

## SUBDIVISION STANDARDS

### ARTICLE I. - IN GENERAL

#### Title.

These regulations shall officially be known, cited, and referred to as the Subdivision Regulations of City of Odum, Georgia (hereinafter "these regulations").

#### - Policy.

- (a) It is declared the policy of the local government to consider the subdivision of land and the subsequent development of the subdivided plat as subject to the control of the local government pursuant to the local comprehensive plan for orderly, planned, efficient, and economic development.
- (b) Land to be subdivided shall be of such character that it can be used safely for building purposes without danger to health or peril from fire, flood, or other menace, and land shall not be subdivided until adequate facilities and improvements exist and proper provision has been made for drainage, water, sewerage, transportation facilities and other improvements.
- (c) The existing and proposed public improvements shall conform to and be properly related to the proposals shown in the local comprehensive plan and official zoning map, as may from time to time be adopted or amended. It is intended that these regulations shall supplement and facilitate the enforcement of the provisions and standards contained in building and housing codes, land development codes, the local comprehensive plan and the official zoning map, as may from time to time be adopted.
- (d) Land that has been subdivided prior to the effective date of the ordinance from which these regulations are derived should, whenever possible, be brought within the scope of these regulations to further the purpose of regulations identified in section 118-3.

#### - Purposes.

These regulations are adopted for the following purposes:

- (1) To protect and provide for the public health, safety, and general welfare of the city or county.
- (2) To guide future growth and development in accordance with the local comprehensive plan.
- (3) To provide for adequate light, air, and privacy, to secure safety from fire, flood, and other dangers, and to prevent overcrowding of the land and undue congestion of population.
- (4) To protect the character and the social and economic stability of all parts of the county and to encourage the orderly and beneficial development of the community through appropriate growth management techniques ensuring the timing and sequencing of development, promotion of infill development in existing neighborhoods and nonresidential areas with adequate public facilities, to ensure proper urban form and open space separation of urban areas, and to protect environmentally critical areas and areas premature for urban development.
- (5) To protect and conserve the value of land throughout the community and the value of buildings and improvements upon the land, and to minimize the conflicts among the uses of land and buildings.
- (6) To guide public and private policy and action to provide adequate and efficient transportation, water, sewerage, schools, parks, playgrounds, recreation areas, and other public requirements and facilities.
- (7) To provide the most beneficial relationship between the uses of land and buildings and the circulation of traffic throughout the community, having regard to the avoidance of congestion in the streets and highways and the pedestrian traffic movements appropriate to the various uses

of land and buildings, and to provide for the proposed location and width of streets and building lines.

- (8) To establish reasonable standards of design and procedures for subdivisions to further the orderly layout and use of land and to ensure proper legal descriptions and monumenting of subdivided land.
- (9) To facilitate the provision of adequate public facilities and services concurrent with development and to ensure that such facilities will have sufficient capacity to serve the proposed subdivision; to ensure that the community will be required to bear no more than its fair share of the cost of providing the facilities and services through requiring the developer to pay fees, furnish land, or establish mitigation measures to ensure that the development provides its fair share of capital facilities needs generated by the development.
- (10) To prevent the pollution of air, streams, and ponds, to ensure the adequacy of drainage facilities, to safeguard the water table, and to encourage the wise use and management of natural resources throughout the county to preserve the integrity, stability, and beauty of the community and the value of the land.
- (11) To preserve the natural beauty and topography of the community and to ensure appropriate development with regard to these natural features.
- (12) To provide for open spaces through the most efficient design and layout of the land, including the use of average density in providing for minimum width and area of lots, while preserving the density of development as established in this Land Development Code.
- (13) To generally ensure that land is subdivided only when subdivision is necessary to provide for uses of land for which market demand exists, and which is in the public interest.
- (14) To remedy the problems associated with inappropriately subdivided lands, including premature subdivision, excess subdivision, partial or incomplete subdivision, and scattered and low-grade subdivision.
- (15) To provide flexibility of design in order to promote environmentally sensitive and efficient uses of the land.
- (16) To preserve in perpetuity unique or sensitive natural resources such as groundwater, floodplains, wetlands, streams, steep slopes, woodlands and wildlife habitats.
- (17) To preserve important historic and archaeological sites.
- (18) To permit clustering of houses and structures on less environmentally sensitive soils which will reduce the amount of infrastructure, including paved surfaces and utility easements, necessary for residential development.
- (19) To reduce erosion and sedimentation by minimizing land disturbance and removal of vegetation in residential development.
- (20) To promote interconnected greenways and corridors throughout the community.
- (21) To promote contiguous green space with adjacent jurisdictions.
- (22) To encourage interaction in the community by clustering houses and orienting them closer to the street, providing public gathering places and encouraging use of parks and community facilities as focal points in the neighborhood.
- (23) To encourage street designs which reduce traffic speeds and reliance on main arteries.
- (24) To promote construction of convenient landscaped walking trails and bike paths both within the subdivision and connected to neighboring communities, businesses, and facilities, to reduce reliance on automobiles.
- (25) To conserve scenic views and reduce perceived density by maximizing the number of houses with direct access to, and views of, open space.

(26) To protect prime agricultural land and preserve farming as an economic activity.

**- Public purpose.**

Regulation of the subdivision of land and the attachment of reasonable conditions to land subdivision is an exercise of valid police power delegated by the state to this county. The developer has the duty of compliance with reasonable conditions laid down by the governing authority for design, dedication, improvement, and restrictive use of the land, to conform to the physical and economic development of the county, and to the health, safety, and general welfare of the future lot owners in the subdivision and of the community at large.

**- Jurisdiction.**

These regulations apply to all subdivision of land as defined by this subpart and located within the City of Odum.

**- Definitions.**

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Accessory building* means a secondary residence, garage, or other building or structure subordinated to, and not forming an integral part of, the main or principal building on a lot or parcel but pertaining to the use of the main building.

*Alley* means a narrow thoroughfare or lane dedicated or used for public passageway up to 20 feet in width, which usually abuts the rear of the premises, or upon which service entrances or buildings abut, and which is not generally used as a thoroughfare by both pedestrians and vehicles, which is not used for general traffic, and which is not otherwise officially designated as a street. An alley may be a way which affords only a secondary means of access to abutting property.

*Block* means a group of lots surrounded by streets or roads.

*Block length* means the longest dimension of a block along a street or road.

*Buildable area* means that portion of any lot which may be used or built upon in accordance with the regulations governing the given zoning district within which the particular lot is located, once the various front, side and rear yard requirements required for the district, and all easements and wetlands, have been subtracted from the total lot area.

*Building* means any structure having a roof entirely separated from any other structure by space or by walls, having no communicating doors or windows or any similar opening, and being erected for the purpose of providing support or shelter for persons, animals, things or property of any kind, and having a foundation to which it is anchored.

*Building inspector* means any person hired by the local governing authority to inspect, determine compliance with, and render minor decisions concerning the compliance of structures within the jurisdiction of the governing authority, to the ordinances of the governing authority.

*Building line* means a line delineating the minimum allowable distance between the street right-of-way and nearest extreme projection of a building (including all areas covered by any vertical projections to the ground or overhang, walls, roof, or any other part of the structure).

*Building site* means the ground area of a building or buildings together with all open spaces surrounded by said building or buildings.

*Certified drawing.* A survey, sketch, plat, map, or other exhibit is said to be certified when a written statement regarding its accuracy or conformity to specified standards is signed by the specified professional engineer, registered surveyor, architect, or other legally recognized person.

*Condominium (building)* means a building containing two or more attached, individually owned dwelling units and related, jointly owned common areas under condominium or cooperative ownership.

*Conservation subdivision* means a form of land subdivision that permits flexibility of design in order to promote environmentally sensitive and efficient uses of the land. With land subdivided through a conservation subdivision regulation, local government can preserve unique or sensitive natural resources such as groundwater, floodplains, wetlands, streams, steep slopes, woodlands and wildlife habitats. Conservation subdivisions enable clustering of houses and structures on less environmentally sensitive soils which will reduce the amount of infrastructure (including paved surfaces and utility easements) necessary for residential development.

*Curb return* means the end of the radius of two intersecting curbs.

*Development* means any construction or activity that results in a change in, or changes the use of, a parcel, or portion of a parcel, of land. The term "development" shall also include redevelopment.

*Development plan, approved*, means a site plan approved by the governing authority staff, complete with construction specifications, that serves as a basis for permit issuance and final plat approval, if appropriate.

*Development plan, proposed*, means a site plan, complete with detailed construction specifications, submitted to the governing authority for review and approval.

*Dwelling* means a building or portion thereof which is designed or used as living quarters for one or more families or persons.

*Dwelling, group*, means a building, or portion of a building, occupied or intended for occupancy by several unrelated persons or families, but in which separate cooking facilities are not provided for such residents, persons or families. The term "group dwelling" includes, but is not limited to, the terms "rooming house," "apartment hotel," "fraternity house," "sorority house," "YMCA," or "YWCA." A hotel, motel, or tourist home shall not be deemed to be a group dwelling as herein defined.

*Dwelling, multifamily*, means a dwelling within a building containing three or more dwellings designed for occupancy by three or more families, or three or more groups of persons, living independently of each other, including apartments, and apartment houses, but not including auto or mobile home parks, subdivisions or camps, condominiums or townhouses designed for owner-occupancy, hotels or resort-type hotels.

*Dwelling, single-family*, means a detached dwelling designed for, or occupied exclusively by, one family or group of persons.

*Dwelling, two-family (duplex)*, means a building on a single lot or parcel designed exclusively for occupancy by two families, or two groups of people, living independently of each other, and does not include condominiums or townhouses.

*Dwelling unit* means one or more rooms connected together and constituting a separate independent housekeeping establishment for use on a basis with provisions for cooking, eating, sleeping, and bathroom facilities, and physically set apart from other rooms or dwelling units in the same structure.

*Easement* means a grant by the property owner to any person, firm, corporation, municipality or the general public for the use of a strip or parcel of land for a specific purpose.

*Enforcing official*. Where reference is made to the duties of certain officials named herein, that designated official who has duties corresponding to those named officials herein shall be deemed to be the responsible official insofar as enforcing these regulations.

*Engineer* means any person having an acceptable degree from a recognized institution of higher learning who can determine the correct manner in which to construct roads, streets, highways, water and sewerage systems, drainage systems, structures or other technical related areas. The person must be a registered professional engineer in good standing with the state board of registration. An engineer may be designated by the governing authority to review and approve the engineering design for all subdivisions and planned developments.

*Family* means one or more persons occupying a single dwelling unit, including service or health providers employed on the premises, who may be housed on the premises.

*Flood prone area* means the land that is usually flooded whenever a rise in the water level of a creek, stream, river or other body of water is experienced; that land adjacent to a creek, stream, river, channel, canal or other body of water that is designated as a floodplain or flood prone area by a governmental agency.

*Group development* means a development comprising two or more principal structures, whether in single, condominium, or diverse ownership, built on a single lot, tract or parcel of land, and designed for occupancy by separate families, firms, businesses or other enterprises. Such a development generally contains parcels or tracts of land in common, and such land is controlled and maintained through a property owners association or similar group.

*Improvement* means any permanent structure on real property or any work on the property (such as planting trees) which increases its value.

*Improvement, primary*, means streets, drainage, lighting, signage, water, nonpotable reuse water lines, and sewer or other improvements required to provide for the health, safety and welfare of residents. Primary improvements also include sidewalks fronting non-lot common areas such as detention ponds, wetlands, green spaces or other similar lands.

*Improvement, secondary*, means sidewalks (and landscaping, if any) fronting lots.

*Lot* means a parcel of land shown on a recorded plat or on the official county zoning maps, or any piece of land described by a legally recorded deed.

*Lot area*. Gross lot area shall mean the total area of the lot including easements. Net lot area shall mean the area, minus any portions of the lot or parcel that do not represent usable space. For such a lot or parcel, the unusable space consists of wetlands, utility, drainage, and other easements and other such areas that cannot be used and enjoyed by the individual property owner. The net lot area shall be the area defined in the zoning chapter as the minimum lot area for any zoning district.

*Lot, corner*, means any lot situated at the junction of, and abutting on, two or more intersections or intersecting streets or public highways. If the angle or intersections of the direction lines of two highways is more than 135 degrees, the lot fronting on said intersection is not a corner lot.

*Lot, double frontage*, means a lot having frontage and access on two or more public streets. A corner lot shall not be considered having double frontage unless it has frontage and access on three or more streets.

*Lot, interior*, means any lot which is not a corner lot that has frontage only on one street other than an alley.

*Lot line, front*. In the case of a lot abutting upon only one street, the front lot line is the line separating such lot from such street. In the case of a corner lot, that part of the lot having the narrowest frontage on any street shall be considered the front lot line. In the case of any other lot, one such line shall be elected to be the front lot line for the purpose of this chapter, provided it is so designated by the building plans which meet the approval of the building and zoning inspector.

*Lot line, rear*, means that boundary which is opposite and most distant from the front lot line. In the case of a lot pointed at the rear, or any odd-shaped lot, the building and zoning inspector shall determine the rear lot line.

*Lot line, side*, means any lot boundary line not a front lot line or a rear lot line. A side lot line separating a lot from a street is an exterior side lot line. A side lot line separating a lot from another lot is an interior side lot line.

*Lot, reverse frontage*, means a lot having frontage on two or more public streets, the access of which is restricted to one street.

*Lot width* means the distance between the side boundaries of the lot measured at the minimum required front yard setback line.

*Manufactured home* means a non-self-propelled vehicle or conveyance that is towable and supported on its own chassis, permanently equipped to travel upon the public highways that is used, either temporarily

or permanently, as a residence or living quarters. Such unit shall be considered a "manufactured home" whether or not the wheels have been removed and whether or not set on jacks, skirts, masonry blocks or other foundation. A "modular home" is a house that does not have its own chassis, is not towable, and is constructed at some site other than the parcel on which it is located, and then installed on a permanent foundation.

*Manufactured home park* means a parcel of land under single ownership or management which is used or intended to be used for rental or lease of spaces or lots, and the provision of services for two or more manufactured homes.

*Manufactured home space* means a plot of ground within a manufactured home park designed for the accommodation of one manufactured home.

*Manufactured home subdivision* means a manufactured home park, except that manufactured home spaces are for sale, rather than, or as well as, for rent.

*Mean sea level datum* means the North American Vertical Datum 1988.

*Metes and bounds description* means a method of property description whereby properties are described by means of their direction and distances for an easily identifiable location or point.

*Planning and zoning board* means the City of Odum planning and zoning board and is the appointed body of people established by the city and county, whose responsibilities include the guidance of growth and development within the county and all municipalities in the city and interpreting of the various regulatory ordinances concerning land use. The secretary of the planning board shall be the enforcing official acting on behalf of the planning board.

*Plat* means a map showing the features of a proposed subdivision (lot split, metes and bounds description). This plat would show the entire tract, and the lot, which is to be subdivided, the adjacent properties and owners, roads or streets, and give all necessary bearings and distances for the proposed split.

*Plat, final*, means the map, plan or record of subdivision, and any accompanying materials as described in article V, division 2 of this chapter.

*Plat, preliminary*, means a map showing the salient features of a proposed subdivision, including topographical data and all proposed and existing infrastructure locations, submitted to the governing authority for purposes of consideration.

*Principal building* means the building situated or to be placed nearest the front property line and the use of which conforms to the primary use permitted by the zone classification in which it is located.

*Public use* means use of any land, water, or buildings by a municipality, public body or board, board or authority, county, state or the federal government, or any agency thereof, for a public service or purpose.

*Reserve strip* means a strip of land adjacent to a public street or similar right-of-way which has been reserved for the purpose of controlling access to the public way.

*Residential*. The term "residential" or "residence" is applied herein to any lot, plot, parcel, tract, area, or piece of land and/or any building used, and zoned, exclusively for family dwelling purposes, or intended to be used, including concomitant uses specified herein.

*Right-of-way line* means the outside boundaries of a highway right-of-way, whether such right-of-way is established by usage, dedication or by the official right-of-way.

*Setback* means the minimum horizontal distance between the right-of-way line, the rear or side lines of the lot and the front, rear or side lines of the building. When two or more lots under one ownership are used, the exterior property line so grouped shall be used in determining offsets.

*Site* means an area designated as a separate and distinct parcel of land on a legally recorded subdivision plat or in a legally recorded deed.

*Site plan* means a map showing the salient features of a proposed planned development as defined in division 8 of this chapter, including topographical data and all existing and proposed infrastructure, submitted to the governing authority for purposes of consideration.

*Street* means a public right-of-way affording primary access to abutting property. For the purposes of these regulations, the term "street" shall also mean avenue, boulevard, road, land and other public ways.

*Street, arterial*, means a street of exceptional continuity that is intended to carry the greater portion of through-traffic from one area of the county to another.

*Street, collector*, means a street which is neither a local street nor an arterial street. Its location and design are such that it is of exceptional continuity; serves as a route passing through residential areas; and serves as a means of moving traffic from local streets and feeding it into arterial streets.

*Street, cul-de-sac*, means a short local street having but one end open for vehicular traffic, the opposite end being terminated with a permanent turnaround.

*Street, dead end* means a street not intersecting other streets at both ends and distinguished from a cul-de-sac by not being terminated by a vehicular turnaround.

*Street, local*, means a street which provides only access to adjacent properties and, by nature of its layout, does not serve vehicles passing through the area with either origin or destination within the area.

*Street, marginal access* means a minor service street which parallels, and which is immediately adjacent to, an arterial street (frontage road).

*Street width* means the shortest distance between the lines delineating the right-of-way of a street.

*Structure* means anything constructed or erected, the use of which requires rigid location on the ground or attachment to something having a permanent location on the ground; provided, however, that utility poles, fences and walls (other than building walls) shall not be structures.

*Subdivider* means any person who divides, for immediate or future sale, rent, lease or development, any land deemed to be a subdivision as herein defined.

*Subdivision* means all divisions of a tract or parcel of land into two or more lots, building sites, or other divisions for the purpose, whether immediate or future, of sale, legacy, or building development, and includes all division of land involving a new street or a change in existing streets, and includes resubdivision and, where appropriate, the process of subdividing, or the land or area subdivided.

*Surveyor* means a person who determines or delineates the form, extent, position, distance or shape of a tract of land by taking linear and angular measurements, and by applying the principles of geometry and trigonometry, and who is a registered licensed surveyor in the state.

*Townhouse* means a building containing two or more attached single-family dwelling units separated by lot lines, with no common related areas.

*Use* means the purpose for which land or a building is arranged, designed or intended, or for which either land or a building is or may be occupied or maintained.

*Waterfront*. Any site shall be considered as waterfront property provided any or all of its lot lines abut on, or are contiguous to, any body of water, including a creek, canal, river, or any other body of water, natural or artificial, including marshlands, but not including a swimming pool, whether said lot line is front, rear, or side.

*Yard* means an open space on a platted lot which lies between the building setbacks and nearest lot or street line.

*Yard, front*, means that area of open space to the front of the platted lot, the area immediately adjacent to the street side of the lot. If streets bound on two sides of the lot, the narrower portion fronting on a street shall be declared the front. See *Lot line, front*.

*Yard, rear*, means that area of open space that is opposite the area delineated as the front; that area of open space which has the greatest distance from the street. See *Lot line, rear*.

*Yard, side*, means that area of open space that is immediately adjacent to the side lot lines. See *Lot line, side*.

*Zoning ordinance* means an officially adopted ordinance by the governing authority that regulates the manner, type, size and use to which a piece of property may be put.

**- Fees.**

Fees for the processing of development plans, master plans, construction plans, preliminary plats, final plats, permits, applications and the like are due when filed with the governing authority. Such fees will be determined by the respective agency and may be modified from time to time. Fees payable to the governing authority and the City of Odum planning board should be credited to the general fund of the respective agency to cover the administrative cost of processing such plans, permits and applications as described above. Fee shall be \$50 per lot and paid at preliminary plat submittal.

**- Legal description of subdivided land.**

No land may be subdivided using any legal description other than with reference to a plat approved by the governing authority or its designee in accordance with these regulations.

**- Prior subdivisions.**

**The governing authority also shall have the authority to review and approve, conditionally approve or disapprove the sale, lease, or development of lands subdivided less than five years prior to the effective date of the ordinance from which these regulations are derived, where the plat contains contiguous lots in common ownership where one or more lots are undeveloped, whether the lots are owned by the original subdivider or an immediate or remote grantee from the original subdivider.**

**- Conditions.**

No land described in this section shall be subdivided or sold, leased, transferred or developed until each of the following conditions has occurred in accordance with these regulations:

- (1) The subdivider or his agent has submitted a preliminary plat of the subdivision to the governing authority
- (2) The subdivider or his agent has obtained approval of a preliminary plat , and a final plat;
- (3) The subdivider must furnish construction plans be a licensed engineer and approved by City Council before any Construction with all applicable State and Federal permits
- (3) The subdivider or his agent files the approved plat with the clerk of the county superior court, as appropriate

### **ARTICLE III. - ENFORCEMENT, VIOLATIONS AND PENALTIES**

**General enforcement and regulation.**

- (a) It shall be the duty of the building official to enforce these requirements and to bring to the attention of the governing authority any violations thereof.
- (b) No owner, or agent of the owner, of any parcel of the land located in a proposed subdivision shall transfer or sell any part of the parcel before a final plat of the subdivision has been approved by the

governing authority in accordance with the provisions of these regulations and filed with the clerk of the county superior court, as appropriate.

- (c) The subdivision of any lot or any parcel of land using metes and bounds description for the purpose of sale, transfer, lease, or development is prohibited.
- (d) No building permit shall be issued for the construction of any building or structure located on a lot or shown on a subdivision plat in violation of the provisions of these regulations, nor shall the city or county have any obligation to issue certificates of occupancy or to extend utility services to any parcel created in violation of these regulations.

#### **Violations and penalties.**

Any person who violates any of these regulations shall be subject to a fine according to the fee schedule as adopted by the governing authority. Each day a violation continues is a separate offense.

#### **- Civil enforcement.**

Appropriate actions and proceedings may be taken in law or in equity to prevent any violation of these regulations, to prevent unlawful construction, to recover damages, to restrain, correct, or abate a violation and to prevent illegal occupancy of a building structure or premises. These remedies shall be in addition to the penalties described above.

### **ARTICLE IV. - APPLICATION AND PROCEDURE**

#### **Sec. 118-98. - Subdivision process.**

- (a) Five-step review process. The procedure for review and approval of a subdivision plat consists of five separate steps. These are:
  - (1) Step 1: Review and approval of the preliminary plat by the governing authority.
  - (2) Step 2: Review and approval of construction plans by the governing authority or its designee.
  - (3) Step 3: Review and approval of the final plat by the governing authority.
- (b) Step 1 and 2 shall be completed prior to making any street improvements, or installing any utilities. Step 3 shall be completed prior to the sale of any lots in the proposed subdivision. The site proposed to be subdivided must be zoned in the appropriate residential, commercial, industrial, planned development or other zoning district prior to the completion of step 2.

#### **- Review procedure.**

The following procedure shall be followed in the submission, review, and action upon all subdivision plats.

- (1) *Preliminary plat procedures.* Application for preliminary approval of a subdivision plat shall be submitted to the Odum City Hall at least 15 days prior to the regularly scheduled City meeting. The plat of the subdivision shall be submitted in six blackline or blue-line prints and shall be such as to meet the minimum requirements contained herein, as well as one electronic copy in a read-only format acceptable to the Odum City Council. Any preliminary plat submitted to the planning board shall contain the name and address of the subdivider (or subdivider's designee) to whom a notice of hearing may be sent.

A. Approval of a preliminary subdivision plat shall not constitute approval of the final subdivision plat. Preliminary approval shall constitute approval of the proposed widths and alignments of streets, location of other required easements, and the dimensions and shapes of

lots. Application for approval of the final plat will be considered only after the requirements for the final plat approval as specified herein have been fulfilled, and after all other specified conditions have been met. Upon approval of the preliminary subdivision plat by the planning board and the governing authority, the subdivider may proceed to comply with the other requirements of these regulations and the preparation of the final subdivision plat.

#### **FINAL PLAT PROCEDURE:**

- (a) After completion of the subdivision as constructed per approved construction plans drainage, and roadway base and curb and gutter as shown on the approved development plan, the subdivider may submit to the City Council 6 copies of the final plat, and one electronic copy in a format acceptable to the planning board, prepared in accordance with the provisions of these regulations, along with the required certificates executed by the appropriate officials. A bond or letter of credit for an amount necessary to complete any remaining secondary improvements shall be submitted at least ten days prior to the regularly scheduled meeting date of the governing authority. Remaining primary improvements must be completed within six months from the date of final plat approval by the governing authority.
- (b) Until a final plat of a subdivision has been submitted to, reviewed and approved, and signed by the planning board and governing authority, the clerk of the county superior court shall not record the plat of such subdivision, nor shall the owner or agent of such subdivision transfer title to any lot by reference to the subdivision plat. For large subdivisions the final plat may be submitted for approval in contiguous sections satisfactory to the governing authority.
- (c) The installation of streets, sidewalks, street lighting, drainage systems, sewer and water., and other improvements shall be following the governing authority's standard specifications for materials and installation procedures on file with the planning board and the governing authority's flood regulations.

#### **- Final approval.**

Final approval of the plat shall be by the governing authority.

#### **- Final plat.**

If the final plat is drawn in two or more sections, each section shall be accompanied by a key map showing the location of the several sections. The final plat shall contain the following specific information:

- (1) The name of the owner of record.
- (2) The name of the subdivision, date, north arrow, graphic scale and revision dates.
- (3) The name and registration number, and seal of the registered surveyor and the civil engineer.
- (4) The name of counties or cities in which the subdivision is located and the location map.
- (5) Sufficient data to determine readily and reproduce accurately on the ground the location, bearings, and length of every street and alley line, lot line, easement, boundary line, and building line, whether curved or straight. This shall include the radius, point of tangency, and other data for curved property lines and curved streets, to an appropriate accuracy and in conformance with good surveying practices.
- (6) The names of owners of record of all adjoining land and all property boundaries, watercourses, streets, easements, utilities and other such improvements, which cross or form any boundary line of the tract being subdivided.

- (7) Exact boundaries and original property lines within the tract of land being subdivided shown with bearings and distances.
- (8) Streets and alleys, rights-of-way, and street names.
- (9) All easements, location, widths, and purposes.
- (10) Lot lines, minimum building setback lines, streets and lot and block numbers.
- (11) Parks, school sites, or other public open spaces, if any.
- (12) All dimensions shall be to the nearest one-hundredth of a foot and angles to the nearest second.
- (13) Accurate description of the location of all monuments and markers.
- (14) The final plat must be drawn on a medium of good grade using high quality ink that is suitable to the clerk of courts for filing. The maximum sheet size shall be 11 inches by 17 inches, unless otherwise approved by the clerk of courts.
- (15) Utility easements, widths, and location of pipes from centerline of roadway for the following:
  - a. Water;
  - b. Gas;
  - c. Sanitary sewer;
  - d. Storm drainage;
  - e. Electrical lines;
  - f. Communications;
  - g. Nonpotable water reuse, if required.
- (16) Identification of the limits of flood zones and limits of floodways, if applicable. In all cases the flood zone of the property in question shall be shown.

The proposed development plan shall contain the following general information:

- (1) The full name of the subdivision.
- (2) The name, address and telephone number of the petitioner and the architect, surveyor, engineer and designer.
- (3) All names and addresses of all property owners on the site.
- (4) All names and addresses of all deed record owners of the land adjacent to the site.
- (5) Graphic scale, north point and date. The north point shall be identified as magnetic, true or grid north.
- (6) A vicinity map at a scale of not less than one inch equals one mile showing the relationship of the subdivision to the surrounding area.
- (7) Acreage to be subdivided.
- (8) A written legal description (metes and bounds with all bearings and distances) of the acreage to be subdivided.
- (9) Proper identification of the boundaries of the tract to be subdivided with all bearings and distances indicated. The boundary survey shall be to such a degree of accuracy that the error of closure is not greater than 1:10,000.

**- Existing conditions.**

The proposed development plan shall contain the following specific information regarding existing conditions:

- (1) Topography by contours at vertical intervals of not more than one-foot intervals based on mean sea level datum.
- (2) Zoning district classification of land to be subdivided and adjoining land.
- (3) In case of resubdivision, a copy of the existing plat with proposed resubdivision superimposed thereon.
- (4) Locations of natural features such as streams, lakes, swamps, land subject to flood based on a 100-year flood frequency, and land subject to floodway restrictions on the property to be subdivided.
- (5) Identification of the limits of flood zones and limits of floodways if applicable. In all cases the flood zone of the property in question shall be shown.
- (6) Locations of existing adjoining property lines and existing buildings on the property to be subdivided.
- (7) Locations and right-of-way of streets, roads, railroads, and utility lines either on or adjacent to the property to be subdivided. Specify whether utility lines are in easements or right-of-way and show location of poles or towers.
- (8) Size and locations of existing sewers, water mains, drains, culverts or other underground facilities within the street or within the right-of-way of streets or roads adjoining the tract. Grades and invert elevations of sewers shall be shown.
- (9) The acreage of each drainage area affecting the proposed subdivision.
- (10) All elevations shall refer to mean sea level datum where public water and/or public sewers are to be installed.
- (11) Locations of city limit lines and county lines, if applicable.

**- Proposed conditions.**

The proposed development plan shall contain the following specific information regarding proposed conditions:

- (1) Layouts of streets, roads, alleys, public crosswalks, with widths, road names or designations, grades, and cross-sections.
- (2) Profile of proposed streets showing natural and finished grades.
- (3) Detailed layout of all lots, including building setback lines, dimensions on lots; lot and block numbers, utility easements with width and use.
- (4) Construction drawings of sanitary sewer collection and disposal system (if applicable) with grade, pipe size, location of manholes, and points of discharge, percolation tests, soil borings and wells as specified by the health department, if applicable.
- (5) Construction drawings of storm sewer system with grade, pipe size, and location of outlets. Storm sewers shall be sized to accommodate runoff in accordance with provisions of the Long County-City of Ludowici Land Development Code.
- (6) Construction drawings of water supply system with pipe sizes and location of hydrants and valves. Also, all drawings must include a system for a nonpotable reuse system, where such reuse water is available or required by the governing authority, which shall include reuse water mains, valves, fittings, and hydrants.
- (7) Designation and plan for the use of all land to be reserved or dedicated for public use.
- (8) Designation of proposed use of all lots to be used for other than single-family residential (if any).
- (9) Proposed major contour changes in areas where substantial cut and/or fill is to be done.

- (10) An erosion, sedimentation and pollution plan as required by the -City of Odum Land Development Code.
- (11) Total number of lots, total acreage, and total length of new streets.
- (12) Specifications relative to materials for construction of roadways, drainage systems, and water and sewerage systems.
- (13) Size and elevations of driveway pipes and proposed location of driveways.
- (14) Parking facilities for multifamily and other planned developments where the site is not subdivided, but remains in one or common ownership.
- (15) Landscaping as required by landscape ordinances.
- (16) Show benchmark including location, description and elevation relative to mean sea level datum defined herein.
- (17) The proposed location of all utilities, such as gas and electricity, along with the plan for street lighting shall be provided and shall be consistent with typical road cross-sections.
- (18) Show base flood elevation and flood contour from approved Federal Emergency Management Agency (FEMA) maps.

**- Review and approval.**

The proposed development plan shall be considered complete and may be considered for approval by the City Council only after review and approval of the following:

- (1) The governing authority and/or designee, shall review and approve the subdivision plans and all design calculations including, but not limited to, drainage calculations, roadway design, water systems, and sewerage systems.
- (2) The state environmental protection division and/or the health department shall review the water supply and sewage disposal facilities to be provided on all proposed development plans. In addition, it shall make determinations in all matters concerning the public health, as specified herein. Such determinations and recommendations shall be forwarded to the planning board in writing.
- (3) The Coastal Soil and Water Conservation District shall review the proposed development plan and make comments and determinations regarding slopes and soil erosion, drainage and water runoff, floodplain areas and other related areas. The district shall forward in writing to the planning board comments and/or recommendations and approval or disapproval.
- (4) The environmental protection division (EPD) if required for other than water and sewer approvals.
- (5) Written assurance from the public/private water and sewer provider that capacity is available, or assurance from the county health department that wells and/or septic systems for viable for the site.