

**STATE OF GEORGIA**  
**COUNTY OF BULLOCH**

**AMENDMENT TO THE BULLOCH COUNTY**  
**CODE OF ORDINANCES**

**BE IT ORDAINED by the Bulloch County Board of Commissioners that**  
**Appendix B-Subdivision Regulations of the Code of Ordinances of**  
**Bulloch County, Georgia is hereby amended to read as follows:**

**APPENDIX B – SUBDIVISION REGULATIONS**

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## **ARTICLE I – AUTHORITY AND JURISDICTION**

### **Section 1.1. Authority**

The general planning authority contained in Article IX, Section 2, paragraph 4 of the 1983 Constitution, grants authority to the governing body of each county and municipality to regulate subdivisions and land development.

**State law reference**-Such act is not included in the Official Code of Georgia, but planning and zoning authority is contained in the Const., art. IX § 2, para. 4.  
(Ord. of 11-3-92, § 1.1)

### **Section 1.2 Jurisdiction**

These regulations shall apply to all unincorporated land located within the boundaries of the County of Bulloch.  
(Ord. Of 11-3-92, § 1.2)

## **ARTICLE II – PURPOSE AND SHORT TITLE**

### **Section 2.1. Purpose**

The public health, safety, economy, good order, appearance, convenience, morals and general welfare require the harmonious, orderly and progressive development of land within Bulloch County, Georgia. In furtherance of the general intent of this Appendix, the regulation of land subdivision by municipal and county governing authorities is authorized for the following purposes, among others:

- (a) To encourage the development of economically sound and stable municipalities and counties;
- (b) To assure the timely provision of required streets, utilities and other facilities and services to new land developments;
- (c) To assure the adequate provision of safe and convenient traffic access and circulation, both vehicular and pedestrian, in and through new land developments;
- (d) To assure the provision of needed public open spaces and building sites in new land developments through the dedication or reservation of land for recreational, educational and other public purposes; and
- (e) To assure, in general, the wise and timely development of new areas, in harmony with the comprehensive plan (if applicable) of the municipalities and the county.

(Ord. Of 11-3-92, § 2.1)

### **Section 2.2. Short title**

This appendix shall be known as and may be cited as the “Bulloch County Subdivision Regulations”.

(Ord. Of 11-3-92, § 2.2)

## ARTICLE III – RULES AND DEFINITIONS

### Section 3.1. Rules

In the construction of these regulations, the rules and definitions contained in this section shall be observed and applied, except when the content clearly indicates otherwise:

- (a) Words used in the present tense shall include the future, and the words used in the singular number shall include the plural number, and the plural, the singular.
  - (b) The word “shall” is mandatory and not discretionary.
  - (c) The word “may” is permissive.
  - (d) The masculine gender includes the feminine and neuter.
- (Ord. of 11-3-92, § 3.1)

### Section 3.2 Definitions

3.2.1. AASHTO. The American Association of State Highway and Transportation Officials

3.2.2 *Accessory building*. A secondary building or structure subordinated to and not forming an integral part of the main or principal building on a lot or parcel but pertaining to the use of the main building.

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

3.2.4. *Access management*. The process of providing and managing access to land development while preserving the flow of traffic in terms of safety, capacity, speed, and congestion prevention.

3.2.5. *Applicant*. The legal or beneficial owners of land included in a proposed development, including the holder of an option or contract to purchase, or person having an enforceable proprietary interest in such land. See also developer and sub-divider.

3.2.6. *Approving authority*. Refers to either the building and zoning official, the county Planning and Zoning Commission, or the Board of Commissioners when they have authority to approve plats and plans according to Schedule 4.6.2, in Article IV of these regulations.

3.2.7. *As-built plans*: "As-built" plans are site plans depicting improvements made in any subdivision or planned development that were previously not accepted by the approving authority, or *site plans that varied substantially from the preliminary or final plats previously submitted for*

*review and approval. Their purpose is to provide a permanent record of the location, size and design of infrastructure improvements that will aid county departments in future maintenance efforts.*

3.2.8. *Buffer.* A strip of land reserved for vegetation, landscaping, or other structures to separate developed areas from other properties or uses.

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

3.2.10. *Building.* Any structure having a roof and intended for shelter, housing or enclosure of persons, animals, or property of any kind.

3.2.11. *Building line.* A line extended along the foundation of a building from which is measured the distance that a building must be set back to meet the minimum distance from the building line to the front, rear or side property line or in some cases, to the center line of an adjacent roadway.

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

3.2.13. *Building and zoning official.* One or more persons, officers or officials or his authorized representative, whom the county manager has appointed to administer and enforce, individually or collectively, the building code, subdivision, and zoning ordinances.

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

3.2.15. *Community Water System.* A system that provides piped water to the public for human consumption, if such system has at least fifteen (15) service connections or regularly serves an average of twenty-five (25) individuals at least sixty (60) days out of the year. Such terms include: 1) any collection, treatment, storage, and distribution facilities under the control of the operator of such system and used primarily in connection with such system; and 2) any collection or pre-treatment storage facilities not under such control which are used primarily in connection with such system.

3.2.16. *Density.* The number of units or buildings per acre, or the number of people per unit, building, acre or mile, or the quantity of people, structures or units within a specified area.

3.2.17. *Density, Net.* The total number of dwelling units per acre of land, excluding dedicated streets, sidewalks, sensitive natural resources, parks and open space.

3.2.18. *Developer.* Any individual, sub-divider, firm, association, partnership, corporation or any other legal entity commencing proceedings under these regulations. See also *applicant* and

*sub-divider.*

3.2.19. *Easement.* The right or privilege of using another's property, for purposes such as constructing and maintaining sanitary sewers, water mains, electric lines, telephone lines, storm sewers, gas lines, bicycle paths, pedestrian ways, ingress and egress.

3.2.20. *Engineer.* Any person being licensed by the state of Georgia as an engineer capable of determining the correct manner in which to construct roads, streets, highways, water and sewage systems, drainage system, structures or other technical related areas.

3.2.21. *Engineer, County.* The county engineer appointed by the County Manager of Bulloch County.

3.2.22. *Family.* Two or more persons occupying a single dwelling unit where all members are related by blood, marriage, adoption, or in foster care. Refer to zoning ordinance for standards.

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

3.2.24. Reserved.

3.2.25. *Governing authority.* The Board of Commissioners of the county.

3.2.26. *Lot.* Parcel of land shown on a recorded plat or on the official county zoning maps (if applicable) or any piece of land described by a legally recorded deed.

3.2.27. *Lot area.* The total area of the lot including easements.

3.2.28. *Lot, corner.* A lot located at the intersection of two or more streets.

3.2.29. *Lot, double frontage.* A lot, other than a corner lot, which has frontage on more than one street.

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

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

3.2.32. *Lot line, rear.* The rear lot line is that boundary which is opposite and most distant from the front lot line. In the case of a lot pointed at the rear, or any odd-shaped lot, the rear lot line shall be determined by the building official.



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

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

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

3.2.36. *Manufactured home.* A dwelling unit fabricated in an off-site facility for installation or assembly at the building site, bearing a label certifying it is constructed in compliance with the National Manufactured Housing Construction and Safety Standards Act of 1974, as amended, U.S.C. § 5401, *et seq.* (the HUD Code, which became effective on June 15, 1976), and meeting the development standards for the zone in which located.

3.2.37. *Needed Fire Flow.* The flow rate of a water supply, measured at 20 psi (137.9 kPa) residual pressure, that is available for the responding fire department. NFPA 1, The Fire Code, requires a minimum amount of water be provided based on the type of construction of the building as well as fire flow area.

3.2.38. *Pedestrian way.* A pathway for pedestrian traffic, either for public or private use for walking, jogging or biking; and which may be improved to the standards required by these regulations.

3.2.39. *Planned developments.* May also be described in these regulations as a group development, is a form of development that includes duplexes, apartments, condominiums or townhouses, and commercial businesses. Planned or group developments allow the unified, and hence potentially more desirable and attractive, development of an area, based on a general development plan requiring a more intensive process of site plan review.

3.2.40. *Planning and Zoning Commission.* A commission of individuals appointed by the Board of Commissioners to make land use recommendations on zoning applications.

3.2.41. *Plat.* A map, plan or layout of a county, city, town, section or subdivision indicating the location and boundaries of properties prepared and stamped by a registered surveyor.

3.2.42. Reserved.

3.2.43. Reserved.

3.2.44. *Principal building.* The building on a lot in which the principal use of the lot is conducted.

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

3.2.46. *Public Water System.* A local/municipal owned public drinking water source and distribution system. Such utility shall be owned by Bulloch County, or a municipal corporation of the State of Georgia.

3.2.47. *Public Sanitary Sewer System.* Sanitary sewer treatment and disposal distribution system owned by Bulloch County, or a municipal corporation of the State of Georgia

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

3.2.49. *Right-of-way line.* The boundary of a strip of land designed, reserved, dedicated, or purchased for the purpose of pedestrian, vehicular, or utility access.

3.2.50. *Security.* A surety bond, bank letter of credit, escrow account, or similar instrument acceptable to the county guaranteeing the completion and/or maintenance of physical improvements according to plans and specifications.

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

3.2.52. *Shared access.* A point of common access to a public road leading to separate driveways providing access to distinct parcels.

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

3.2.54. *Street.* A right-of-way affording primary access to abutting property. For the purposes of these regulations, the term shall also mean avenue, boulevard, road, lane and other public or private ways.

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

3.2.56. *Street, collector.* "Street collector" shall mean those streets which are neither local streets nor arterial streets. Their location and design are such that they are of exceptional continuity, serve as routes passing through residential areas, and serve as means of moving traffic from local streets and feeding it into arterial streets.

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

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

3.2.59. *Street, local.* "Street, local" shall mean streets which provide only access to adjacent

properties and by nature of their layout serve only vehicles with either origin or destination within the area.

3.2.60. *Street, marginal access.* “Street, marginal access” shall mean a minor service street which parallels, and which is immediately adjacent to an arterial street (frontage road).

3.2.61. Reserved.

3.2.62. *Surveyor.* A person who is licensed by the state of Georgia as a registered land surveyor.

3.2.63. *Structure.* Anything constructed or erected that requires a fixed location on the ground or which is attached to something having a fixed location on the ground.

3.2.64. *Subdivider.* Any person, firm or corporation who or which divides for sale, rent or lease or develops any land deemed to be a subdivision as herein defined.

3.2.65 *Subdivision.* The division of a lot of record into two or more lots, building sites, or other divisions for the purposes of sale, devise, or development, whether immediately or in the future, except that a subdivision does not include any of the following:

- (a) The combination or recombination of portions of previously platted lots where the total number of lots is not increased and the resultant lots are at least equal to the standards of the zoning ordinance;
- (b) The division of land where no new street or streets is involved and where no new public or community water system or sanitary sewer system requiring permits by the Georgia Environmental Protection Division is involved; provided, however, that the division of land that was previously approved as a subdivision with a new street or streets or with a new public or community water system or sanitary sewer system shall not come within this exception.

Plats of such exceptions shall be required to be submitted as information to the Building & Zoning Official which shall indicate such fact on the plats.

3.2.66 *Traffic Impact Study.* A study conducted by a certified Professional Traffic Operations Engineer (PTOE) to analyze the development impact to the transportation network. Studies typically examine the trip generations from a site and determine improvements required; methodology to be used shall be approved by the county engineer. The GDOT Driveway and Encroachment Manual and Manual on Uniform Traffic Control Devices (MUTCD) are typically used. For the purpose of this appendix a traffic impact study is required to have content according to section 4.10 of the zoning appendix and submitted according to schedule 5.6.3 of this appendix.

3.2.67. *Use.* Any purpose for which a building or tract of land may be designed, arranged, maintained, or occupied; or any activity, occupation, business, or operation carried on in a building or structure or on a tract of land.

3.2.68. *Waterfront.* Any site shall be considered as waterfront property provided any or all of its lot lines abut on or are contiguous to any body of water including creek, canal, river or any

other body of water, natural or artificial, including marshland, not including a swimming pool, whether said lot line is front, rear or side.

3.2.69. *Yard.* A required open space on a lot that is left unoccupied with structures and facilities, except as permitted in this ordinance. A yard may also be known as a setback.

3.2.70. *Yard, front.* The open space on a lot located between the right-of-way boundary of the abutting street and the front building line as extended to the lot lines to either side. Any yard lying between an abutting street and the building line is considered a front yard. For example, in the case of a corner lot which is abutted on two sides by streets, both yards abutting the streets would be front yards; setbacks and other development standards for front yards would apply to both of these yards.

3.2.71. *Yard, rear.* The open space located between the rear property line and the rear building line as extended to the side lot lines.

3.2.72. *Yard, side.* The open space located between the side property line and the side building line extended to the front and rear lot lines.

3.2.73. *Zoning ordinance.* An officially adopted ordinance (if applicable) that regulates the manner, type, size and use to which a piece of property may be put.  
(Ord. Of 11-4-97, § 3.2)

## ARTICLE IV – PROCEDURE FOR PLAT APPROVAL

### Section 4.1. Scope.

The purpose of this article is to outline orderly processes and procedures for the application, review, consideration, and approval of plats, subdivisions, and planned developments. Approvals for certain types of applications are distinguished from each other and considered separately. Each type of action necessary for approval is described below.

*4.1.1. Sketch Plan.* The purposes of the sketch plan are to familiarize the sub-divider with the application regulations herein, while providing the approving authorities the opportunity to give proper input and feedback to ensure conformance with these regulations, other applicable laws and policies, and especially the zoning ordinance and the comprehensive plan.

*4.1.2. Preliminary Plat.* The purposes of the preliminary subdivision plat are to provide the approving authorities the opportunity to review the detailed site and construction plans, which principally include the layout and specifications for lots, streets and utilities, drainage and topography; and, to ensure conformance with applicable laws and policies, especially environmental requirements, the zoning ordinance and the comprehensive plan.

*4.1.3. Final Plats and As-Built Plans.* The purposes of the final plat are to provide the approving authorities the opportunity to verify that the requirements for the preliminary plat were met; to ensure conformance with applicable laws and policies, including, but not limited to, environmental requirements, the zoning ordinance and the comprehensive plan, to accept publicly dedicated lands, easements and infrastructure according to approved standards, and, to accept plats for legal recording prior to the sale of lots. A final plat that does not require sketch plan review may be filed and approved without going through the preliminary plat process. As-built plans may be approved administratively providing any variations substantially conform to the preliminary plat and construction plans. As-built plans must be filed and approved before any security for construction of infrastructure is released or, if no security is required, prior to the issuance of any certificate of occupancy for any structure in the subdivision.

*4.1.4. Planned Developments.* The purposes of reviewing general development plans for planned developments are to provide the approving authorities the opportunity to ensure that certain group developments are designed and constructed to minimize traffic hazards, create a high-quality attractive development, and to provide appropriate improvements to mitigate potential negative impacts to surrounding neighborhoods. Conceptual site plans shall be submitted to the Planning and Zoning Commission for review and approval.

*4.1.5.* The planning and zoning commission may impose conditions and modifications in approving sketch plans and conceptual site plans as may be necessary to protect the health, safety, and welfare of residents and to protect the surrounding landowners and neighborhoods.

### Section 4.2. Administration.

The Building and Zoning Official shall be responsible for coordinating the process of accepting applications and for the review, recommendation, and approval of plats and plans. Applications

shall be considered complete for the purposes of commencing the applicable time period for action, when so certified by the building and zoning official. For applications to be considered complete, they must meet all the submission requirements in Article V of these regulations, and all review and permitting fees shall be paid in advance. Failure of the appointing authority to act within the timeline for approval after submission of a completed application, the plat or plan shall be deemed to constitute approval and a certificate to that effect shall be issued by the building and zoning official on demand; provided, however, that the sub-divider may waive this requirement and consent in writing to the extension of such period, as prescribed below.

#### **Section 4.3. Subdivision of property along state highways.**

The Georgia Department of Transportation shall approve all access roads or driveways along state highways. Documentation of the Georgia Department of Transportation approval must be submitted to the Building and Zoning Official prior to a Land Disturbance Activity (LDA) permit, when required by the County.

#### **Section 4.4. Reserved.**

#### **Section 4.5. Approval of subdivision in flood prone area**

No portion of a subdivision which is subject to inundation by a flood of 100-year frequency or less shall be approved unless it conforms to the Bulloch County Flood Damage Prevention Ordinance and other local, state, and federal laws and regulations. All subdivisions must be designed to minimize flood damage; all public utilities and facilities, such as sewer, gas, electrical and water systems shall be located, elevated and constructed to minimize or eliminate flood damage; adequate drainage must be provided to reduce exposure to flood hazards; water supply systems and/or sanitary sewage systems must be designed to minimize or eliminate flood damage; adequate drainage must be provided to reduce exposure to flood hazards; water supply systems and/or sanitary sewage systems must be designed to minimize or eliminate infiltration of floodwaters into the system and discharges from the system into the floodwaters; on-site waste disposal systems must be located so as to avoid impairment of them or contamination from them during flooding.

(Ord. of 11-4-97, § 4.5)

#### **Section 4.6. Review and approval procedures and schedules.**

The following schedules below shall be followed for the submission, review, and action upon all subdivision plats and planned developments.

<b>Schedule 4.6.1: Review procedures</b>				
<i>Procedure</i>	<i>Sketch Plan</i>	<i>Preliminary Plat</i>	<i>Final Plat (and As-Built Plans)</i>	<i>Planned Development <sup>(1)</sup></i>
Mandatory pre-application conference	30 days prior to submission of an application to the approving authority.	Not required.		30 days prior to submission of an application to the approving authority.

Schedule 4.6.1: Review procedures				
Procedure	Sketch Plan	Preliminary Plat	Final Plat (and As-Built Plans)	Planned Development <sup>(1)</sup>
Application submission deadline	30 calendar days prior to the scheduled meeting of the approving authority.	18 months after the date of official sketch plan approval. <sup>(2)</sup>	18 months after the date of official preliminary plat approval. <sup>(3)</sup>	30 calendar days prior to the scheduled meeting of the approving authority.
Application submission requirements	Includes, but may not be limited to, plat/plan details, construction plan details, special studies, supplemental information and required fees.			
Time period for determining completeness for application	Up to 5 days from initial submission.	Up to 10 days from initial submission.		Up to 5 days from initial submission.
Notice of hearing date provided to applicant	Submission of fully completed application.	Not required.		Submission of fully completed application.
Effect of conditions or modifications imposed. <sup>(4)</sup>	Subject to the timeline imposed by the approving authority.			
Improvement guarantees release	See Section 6.3 of these regulations.			
Certificate(s) of approval	It shall be noted on the plat/plan with certified signatures, along with any written notification to the sub-divider. <sup>(5)</sup>			
Phasing plan and schedule	If multi-phase development is proposed, then the sketch plan shall illustrate the order of each phase to be constructed.	Each phase must substantially conform to the phasing approved in the sketch plan.	Each phase must substantially conform to the phasing approved in the preliminary plat.	Must substantially conform to the phasing approved by the governing authority.

- (1) Planned unit development applicants shall submit a final development plan for review and approval by the Planning and Zoning Commission according to the requirements of Article V of these regulations and exhibits required by Article XII of the county zoning ordinance.
- (2) Failure of a sub-divider to submit a preliminary plat application by the said deadlines from the approval of the sketch plan will require re-submittal of the sketch plan to the Planning and Zoning Commission for reconsideration.
- (3) Failure of a sub-divider to submit a final plat application by the said deadlines from the approval of the preliminary plat will require re-submittal of the preliminary plat to the Building and Zoning Official for reconsideration.
- (4) The approving authority shall act on the preliminary plat within the timeline for approval after formal submission of a completed application, and, if approved, shall indicate in writing, stating the conditions or modifications of such approval, if any, or if disapproved, shall express in writing his disapproval and the reasons therefore.
- (5) The approving authority to which a copy of the plat or plan is directed shall indicate any desired modifications on the plat or plan and return the plat or plan to the applicant to address the changes or comments prior to formal approval.

- (6) If it should become necessary to revise a final plat due to a dimensional error, a revised plat shall be submitted to the county Clerk of Court for final recording after the building and zoning official has approved and signed the revised plat.

<b>Schedule 4.6.2: Levels of review and approval</b>			
<i>Action</i>	<i>Administrative</i>	<i>Planning and Zoning Commission</i>	<i>Governing Authority</i>
Sketch Plan <sup>(1)</sup>	Recommend	Approve	
Preliminary Plat	Approve		
Final Plat / As Built	Approve <sup>(2)</sup>		
Planned Developments	Recommend	Approve <sup>(3)</sup>	
Variances	Recommend	Approve <sup>(4)</sup>	Approve <sup>(5)</sup>
Appeals		Approve	Approve

- (1) A sketch plan is only required for a subdivision as defined in these regulations.  
(2) Must meet final plat approval before sale of lots is permitted.  
(3) Planning and Zoning approval is required for final development plans for planned developments or planned unit developments.  
(4) Applies to decisions made by administrative officials.  
(5) Applies to decisions made by Planning and Zoning Commission, or variances from street paving and water supply requirements.



## **ARTICLE V – PLAT REQUIREMENTS**

### **5.1 Scope.**

The purpose of this article is to provide requirements pertaining to the content of documents necessary for the review and approval of plats and plans. Any required plats and plans, along with the supporting documentation, constitute the legal and technical data required to enable timely review and approval by appropriate officials; and, when appropriate, to allow recording of land ownership information.

### **5.2. Required content of plats.**

Plats are prepared to describe general, existing and proposed conditions including the layout of the property, but also parcel boundaries, rights-of-way, easements, setbacks, and buffers, as well as to identify the current property ownership and accurate land records.

### **5.3. Required content for construction improvement details.**

Construction improvement details for subdivision plats and general development plans for planned developments shall be prepared to describe the physical improvements which will be needed to support the proposed subdivision or land development, including but not necessarily limited to general or specific building locations, pavements, pedestrian ways, survey monuments and markers, and utilities and storm-drainage facilities.

### **5.4. Required content of supplemental information.**

The sub-divider shall submit to the Building and Zoning Official those items required by Schedule 5.6.3 that require review and approval by various county departments. Supplemental information shall be accurately completed by the developer and reviewed accordingly to receive the approval of a plat or plan.

### **5.5. Required content for certification of final plats and plans for recording.**

Prior to approval, the sub-divider shall place on an original of the approved final plat or plan for review and approval by the Building and Zoning Official a series of statements that the appropriate county officials, design professionals and the owner(s) should certify. These statements are presented in the schedule. If approved, a final plat can be recorded in the Clerk of Court's office of the Bulloch County Superior Court upon authentication by the Building and Zoning Official.

### **5.6. Content schedules.**

The schedules below shall be followed for the content of all sketch plans, plats, plan details,

construction details, supplemental information, and required certifications.

<b>Schedule 5.6.1: Required content of plat and plan details</b>					
<i>Information</i>	<i>Requirements and Specifications</i>	<i>Sketch Plan</i>	<i>Preliminary Plat</i>	<i>Final Plat</i>	<i>Planned Development</i>
Copies required	Complete sets of plats, construction plans and required supplemental information.	One (1) electronic copy in a .pdf format shall be submitted unless the applicant can clearly demonstrate why it cannot be provided, with cost not being the prohibitive factor.			
Phasing	Phasing or pod development shall be illustrated. <sup>(1)</sup>	X			X
Re-subdivision	In case of a plat to be re-subdivided, a copy of the existing plat with proposed re-subdivision superimposed thereon.	X	X		X
Scale: Graphic and Drawing	Drawing scale of not less than one hundred feet to one inch. The north point shall be identified as magnetic, true or grid north.	X	X	X	X
Vicinity map	Presented at a scale showing the relationship of the proposed subdivision to surrounding development.	X	X	X	X
Name of Development	Proposed name of subdivision or development (should not duplicate other subdivisions or developments phonetically).	X	X	X	X
Contact information: applicant	Name, address and telephone number.	X	X	X	X
Contact information:	Name, address and telephone number of	X	X		X

<b>Schedule 5.6.1: Required content of plat and plan details</b>					
<i>Information</i>	<i>Requirements and Specifications</i>	<i>Sketch Plan</i>	<i>Preliminary Plat</i>	<i>Final Plat</i>	<i>Planned Development</i>
design professionals	architects, surveyors, engineers and designers.				
Contact Information: Property Owner(s)	All names and addresses of all property owners of the site.	X	X		X
Contact information: adjacent landowners	All names and addresses of all owners of the land adjacent to the site and location of those property lines.	X	X		X
Metes and Bounds Description	A written legal description of the acreage to be subdivided.		X		X
Accuracy: Boundary Identification and Survey	Proper identification of the boundaries of the tract to be subdivided with all bearings and distances indicated. The boundary survey shall be so accurate that the error of closure is 1:10,00 or more.		X	X	X
Accuracy: lines	Sufficient data to determine readily and reproduce accurately on the ground the location, bearing, length and width of every street and alley line, lot line, easement, boundary line and building line, whether curved or straight. (2)			X	X
Date of preparation	Date of preparation.	X	X	X	X
Adjoining property lines	Adjoining property lines on the property to be		X		X

<b>Schedule 5.6.1: Required content of plat and plan details</b>					
<i>Information</i>	<i>Requirements and Specifications</i>	<i>Sketch Plan</i>	<i>Preliminary Plat</i>	<i>Final Plat</i>	<i>Planned Development</i>
	subdivided.				
Lot details	Total acreage affected, layout of all lots, including building setback lines; scaled dimensions on lots and lot sizes; and map and parcel number.	X	X	X	X
Buildings	Located on the property to be subdivided.	X	X	X	X
Drainage Basin	The acreage of each drainage basin affecting the proposed subdivision. (3)	X			X
Elevation data	All elevations shall refer to NAVD 1988 or future adopted datum where public water and/or public sewers are to be installed.		X	X	X
Jurisdictional boundaries	City and county lines (where applicable).	X	X	X	X
Land use	Existing and proposed.	X	X		X
Public or common use	Land reserved or dedicated for public or common use including streets and rights-of-way (existing and proposed).	X	X	X	X
Zoning	District classification of adjoining land and land to be subdivided.	X	X	X	X
Railroads	Location and width (existing or abandoned).	X	X	X	X
Setbacks for communication towers	Setback from tower(s) on the property or on adjacent properties.	X	X	X	X
Streets and roads	Location and width (existing and abandoned).	X	X	X	X
Utilities	Location of lines, poles,		X	X	X

<b>Schedule 5.6.1: Required content of plat and plan details</b>					
<i>Information</i>	<i>Requirements and Specifications</i>	<i>Sketch Plan</i>	<i>Preliminary Plat</i>	<i>Final Plat</i>	<i>Planned Development</i>
	pedestals, manholes, and towers with width and use of easements and right-of-way.				
Utility detail: existing	Size and location of existing sewers (including grades and invert elevations), water mains, drains, culverts or other underground facilities within the street or within the right-of-way of streets or roads adjoining the tract.		X		X
Natural features	Natural features such as streams, lakes, swamps, and land subject to flood based on a 100-year flood frequency on the property to be subdivided	X	X	X	X
Wetlands	For Sketch Plan, as shown by the soils maps of Bulloch County. For preliminary and final plats, final wetland delineation as verified by the US Army Corps of Engineers.	X	X	X	X
Topography	Existing and proposed topography by contours at vertical intervals of not more than one foot (1').		X		X

- (1) Each phase or (in the case of mixed uses, or sections of the development with similar uses but different development intensities) pod of development should be annotated by the order or sequence in which development will occur.
- (2) This shall include the radius, point of tangency and other data for curved property lines and curved streets, to an appropriate accuracy and in conformance with good surveying practice.
- (3) The drainage basin may extend beyond the area to be subdivided.

<b>Schedule 5.6.2: Required content of construction improvement details</b>				
<i>Information</i>	<i>Requirements and Specifications</i>	<i>Preliminary Plat</i>	<i>Final Plat</i>	<i>Planned Development</i>
Streets and commercial driveways	Layout of streets and roads with lengths and widths, road names and designations, centerline profiles of natural and finished grades (with percent of slope) and cross sections.	X		X
Pedestrian ways	Layout and location of pedestrian ways and crosswalks with widths, profiles of natural and finished grades (with percent of slope) grades and cross sections.	X		X
Sanitary sewer	Layout of sanitary sewers (if applicable) with grade, pipe size and material, location of manholes, and points of discharge	X		X
Storm sewer	Topography and layout of storm sewer system including details with accurate location and length and width of slope, top and invert elevations, materials and sizing of all storm drainpipes, detention structures and outlets. Calculations showing volumes and outflow rates.	X		X
Water supply	Engineering report including final plans and specifications for supply and distribution prepared and approved by an engineer licensed in the state of Georgia, demonstrating compliance with Georgia EPD standards and the requirements of this Appendix.	X		X

<b>Schedule 5.6.2: Required content of construction improvement details</b>				
<i>Information</i>	<i>Requirements and Specifications</i>	<i>Preliminary Plat</i>	<i>Final Plat</i>	<i>Planned Development</i>
Topographical changes	Existing and proposed contour elevations at no greater than one-foot intervals.	X		X
Proposed Finished Floor Elevation	Proposed finished floor elevation for structures on each lot.	X	X	X
Construction schedule	A timing schedule indicating the anticipated development sequence's starting and completion dates and the time of exposure of each area before the completion of effective erosion and sediment control measures.	X		X
As-Built Plans	As-built plans shall be required for any water and sanitary sewer systems, topographical changes affecting drainage and storm sewers systems, streets, pedestrian ways and any other structures located upon any property dedicated to the county for future maintenance. A GIS file (.dxf or .dwg CAD format with file projection s/b State Plane NAD 83 Georgia East 1001 Feet) mapping all infrastructure improvements shall be required.		X	X

<b>Schedule 5.6.3: Required supplemental information</b>					
<i>Information</i>	<i>Requirements and Specifications</i>	<i>Sketch Plan</i>	<i>Preliminary Plat</i>	<i>Final Plat (FP) or As-Built (AB)</i>	<i>Planned Development</i>
Tax obligations	Proof of payment of all ad valorem taxes currently owed on the subject property.		X		X
Road encroachment permit	Approval from county engineer before installation of any improvements or construction within any county right-of-way.		X		X
Road naming and addressing	Plan for road naming and addressing approved by E-911 Director and Geographic Information Services.		X		
Deed	Recorded deed vesting title in the owner(s) and a copy of any recorded plat showing the property, and approved easements.	X			X
Architecture	Renderings and elevations of exterior structures.	X			X
Covenants	Proposed restrictive covenants. <sup>(1)</sup>		X		X
Traffic	Impact study and/or access evaluation. <sup>(2)</sup>	X			X
Environmental	Impact study or	X			X



<b>Schedule 5.6.3: Required supplemental information</b>					
<i>Information</i>	<i>Requirements and Specifications</i>	<i>Sketch Plan</i>	<i>Preliminary Plat</i>	<i>Final Plat (FP) or As-Built (AB)</i>	<i>Planned Development</i>
	site assessment. (3)				
Market	Impact study for market feasibility. (3)				X
Landscaping	Plan prepared with sufficient detail to determine the required amount and type of suitable materials that address buffers, screening and associated signage. Location of utilities shall be shown on landscaping plans.	X	X		X
Access, Parking and Loading	Plans shall include the number of spaces provided, the minimum parking spaces required, the maximum number of parking spaces allowed, the location of entrances, exits, aisles, curbing where required, landscaping, screening, surface materials, provisions for drainage.	X		AB	X
Lighting	Plan for commercial parking areas meeting the		X	AB	X

<b>Schedule 5.6.3: Required supplemental information</b>					
<i>Information</i>	<i>Requirements and Specifications</i>	<i>Sketch Plan</i>	<i>Preliminary Plat</i>	<i>Final Plat (FP) or As-Built (AB)</i>	<i>Planned Development</i>
	Illuminating Engineering Society of North America (IESNA) standards.				
Signage	Plan for renderings and elevations of sign structures.		X	AB	X
Public Water and Sewer Utility	Plan for service provision of water, sewer or gas utilities with memorandum from a municipality or county.	X		AB	X
Community water system	Copy of trust indenture or surety approved in form by the Georgia Environmental Protection Division.			AB	X
Solid waste disposal	Plan that meets requirements for placement of solid waste receptacles in the county clean community ordinance and buffering and screening requirements in the zoning ordinance.				X
Sanitary sewer disposal	Soils study provided to the health department		X		X

<b>Schedule 5.6.3: Required supplemental information</b>					
<i>Information</i>	<i>Requirements and Specifications</i>	<i>Sketch Plan</i>	<i>Preliminary Plat</i>	<i>Final Plat (FP) or As-Built (AB)</i>	<i>Planned Development</i>
	(for developments not using a sanitary sewer system).				
Soil erosion	Plan that meets requirements in the county soil erosion and sedimentation ordinance.		X		X
Stormwater Management and Drainage Plan	Plan that meets requirements in the county's stormwater and drainage ordinance.		X		X
Development inspections documentation	Verification that all required inspections have been made and approved in conformance with Section 10.2.			FP	X
Performance guarantees	In conformance with Section 6.4 of these regulations and the county soil erosion and sedimentation ordinance.		X		X
Fire safety and protection	Plan that shows hydrant placement, fire department connections and fire access lanes acceptable to the county Fire Chief.		X	X	X
Fire flow and hydrant test	Plan that shows evidence of fire			X	

<b>Schedule 5.6.3: Required supplemental information</b>					
<i>Information</i>	<i>Requirements and Specifications</i>	<i>Sketch Plan</i>	<i>Preliminary Plat</i>	<i>Final Plat (FP) or As-Built (AB)</i>	<i>Planned Development</i>
	flow and hydrant test results for community water system				

- (1) Required if common open space is proffered or special zoning conditions are applicable.
- (2) Required for rezoning application or when trip generation is determined to be 500 daily trips or more, or when an access evaluation is required by the County Engineer or the Georgia Department of Transportation.
- (3) May be required if zoning conditions are applicable, if a development of regional impact, or where a use where the administrative officer requires adequate review.

<b>Schedule 5.6.4: Required content for certifications affixed to final plats and planned developments</b>	
Certificate for approval of recording	"The subdivision plat known as _____, has been found to comply with the Bulloch County Subdivision Regulations and was approved by the building and zoning official on the _____ day of _____, 20____, for recording in the office of Clerk of Court of Bulloch County, Georgia. Bulloch County Building and Zoning. Include signature lines with printed name and title and date for building & zoning official, county engineer, county manager or designee, and state agencies where required.
Certificate of accuracy	"I hereby certify that this Plat is a true, correct and accurate survey as required by the Bulloch County Subdivision Regulations; and was prepared from an actual survey of the property made under my supervision, and that monuments shown have been located and placed to the specifications set forth in said regulations". Include signature lines with printed name and title and date for registered land surveyor (and license number).
Certification of ownership and dedication	"It is hereby certified that I am (we are) the owner(s) of the property shown and described hereon and that I (we) hereby dedicate all streets, alleys, walks, parks and other sites to public or private use as noted. It is further certified that the streets, drainage system, sewer system and water system in _____ Subdivision as shown on the plat dated _____ prepared by _____ have (has) been installed in accordance with the Preliminary Plat (Construction Drawings) approved (Date)_____. It is understood this is not an assumption of maintenance by the governing authority. This dedication is for the public's right of ingress and egress only". Include signature lines with printed name and title and date for owner and witness.
Engineer's Certificate for Stormwater Runoff	I, _____, a registered Professional Engineer in the State of Georgia, hereby certify that the grading and drainage plans for the project known as _____ lying proposed for Bulloch County, Georgia, have been reviewed under my supervision, and state that the execution of said plans will comply with the

	<p>Bulloch County Stormwater Ordinance.</p> <p>This the ____ day of _____, 20____. Georgia Registration No._____. Include signature lines with printed name and title and date for engineer.</p>
As-Built Stormwater Facilities	<p>I, _____, a registered Professional Engineer in the State of Georgia, hereby certify that the stormwater facility (facilities) for the project known as _____ lying proposed for Bulloch County, Georgia, has been constructed to approved plans and specifications and in accordance with requirements of the Bulloch County Stormwater Ordinance.</p> <p>This the ____ day of _____, 20____. Georgia Registration No. _____. Include signature lines with printed name and title and date for engineer.</p>
Certificate of buffer and screening	<p>"I hereby certify that the buffers indicated on this plat are reserved for the planting of trees and shrubs by the owner. The placement of structures other than approved fencing hereon is prohibited." Include signature lines with printed name and title and date for owner and witness.</p>
Certificate of disclosure for private streets	<p>"I hereby disclose that the ownership of the streets in this development shall be vested to the owner and subsequent purchasers who shall have responsibility for maintenance, liability, and rules regarding their use. It is understood that there shall be no assumption of maintenance by the governing authority, and that all streets, drainage and other infrastructure has been installed according to the specifications set in the county regulations. Each lot owner shall have title to the centerline of the private street adjacent to his lot subject to the 60-foot easement described herein." Include signature lines with printed name and title and date for owner and witness.</p>

## ARTICLE VI – REQUIRED IMPROVEMENTS

### Section 6.1. Scope.

The purpose of this article is to specify the standards for improvements of physical infrastructure, the proper security prior to the subsequent transfer of any such infrastructure to the governing authority, and to protect the general health, safety and welfare. This is premised upon the fact that a well-designed subdivision means little to a prospective lot buyer until such buyer can see actual physical transformation of raw land into lots with all necessary improvements provided. Likewise, a well-designed subdivision is not an asset to the community until the necessary improvements have been installed. In order that prospective lot purchasers may get useable products and new subdivisions may be an asset rather than a liability to the community, the developer shall install and/or pay for the required and conditioned improvements mandated by either the approving authorities or these regulations prior to the approval of the final plat.

### Section 6.2. Improvement standards according to development scale.

By permitting varying numbers of lots and varying levels of improvements, regulations enable the small developer to provide for growth in the rural, more slowly developing area of the county characterized by a lower lot absorption rate. Progressively more restrictive development standards are imposed according to increasing quantities of lots or units. Schedule 6.7.1 provides for either required or conditioned improvements according to the size and scale of development.

### Section 6.3. Improvement requirements.

6.3.1. *Site grading.* Topsoil shall not be removed from residential lots or used as spoil, but shall be redistributed to provide at least six (6) inches of cover on the lots and at least four (4) inches of cover between sidewalks and curbs, and shall be stabilized by seeding or planting.

6.3.2. *Street signs.* Street signs for road name identification and traffic control shall be required pursuant to the latest edition of the Manual of Uniform Traffic Control Devices (MUTCD) published by the Federal Highway Administration. Motif street signage is permitted if all lettering, directional and safety attributes on the signs meet MUTCD requirements. The motif shall be consistent with architectural details and character of the development. Materials and design for signs shall be approved by the county engineer.

6.3.3. *Street grading and surfacing.*

- (a) If the ditches on existing county roads are to be used for drainage from the subdivision, the developer will re-grade said ditches and provide drainage outlets according to county policies. All re-grading and drainage outlets shall be approved by the governing authority or its authorized representatives prior to issuing any building permits.
- (b) In all subdivisions, regardless of size, if the minimum lot size is less than 20,000 square feet or the minimum lot width is less than 100 feet, paving will be required for all streets, including private streets, within the subdivision.
- (c) Unless otherwise specifically set forth herein, all the materials, methods of construction, and workmanship for work performed in connection with road construction shall conform

to the latest standard specifications of the Georgia Department of Transportation (GDOT). Design criteria and standards not specifically set forth herein shall conform to the current edition of the American Association of State Highway Transportation Officials (AASHTO) Geometric Design of Highways and Streets, except where specifically noted otherwise in the standards adopted by the County.

- (d) Temporary construction access drives shall be installed for phased developments, when required by the county engineer.
- (e) In subdivisions and planned developments that generate more than one thousand (1,000) daily trips on a local paved road accessing the development, the developer will be required re-surface the access road at each intersection at a distance of one hundred (100) feet in both directions from the centerline of the new intersecting street.
- (f) Street grading, base preparation, and surfacing shall be carried out by the sub-divider according to plans and specifications approved by the county and in accordance with the Georgia Department of Transportation specifications as noted in Schedule 6.7.2.

**6.3.4. Paved Off-Street Parking.** All driveways in residential subdivisions with a density of R-40 or higher shall be paved. All driveways and parking areas in non-residential subdivisions or planned developments must be paved according to current county specifications and shall subsequently be owned and maintained by the developer or their successor(s).

**6.3.5. Community Water Systems.** When connection to a municipal or county water system is not available, a community water system is permitted, if it is designed and installed according to the requirements of the State of Georgia Environmental Protection Division, and where applicable, county fire protection standards. An approved, signed copy from EPD (Environmental Protection Division) of the water system plans must be submitted to the building and zoning official with the preliminary plat submission. The County will not accept ownership of any proposed water or wastewater utility constructed, owned or maintained by the applicant/developer, a private utility, or common interest element. The following improvement standards shall be required:

- (a) Whenever any existing paved public road is crossed with water mains, the developer must secure an encroachment permit from the county before installing the mains.
- (b) At the crossing, directional drilling may be authorized unless the County Engineer determines that a steel casing with sufficient diameter must be jacked and bored to accommodate the carrier pipe. Continuous and uniform bedding shall be provided in the trench for all buried pipes.
- (c) Backfill material shall be tamped in layers no greater than one foot in thickness around the pipe and to a sufficient height above the pipe to adequately support and protect pipe as well as prevent settlement of backfill.
- (d) Thrust restraint shall be provided at all points where hydraulic thrust may develop. This will include providing reaction blocking, tie rods or joints designed to prevent movement of all bends, tees, valves, plugs, hydrants and other points where thrust may develop.
- (e) In subdivisions with eleven (11) or more lots, systems shall be required to provide fire protection that includes hydrants that provide the needed fire flow simultaneous with domestic use, maintaining a minimum residual pressure of 20 psi, subject to approval of the County Fire Chief.

**6.3.6. Public Sanitary sewage and disposal.** When a sanitary sewer is installed in a subdivision, sanitary sewers shall be installed to the plans and specifications approved by and in accordance

with the rules and regulations of the county health department or other appropriate municipal, county or state agency. When a sewer line is in a street right-of-way and it will be necessary to cut into the street surface to serve the abutting lots, a connection shall be stubbed-out to the property line to serve each lot prior to surfacing the street.

6.3.7. *On-site sewage disposal systems.* When septic tank systems are required prior to the construction of any community sewage disposal system, such as private septic tanks, an oxidation pond or other facility, the location, size, plans and specifications of such a facility shall be approved by and be in accordance with the rules and regulations of the governing authority and the county health department or other appropriate state agency.

6.3.8. *Curb and gutters.* If concrete curbs or paved valley type gutters are installed, they shall be installed in accordance with plans and specifications prepared by an engineer and approved by the county engineer or the local governing authority or its designee. Curbs and gutters shall be constructed to accommodate the street drainage system. They may be required by the approving authority in areas of notable flash flooding, heavy rain runoff, or other areas prone to drainage problems.

6.3.9. *Storm drainage.* An adequate drainage system, including necessary open ditches, pipes, culverts, storm sewers, intersectional drains, drop inlets, bridges, detention facilities, and other necessary appurtenances shall be installed by the sub-divider according to plans and specifications approved by the county engineer and, as applicable, in accordance with the county's stormwater management ordinance.

6.3.10. *Pedestrian ways.* Crosswalks and sidewalks may be required along county or state roadways external to the development by the planning and zoning commission or governing authority where it is deemed essential to provide circulation or access to schools, playgrounds, shopping centers, transportation, or other community facilities. Crosswalks and sidewalks shall be required along new public or private streets within intermediate or major subdivisions and planned developments by the planning and zoning commission or governing authority in the following zoning districts: R-15, R-8, R-3, R-2, PUD-1, PUD-2, and PUD-3. When sidewalk and crosswalk construction is required, construction must adhere to standards observed by the Americans with Disabilities Act Accessibility Guidelines and Section 7.7.8 of these regulations. The sidewalk can be installed at the time of home construction to minimize damage from construction.

6.3.11. *Access.* The planning and zoning commission and the governing authority shall not approve a sketch plan or planned development in a location where the existing roads providing primary access are inadequate to serve the additional traffic generated by the development. Shared access may be required where, upon the county engineer's recommendation, reducing curbs cuts or driveways is desirable. The approving authority may consider safety as well as require available alternatives for regulating access to new developments or individual lots, upon the review of an access evaluation or traffic impact study. A subdivision or a planned development shall only be able to access new public or private streets built to serve the development. The costs for improvements necessary to improve safety or enhance accessibility shall be borne by the developer.

(a) The entire parcel, rather than simply a particular project, shall be considered in formulating and approving access plans. To this end, the administrative official may require a



development project or subdivision on only part of a lot (an un-subdivided parcel) to design and provide access through the remainder of the parcel not proposed for land development at the time, or reserve such future access by easement or right-of-way.

- (b) Where land proposed to be subdivided or developed includes only part of the tract owned or intended for subdivision or development by the sub-divider or land developer, a tentative plan of a future road system for the portion not slated for immediate subdivision or land development consideration shall be required by the administrative official. When such tentative plan is required, it shall be prepared and submitted by the sub-divider or land developer no later than the time of submission of lot subdivision or development plan approval, whichever occurs first.
- (c) Access improvements such as deceleration lanes, dedicated left-turning lanes, center turn lanes, merge lanes, signalization, etc., required as deemed necessary for safe traffic operations by the administrative official shall be installed at all entrance roads into a development where warranted. The County Engineer shall use the current version of the Georgia Department of Transportation Regulations for Driveway and Encroachment Control, section 4.9, "Auxiliary Turn Lanes," as may be amended from time to time, as a basis for determining whether deceleration lanes and other lanes are required; unless otherwise determined appropriate, if the DOT driveway regulations would require an improvement if the road were a state route, the director shall require the same such improvements which are as follows.
- (d) Right-turn deceleration lanes. Right turn deceleration lanes must be constructed at no cost to the county if the daily site generated right turn volumes (RTV) based on the Institute of Transportation Engineers' publication Trip Generation (assuming a reasonable distribution of entry volumes) meet or exceed the values shown in the table below:

Posted Speed (miles per hour)	Annual Average Daily Traffic (AADT)			
	2 Lane Routes		More than 2-Lanes on Main Road	
	< 6,000	> or = 6,000	< 10,000	> or = 10,000
35 or less	200 RTV daily	100 RTV daily	200 RTV daily	100 RTV daily
40 to 50	150 RTV daily	75 RTV daily	150 RTV daily	75 RTV daily
55 to 60	100 RTV daily	50 RTV daily	100 RTV daily	50 RTV daily
> or = 65	Always	Always	Always	Always

- (e) Left-turn lanes. Left turn lanes must be constructed at no cost to the county if the daily site generated left turn volumes (LTV) based on the Institute of Transportation Engineers' publication Trip Generation (assuming a reasonable distribution of entry volumes) meet or exceed the values shown in the table below:

Posted Speed (miles per hour)	Annual Average Daily Traffic (AADT)			
	2 Lane Routes		More than 2-Lanes on Main Road	
	< 6,000	> or = 6,000	< 10,000	> or = 10,000
35 or less	300 LTV daily	200 LTV daily	400 LTV daily	300 LTV daily
40 to 50	250 LTV daily	175 LTV daily	325 LTV daily	250 LTV daily
55 or over	200 LTV daily	150 LTV daily	250 LTV daily	200 LTV daily

- (f) For any lot of record which existed prior to adoption of this Ordinance but which does not

have frontage on a public street or private street meeting the requirements of this Ordinance, access may be obtained to and from that lot of record solely via any access easement which was lawfully established for access to such lot prior to the adoption of this Ordinance.

- (g) A new access easement shall not be authorized as the sole means of access to a lot, except when property is lawfully divided pursuant to the exception for lots in the AG-5 zoning district. This paragraph shall not be construed to limit use of access easements on lots that otherwise meet the access and lot frontage requirements of the Zoning Ordinance.
- (h) In the event that a planned development or intermediate subdivision of 11 lots or more has access to a substandard road (i.e., a dirt, gravel or surface treated pavement road), the following project access improvements shall be required.
  - (1) The street shall be upgraded by the developer to a public road standard required in the Bulloch County Subdivision Regulations from the project entrance to the nearest standard paved road along the route of access.
  - (2) The developer shall design the road and provide the labor, equipment and materials required for roadway improvements and necessary drainage improvements.
  - (3) The right-of-way required for these off-site improvements shall be acquired by the developer at no expense to the county. If the developer cannot acquire adequate right-of-way, the county attorney shall initiate acquisition proceedings at the expense of the developer after authorization by the board of commissioners.

6.3.12. *Buffers, screening, and landscaping.* When landscape plans or buffers are required or conditioned the following standards shall apply.

- (a) A landscaping plan shall be prepared by a Georgia licensed landscape architect and submitted as required supplemental information referenced in Schedule 5.6.3 of these regulations, providing sufficient detail to determine whether the required amount and type of materials that best serve the intended function has been selected.
- (b) A planted buffer strip and visual screen in accordance with Sections 405 through 407 of the county Zoning Ordinance is required unless it is determined by the Planning and Zoning Commission or the Board of Commissioners that more restrictive standards are required by conditions for approval.

6.3.13. *Open-space dedication.* The approving authorities shall consider the location, access, quality and composition of common open space to be dedicated for a common interest element or public use before approval. Open space consisting of any utility and drainage easements shall not count as open space. Active recreation areas shall be owned by a common interest element, while passive open space such as linear parks or conservation easements may be offered for public dedication to the county. However, the Board of Commissioners must approve and accept any such dedication, which decision shall be made with input from the Bulloch County Parks and Recreation Department.

6.3.14 *Street and Intersection Lighting.*

- (a) Street lighting for new residential subdivisions or planned developments, except for those subdivisions at a minor development scale of 10 lots or less, will be required under a county streetlight special district. Streetlights shall be decorative or ornamental and placed in the right of way to promote neighborhood safety or the extended use of sidewalks.
- (b) Night-time intersection lighting at primary entrances to subdivisions and planned developments are required, with the cost for installation and maintenance to be borne by

the developer or a common interest. All lighting must be downcast and not produce glare.

6.3.15. *Monuments and Property Markers.* Monuments and property markers shall be installed according to the requirement in Schedule 6.7.3.

## **Section 6.4 Security for Performance and Maintenance.**

6.4.1. *Performance and Maintenance Mechanism.* The developer shall be required to provide the County with security for the performance of the design and construction of new streets, sidewalks, street signs and traffic control devices, soil erosion controls (unless a separate bond is determined as necessary according to the county's soil erosion and sedimentation control ordinance by the building and zoning official), and drainage system(s) in accordance with these standards. The security shall be in the form of a surety bond, bank letter of credit, escrow account, or similar instrument acceptable to the county that guarantees performance and shall be in an amount equal to 100% of the cost of the improvements. The performance security shall remain in effect until the County accepts and assumes ownership of the proposed public improvements. At the time the County accepts and assumes ownership of the new streets, signs, drainage systems, or other public improvements, the developer shall be required to provide the County with security for the maintenance of the streets, signs, and drainage systems for a period of three (3) years commencing with the County's formal acceptance of same, or until 75% of structural build-out has occurred, whichever occurs later. The security shall be in the form of a surety bond, bank letter of credit, escrow account, or similar instrument that guarantees maintenance of the improvements and shall be in an amount equal to 20% of the cost of the improvements. Any surety bonds must be from a surety on the U.S. Department of Treasury's listing of approved sureties (Dept. Circular 570).

6.4.2. *Extension of maintenance security for phased developments.* For developments with multiple phases of construction, the building and zoning official may require that portions of a previously approved phase be placed under an extended maintenance bond or letter of credit if the previously approved phase is used as access for construction traffic for the development of future phases. The duration of such an extended maintenance bond or letter of credit shall not exceed three (3) years from the date of approval of the final plat for the final phase of the development.

6.4.3. *Release of maintenance security and contingencies.* Ninety (90) days prior to the release of the maintenance security pursuant to section 6.4.1 or 6.4.2, a final inspection by the applicable departments and agencies of all subdivision improvements will be performed to determine the need for any repairs. If repairs are necessary, the building and zoning official will notify the sub-divider in writing. If the sub-divider fails to take the necessary action to make repairs within thirty (30) days of notification by the county, then the building and zoning official will authorize the surety or bank issuing the bond or letter of credit to release to the county all or any amount of the funds needed to make repairs. Upon release of the funds, the county will act to ensure that the necessary repairs to streets, sidewalks, drainage, or stormwater detention facilities are completed. The building and zoning official may require the maintenance bond or letter of credit to be extended to ensure the completion of repairs started but not completed by the sub-divider for a period not to exceed one hundred eighty (180) days.

### **Section 6.5. Acceptance of streets by the county.**

The county shall not accept title to or assume responsibility for maintaining any streets, drainage systems or other dedicated easements, open space or infrastructure unless all security for performance and maintenance has been satisfied in accordance with Section 6.4 of this appendix, and unless there has been compliance with all other requirements of these regulations and related county policies. No private street or streets resulting from a new subdivision or planned development shall be petitioned for acceptance by the county for public maintenance unless it can be determined that they conform to county construction standards.

### **Section 6.6. Private streets.**

A street which is not accepted as a public street shall have the status of "private street." Private streets may be approved for development only when they are: 1) eligible for categorization as a local street; and, 2) where access from any such private street to a publicly accepted road shall be physically restricted or controlled with an entry barrier. Said street shall be designed so as to prohibit through traffic. To allow for installation of utilities, there will be a 60-foot easement indicated on the plat. Prior to the issuance of building permits for lots within the development, the developer shall comply with the following requirements:

- (a) File with the Building and Zoning Official a release of maintenance agreement, releasing the county from any present or future maintenance of said streets.
- (b) Install a sign provided by the county road department at the developer's expense indicating the existence of a private street at the intersection of each public and private street.
- (c) A disclosure statement shall be present on all plats of the subdivision and/or individual lots and included in all sales contracts. The statement shall set forth the ownership of the streets, the rights of purchasers and others to use the streets, provisions and responsibilities for maintenance and liability, and the rights of purchasers to enforce said provisions. Further, the statement shall advise purchasers that the county governing authority is not responsible for the maintenance of private streets. Each lot owner shall have title to the centerline of the private street adjacent to his lot subject to the 60-foot easement described herein. An alternative is the establishment of a responsible association with the authority to maintain the private streets.

Streets constructed in planned developments shall be private and are subject to the design and construction requirements in the regulations. If private streets are petitioned for acceptance and are found deficient of county standards, the owner(s) must improve the streets to county standards at their expense or must petition and receive approval from the governing authority for improvements under a special assessment.

## Section 6.7. Required improvement schedules.

The schedules below shall be followed for the required improvements of all subdivision plats and general development plans for planned developments.

<b>Schedule 6.7.1: Improvement standards by development scale</b>				
<i>Improvement</i>	<i>Minor (up to 10 lots)</i>	<i>Intermediate (11-49 lots)</i>	<i>Major (50 or more lots)</i>	<i>Planned Development</i>
Site grading	R	R	R	R
Street signs	R	R	R	R
Paved streets	R	R	R	R
Paved off-street parking	R	R	R	R
Storm drainage	R	R	R	R
Monuments & property markers	R	R	R	R
On-site sewerage disposal	R	R	R	R
Underground utilities <sup>(1)</sup>	R	R	R	R
Clustered mailboxes <sup>(2)</sup>	C	R	R	R
Community water system <sup>(3)</sup>	C	R	R	R
Fire hydrants <sup>(3)</sup>	C	R	R	R
Buffers and landscaping	C	R	R	R
Streetlights <sup>(4)</sup>	C	R	R	R
Open space	C	C	C	R
Public water <sup>(5)</sup>	C	C	C	C
Public sanitary sewer <sup>(5)</sup>	C	C	C	C
Pedestrian ways <sup>(6)</sup>	C	R	R	R
Curb and gutter	C	C	R	R
<p><i>Required improvements (R).</i> Required improvements are mandatory.</p> <p><i>Conditioned improvements (C).</i> The planning and zoning commission and the governing authority may require that the sub-divider install improvements as a condition of final development approval if it is specific and unique to the proposed development, provides amenities that fit the scale of the development, reduces nuisances, or improves the general health, safety and welfare of surrounding neighborhoods and the community.</p>				

- (1) Except for junction boxes, meters and existing overhead utility lines, underground utilities shall only be required where new internal streets are constructed.
- (2) If clustered mailboxes are required by the United States Postal Service, they will conform to such requirements, and locations where such mailboxes are required shall be installed on a separate parcel that is off of the right-of-way or travel lanes of roads or streets. Such location(s) shall provide adequate paved parking or queuing, and the access from the cluster box venue location shall be no closer than one hundred feet (100') from any public street intersection so as not to interfere with sight distances or traffic circulation. The location will be owned and maintained by the developer or a common interest element.
- (3) Not required in subdivisions with lots at 5 or more acres.
- (4) A County Streetlight Special District is required.
- (5) May be required to tie on to an existing municipal or county system pursuant to a county ordinance or intergovernmental agreement.
- (6) Reference 6.3.10 of this appendix (not required in AG-5, R-80, R-40, R-25).

<b>Schedule 6.7.2: Improvement standards for street grading and surfacing</b>			
<i>Phase</i>	<i>Standard</i>	<i>I</i>	<i>II</i>
Sub-grade	Shall be compacted to 100% of the laboratory maximum dry density. See Schedule 10.1.1 for inspections and testing requirements.	X	X
Graded aggregate-base	Shall meet Georgia D.O.T. specifications and be no less than six (6) inches in depth. Any alternative materials shall be submitted to the County Engineer for approval. It shall be compacted to 100% of the maximum dry density. See Schedule 10.1.1 for inspections and testing requirements.	X	X
Asphalt mixtures	Shall be approved by the County Engineer and satisfy Georgia D.O.T. specifications. Surface course shall be 9.5 mm or 12.5 mm asphalt superpave unless otherwise approved by the County Engineer.		X
Job mix formula	A formula for hot mix asphalt shall be submitted to the county at least one (1) week prior to paving. All mixtures must contain hydrated lime or anti-strip additive. Minimum thickness shall be two (2) inches.		X
Reflective markings	Blue reflective raised pavement markers shall be required to identify fire hydrant locations. All other pavement markings and road striping shall meet Georgia D.O.T. specifications.		X
I - Laboratory Testing: To verify the above items, testing shall be done for every 1,500 square yards of material placed.			
II – Subject to inspection and approval of county engineer or designee.			

<b>Schedule 6.7.3: Monuments and property marker requirements</b>	
Monuments: Location	Monuments shall be located in the ground at all angles in the boundaries of the subdivision; at the intersection lines of streets and at the intersection of the lines of streets with boundaries of the plat and at the intersection of alleys with the boundaries of the subdivision; at all points of curvature, points in the side lines of streets and alleys; and at all angles of an intermediate traverse line.
Monuments: Placement	It is not intended or required that monuments be placed within the traveled portion of a street to mark angles in the boundary of the subdivision if the angle points can be readily reestablished by reference to monuments along the side lines of the streets. All required monuments shall be placed flush with the ground where practicable. If the required location of a monument is in an inaccessible place, or where the location of a monument would be clearly impracticable, it is sufficient to place a reference monument nearby and the precise location thereof shall be clearly indicated on the plat and referenced to the true point.
Monuments: Materials	All monuments used shall be made of a minimum of solid iron or steel bars at least one-half inch in diameter and 24 inches long. If a point required for a monument is on a bedrock outcropping, a steel rod at least one-half inch in diameter shall be drilled and grouted into solid rock to a depth of at least eight inches.
Monuments: Control Corners	Within each block of a subdivision at least two monuments designed and designated as control corners shall be installed. All control corners shall be constructed of concrete and shall be at least four inches in diameter or square and not less than three feet in length. Each monument shall have imbedded in its top or attached by a suitable means, a metal plate of noncorrosive materials and marked plainly with the point, the surveyor's registration number, the month and year it was installed and the words "control corner." Alternatively, the surveyor may provide Georgia East Zone, state plane coordinates on at least two corners within the subdivision with sufficient data to compute coordinates of all other corners. These coordinates shall be of the same accuracy as required by law for property surveys.
Property Markers	Property markers using steel or wrought iron pipe or the equivalent not less than one-half inch in diameter and at least 24 inches in length shall set all corners, except those located by monuments.
Subdivision Corner Tie	Subdivision corner tie. At least one corner of the subdivision shall be designated by course and distance (tie) from a readily discernible permanent reference marker. If a corner is within 2,000 feet of a U.S. Coast and Geodetic Station, U.S. Geological Survey, or Georgia Grid System coordinated monument, then this corner shall be marked with a monument so designated by computed X and Y coordinates which shall appear on the map with a statement identifying this station or monument to an accuracy of 1:10,000. When such a monument or station is not available, the tie shall be made to some permanent and readily recognizable landmark or identifiable point, physical object or structure. In subdivisions of more than ten lots, the information for this corner tie shall include elevation above sea level making it in effect a benchmark which can be used to determine if individual lots are in a flood prone area.



## ARTICLE VII – DESIGN STANDARDS

### Section 7.1. Scope.

New subdivisions and planned developments, whether residential, commercial, industrial, or mixed-use, should be designed to respect the environment, carefully consider the scale and character of surrounding properties, and be an asset to the community. The design standards shall conform to the minimum requirements of the property's zoning designation and as outlined in the zoning ordinance. The following performance design standards shall be considered in the review and approval process.

### Section 7.2. Streets.

Design standards on county or state roads shall be consistent with all state, federal, and local laws and applicable ordinances, including the Georgia Department of Transportation standards and all amendments or revisions in effect as of the date of the preliminary plat approval.

*7.2.1. Conformity to existing maps, policies or plans.* The location and width of all proposed streets shall (if applicable) be in conformity with official maps, policies and plans along with existing amended plans of the planning and zoning commission, and the governing authority.

*7.2.2. Functional classification.* The functional system of arterial, collector and local streets and roads are classified according to the service they are intended to provide. Each functional classification requires a different standard for right-of-way, intersections, grades and alignments, depending on the number of lanes and whether the roadway is divided or parkway. A development looking to locate along an existing roadway should be required to incorporate right-of-way guidelines into its site plan as either an easement or setback according to the functional classification of the roadway as defined by the county policies. Public agencies will benefit in this process through cheaper right-of-way purchases, and private businesses will benefit through minimal property disruptions due to future roadway improvements.

*7.2.3. Continuation of adjoining street system.* The proposed street layout shall be coordinated with the street system of the surrounding area. Existing streets shall be extended and aligned to adjoining properties, where possible.

*7.2.4. Access to adjacent properties.* Where it is desirable to provide for street access to adjoining property, proposed streets shall be extended by dedication to the boundary of such property and a temporary turnaround shall be provided. Houses fronting on minor streets shall have access from minor streets only. Streets carrying nonresidential traffic, especially truck traffic, shall not normally be extended to the boundaries of adjacent existing or potential residential areas. New commercial or multi-family residential development that abuts a planned, new or existing multi-family residential property or commercial property shall provide a sidewalk connecting the two uses, unless the administrative official determines that it is unnecessary to provide inter-parcel pedestrian access due to the unlikelihood of patrons walking among two or more existing or proposed uses on abutting or nearby sites. This provision shall require such developments to construct the required sidewalk to the property line so that it may be continued by the adjacent



development for future connectivity.

- (a) Internal to each building site, non-single-family residential developments shall provide safe routes of pedestrian access between points of departure and destinations. Such provisions for pedestrian access shall be shown on plans, including site plans for development permits and building permits.
- (b) When multiple buildings are proposed, they shall be linked with on-site pedestrian walkways.
- (c) All walkways internal to the site shall be a minimum of five feet wide.
- (d) The internal sidewalk system shall connect to the public sidewalk system along streets and highways, where it exists or is planned.

#### 7.2.5. *Street naming and signage.*

- (a) Any proposed street names must comply with Article III, *Road Naming and Property Numbering*, of the Bulloch County code of ordinances.
- (b) All new or existing roads within or accessing any new development shall have street sign conform to design and installation standards of the latest edition of the Manual of Uniform Traffic Control Devices. Materials and designs for signs shall be approved by the County Engineer.
- (c) Entrance signs or structures (whether placed within a median), if constructed, will be monument-based signs made of brick, stone or decorative masonry with night-time illumination and non-invasive landscaping, consistent with the architectural details and character of the development. Any entrance sign, structure, and landscaping shall not be maintained by the County.
- (e) Entrance signs or structures will be owned and maintained by a common interest element, and placement within the right-of-way shall not interfere with sight distance at intersections pursuant to Schedule 7.7.1., or be designed to be a roadway hazard.

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

7.2.7. *Trees.* It is recommended that as many trees as possible remain on the site during the initial clearing and grading and that trees normally remain unless they lie within a planned public right-of-way, within a planned building site or within the necessary paved areas surrounding or adjacent to the primary structure.

7.2.8. *Railroads and highways (freeways, expressways).* Railroad rights-of-way and limited access highways where so located as to affect the subdivision or planned development of adjoining lands shall be treated as follows:

- (a) *Extended lot depth.* If applicable, in districts zoned for planned unit developments, commercial, or industrial uses, the nearest street extending parallel or approximately parallel to the railroad or highway shall, wherever practicable, be at a sufficient distance therefrom to ensure suitable depth for commercial or industrial sites.
- (b) *Centerline offsets at intersections parallel to railroads.* All residential streets parallel to the railroad, when intersecting a street which crosses the railroad at grade, shall be at least

one hundred and fifty (150) feet from the railroad right-of-way. Such distance shall be determined with consideration of the minimum distance required for future separation of grades by means of appropriate approach gradients.

7.2.9. *Street rights-of-way, alignments and grades.* The design standards for street rights-of-way, alignments and grades for drainage are contained in Schedules 7.6 and 7.7.

7.2.10. *Intersections.* In addition to the requirements of Schedule 7.7.1, the following design standards shall also apply.

- (a) Not more than two (2) streets shall intersect at any one point, unless specifically approved by the planning and zoning commission.
- (b) Unless otherwise noted, required distances between streets shall be measured from centerline-to-centerline.
- (c) Proposed new access roads created by a new development should align with any existing intersections on the opposite side of such street and their alignments shall be continuous with regard to right-of-way width. If such alignment is determined not to be required, or if there is an existing road on the same side of the street as a new development, then the design standards in Schedule 7.7.1 shall govern.

7.2.11. *Cul-de-sacs.* Where natural topography and original tract composition allow, internal flow within a subdivision shall take precedence over the use of several, repeated or back-to-back cul-de-sacs. Cul-de-sacs should be kept to a minimum and used only to capture areas that cannot be reasonably developed with a through street. Lengths are limited to discourage speeding and to limit the number of people stranded if an emergency cuts or blocks off the road. The design standards for cul-de-sacs are contained in Schedule 7.7.2.

7.2.12. *Alleys.* Service alleys or drives may be required in multiple dwelling, commercial, and industrial developments and shall have a minimum width of fifteen (15) feet, but shall not be provided in one- and two-family residential developments unless the sub-divider provides evidence satisfactory to the need for alleys.

7.2.14. *Marginal access street.* Where a subdivision or planned development adjoins an arterial street or a collector street, a marginal access street may be required to control access from lots fronting on it. If required, points of access from a marginal access street to a collector or arterial street shall be spaced according to Schedule 7.7.1, and a reserve strip having a planted buffer according to Section 6.3.13. shall be provided between the marginal access street and higher order street.

7.2.15. *Clear zone and guard rails.* The maximum possible clear zone within the proposed right-of-way shall be provided according to the AASHTO Policy for Geometric Design of Highways and Streets and any policies or design standards it refers to. Guardrails shall be provided if obstructions cannot be eliminated. Also, guardrails shall be provided at bridge ends, along slopes steeper than 4:1 exceeding ten (10) feet height, and at other hazardous locations.

### **Section 7.3. Easements and Utilities.**

**7.3.1. Utilities.** Easements shall have a minimum width of fifteen (15) feet and be located along the side or rear lot lines and shall be provided as required for utility lines and underground mains and cables. Recommendations on the proposed layout of cable, telephone and electric company easements should be sought from all of the utility companies serving the area. It shall be the responsibility of the applicant to submit copies of the preliminary plat to all appropriate public utility companies. Whenever practicable, the utilities shall be placed underground, according to the standards of the appropriate utility company. Community water systems shall follow the basic design standards in Schedule 7.7.10 of this article.

**7.3.2. Storm Drainage.** Easements for storm drainage shall conform substantially with the lines of any natural water course, channels, streams or creeks which traverse the subdivision or for any new channel which is established to substitute for an existing natural watercourse, channel, stream or creek. Such easements shall be of sufficient width to provide an adequate area for maintenance but shall not be less than fifteen (15) feet. All stormwater infrastructure and easements outside the rights-of-way will be owned and maintained privately by the owner/developer, private property owners or a common interest element.

### **Section 7.4. Reserved**

### **Section 7.5. Lots and Blocks.**

Residential lots shall meet the minimum lot width and area requirements of the design standards of the zoning district in which the lot is located, unless reductions are approved as a part of a planned development or planned unit development.

**7.5.1. Orientation of lot lines.** Side lot lines shall be as nearly at right angles as possible to street lines.

**7.5.2. Lots abutting public streets.** Each lot shall abut upon a dedicated public street on which it has access.

**7.5.3. Reverse frontage lots.** Reverse frontage lots are prohibited. Access to a double frontage lot or lots is to be from an interior local road to be constructed, and buffers shall be provided along the rear property line(s).

**7.5.4. Block design.** Blocks shall have sufficient width to provide for two (2) tiers of lots with appropriate depths. Exceptions to this prescribed block width shall be permitted in blocks adjacent to major streets, subdivision boundaries, railroads, or waterways.

**7.5.5. Block Lengths.** In order that there may be safe and convenient access between various parts of a subdivision, between the subdivision and surrounding areas, and to help prevent traffic congestion and traffic hazards, the length of blocks shall not exceed one thousand eight hundred (1,800) feet.

**7.5.6. Reserved.**

7.5.7. *Building setback lines.* A building line meeting the front yard setback requirements of this appendix shall be established on all lots.

7.5.8 *Non-residential lots and blocks.* Commercial and industrial lots should be designed for the type of development anticipated. The approving authority may impose requirements that depart from these standards when it is necessary to mitigate land use issues, to manage access or traffic or other practical design reasons arising from the proposed development.  
(Ord. of 11-4-97, § 7.4)

## **Section 7.6. General suitability.**

7.6.1. *Soils.* The planning and zoning commission and the building and zoning official shall not approve a subdivision where the soil conditions have been determined not suitable for development by the Bulloch County Health Department pursuant to local, state, and federal laws, regulations and standards.

7.6.2. *Flooding.* Flood prone areas shall be consistent with the Bulloch County Flood Damage Prevention Ordinance.

7.6.3 *Stormwater and Drainage.* All new subdivisions and planned developments meeting required scales or development intensity shall comply with the latest edition of the Bulloch County Stormwater Ordinance.

## **Section 7.7. Design standards schedules.**

The schedules below shall be followed for the design of subdivision plats and general development plans for planned developments.

Schedule 7.7.1: Intersection Design Standards		
Approach Speed at Intersections Within Subdivision		
Maximum Approach Speed (mph)	25	
Geometrics		
Vertical alignment with intersection	Crown on level terrain (flat grade); a leveling area shall be provided having not greater than two per cent (2%) rate at a distance of sixty (60) feet, measured from the nearest right-of-way line of the intersecting street	
Minimum angle of intersection streets	90 degrees with a minimum 100' foot long throat.	
Sight distance at intersections	Intersection sight distance shall be the design value as determined by AASHTO's A Policy on Geometric Design of Highways and Streets (Green Book).	
Functional Class	Minimum Curb or Pavement Edge Radius (ft)	Minimum Centerline Offset of Adjacent Intersection (ft)

Local or marginal access to local	20	125
Local or marginal access to collector	25	440
Collector to collector	30	660
Collector, marginal access to arterial	40	1,320

<b>Schedule 7.7.2: Cul-de-sac Street Design Standards</b>				
<i>Cul-de-sac Street Type</i>		<i>Maximum Length of Street</i>		<i>Roadway Right-of-Way Diameter<sup>1</sup></i>
Permanent		800 linear feet		60'
Temporary (permitted as a segment of a continuous street only)		1,000 linear feet		60'

(1) In turnaround area of cul-de-sac, pavement shall be 80-foot diameter with a right-of-way diameter of 120 feet.

<b>Schedule 7.7.3: Right-of-Way Design Standards – Curb and Gutter</b> <i>(flexibility regarding curb type shall be permitted as long as it accommodates the system of drainage proposed)</i>			
<i>Functional Class</i>	<i>Lanes</i>	<i>Pavement Width (in feet)</i>	<i>Right-of-Way Width (in feet)</i>
Marginal access	Two (2) lanes	20	50
Local	Two (2) lanes	20	60
	Two (2) lanes with parallel parking one side of street	30	60
Collector	Two (2) lanes	20	60
	Two (2) with left turn lane	30	60
	Two (2) with left turn and service lane	40	60
	Four (4) lane	48	80
	Four (4) lane with service lanes	78	90
Arterial	Two (2) lanes	24	60
	Four (4) lane	48	80
	Four (4) lane with service lane	64	100
	Four (4) with left turn lane	68	100
	Four (4) with left turn lane and service lane	86	100

<b>Schedule 7.7.4: Right-of-Way Design Standards – Unpaved Shoulder with Open Channels</b> <i>(drainage swales may be used when it can be shown that soil or topography make their use favorable and where it is in the best interest of the community to preserve its rural character by using drainage swales)</i>					
<i>Functional Class</i>	<i>Lanes</i>	<i>Pavement Width (in feet)</i>	<i>Shoulder Width (in feet)</i>	<i>Ditch Slope Ratio (front and</i>	<i>Right-of-Way Width (in feet)</i>

				<i>back)</i>	
Marginal access	Two (2)	20	4	3:1	50
Local	Two (2)	20	4	3:1	60
	Two (2) with cul-de-sac	60	4	3:1	60 <sup>1</sup>
Collector and Arterial	Two (2)	22	8	3:1	80
	Four (4)	44	10	3:1	100
	Four (4) with left turn lane	55	10	3:1	120

1. In turnaround area of cul-de-sac, pavement shall be 80-foot diameter with a right-of-way diameter of 120 feet.

<b>Schedule 7.7.5: Right-of-Way Design Standards – Inverted Crown</b> (may be used only for subdivisions with less than 20 lots; or planned developments where streets are not publicly dedicated)				
<i>Functional Class</i>	<i>Lanes</i>	<i>Pavement Width (in feet)</i>	<i>Centipede Sodded Shoulder (in feet)</i>	<i>Right-of-Way Width (in feet)</i>
Marginal access	Two (2) lanes	20	5	50
Local only	Two (2)	20	5	60
	Cul-de-sac turnaround area	80' Diameter	5	120' Diameter

Schedule 7.7.6: Alignments standards			
Minimum Sight Distance at Vertical Curves			
Functional Class	Design Speed (MPH)	Minimum Curve Radii (in feet)	Minimum Stopping Sight Distance (in feet)
Local	30	275	200
Collector	50	350	350
Arterial	Determined by AASHTO		
Minimum Radii of Centerline Curvature at Horizontal Curves			
Functional Class	Design Speed (MPH)	Minimum Curve Radii (in feet)	
Marginal access	25	100	
Local	30	275 <sup>(1)</sup>	
Collector	35	390	
Arterial	Determined by Georgia DOT standards		
Tangents between Reverse Curves			
Functional Class	Design Speed (MPH)	Minimum Curve Radii (in feet)	
Marginal access	25	50	
Local	30	100	
Collector	35	100	
Arterial	Determined by Georgia DOT standards		

(1) For horizontal curves, the centerline radius of curvature shall not be less than two-hundred seventy-five (275) feet on local roads unless the topography of the land to be subdivided makes this impractical.

<b>Schedule 7.7.7: Standard grades for streets and roadside drainage</b>		
<i>Minimum Curb Radius (ft)</i>	<i>Street (maximum)</i>	<i>Roadside Ditches (minimum)</i>
Marginal access	6.0%	0.5%
Local	6.0%	0.5%
Collector	6.0%	0.5%
Arterial	Determined by Georgia DOT standards	

<b>Schedule 7.7.8: Pedestrian way design standards</b>					
<i>Type of Development or Pedestrian Way</i>	<i>Location</i>	<i>Minimum Width (in feet)</i>	<i>Thickness (in inches)</i>	<i>Materials and Strength</i>	<i>Slope</i>
Subdivision	Right-of-Way	5' + 3' Median	4	Portland cement concrete 28 day strength of 2,800 psi	¼" per foot Maximum
Planned Development	Right-of-Way	5' + 3' Median	4		
Walking trail	Permanent private easement	6	2	Bituminous mixes, soil cement, stabilized earth, treated wood planking, and pavers	Approved by the county engineer
Crosswalks	Intersections	8	NA	White, reflective	Meeting ADA Standards

<b>Schedule 7.7.9 (a): Minimum number of public access points to a public street</b>		
<i>Development Type and Intensity</i>	<i>Minimum Number (1)</i>	<i>Public Access by Functional Classification</i>
Residential, 50 units or less	1	Paved: Local
Residential, 50-239 units	2	Paved: Local, Collector
Residential, 240-400	3	Paved: Local, Collector, Arterial
Residential, 401 or more	4 + 1 per 120 additional lots	Paved: Local, Collector, Arterial
Non-residential, 50 parking spaces or less	1	Paved: Local, Collector, Arterial
Non-residential, 51 parking spaces or more	2	Paved: Local, Collector, Arterial

<b>Schedule 7.7.9 (b): Separation of access points for streets and driveways</b>	
<i>Posted Speed Limit of Road</i>	<i>Minimum Spacing (1)</i>
35 MPH or less	110 feet
36-45 MPH	230 feet
45-54 MPH	330 feet



55 MPH or more	440 feet
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- (1) The County Engineer and Zoning Administrator may jointly grant an administrative variance to reduce or increase the minimum requirements for access points and spacing that adequately addresses the public health, safety and welfare, unless there are more restrictive requirements by a state or federal agency.

<b>Schedule 7.7.10: Community water system standards</b>	
<i>Element</i>	<i>Specification</i>
Water system: minimum flow	Minimum flow standards shall be capable of meeting the ISO Needed Fire Flow (NFF) of the largest structure within the subdivision, and no less than 500 gallons per minute, while sustaining a 20-psi residual pressure, for a period of 2 hours at the furthestmost point from the available water source(s). A Proof of Flow test, in accordance with NFPA 291, shall be provided to the Fire Chief, and annual flow test records for the water system. .
Water system: service lines	Subject to design requirements approved by the Georgia EPD. Water system distribution lines when located in the right-of-way, shall be installed to have a minimum depth of twenty-four (24) inches of continuous and uniform bedding. Water system distribution lines shall be installed to have a minimum depth of thirty-six (36) inches if located under any proposed new street. Service lines must be stubbed out to the property line to serve each lot before the street is surfaced.
Fire protection, hydrants	Fire hydrants shall be no further than one thousand (1,000) feet apart measured along an improved surface navigable by a fire apparatus.
Well sites: lot layout	Wells sites should be of sufficient size to accommodate and adequately maintain the well and storage tank. Wells shall be established on separate lots of record that shall be a minimum of fifty (50') feet in depth and (50') feet in width. The minimum area of such lots shall be twenty-five hundred (2,500') square feet. The well shall be located no closer than fifty (50') feet to any exterior property line of the subdivision. Activities permitted on such lots shall be limited to those activities related to construction, operation, or maintenance of a well. Such lots shall be established only with direct access onto a public street or be served by an approved private vehicular access easement not less than twenty (20') feet in width.

(Ord. of 11-4-97, § 7.5)



## **ARTICLE VIII – VARIANCES AND APPEALS**

### **Section 8.1. Variances.**

When, due to unnecessary or undue hardship experienced by an owner of a tract of land, it is impractical for a developer to comply with the interpretations of the design requirements of these regulations, the planning and zoning commission shall be authorized to vary such requirements provided the intent and purpose of these regulations are not violated. Such variations, and the reasons for granting them, shall be entered into the minutes of the planning and zoning commission. Provided, however, that the following variances must be approved by the board of commissioners upon recommendation from the planning and zoning commission: (a) any variance from the exemption from paving requirements stated in section 6.7; (b) any variance from the requirements from water supply and distribution systems stated in section 7.7.

### **Section 8.2. Appeals.**

**8.2.1. *Appealing a Decision of the Building and Zoning Official.*** Any person aggrieved by a decision of the building and zoning official may appeal such decision to the planning and zoning commission. The appeal must be filed within thirty (30) days after the date on which the decision by the building and zoning official was made. Applications for appeal may be obtained from and submitted to the building and zoning official, who will transmit them to the planning and zoning commission for consideration. Appeals will be heard and decided by the planning and zoning commission at its next regular meeting after the appeal is received.

**8.2.2 *Appealing a Decision of the Planning and Zoning Commission.*** Any person aggrieved by a decision of the planning and zoning commission (including but not limited to decisions on variances or appeals) may appeal that decision to the board of commissioners. The appeal must be filed within thirty (30) days after the date on which the decision by the planning and zoning commission was made. Applications for appeal may be obtained from and submitted to the building and zoning official, who will transmit them to the board of commissioners for consideration. Appeals will be heard and decided by the board of commissioners at its next regular meeting at which zoning matters are routinely heard after the appeal is received.

(Ord. of 11-4-97, § 9.1, amended 2-6-01)

## **ARTICLE IX – APPLICATION OF REGULATIONS**

### **Section 9.1. Filing and recording.**

No plat of a subdivision within Bulloch County shall be filed or recorded by the county clerk of the court until the final plat shall have been submitted to the building and zoning official and approved in accordance with these regulations.  
(Ord. of 11-4-97, § 10.1)

### **Section 9.2. Unauthorized conveyances.**

No lot, street, alley, improvement, easement, right-of-way or other property or property right of any kind shall be conveyed, by deed or otherwise, to the county, the governing authority or other public authority without its express acceptance of such conveyance as indicated by the signature of its authorized agent on such deed or other document of conveyance.  
(Ord. of 11-3-92, § 10.2)

### **Section 9.3. Reserved.**

### **Section 9.4. Reserved.**

### **Section 9.5. Schedule of filing fees.**

Fees as set forth in the schedule of fees and charges shall be paid in connection with application.  
(Ord. of 11-4-97, § 10.5)

## ARTICLE X – CONSTRUCTION SCHEDULE

### Section 10.1. Prior approval.

No construction or land disturbing activity of any kind, including grading, installation of improvements, or building shall begin on any land subject to these regulations without prior approval and implementation of the preliminary plat and soil erosion and sedimentation control plan where required by local, state or federal laws or regulations. All subdivisions and planned development projects shall construct and install all improvements in accordance with the requirements of these regulations. The steps for pre-construction review and approval and required inspections shall be followed accordingly.

(Ord. of 11-4-97, § 11.1)

10.1.1. *Procedures.* Prior to beginning development of the subdivision the sub-divider shall first obtain the following approvals:

(a) *Preliminary plat or planned development approval required.* The sub-divider must first have a preliminary subdivision plat or general development plan approved by the county.

(b) *Soil erosion and sedimentation control plan.* The sub-divider must have a soil erosion and sedimentation control plan in compliance with the Bulloch County Soil Erosion and Sedimentation Control Ordinance. The plan shall be reviewed and coordinated by the building and zoning official.

(c) *Preconstruction conference.* Prior to grading, the sub-divider shall contact the building and zoning official to arrange a preconstruction conference. The preconstruction meeting shall include the results and discussion of departmental reviews of the soil erosion and sedimentation control plan, and the construction improvement plan (including street cross sections and profiles, construction specifications, procedures for inspections and testing, stormwater drainage and detention facilities, water/sewer facilities, and any other matters concerning the development). The sub-divider shall provide a list of names, telephone numbers, addresses, and business license numbers of all contractors and subcontractors employed on a job.

(d) *Notice to Proceed with Construction Activities required.* A notice to proceed shall be issued by the building and zoning official only after the approval of the preliminary plat, general development plan for a planned development, soil erosion and sedimentation control plan, and if required a stormwater maintenance and drainage plan, traffic study, and the conclusion of a preconstruction conference. Site grading shall be limited only to those areas clearly defined on the approved plans. Any site grading which is done without an approved soil erosion control plan and notice to proceed is a violation of these regulations and shall result in enforcement penalties.

### Section 10.2 Inspections.

10.2.1. *Inspections.* Inspections shall follow the procedures and requirements defined in the phases contained in Schedule 10.1.

10.2.2. *Work stoppage.* A stop-work order may be issued at any time if it is determined to be necessary due to failure of the sub-divider to comply with any of the requirements of this appendix, the zoning ordinance, or the soil erosion and sedimentation control ordinance. A stop-work notice shall be posted on the site and the sub-divider shall be notified in writing concerning the reasons for the stop-work order. Any work which proceeds in violation of a stop-work order

shall subject the sub-divider to penalties as prescribed in applicable regulations.

10.2.3. *Work delays.* If construction during any phase of development is delayed due to inclement weather or for other reasons, the sub-divider shall notify the county prior to resuming construction activity.

<b>Schedule 10.2.1: Construction inspections procedures and requirements</b>	
<i>Construction Phase</i>	<i>Procedure</i>
Clearing/grubbing	After issuance of land disturbance permit and providing the required notice to the county, clearing of the rights-of-way may begin.
Street grading	Following inspection and approval of the street clearing and grubbing, and street grade stakes have been set by the project's engineer, the contractor may proceed with the grading of the streets. Compaction tests shall be made as required by the development inspector to determine that the required maximum dry density is achieved. At least one (1) test shall be made over each storm drain pipe after it has been covered with eighteen (18) inches of back fill material. Re-grading of ditches on existing county roads should be complete.
Sub-grade compaction	Following the completion and approval of the street sub-grade grading and installation of any curb and gutter or approved shoulder stabilization, the contractor may proceed with the preparation of the sub-grade. Proof-roll compaction tests shall be made on all areas of the finished sub-grade material with the County Engineer or designee in attendance. Laboratory testing for moisture content and density shall be performed by a Georgia DOT approved testing consultant at the minimum rate of one test per 1,500 linear feet per two lanes. Additional testing may be required by County Engineer or designee due to failing test results or site conditions.
Utility improvements	Following inspection and approval of the street grading and storm drainage by the development inspector, the contractor may proceed with utility improvements. The development inspector shall observe installation and review pipe material, manufacturer, class, and size for conformance with plans; observe pipe-laying operation to ensure that all joints are properly made, pipes are true to line and grade, compaction and back fill are done according to specifications; document the depth and type of bedding, trench conditions, compaction, the location of all service stub outs and connections, back filling and location of all utilities; and perform and document all final acceptance testing according to plans.
Curb and gutter (where applicable)	Following the installation of all proposed sanitary sewer and/or water lines and acceptance of the street grading the contractor may proceed with the construction of the curb and gutter.
Base preparation	Following the inspection and approval of the street sub-grade, the contractor may proceed with the construction of the street pavement base. Proof-roll compaction tests of all areas of the finished base shall be performed with the County Engineer or designee in attendance. Laboratory acceptance testing of in-place density and thickness shall

<b>Schedule 10.2.1: Construction inspections procedures and requirements</b>	
<i>Construction Phase</i>	<i>Procedure</i>
	be made by a Georgia DOT-approved testing consultant at a minimum rate of one test per 1,500 linear feet per two lanes. Additional testing may be required by County Engineer or designee due to failing test results or site conditions.
Paving	After the road base has been inspected and approved, the contractor may proceed with the construction of the asphaltic concrete binder and/or surface courses. The proposed asphalt job mix formula shall be submitted to the County Engineer for approval at least two weeks prior to paving. The development inspector shall inspect and document the placement of asphalt pavement for compliance with material and weight specification and obtain from the contractor all records of asphalt mix and materials quantities. Laboratory testing of pavement thickness shall be done at a minimum rate of one test per 1,000 linear feet per two lanes. Additional testing may be required by County Engineer or designee due to failing test results or site conditions.
Soil erosion and sedimentation control	During all of the stages of inspection, soil erosion and sedimentation control measures shall be inspected at any time determined necessary to ensure compliance with the approved plan. The sub-divider is responsible for continued maintenance of all soil erosion and sedimentation control measures as required by the county ordinance.

### **Section 10.3. Developers' responsibilities.**

10.3.1. *Inspection notification.* The sub-divider shall notify the county at least twenty-four (24) hours before any stage of construction begins, and before construction is commenced after it is stopped or delayed due to inclement weather or other reasons.

10.3.2. *Recordkeeping.* The sub-divider shall be responsible for maintaining documentation of all construction activity, materials, quantities, and test results used to construct the infrastructure for the subdivision. Asphalt tickets and other material records shall be made available to the development inspector when requested. It is recommended that the sub-divider retain a professional engineer to supervise, document, and inspect all construction of the subdivision.

### **Section 10.4. Sale and transfer.**

No lot or parcel of land shall be sold or transferred or a building permit issued until the final plat, of which said lot or parcel is a part, shall have been approved and recorded as provided for in these regulations.

(Ord. of 11-3-92, § 11.5)

**Section 10.5 Building construction standards.**

A building or structure shall be considered substandard if or when it does not meet the requirements of the Uniform Building Code of Georgia, or any other code or ordinance adopted by the county or its governing authority.

(Ord. of 11-3-92, § 11.6)

**Section 10.6 Building permits.**

The building official shall not issue any permit for the construction of any building or structure to be located in any subdivision or planned development until the required plat has been approved and recorded as provided for in these regulations.

(Ord. of 11-4-97, § 11.7)

**Section 10.7 Occupancy.**

Within each phase of development, no building may be occupied for dwelling or other purposes nor shall an occupancy permit be issued for any building until all roads and required utility installations, including water supply and sanitary sewer systems, have been completed to the satisfaction of the building official.

(Ord. of 11-3-92, § 11.8.)

## **ARTICLE XI – RECORDING OF FINAL PLATS**

### **Section 11.1. Filing for recording.**

. No developer or his agent shall file for recording any final plat of a subdivision without the approval required by these regulations, nor shall any sketch plan or preliminary plat be filed for recording as a “record” plat.  
(Ord. of 11-4-97, § 12.1)

### **Section 11.2. Recording official.**

The county clerk of court shall not accept, file, or record any sketch plan or any preliminary plat as a “record” plat, or any final record plat involving any area subject to these regulations which has not been approved according to these regulations. (Ord. of 11-4-97, § 12.2)

### **Section 11.3. Transfer of lots in unapproved subdivisions.**

It shall be unlawful for the owner or agent of the owner of any land to be subdivided within the county to transfer or sell or agree to sell or negotiate to sell such land by reference to or exhibition of or by other use of a plat or subdivision of such land before such final plat has been duly approved and recorded in the office of the clerk of the court in and for the county. The description of metes and bounds in the instrument of transfer or other document used in the process of selling or transfer shall not exempt the transaction from the requirements of this subsection. The county may enjoin such transfer or sale or agreement by appropriate action.  
(Ord. of 11-4-97, § 12.3)

### **Section 11.4. Erection of buildings.**

Any building erected in violation of these regulations shall be deemed an unlawful structure, and the building official or other official designated by the board of commissioners may bring appropriate action to enjoin such erection or cause it to be vacated or removed.  
(Ord. of 11-4-97, § 12.4)

### **Section 11.5. Street names.**

It shall be unlawful for any person in laying out any new street or road to name such street or road on any plat, by any marking or in any deed or instrument, without first obtaining the approval of the governing authority.  
(Ord. of 11-4-97, § 12.5)

## **ARTICLE XII – VIOLATIONS, PENALTIES AND REMEDIES**

**Section 12.1. *Penalties.*** Any person who violates any provision of this appendix or any amendment to this appendix, or who fails to perform any act required hereunder or commits any prohibited act, upon conviction thereof shall be subject to punishment as provided in section 1-11 of the Bulloch County Code of Ordinances. Each and every day for which any violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as such hereunder.

**Section 12.2. *Equitable Remedies.*** *In addition to any other remedies it may have, the county may pursue an injunction or other appropriate equitable relief in a court of competent jurisdiction to stop or prevent any violation of any provision of this appendix.*

## **ARTICLE XIII – LEGAL STATUS PROVISIONS**

### **Section 13.1. Interpretation.**

The regulations expressed in this document shall be considered as the minimum provisions for the protection of the health, safety, economy, good order, appearance, convenience and welfare of the general public.  
(Ord. of 11-3-92, § 13.1)

### **Section 13.2. Conflict with other laws, ordinances, or regulations.**

Whenever the requirements made under authority of these regulations impose higher standards than are required in any other statute or local ordinance or regulation, provisions of these regulations shall govern.  
(Ord. of 11-3-92, § 13.2)

### **Section 13.3. Separability.**

Should any section or provision of this ordinance be declared by the courts to be unconstitutional or invalid, such a declaration shall not affect the ordinance as a whole, or any other part thereof other than the part so declared to be unconstitutional or invalid.  
(Ord. of 11-3-92, § 13.3)

### **Section 13.4. Repeal of conflicting ordinances.**

All ordinances or parts of ordinances in conflict with any of the provisions of this ordinance are hereby repealed.  
(Ord. of 11-3-92, § 13.4)



**Section 13.5. Amendments.**

The planning and zoning commission shall consider and make a recommendation to the board of commissioners on any amendment to these regulations. The planning and zoning commission, at its option, may hold a public hearing on any amendment to these regulations. Recommendations of the planning and zoning commission shall be forwarded to the board of commissioners. The board of commissioners shall hold a public hearing on any proposed amendment to these regulations prior to its adoption, notice of which shall be given not less than 15 days nor more than 45 days prior to the hearing date. The notice of the hearing shall be made in a newspaper of general circulation in the county.

(Ord. of 11-4-97, § 13.5)

**Section 13.6. Savings provision.**

These regulations shall not be construed as abating any action now pending under, or by virtue of, prior existing subdivision regulations, or as discontinuing, abating, modifying or altering any penalty accruing or about to accrue, or as affecting the liability of any person, firm or corporation, or as waiving any right of the county under any section or provision existing at the time of adoption of these regulations, or as vacating or annulling any rights obtained by any person, firm or corporation, by lawful action of the county or its governing authority except as shall be expressly provided for in these regulations.

(Ord. of 11-3-92, § 13.6)

**Section 13.7. Effective date.**

This appendix is adopted to replace and supersede the Bulloch County Subdivision Regulations previously adopted on November 3, 1992 ("the original ordinance") and any amendments thereto prior to the effective date of this appendix, except as provided herein. The effective date of this ordinance is April 4, 2023. Any subdivisions or other developments for which a sketch plan or conceptual site plan were approved prior to that date, and for which approval has not lapsed due to inactivity, shall be subject to the requirements of the subdivision regulations in effect immediately prior to that date, which subdivision regulations are included herein as Appendix B-1.

(Ord. of 11-4-97, § 13.7)

## **ARTICLE XIV – PLANNING AND ZONING COMMISSION**

### **Section 14.1. Organization.**

The planning and zoning commission shall consist of seven members, appointed by the governing authority to serve for overlapping three-year terms or until their successor has been appointed. Any vacancy in the membership shall be filled for the unexpired term in the same manner as the initial appointment. Members shall be removable for cause by the governing authority upon written notice and an opportunity to be heard. The governing authority shall determine the amount of compensation, if any, to be paid to the members of the planning and zoning commission.

(Ord. of 11-4-97, § 14.1)

### **Section 14.2. Procedure.**

The planning and zoning commission shall elect from its membership a chairman, vice-chairman, and a secretary, each of whom shall serve for one year or until he is re-elected or his successor is elected. The vice-chairman shall preside over meetings in the chairman's absence. The chairman (or, in the chairman's absence, the vice-chairman) may not introduce or second motions and shall not vote except in the case of a tie vote among the other members, the chairman then voting to break the tie. The planning and zoning commission shall adopt rules in accordance with the provisions of these regulations.

(Ord. of 11-4-97, § 14.2)

### **Section 14.3. Meetings.**

Meetings of the planning and zoning commission shall be held monthly, at the call of the chairman, and at such other times as the planning and zoning commission determines. The planning and zoning commission shall keep minutes of its proceedings, show the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the office of the clerk of the board of county commissioners and shall be a matter of public record.

(Ord. of 11-4-97, § 14.3)

### **Section 14.4. Filing.**

The planning and zoning commission shall require an applicant to furnish such additional information as it deems necessary when filing an application and may require specific forms to be used.

(Ord. of 11-4-97, § 14.4)

**Section 14.5. Interpretations.**

The planning and zoning commission shall interpret requests in such a way as to carry out the intent and purpose of these regulations.  
(Ord. of 11-4-97, § 14.5)

**Section 14.6. Specific limitations of powers of the planning and zoning commission.**

The planning and zoning commission does not have the power to amend these subdivision regulations, or to declare these regulations or any amendment hereto invalid, or to allow any use not permitted by these regulations.

The planning and zoning commission shall grant variances only as extraordinary circumstances shall require within the spirit and purpose of these regulations.

The fact that a financial hardship will be suffered if a variance is not granted is of itself insufficient grounds for granting a variance.  
(Ord. of 11-4-97, § 14.6)

**Section 14.7. Approvals.**

The governing authority may uphold, reverse, add, delete, or modify with conditions any recommendation by the planning and zoning commission.  
(Ord. of 11-4-97, § 14.7)

Adopted at a meeting of the Bulloch County Board of Commissioners held in compliance with Georgia's Open Meetings Act on the 4<sup>th</sup> day of April, 2023, at which meeting a quorum was present.

BOARD OF COMMISSIONERS OF  
BULLOCH COUNTY, GEORGIA

By: \_\_\_\_\_  
Roy Thompson, Chairman

Attest: \_\_\_\_\_  
Venus Mincey-White, Clerk

(SEAL)