

APPENDIX to Chapter 3

**APPENDIX A SPECIFICATIONS FOR PRELIMINARY PLAT
(MAJOR SUBDIVISIONS)**

The preliminary plat shall be submitted on sheets no larger than 30" x 42" drawn to a scale of not less than 200 feet to the inch unless otherwise provided, or as required by the Register of Deeds for recording, and shall contain the following information:

- I. Title Data
 - A. Date of submission
 - B. Name and address or owner(s)
 - C. Name of subdivision (Subdivision names shall not duplicate or approximate, phonetically, existing subdivision names.)
 - D. Location designation (township, county, state)
 - E. Name and address of developer
 - F. Scale in figures and bar graph
 - G. North arrow
 - H. "Preliminary Plat" notation
 - I. Certification of Non-Evaluation for On-Site Wastewater Availability

- II. Vicinity Map

- III. Existing Conditions (on property to be subdivided and within 100 feet of property being subdivided unless otherwise provided). Note: A survey is not required to show these existing conditions on property within 100 feet beyond the subdivision property. Information on existing conditions beyond the subdivision may be shown on cadastral or aerial maps obtained from the County; it may be indicated on the survey map beyond the boundaries of the surveyed property; or it may be provided in any other manner so as to adequately describe existing conditions.
 - A. Street rights-of-way, width of pavement, and names of streets
 - B. Location and size of community utilities including sewer and water facilities
 - C. Location and size of bridges, culverts, and other storm drainage facilities
 - D. Railroad lines
 - E. Location of all dams
 - F. Location, width, and purpose of all adjacent easements

- G. Bearings and distances of property boundary
- H. Surrounding property lines and deed references
- I. Boundaries and identification of political subdivisions
- J. Boundaries and identification of zoning districts
- K. Buildings
- L. Location of water courses, lakes and ponds
- M. Location, extent, and identification of floodplain (where base elevation data is available or required) watershed, water critical area or other restricted land
- N. Driveways and roads (in use or abandoned) leading to other property
- O. Other natural or manmade conditions affecting site development
- P. Contours at 5 foot intervals when required
- Q. A list of restrictive covenants (deed restrictions) to be applied, if any, to any or all lots in the subdivision.
- R. Show the existence of any farmland preservation districts within one aerial mile of the boundaries of the proposed development. (The portion of the site plan showing the farmland preservation districts does not need to be drawn to scale but shall provide a reasonable illustration of the location of the farmland preservation district in relation to the proposed development.)

IV. Proposed Plans

- A. Street alignments, rights-of-way, names of streets and highways
- B. Community utilities, including sewer and water
- C. Location and size of bridges, culverts, and other storm drainage facilities, as well as lakes, ponds and dams
- D. Location, width, and purpose of all easements
- E. Lines, numbers, and approximate dimensions of lots and blocks

- F. Minimum building setback lines
- G. Public use sites
- H. Site data:
 - 1. Acreage of property to be subdivided
 - 2. Acreage of public use sites
 - 3. Number of lots
 - 4. Average lot size
 - 5. Square feet of each irregularly shaped lot
 - 6. Linear feet of streets

Where the preliminary plat submitted covers only a part of the subdivider's tract, a sketch shall be submitted showing the prospective future street system and other features for ultimate development of the entire tract.

**APPENDIX B SPECIFICATIONS FOR FINAL PLAT
(MAJOR SUBDIVISIONS)**

The final plat shall be submitted on sheets 20" x 24" or as required by the Register of Deeds at a scale not less than 200 feet to the inch unless otherwise provided. If more than two sheets are required an index sheet of the same dimensions shall be provided. The final plat shall contain the following information:

- I. Title Data
 - A. Date of submission
 - B. Name of owner(s)
 - C. Name of subdivision
 - D. Name and address of developer
 - E. Location designation (township, county, state)
 - F. Name and address of registered surveyor preparing plats
 - G. Scale in figures and bar graph
 - H. North arrow
 - I. "Final Plat" notation
 - J. The following approvals and certificates as applicable (Reference Appendix D)
 - 1. Sedimentation & Erosion Control Plan
 - 2. Road Construction Plan Approval
 - 3. Certificate of Ownership and Dedication
 - 4. For use of individual septic systems:
Certificate of Non-Evaluation for On-Site Wastewater Availability
 - 5. Certificate of Approval of Roads and Streets
 - 6. Certificate of Approval of Required Improvements
 - 7. Certificate of Survey and Accuracy
 - 8. Disclosure Statement Certificate for Public Subdivision Roads
 - 9. Disclosure Statement Certificate for Private Roads
 - 10. For use of Public Water and/or Sewer:
Letter from agency providing the water and/or sewer service regarding the extension and maintenance of lines.

11. Certificate of Approval for Recording Major Subdivision

- K. Show the existence of any farmland preservation districts within one aerial mile of the boundaries of the proposed development. (The portion of the site plan showing the farmland preservation districts does not need to be drawn to scale but shall provide a reasonable illustration of the location of the farmland preservation district in relation to the proposed development.)

II. Vicinity Map

III. Property Being Subdivided

- A. Street rights-of-way, widths of pavements, and names of streets as posted on site
- B. Property boundary lines including bearings and distances as determined by survey
- C. Block and lot line with dimensions, block and consecutive lot numbers
- D. Identification and dimensions of easements, reservations and dedicated area
- E. Location, extent, and identification of flood plain (where base elevation data is available and/or required), watershed, water critical area or other restricted land

APPENDIX C SPECIFICATIONS FOR MINOR SUBDIVISION PLAT

Two copies of a minor subdivision plat shall be submitted on 20" x 24" sheets or as required by the Register of Deeds at a scale of not less than 200 feet to the inch. The following information shall be included:

- A. Vicinity map
- B. Date of submission
- C. Name of owners
- D. Location designation (township, county, zoning district)
- E. Name and address of registered surveyor
- F. "Minor Subdivision Plat" notation
- G. Scale
- H. North arrow
- I. Property boundary lines including bearings and distances as determined by survey
- J. Surveyed lots with all dimensions, easements, reservations, etc. and location of flood plains where base elevation data is available or required by this ordinance, watershed or water critical areas and other development restrictions.
- K. Street right-of-way width and name of street if private road is involved
- L. Location of all lakes, ponds, water courses
- M. The following approvals and certificates as applicable (found in Appendix D)
 - Sedimentation and Erosion Control Plan (if more than 1 acre disturbed)
 - Certificate of Survey and Accuracy (Appendix D, Certificate 3)
 - Certificate of Disclosure, Private Roads (Appendix D, Certificate 5)
 - Certificate of Required Improvements (Appendix D, Certificate 7)

Certificate of Approval for Recording, Minor Subdivision (Appendix D, Certificate 8)

Certificate of Ownership and Dedication (Appendix D, Certificate 2)

For use of individual septic systems:

Certification of Non-Evaluation for On-Site Wastewater Availability (Appendix D, Certificate 14)

For use of Public Water and/or Sewer:

Letter from the agency providing the water and/or sewer service regarding the extension and maintenance of lines.

APPENDIX D

SUGGESTED CERTIFICATION FORMS FOR REQUIRED CERTIFICATIONS

1. Certificate of Exemption

The subdivision of the property shown on this plat is an exception to the Subdivision Ordinance of Rockingham County, North Carolina under Article IV, Sec. 4-2(a) and the resultant lot(s) meet the standards of said Ordinance.

Department of Planning and Building Inspections

Date

2. Certificate of Ownership and Dedication

I hereby certify that I (we) am (are) the owner(s) of the property shown and described hereon, which is located in the subdivision jurisdiction of Rockingham County and that I hereby adopt this plan of subdivision with my (our) free consent, establish minimum building setback lines, and dedicate all streets, alleys, walks, parks, and other sites and easements to public or private use as noted.

I further certify that:

- a. I understand that subdivision approval does not remove or negate any deed restrictions that may exist on the property.
- b. I understand that enforcement of deed restrictions and any other contractual agreements is not the responsibility of Rockingham County, will not be undertaken by Rockingham County, and is the sole responsibility of the parties affected by violations of such deed restrictions and contractual agreements.

Owner(s)

Date

Notary

3. Certificate of Accuracy

I, _____ certify that under my direction and supervision this Map was drawn from an actual field land survey; that the Error of Closure calculated by latitudes and departures is 1: _____; that the boundaries not surveyed are shown as broken lines plotted from information in book _____, page _____; that this Map was prepared in accordance with G.S. 47-30 as amended.

WITNESS my hand and Seal this _____ day of _____, _____.

Signature _____

Land Surveyor

Registration Number _____

4. Disclosure Statement Certificate for Public Subdivision Roads

I (we), the developer(s) of _____ Subdivision hereby state that the subdivision roads in _____ Subdivision have been, or will be constructed to N.C. Department of Transportation standards, and until such time as the N.C. Department of Transportation adds the roads in _____ Subdivision to the North Carolina system, I (we) as developer(s) SHALL assume all road maintenance responsibilities.

Developer (Seal) Date _____

Developer (Seal) Date _____

Developer (Seal) Date _____

Notary

Attest: _____ Date _____
Department of Planning and Building Inspections

5. Certificate of Disclosure, Private Roads

I (we), the developer(s) of _____ Subdivision hereby state that the subdivision roads, in _____ Subdivision are private roads. Maintenance of the private roads are the responsibility of _____. Right of access to private roads within said subdivision is guaranteed to all lots served by such roads. All provisions of G.S. 136-102.6 relative to private roads have been complied with.

Developer (Seal) Date _____

Developer (Seal) Date _____

Notary

Attest: _____ Date _____
Department of Planning and Building Inspections

6. Improvement Permit Statement (used in conjunction with “major subdivision” plats)

The lots shown on this map have been evaluated in accordance with the applicable “Laws and Rules for Sewage Treatment and Disposal Systems” (15.A NCAC 18A.1900). Specifications for each lot are available at the Rockingham County Department of Public Health.

7. Certificate of Approval of Public Streets and Roads (or NC DOT Certificate)

I hereby certify that the streets and related improvements including seeding of banks have been installed according to plans approved by the Division of Highways, except as noted hereon; or proper provisions have been made for their installation.

District Engineer

Date

8. Certificate of Approval of Required Improvements

The undersigned hereby certifies that the required improvements have been made on this property in an acceptable manner and in accordance with the specifications of the Subdivision Ordinance of Rockingham County and other applicable regulations.

Department of Planning and Building Inspections Date

OR (whichever applies)

A financial guarantee approved by the Technical Review Committee and the County Attorney in the amount of _____ dollars (\$_____) has been posted with the County to assure completion of all required improvements in the case of default on the part of the subdivider.

Department of Planning and Building Inspections Date

9. Certificate of Approval for Recording, Minor Subdivision

I hereby certify that the subdivision plat shown hereon has been found to comply with the Subdivision Regulations for Rockingham County, North Carolina, and that such plat has been approved according to the procedures for approval of minor subdivisions. This plat shall be recorded in the Office of the Register of Deeds within 30 days of final approval.

Department of Planning

Date

10. Certificate of Approval for Recording, Major Subdivision

I hereby certify that the subdivision plat shown hereon has been found to comply with the Subdivision Regulations for Rockingham County, North Carolina, and that such plat has been approved according to the procedures for approval of major subdivisions. This plat shall be reached in the Office of the Register of Deeds within 30 days of final approval.

Department of Planning Date

11. Existing System Statement (used in conjunction with "major subdivision" plats)

A septic system inspection was performed on the lot(s) numbered _____ noted on this plat, by _____, a certified On-site Wastewater Contractor and Inspector who is registered with the state.

12. Certificate of Evaluation for Sewer Facilities by a Licensed Soil Scientist (used in conjunction with "major subdivision" plats)

I hereby certify that lots numbered _____ shown on this map have been evaluated in accordance with the applicable "Laws and Rules for Sewage Treatment and Disposal Systems" (15.A NCAC 18A.1900). As of this date and based on this review of existing site conditions the lots numbered above on this plat will presumably meet these regulations. This certificate does not represent approval or a permit for any site work, nor does it guarantee issuance of an improvement permit for any lot. Final site approval for issuance of improvement permits will be based on regulations in effect at the time of permitting and will be dependent on satisfactory completion of individual site evaluations by the Rockingham County Environmental Health Division of the Department of Public Health for an improvement permit detailing a specific use and site location.

WITNESS my hand and Seal this _____ day of _____, _____
Signature _____ Licensed Soil Scientist

13. Water Supply Watershed Statement

Lots numbered _____ of the _____ Subdivision, to the best of my knowledge, lie within the _____ (critical /protected) area of the _____ Watershed, as designated by the Environmental Management Commission as appears on the Watershed Protection Map of Rockingham County.

Lots numbered _____ of the _____ Subdivision do not lie within a water supply watershed.

Department of Planning Date

14. Certification of Non-Evaluation for On-Site Wastewater Availability
(used in conjunction with “minor subdivision” plats when no evaluation regarding the availability on-site septic systems has been conducted)

The property owner of record hereby acknowledges that the surveyed parcel(s) and/or tract remainder has not been reviewed to determine the availability of on-site waste disposal systems. Recordation of this plat shall not be an implied or expressed representation by Rockingham County that the lots or other land divisions shown hereon are capable of being serviced by on-site waste disposal. Unless otherwise stated hereon, all surveyed parcels and/or tract remainders have not been reviewed for on-site waste disposal systems.

Property Owner Signature

Date