



CONVENTIONAL SUBDIVISION CHECKLIST

Site Plan Requirements

- _____ Scale no smaller than one inch to two hundred feet (1"= 200')
- _____ Detailed vicinity map with north arrow
- _____ Title Information: Name of designer, engineer, or surveyor
- _____ Owner's name, address, and phone number on plan
- _____ Developer (if other than owner) and development name
- _____ Adjacent property owners, subdivisions, streets with their locations
- _____ County/municipal boundaries in area (if applicable)
- _____ Existing zoning district
- _____ Boundary line of tract to be developed drawn accurately to scale along with bearings and distance dimensions
- _____ Topographic relief at two-foot intervals topo source
- _____ Location of right-of-way widths of all streets and easements (and other areas to be dedicated to public use)
- _____ Unduplicated street names and subdivision designations
- _____ Total acres proposed in development
- _____ Location of (COD) conservation areas
- _____ Average lot size, total number of lots
- _____ Location of AEC's within 575' SA waters (if applicable)
- _____ Location of 100-year flood plain (note if not applicable)
- _____ Boundaries of all open space areas and acres
- _____ Hurricane evacuation plan (if applicable)
- _____ Proposed location of planned thoroughfares (if applicable)
- _____ Sidewalks, pedestrian easements, and bike routes (if applicable)
- _____ Tree retention and landscaping in accordance with Section 67 of the Zoning Ordinance
- _____ Approvals of water and sewer by County Engineering and/or Environmental Health
- _____ Location of fire hydrants in accordance with Section 52-8
- _____ Block lengths greater than 400' but less than 1000', cul-de-sacs less than 500' designed to NCDOT
- _____ Blocks to have two tiers/ double frontage lots avoided
- _____ Buffer strips (if applicable)
- _____ Correct building setback lines
- _____ Major street intersection at least 800' apart
- _____ Street jogs greater than 200'
- _____ Lots conform to zoning ordinance, depth 4 x mean width
- _____ Corner lots conform to building lines on both streets
- _____ Side lot lines substantially at right angles or radial to street lines
- _____ Connections to adjacent streets
- _____ Temporary turn-arounds access adjacent property
- _____ Approximate location of 404 Wetlands & Section 10 Wetlands
- _____ Location of marshes, water courses, ditches, drainage channels, subsurface drainage structures, and proposed method of disposing drainage run-off
- _____ Location and size of all drainage easements (ditched or piped) whether located within or outside proposed development
- _____ Location of sanitary sewers (other than septic tanks) utility easements, storm drainage, new water supplies, connections existing systems, & utility easements at least 15' (if applicable)
- _____ Roadway cross-section displaying payment width, amount ABC, asphalt depth and drainage design
- _____ Typical cross-section drainage ways
- _____ Drainage easements not less than 30' wide with ditch off centered 20' to 10'
- _____ Streets intersect not less than 75 degrees
- _____ Traffic Impact Analysis (if applicable)
- _____ Street inter-connectivity (Index 1.4 or greater)
- _____ Barrier, riverine, and estuarine island regulations (if applicable)
- _____ Street lights