

# Residential Subdivision Design Regulations

ARTICLE XII  
PROCEDURES FOR SUBDIVISION PLAT APPROVAL

**Section 121. Street Requirements**

121.4 Legal Status of Public Street required. No land dedicated as a public street shall be accepted, opened, or improved, nor shall any utilities or other facilities be installed therein unless such street corresponds in its location and lines with a street shown on a plat approved by the Planning Commission. Streets which shall have been accepted or opened as, or otherwise shall have received the legal status of, a public street prior to the adoption of these regulations may be improved, or utilities or other facilities may be installed therein. The governing Body, however, may locate and construct or may accept any other street, if the resolution or other measure for such approval is first submitted to the Planning Commission for its review and comment.

121.5 Access to Public Street required. No building permit shall be issued for and no building or other structure shall be erected on any lot unless such lot has access to a street which shall have been accepted or opened, as, or otherwise shall have received the legal status of, a public street; provided, however, that private streets and other drive access ways may be approved under the terms of these rules and regulations in PUD developments, condominium projects, apartment projects, town houses, commercial developments, shopping centers, or other developments.

**Section 122. Discretionary Prepublication Review**

122.1 Whenever the subdivision of a tract of land within the jurisdiction of the Planning Commission is proposed, the sub divider may, at his discretion, consult early and informally with the local government engineer for advice and assistance. Such early contact between the sub divider and local government engineer will prove beneficial to all parties involved and is encouraged. The sub divider may submit sketches and data showing existing conditions within the site and in its vicinity and the proposed layout and development of the subdivision. If the tract of land is not to be initially subdivided in its entirety, the sub divider should provide sketches for the entire tract and indicated the proposed unit divisions of staged development boundaries.

122.2 Should the sub divider request a pre-application review, the local government's Engineer shall return the submitted sketch plans as quickly as possible and inform the sub divider where the plans do not comply with the requirements set forth in these regulations. No fee shall be charged for the pre-application review and no formal application shall be required. However, in no instance shall the discretionary pre-application review be made or accepted in lieu of the required plats and specifications contained herein.

**Section 123. Procedure for preliminary plat Approval.**

Prior to auctioning of property or the cutting or grading of any street improvements or the installation of utilities, the sub divider shall submit to the Planning Commission, and receive approval of, a preliminary plat of the proposed subdivision in accordance with the procedure outlined below. Preliminary plat approval shall not be mandatory for subdivisions containing fewer than five (5) lots. However, preliminary plat approval is required for any development that extends public streets and utilities.

123.1 Application for preliminary plat approval. Following any discretionary pre-application review or at any other time, the sub divider shall submit formal application for preliminary plat approval upon such forms or in such a manner as may be prescribed by the Planning Commission. The application shall be made to the office of the secretary of the Planning Commission and shall be received not less than fourteen (14) days prior to the next regular meeting of the Planning Commission. Ten (10) copies of the preliminary plat shall be submitted along with any other documents required in Section 124. The secretary shall then distribute the plat to the members of the Planning Commission, the local government engineer, the fire chief, health official and any other local government's departments as necessary and maintain one copy for his file.

123.2 Health department recommendation when public sewer and water is **not available**. In such instances when public sewer and/or water is not available, the sub divider shall submit the proposed preliminary plat to the county health department for recommendation prior to making formal application to the Planning Commission and shall include as part of the formal application such recommendation.

123.3 Review of preliminary plat. The local government engineer or other designated officer shall check the plat for conformance to the rules and regulations set forth in this document and insure that the findings of the reviewing departments are noted and forwarded to the Planning Commission. In such instances where public sewer and/or water is not available, the review of the county health department, along with any conditions or modifications required by the agency, shall be on file prior to preliminary plat approval.

123.4 Hearing on preliminary plat. Notice of time and place of hearing shall be sent to the name and address of the sub divider which is on the preliminary plat. This notice shall be sent by registered or certified mail to said name and address not less than five (5) days before the date of the hearing. The planning Commission shall hold a hearing on the preliminary plat at the first regular meeting following the review of the various departments. The secretary of the Planning Commission, or designee, shall present the summary of findings, negotiations, and recommendations which shall be clearly stated in the minutes of the Planning Commission meeting along with any decision rendered.

123.5 Preliminary approval. Following the hearing of the preliminary plat and other related material, the Planning Commission may issue a certificate of preliminary approval-, noting the conditions of such approval on five (5) copies of the preliminary plat with one (1) copy being returned to the sub divider, one (1) copy to the county health

department, one (1) copy to the local government's engineer, one (1) copy to the fire chief, and one (1) copy to be added to the records of the Planning Commission. Approval of the preliminary plat does not constitute approval of any required improvements, development plans, or a final plat and it indicates only approval of the subdivision layout.

123.6 Expiration time. Preliminary approval shall expire and be of no further effect twelve (12) months from the date of the preliminary approval unless the applicant submits a written request for time extension to the Planning Commission clearly stating the need for the extension before expiration date. When such a request has been received, the Planning Commission may extend the approval for no more than an additional twelve (12) months.

123.7 Disapproval. Following the hearing on the preliminary plat and other related material, the Planning Commission may find reasons detrimental to the public safety, health and general welfare, or in conflict with adopted plans of the Planning Commission, which require the disapproval of the preliminary plat. A statement of the reasons for disapproval shall be made on five (5) copies of the preliminary plat with one (1) copy being returned to the sub divider, one (1) copy to the county health department, One (1) copy to the fire chief, one (1) copy to the local government's engineer and one (1) copy being added to the records of the Planning Commission. In Addition, the minutes of the Planning Commission shall relid the reason fro denial and record the individual vote of the members. The applicant may reapply for preliminary plat approval in accordance with Section 123.1 herein.

## **Section 124 Preliminary plat Specifications.**

124.1 Preparation and specifications. The preliminary plat shall be prepared by either a registered Georgia professional land surveyor or a registered Georgia professional engineer and all of the following specifications shall be shown. No plat shall be field of accepted for review which does not meet the minimum specifications contained in the regulations.

124.2 Scale. The preliminary plat shall be clearly and legibly drawn at a scale not smaller than one hundred (100) feet to one (1) inch.

124.3 Sheet size. The preliminary plat shall be drawn in ink on suitable permanent reproducible material, on sheets not larger than thirty-six (36) inches by twenty-four (24) inches. If the complete plat cannot be shown on one sheet, it may be shown in sections on more than one sheet with an index map drawn at a reduced scale.

124.4 Ground elevations. The preliminary plat may show ground elevations based on the datum place of the U.S. Coast and Geodetic Survey.

### 124.5 Existing conditions to be provided on preliminary plat

- (1) Title ("Preliminary"), numerical scale; north arrow, indication either magnetic or true north or Georgia Grid; date, inscription stating "Not For Final Recording."

- (2) A vicinity map showing the location of the tract with approximate distance to obvious geographical locations.
- (3) Present tract designation according to official records, title under which proposed subdivision is to be recorded with names and address of owners of the property to be subdivided, name and address of subdivision designer, notation stating acreage to be subdivided, bench marks, certification of registered Georgia professional engineer or registered Georgia professional land surveyor, date of plan.
- (4) Zoning district classification of the propose subdivision and of adjoining properties.
- (5) Deed record names of adjoining property owners of subdivisions.
- (6) Other conditions, including adjacent land character, location of buildings, railroads, power lines, towers, and other nearby nonresidential land uses or adverse influences within one hundred (100) feet.
- (7) Boundary lines, bearings and distances of perimeter boundaries.
- (8) Existing casements, indicating location, width, and purpose.
- (9) Existing streets on, abutting, and adjacent to the tract, including name, right-of-way width, surface type and existence of curb and gutter.
- (10) When subdivision will not be served by public sewer, soils identification shall be made in accordance with the requirements of the county health department and so indicated on the plat.
- (11) Existing topographic contours at elevation intervals of not more than ten (10) feet. For purposes of the preliminary plan approval only, such contour lines may be interpolated from the applicable U.S.G.S. 7.5 minute quadrangle map (s).
- (12) The boundaries of the I 00-year floodplain and floodway as mapped by the National Flood Insurance Program, any other known past history of flooding, and other significant environmental features.
- (13) Wetlands, as indicated on the Nation Wetlands Inventory (NWI) Map of the Georgia Wetlands Database Map.

- (14) Boundaries (if any) of the Ocmulgee River Corridor Protection District.
- (15) In case of resubdivision, a copy of the existing plat with the proposed changes superimposed thereon.

124.6 Proposed improvements to be provided on Preliminary plat.

- (1) Layout of streets showing right-of-way widths and roadway widths.
- (2) Layout of all lots including minimum building setback lines and approximate lot dimensions.
- (3) Designation of all land to be reserved or dedicated for public use, together with its purpose and limitations or conditions of such reservations or dedications, if any.
- (4) Sites (if any) for multiple-family dwellings, shopping centers, churches, industry or other non-public uses, exclusive of single-family dwellings, if located within the proposed subdivision, adjacent to the proposed subdivision, or abutting an arterial needed as a result of the proposed subdivision.

124.7 Certificate of preliminary approval. A certificate of preliminary approval of the preliminary plat by the Planning Commission shall be inscribed on the plat as follows:

"In that all the requirements of Preliminary Approval have been fulfilled (and with consideration to any conditions noted below), this subdivision plat was given Preliminary Approval by the Houston County Planning Commission on \_\_\_\_\_, 19\_\_\_\_. Preliminary Approval does not constitute approval of the Development Plans or the Final Plat. This Certificate of Preliminary Approval shall expire in twelve months and be null and void on 19\_\_\_\_.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary, Planning Commission

"NOT FOR FINAL RECORDING"

## **Section 125. Procedure for development plan approval.**

Prior to the installation of any required improvements or utilities, the sub divider shall submit to the local government engineer and receive approval of development plans in accordance with the procedures specified below.

125.1 Application for development plan approval. Application for development plan approval must be submitted with twelve (12) months of preliminary plan approval, unless the Planning Commission has granted a time extension of not more than six (6) months. Six (6) copies of the development plans shall be submitted along with any other documents required in Section 126 to the Planning Office. The development plans will be distributed by the local government engineer to the fire chief, the county health department, and any other local government departments as necessary.

125.2 Review of development plans. The local government's engineer, the fire chief, county health official and other government department or designee shall check the development plans for conformance to the rules and regulations set forth in this document and insure that the findings of the reviewing departments are noted within thirty (30) days of receiving the plans.

125.3 Automatic Approval. Failure to act on the Development Plan within thirty (30) days after submission thereof, shall be deemed to be approval of the Plat and a Certificate of Developmental Plat Approval shall be issued by the Planning Commission on demand, provided, however, that the sub divider may waive this requirement and consent to an extension of time.

125.4 Development plan approval. Following the staff review of the development plans and other related material, the local government engineer may issue a certificate of development plan approval noting the conditions of such approval on six (6) copies of the development plans with the one (1) copy being returned to the sub divider, one (1) copy to the county health department, two (2) copies to the local government's engineer, one (1) copy to the fire chief, and one (1) copy on file at the planning office. Approval of the development plans does not constitute approval of the final plat. It authorizes only that work may begin on the construction and installation of all improvements for the proposed layout shown on the preliminary plat and subject to inspection by the local government.

125.5 Expiration time. Development plan approval shall expire and be of no further effect twelve (12) months from the date of the preliminary approval, unless the applicant submits a written request for time extension to the secretary of the Planning Commission clearly stating the need for the extension. When such a request has been received, the Planning Commission may extend the approval for no more than an additional twelve (12) months.

125.6 Disapproval. Following the review of the development plans and other related material, the local government engineer, fire chief, county health department, and other government

departments may find reasons detrimental to the public safety, health, and general welfare, or in conflict with adopted plans of the Governing Authority, which require the disapproval of the development plans. A statement of the reasons for disapproval shall be made on four (4) copies of the development plans with one (1) copy being returned to the sub divider, one (1) copy to the county health department, one (1) copy to the fire chief, and one (1) copy to the local government's engineer. The applicant may reapply for development plan approval in accordance with Section 125.1 herein or applicant may appeal staffs denial to the Planning Commission at their earliest regularly scheduled meeting.

## **Section 126. Development plan specifications,**

126.1 Preparation and specifications. The development plans shall be prepared by either a registered Georgia professional land surveyor or a registered Georgia professional engineer and shall show all of the following specifications. No plan may not be accepted for review which does not meet the minimum specifications contained in these regulations.

126.2 Scale. The development plans shall be clearly and legibly drawn at a scale not smaller than one hundred (100) feet to one (1) inch. The Planning Commission may require a smaller development plan scale if the aforementioned scale was deemed inappropriate during the preliminary plan review process.

126.3 Sheet size. The development plans shall be drawn in ink on suitable permanent reproducible material, on sheets no larger than thirty-six (36) inches by twenty-four (24) inches. If the complete plans cannot be shown on one sheet, they may be shown in sections on more than one sheet with an index map drawn at a reduced scale.

126.4 Ground elevations. The development plans shall show ground elevations, based on the datum plane of the U.S. Coast and Geodetic Survey, with a contour interval of two (2) feet (or less if determined necessary by the local government's engineer).

126.5 Existing conditions to be provided on development plans.

- (1) Title ("Development Plans"), numerical scale, north arrow, indicating either magnetic or true north or Georgia Grid, date; inscription stating "Not For Final Recording."
- (2) A vicinity map showing the location of the tract with approximate distances to obvious geographical locations.
- (3) Present tract designation according to official records, title under which proposed subdivision is to be recorded with names and addresses of owners of the property to be subdivided, name and address of subdivision designer, notation stating acreage to be subdivided, bench marks, certification of registered Georgia professional engineer or registered Georgia land surveyor, date of plan.



- (4) Boundary lines, bearings and distances of perimeter boundaries.
- (5) Existing easements, indicating location, width, and purpose.
- (6) Existing streets on, abutting, and adjacent to the tract, including name, right-of-way width, roadway width, surface type and existence of curb and gutter.
- (7) Utilities on, abutting, and adjacent to the tract: location, size, and invert elevation of existing sanitary and storm sewers; location and size of water mains; location of gas lines, fire hydrants, electric and telephone poles, if mains and sewers are not on or adjacent to the street, indicate the direction and distance to an size of nearest one showing invert elevation of sewers (if use of public sewers is proposed).
- (8) Other conditions on the tract, including wooded areas, tree masses, major rock outcroppings, houses, barns, shacks, all water courses, marshes swamps, the boundaries of the 100-year floodplain and floodway as mapped by the National Flood Insurance Program, land subject to flooding as determined from past history of flooding, and other significant environmental features.
- (9) In case of resubdivision, a copy of existing plat with proposed changes superimposed thereon.
- (10) A complete listing of the deviations from the previously approved preliminary plat.

126.6 Proposed improvements to be provided on development plans.

- (1) Layout of streets showing right-of-way and roadway widths, road names or designations, grades and typical cross-sections.
- (2) Other rights-of-way or casements, indicating location, width, purpose, and ownership.
- (3) Layout of all lots, including minimum building setback lines, approximate lot dimensions, utility easements with width and use on all lots, lot numbers and block numbers, and a listing of lot areas (which may be submitted as a separate document).
- (4) Plans of any sanitary sewers with grades, service, pipe sizes, and point of discharge, together with certified (stamped) copy of all load design factors and computations.

- (5) Plans for the storm drainage system with grade, pipe size, and location of outlet, together with certified (stamped) copy of all drainage areas, design factors and computations, together with a signed and stamped certification of storm water design as adopted by Houston County Board of Commissioners on December 20, 1994.
- (6) Plans for the water supply system with pipe sizes and location of hydrants, valves and all appurtenances.
- (7) Designation of all land to be reserved or dedicated for public use, together with its purpose and limitations or conditions of such reservations or dedications, if any.
- (8) Sites, if any, for multiple-family dwellings, shopping centers, churches, industry or other non-public uses exclusive of single-family dwellings.
- (9) Existing and finished grades including the clear identification of areas in which substantial grade changes and filling will occur.
- (10) A complete listing of all covenants, deed restrictions, and provisions for maintenance of common open spaces and other common lands.

126.7 Certificate of development plan- approval. A certificate of approval of the development plans by the local government engineer shall be inscribed on the plat as follows:

"In that all the requirements of Development Plans have been fulfilled (and with consideration to any conditions noted below), this subdivision plat was given approval by the Houston County Planning Commission on \_\_\_\_\_, 19\_\_\_\_ This approval does not constitute approval of the Final Plat or acceptance of improvements. This Certificate of Approval shall expire in twelve (12) months and

be null and void on \_\_\_\_\_, 19\_\_\_\_.

_____	_____
Date	Secretary Planning Commission

_____	_____
Date	County Engineer

_____	_____
Date	Health Official

_____	_____
Date	Fire Chief

"NOT FOR FINAL RECORDING"

126.8 Installation of site improvements. After receiving a certificate of approval of the development plans by the Planning Commission, the sub divider may then proceed to install any and all improvements required under these regulations and any other applicable regulations of the local government. In lieu of the completion of all improvements prior to submission of the final plat, the sub divider shall post a performance bond with the local government in an amount equal to one hundred twenty-five (125) percent of the cost of completing such unfinished improvements. As an alternative, the sub divider can tender a negotiable instrument in like amount in favor of the local government, including but not limited to, a letter of credit or an assignment on a certificate of deposit. The value of the bond or instrument shall be established by the local government's engineer.

The duration of the bond or negotiable instrument will be established jointly by the sub divider and the local government's engineer. Fifteen (15) days prior to the expiration of the bond or instrument, the local government's attorney will notify the bonding company or financial institution of possible default. If unfinished improvements are not completed by the end of the duration period, the bond or instrument will be deemed to have been forfeited and bonding company or financial institution will be required to immediately pay all amounts due to the local government.

**Section 127. Final plat procedure.**

After completion of physical development of the subdivision or the posting of a performance bond guaranteeing any unfinished or any unacceptable portion of the same, the sub divider shall submit to the Planning Commission a final plat in accordance with the following procedure:

127.1 Application for final plat approval. Within twelve (12) months (or within such additional time as may be granted by the Planning Commission) after approval of the development plans, the sub divider shall submit to the secretary of the Planning Commission or any other such official who shall be designated as the platting officer, formal application for final plat approval upon such forms or in such a manner as may be prescribed by the Planning Commission. Ten (10) copies of the final plat shall be submitted along with any other documents required in Section 128. The secretary of or other designate platting officer shall then distribute the plat to he members of the Planning Commission, the local government engineer, the fire chief and other local government departments as necessary.

127.2 Health department review when public sewer and water is not available. I such instances when public sewer and/or water is not proposed, the sub divider shall receive

the approval of the county health department prior to making application to the Planning Commission and such approval shall clearly be noted upon the final plat.

127.3 Review of the final plat. The final plat shall be reviewed for conformance with the approved preliminary plat, the approved development plans, the requirements of these regulations, and any special conditions or restrictions imposed by the Planning Commission. In instances when public sewer and/or water is not available, the approval of the county health department shall be received prior to approval by the local government.

127.4 Planning commission approval. The Planning Commission may give final approval provide the final plat is the same as the approved preliminary plat and approved development plans and all conditions specified by the Planning Commission and specified herein have been met-, and shall sign a certificate of approval on all plats. Recording of the final plat shall be done in accordance with Section 129 herein.

If the final plat substantially conforms to the preliminary plat, the development plans, and fulfills all special conditions or restrictions imposed by the Planning Commission in the approval of said preliminary plat and development plans and contains every and all of the specifications, set forth herein, then the secretary of the Planning Commission may at his/her discretion approve the final plat in the name of the Planning Commission.

127.5 Hearing on the final plat. Should the final plat not substantially conform to the preliminary plat and the development plans, or not fulfill any and all special conditions or restrictions imposed by the Planning Commission, or not contain every and all of the specifications set forth herein, or should the secretary elect not to give final approval in the name of the Planning Commission, then a hearing shall be held as follows:

(1) Notice of time and place of hearing shall be sent to the name and address of the sub divider which is on the final plat. This notice shall be sent by registered or certified mail to said name and address not less than five (5) days before the date of hearing.

(2) The Planning Commission shall provide a hearing on the final plat at the first regular meeting of the Planning Commission following submission of the final plat for review. The secretary of the Planning Commission shall present to the Planning Commission, at the hearing on the final plat, his written findings and recommendations and the written findings of the other governmental departments.

127.6 Planning commissions disapproval. The Planning Commission may find the final plat in conflict with the approved preliminary plat or development plans or with these regulations, requiring the disapproval of the final plat. A statement of the reasons for disapproval shall be placed on five (5) copies of the final plat with one (1) copy being returned to the sub divider, one (1) copy to the county health department, one (1) copy to the fire chief, one (1) copy to the local government's engineer and one (1) copy being added to the records of the Planning Commission. In addition, the minutes of the Planning Commission shall reflect the reason for denial and record the individual vote of the members. No certificate of approval shall be given. The original plat shall be returned to the sub divider. The final plat may be resubmitted as a new application for a hearing for final plat approval after the corrections noted by the Planning Commission are made.

### **Section 128. Final plat specifications.**

128.1 Conformance with the preliminary plat and development plans The final plat shall conform to the conditions of the approved preliminary plat and development plans.

128.2 Original tracing specifications. The final plat shall be clearly and legibly drawn on suitable permanent reproducible material. The scale shall be one hundred (100) feet to one (1) inch on sheets no larger than eighteen (18) inches by twenty-four (24) inches. If a smaller scale was required for the development plat, the same scale shall be used for the final plat. If the complete plat cannot be shown on one sheet of this size, it may be shown in sections on more than one sheet with an index map at a reduced scale. A reproduction of the original tracing must be submitted.

128.3 Additional specifications. The final plat shall contain the following information:

- (1) Primary control points with necessary descriptions and locations of such angles, bearings, and similar data necessary for proper location.
- (2) Tract boundary lines, rights-of-way lines of streets, easements, and property lines of residential lots and other sites with sufficient data to determine readily and to reproduce on the ground the location, bearing, and length of every street line, lot line, boundary line, and setback line, whether curved or straight. This shall include, but not be limited to, the radius; length of arc; internal angles, and bearing of the tangents and tangent distanced for the center line of curbed streets and curved property lines that are not the boundary or curved streets. All dimensions shall be given to the nearest one-one hundredth (1/100) of a foot and all angles shall be given to the nearest minute.

- (3) Name and right-of-way width of each street or other right-of-way.
- (4) Location, dimensions, and purpose of any easements.
- (5) Number or letter to identify each lot and block.
- (6) Purpose for which sites, other than residential lots, are dedicated or reserved.
- (7) Minimum building setback lines on all lots and other sites.
- (8) Location and description of monuments and markers.
- (9) Names and record owners of adjoining unplatted land.
- (10) Reference to recorded subdivision plats of adjoining platted land by record and name.
- (11) Title, numerical scale, north arrow, and date.
- (12) Certification by the county engineer that the developer has complied with one of the following alternatives:
  - (a) "All improvements have been installed in accordance with the requirements of these subdivision regulations and other applicable regulations" or
  - (b) "A performance bond has been approved and accepted by the Governing Body in sufficient amount to assure the completion of all required improvements in accord with the requirements of the subdivision regulations."
- (13) Notation of the necessary certifications shall be placed on the final plat as specified below in Section 128.4 through 128.8 as applicable.
- (14) A certification shall be submitted by the developer and contractor certifying that the construction of the development has been performed in accordance with the design plans and specifications as approved by the Houston County Engineering Department, in the form required by Houston County.

128.4 Surveyor's certification. A signed certification by a registered Georgia land surveyor certifying to the accuracy of the survey and the plat shall be placed on the final plat as follows:

"In my opinion this plat is a correct representative of the land platted and has been prepared in conformity with the minimum standards and requirements of law and has been calculated for closure by latitudes and departures and is found to be accurate within one (1) foot in \_\_\_\_\_ feet. "

By \_\_\_\_\_ Registered Georgia  
Professional Land  
Surveyor No.

\_\_\_\_\_  
Date

128.5 Owner's certification. A signed certification of ownership shall be placed on the final plat as follows:

"Owner's Certification: State of Georgia, County of Houston The undersigned certifies that he is the owner of the land shown on this plat and acknowledges this plat and allotment to be his free act an deed and dedicates to public use forever all areas shown or indicated on this plat as streets, alleys, easements, or parks."

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Name

128.6 Health department certification. A signed certification of the Houston County Health Department shall be placed on the final plat in every instance except when the subdivision is developed with a public sanitary sewer system and/or public water.

I certify that the general lot layout shown on this plat has been approved by the Houston County Health Department for development with city or county water and individual sewage. Individual lot approval required for each lot prior to construction.

\_\_\_\_\_  
Environmental Health Specialist  
Houston County Health Department

\_\_\_\_\_  
Date

128.7 Certificate of approval by the county engineer. A signed certification of the local government's engineer shall be placed on the final plat as follows:

"I certify that the owner, or his agent, has completed the construction and installation of the streets, drainage, utilities, and other improvements in accordance with the Regulations of Houston County, Georgia, or has posted a performance bond or cashiers check to insure completion as required by County Engineer".

\_\_\_\_\_

Date

\_\_\_\_\_

Engineer

128.8 Certificate of final approval by the commission. Certification of final approval by the Planning Commission shall be placed on the final plat only after every item of this regulation has been complied with and shall state the following:

This plat has been submitted to and considered by the Planning Commission of Houston County, Georgia, and is approved for recording in the office of the Clerk of the Superior Court by said Commission, dated this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

THE HOUSTON COUNTY PLANNING  
COMMISSION

By \_\_\_\_\_  
Secretary

**Section 129. Recording of Final Plat**

Upon the approval of a final plat by the Planning Commission, the owner, or his agent, shall have the final plat recorded in the office or the clerk of the superior court for the sale of any lot in the subdivision.

**129.1 Requirement for "As Built" plans and other technical information.**

- (1) See Amendment (next page)
- (2) Scale. The "As Built" plans shall be clearly and legibly drawn at scale of at least one hundred (100) feet to one (1) inch, or the same scale as the final plat.
- (3) Sheet size. The "As Built" plans shall be drawn in ink on suitable permanent reproducible material, on sheets thirty-six (36) inches by twenty-four (24) inches. If the complete plans cannot be shown on one sheet, it may be shown in sections on more than one sheet with an index map drawn at a reduced scale.



- (4) Ground elevations. The "As Built" plans shall show ground elevations, based on the

AMENDMENT

THE COMPREHENSIVE LAND DEVELOPMENT REGULATION  
FOR HOUSTON COUNTY

The Comprehensive Land Development Regulation for Houston County shall be amended by changing the following section to said regulation:

ARTICLE XII

Section 129 Recording of Final Plat

129.1(1) Preparation and Specifications shall be deleted in its entirety.

New Section 129.1(1) Preparation and Specifications shall read as follows:

After the completion of construction of improvements and before the execution of approval of the final plat, the local government's engineer shall receive a copy of the "AS BUILT" development plans and other technical information which may be needed.

SO APPROVED, this 8th day of January, 2002.

BOARD OF COMMISSIONERS  
OF HOUSTON COUNTY

Ned Sanders

**Chairman**

Gail C. Robinson

**Commissioner**

Gloria A. Alday

**Commissioner**

Jay Walker

**Commissioner**

So recommended by the Houston County Planning and Zoning Board, this 19th day of November 2001.

Ned Sanders  
Chairman

datum plane of the U.S. Coast and Geodetic Survey, with a contour interval of two (2) feet (or less if determined necessary by the local government's engineer).

(5) Existing conditions to be shown on "As Built" plans. In such instances where there have been substantial variations from approved development plans, the Planning Commission shall require each of the following, as applicable, or any additional information required:

- (a) Final profiles of grades for streets.
  - (b) Final plan of sanitary sewers with grade, pipe sizes, and point of discharge.
  - (c) Final plan of storm drainage system with grade, pipe sizes, location of outlets and detention and retention facilities.
  - (d) Final plan of water supply system with pipe sizes, location of hydrants, and valves.
  - (e) A complete listing of the deviations from the approved development plans made by the sub divider.
- (6) Certification of improvements prior to acceptance by the governing body. The planning Commission and the local government's engineer shall not recommend that any subdivision improvements be accepted for maintenance by the local government unless they have been installed in accordance with approved development plans or approved "As Built" plans and other technical information which may be required.

**Section 130. Recording of Final Plat.**

Upon the approval of the Final Plat by the Planning Commission, the owner or his agent shall have the Final Plat recorded in the office of the Clerk of the Superior Court prior to the sale of any lot in the subdivision. The Final Plat shall be a certified reproducible which meets the original tracing specifications as provided for in which meets the original tracing specifications as provided for in Section 128.2. Upon recording of the approved Final Plat, a copy of any private covenants or deed restrictions shall be provided by the sub divider for the records of the Planning Commission.

ARTICLE XIII  
GENERAL PRINCIPLES OF  
DESIGN

**Section 131. Suitability of Land**

Land subject to flooding, improper drainage, and erosion, as determined by the Government's Engineer and any land deemed by the Planning **Commission** to be unsuitable for development shall not be platted for any uses as may continue such conditions or increase danger to health, safety, life, or property unless steps are taken to eliminate the above mentioned hazards.

**Section 132. Access**

132.1. Every subdivision and every lot within shall be served by a publicly-dedicated street, except as herein provided.

132.2. When land is subdivided into larger parcels than ordinary building lots, such parcels shall be arranged and designed so as to allow for the opening of future streets and to provide access to those areas not presently served by streets.

132.3. No subdivision shall be designed so as to completely eliminate street access to adjoining parcels of land.

**Section 133. Conformance to the master Comprehensive Plan**

133.1. All proposed subdivisions shall conform to the Master Comprehensive Plan and development policies in effect at the time of **submission** to the Planning Commission.

133.2. All highways, streets, and other features of the Master Comprehensive Plan shall be platted by the subdivider in the location and to the dimension indicated on the Comprehensive Plan. In subdivisions related to or affecting any state or federally numbered highway, the approval of the State Department of Transportation may be required by the Planning Commission.

133.3. Where features of the Comprehensive Plan (other than minor streets and collector streets) such as school sites, parks, arterial streets, major thoroughfares, and other public spaces are located in whole or in part in a proposed subdivision, or when these features have not been anticipated by the Comprehensive Plan and planning policy, but are considered essential by the Planning Commission, such features shall be dedicated or in lieu of dedication shall be reserved by the subdivider. Whenever such reserved land, or any portion thereof, is not acquired, optioned or condemned by the appropriate public

agency within a one (1) year period from the date of recording the subdivision, the subdivider may claim the original reservation, or portion thereof, and cause it to be subdivided in a manner suitable to the subdivider subject to the provisions of these rules and regulations.

133.4. The Planning Commission may waive the above-mentioned platting and reservation requirements of Section 133.2. and Section 133.3., whenever the public body responsible for land acquisition executes a written release stating that such a planned feature is not being acquired.

133.5. Whenever the plat proposes the dedication of land to public use and the Planning Commission or the appropriate agency finds that such land is not required or suitable for public use, the Planning Commission may either refuse to approve said plat or it may require the rearrangement of lots to include such land.

#### **Section 134. Zoning and other Regulations**

Whenever there is a discrepancy between minimum standards or dimensions noted herein and those contained in other official regulations or resolutions, the most restrictive shall apply.

#### **Section 135. Planned Unit Development**

135.1. The standards and requirements of these regulations may be modified in the case of a plan and program for a planned unit development which is not divided into customary lots, blocks, and streets, *which* in the judgment of the Planning Commission provides adequate public spaces and improvements for the circulation, recreation, light, air, and service needs of the tract when fully developed and populated, provided zoning density standards for the entire tract are not exceeded, and which also provides such conformity to and achievement of the plan. Plans for such developments shall be submitted to and approved by the Planning Commission *whether or not such* plat is to be recorded and no building permits shall be issued until such approval has been given.

135.2. No plans for a planned unit development plan shall be reviewed or approved by the Commission before the developer's site has been zoned to allow such use.

#### **Section 136. Modifications**

136.1. Modifications of the provisions set forth in the subdivision regulations may be authorized by the Planning Commission in specific cases when, in its opinion, undue hardship may result from strict compliance; provided any such determination shall be based fundamentally on the fact that unusual topographical and other exceptional conditions require *such* modifications, and that the grant of the modifications will not adversely affect the general public or nullify the intent of these regulations; provided further that any such modification granted by the Planning Commission shall be made in

writing to the sub divider and also made a part of the Planning Commission's records and the plat.

136.2. Application for any modifications must be filed in writing with necessary supporting documents with the Planning Commission by the sub divider and shall explain in detail the reasons and facts supporting the application.

#### Section 137. Name of Subdivision

The name of the subdivision shall not duplicate nor closely approximate the name of an existing subdivision, except in the case where the subdivision is a section or part of a larger contiguous subdivision being developed by the same sub divider in phases, sections, or stages. In this case, the name of the overall subdivision can be used for each phase, stage, or section, but the phase, or section number must also be included as part of the name.

### ARTICLE XIV DESIGN STANDARDS

#### Section 141. Required Design Standards

The design standards set forth in this Article shall be observed in all plats which are required to be approved by the Planning Commission, except that standards for improvements shall be applicable only to those plats for which improvements or improvement plans are required as a condition of plat approval.

#### Section 142. Streets

142.1. The arrangements, character extent, width, grade, and location of all streets shall conform to the Government's Major Thoroughfare Plan and shall be considered in their relation to existing and planned streets, to topographical conditions, to public convenience and safety, and in their appropriate relation to the proposed uses of the land to be served by such streets.

142.2. Where such is not shown in the Government's Major Thoroughfare Plan, the arrangement of streets in a subdivision shall either:

- (1) Provide for the continuation or appropriate projection of existing streets in surrounding areas at the same or greater width, but in no case less than the required minimum width.
- (2) Conform to a plan for neighborhood approved or adopted by the Planning Commission to meet a particular situation where topographical or other conditions made continuance or conformance to existing streets impracticable.

142.3. Minor streets shall be so laid out that their use by through traffic will be discouraged.

142.4. Where a subdivision contains a dead-end street other than a cul-de-sac, the Planning Commission may require the sub divider to provide a temporary turn-around within the

right-of-way, when the Planning Commission considers such to be necessary for effective traffic circulation.

142.5. Where a subdivision abuts or contains an existing or proposed major street, the Planning Commission may require marginal access streets, double frontage lots with screen planting contained in a nonaccess reservation along the rear property lines, deep lots with rear service drives, or such other treatment as may be necessary for adequate protection of residential properties and to afford separation of through and local traffic.

142.6. Where a subdivision borders on or contains a railroad right-of-way, at a distance suitable for the appropriate use of the intervening land, as for park purposes in residential districts, or industrial purpose in appropriate districts. Such distances shall also be determined with due regard for the requirements of approach grades and future grade separations.

142.7. Minimum street right-of-way widths shall be as follows:

(1) Expressways	200 feet
(2) Arterial Streets and Highways	100 feet
(3) Collector Streets	80 feet
(4) Minor Streets	
(a) Residential	60 feet
(b) Commercial and Industrial	70 feet
(c) Cul-de-sac and Loop Streets	50 feet
(d) Cul-de-sac turn-around (diameter)	100 feet
(e) Marginal Access or Frontage Roads	40 feet
(5) Alleys, Service Drives, or Private Drives	22 feet

142.8. A proposed subdivision that includes a platted street that does not conform to the minimum right-of-way requirements of these regulations shall provide for the dedication of additional right-of-way along either one or both sides of said street so that the minimum right-of-way required by these regulations can be established. If the proposed subdivision abuts only one side of said street, then a minimum of one-half of the required extra right-of-way shall be dedicated or reserved by such subdivision.

Class II streets permitted if right-of-way is increased to 60 feet.

142.9. Street intersections shall be as nearly at right angles as possible, and no intersection shall be at an angle less than seventy-five (75) degrees. Detailed designs of intersections may be required.

142.10. Curb line radius at street intersections shall be at least twenty (20) feet and where the angle of street intersection is less than ninety (90) degrees, the Planning Commission may require a greater radius.

142.11. Right-of-way radius at street intersections shall parallel the curb line radius.

142.12. Street jogs with centerline offsets of less than two hundred (200) feet **shall not be permitted.**

142.13. Cul-de-sac streets shall be designed so that the maximum desirable length shall be six hundred (600) feet and in no case shall exceed eight hundred (800) feet in length,

including circular turn-around, unless accepted by the Planning Commission as provided for under Section 136 herein.

142.14. Alleys or service drives may be required on any lots to be used for multiple-family, commercial, or industrial developments, but shall not be provided in residential blocks except where the sub divider produces evidence satisfactory to the Planning commission of the need for alleys or service drives.

142.15. Half-streets shall be prohibited.

142.16. Reserve strips controlling access to streets, alleys, or public grounds shall not be permitted unless approved by the Planning Commission as being in accordance with the provisions of Section 142.5.

142.17. See page 121 for Minimum Street Standards.

Type of Standard	Refer to Section	Arterial 1	Collector	Minor Street	Marginal Access	Alleys Drives
Minimum Right-of-Way Width	142.7.	100'	80'	60'	40'	22'
Cul-de-sac Turn Around R/W (diameter)	142.7.	N/A	N/A	100'	N/A	N/A
Minimum Pavement Width	155.3.	48'	36'	27'	27'	27'
Min.Cul-de-Sac Pavement diam.	155.3.	N/A	N/A	80'	N/A	N/A
Sidewalk Width	157.1.	4'	4'	4'	4'	N/A
Sidewalk Distance from Curb	157.1.	10'	10'	4'	4'	N/A
Min. Stopping Sight Distance	153.1.	350'	240'	200'	200'	200'
Maximum Grade	153.1.	6%	8%	12%	12%	12%
Max.Cul-de-Sac Length	142.13.	N/A	N/A	800'	N/A	N/A
Design Speed	none	50mph	35mph	25mph	25mph	10mph
Min.Center Line Radius	153.1.	800'	500'	100'	100'	100'
Min. Length of Tan. Between Reverse Curves	none	300'	200'	100'	100'	none
Curb Line Radius	142.10.	20'	20'	20'	20'	20'

- 155.5.
- 1 Geometric Design Standards of the State Highway Department of Georgia shall represent minimum requirements and each project shall be reviewed on its own merits.
  - 2 Commercial and Industrial.
  - 3 Edge of pavement to edge of pavement.
  - 4 Curb and Gutter with on-street parking.
  - 5 One Way.
  - 6 Low Density Residential Usage.

### Section 143. Blocks

- 143.1. The lengths, widths, and shapes of blocks shall be determined with due regard to:
- (1) Provisions of adequate building sites suitable-to the special needs of the type of use contemplated.
  - (2) Zoning requirements as to lot sizes and dimensions unless a planned unit development is contemplated.
  - (3) Needs for convenient access, circulation, control, and safety of street traffic.
  - (4) Limitations and opportunities of topography.

143.2. In general, residential blocks shall not be greater than twelve hundred (1,200) feet in length, or less than six hundred (600) feet in length. In blocks over one thousand (1,000) feet long, the Planning Commission may, when existing or proposed public gathering places so justify, require public crosswalks across the block.

143.3. Residential blocks shall be wide enough to provide two tiers of lots, except where fronting on expressways and materials or prevented by topographical conditions or size of the property, in which case the Planning Commission may require and/ or approve a single tier of lots.

### Section 144. Lots

144.1. In so far as practical, side lot lines shall be perpendicular or radial to street lines. Each lot shall abut upon a public street, except as herein provided.

144.2. The size, shape, and orientation of every lot shall be subject to approval of the Planning Commission for the type of development and use contemplated. No lot shall be more than six (6) times as deep as it is wide at the building setback line, unless accepted by the Planning Commission as provided by Section 136, herein.

144.3. Every residential lot shall conform to the minimum dimension area requirements of the zoning Regulations, provided that every lot served by a public sewer or community sanitary sewage system and/or public water shall meet the dimension and area requirements Of the Health Department



144.4. Building setback lines shall conform to front, rear, and side yard building setback requirements of the Zoning Regulations

144.5. Double frontage, unless required by the Planning Commission, shall be prohibited except where essential to provide separation of residential development from traffic arteries or to overcome specific disadvantage of topography, Orientation, and property size. A planting screen reservation of at least ten (10) feet, and across which there shall be no right-of-access, may be required along the line of lots butting such a traffic artery or other disadvantageous use.

144.6. Corner lots shall, as required in the Zoning Regulations' have extra width to permit appropriate building setback from and orientation to both streets.

144.7. Lot remnants (lots below minimum area or width left over after subdividing tracts of land) shall be prohibited. Such remember areas shall be added to adjacent lots, rather than remain as unusable parcels.

144.8. The subdividing of the land shall be such as to Provide *each lot with* direct abutting access to an existing public street or to a street contained within the Proposed subdivision.

144.4 Building setback lines shall conform to front rear and side yard building setback requirement's of the Zoning Regulations.

144.5 Double frontage. unless required by the Planning Commission, shall be prohibited except where essential to provide separation of residential development from traffic arteries or to overcome specific disadvantage of topography, orientation, and property size. A planting screen reservation of at least ton (10) feet. and across which there shall be no right-of-access, may be required along the line of lots abutting such a traffic artery or other disadvantageous use.

144.6. Corner lots shall, as required in the Zoning Regulations, have extra width to permit appropriate building setback from and orientation to both street\*.

144.7. Lot remnants (lots below minimum area or width left over after subdividing tracts of (land) shall be prohibited. Stitch remnant areas shall be added to adjacent lots, rather than remain as unusable parcels.

144.8. The subdividing of the land shall be such as to provide each lot with direct abutting access to an existing public street or to a street contained within the proposed Subdivision.

#### Section 145. Procedure for Individual Residential a Commercial Lot Development

145.1. Two (2) site plans shall be submitted to the County. One of which shall contain, but not limited to, the following: street names, lot number (9). builder, superintendent (if

different from builder). Erosion control (methods & location), setbacks, approximate acreage, and proposed completion date.

145.2. All commercial and industrial site plans shall also contain a construction schedule. Said schedule shall include a stabilization date, and shall provide any information pertaining to the various types of grasses or other vegetation that will be established over the slope. Swales or embankments on the project site.

145.3. Failure to have all that is a part of (1) and (2) above included on each site plan may result in rejection of the site plan. Upon disapproval, a letter of rejection listing the various information required will be attached to the application and the building/developer notified of the situation. Once the required information is supplied, the application may be resubmitted for approval. There shall be a review period for all applications of ten (10) working days for development permit issuance.

145.4. All development permits shall be posted in a conspicuous place on the site, visible from the public right-of-way, prior to any development. Any builder or developer who begins construction without the necessary permits posted is subject to penalty and an automatic Stop Work Order.

145.5. All erosion control devices shall be installed promptly after the site has been cleared. Silt screen and/or hay bales acting as erosion control devices will be installed in **accordance** with the requirements of the County Engineer. (Commercial Construction pad details will be noted on the site plans when submitted.)

145.6. When a notice of violation is posted, the builder/developer shall have a minimum of 24 hours to correct the noted problem(s). If the problem (s) has/have not been satisfactorily corrected within the 24 hour period, a STOP WORK ORDER may be posted and all other construction at that location must cease until *the problem has* been corrected and a reinspection arranged. This means all personnel, except those performing corrective procedures pertaining to the Notice of Violations, must leave the posted area. If satisfactory corrections are not made in due time, or if construction continues while a Stop Work order is in effect, the violator may be cited in to Court and subject to a \$500.00 per day penalty for each day the violation continues.

145.7. If a drainage problem is encountered at a site under construction, the Building Inspector may withhold the final approval. The builder is required to correct the deficiencies and have an additional inspection, conducted by the County Engineer, performed prior to the final landscaping of the site. At this time the County Engineer will determine whether the corrective measures are adequate or inadequate.

145.8. Site plan must include all provisions and specifications for swimming pools when applicable.

145.9. All drainage and erosion liability associated with the development of individual lots, both residential and commercial, shall lie with the developer until such time as the builder has been given final approval by the building inspector. Subsequent to approval, the builder shall become liable for all drainage land erosion problems.

145.10. Permit Application Requirements

- (a) Two copies of the floor plans for residential applications.
- (b) Two copies of the floor plan and specifications for commercial applications.
- (c) Two copies of the site plans
  - (1) one copy showing detailed erosion control devices.
  - (2) one copy minus *erosion control devices*.
- (d) *Sewer Approval*: Septic tank approval from the Health Department or sewer tap approval from the City of Warner Robins.
- (e) Water Permit.
- (f) Additional information may be submitted as required by *the Building or Engineering Departments*.

ARTICLE XV  
REQUIRED SUBDIVISION IMPROVEMENTS

Section 151. Monuments

Right-of-way and property line monuments shall be placed in each subdivision in accordance with the following:

151. 1. Right-of-Way Monuments. Reinforced concrete monuments four (4) inches in diameter or square, 30 inches long, and a flat top, shall be set at street corners, at points where the street lines intersect and exterior boundaries of the subdivision, and at angle points and points of curve in a street. The top of the monument shall have an indented cross to identify properly the location, and shall be set flush with the finished grade.

151.2. Property Line Monument. An iron pin imbedded at least two (2) feet into the ground shall be required at each lot corner and each point where the property line changes direction. Such iron pin shall be at least one-half (1/2) inch in diameter. The top surface of such iron pin shall be approximately level with the ground surface.

**Section 152. Special Classification of Streets for Construction**

All streets except expressways, arterials and collectors shall be classified for construction purposes only as follows:

152.1 Class I Street. A Class I Street shall be paved, curbed, and guttered in accordance with the specifications required herein. A Class I Street shall be required for all streets in all zoning districts except R-AG Agricultural Districts, but may be so local if the subdivider so desires. Minimum right-of-way width requirements shall be as required in Section 142.7. of these regulations.

152.2. Class II Street. A Class II Street shall be paved, curbed and guttered if the lots fronting on the street have less than 150 feet frontage. Furthermore, curb and gutter shall be required in any area if the soil composition warrants such action. This action shall be based upon (1) the recommendation of the County Engineer or any person or agency licensed by the state to perform such investigation and (2) written approval of the local Planning and Zoning Board. A Class II Street shall be required as a minimum for all streets in R-1, R-2,3, 4 and Agricultural Districts. Minimum right-of- of these regulations.

152.3. Curb, Gutter, and City Utilities. Any street fronting a new residential structure using city water and sewerage shall be required to be curbed and guttered.

**Section 153. Additional Street Design Requirements**

153.1. Grades, Horizontal Curves, Tangents, and Sight Distances. The following street design requirements shall be adhered to in addition to the other requirements stated herein:

	Expressways, Freeways, Arterial Streets	Collector Streets	Other Streets
Maximum Street Grades	6%	8%	12%
Minimum radii of center line curvature	800'	500'	100'
Minimum stopping sight distance	350'	240'	200'
Minimum length of tangent between reverse curves	300'	200'	100'

153.2. Vertical Curves. All changes in grade shall be connected by vertical curves of minimum length in feet equal to fifteen (15), times the algebraic difference in percent of grades for

expressways, freeways, arterial, and collector streets, and one-half (1/2) this minimum length for other streets. Profiles of all streets showing natural and finished grades drawn to a scale of not less than one (1) inch equals one hundred (100) feet horizontally and one (1) inch equals ten (10) feet vertically may be required by the Planning Commission.

#### **Section 154. Basic construction Requirements for All Classes of Streets**

154.1. Grading. All streets, roads, and alleys shall be graded by the sub divider to provide the necessary paving, roadway, drainage, and safety requirements. The preparation of the right-of-way before grading is started and the construction of cuts and fills shall be accomplished in accordance with the requirements herein and other specifications of the Planning Commission and the Governing Body.

154.2. Storm Drainage. An adequate drainage system including necessary curbs, pipes, culverts, headwalls and ditches as appropriate by street class shall be provided for the proper drainage of all surface water. Pipe size will be determined by the use of Rational Method or the Peak Discharge Method. For drainage of 50 acres or more, special analysis and coordination with the County Engineer will be required. A one-in-twenty-five year flood frequency shall be used to determine pipe sizes where the contributing area is 100 acres or less. Where the contributing area is greater, a one-in-fifty year flood frequency shall be used to determine pipe size. Design analysis shall be submitted with construction drawings.

154.3 Installation of Utilities. After grading is completed and approved and before any base is applied, all of the underground utilities (water mains, sewer mains, gas mains, and all service connections related thereto) shall be installed completely and approved throughout the length of the street. All driveways for houses to be built by the sub divider shall be cut and drained. Where the utility mains are off the pavement, the sub divider may elect to omit the installation of service connections providing that at such time as these service connections are needed, they may be jacked across the street without breaking or weakening the existing pavement.

154.4 Slopes and Shoulder Improvements. The minimum ration for all fill or cut slopes (including drainage ditches) shall be two (2) to one (1) and the minimum width for all shoulders from back edge of the curb, if installed, shall be eight (8) feet. All shoulders shall slope one-half (1/2) inch to the foot. When all construction is completed, all slopes and shoulders shall be cleared of all rubbish and shall have a stand of grass to prevent undue erosion, either by sprigging or seeding.

#### **Section 155. Roadway Surfacing and Paving**

The following minimum requirements shall be adhered to for the surfacing and paving of streets:

155.1. Pavement Base. The pavement bases, not including the surface courses, shall be one of the following types and shall be one of the following minimum thicknesses as designated for each street classification:

	Expressways, Freeways, Arterial Streets	Collector Streets	Class I and II Streets
Graded Aggregate Base "B" (D.O.T. Sec. 310)	8"	7"	6"
Soil Bituminous Stabilized Base (D.O.T. Sec. 302)	8"	7"	6"
Soil Bound Macadam. Base "B" (D.O.T. Sec. 304)	8"	7"	6"
Soil Cement Base "B" 10% by volume (D.O.T. Sec. 301)	8"	7"	6"
Sand Clay Base "B" (D.O.T. Sec. 303)	N/A	N/A	8"

1) Material on site may be used to prepare a Class "B" Sand clay base when qualified testing laboratory shows it to meet standards in stockpile and in place. (1 test/1000' of roadway)

2) All base will be load tested with an 18 ton tandem dump or equal, to cover base thoroughly by lapping the tires me width each pass to assure a minimum tolerance of a 1/2" settling and -no cracking or pumping, prior to any paving. This is to be witnessed by Houston County or its engineer.

155.2 Thickness of pavement. The pavement shall be one of the following types and shall be designated for each street classification:

	Expressways, Freeways, Arterial Streets	Collector Streets	Class I and II Streets
Portland Cement Concrete	8"	6"	6"
Asphaltic Concrete	3 1/2"***	2 3/4"*	2"

\*The 2 3/4" consists of 1 1/2" binder and 1 1/4" surface.

\*\*The 3 1/2" consists of 2 1/4" binder and 1 1/4" surface.

The practical tolerance allowed in constructing a base and pavement result in many areas of a street having 1" to 1 1/4" of asphaltic concrete surface. We feel that the 2" requirement for Class I and II streets will result in a much stronger and longer lasting street.

155.3 Minimum Pavement Width. All minor residential streets paved after the adoption of these regulations shall have a minimum pavement width of twenty-seven (27) feet from back of curb to back of curb, or twenty-four (24) feet from edge of pavement to edge of pavement if no curb or gutters are installed. The outside pavement for a cul-de-sac turn-around shall be a minimum diameter of eighty (80) feet. All other street width pavements shall be determined by the Planning Commission as required by the intended or desired street function. Minimum standards are provided in Section 142.17.

155.4. pavement Breaks for utility Connections. When it is necessary for a sub divider or any utility company to break existing pavement for the installation of utilities, for drainage facilities or for any other purpose, the sub divider- or utility company shall be financially responsible for the repair of the pavement. The pavement shall be repaired in accordance with the specifications required herein for construction of streets.

155.5. Curbs and Gutters. Either the regular six (6) inch or four (4) inch roll-over concrete curbs and gutters with a minimum overall width of twenty-four inches shall be constructed on all residential Class I Streets. Commercial and Industrial Class I Streets shall require the regular six (6) inch curb. Cement concrete Valley Gutter shall be permitted a cross minor residential streets at street intersections only when no storm sewers are available as determined by the government's Engineer or legal representative. Valley gutters shall be at least six (6) feet in Width. Whenever driveway openings are provided for lots abutting the street, the driveway shall be six (6) inches thick and a minimum of ten (10) feet in width at the sidewalk or at the street right-of-way line. The driveway shall have a five (5) foot radius at the curb line for low density residential uses, and a ten (10) to twenty (20) foot radius for all other uses.

155.6. Curb Markings for Utility Connections. Where utilities enter under the street pavement, a letter identifying the particular utility (W-water, S-sewer, G-gas) shall be etched into the curb. such letter shall be approximately three inches in height.

155.7. Grassed medians. No curb shall be required for a grassed median on residential streets providing such medians are designed to slope towards the outside curb of a street or contain an adequate drainage system within the median.

155.8. Two Stage Construction Alternate. If the developer elects to use a two stage construction method for completion of paving on Class I or II streets, the developer may do so with the approval of the county Commissioners or their Engineers. In using this method, the developer may prepare the base as required and pave with Type I Surface Treatment using #6 and #89 stone. Upon completion of this stage, the developer may post a cash escrow account with the county Commissioners an amount equal to the cost of applying 130 pounds per square yard of Type "F" or "H" hot plant mix. This finish surface to be applied at the option of the County Commissioners or their Engineer at any time after one year or preferably when the development

is 50% built out. When this method is used, the County Commissioners shall be responsible for maintenance and application of this surface.

### **Section 156. Installation of Utilities**

156.1. Water. Water mains for both domestic use and fire protection shall be properly connected with public water system, or with an alternate water supply approved by the County Health Department. *The lines* shall be constructed in such a manner as to serve adequately all lots shown on the subdivision plat. *The lines* shall be installed in conformance with the technical standards as established by the Governing Body.

156.2. Sewer. A publicly connected sanitary sewer system shall be installed when any portion of the subdivision is within 500 feet of an existing trunk or collector sewer line provided easements are available or can be made available by the Governing Body. Where lots are not connected with a sanitary sewer system, they must contain adequate area for the installation of approved septic tank and disposal fields approved by the County Health Department. All sewer facilities shall be installed in accordance with the standards of the Environmental Protection Division of the State of Georgia Department of Natural Resources.

156.3. Gas. when gas mains are connected with a gas distribution system, the lines shall be installed in such a manner as to serve adequately all lots shown on the subdivision plats. The gas lines shall be constructed in conformance with the technical standards as established by the *Planning Commission* which shall be in accordance with the utility owner.

### **Section 157. Sidewalks and Street Signs**

157.1. sidewalks. *when provided* or at the requirement of the Commission and unless otherwise specified, sidewalks shall be four (4) inches thick with a minimum width of four (4) feet. A ten (10) foot grass planting strip shall be provided between the back of the curb and the sidewalk along collector and arterial streets. The sidewalk shall be located on the right-of-way line side of the drainage ditch located parallel to the street. No planting strip shall be required between marginal access roads and sidewalks. All sidewalks shall slope me-fourth (1/4) inch to the foot toward the pavement.

157.1.1. Sidewalks shall be provided in the following types of subdivisions:

- (1) In all commercial zones.
- (2) In all subdivisions within one-half (1/2) mile of a school or other facilities likely to attract pedestrian traffic at such a volume that the welfare of the public requires the installation of sidewalks.

157.2. Location of Street Signs. All streets shall be designated by name on a metal street sign post approved by the Planning Commission with such metal post having name plates of metal set one above the other with a clearance of seven (7) feet. The post shall be so located as to be visible for both pedestrian and vehicular traffic. At cross-street intersections, two signposts shall be located diagonally across the intersection from each other. Only one street sign post shall be required at a T-street intersection.



## **Section 158. Administrative Procedures**

The administrative procedures for installing the subdivision improvements required herein shall be as follows:

158.1. When Construction May Begin. Construction and installation of any required public improvements as described herein shall not begin until the Planning Commission has given Preliminary Approval of the new subdivision. The subdivider shall then confer with the ***Government's Engineer*** to determine the method and estimated cost of the construction and installation of the required improvements.

158.2. Inspections and Approval. During the construction and installation of the required public improvements, the Government's Engineer shall from time to time make field inspections and supervise said work as predetermined and agreed upon by the Government's Engineer and the subdivider. After completion of all the constructions and installation of the required public improvements and if the said work has met the specifications as described herein, as determined by the Government's Engineer, the Government's Engineer shall notify the subdivider in writing of the approval of said work.

158.3 Payment of Professional Services. The Governing Body shall pay for the following inspections of Subdivisions:

- (1) Review of Preliminary Plat (one time).
- (2) Review Plans, Issue Permit & Enforcement of Soil Erosion & Sediment Control Improvements.
- (3) Completion of Clearing and Grubbing.
- (4) Completion of Curb and Gutter.
- (5) Completion of Base.
- (6) Pavement (checked during construction and when completed).
- (7) Completion of Final Grading.
- (8) Completion of Grassing.
- (9) Sanitary Sewer Lines and Water Lines.
- (10) Sanitary Sewer Lines and Water Lines.

(11) Final Inspection.

A re-inspection. of any of the above listed inspections shall be billed to the developer. The bill will also include any time that is involved in keeping up with had much a developer owes the Governing Body for his Subdivision. The County Engineer will keep a list of the Subdivision and time involved in the re-inspection. This will be sent to the Houston County Inspection Department and will be paid by the Governing Body.

The Inspection Department will collect any money due to the County by a Developer prior to the release of any Bond or before the signing of any final plat for recording. The Inspection Department will give all money directly to the County Comptroller's Office.

153.4. Official Acceptance by the Governing Body. The Governing Body shall officially accept the completed work on the construction and installation of required public improvements not less than one (1) year from the date of the written acceptance by the Government's Engineer, but not before approval by the Planning Commission of the Final Plat.

AMENDMENT TO SECTION 158.5 PERFORMANCE BOND

Section 158.5 of the Comprehensive Land Development Regulations for Houston County is hereby amended as follows:

Section 158.5 Performance Bond

If the subdivide cannot construct and install the required public improvements as described herein (flumes, headwalls, final grading, final grassing, requirements at Final Inspection) prior to submitting the subdivision plat to the Planning Commission for Final Approval, a performance bond, cashiers check, U.S. Security or a irrevocable letter of credit in a form acceptable to the Houston County Public Works Department shall be required, such bond being one hundred fifty (150) percent of the estimated cost of construction for the incompleated improvements. The period of the bond shall not exceed three (3) months. When the work has been completed satisfactorily, the Governing Body shall release the bond with a letter of approval to the subdivide.

Delete Section 158.5.1 Soil Erosion and Sedimentation Control Bond

Delete Section 158.5.2 Bond For Residential Sewer System

So recommended this \_\_\_\_\_ day of \_\_\_\_\_, 1996

HOUSTON COUNTY PLANNING &  
ZONING BOARD

\_\_\_\_\_  
Chairman

Attest:

158.5.1. Soil Erosion and Sedimentation Control Bond. Each applicant to whom a permit is issued shall furnish the Houston County Planning Commission a performance bond, cashier's check, or U.S. Security in a form acceptable to the Houston County Planning Commission and in an amount equal to ten (10) percent of the entire cost of installing on-site soil erosion and sedimentation controls, both structural and nonstructural, as determined from an approved cost estimate submitted in compliance with Subsection IV-D-2-g of the Soil Erosion and Sedimentation Control Ordinance for Houston County, Georgia. In the event that the development is being phased, performance bond or cashier's check of ten (10) percent will be required only on the phase that is being developed. After stabilization of the disturbed land and approval by the Inspection De of Houston County or any agent officially designated by the Board of Commissioners of Houston County, the permit holder shall be relieved of this requirement.

158.5.2. Bond for-Residential Sewer Systems. The subdivide shall post with the Planning and Zoning Commission a bond equal to one and one-half (1 1/2) times the cost of residential water and sewer systems. This bond shall be posted prior to any construction. It shall be returned to the subdivide upon completion of the residential water and sewer systems and written acceptance by the Building Inspector.

158.6. Maintenance of Completed Work. The subdivide shall maintain his completed work until the official acceptance by the Governing Body as described above. The subdivide shall be required to sign a maintenance agreement with the Governing Body. A maintenance bond (except where such bond has been provided for under Section 158.5.) is to be posted by the subdivide in an amount equal to ten (10) percent of the construction cost. During the maintenance period, the Government's Engineer shall make periodic inspections and notify the subdivide of necessary corrections. At the end of the maintenance period the Government's Engineer shall make a final inspection and report his findings to the Governing Body. Necessary corrections not made by the subdivide will be completed by the government and the cost of making such corrections deducted from the maintenance funds, and the subdivide charged with any costs above the amount of maintenance bonds. If the work is acceptable at this time, the remainder of the maintenance funds shall be released to the subdivide.

158.7. Sub divider's Responsibility. The subdivide shall incur the cost of construction and installation of all required public improvements based on the following:

(1) Streets. **Incur the cost** for the construction of streets up to twenty-seven (27) feet in pavement width from back of curb to back of curb, or twenty-four (24) feet in pavement, width from edge of pavement to edge of pavement if no curb and gutters are installed.

- (2) Water and Sewer Systems. Incur the cost for the installation of all water and sewer systems which are required to serve the new subdivision and tie in with existing water and sewer systems, based on the specifications set forth herein.
- (3) Sidewalks: Entire cost, if provided.
- (4) Monuments. Entire cost.
- (5) Street Signs. Entire cost.
- (6) Street Line Striping. Entire cost.

158.8. Governing Body's Responsibility. The Governing Body shall partially participate in sharing the cost of construction and installation of required public improvements for the following conditions:

- (1) Streets. Incur cost for any additional required pavement which is in excess of twenty-seven (27) feet for streets with curbs and gutters and in excess of twenty-four (24) feet for streets without curbs and gutters, and any additional grading and paving related thereto.
- (2) Water and Sewer Systems. Incur the cost for any difference in the cost of the laying of oversized pipe and outfall system which are needed in excess of the required water and sewer facilities needed to exclusively serve the new subdivision as determined by the Planning Commission.

158.9. Estimated Costs for Construction and Installation. The current unit prices in effect at the time of submission of plans plus ten (10) percent shall be used in determining the total estimated cost for construction and installation of required public improvements in new subdivisions.

## ARTICLE XVI ENFORCEMENTS AND REMEDIES

### **Section 161. Penalties**

It is the intent of the Governing Body to condition the administration to the law according to the *General Planning Enabling Act* of the General Assembly of Georgia, 1957 (No.358) as amended, (Georgia Code Annotated 69-12, et.seq.). A violation of any provision of this regulation constitutes a *misdemeanor as* provided in Section 69-9905 of the Georgia Code Annotated and every day such violation continues shall be deemed a separate offense by virtue of the *General Planning Enabling Act* as provided in Section 69-1212 Georgia Code Annotated.

### **Section 162. Subdivision Enforcement**

162.1. The owner, or agent of the owner, of any land to be subdivided within the unincorporated or incorporated areas of Houston County, who transfers or sells,

or agrees to sell or negotiates to sell such land by reference to or exhibition of, or by other use of a plat to subdivide such land before such plat has been approved by *the appropriate* Planning Commission and recorded in the Office of the Clerk of the Superior Court of Houston County, shall be guilty of a misdemeanor in accordance with Section 161 of these regulations and, upon conviction thereof, shall be punished by law. *The description* by metes and bounds in the instrument of transfer shall not exempt the transaction from such penalties. The Governing Body through its attorney or other designated official may enjoin such transfer or sale or agreement by appropriate action.

162.2. No plat or plan of subdivision within the unincorporated or incorporated areas of Houston County shall be filed or recorded by a subdivide in the Office of the Clerk of the Superior Court of Houston County until it has been approved by the appropriate planning Commission and such approval entered in writing on the plat by the secretary of the Planning Commission. The Clerk of superior Court shall not file or record a plat of a subdivision which does not have the approval of the Planning Commission. The filing of a plat of a subdivision without the approval of the Planning Commission is hereby declared a misdemeanor in accordance with Section 161 of these regulations and, upon conviction the Omer or agent of the owner is punishable as provided by law.

Section 163. Remedies as provided in Section 69-1212 Code of Georgia Remedy Annotated-

## ARTICLE XVII AMENDMENTS

### **Section 171. Procedure**

The Governing Body on its own motion, on petition, or On recommendation of the Planning Commission may amend, extend, supplement, change, modify, or repeal these regulations after giving public notice and hearings as prescribed by Section 69-1210 Code of Georgia Annotated.

Every such proposed amendment or change, whether initiated by the Governing Body or by petition, shall be referred to the Planning Commission for recommendation thereon before the public hearing

## ARTICLE XVIII LEGAL STATUS PROVISIONS

### **Section 181. Conflict with Other Laws**

Wherever the requirements of these regulations are at variance with the requirements of any other lawfully adopted statutes, rules, regulations, resolutions, ordinances, the most restrictive or that imposing higher standards shall govern.

### **Section 182. Validity**

Each phrase, sentence, paragraph, section or other provision of these regulations is severable from all other such phrases, sentences, paragraphs, section, and provisions. Should any phrase, sentence, paragraph, section, or provision of these regulations be declared by the courts to be unconstitutional or invalid, such declaration shall not affect any other portion or provision of these regulations.

### **Section 183. Repealed Resolutions and Ordinances.**

All Resolutions and Ordinances or portions thereof in conflict with these regulations shall be and the same are hereby repealed.

### **Section 184. Effective Date**

These regulations shall take effect and be in force from and after the date of their adoption by the Governing Body.

Recommendation by the planning Commission for adoption by the Governing Body on April 1976

The provisions of these regulations were the subject of a properly advertised public hearing by the Governing Body.

These regulations are hereby approved and adopted this 4th day of May, 1976.

Amendments recommended by the planning Commission for adoption by the Governing Body on February 9, 1981

The provisions of these amendments were the subject of a properly advertised public hearing by the Governing Body.

These regulations as amended are hereby approved and adopted this 17th day of February, 1981.