

Ordinance no. _____

Now be it and it is hereby ordained by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES CHAPTER 7.5 - DEVELOPMENT REGULATIONS. ARTICLE II. - PLAN REVIEW AND GENERAL REQUIREMENTS. SEC. 7.5-31. - PLAN REVIEW PROCEDURE. PARAGRAPH (2)(a) is hereby amended by deleting the same and replacing it as follows:

1.

Sec. 7.5-31. – Plan Review Procedure.

(2) *Stages of subdivision development plans review.* Plan design, submittal, and review is divided into four (4) stages which corresponds to the following four (4) types of plans:

- (a) *Preliminary plat:* Conceptual street and lot layout of subdivision with topography of not more than two-foot intervals. A plat review fee as indicated in City of Cartersville Code, section 17-78 shall be required at the time of submittal. Preliminary Plats shall go through the City's current review process. Upon initiating a review, a preliminary plat in digital PDF format shall be given to the planning and development department along with four (4) copies of the plat to be distributed as follows: Water department (one (1) plat copy); public works (two (2) plat copies); and planning and development (one (1) plat copy). Comments shall be provided by the departments within thirty (30) days of the initial submission. Revisions shall be reviewed and approved/disapproved pursuant to the City's current Plan Review process. Upon approval of the plat by all individual departments, two (2) copies of the approved version of the plat shall be submitted to the department of planning and development for final approval and signature by the City of Cartersville Planning Department Director or their designee. Approval of a preliminary plat shall expire and be null and void after a period of twenty-four (24) months from the date of approval unless an extension of time is approved by the Planning and Development Director or their designee. (A preliminary plat shall not be required of subdivisions on an existing street involving only two (2) lots or building sites.

Information to be provided. Preliminary subdivision plats shall contain the following information:

1. Subdivision name.
2. Name, address and twenty-four-hour phone number of developer.
3. Date including most recent revision date.
4. Graphic scale (not to exceed one (1) inch = one hundred (100) feet).
5. Location index map (approximate scale one (1) inch = six thousand (6,000) feet).
6. North arrow.
7. Land lot, district and section.
8. Maximum sheet size twenty-four (24) inches × thirty-six (36) inches unless otherwise approved.
9. Exact boundary lines of the entire tract indicated by a heavy line giving lengths and bearings.
10. Present zoning and zoning of abutting land.
11. Proposed street and lot layout.

12. Proposed street names.
13. Lot lines with approximate dimensions.
14. Location of bold lines for phased developments.
15. Lots numbered consecutively disregarding phasing.
16. General notes on the plat stating total project acreage, total number of lots and lot density, minimum size of lots, minimum lot width and frontage, and required setbacks for present zoning.
17. Existing streets, utilities, and easements on and adjacent to the tract.
18. Provisions for water supply, sewerage, and drainage.
19. Location of one hundred-year floodplain or statement that no part of the property lies within the one hundred-year floodplain.
20. Minimum building front yard setback line shown graphically on the plat.
21. Surveyors and/or engineer's stamp.
22. Signature statement for Planning and Development Director or their designee.
Statement shall read as follows:

Preliminary Plat
Approval Certificate

All requirements of the City of Cartersville Development Regulations relative to the preparation and submission of a Preliminary Plat having been fulfilled, approval of this plat is hereby granted subject to further provisions of said Regulations. This certificate is effective for twenty-four (24) months from the date of signing unless a Final Plat is recorded.

Planning and Development Director, or their Designee	Date

23. Any and all other information as may be required by the city.
24. Names of owners of record of adjoining properties.

2.

All other provisions of Sec. 7.5.-31 not changed herein shall remain as is.

3.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and the sections of this Ordinance may be renumbered and/or alphabetized accordingly to accomplish such intention.

4.

The above ordinance is deemed an emergency ordinance only requiring one reading to allow for the timely approval of preliminary plats.

BE IT AND IT IS HEREBY ORDAINED, this _____ day of _____, 2024.

ATTEST:

MATTHEW J. SANTINI, MAYOR

JULIA DRAKE, CITY CLERK