as will be adequate for the purpose of drainage. Parallel streets or parkways may be required in connection therewith.
- (B) Lakes, ponds, creeks, and similar areas will be accepted for maintenance only if sufficient land is dedicated as a public recreation area or park or if such area constitutes a necessary part of the drainage control system. The acceptance of such dedicated areas must be approved by the Planning Board before the Town Board of Commissioners will consider accepting it.
- (C) It is recommended that all telephone lines and power lines be located underground or at the rear of the lot lines. The telephone company and the power company shall be provided with copies of the preliminary plat by the subdivider and be expected to work with the developer in designing the utilities plan for the subdivision. The developer and the utility companies shall agree on the width of easements needed to service lines which are located on the rear property line of the lots.

Section 26-22: Traffic Impact Study

A traffic impact study shall be required of subdivisions as defined in Section 26-22(D). The study will enable the Town of Lillington to assess the impact of a proposed subdivision on the highway system when that system is at or near capacity or a safety problem exists. Its purpose is to insure that proposed developments do not adversely affect the highway network and to identify any traffic problems associated with access from the site to the existing transportation network. The purpose of the study is also to identify

solutions to potential problems and to present improvements to be incorporated into the proposed development.

- (A) **Conduct.** A traffic impact study shall be prepared by a qualified professional traffic engineer and/or certified transportation planner with previous traffic study experience.

Prior to the preparation of the traffic impact study, a scoping meeting shall be held, including the planning staff, the applicant, and the preparer of the study. The discussion at this meeting should set the study parameters, including the study area, planned and committed roadway improvements (by NCDOT or others), road links and intersections to be analyzed, preliminary traffic distribution, other planned developments to be considered, traffic growth rate, available data, periods for which analysis is to be performed, and other staff concerns.

- (B) **Applicability.** Except as described below, a traffic impact study as defined in Section 26-22(D) shall be completed for all subdivisions containing 80 or more dwelling units or where the estimated traffic generated by the subdivision exceeds 480 trips/day.

A subdivision containing 80 or more dwelling units or which generates traffic in excess of 480 trips/day may be exempted for the requirement to prepare and submit a traffic impact study if, as part of sketch plan review for the subdivision, a traffic impact study has previously been prepared for this particular project or development and there is to be no change in land use or density that would increase travel and no change in access to the external street system or material is submitted to demonstrate that traffic created by the subdivision when added to existing traffic will not result in a need for transportation improvements. Town staff will review material submitted in support of an exemption and will determine from that material whether or not to grant the exemption. If an exemption is granted, documentation of the exemption will be submitted as part of the staff recommendation on the preliminary plan. The Town of Lillington may require any subdivision approval application to be accompanied by a traffic impact study when a road capacity or safety issue exists. If one is required, the Town will notify the applicant of the reason for the requirement.

- (C) **Capacity Analysis of the Existing System.** An indication of the adequacy of the existing street system is a comparison of traffic volumes versus the ability of the streets to move traffic freely at a desirable speed. The ability of a street to move traffic freely, safely, and efficiently with a minimum delay is controlled primarily by the spacing of major devices utilized. Thus, the ability of a street to move traffic can be increased by restricting parking and turning movements, using proper sign and signal devices, and by the application of other traffic engineering strategies.

Capacity is the maximum number of vehicles which has a “reasonable expectation” of passing over a given section of roadway, during a given time period under prevailing roadway and traffic conditions. The relationship of traffic volumes to the capacity of the roadway will determine the level of service (LOS) being provided. Six levels of service have been selected for analysis purposes. They are given letter designations from A to F with LOS A representing the best operating conditions and LOS F the worst

- (1) **LOS A.** Describes primarily free flow conditions. The motorist experiences a high level of physical and psychological comfort. The effects of minor incidents of breakdown are easily absorbed. Even at the maximum density, the average spacing

between vehicles is about five hundred twenty eight (528 feet or twenty-six (26) car lengths.

- (2) **LOS B.** Represents reasonably free flow conditions. The ability to maneuver within the traffic stream is only slightly restricted. The lowest average spacing between vehicles is about three hundred thirty (330) feet or eighteen (18) car lengths.
 - (3) **LOS C.** Provides for stable operations, but flows approach the range in which small increases will cause substantial deterioration in service. Freedom to maneuver is noticeably restricted. Minor incidents may still be absorbed, but the local decline in service will be great. Queues may be expected to form behind any significant blockage. Minimum average spacings are in the range of two hundred twenty (220) feet or eleven (11) car lengths.
 - (4) **LOS D.** Borders on unstable flow. Density begins to deteriorate somewhat more quickly with increasing flow. Small increases in flow can cause substantial deterioration in service. Freedom to maneuver is severely limited, and the driver experiences drastically reduced comfort levels. Minor incidents can be expected to create substantial queuing. At the limit, vehicles are spaced at about one hundred sixty five (165) feet or nine (9) car lengths.
 - (5) **LOS E.** Describes operation at capacity. Operations at this level are extremely unstable, because there are virtually no usable gaps in the traffic system. Any disruption to the traffic stream, such as a vehicle entering from a ramp, or changing lanes, requires the following vehicles to give way to admit the vehicle. This can establish a disruption wave that propagates through the upstream traffic flow. At capacity, the traffic stream has no ability to dissipate any disruption. Any incident can be expected to produce a serious breakdown with extensive queuing. Vehicles are spaced at approximately six (6) car lengths, leaving little room to maneuver.
 - (6) **LOS F.** Describes forced or breakdown flow. Such conditions generally exist within queues forming behind breakdown points.
- (D) **General Requirements and Standards.** The traffic impact study shall contain the following information:
- (1) **General Site Description.** The site description shall include the size, location, proposed land uses, number of units and gross square footage by land use, existing land use and zoning, construction staging and completion date of the proposed land development to the extent known or able to be described at the time the application is prepared. If the development is residential, types of dwelling units and number of bedrooms shall also be included. A brief description of other major existing and proposed land developments within the study area shall be provided. The general site description shall also include probable socio-economic characteristics of potential site users to the extent that they may affect the transportation needs of the site (i.e., number of senior citizens).
 - (2) **Transportation Facilities Description.** The description shall contain a full documentation of the proposed internal and existing external transportation system. This description shall include proposed internal vehicular, bicycle, and pedestrian

circulation, all proposed ingress and egress roadway system within the study area. Major locations, traffic channelizations, and any traffic signals or other intersection control devices at all intersections within the site.

The report shall describe the entire external roadway system within the study area. Major intersections in the study area and all intersections or driveways adjacent to or within four hundred (400) feet of the site shall be identified and sketched. All existing and proposed public transportation services and facilities within one mile of the site shall also be documented. Future highway improvements, including proposed construction and traffic signalization, shall be noted. This information shall be obtained from North Carolina's Transportation Improvement Program. Any proposed roadway improvements due to proposed surrounding developments shall also be noted.

- (3) ***Existing Traffic Conditions.*** Existing traffic conditions shall be documented for all roadways and intersections in the study area. This shall include documentation of traffic accident counts as recorded by the NC Department of Transportation District Engineers Office, municipal or county law enforcement, and the NC Highway Patrol. Existing traffic volumes for average daily traffic, peak highway hour(s) traffic, peak development generated hour(s) traffic, if appropriate, shall be recorded. Manual traffic counts at major intersections in the study area shall be conducted, encompassing the peak highway and development generated hour(s), if appropriate, and documentation shall be included in the report. Existing average daily or peak-hour traffic counts made within one year of the study date may be used subject to Town approval. A volume/capacity analysis based upon existing volumes shall be performed during the peak highway hour(s) and the peak development generated hour(s), if appropriate, for all roadways and major intersections expected to be impacted by development traffic. Levels of service shall be determined for each signalized intersection or roadway segment analyzed above.

This analysis will determine the adequacy of the existing roadway system to serve the current traffic demand. Roadways and/or intersections experiencing levels of service E or F shall be noted as congestion locations.

- (4) ***Transportation Impact of the Development.*** Estimation of vehicular trips to result from the proposed development shall be completed for the average weekday, the average daily peak hours of highway travel in the study area, and if appropriate, peak hour of traffic generation by the development. Vehicular trip generation rates to be used for this calculation shall be obtained from an accepted source such as "Trip Generation" (Institute of Transportation Engineers, Fourth Edition, 1987 as amended). These development generated traffic movements as estimated, and the reference source(s) and methodology followed shall be documented. These generated volumes shall be distributed to the study area and assigned to the existing roadways and intersections throughout the study area. Documentation of all assumptions used in the distribution and assignment phase shall be provided. All average daily traffic link volumes within the study area shall be shown graphically. Peak hour turning movement volumes shall be shown for signalized and other major intersections, including all access points to the development. Pedestrian and bicycle volumes at school crossings and as otherwise applicable shall be reported. Any characteristics of the site that will cause trip generation to vary significantly from average rates

available in published sources shall be documented, including such factors as diversion of passerby traffic, internal capture, staggered work hours, or use of transit.

- (5) ***Analysis of Transportation Impact.*** The total traffic demand that will result from construction of the proposed development shall be calculated. This demand shall consist of the combination of the existing traffic generated by the proposed development, and traffic due to other developments and other growth in traffic that would be expected to use the roadway at the time the proposed development is completed. If staging of the proposed development is anticipated, calculations for each stage of completion shall be made. This analysis shall be performed for average weekday traffic, the peak highway hour(s) and if appropriate, peak development generated hour(s) for all roadways and major intersections in the study area. Volume/capacity calculations shall be completed for all major intersections. It is usually at these locations that capacity is most restricted.

All access points and pedestrian crossings shall be examined for adequate sight distance and for the necessity of installing traffic signals. The traffic signal evaluation shall compare the projected traffic and pedestrian volumes to the warrants for traffic signal installation.

- (6) ***Conclusions and Recommended Improvements.*** Levels of service for all roadways and signalized intersections serving ten percent (10%) or more of peak-hour project traffic shall be reported. All roadways and/or signalized intersections showing a level of service below D in urban or developed areas or below C in rural areas shall be considered deficient, and specific recommendations for the elimination of these problems shall be listed. This listing of recommended improvements shall include, but not be limited to, the following elements: internal circulation design, site access location and design, external roadway and intersection design and improvements, traffic signal installation and operation including signal timing, and transit service improvements. All physical roadway improvements shall be shown in sketches.

- (E) ***Submission and Implementation.*** The traffic impact study will be submitted to the Lillington Town Hall within the applicable time frame indicated below. The Town will review the study as part of the development review process. Recommendations will be incorporated into the approval process as indicated below.

- (1) ***Time of Submission.*** The traffic impact study shall be submitted to the Town Hall with and as part of the preliminary plat application for subdivision approval.
- (2) ***Implementation.*** The Town and such other agencies or officials as may appear appropriate in the circumstances of the case shall review the impact study to analyze its adequacy in solving any traffic problems that will occur due to the subdivision. The Planning Board may recommend and the Town Board of Commissioners may decide that certain improvements on or adjacent to the site are mandatory for plan approval and may attach these conditions to the approval. These improvements may include the construction of deceleration and acceleration lanes for intersections to provide access to the proposed subdivision. If the Board of Commissioners concludes that additional improvements are necessary, the applicant shall have the opportunity to resubmit alternative improvement designs for approval.

PART IV. RECREATION SITES

Section 26-23: Dedication and Reservation of Public Lands and Permanent Open Space..... Language not included in packet

Section 26-24: Exceptions Language not included in packet

Section 26-25: Dimensional Requirements

At least one fifty-seventh of an acre (1/57) shall be dedicated for each dwelling unit planned or provided for in the subdivision plan, except where land is located in the floodplain of a stream or river as indicated by the floodplain maps of the Federal Insurance Administration and/or is characterized by steep slopes (15% or greater), then at least one- twentieth (1/20) of an acre of such land shall be dedicated for each dwelling unit.

The total land area dedicated as part of a nonresidential subdivision shall be determined by an analysis of the site, the use(s) to be located thereon, and the designation of recreation and/or open space sites as shown on the adopted Comprehensive Plan. The site analysis shall be prepared by the applicant and shall identify in written and graphic form those areas characterized by steep slopes (15% or greater), floodplains and wetlands, rock outcroppings, mature woodlands (trees of 18 inches or greater in diameter), existing structures and cemeteries, and lakes, ponds, rivers and other water sources. A written and graphic description shall also be submitted by the applicant which identifies the proposed use of each lot in the subdivision, the approximate amount of building and parking coverage for each lot, and the approximate number of employees associated with each use.

Section 26-26: Site Suitability..... Language not included in packet

Section 26-27: Site Improvements..... Language not included in packet

Section 26-28: Method of Provision or Dedication

Land dedicated for public recreation area as required by this Ordinance shall be designated on both the preliminary and final plat(s) of the subdivision and must be dedicated to an appropriate unit of local government. Determination of the appropriate unit of local government shall be made by the Board of Commissioners, upon recommendation from the Recreation and Parks Advisory Council and the Planning Board. Acceptance of the dedication may be one in trust if deemed appropriate by the Board of Commissioners.

Land provided for private recreation purposes must be conveyed to the trustees provided in an indenture establishing an **association of homeowners**. The recreation area must be conveyed to the trustees subject to covenants and easements to be approved by the Planning Board and Board of Commissioners and which provide for the continued maintenance and control of the recreation area in a manner which assures its continuing use for its intended purpose. Where the recreation area is conveyed to a homeowners' association, the subdivider shall file a declaration of **covenants and restrictions** in accordance with the provisions of Section 26-14 Major Subdivision Final Plat Submission and Review.

Section 26-29: Payments in Lieu of Dedication

Any subdivider required to dedicate recreation area pursuant to this Ordinance may, with the approval of the Board of Commissioners, make a payment in lieu of dedication or make a combination of land dedicated and payment. Before approving a payment in lieu of dedication, the Board of Commissioners

shall find that no recreation and/or open space sites have been designated on the adopted Comprehensive Plan for the property in question.

The payment in lieu of dedication shall be equal to the appraised value of the required acreage of land within the subdivision based on an appraisal prepared by a licensed appraiser and submitted by the developer. If the Town disagrees with the submitted appraisal, it may have a second appraisal prepared. If the appraisals are within 15% of each other, the developer's appraisal will be utilized to establish value. If the appraisals differ by more than 15%, the value will be based on the average of the two appraisals.

Where a combination of land dedication and payments in lieu are approved, the subdivider shall be given a credit equivalent to the appraised value per acre of land dedicated for recreation purposes. The credit amount shall be determined by multiplying the number of acres to be dedicated by the appraised value per acre. If the total payment in lieu as determined above is larger than the credit amount, the subdivider shall pay the difference between the two amounts. If the credit amount is larger than the total payment in lieu as determined above, no additional payment in lieu is required. However, the subdivider may not transfer the excess credit from one subdivision to another.

Upon approval by the Board of Commissioners, payment in lieu of dedication shall be made at the time of final subdivision plan approval or within one (1) year of approval of the preliminary subdivision plan, whichever occurs first. All monies received by the Town of Lillington pursuant to these requirements shall be used only for the acquisition and development of recreation, park, and open space sites to serve the residents of the development and the residents of the immediate neighborhood within which the development is located. The Board of Commissioners shall also have the authority to sell land dedicated pursuant to these provisions with the proceeds of any such sale used solely for the acquisition of other recreation, park, or open space sites within the immediate neighborhood within which the development is located.

PART V. REQUIRED IMPROVEMENTS

Section 26-30: Survey Monuments

Permanent monuments of stone or concrete shall be placed at one (1) or more corners of the subdivision to be designated as control corners. Permanent monuments shall also be placed at the point of intersection on the centerlines of intersecting streets and at the point of intersection of the tangents or curves when such point lies completely within the right-of-way of the proposed street. Otherwise, monuments shall be placed on the centerline at the points of curvature and also at the points of tangency of all curved areas which are to be dedicated for street purposes. Such monuments shall be set nine (9) inches below the finished grade of pavement. A metal casting of approved type shall be mounted over said monument with its base flange mounted on a brick foundation with mortar joints of at least two (2) course thickness, the top of which must be a minimum of one and three-quarters (1-3/4) inches higher than the highest point of the monument. Permanent monuments shall be either of stone or concrete. They shall be at least thirty (30) inches in length, six (6) inches in diameter, and shall have a metal pin or punch-marked metal plate imbedded therein marking the point represented on the final plat. The location of all monuments shall be shown on the final plat.

Markers. All lot corners, all points where street lines intersect the exterior boundaries of the subdivision, all angle points and points of curve in each street shall be marked with iron pipe not less than three-fourths (3/4) inches in diameter and thirty (30) inches long.

Section 26-31: Improvements within the Town Zoning Jurisdiction

Approval of the final plat shall be subject to the subdivider having installed the improvements hereinafter designated or having guaranteed, to the satisfaction of the Town as specified in Section 26-31(D) below, the installation of the said improvements.

- (A) **Street Improvements.** The following requirements shall apply to all streets within the corporate limits of the Town of Lillington.
 - (1) **Grading.** All streets shall be graded to their full right-of-way width. Finished grade, cross-section, and profile shall be approved by the Town Engineer.
 - (2) **Paving.** Road base and paving shall be installed in accordance with Town specifications and standards.
 - (3) **Curbs and Gutter.** Combination curbs and gutter shall be installed in accordance with the Town specifications and standards. This requirement may be waived by the Planning Board in residential subdivisions having lots in excess of fifteen thousand (15,000) square feet in cases where the Town Engineer ascertains that stormwater drainage is adequately handled by other means.

- (B) **Sidewalks.**
 - (1) Unless a waiver for this requirement is granted by the Board of Commissioners, sidewalks are required along streets; on corner lots, sidewalks shall be installed along both streets. Sidewalks and sidewalk/driveway intersections shall be constructed consistent with the specifications of the Town of Lillington as they may be amended from time to time.
 - (2) As provided in NCGS 136-44.14, whenever curb and gutter construction is used on public streets, wheelchair ramps for the handicapped shall be provided at intersections and other major points of pedestrian flow. Wheelchair ramps and depressed curbs shall be constructed in accordance with published standards of the NCDOT.
 - (3) Sidewalks shall be constructed to a minimum width of four (4) feet, and shall consist of a minimum thickness of four (4) inches of concrete. All sidewalks shall be placed in the right-of-way, unless the development is platted as a planned unit or group development. Sidewalks shall consist of a minimum of six (6) inches of concrete at driveway crossings.

- (C) **Utilities.** Storm sewers, sanitary sewers, electric, cable, natural gas, telephone, and water systems shall be designed by a registered engineer and shall be approved by the Town Engineer. Storm sewers, sanitary sewers, and water mains shall be installed in accordance with Town specifications and standards. Should private water and sewerage systems be provided (allowable only in areas where Town services are not available), such shall meet the requirements of the health regulations of the State of North Carolina and of Harnett County.

- (D) **Guarantee of Improvements.** Where the required improvements have not been completed prior to the submission of the plat for final approval, the approval of said plat shall be subject

to the subdivider guaranteeing the installation of said improvements in one of the following methods:

- (1) Filing a performance or surety bond in an amount to be determined by the Town.
- (2) Depositing or placing in escrow a certified check or cash in an amount to be determined by the Town. Portions of the security deposit may be released as work progresses.
- (3) Entering into an agreement with the Town guaranteeing the completion of the required work, said agreement to be binding on subsequent purchasers of the property and to be recorded at the option of the Town. The agreement shall provide that satisfactory security be furnished guaranteeing the completion of the necessary improvements before each section is developed.
- (4) In the event of approval of only a portion of a subdivision at a time, all required improvements shall be made or guaranteed by cash deposit with the Town on all portions of streets in the subdivision necessary to be traversed in order to reach the lots approved.

Section 26-32: Street Lighting

The Board of Commissioners of the Town of Lillington hereby establishes the following:

- (A) The owner, developer, or subdivider of a site plan or subdivision shall be required to install street lighting via underground distribution along all proposed streets and along all adjoining existing streets and thoroughfares in accordance with this Section. The developer shall be responsible for all installation cost and any utility pole fees.
- (B) Through the site plan and subdivision plan approval process, the Administrator may approve street lighting which exceeds the standard Town requirements for residential streets so as to reduce the length of sag vertical curves provided the street lights are operational prior to the issuance of any Certificates of Occupancy on such street. In any case, the minimum allowable length of sag vertical curves shall be as follows: residential streets - 20A; cul-de-sacs and loop roads - 15A.
- (C) All underground electrical distribution systems for street lighting within the corporate limits of the Town of Lillington and its extraterritorial planning jurisdiction shall be installed according to the following standards:
 - (1) Underground service for light fixtures shall be installed by the developer in conformance with Town of Lillington standards at the developer's expense.
 - (2) The placement of street lighting fixtures in residential areas shall be at 400-foot intervals unless:
 - (a) The roadway length is less than four hundred (400) feet but more than two hundred (200) feet in which case a street light will be provided at the end of the street; or

- (b) Where the roadway length is less than two hundred (200) feet and a street light is placed at the intersection and no natural features create a problem, no street light will be placed at the end of the roadway; or
 - (c) The vertical and horizontal street alignment or natural features necessitate shorter spacing intervals.
- (3) The placement of street lighting along thoroughfares, marginal access streets, and collector streets and in nonresidential areas shall be in accordance with the latest revision of the Illuminating Engineering Society's "American National Standards for Roadway Lighting."
- (4) A street light shall be provided at all street intersections.
- (D) Street light fixtures shall conform to the following:
- (1) All fixtures in residential areas shall be either 7,000 or 9,500 lumen enclosed high-pressure sodium lamps on standard poles twenty-five (25) feet in height. The 7,000 lumen fixture shall be placed only at the "neck" of cul-de-sacs.
 - (2) All fixtures along thoroughfares shall be 28,500 lumen enclosed high pressure sodium lamps on standard fiberglass poles thirty (30) feet in height or 50,000 lumen enclosed high pressure sodium lamps on standard fiberglass poles thirty-five (35) feet in height. The 28,500 lumen fixtures shall be placed in residential areas when spillover from the 50,000 lumen fixtures would be excessive.
- (E) Authorization for street light installations shall occur at such time as:
- (1) A developer, through the Town of Lillington, requests the installation of streetlights prior to the issuance of any Certificates of Occupancy. The developer shall incur a monthly electrical expense billed equal to the monthly electrical expense incurred by the Town of Lillington, for each street light installed. The developer will be billed for the period beginning with installation of the street light and ending with notification to the Town of Lillington, by the Developer, of issuance of a Certificate of Occupancy in the immediate area of each street light location, or
 - (2) A Certificate of Occupancy is issued in the immediate area of the proposed street light location, or
 - (3) A thoroughfare, marginal access street, or collector street is constructed or widened as a part of development. Thoroughfares, marginal access streets, and collector streets that are constructed or widened by the Town of Lillington shall be lighted immediately after construction, dependent on the availability of funds.
- (F) Street lighting facilities and street lights shall be installed by the developer on any roadway, portion of roadway, or widening prior to the Town of Lillington's acceptance of that roadway for routine maintenance unless otherwise approved by the Administrator.
- (G) Residents along a street may request the relocation of a street light provided that the proposed street light location meets Town standards and the relocation is approved by the Public Works

Director. Residents living at the cul-de-sac end of a street may request the replacement of an existing 9,500 lumen semi-enclosed light fixture with a 7,000 lumen semi-enclosed light fixture. A petition, signed by all persons owning property fronting on the street within the boundaries of the next closest installed or proposed street lights, shall be required. Also, the relocation or replacement cost and all facilities abandonment costs must be paid in full in advance by the resident(s) requesting the relocation or replacement.

- (H) A developer may request to use decorative or “private” street lighting within a development provided:
- (1) Street light fixture types and locations must meet the minimum criteria set forth in this policy and must be approved by the Town of Lillington.
 - (2) The developer and/or Homeowner’s Association shall be responsible for all installation costs and monthly operating costs associated with the private streetlights.
 - (3) The developer and/or Homeowner’s Association shall be responsible for any costs associated with deletion of the private street lights and any costs associated with installing the Town’s standard street lights prior to the expiration of the ten (10) year contract.
 - (4) The developer shall include all responsibilities of the Homeowner’s Association pertaining to the street lighting in the development covenants. The developer shall inform all purchasers of property in the development of these same responsibilities.

Section 26-33: Street Name Signs

The Planning Board may require the subdivider to install at the intersection of all streets proposed to be dedicated, a street name sign of a design specified by the Planning Board.

Section 26-34: Street Trees

The subdivider may plant trees of approved species on all streets proposed to be dedicated. Tree plantings shall be completed in accordance with plans and specifications approved by and at such time as directed by the Planning Board. This requirement may be waived by the Planning Board if the subdivider guarantees protection of existing trees which would meet or exceed this requirement.

Section 26-35: Erosion and Sedimentation Control

The subdivider shall cause all grading, excavations, open cuts, side slopes, and other land surface disturbances to be so mulched, seeded, sodded, or otherwise protected that erosion, siltation, sedimentation, and washing are prevented in accordance with plans and specifications and within such time periods approved by the Planning Board.

Where applicable, erosion and sedimentation control provisions shall be taken in conformity with rules and regulations adopted by the North Carolina Sedimentation Control Commission.

Section 26-36: Guidelines for Handicapped Persons

In order to remove restrictive barriers which severely impede the daily movements of physically handicapped and elderly persons, the subdivider shall comply with all requirements in NCGS 136-44.14.

