

SECTION 6 - APPROVAL OF PLATS

6-1 APPROVAL REQUIRED BEFORE SALE

Whenever any subdivision of land is proposed, and before any permit for the erection of a structure shall be granted, the subdivider or his agent shall apply in writing to the agent for the approval of the subdivision plat and submit three (3) copies of the preliminary plat including the lot, street and utilities layout. No lot shall be sold until a final plat for the subdivision shall have been approved and recorded in the following manner:

6-2 PRELIMINARY SKETCH

The subdivider may, if he so chooses, submit to the agent a preliminary sketch of the proposed subdivision prior to his preparing engineered preliminary and final plats. The purpose of such preliminary sketch is to permit the Planning Commission or its agent to advise the subdivider whether his plans in general are in accordance with the requirements of this ordinance. The Commission, upon submission of any preliminary sketch, shall study it, and advise the subdivider wherein it appears that changes would be necessary. The Planning Commission or its agent may mark the preliminary sketch indicating necessary changes and any such marked sketch shall be returned to the Commission with the preliminary plat. The preliminary sketch shall be as follows:

- 6-2.1 It shall be drawn on white paper, or on a print of a topographic map of the property. It shall be drawn to a scale of one hundred (100) feet to the inch. It shall show the

name, location and dimensions of all streets entering the property, adjacent to the property, or terminating at the boundary of the property to be subdivided. It shall show the location of all proposed streets, lots, parks, playgrounds and other proposed uses of the land to be subdivided and shall include the approximate dimensions.

6-3 PRELIMINARY PLAT

The subdivider shall present to the Commission thirteen (13) prints of a preliminary layout and additional copies as may be requested for review by the Town Council at a scale of one hundred (100) feet to the inch as a preliminary plat. The preliminary plat shall include the following information:

- 6-3.1 Name of subdivision, owner, subdivider, surveyor or engineer, date of drawing, number of sheets, north point and scale. If true north is used, method of determination must be shown.
- 6-3.2 The boundary survey or existing survey of record provided such survey shows a closure with an accuracy of not less than one (1) in twenty-five hundred (2,500), total acreage, acreage of subdivided area, number and approximate area and frontage of all building sites, existing buildings within the boundaries of the tract, names of owners and their property lines within the boundaries of the tract and adjoining such boundaries.
- 6-3.3 All existing, platted and proposed streets, their names, numbers and widths; existing utility or other easements, public areas and parking spaces; culverts, drains and water courses, their names and other pertinent data.

- 6-3.4 The complete drainage layout, including all pipe sizes, types, drainage easements and means of transporting the drainage to a well defined open stream which is considered natural drainage.
- 6-3.5 A cross section showing the proposed street construction, depth and type of base, type of surface, etc.
- 6-3.6 A profile or contour map showing the proposed grades for the streets and drainage facilities including elevations of existing and proposed ground surface at all street intersections and at points of major grade change along the center line of streets together with proposed grade lines connecting therewith.
- 6-3.7 A location map tying the subdivision into our present road system, either by aerial photographs or topographic maps of the U.S. Department of Interior.
- 6-3.8 Proposed connections with existing sanitary sewers and existing water supply or alternate means of sewage disposal and water supply.
- 6-3.9 All parcels of land to be dedicated for public use and the conditions of such dedication.

6-4 PROCEDURE

The Planning Commission or its agent shall discuss the preliminary plat with the subdivider in order to determine whether or not his preliminary plat generally conforms to the requirements of the Subdivision Ordinance and of the Zoning Ordinance. The subdivider shall then be advised in writing within forty-five (45) days, which may be by formal letter or by legible markings on his copy of the preliminary plat, concerning any additional data that will have to be made, and an

estimate of the cost of construction or improvements and the amount of the performance bond which will be required as a prerequisite to approval of the final subdivision plat. In determining the cost of required improvements and the amount of the performance bond, the Planning Commission or its agent may consult with a duly licensed engineer who shall prepare this data for the agent, or preferably may require a bona fide estimate of the cost of improvements to be furnished by the subdivider.

6-5 NO GUARANTEE

Approval by the Planning Commission or its agent of the preliminary plat does not constitute a guarantee of approval of the final plat.

6-6 SIX MONTHS LIMIT

The subdivider shall have not more than six (6) months after receiving official notification concerning the preliminary plat to file with the Planning Commission or its agent a final subdivision plat in accordance with this ordinance. Failure to do so shall make preliminary approval null and void. The Commission may, on written request by the subdivider, grant an extension of this time limit.

6-7 FINAL PLAT

The subdivision plats submitted for final approval by the governing body and subsequent recording shall be clearly and legibly drawn in permanent medium on tracing vellum, cloth, or Mylar at a scale of one hundred (100) feet to the inch on sheets having a size consistent with deed book sizes

in the Wythe County Clerk of Circuit Court. In addition to the requirements of the preliminary plat, the final plat shall include the following:

- 6-7.1 A blank space of not less than three (3) inches by five (5) inches shall be reserved for the use of the approving authority.
- 6-7.2 Certificate signed by the surveyor or engineer setting forth the source of title of the owners of the land subdivided and the place of record of the last instrument in the chain of title.
- 6-7.3 A statement to the effect that the subdivision as it appears on this plat is with the free consent and in accordance with the desires of the owners, proprietors and trustees, if any, which shall be signed by the owners, proprietors and trustees, if any, and shall be duly acknowledged before some officer authorized to take acknowledgements of deeds.
- 6-7.4 When the subdivision consists of land acquired from more than one source of title, the outlines of the various tracts shall be indicated by dash lines, and identification of the respective tracts shall be placed on the plat.
- 6-7.5 The accurate location and dimensions by bearings and distances with all curve data on all lots and street lines and center lines of streets, boundaries of all proposed or existing easements, parks, school sites or other public areas, the number and area of all building sites, all existing public and private streets, their names, numbers and widths, existing utilities, and those to be provided such as sanitary sewers, storm drains, water mains, manholes and underground conduits including their size and type, water courses and their names, names of owners and their

property lines, both within the boundary of the subdivision and adjoining said boundaries.

6-7.6 Distances and bearings must balance and close with an accuracy of not less than one (1) in ten thousand (10,000).

6-7.7 The data of all curves along the street frontage shall be shown in detail at the curve or in a curve data table containing the following: delta, radius, arc, tangent, chord and chord bearings.

6-8 CONDITIONS

6-8.1 The Planning Commission shall within forty-five (45) days from the date of submission of the final plat, approve, modify or disapprove such plat and make its recommendation to the Town Council. Failure to act within forty-five (45) days shall be deemed approval by the Planning Commission and the plat will be referred to the Town Council.

6-8.2 The Town Council shall within forty-five (45) days after receipt of the plat and recommendation of the Planning Commission approve, modify or disapprove such plat, and failure to act within forty-five (45) days shall be deemed approval.

6-8.3 Approval of the plat shall not be finally effective until the subdivider has complied with the requirements and made improvements specified in Article 4 to the satisfaction of the Town Manager or has filed a performance bond therefor acceptable to the Town Manager and so certified on the plat by him.

6-8.4 Unless the owner of the subdivision shall have said plat recorded in the office of the Clerk of the Circuit Court of Wythe County within forty-five (45) days after its final approval by the Town Council and before any lots are sold in said subdivision, the approval of the plan of said subdivision shall be deemed to have been withdrawn and said plat shall be marked "VOID" and returned by the agent to the subdivider.

6-8.5 Once an approved final subdivision plat for all or a portion of the property of a multiple phase development is recorded pursuant to 15.2-2261, the underlying preliminary plat shall be valid for a period of not less than five years from the date of approval, determined to be reasonable.