

## Subdivision Ordinance

Section	Issue	Changes
Sec. 31.1-203. - Subdivision application, review, and approval.	Application requirements reference paper plans	Update to require electronic submissions of all except for final signature sets to be recorded.
Sec. 31.1-400. - Standards for streets.	Update reference to current VDOT standard, expand dimensional standards to clarify what is required for streets with Average Daily Trips (ADT) over 4,000, specifically note that street improvements must be ADA compliant	<p>Added current VDOT reference documents and most applicable sections for use by the subdivision agent.</p> <p>Updated Tables 400-1 and 400-2 to reflect standards for streets with ADT great that 4000 and noting the bicycle accommodations may be required on collector and arterial streets.</p> <p>Include specific reference for ADA compliance.</p>
Appendix B-4. - Requirements for final subdivision site plan.	Street design is based on ADT which is currently not required to be shown. Site distance is important for driveway entrances	Add requirement to show ADT for street and to show site distance for entrances when directed by the subdivision agent.

Sec. 31.1-203. - Subdivision application, review, and approval.

- (a) For review of a concept plan, the subdivider shall submit a plan showing the proposed subdivision and any other supporting information the subdivider wishes to be evaluated.
- (b) To obtain approval of a preliminary subdivision plat and plan, the subdivider shall submit a preliminary subdivision application consisting of the following items to the subdivision agent for review and approval:
  - (1) Completed application form;
  - (2) Electronic version of the preliminary subdivision plat and the preliminary subdivision site plan in a format specified by the subdivision agent; and
  - (3) Applicable review fees.
- (c) To seek approval of a final subdivision plat, the subdivider shall submit a subdivision application consisting of the following items to the subdivision agent for review and approval:
  - (1) Completed application form;
  - (2) Electronic version of the final subdivision plat, and the final subdivision site plan if classified as a major subdivision in a format specified by the subdivision agent; and

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Sec. 31.1-400. - Standards for streets.

- (a) The specific street design standards herein apply to streets with a projected average daily traffic (ADT) of four thousand (4,000) or less. For street design and construction standards not explicitly set forth herein, and any street with a projected ADT which exceeds four thousand (4,000), the applicable standards of the VDOT Road Design Manual shall apply, as directed by the Subdivision Agent, including:
  - (1) Appendix A-1 Section 1 – Geometric Design Standards.
  - (2) Appendix A(1) VDOT Complete Streets: Bicycle & Pedestrian Facility Guidelines, Bus Stop Design & Parking GuidelinesThe Subdivision Agent may modify the above VDOT standards based on the City of Roanoke Street Design Guidelines as they apply to the proposed plan and development area.
- (b) Whenever a subdivision is classified as a major subdivision, the subdivider shall provide street improvements as set forth in Table 400-1 below.

TABLE 400-1. REQUIRED STREET IMPROVEMENTS

Condition/Location	Improvements Required
<ul style="list-style-type: none"> <li>Subdivision which requires creation of a new street in the following zoning districts: RA, R-12, R-7, R-5, R-3, RM-1, RM-2, RMF, and ROS.</li> </ul>	Street paving Curb and gutter Planted strip Large deciduous street trees Street lighting (required only when a new street is created)
<ul style="list-style-type: none"> <li>Subdivision along an existing street, within the following zoning districts: R-7, R-5, R-3, RM-1, RM-2, and RMF.</li> </ul>	Sidewalks Bicycle accommodations (collector and arterial streets)
Subdivision within the following zoning districts: CN, CG, CLS, MX, D, I-1, I-2, IN, AD, and UF.	Street paving Curb and gutter Large deciduous street trees, except the subdivision agent may approve small deciduous trees in the CN, D, and UF district where the area available is inadequate for large trees Planted strip or extended width sidewalk Street lighting (required only when a new street is created) Sidewalks Bicycle accommodations (collector and arterial streets)
Subdivision along existing street in an RA, R-12, or ROS district.	Street paving Curb and gutter Street trees
Subdivision on a private street in a MXPUD, IPUD, or INPUD district.	Requirements for asphalt street paving, curb and gutter, planted strips, street trees, street lighting, and sidewalks shall be specified on a PUD development plan approved by city council.

- (c) Curb and gutter, planted strips, street trees, and sidewalks shall be provided on both sides of a new street. Where lots are being established on only one (1) side of a new street, and where topographic conditions would preclude future establishment of lots on the undeveloped side of the street, sidewalks shall not be required on the side of the street where no lots are being created. Where a subdivision takes place only on one (1) side of an existing street, such improvements shall be required only on the side on which the subdivision takes place.

- (d) Required street improvements shall have minimum dimensions as set forth in Table 400-2 below. All required street improvements shall meet applicable standards for accessibility in accordance with the Americans with Disabilities Act

TABLE 400-2. REQUIRED STREET IMPROVEMENTS:  
SPECIFICATIONS AND DIMENSIONS  
FOR LOCAL STREETS

Type of Improvement	Streets With Projected ADT Less Than 1,500	Streets With Projected ADT 1,500 to 4,000	Streets With Projected ADT Greater Than 4,000
Minimum right-of-way width <sup>1,2</sup>	50 feet	58 feet	As determined by VDOT Standards
Minimum paved way. Parking on both sides of the street. <sup>1</sup>	26 feet	34 feet	As determined by VDOT Standards
Minimum width of planted strip or extended-width sidewalk (back of curb to edge of sidewalk)	6 feet	6 feet	Minimum of 6 feet or as required by VDOT Standards
Minimum width of sidewalk	5 feet	5 feet	5 feet
Minimum effective turning radius	20 feet	20 feet	20 feet <sup>3</sup>
Curb design	VDOT CG-6	VDOT CG-6	VDOT CG-6
Maximum pedestrian crossing distance <sup>3</sup>	26 feet	20 feet	As determined by VDOT Standards (curb bump outs may be required when on street parking is provided or required)
Maximum street grade	16%	16%	16%
Maximum grade of intersection approach	5%	5%	5%

Bicycle accommodations	Not applicable	Not applicable	As determined by VDOT Standards
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- <sup>1</sup> Additional width needed when bicycle accommodations are required (typical 5 feet on each side of street).
- <sup>2</sup> Additional right-of-way may be required at intersections with signals.
- <sup>3</sup> An increased turning radius may be approved by the subdivision agent for collector and arterial streets.
- <sup>14</sup> This regulation shall apply only to a newly-created street. Curb bump outs are required where the maximum pedestrian distance is less than the proposed street width.

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#### APPENDIX B. – SUBMITTAL REQUIREMENTS

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#### B-4. - Requirements for final subdivision site plan.

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- (b) *Contents.* A subdivision site plan shall be prepared on the separate component sheets as listed below. However, any one (1) or more of the sheets may be combined, provided legibility and clarity can be maintained.

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(6) *Street plan.*

- (A) Plans and profiles showing the location, projected Average Daily Trips (ADT), design, size, and centerline grade of all proposed streets and existing streets on which new lots are created.
- (B) Cross sections of the street taken at each fifty-foot station and at street intersections or other points required to establish the grade of the street shall be provided if requested by the subdivision agent.
- (C) Where any new curb cut or new street entrance is proposed, the location of all entrances and streets within four hundred (400) feet of the proposed subdivision. This sketch may be separate from the site plan itself and may be shown at a smaller scale. In the area immediately adjacent to the subdivision, the plan shall also include the street pavement width, the existence of curb and gutter or ditches, and the existence of any medians.
- (D) Delineation of special flood hazard area (100-year floodplain) and floodway, as applicable.
- (E) Site distance for driveway entrances as directed by the subdivision agent.

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