



PLANNING & INSPECTIONS DEPARTMENT

Andrew C. Bryant, Director

General Requirements for Recording a Major Subdivision Plat

Every planned development is somewhat unique, depending upon the terms and conditions of the rezoning approval, and other factors, but here is a list of common items that must be completed prior to plat approval:

- 1) Perimeter buffer plantings (unless delayed planting request is approved)
- 2) Street trees (unless delayed planting request is approved)
- 3) Sidewalks and ramp floors (unless bonded)
- 4) Road name signs, compliant with MUTCD standards
 - a. If installed by developer, then road name signs must be installed prior to final site inspection for plat certification for recording
 - b. If developer chooses to pay the County to install road name signs, then the fee of \$100 per sign blade is due at the same time as the review fee for the plat
- 5) Once approved for recording, the review fee for the plat must be paid; this may be paid when retrieving the approved plat from our office
- 6) All stops signs, compliant with MUTCD standards; the County does not install stop signs
- 7) PE certification and NCDOT Construction Approval of all roads (unless bonded)
 - a. Regardless of whether or not the roads are bonded, the entire road structure except for the surface course must be completed before Public Works will accept water and sewer infrastructure.
 - b. If the roads are bonded, then all road testing results (subgrade density and proofroll; curb/gutter and roadway base course density, depth and proofroll; intermediate and/or first lift of surface course density and depth from asphalt cores, etc.) typically required for road certification and construction approval, except for the deferred surface course, shall be provided for the entire length of roadways in the subject phase of the development prior to final plat approval. All testing results shall be provided on the required NCDOT forms (QMS-MV1, QMS-MV2, M&T 605, QC-1, QA/QC-1, QC-5, QA/QC-5, etc.). These results must demonstrate the subgrade, base course, and intermediate course/first layer of surface course were installed in compliance with NCDOT minimum construction standards. A PE certification is not required at this time, as the deferred surface course has not yet been installed.
- 8) All required off-site improvements
- 9) Completion of all site work, including retaining walls, in compliance with all approved plans
- 10) Approved CCRs demonstrating compliance with UDO requirements for road maintenance provisions and HOA enforcement authority
- 11) Acceptance of water and sewer infrastructure by Public Works
- 12) Applicants should review the approved terms and conditions of the planned development rezoning for any other specific requirements.