

Table of Contents

Article I	Short Title	I-1
Article II	Purpose	II-1
Article III	Authority and Jurisdiction	III-1
Section 1	Authority	
Section 2	Jurisdiction	
Article IV	Definitions	IV-1
Article V	Legal Provisions	V-1
Section 1	Application of Ordinance	V-1
Section 2	Exceptions	V-2
Section 3	Plat Approval Not to Constitute Acceptance of Street or Public Utility	V-2 V-2
Section 4	Approval Required for Building Permit	V-2
Section 5	Variances Due to Site Conditions	V-3
Section 6	Penalties for Transferring Lots in Unapproved Subdivision	V-3
Section 7	Conflicting Ordinances	V-3
Section 8	Separability	V-4
Section 9	Effective Date	V-4
Section 10	Amendment Procedure	V-4
Section 11	State Platting and Disclosure State Requirement	V-4
Section 12	Moratoria	V-4
Article VI	Procedure for Approval of Preliminary and Final Plats for Subdivisions	VI-1
Section 1	Pre-application; Sketch Plan	VI-1
Section 2	Preliminary Plat, Major Subdivisions	VI-1
Section 3	Final Plat, Major Subdivisions	VI-2
Section 4	Minor Subdivisions	VI-2
Article VII	General Requirements and Minimum Standards of Design	VII-1
Section 1	General	VII-1
Section 2	Compliance with Official Plans and Ordinances	VII-1
Section 3	Road Frontage	VII-1
Section 4	Streets and Roads	VII-1
Section 5	Blocks	VII-2
Section 6	Lots	VII-2
Section 7	Lots Not Served by Municipal Water and Sewer	VII-3
Section 8	Easements	VII-4
Section 9	Recreation Areas and Sites for Public Facilities	VII-4
Section 10	Water Courses	VII-4
Section 11	Buffer Strips – Streams	VII-4

*Town of Ramseur, NC
Subdivision Ordinance*

Section 12	Reservation of Lake Frontage through the Provision of Lake Access lots and Areas in Lake Front Subdivisions	VII-4
Section 13	Planned Unit Developments	VII-5
Section 14	Manufactured Housing Subdivisions	VII-5
Article VIII	Improvements Required Before Approval of Final Plats	VIII-1
Section 1	Installation of Improvements	VIII-1
Section 2	Guarantee of Improvements	VIII-1
Section 3	Submission Requirements	VIII-1
Section 4	Required Improvements	VIII-1
Section 5	Street Construction	VIII-4
Appendices		
Appendix A	Specifications for Preliminary Plat	A-1
Appendix B	Specifications for Final Plat	A-3
Appendix C	Specifications for Minor Subdivision Plat	A-4
Appendix D	Approval of Non Municipal Water Supply Waste Treatment Systems	A-5
Appendix E	Required Certifications	A-6
Appendix F	Driveway Permit	A-9

**Article I
Short Title**

This ordinance shall be known and may be cited as the Subdivision Ordinance of the Town of Ramseur, North Carolina.

**Article II
Purpose**

The purpose of this ordinance is to promote the public health, safety and general welfare by providing for the orderly subdivision of land in the Town of Ramseur. Among other reasons, this ordinance is deemed necessary to (1) assure the appropriate layout and use of land; (2) provide safe, convenient and economic circulation of vehicular traffic; (3) provide for the dedication of reservation of street rights-of-way, utility easements, and public facility sites; (4) assure the proper installation of streets and utilities; (5) avoid undue concentrations of population; and (6) insure proper legal description, identification, monumentation, and recordation of property boundaries.

**Article III
Authority and Jurisdiction**

Section 1. Authority

The enactment of this ordinance is authorized under provisions pursuant to Chapter 160A, Article 19 of the General Statutes of North Carolina.

Section 2. Jurisdiction

This ordinance shall govern the platting and recording of any subdivision of land lying within the Town of Ramseur and its extraterritorial jurisdiction.

Article IV
Definitions

Access Easement: An easement which grants the right to cross property.

Alley: A roadway which affords only a secondary means of access to abutting property.

Base Flood Elevation: The elevation to which structures and uses regulated by this Ordinance are required to be elevated or flood proofed.

Base Flood: The flood having a one percent chance of being equaled or exceeded in any given year (100-year flood).

Basement: A story of a building or structure having one-half or more of its clear height below grade.

Berm, Erosion Control: A mound of material and/or ditch the purpose of which is to divert the flow of run-off water.

Block: The land lying within an area bounded on all sides by streets.

Board of Town Commissioners: The governing board of the Town of Ramseur.

Buffer: An area of land planted or constructed to separate uses.

Buffer Zone: The strip of land adjacent to a lake or natural watercourse, the width of which is measured from the edge of the water to the nearest edge of the disturbed area, with the twenty five (25%) percent of the strip nearer the land-disturbing activity containing natural or artificial means of confining visible siltation.

Buildable or Zoning Lot: One or more lots of record in one undivided ownership with sufficient total area, sufficient area exclusive of easement, flood hazards, well and septic tank fields, total dimensions, and street access to permit construction thereon of a principal building together with its required parking and planting yards.

Building: Any structure having a roof supported by walls or columns constructed or used for residence, business, industry or other public or private purposes.

Building Height: The vertical distance measured from the average elevation of the finished grade to the topmost section of the roof.

Building Inspector: An inspector employed by the Randolph County Inspections Department authorized to enforce state building, plumbing, heating and other codes within the Town of Ramseur under Randolph County's central permitting system.

Building Line: A line perpendicular to the lot depth which establishes the horizontal distance

between the structure and the front property line excluding the outermost steps, uncovered porches, gutters, and similar fixtures.

Building Separation: The minimum required horizontal distance between buildings.

Building Setback Line: A line parallel to the front property line in front of which no structure shall be erected.

Condominium: Portions of real estate which are designated for separate ownership and the remainder of which is designated for common ownership solely by the owners of those portions. Real estate is not a condominium unless the undivided interests in the common elements are vested in the unit owners.

Department (DEHNR): The North Carolina Department of Environment, Health and Natural Resources.

Detention Pond: A pond which collects stormwater runoff, filters the water and releases it slowly over a period of hours or days. It does not have a permanent pool and is sometimes referred to as a dry pond or wet weather pond.

Developer: A person engaging in development.

Development: Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures mining, dredging, filling, grading, paving, excavation, or drilling operations or storage of equipment or materials.

Development, Density of: The density of development shall be determined using a gross acreage system. The total area of the tract, including areas to be used for new streets, rights-of-way, drives, parking, structures, recreation areas, dedicated areas, and required setbacks shall be used for density calculations.

Discharge Point: That point at which runoff leaves a tract of land.

Drainage Way: Any natural or man-made channel that carries surface runoff from precipitation.

Drainage Way and Open Space Area, Dedicated: The area designated for floodplain and open space purposes on a recorded subdivision plat and thereby dedicated to the public for such purposes.

Double Frontage Lot: A continuous lot of the same depth as the width of a block containing two tiers of lots and which is accessible from both of the streets upon which it fronts.

Dwelling Unit: One or more rooms, designed, occupied or intended for occupancy as separate living quarters, with cooking, sleeping and sanitary facilities provided therein. Units in dormitories, hotels, motels, shelters for the homeless or other structures designed for transient residents are not dwelling units.

Easement: A grant of one or more of the property rights, by the property owner to, or for use by the public, a corporation, or other entity.

Elevated Building: A non-basement building built to have the top of the elevated floor above the ground by means of fill, solid foundation with openings sufficient to facilitate the unimpeded flow of floodwaters, perimeter walls, pilings, columns (post and piers), shear walls, or breakaway walls.

Enforcement Officer: For purposes of the Subdivision Ordinance the enforcement officer is the Public Works Director of the Town of Ramseur who has been delegated responsibility and authority for enforcing the provision of this ordinance. In carrying out his responsibilities, the Subdivision Administrator shall consult with the Chairman of the Planning Board and shall at all times obtain necessary recommendations and approvals from the Planning Board or Board of Commissioners required by this Ordinance.

Fence: A physical barrier or enclosure consisting of wood, stone, brick, block, wire, metal or similar material used as a boundary or means of protection or confinement, but not including a hedge or other vegetation.

Flood Plain: The relatively flat area or low land adjacent to the channel of a river, stream, or watercourse, lake or other body of standing water, which has been or may be covered by flood water.

Floodway: The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot.

Floor Area, Gross: The sum of the gross horizontal areas of the several floors of a building measured from the exterior face of exterior walls, or from the centerline of a wall separating two buildings, but not including interior parking spaces, loading space for motor vehicles or any space where the floor-to-ceiling height is less than six (6) feet.

Floor: The top surface of an enclosed area in a building (including basement), i.e., top of slab in concrete slab construction or top of wood flooring in wood frame construction. The term does not include the floor of a garage used solely for parking vehicles.

Grade: A reference plane representing the average of finished ground level adjacent to any structure.

Grading: Any operation or occurrence by which the existing site elevations are changed, or where any ground cover, natural or man-made, is removed, or any buildings or other structures are removed, or any water course or body of water, either natural or man-made, is relocated on any site, thereby creating an unprotected area. The term “grading” is interchangeable with “land-disturbing activity.”

Greenway: Public open space owned and maintained by the local government which has been designated on an officially adopted greenway plan.

Group Development: A development in which, in lieu of division of a tract of land into separate lots of record for separate principal buildings, a tract of land is divided into two or more principal building sites for the purpose of building development for residential, office or manufacturing/industrial uses. In Ramseur, a shopping center is not considered a group development for purposes of granting special use permits. The requirements for special use permits for group developments and shopping centers are different.

Lake or Natural Watercourse: Any stream, river, brook, swamp, sound, bay, creek, run, branch, canal, waterway, estuary, and any reservoir, lake or pond, natural or impounded, in which sediment may be moved or carried in suspension, and which could be damaged by accumulation of sediment.

Land-disturbing Activity: Any use of the land by any person or persons in residential, industrial, educational, institutional, or commercial development, highway or road construction or maintenance, that results in a change in natural cover or topography that may cause or contribute to sedimentation.

Lot: A portion of a subdivision or any other parcel of land intended as a unit for transfer of ownership or for development or both. The word "lot" includes "plot," "parcel," or "tract."

Lot, Corner: A lot abutting two or more streets at their intersection.

Lot, Coverage: The portion of a lot covered by buildings(s) and/or structure(s).

Lot, Depth: The distance measured along the perpendicular bisector of the smallest possible rectangle enclosing the lot.

Lot, Flag: A lot, created by a subdivision, with less street frontage than is required by the Zoning Ordinance and is composed of a narrow "flagpole" strip extending from the street and a much wider "flag" section lying immediately behind a lot or lots having the required street frontage for a conventional lot. In the case of a flag lot, the lot line at the end of the flag pole lying generally parallel to the street to which the flagpole connects shall be considered to be the front lot line for setback purposes.

Lot of Record: A lot, plot, parcel or tract recorded in the Office of the Register of Deeds in conformance with the ordinance(s) in effect at the time of recordation.

Lot, Reverse Frontage: A through lot which is not accessible from one of the parallel or non intersecting streets upon which it fronts.

Lot, Through: A lot abutting two streets that do not intersect at the corner of the lot.

Lot Width: The mean width measured at right angles to its depth at the building line.

Manufactured Dwelling: A dwelling that: 1) is composed of one or more components, each of which was substantially assembled in a manufacturing plant and designed to be transported to the home site on its own chassis; 2) exceeds forty feet in length and eight feet in width; 3) is constructed in accordance with the National Manufactured Home Construction and Safety Standards; and 4) is not constructed in accordance with the standards of the North Carolina Uniform Residential Building Code for One - and Two - Family Dwellings.

1. Class A: A manufactured home constructed after July 1, 1976 that meets or exceeds the construction standards promulgated by the U. S. Department of Housing and Urban Development that were in effect at the time of construction and that satisfies the following additional criteria:
 - a. Is occupied only as a single family dwelling;
 - b. Has a length not exceeding four (4) times its width, with length measured along the longest axis and width measured perpendicular to the longest axis at the narrowest part;
 - c. Has a minimum of seven hundred (700) square feet of enclosed and heated living area;
 - d. Has the towing apparatus, wheels, axles, and transporting lights removed and not included in length and width measurements;
 - e. Is it set up in accordance with the standards established by the North Carolina Department of Insurance. In addition, a continuous, permanent masonry foundation constructed in accordance with the standards of the North Carolina Uniform Residential Building Code for One- and Two-Family Dwellings, unpierced except for required ventilation and access, shall be installed under the perimeter;
 - f. Has exterior siding, comparable in composition, appearance, and durability to the exterior siding commonly used in standard residential construction, consisting of one or more of the following: 1) vinyl or aluminum lap siding (whose reflectivity does not exceed that of flat white paint); 2) cedar or other wood siding; 3) wood grain, weather resistant press board siding; 4) stucco siding; or 5) brick or stone siding;
 - g. Has a roof pitch minimum vertical rise of five (5) feet for each twelve (12) feet of horizontal run;
 - h. All roof structures shall provide an eave projection of no less than six inches, which may include a gutter; and
 - i. Stairs, porches, entrance platforms, ramps and other means of entrance and exit are installed or constructed in accordance with the standards set by the North Carolina State Building Code, attached firmly to the primary structure and anchored securely to the ground. Wood stairs shall only be used in conjunction with a porch or entrance platform with a minimum pr twenty-four (24) square feet. The use of wood stairs only is prohibited at any entrance.
2. Class B: A manufactured home constructed after July 1, 1976 that meets or exceeds the construction standards promulgated by the U. S. Department of Housing and Urban Development that were in effect at the time of construction, and that meet or exceed criteria (e) and (g) for Class A manufactured dwellings above.

3. Class C: Any manufactured home that does not meet the definitional criteria of a Class A or Class B manufactured dwellings above.

Manufactured Dwelling Park: A group development site with required improvements and utilities for the long-term location of three or more manufactured dwellings for rental purposes, which development may include services and facilities for the residents.

Manufactured Dwelling Space: A designated area of land within a manufactured dwelling park designed for the accommodation of a single manufactured dwelling in accordance with the requirements of this Ordinance.

Modular Dwelling: A dwelling constructed in accordance with the standards set forth in the N.C. State Residential Building Code and composed of components substantially assembled in a manufacturing plant and transported to the building site for final assembly on a permanent foundation.

Multi-family Dwelling: A building or portion thereof used or designed as a residence for three (3) or more families living independently of each other with separate housekeeping and cooking facilities for each, and includes apartment, townhouses and condominiums.

Owner: A holder of any legal or equitable estate in the premises, whether alone or jointly with others, and whether in possession or not.

Pedestrian Way: A right-of-way or easement dedicated to public use to facilitate pedestrian access to adjacent streets and properties.

Person: Any individual, partnership, firm, association, joint venture, public or private corporation, trust, estate, commission, board, or public or private institution, utility, cooperative, interstate body or other legal entity.

Planned Unit Development: An area of land under unified ownership or control to be developed and improved as a single entity under a Unified Development Plan in accordance with and subject to the requirements of this Ordinance.

Planning Board: The Town planning board appointed by the Board of Town Commissioners to carry out the duties set forth in G.S. 160A-361. In Ramseur the Planning Board and the Board of Adjustment are comprised of the same individuals, who function as separate bodies according to the stated function and purpose for which a meeting is called.

Plat: A surveyed map or plan of a parcel of land which is to be, or has been subdivided.

Public Sewer: A system which provides for the collection and treatment of sanitary sewage from more than one property and is owned and operated by a government organization or sanitary district.

Public Water: A system which provides distribution of potable water from more than one

property and is owned and operated by a government organization or sanitary district.

Roof Line: The top edge of the roof or the top of the parapet, whichever forms the top line of the building silhouette.

Setback: The minimum required horizontal distance between a structure or activity and the property line, street right-of-way line, or street centerline.

Setback, Interior: A setback from any property line not alongside a street.

Setback, Rear: A setback from an interior property line lying on opposite side of the lot from the front street setback.

Setback, Side: Any interior property line setback other than a rear setback.

Setback, Street: Any setback from a street, road or lane.

Setback, Zero Side: An alternate form of dimensional requirements that allows a dwelling unit to have one side setback of zero (0) from a side property line. This definition does not include townhouses.

Site or Tract: All contiguous land and bodies of water in one ownership, or contiguous property in diverse ownership graded or proposed for grading or development as a unit.

Site Specific Development Plan: A plan of land development submitted to the appropriate approval authority for the purpose of obtaining one of the following zoning or land use permits or approvals pursuant to NCGS 154A-334.1:

1. a Special Use Permit
2. a conditional use zoning sketch or site plan
3. a Planned Development - Residential or Planned Development –
4. a preliminary plat for a major subdivision
5. a preliminary plat for a minor subdivision

Stormwater Runoff: The direct runoff of water resulting from precipitation in any form.

Stream: A water course that collects surface runoff.

Street, Public: A dedicated public right-of-way for vehicular traffic which: (1) has been accepted by NCDOT of the Town for maintenance, or (2) is not yet accepted, but in which the roadway design and construction have been approved under public standards for vehicular traffic. Alleys are specifically excluded.

Subdivider: Any person, firm, or corporation who subdivides any land deemed to be a subdivision as herein defined.

Subdivision: A subdivision shall include 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 or building development, and shall include all divisions of land involving the dedication of a new street or a change in existing streets; provided, however, that the following shall not be included within the definition nor be subject to the regulations prescribed by this ordinance:

1. The combination or recombination of portions of previously platted lots where the total number of lots is not increased and the resultant lots are equal to or exceed the standards of the Town as required by this ordinance.
2. The division of land into parcels greater than ten acres where no street right-of-way dedication is involved.
3. The public acquisition by purchase of strips of land for the widening or opening of streets.
4. The division of a tract of land in single ownership whose entire area is no greater than two acres into not more than three lots, where no street right-of-way dedication is involved, and where the resultant lots are equal to or exceed the standards of the Town, as required by this ordinance.

Subdivision, Major: All divisions of tracts of land meeting the definition of “subdivision” that are: (a) non-residential, or (b) residential involving construction or extension of a public street, or (c) residential and five or more lots in size. Final plats of major subdivisions must be approved for recording by the Board of Commissioners.

Subdivision, Minor: All divisions of tracts of land meeting the definition of “subdivision” that are residential, less than five lots in size, and do not involve construction or extension of a public street and in which all lots have access to an existing publicly maintained street or highway. Final plats for minor subdivisions may be approved for recording by the Planning Board.

Subdivision Administrator: The Public Works Director of Ramseur is delegated responsibility and authority by the Town Board of Commissioners for enforcement of this Ordinance. In carrying out his responsibilities, the Subdivision Administrator shall consult with the Chairman of the Planning Board and shall at all times obtain necessary recommendations and approvals from the Planning Board or Board of Commissioners required by this Ordinance.

Tract: All contiguous land and bodies of water in one ownership, or contiguous land and bodies of water in diverse ownership being developed as a unit, although not necessarily all at one time.

Use: The purpose or activity for which land or structures are designed, arranged or intended, or for which land or structures are occupied, or maintained.

Utility Easement: An easement which grants to the Board of Town Commissioners or other utility providers the right to install and thereafter maintain any and all utilities including, but not limited to, water lines, sewer lines, septic tank drain fields, storm sewer lines, electrical power lines, telephone lines, natural gas lines and community antenna television systems.

Watershed Critical Area: That portion of a watershed within one-half mile of the normal pool elevation of a water supply reservoir.

Watershed, Water Supply: All other parts of a watershed in Randolph County draining directly

into a water supply reservoir. A watershed is defined as an area in which all water drains to a particular body of water.

Article V
Legal Provisions

Section 1. Application of Ordinance

- a) This ordinance is applicable to 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, or building development, and shall include all divisions of land involving the dedication of a new street or a change in existing streets.
- b) No lot or plat (except as provided by Sec. 2 below) within the Town of Ramseur's subdivision jurisdiction shall be transferred, nor shall a plat or record thereof be recorded by the county Register of Deeds until a final plat of the subdivision has been submitted to and approved by the Planning Board (Minor subdivisions, Article VI, Sec. 4) or the Board of Town Commissioners (Major subdivisions, Article VI, Sec. 3). Such approval shall be indicated on the face of the plat and signed by the Subdivision Administrator for the Town. (See Appendix E for certification forms).
- c) The Register of Deeds shall not file a plat or record of subdivision of land within the Town's jurisdiction nor shall the Clerk of Superior Court order such recording without the required certification and signature of the Subdivision Administrator.
- d) The provisions of this section shall not prohibit any owner or its agent from entering into contracts to sell or lease by reference to an approved preliminary plat for which a final plat has not yet been properly approved under the subdivision ordinance or recorded with the register of deeds, provided the contract does all of the following:
 - 1) Incorporates as an attachment a copy of the preliminary plat referenced in the contract and obligates the owner to deliver to the buyer a copy of the recorded plat prior to closing and conveyance.
 - 2) Plainly and conspicuously notifies the prospective buyer or lessee that a final subdivision plat has not been approved or recorded at the time of the contract, that no governmental body will incur any obligation to the prospective buyer or lessee with respect to the approval of the final subdivision plat, that changes between the preliminary and final plats are possible, and that the contract or lease may be terminated without breach by the buyer or lessee if the final recorded plat differs in any material respect from the preliminary plat.
 - 3) Provides that if the approved and recorded final plat does not differ in any material respect from the plat referred to in the contract, the buyer or lessee may not be required by the seller or lessor to close any earlier than five days after the delivery of a copy of the final recorded plat.
 - 4) Provides that if the approved and recorded final plat differs in any material respect from the preliminary plat referred to in the contract, the buyer or lessee may not be required by the seller or lessor to close any earlier than 15 days after the delivery of the final recorded plat, during which 15-day period the buyer or lessee may terminate the contract without breach or any further obligation and may receive a refund of all earnest money or prepaid purchase price.
- e) The provisions of this section shall not prohibit any owner or its agent from entering

into contracts to sell or lease land by reference to an approved preliminary plat for which a final plat has not been properly approved under the subdivision ordinance or recorded with the register of deeds where the buyer or lessee is any person who has contracted to acquire or lease the land for the purpose of engaging in the business of construction of residential, commercial, or industrial buildings on the land, or for the purpose of resale or lease of the land to persons engaged in that kind of business, provided that no conveyance of that land may occur and no contract to lease it may become effective until after the final plat has been properly approved under the subdivision ordinance and recorded with the register of deeds

Section 2. Exceptions

- a) The following shall not be included nor be subject to the regulations prescribed by this ordinance:
 - 1) The combination or recombination of portions of previously plotted lots where the total number of lots is not increased and the resultant lots are equal to or exceed the standards of the county as described herein;
 - 2) The division of land into parcels greater than 10 acres where no street right-of-way dedication is involved;
 - 3) The public acquisition by purchase of strips of land for the widening or opening of streets;
 - 4) The division of a tract in single ownership the entire area of which is no greater than two acres into not more than three lots, where no street right-of-way dedication is involved, and where the resultant lots are equal to or exceed the standards of this Subdivision Ordinance.
 - 5) The division of property among heirs for the sole purpose of settling an estate.
- b) Plats not subject to the provisions of this Ordinance may be recorded provided the owner desiring to record such plats shall obtain a Certificate of Exemption (Certification #1, Appendix E) from the Subdivision Administrator and shall present such certificate to the Register of Deeds as proof that one of the conditions of exception noted above is present.

Section 3. Plat Approval Not to Constitute Acceptance of Street or Public Utility

The approval of a plat pursuant to this Ordinance shall not be deemed to constitute or affect the acceptance by the Town or the public of the dedication of any street or other ground, public utility line or other public facility shown on the plat.

Section 4. Approval Required for Building Permit

No building permit shall be issued for the erection of any building on any lot within a subdivision unless a final plat of such subdivision has been approved as required by this ordinance or a certificate of exemption obtained; provided, however, that this shall not apply to any subdivision recorded by the County Register of Deeds before the effective date of this

Ordinance.

Section 5. Variances Due to Site Conditions

- a) Where the subdivider can show that a provision of this Ordinance would cause unnecessary hardship, if strictly adhered to due to topographical or other conditions peculiar to the site, the Board of Adjustment may approve a variance when it finds that such variance may be granted without destroying the intent of this Ordinance.
- b) In granting the variance, the Board of Adjustment shall make the findings required below, taking into account the nature of the proposed subdivision, the existing use of land in the vicinity, the number of persons to reside or work in the proposed subdivision and the probable effect of the proposed subdivision upon traffic conditions in the vicinity. No variance shall be granted unless the Board of Adjustment finds:
 - 1) that there are special circumstances or conditions affecting the property such that the strict application of the provisions of this Ordinance would deprive the applicant of the reasonable use of the land; and
 - 2) that the variance is necessary for the preservation and enjoyment of a substantial property right of the petitioner; and
 - 3) that the circumstances giving rise to the need for the variance are peculiar to the parcel and are not generally characteristic of other parcels in the jurisdiction of this Ordinance; and
 - 4) that granting the variance will not be a detriment to public health, safety and welfare or injure other property in the area in which the property is located.

Any variance thus granted by the Board of Adjustment shall be recorded in the minutes of the meeting at which the variance is granted along with the reasons for the variance.

Section 6. Penalties for Transferring Lots in Unapproved Subdivision

- a) Any persons who, being the owner or agent of the owner of any land located within the subdivision jurisdiction of the Town of Ramseur who subdivides such land in violation of this ordinance or transfers or sells any part of such land by reference to, exhibition of, or any other use of a plat showing a subdivision of land before such plat has been properly approved under the provisions of this ordinance and recorded in the office of the Randolph County Register of Deeds, shall be guilty of a misdemeanor.
- b) This ordinance may also be enforced by injunction, order of abatement, or other equitable remedy upon application to the General Court of Justice.
- c) Building permits required pursuant to G.S. 160-417 may be denied for lots that have been illegally subdivided.

Section 7. Conflicting Ordinances

Where another applicable regulation, ordinance, or statute imposes more restrictive regulations than those contained in this ordinance, the more restrictive regulation shall

govern.

Section 8. Separability

Should any section or provision of this ordinance be for any reason held void or invalid, it shall not affect the validity of any other section or provision hereof which is not itself held void or invalid.

Section 9. Effective Date

This ordinance shall take effect and be in force from and after _____, and as subsequently amended by the Board of Commissioners for the Town of Ramseur, North Carolina.

Section 10. Amendment Procedure

- a) This ordinance may be amended or revised from time to time by the Board of Commissioners for the Town of Ramseur as provided by G.S. 160A-364, but no amendment shall become effective unless it shall have been proposed by or shall have been submitted to the Town of Ramseur Planning Board for review and recommendation. If the Planning Board fails to provide a recommendation within 45 days of submission to the Board, it shall be deemed to have favorably recommended the amendment.
- b) Before amending the Ordinance, the Board of Commissioners shall hold a public hearing, notice shall be given once a week for two successive calendar weeks in a newspaper having general circulation in the area. The notice shall be published the first time not less than 10 days nor more than 25 days before the date set for the hearing.

Section 11. State Platting and Disclosure Statement Requirement

All subdividers planning to sell lots not platted and recorded prior to October 1, 1975, are advised to consult G.S.I 36-102.6, "Compliance of Subdivision Streets with Minimum Standards of the Board of Transportation," which requires that all new streets, whether public or private, and all changes in streets be platted. G.S.136-102.6 also requires the subdivider to furnish to each lot purchaser a Subdivision Streets Disclosure Statement revealing the status of new streets, whether they are constructed to N. C. Department of Transportation standards, and who will bear maintenance responsibility for the streets. No provision of the Town of Ramseur Subdivision Ordinance or of any other local ordinance shall exempt a division of land from the provisions of G.S.136-102.6.

Section 12. Moratoria

The provisions of Article XV Section 9 of the Town of Ramseur Zoning Ordinance shall also apply to the Town of Ramseur Subdivision Ordinance.

Article VI
Procedure for Approval of Preliminary and Final Plats for Subdivisions

Section 1. Preapplication; Sketch Plan

It is recommended that the developer of a major subdivision meet with the Subdivision Administrator in a preapplication conference. The developer should prepare a sketch plan to show general plans for the subdivision. No specific size or scale is required for the sketch plan. The sketch plan should contain:

- a) a sketch vicinity map showing the location of the subdivision in relation to neighboring tracts and roads;
- b) boundaries of the tract and portion to be subdivided;
- c) total acres to be subdivided;
- d) proposed general street and lot layout;
- e) zoning classification of tract and adjacent properties;
- f) name, address and telephone number of owner.

The subdivision administrator will review the sketch plan in consultation with the Planning Board chairman and recommend changes, if necessary, before development of a preliminary plat.

Section 2. Preliminary Plat, Major Subdivisions

a) Submission Requirements

- 1) The developer shall prepare a preliminary plat of a proposed major subdivision (i.e. any non-residential subdivision, a residential subdivision greater than five lots, or any residential subdivision involving public street construction/extension). Specifications for preliminary plats are contained in Appendix A.
- 2) Two copies of the preliminary plat, along with any proposed deed restrictions shall be submitted to the Subdivision Administrator at least 20 days before the Planning Board meeting at which it is to be considered. The developer shall provide written information as to the type of development, time-stages of development, and estimated time of completion for development.

b) Notifications by Subdivision Administrator

- 1) The Subdivision Administrator shall advise the school superintendent in writing of proposed new residential subdivisions and provide the school superintendent with a development letter stating the type of development, time-stages of development and the estimated time of completion.
- 2) Where municipal water and/or sewer are not available, the Subdivision Administrator shall send a copy of the plat to the County Health Director for review.
- 3) He shall also notify in writing all adjoining property owners. Such notice shall

state the date of the Planning Board meeting when the preliminary plat will be considered and shall be mailed in sufficient time to provide adequate notice.

- c) Planning Board Action. Following a review of the preliminary plat and other submitted material and, if necessary, a conference with the subdivider regarding changes deemed advisable and the kind and extent of improvements to be made by him, the Planning Board shall act on the plat as submitted or modified. If approved, the Planning Board shall state and record in its minutes the conditions of approval, if any; or if disapproved, shall state and record in its minutes its disapproval and the reasons for disapproval.

Section 3. Final Plat, Major Subdivisions

When the preliminary plat has been approved by the Planning Board, the subdivider may proceed with 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.

- a) Submission Requirements. When the requirements of this Ordinance have been complied with, the subdivider shall submit two copies of the final subdivision plat and any deed restriction applying thereto to the Subdivision Administrator to submit to the Planning Board for its determination that the final plat conforms to the preliminary plat and other requirements of this Ordinance. (Certification #7, Appendix E) Following approval by the Planning Board, the Final Plat shall be submitted to the Board of Town Commissioners for approval of recording and acceptance of dedications. (Certification #8, Appendix E)
- b) Improvements and Certificates. No final plat shall be approved by the Board of Commissioners until all improvements are installed or their execution guaranteed as permitted by this Ordinance (Certification #6, Appendix E) and all certificates required by for final plats by this Ordinance or approvals by state law have been properly completely completed and signed.
- c) Recordation. The approval of the final plat by the Board of Commissioners shall be on condition that such plat be recorded in the Office of Register of Deeds within 60 days after approval.

The final plat shall constitute only that portion of the preliminary plat which the subdivider proposes to record and develop at that time.

Section 4. Minor Subdivisions

The developer of a minor subdivision (a residential subdivision of less than five lots or one not involving development or extension of a new public and in which all lots have access to an existing publicly maintained road) may apply for final approval of any minor subdivision through the procedures set forth in this section.

- a) Submission Requirements. Two copies of a plat, prepared according to specifications

in Appendix C, shall be presented to the Subdivision Administrator for submission to the Planning Board for all minor subdivisions.

- b) Plats for minor subdivisions must be accompanied by a certificate of survey and accuracy as specified in Appendix E by a registered land surveyor or professional engineer licensed and registered to practice in North Carolina.
- c) Review Procedure. The Planning Board shall review each minor subdivision and shall find that it either does or does not meet the requirements of this ordinance. Based on these findings, the Planning Board shall either approve, disapprove, or approve conditionally the proposed minor subdivision within thirty (30) days of its submission.
- d) Certificate of Approval for Recording. If the proposed minor subdivision is approved by the Planning Board the approval shall be shown by a certificate of approval for recording (Certificate #2, Appendix E).

Article VII
General Requirements and Minimum Standards of Design

Section 1. General

Land shall be subdivided in accordance with good land planning practices, including adequate consideration of the natural topography and drainage features and the type of development proposed.

Section 2. Compliance with Official Plans and Ordinances

Land shall be subdivided in compliance with the Town of Ramseur Zoning Ordinance and other pertinent official development plans and ordinances. In addition, where land lies within the area of a public water supply reservoir, a proposed highway project or other public project designated by a governmental authority, subdividers of such land shall be required to give notice on the face of the final subdivision plat that land within the subdivision lies within a designated area for public development and may be the subject of future public purchase. (See Certificate #4, Appendix E for Certificate of Disclosure for Public Purchase.)

Section 3. Road Frontage

All lots in a subdivision must front on a public paved road. There shall be no reserve strips controlling access to streets except where cause can be shown that such control would best serve the purpose of this Ordinance.

Section 4. Streets and Roads

- a) The design of all public streets and roads within the Town of Ramseur shall conform to standards set forth in the most recent edition of "Minimum Construction Standards for Subdivision Roads" published by the N. C. Department of Transportation, Division of Highways, as modified by Article VIII, Section 4 of this Ordinance. (Article VIII, Improvements Required Before Approval of Final Plats, Section 4 Required Improvements).
- b) Disclosure and approval by the Division of Highways shall comply with G.S. 136-102.6.
- c) All streets shall be named, and signs conforming to Town standards shall be posted at intersections showing the name of every street. New streets which are obviously in alignment with others already existing and named shall bear the names of the existing streets. In no case shall the names of new streets phonetically resemble existing street names.
- d) Subdivision Names. All subdivisions requiring the development of new public roads must be named. A sign clearly indicating the name of the subdivision shall be posted at each entrance to the subdivision.
- e) Access to Adjoining Property. Means of ingress and egress for adjoining properties within the subdivision shall be provided.
- f) Cul-de-Sacs. Cul-de-sacs or other dead end streets designed to be permanently closed

shall be provided at the closed end with sufficient right-of-way for vehicular turnarounds. Circular rights-of-way at the closed end shall have a minimum radius of 60 feet and the surfacing shall have a minimum radius of 45 feet.

Section 5. Blocks

Blocks shall be laid out with due consideration given to traffic circulation patterns and contemplated use.

- a) Length. Blocks shall be not less than 400 nor more than 1,600 feet in length, except as considered necessary to secure efficient use of land or desired features of street pattern by the Planning Board. In blocks over 800 feet in length one or more crosswalks not less than ten (10) feet in width extending entirely across the block may be required at locations deemed necessary by the Planning Board.
- b) Widths. Blocks shall be wide enough to allow two tiers of lots of minimum depth, (reference Table of Area and Yard Requirements, Zoning Ordinance), except where fronting on major streets or prevented by topographic conditions, in which case a single tier of lots may be approved.

Section 6. Lots

Lots shall be designed in shape, size and location with due regard to topographic conditions, features of the surrounding area, contemplated use, and official plans and ordinances.

- a) Marginal Land. Land subject to flooding or land which may aggravate the flood hazard or increase danger to life or property if developed, and land uninhabitable for other reasons, shall not be considered plated for occupancy and shall not be in determining the minimum lot area or maximum lot depth.
- b) Frontage on a Public Street. Every lot shall front or abut on a public street.
- c) Double and Reverse Frontage. Double frontage and reverse frontage lots shall be avoided, except where required in unusual circumstances specifically approved by the Planning Board.
- d) Side Lot Lines. Side lot lines shall be substantially at right angles to straight street lines or radial to curved street lines.
- e) Area and Dimensions of Lots. All lots shall conform to the minimal dimensional requirements for each zoning district as prescribed in the Table of Area and Yard Requirements of the Town of Ramseur Zoning Ordinance. In summary, the following minimum area and dimensional requirements shall be met:

Town of Ramseur, NC
Subdivision Ordinance

	Minimum Area	Front Yard Setback	Side Yard Setback
RA-20 (single)	20,000 sq. feet	50 feet	10 feet
RA-16			
Single	16,000 sq. feet	40 feet	8 feet
Duplex	16,500 sq. feet	40 feet	8 feet
Multi	18,000 sq. feet	40 feet	8 feet
NB		40 feet	10 feet
I&C		20 feet	10 feet
Business		20 feet	6 feet
Industrial		20 feet	6 feet

Should property within the subdivision jurisdiction of the Town ever encompass all or part of a water supply watershed, stricter standards shall prevail. Single-family units shall have a minimum lot area of 80,000 sq. ft. Development in designated watersheds, beyond the Water Critical Areas, shall be limited to one unit per 40,000 sq. ft.

Section 7. Lots Not Served by Municipal Water or Sewer

- a) 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 by the Randolph County Health Department or other authorized, qualified, individual, firm, or agency, to determine whether or not such individual facilities are feasible. The developer shall present proof to the Planning Board that appropriate soil tests have been conducted and that each lot in the subdivision not served by public water or sewage disposal systems has been approved by the Randolph County Health Department for individual water supplies and/or sewage disposal systems.
- b) Where individual septic tank systems are planned, minimum lot sizes specified in this ordinance may need to be increased as required by the results of testing and subsoil investigation.
- c) Water supply and sewage facilities shall comply with applicable state and county health and environmental laws and regulations. (See Appendix D for water and waste disposal approval requirements).
- d) Building Lines. On residential lots the minimum depth of the front building line from the front property line shall be 50 ft for single family dwellings and duplexes, RA-20; 35 Ft. for multi-family units in RA-20; and 40 Ft. for all residential structures in RA-16. This depth shall be increased on recommendation of the County Health Department, if necessary for the installation of an individual sewage disposal system on the front of a lot. On double frontage lots, the minimum depth of the rear building line from the rear property lines shall be 25 feet. On corner lots, the minimum depth of building lines from the side property line of the side street shall be 20 feet. On lake front lots (other than those located in designated Water Critical Areas surrounding water supply lakes) there shall be a lake building line consisting of a line located across the lot parallel to, and 25 feet from the official pond level measured along the natural ground surface and in no case shall a building be located below a contour line which shall be 3 feet above normal pond level.

Section 8. Easements

To provide for public service poles, wires, conduits, storm or sanitary sewers, storm drainage channels, surface overflow, gas, water or heat mains, or other utilities, easements when and where required not less than 15 feet wide, (30 ft. total width) shall be required along all rear lot lines, and 10 feet wide along all side lot lines (20 ft. total width) of all side lot lines, or across lots where necessary.

Section 9. Recreation Areas and Sites for Public Facilities

Where a school site is shown on an approved plan, recorded with the Register of Deeds, the site shall either be dedicated for public purpose at the option of the property owner or reserved for acquisition by the appropriate public body for a period not exceeding 18 months from the date of approval of the preliminary subdivision plan.

Section 10. Water Courses

If there is any water course or dry branch of any type running through or within 150 feet of the property proposed for subdivision, the prospective subdivider shall furnish reasonable evidence to the Planning Board that residential lots within the subdivision will not be flooded, lots located in flood plains shall not be sold for residential purposes.

Section 11. Buffer Strips – Streams

A subdivision including within its boundaries a perennial stream shall provide for a 50 foot buffer of vegetation on both sides of the stream to retard rapid water runoff and soil erosion. Perennial streams are identified as the solid blue lines on United States Geological Survey Maps. Streets, roadways, railroads, and driveways are permitted in the stream buffer, but shall be constructed to cross the buffer as near to perpendicular as possible. Utility lines, greenways and greenway type recreation facilities are permitted within the buffer but shall be designed to have minimal impact. If the vegetative cover must be removed or disturbed, it shall be restored as soon as possible.

The 50 foot buffer shall be measured on a horizontal plane from the bank of the stream. The buffer zone may be included in calculating the lot size.

Section 12. Reservation of Lake Frontage through the Provision of Lake Access lots and Areas in Lake-Front Subdivisions

Within any lake front subdivision lake front access shall be provided consisting of an access lot or other lake access having a width on the water that is equal to a minimum of 10% of the street frontage of lots without direct water access, or of the street frontage of unsubdivided areas without direct water access, lying within 460 feet of the pond level and a minimum depth of 70 feet. The minimum lake access shall be 20 feet wide and in no case shall any more than 25% of the lake frontage within any lake front subdivision be required for dedication for lake access purposes. This access is for the exclusive use of property owners,

both now and in the future, within the particular subdivision.

Section 13. Planned Unit Developments

The requirements of this Ordinance applicable to conventional subdivisions may be modified in the case of planned unit developments (PUDs), group developments, multifamily developments and shopping centers. Requirements and the review process for these developments under unified control are specified in the Special Use permit provisions of the Ramseur Zoning Ordinance. The Special Use Permit procedure may be combined with the preliminary plat process required by this ordinance. A developer planning any of these types of development may therefore prepare all information and plans as required by the Zoning Ordinance along with any deed restrictions and present two copies of the information to the Subdivision Administrator at least three weeks before the Board of Commissioners meeting at which the Special Use request is to be heard. Where applicable, the Subdivision Administrator shall present the plans to the County Health Director for review before the Special Use hearing. When a Special Use Permit is granted, the preliminary plat requirements of this ordinance shall have been satisfied.

When improvements have been completed in conformance with this ordinance and the Special Use requirements, the developer shall submit two copies of the final plat and any deed restrictions to the Board of Commissioners for review and approval of recordation of a final plat as specified in Article V, Sec. 3 of this ordinance. All applicable certifications shall be required.

Section 14. Manufactured Housing Subdivisions

Manufactured housing subdivisions shall comply in all respects to the requirements of this ordinance. (NOTE: A manufactured housing park as outlined in the Zoning Ordinance and permitted by Special Use is not a manufactured housing subdivision.) Only Class A manufactured homes, as defined by this Ordinance, are permitted in subdivisions, the intent being to present an aesthetic, safety and construction standard comparable to all other subdivisions within the Town's jurisdiction. Electric power for the manufactured home shall not be released unless all of the requirements for Class A manufactured housing are met.

Article VIII
Improvements Required Before Approval of Final Plats

Section 1. Installation of Improvements

No subdivision plats shall be granted final approval until the required improvements have been made in accordance with the provisions of this ordinance or their installation guaranteed as set forth in Section 2 below.

Section 2. Guarantee of Improvements

Guarantee of Improvements. Grading and base construction for streets must be installed before submission of the plat for final approval. Where other required improvements have not been completed, the approval of the plat shall be subject to the subdivided guaranteeing the installation of said improvements in one of the following methods:

- a) Personal notes of owners upon proof of satisfactory net worth.
- b) Savings account with any properly insured financial institution.
- c) Cash or certified check.
- d) Performance or surety bond executed by a company duly licensed to do business in the State of North Carolina.
- e) Presentation of a feasibility study indicating the method of financing the subdivision.

Section 3. Submission Requirements

Data demonstrating compliance with the improvements requirements must be prepared and submitted along with the final plat for the meeting of the Board of Commissioners at which final approval is sought. Two copies of the final plat and all plans, profiles, specifications, and other required information shall be required. Specifications for final plats are listed in Appendix B.

Section 4. Required Improvements

The following improvement requirements shall be fulfilled or guaranteed before a final plat shall be approved by the Planning Board for recording:

- a) New Public Streets. All streets shall be designed and built in accordance with the current edition of the North Carolina Department of Transportation Division of Highways Minimum Construction Standards for Subdivision Roads with the following modifications (see drawings page 27):
 - 1) Streets with Curb and Gutter Section
 - i. Curb and gutter shall be 30" concrete per N.C. Department of Transportation Standard #846.01.
 - ii. Right-of-way, pavement width and typical street sections for local and

collector roads shall conform to the attached illustration for shoulder section.

2) Streets with Shoulder Section

- i. Right-of-way, pavement width and typical street sections for local and collector roads shall conform to the attached illustration for shoulder section.
- ii. The erosion control plan for shoulder section streets must include the following items certified by a registered professional engineer:
 - (a) Stormwater quantity and velocity calculations for side ditches exceeding 5% slope.
 - (b) Properly designed measures for permanent erosion control of side ditches.
 - (c) Stormwater in grassed side ditches will have a non-erodible velocity.

All streets, drainage systems and erosion control shall be built in accordance with Town of Ramseur specifications and standard details.

Streets shall be cleared and graded to the full width of the right-of-way and as required for stable side slopes.

b) Existing Streets. From and after March 18, 1968 streets accepted into the Town's street system must conform to the following minimum specifications.

- 1) Streets to be surveyed and platted by the Town's engineers with plat of same presented to the Town.
- 2) 36 ft. right-of-way easements signed by all adjoining property holders.
- 3) 24 ft. road bed constructed within the 36 ft. right-of-way with gravel placed thereon to a depth of at least 4 to 6 inches, proper drainage and culvert to be installed at points where Town engineers may require.
- 4) Dead end streets will not be accepted into the Town's street system unless approved unanimously by the Board.
- 5) All of the above specifications must be met at the expense of property holders.

c) Driveways.

- 1) Permit required. Driveway permits are required for a driveway constructed across a public sidewalk, walkway or parkway, or into a street, or for a curb cut. The permit application (Appendix F) may be obtained from the director of public works and shall state, among other things, the location, grade and dimensions of the proposed driveway and its purpose. If the proposed driveway complies with the provisions of this section, the director of public works shall issue the permit.
- 2) Construction Requirements. The following construction standards shall be

met for driveways:

i. Business or commercial installations

- (a) No driveway shall exceed 30 feet in width at the outer or street edge of the driveway.
- (b) Driveway locations, the number of driveways and the radii of curves of driveways shall be diagrammed and approved by the public works director.
- (c) No driveway apron shall extend out into the street further than the face of the curb and under no circumstances shall such driveway apron extend into the gutter area.
- (d) At all business or commercial driveway entrances a site line, not less than two and one half inches in width shall be maintained along the entire width of the driveway or ramp to clearly define the sidewalk area on the property side of the sidewalk and a curb shall be constructed along the balance of the property line, such curb to have a minimum thickness of four inches and a minimum height of five inches.

ii. Residential installations

- (a) No driveway for a residence shall exceed sixteen feet at the outer or street edge of the driveway.
 - (b) Residences shall not have more than two driveways except under circumstances approved by the director of public works.
 - (c) The director of public works shall, before the approval of driveway permits required by this section, examine the proposed driveway locations and determine that the driveway location does not constitute a traffic hazard.
- d) Monuments. Permanent concrete monuments four (4) inches in diameter or square, three (3) feet long, shall be placed at not less than two (2) corners of the subdivision, provided that additional monuments shall be placed where necessary so that no point within the subdivision lies more than five hundred (500) feet from a monument. Two or more of the required monuments shall be designated as control corners. The top of each monument shall have an indented cross, metal pin, or metal plate to identify properly the location of the point. All monuments shall be shown on the final plat.
- e) Utilities. Water mains and sanitary sewers may be installed by the subdivider. If such installation is made, the subdivider shall comply with all rules, regulations and construction specifications of the Town.

Electrical utilities and communication lines shall be installed underground with arrangements made by the subdivider with the utility company or cooperative authorized to serve the area of the subdivision. Installation shall be in keeping with the latest accepted design standards and procedures along lot lines.

Utilities which encroach upon the State Highway system shall require an Encroachment Contract executed by the person or firm responsible for maintenance.

- f) Erosion Control. The subdivider shall mulch, seed, sod or otherwise protect all grading, excavations, open cuts, side slopes and other land surface disturbances.

It is also the subdivider's responsibility to comply with the North Carolina Sedimentation and Pollution Control Act. The Subdivision Administrator will advise the developer to contact the N. C. Department of Environment, Health and Natural Resources, Land Quality Section, which agency provides technical assistance and enforcement of the Sedimentation and Pollution Control Act.

- g) Removal of Rubbish. The subdivider shall remove all cut or fallen trees, stumps, or rubbish from the subdivision.

Section 5. Street Construction

- a) Property owners' participation. The Town of Ramseur will not accept or adopt any new street, nor will it pave or assist in the construction or pavement of any new street other than streets shown on the map of the streets of the Town of Ramseur known as the Powell Bill Map except upon the payment of the full cost and expense of construction or of construction and pavement, as the case may be, and such cost and expense must be actually paid or amply secured (see Sec. 2 above) before the Town will take any action with respect thereto.
- b) Application to new streets. The provisions of Subsection a) above apply with full force and effect to any and all territory that may hereafter be taken into the Town by any extension or extensions of its corporate limits.

Appendix A Specifications for Preliminary Plat

The preliminary plat shall be submitted, two copies, on 18" x 24" sheets drawn to a scale of not less than 200 feet to the inch and shall contain the following information:

- I. Title Data
 - A. Date of submission
 - B. Name and address of owner(s)
 - C. Name of subdivision (Subdivision names shall not duplicate or approximate, phonetically, existing subdivision names.)
 - D. Location designation (township, county, state), and location map showing the property to be subdivided and surrounding area.
 - E. Name and address of designer
 - F. Scale in figures and bar graph
 - G. North arrow
 - H. "Preliminary Plan" notation
 - I. Proposed use of property to be subdivided

- II. Existing Conditions (on property to be subdivided and within 500 feet of property being subdivided)
 - A. Street rights-of-way, width of pavement, and names
 - B. Location and size of community utilities including sewer, water, electricity, and telephone facilities.
 - C. Location and size of bridges, culverts, and other storm drainage facilities.
 - D. Location, width, and purpose of all easements
 - E. Bearings and distances of property boundary
 - F. Surrounding property lines, property owners, and subdivisions
 - G. Boundaries and identification of political subdivisions
 - H. Boundaries and identification of zoning districts
 - I. Buildings
 - J. Topography including water courses, wooden areas, and contours at five feet (5') intervals or less.
 - K. Location, extent, and identification of floodplain, watershed, water critical area or other restricted land.
 - L. Driveways and road (in use or abandoned) leading to other property.
 - M. Other natural or manmade conditions affecting site development.
 - N. A list of restrictive covenants (deed restrictions) to be applied to any or all lots in the subdivision.

- III. Proposed Plans
 - A. Street alignments, rights-of-way, names
 - B. Community utilities, including sewer, water, electricity, gas, and telephone facilities, with connections to existing system shown.
 - C. Location and size of bridges, culverts, and other storms drainage facilities.
 - D. Location, width, and purpose of all easements

*Town of Ramseur, NC
Subdivision Ordinance*

- 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. Lineal feet of streets

Where the preliminary plat submitted covers only a part of the subdivided 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**

The final plat, two copies and one mylar shall be submitted on 18” x 24” sheets to a scale of not less than 200 feet to the inch. 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 and address of owner(s)
 - C. Name of subdivision
 - D. Location designation (township, county, school district, state)
 - E. Name and address of engineer or surveyor
 - F. Scale in figures and bar graph
 - G. North arrow
 - H. “Final Plat” notation
 - I. Certificates (Reference Appendix F)

- II. Surrounding Properties Information
 - A. Property lines, property owners, and subdivisions
 - B. Rights-of-way, easements, reservations, and public use sites located and identified within 500 feet of property being subdivided

- 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 lot numbers
 - D. Minimum building setback lines
 - E. Identification and dimensions of easements, reservations and dedicated area
 - F. Location, extent, and identification of flood plain, watershed, water critical area or other restricted land
 - G. Sufficient data of monuments and markers to determine readily and reproduce on the ground, the location, bearing and length of all the above items

**Appendix C
Specifications for Minor Subdivision Plat**

Two copies of a minor subdivision plat shall be submitted on 18" x 24" sheets to a scale of not less than 200 feet to the inch. The following information shall be included:

- a) Date of submission;
- b) Name and address of owners;
- c) Location designation (township, county, zoning district);
- d) Name and address of surveyor;
- e) Scale;
- f) North arrow;
- g) Property lines, property owners and subdivisions of surrounding property owners;
- h) Surveyed lots with all dimensions, easements, reservations, etc.;
- i) Sufficient data of monuments and markers to determine readily and reproduce on the ground the location, bearing and length of all above items.

Appendix D
Approval of NonMunicipal Water Supply and Waste Treatment Systems

I. Water Supply Systems

- A. Water supply systems planned to serve 15 or more connections or at least 25 permanent residents are classified as community public water supplies by the state of North Carolina. Plans and specifications for such systems must be prepared by a professional engineer registered in North Carolina and submitted for approval to the Public Water Supply Branch, (Regional Office) Department of Environment, Health and Natural Resources.
- B. Water supply systems planned to serve 14 or fewer connections or less than 25 permanent residents are regulated by the Randolph County Health Department. Plans and specifications should be submitted to the County Health Department for approval.
- C. Individual water supplies (wells) are regulated by the Randolph County Health Department and should be located, constructed and operated in accordance with county and state regulations administered through the County Health Department.

II. Waste Treatment

Plans for waste treatment must first be presented to the Randolph County Health Department. Whenever possible non-discharging septic tanks will be required with location, lot size, and installation regulated by the county Health Department. If septic treatment (or hook-up to a municipal sewer system) is not possible, a letter must be obtained from the county health department to this effect. Thereafter, the developer may apply to the Division of Environmental Management, (Regional Office) Department of Environment, Health and Natural Resources for a permit to install a community sewer system. The number of hook-ups approved for treatment and the level of treatment required is regulated by the permit process of the Division of Environmental Management.

All private sewage treatment plants are required to be enclosed with a chain-link fence a minimum of 7 feet in height and locked when the plant is unattended. This requirement is applicable to all existing and new private sewage treatment plants.

**Appendix E
Required Certifications**

1. Certificate of Exemption (Subdivision not Subject to Regulations of this Ordinance)

I (we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon, which was conveyed to me (us) by deed recorded in Book _____, Page _____, and that the subdivision of the property shown on this plat is an exception to the Subdivision Ordinance of the Town of Ramseur, North Carolina under Article V, Sec. 2.

Owner(s)

Date

Subdivision Administrator

Date

2. Certificate of Approval for Recording, Minor Subdivision

I hereby certify that this subdivision plat has been found to comply with the Subdivision Ordinance of the Town of Ramseur, North Carolina, that all procedures for approval of minor subdivisions have been complied with, and that the Planning Board approved this plat for recording on _____

Subdivision Administrator

Date

3. 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 the Town of Ramseur 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.

Owner(s)

Date

North Carolina, Randolph County

4. Certificate of Disclosure of Public Purchase

I hereby certify that land identified within the subdivision plat shown hereon lies within the area of a designated proposed (highway, public water supply, other applicable project) and may be subject to public purchase at a future date.

Subdivision Administrator

Date

5. 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 is 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 _____, 20____.

Signature _____
Engineer or Land Surveyor

Registration Number _____

6. Certificate of Approval of Design and Installation of Streets, Utilities and Other Required Improvements

I hereby certify that all streets, utilities and other required improvements in the Subdivision have been installed in an acceptable manner according to the Town of Ramseur specifications, or that guarantee of the installation of the required improvements in an amount and manner satisfactory to the Town has been received, and that the filing fee for this plat has been paid.

Subdivision Administrator

Date

7. Certificate of Approval by the Planning Board

I hereby certify that the Planning Board of the Town of Ramseur fully approved the final plat of _____ this subdivision, identified as _____ at its meeting of _____, 20____.

Subdivision Administrator

Date

8. Certificate of Approval, Major Subdivision

I hereby certify that this subdivision plat has been found to comply with the Subdivision Regulations for the Town of Ramseur, North Carolina and that all procedures for approval of major subdivisions have been complied with. I further certify that on _____ the Town Board of Commissioners approved this plat for recording and accepted the dedication of streets, easements, rights-of-way and any other sites shown hereon for public purposes.

Subdivision Administrator

Date

Appendix F
Town of Ramseur Street & Driveway Access Permit Application

Location of Property:

County: _____ Access to Route No.: _____
Exact Distance _____ Miles/Feet (circle one) N S E W (circle one) From
the intersection of Route No.: _____ & Route No.: _____ Toward _____

Property use: Special Commercial Regular Commercial Residential/Subdivision Other

Property ___ is ___ is not within city zoning area.

Property is located in what kind of development classification? _____

AGREEMENT

I, the undersigned property owner, request access and permission to construct driveway(s) or street(s) on public right-of-way at the above location.

I agree to construct and maintain driveway(s) or street entrance(s) in absolute conformance with the current "Policy on Street and Driveway Access" to the Town of Ramseur streets; as adopted by the Board of Commissioners.

I agree that the driveway(s) or streets) will be constructed as shown on the sketch on the reverse side of this application.

I agree to construct and maintain the driveway(s) or streets) in a safe manner so as not to interfere with or endanger the public travel.

I agree to provide during construction proper signs, signal lights, flaggers and other warning devices for the protection of traffic in conformance with the current "Manual on Uniform Traffic Control Devices for Streets or Highways." Information as to the above rules and regulations may be obtained from the Public Works Director of the Town of Ramseur.

I agree to indemnify and save harmless the Town of Ramseur from all damages and claims for damage that may arise by reason of this construction.

I agree that the Town of Ramseur will assume no responsibility for any damages that may be caused to such facilities, within the town streets right of way limits, in carrying out its construction.

I agree to notify the Public Works Director when the proposed work begins and when it is completed.

Entrance Width(s)	Size	Length	Inspection Satisfactory	Installation By:
1. _____	_____	_____	Yes or No	_____
2. _____	_____	_____	Yes or No	_____

Town of Ramseur, NC
Subdivision Ordinance

Property Owner:

Name: _____

Signature: _____

Address: _____

Witness:

Name: _____

Signature: _____

Address: _____

Applicant:

Name: _____

Signature: _____

Address: _____

Witness:

Name: _____

Signature: _____

Address: _____

Phone: _____

Phone: _____

Town Official

Date

Note: Submit two copies of application to the Public Works Director,
Town of Ramseur, PO Box 545, Ramseur NC 27316