

CHAPTER IV

PLAT DETAILS AND ATTACHMENTS

Whenever the letter “X” appears opposite an item, that information shall be shown on the plat at the time the plat is presented to the Planning Board.

	Preliminary Plat	Final Plat
<b>SECTION 1 - SUBDIVISION NAME</b>		
The proposed name of the subdivision shall not duplicate or closely approximate the name of any other subdivision in the County except for extensions of or additions to existing subdivisions. The name shall not imply that the property is an addition to any municipality unless the property is in fact within the corporate limits or limits of subdivision control at the date of filing for record. Name of the subdivision and the name or number of the larger subdivision or tract of which it is a part should be included. 911 will verify acceptance and non-redundancy and also tract subdivision names. Confusingly similar names which would hinder fire and police protection will be disallowed.	X X X	X
<b>SECTION 2 - ABUTTING PROPERTY</b>	X	
The name of an adjacent subdivision, and the name and addresses of record owners as shown by the County Assessor’s office adjacent parcels of unplatted land shall be shown in the appropriate location upon the plat.		
<b>SECTION 3 - AREA MAP</b>	X	X
An area map shall accompany or appear on the plat. The scale should be of sufficient size to show location of proposed subdivision by Township, Range, and Section. Existing roads, district, or special corporate lines, adjacent features (such as lakes) and abutting subdivisions should be identified on the area map so as to show how the proposed subdivision will fit into the surrounding area.		
<b>SECTION 4 - NORTH-POINT, NAME, ETC.</b>	X	X
Include on the plat a north-point arrow, title, and date. Top or left of sheet should be north.		

	Preliminary Plat	Final Plat
SECTION 5 - SCALE	X	X

The plat shall be prepared with a scale of sufficient magnitude to clearly show all the dimensions, lettering, and all other pertinent data and shall appear on the plat in both written and graphic form.

SECTION 6 - SHEET SIZE		X
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The sheet size for recording shall be a maximum of 18" x 24". This may be a reduction from a larger sheet size, if desired.

SECTION 7 - BOUNDARY LINES	X	X
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All external boundary lines with length and bearing of courses shall be shown. These boundaries shall be determined by accepted surveying practices. The legal description of the property being subdivided shall appear on the plat.

SECTION 8 - SURVEY CONNECTIONS		X
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Where practical, survey lines should be tied to the State Plane Coordinate System. Where not practicable, bearings and distances should be tied to the nearest established street bounds, patent or other established survey lines or other official monuments, which monuments shall be located or accurately described on the plat. Any patent or other established survey or corporation lines shall be accurately located on the plat and their names shall be accurately lettered on it.

	Preliminary Plat	Final Plat
SECTION 9 - TOPOGRAPHY	X	
<p>Contours, normally with intervals of five feet, referenced to USGS datum or as may be otherwise required shall be shown.</p>		
SECTION 10 - EXISTING STREETS AND OTHER FEATURES	X	X
<p>The plats shall show the location, widths, and names of all existing or platted streets or other public ways within or adjacent to the tract and other important features such as existing permanent buildings, water courses, railroad lines, municipal corporation lines, oil and gas lines or wells, including abandoned gas or oil wells and dry holes.</p>		
SECTION 11 - NEW STREETS AND THEIR NAMES	X	X
<p>The plat shall show the layout, names, and width of proposed streets, alleys, and easements. Names shall be established to the satisfaction of the Board and shall not duplicate or closely approximate any existing street names in adjoining subdivisions except extensions of prior streets. Include street and alley locations, length and bearing, name, width, and angles of intersection.</p>		
SECTION 12 - LOTS AND BLOCK NUMBERS	X	X
<p>Lots shall be numbered in numerical order. In tracts containing more than one (1) block, the blocks shall be likewise numbered in numerical order. In the case of a re-subdivision of lots in any block, such re-subdivided lots shall be designed by their original number prefixed with the term most accurately describing such division, such as W1/2 of 3, N 40' of 5, etc., or they shall be designated numerically, beginning with the number following the highest lot number in the block.</p>		

	Preliminary Plat	Final Plat
SECTION 13 - LOT LINES	X	X

Lot lines shall show bearings and distances. Bearings shall be shown in degrees and minutes and seconds. Distances should be shown at least in feet and hundredths of feet.

SECTION 14 - CURVING LINES		X
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When a street is on a circular curve the radius and arc length shall be shown. But when a curve radius of 200 feet or less is used, it is sufficient to show the length and bearing of the main chord, the radius, and the central angle subtended.

SECTION 15 - EXISTING UTILITIES	X	X
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Existing overhead and underground power and Communication lines, sewers, water mains, gas mains, culverts, and other underground structures, within the tract and immediately adjoining it, with pipe sizes and grades, shall be shown on the plat or on a separate attachment.

SECTION 16 - UTILITY SERVICE	X	
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Proposed main locations will be designated on the preliminary plat and the necessary easements provided.

SECTION 17 - BUILDING SETBACK LINES	X	X
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All building set back lines shall be designated on the plat.

SECTION 18 - EASEMENTS	X	X
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Within the subdivision all public and private easements and rights-of-way, with the limitation of the easement rights, shall be stated on the plat.

	Preliminary Plat	Final Plat
SECTION 19 - SOIL ANALYSIS	X	
<p>The developer shall indicate by appropriate attachment the types of soils found in the plat area from available USDA Soil Conservation Service data or other authoritative source.</p>		

SECTION 20 - FLOOD AREA	X	X
<p>All of the proposed platted land which is subject to inundation shall be clearly designated on the plat. All lots to be platted in a flood area shall have sufficient land area above the established 100 year frequency flood elevation to meet all applicable building area restrictions.</p>		

SECTION 21 - STORM DRAINAGE		X
<p>Provisions shall be made for the disposal of storm water. Where initial construction does not provide for storm sewers, drainage ditches, and culverts of adequate capacity shall be put in. Facilities for storm drainage should be of adequate capacity to take care of not only surface run-off originating within the subdivision or flowing across but also consideration should be given to the consequences of total development should it occur in the upstream drainage area.</p>		

SECTION 22 - OFF SITE DRAINAGE		X
<p>The developer's engineer shall make a copy of the off site drainage and/or flooding problems to be created by the full development of the proposed subdivision and submit a written statement concerning the effect the proposed subdivision would have on off site drainage. If the study identifies off site flooding problems, the engineer shall submit with the subdivision drainage plan off site drainage plans to correct the problems identified. The developer shall be responsible at his own expense for making those off site improvements necessary to correct the drainage or flooding problems created by his subdivision.</p>		

	Preliminary Plat	Final Plat
SECTION 23 - WATER COURSES	X	X

In case the subdivision is traversed by a water course, channel, stream, or creek, its present and proposed location shall be shown.

SECTION 24 - CONSTRUCTION PLANS		X
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A general statement describing proposed improvements and drainage systems shall be a part of the preliminary plat. The Planning Board will require submission of all street construction plans prior to the approval of the preliminary plat and may request, if needed, additional utility construction plans. Construction plans and other engineering data, prepared and certified by a registered professional engineer shall be submitted to and approved by the respective office, department, or agency having jurisdiction over such improvement prior to the approval of the final plat. "As built" plans of the improvements shall be filed within sixty (60) days after their completion and before streets are accepted for County Maintenance.

SECTION 25 - EVIDENCE OF COMPLETION OF REQUIRED IMPROVEMENTS OR PERFORMANCE BOND TO BE SUBMITTED AS SEPARATE INSTRUMENT		X
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Upon preliminary approval, the developer may proceed to install all required improvements and for this purpose may secure from the appropriate authorities the

necessary permits; provided that if final plat approval is desired before completion of improvements, the developer shall post with Benton County, Arkansas a corporate surety bond in favor of the county, or deposit a cashier's check, or other negotiable securities or a certificate of deposit properly assigned to the county, in an escrow account or other acceptable bond. Such bond shall be in an amount sufficient to cover the cost of installation of all incomplete required improvements as estimated by the engineer, the contractor's bid, or the official having jurisdiction, with the exception of utilities that would be extended at no cost to the developer. The bond is to assure the satisfactory construction and performance of said improvements at the time and terms fixed by the Planning Board and in accordance with the regulations. The above bond will be required only for the portion for which the developer desires a final plat before completing the required improvements. Evidence of completion or satisfactory construction bond will be submitted with the application for final approval of the plat.

	Preliminary Plat	Final Plat
SECTION 26 - OPEN SPACE	X	X

All areas of open space for any purpose and any natural features to be preserved shall be designated.

SECTION 27 - PROPERTY OFFERED FOR DEDICATION		X
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The accurate dimensional outline of all property which is offered for dedication for public use, and of all property that may be reserved by covenant in the deeds for the common use of the property owners in the subdivision, with the purpose indicated thereon, shall be shown on the plat. All lands dedicated to public use (other than streets) shall be marked "Dedicated to the Public".

SECTION 28 - MAINTENANCE AND OPERATION PROVISIONS	X	X
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The responsible entity for the maintenance and operation of any building, park, equipment, pool, plantings, lawn, or other legal interests in the proposed subdivision shall be shown on separate articles of incorporation, contracts, restrictions, or other methods. The means of securing payment for maintenance and operation expenses and the method of terminating such provisions shall be stated in the creating documents, if any.

	Preliminary Plat	Final Plat
SECTION 29 - PROPOSED PLAT RESTRICTIONS	X	X

An outline of all proposed plat restrictions shall be submitted along with the preliminary plat. Private restrictions or evidence of recording shall be shown on the final plat. If there are no restrictions, the plat shall so state.

SECTION 30 - ENGINEER'S CERTIFICATE		X
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Include, as a separate attachment, a certificate by the engineer that all improvements "as built" conform to all applicable engineering requirements and specifications.

SECTION 31 - LAND SURVEYOR'S CERTIFICATE TO APPEAR ON PLAT		X
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Include a certificate by a registered land surveyor to the effect that he has fully complied with the requirements of this regulation and the subdivision laws of the State of Arkansas governing surveying, dividing, and mapping of the land; that the plat is a correct representation of all the exterior boundaries of the land surveyed and the subdivision of it; that the plat represents a survey made by him; that all monuments indicated thereon actually exist and their location, size, and material are correctly shown.

SECTION 32 - OWNER'S CERTIFICATE TO APPEAR ON PLAT		X
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This certificate should contain the substance of the following example: "As owner, I hereby certify that I have caused the land described to be surveyed, divided, platted, dedicated, and access rights reserved as represented on this plat (and attachments)."

	Preliminary Plat	Final Plat
SECTION 33 - CERTIFICATION THAT TAXES ARE NOT DELINQUENT		X

Include, as a separate attachment, a certificate from the County Tax Collector that there are no delinquent taxes or special assessments currently due or payable on any of the land in the plat including property dedicated for public use.

SECTION 34 - PUBLIC UTILITIES COORDINATION(S) AND APPROVAL(S)		X
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Include as a separate statement, from each utility to serve the subdivision, that the plat does not violate any regulations of the utility and that service can be provided to the platted area.

SECTION 35 - STATE HIGHWAY DEPARTMENT APPROVAL		X
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Include, if appropriate, a separate statement from the State Highway Department that the plat is coordinated with state and federal highways, existing and planned.

SECTION 36 - STATE HEALTH DEPARTMENT APPROVAL		X
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Include a separate statement from the State Health Department that water and sewer improvements planned meet all applicable public health regulations.

SECTION 37 - COUNTY COURT'S CERTIFICATE TO APPEAR ON PLAT		X
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Upon approval of the final plat by the Planning Board, the County Judge will affix and approve by signing the following stamped certificate: "Lands dedicated for easements, rights-of-way, and other public uses area accepted for the public by the County of Benton. This certificate is not an acceptance of the responsibility to maintain roads which are constructed in rights-of-way."

Preliminary  
Plat                      Final  
   Plat

SECTION 38 - PLANNING BOARD CERTIFICATE TO APPEAR ON PLAT                      X

After the Planning Board has confirmed that the final plat meets all of the applicable requirements as outlined in preceding paragraphs of this section, it will affix and approve the signing of the following stamped certificate: “This plat has been reviewed by the Benton County Planning Board in accordance with Benton County Subdivision Regulations and meets all applicable requirements of those regulations.”

SECTION 39 - PROCEDURE FOR ACCEPTING ROADS FOR MAINTENANCE                      X

When evidence of completion of road construction is received as acceptable to the County Highway Department, the County Judge will accept the road by signing the following stamped certificate: “Roads and drainage systems in rights-of-way dedicated to the public have been inspected and are hereby accepted for maintenance by the County Highway Department.”