

Town of Kernersville Land Development Manual (LDM)
First Edition – Effective April 3, 2024
Last Amended: May 30, 2025



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Introduction

Last Updated: 04.03.2024

The purpose of this manual is to assist in the administration of land development review for the Town of Kernersville. The Town of Kernersville development review process is established by the Board of Aldermen to provide a framework that allows reasonable oversight by town staff and officials while ensuring development projects are consistent with the Unified Development Ordinance and adopted plans.

The manual's primary goal is to explain the review procedures of development applications established in the UDO. To ease the review process, this manual also contains application forms, staff review checklists, and submittal and fee schedules. The land development manual consolidates information in the development review process, and helps applicants understand the procedures and requirements. The intent of this land development manual is more specifically to:

- A. Clarify the standards and items for submitting complete and relevant information for development applications;
- B. Establish construction standards for infrastructure constructed in the service of development;
- C. Establish planting standards that promote health and survival of landscaping installed in the county.
- D. Establish design standards for the development of various building types

To help consolidate the development process and promote efficiency, the Kernersville Department of Community Development has established this land development manual as an aid for citizens, public officials, engineers, and developers. The manual includes submittal requirements, development and design guidelines, and construction standards for a variety of development applications submitted to the Department. The included items are necessary to enable the review of development submittals for compliance with the ordinance and these processes.

While the land development manual is not an ordinance, it is incorporated by reference within the Unified Development Ordinance. This allows the information in the manual to remain reflective of changing economic and environmental conditions.

Should you have any questions or comments about this manual please contact the Planning and Community Development Department.

A digital version of this manual is available online at the Planning and Community Development Department's webpage at: <https://toknc.com/community-development>

Applicants are reminded that this manual does not serve as a substitute for any of the Town of Kernersville's adopted ordinances or plans and is intended only as a guide to the users of the Town of Kernersville Unified Development Ordinance. In case of conflict between this document and other town ordinances, the adopted town ordinances shall control.

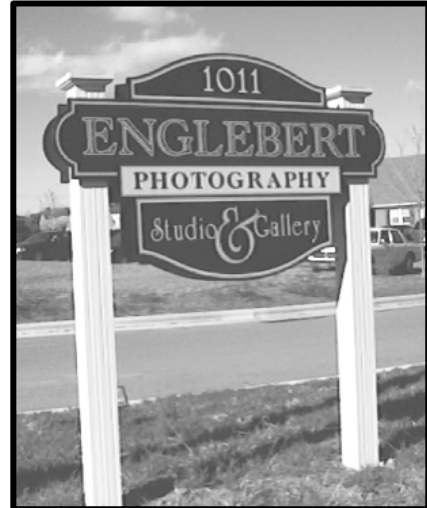
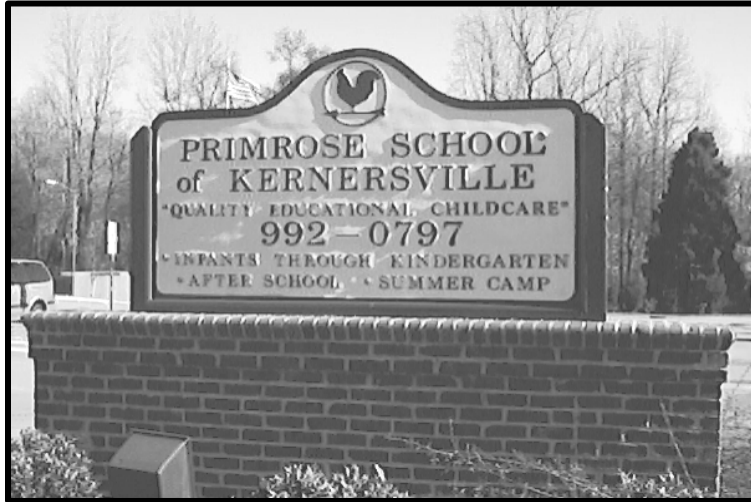
Chapter 1 Design Guidelines

Last Updated: 10.24.2025

The architectural features of this section are applicable to zoning districts where building materials and/or design is part of the regulation.

A. Building Design Guidelines

1. Design Guidelines applicable to all overlay districts when required



Example of a monument sign and double post sign



Example of a knockout

Example of fuel pumps located to



2. Design Examples for MBP Medical Business Park District – façade compositions

Entrance



Entrance



Entrance Area Planting



Entrance



Unique Top



Unique Top



Architectural
Precast



Architectural
Cast Stone



Base, Middle and Top



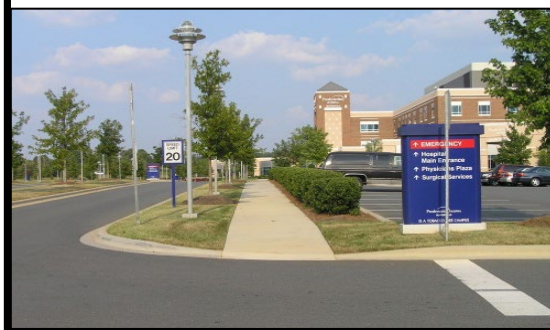
Middle Expression



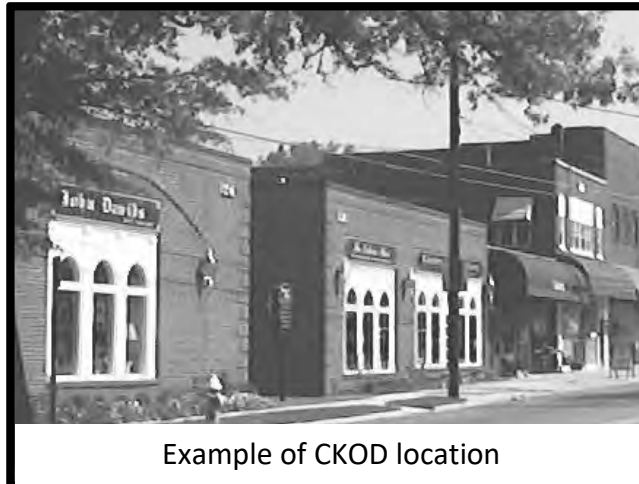
Parking Lot Islands



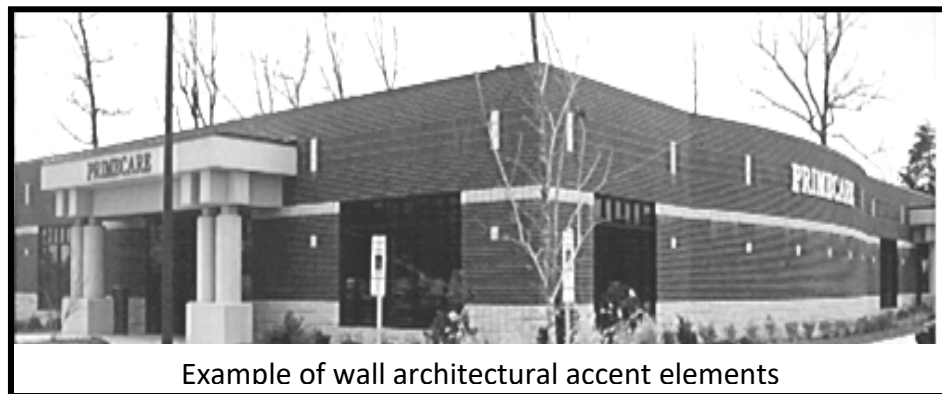
Circulation



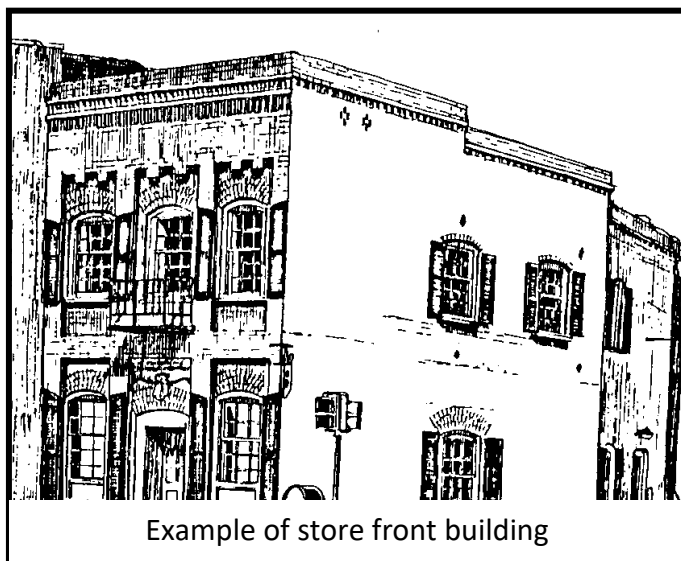
3. Design Guidelines for the Central Kernersville Overlay District (CKOD).



Example of CKOD location





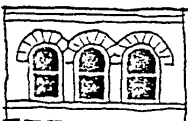





Example of wall architectural accent elements

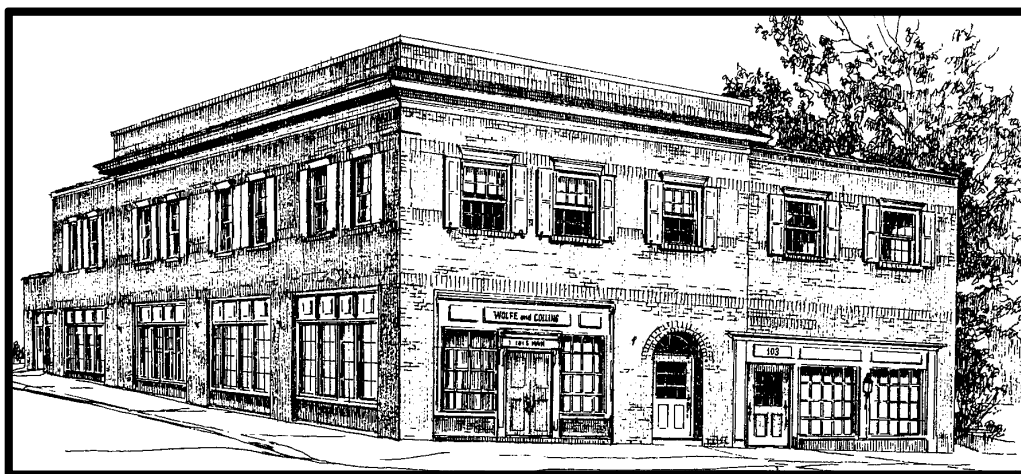


Example of store front building



TYPICAL UPPER FACADES	TYPICAL STOREFRONTS
 <p><i>Early to Mid 1800s</i></p> <ul style="list-style-type: none"> • SIMPLE CORNICE • LINTELS OVER WINDOWS • SMALL WINDOW PANES 	 <p><i>Early to Mid 1800s</i></p> <ul style="list-style-type: none"> • POST AND BEAM FRAME • DIVIDED DISPLAY WINDOWS • SIMPLE DECORATION
 <p><i>Mid to Late 1800s</i></p> <ul style="list-style-type: none"> • BOLDLY DECORATED CORNICE • WINDOW HOODS • 2 OVER 2 WINDOWS 	 <p><i>Mid to Late 1800s</i></p> <ul style="list-style-type: none"> • BOLDLY DECORATED CORNICE • CAST IRON COLUMNS • LARGE DISPLAY WINDOWS
 <p><i>Late 1800s to Early 1900s</i></p> <ul style="list-style-type: none"> • CORBELLED BRICK CORNICE • LARGE, ARCHED WINDOWS 	 <p><i>Late 1800s to Early 1900s</i></p> <ul style="list-style-type: none"> • SIMPLE CORNICE • TRANSOM WINDOWS • RECESSED ENTRANCE
 <p><i>Early 1900s to 1930s</i></p> <ul style="list-style-type: none"> • SIMPLE BRICK CORNICE • LARGE WINDOW OPENINGS WITH MULTIPLE UNITS 	 <p><i>Early 1900s to 1930s</i></p> <ul style="list-style-type: none"> • METAL WINDOW FRAMES • STRUCTURAL GLASS • RECESSED ENTRANCE

Elements of building design



Example of office building



Example of 3' brick wall separating street from parking area

4. Design Guidelines for the Highway Corridor Overlay District (HCOD).



Example of a stucco façade building

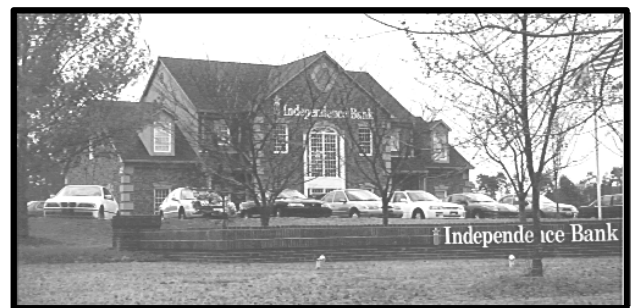


Example of a vinyl façade building



Example of a building meeting the HCOD Building Design and Material Standards

5. Design Guidelines for the Neighborhood Scale Commercial Overlay District (NSCOD).



6. Design Guidelines for the Industrial Corridor Overlay District (ICOD).



Example of an industrial building meeting the ICOD Building



Example of 10' brick facade

B. Landscaping Recommended Plant Species

The Unified Development Ordinance (UDO) outlines landscaping requirements based on how a site is being developed. Throughout the Town, landscaping may be required for various reasons, including the site's location within an overlay district, the placement of parking lots, the need to screen utilities from public rights-of-way, and more.

In some cases, the UDO specifies exact planting requirements. However, in most situations, it defines general planting categories, leaving it up to the developer to select appropriate plant materials.

To encourage the use of native and ecologically supportive species, the Town provides a recommended planting list in **LDM Appendix C, Section 1**. This list is not exhaustive, but serves as a guide for landscaping across the Town.

Chapter 2 Submittal Requirements for Board-Approved Site Plans

Last Updated: 10.24.2025

The following sections list submittal requirements applicable to all Forms as well as for each type of Form.

A. Requirements Applicable to all Board Approvals with a Site Plan

1. Required Submittal Documents:

1) Planning Board Preliminary Submittals:

Digital Copies Only

- a. Unsigned application (pdf)
- b. Site plan (pdf & jpg)
- c. Legal description (doc) – if “part-of” a parcel/PIN #
- d. Building elevations (pdf & jpg) – if required by rezoning conditions or requested by staff during pre-submittal meeting
- e. CAD (dwg) – geocoded
- f. Others as required by staff for adequate review

2) Planning Board and Board of Adjustment Petition & Final Submittal:

Digital and/or Physical Copies

- a. Signed application – if it hasn’t already been submitted or revisions were requested by staff (pdf & physical)
- b. Site plan (pdf, jpg, & physical)
 - i. Conditional Rezoning: Fifteen (15) physical copies of the site plan printed at 24” x 36” and folded to 9” x 12” and digital copy of all required documents.
 - ii. Final Development Plan: Fifteen (15) physical copies of the site plan printed at 24” x 36” and folded to 9” x 12” and digital copy of all required documents.
 - iii. Board of Adjustment: Fifteen (15) physical copies of the site plan printed at 24” x 36” and folded to 9” x 12” and digital copy of all required documents.
- c. Legal description (doc) – if “part-of” a parcel/PIN #
- d. Building elevations (pdf & jpg) – if required by rezoning conditions or requested by staff during pre-submittal meeting
- e. CAD (dwg) – geocoded
- f. Others as required by staff for adequate review

2. Site Plan Requirements:

1) Scale:

- a. Less than 25 acres: no smaller than 1" to 50'
- b. 25 or more acres: no smaller than 1" to 100'
- c. Very large developments: 1" to 200' with approval of Community Development staff.

2) Location Map containing a north arrow and the intersection of at least two (2) public streets nearest to the property.

- 3) Title Block in the lower right-hand corner of the site plan with:
 - a. Development name
 - b. Name and address of the owner and petitioner
 - c. Name and address of the architect, land planner, landscape architect, engineer or surveyor who prepared the map, and his/her registration seal, (only the name and address of the site plan preparer is required for applications for a single manufactured home on one and one-half (1.5) acres or less)
 - d. Date of survey if applicable for, except that a survey is not required for the first phase site plan submittal of a two-phase conditional zoning district petition
 - e. Scale, date and north arrow
- 4) Property Boundaries including bearings and distances
- 5) All Adjacent Property ownership and zoning
- 6) Required Certifications as shown in Appendix A Section 3

B. Table of Requirements for Particular Types of Site Plans

The following table lists the specific type of submittal form required for each type of site plan in the Town of Kernersville for board approval. Requirements for each type of form follow the table.

Type of Form Required with Submittals That Require Board Approval

Type of Application	Form
Uses Listed in Table 3.8 requiring a... <ul style="list-style-type: none"> • A Planning Board Review • A Special Use Permit from the Board of Alderman • A Special Use Permit from the Board of Adjustment 	Form 1
Conditional Zoning... <ul style="list-style-type: none"> • Single-Phase – other than manufactured home on 1.5 acres or smaller • Single-Phase – Manufactured Home 1.5 acres or smaller • Two-Phase – First Phase Site Plan • Two-Phase – Second Phase Final Development Plan 	Form 1 Form 3 Form 2 Form 1
Permitted Uses in NSB and C Districts	Form 1
Permitted Uses in MU-C Districts	Form 1 or 2
Permitted Uses in H and HO Districts	See Article 3 Section 3.11 of the UDO

C. Form 1 Submittal Requirements

The following items are required for a Form 1 submittal in addition to A. Requirements Applicable to all Board Approved Site Plans.

1. Site Plan Information Blocks use the templates in Appendix A Section 3 and shall contain the following details as appropriate:
 - Residential zoning - maximum number of dwelling units by type and density
 - Nonresidential zoning - type of use(s) and proposed maximum square footage of land and buildings in nonresidential uses
 - Total acreage
 - Approximate percent of building coverage to land
 - Approximate percent of paved or graveled surface to land
 - Approximate percent of open space to land
 - Acreage in common open area used for active recreational uses, indicating purposes and uses (common open space as computed shall not include streets, drives, parking or loading areas)
 - Total number of parking spaces, and information necessary to calculate needed parking.
2. Natural Features, existing and proposed:
 - Streams and stream buffers, drainageways, floodway and floodway fringe boundaries and elevations
 - Wooded areas and other natural features

- Topography at four (4) foot intervals and two (2) foot intervals when available (distinction between existing and proposed topography lines to be shown according to the following: (existing - light dashed lines; proposed - thin solid lines)
 - Natural features to be left undisturbed. Any existing trees to be retained shall be preserved during construction pursuant to Article 5 Section 5.3.2.H. of the UDO
 - Slopes at twenty percent (20%) or greater grade, if bonus density is requested for a planned residential development under Article 4 Section 4.4.60 of the UDO
- 3. Constructed Features, existing and proposed:**
- Buildings with setbacks from property lines and maximum height indicated;
 - Other structures, fences, walls, signs, plantings, etc.;
 - Rights-of-way and easements with type and widths indicated and an indication of whether public or private (access drives and parking areas to be shaded in);
 - Private and public drives including pavement widths, curbcuts, names, and an indication of whether public or private;
 - All other easements, parklands, playgrounds and other common or public areas;
 - Sidewalks, greenways, and other pedestrian ways;
 - Parking and loading areas with typical dimensions for spaces and lots;
 - Solid waste disposal facilities;
 - Utility lines over and under the site including storm drainage system;
 - Finished elevation on all center lines of new streets and any stub streets, both on site and at connection with adjacent property(s);
 - All streets, driveways, etc. (including pavement and right-of-way) within one hundred (100) feet of the project site; and,
 - Public/private water system.
- 4. Other Requirements of The UDO necessary for review as applicable to the proposed use.**

D. Form 2 Submittal Requirements

The following items are required for a Form 2 submittal in addition to A. Requirements Applicable to all Board Approved Site Plans.

- 1. Legend (on right hand side of map) indicating:**
- Residential zoning - maximum number of dwelling units by type and density
 - Nonresidential zoning - type of use(s) and proposed maximum square footage of land and buildings in nonresidential uses
 - Total acreage
 - Preliminary development schedule
- 2. Natural features, existing and proposed:**
- Streams and stream buffers, drainageways, floodway and floodway fringe boundaries and elevations;
 - Wooded areas and other natural features;
 - Topography at four (4) foot intervals and two (2) foot intervals when available (distinction between existing and proposed topography lines to be shown according to the following: (existing - light dashed lines; proposed - thin solid lines); and,
 - Natural features to be left undisturbed. Any existing tree to be retained shall be

preserved during construction in accordance with Section 3-4.2(H)(3).

3. Constructed Features, existing and proposed:

- Rights-of-way and easements with type and widths indicated and an indication of whether public or private (access drives and parking areas to be shaded in);
- Private and public drives including pavement widths, curbcuts, names, and an indication of whether public or private;
- All other easements, parklands, playgrounds and other common or public areas;
- Sidewalks, greenways, and other pedestrian ways;
- Utility lines over and under the site including storm drainage system;
- Proposed driveways;
- All streets, driveways, etc. (including pavement and right-of-way) within one hundred (100) feet of the project site; and,
- Public/private water system.

4. Other Requirements of This Ordinance necessary for review as applicable to the proposed use.

E. Form 3 Submittal Requirements (for a single manufactured home on one and one-half (1.5) acres or less)

The following items are required for a Form 3 submittal in addition to A. Requirements Applicable to all Board Approved Site Plans.

1. Natural Features, existing and proposed:

- Streams and stream buffers, drainageways, floodway and floodway fringe boundaries and elevations; and,
- Wooded areas and other natural features.

2. Constructed Features, existing and proposed:

- Buildings with setbacks from property lines and maximum height indicated;
- Other structures, fences, walls, signs, plantings, etc.;
- Rights-of-way and easements with type and widths indicated and an indication of whether public or private (access drives and parking areas to be shaded in);
- Private and public drives including pavement widths, curbcuts, names, and an indication of whether public or private;
- Utility lines over and under the site and storm drainage system;
- All streets, driveways, etc. (including pavement and right-of-way) within one hundred (100) feet of the project site; and,
- Public/private water system.

3. Other Requirements: Evidence of compliance with the use conditions for manufactured homes in Article 4 Section 4.4 and other applicable provisions of the UDO.

Chapter 3 Submittal Requirements for Civil Construction Plans

Last Updated: 10.24.2025

The following checklists include the submittal requirements for civil construction plans with and without road construction.

A. Civil Construction Plan Requirements with Road Construction

Project Information (Filled out in OpenGov)

- | | |
|-------------------------------|-----------------------------------|
| • Project Name | • Project Type |
| • Subdivision | • PIN(s) of Affected Properties |
| • Project Description | • Property Owner Name |
| • Property Owner Address | • Property Owner City, State, Zip |
| • Property Owner Phone # | • Property Owner Email |
| • Engineer Name | • Engineer Firm |
| • Engineer Phone # | • Engineer Email |
| • Landscape Architect Name | • Landscape Architect Firm |
| • Landscape Architect Phone # | • Landscape Architect Email |

General Submittal Requirements

- 1) 1 full-size hard copy folded to 9"x12".
- 2) Sheets/Exhibits shall contain designated signature block which can be found in Appendix A Section 2
- 3) All drawings in a set of construction plans to be scaled to a 24" x 36" sheet. This size shall be uniform throughout the submittal.
- 4) Plans shall be marked as "For Review Only" at this stage.
- 5) A watershed application will need to be uploaded with the initial submittal (digital copy only).
- 6) Upload to portal using standardized file naming using the following formats:
 - a) Civil Plans: Project Name + Civil Plan Set + Submittal/Revision+ Date of Upload (yyyymmdd) [Example: HarmonPark_Civil Plan Set_Submittal_20240129]
 - b) Other Documents(s): Project Name + Submittal Type + Submittal/Revision + Date of Upload (yyyymmdd) [Example: HarmonPark_WatershedApplication_Revision_20240129]6

Requirements to be included on every sheet aside from the Title/Cover Sheet

- 1) North arrow with horizontal and vertical datum.
- 2) All public rights-of-way and easements are shown and dimensioned.
- 3) All lot lines, setback and buffers are clearly shown and dimensioned as applicable.
- 4) Vicinity Map (Scale of 1" = 2,000')
- 5) Property Boundaries w/ Bearings & Distances
- 6) Adjoining Property Owners w/ Tax Pin Numbers & Zoning Information
- 7) Scale (Engineering), denoted graphically and numerically

- 8) Legend
- 9) Streams, Riparian Buffer Boundaries, Floodplain, and Wetlands Boundaries, where applicable
- 10) Revision Block included and must be correct and up to date for each sheet
- 11) Profiles located under the corresponding plans on the same sheet
- 12) Zoning for split parcel zoning

Each Subsequent Resubmittal

- 1) Resubmittals shall be required in digital form unless full-size hard copy is requested due to size or complexity of the project:
 - a) Digital copy to be uploaded to OpenGov Portal using standardized file name.
- 2) Plans shall be marked as “For Review Only” at this stage
- 3) Response to comment letter shall be required or the resubmittal will be deemed incomplete.

Approved Plan Set

- 1) Upon approval of construction drawings three (3) full size sets [two (2) sets if no work is proposed in current or future right-of-way] shall be submitted to the town for signature and stamping.
 - a) Each page shall be signed, sealed and dated by a NC Registered Professional Engineer and/or Architect.
 - b) Plans shall be marked as “For Construction”
 - c) Signature as referenced on each sheet below scaled to 2.5” x 2.5”
- 2) Two CAD (.dwg) files shall be submitted
 - a) File 1 shall include all relevant layers on the landscape and site plan.
 - b) File 2 shall title related layers under the categories below (Anything in asterisk should not be in the title):
 - i) Parcel Boundary
 - ii) Building footprints
 - iii) Impervious *total impervious surface in one layer*
 - iv) STW Easements *stormwater easements*
 - v) STW Conveyance *Swales or any other designed stormwater conveyance that brings rain water to the pond*
 - vi) Inlet *type needs to be provided*
 - vii) Outlet *type needs to be provided*
 - viii) SCM *Stormwater control measures footprint*
 - ix) Stormwater Connection *size and material must be provided*
 - x) Junction Box *areas where there is a junction box with an access*
- 3) A zoning permit will be issued after plans and watershed permit have been released which will be required for a building permit application to be considered complete.

Sheet Specific Requirements	
Sheet Type	Requirements
Title/Cover Sheet (3+ sheets)	<ul style="list-style-type: none"> <input type="checkbox"/> Project/development name and phase (as applicable); <input type="checkbox"/> Sheet index; <input type="checkbox"/> Vicinity Map (Scale of 1" = 2,000'); <input type="checkbox"/> Engineer of record including address, email, and phone number; <input type="checkbox"/> Name of the developer and/or owner including address, email, and phone number. <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2
Existing Conditions/ Demolition Plan	<ul style="list-style-type: none"> <input type="checkbox"/> Representation of the site as it exists at the time of Civil Plan application; <input type="checkbox"/> Label structures and utilities to remain, be demolished, or altered; <input type="checkbox"/> Tree protection fence shown around trees to remain; <input type="checkbox"/> Show and label all topography with a maximum of two-foot contour intervals for the development; <input type="checkbox"/> Indicate the source of the topographic information.
Overall Site Plan	<ul style="list-style-type: none"> <input type="checkbox"/> Existing and proposed building locations; <input type="checkbox"/> Description and analysis of adjacent land uses, roads, topography, soils, drainage patterns, environmental constraints, features, and existing vegetation; <input type="checkbox"/> Location, arrangement, width and dimensions of vehicular parking, width of aisles and bays, angle of parking, number of spaces, handicapped parking, and bicycle parking; <input type="checkbox"/> Typical pavement sections and surface type; <input type="checkbox"/> Location of existing and proposed fire hydrants; <input type="checkbox"/> Location of existing and proposed above ground transformers and other above ground mechanical equipment; <input type="checkbox"/> Location and size of grease interceptor (if applicable); <input type="checkbox"/> Location and dimension of all vehicle entrances, exits, and drives both on site and within 100 feet of the property boundary; <input type="checkbox"/> Dimensioned street cross-sections and rights-of-way widths; <input type="checkbox"/> Pavement, curb, and gutter construction details; <input type="checkbox"/> Dimensioned sidewalk(s) labelled as either proposed or existing; <input type="checkbox"/> Proposed transit improvements including but not limited to bus pull-offs and/or bus shelters; <input type="checkbox"/> Proposed mail collection facilities (if applicable); <input type="checkbox"/> Required buffers (or proposed alternate buffers); <input type="checkbox"/> Required recreation area/open space and clear delineation between the two (including written statement of recreation plans); <input type="checkbox"/> Refuse collection facilities (existing and proposed) or shared dumpster agreement; <input type="checkbox"/> Construction parking; staging, storage area, and construction trailer location; <input type="checkbox"/> Typical street cross-section/typical lot plan;

	<input type="checkbox"/> Relevant Form 1 site data tables as found in Appendix A Section 3 <input type="checkbox"/> Town of Kernersville General Notes as found in Appendix B Section 1 <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2 (as needed)
Utility Plan	<input type="checkbox"/> Existing and proposed utilities and utility easements clearly marked and dimensioned for the full plan; <input type="checkbox"/> Location of existing and proposed fire hydrants; <input type="checkbox"/> WINSTON-SALEM/FORSYTH COUNTY UTILITIES or City of High Point approval for water/sewer stamps on final plans for stamping. <input type="checkbox"/> NOTE: Do not have WINSTON-SALEM/FORSYTH COUNTY UTILITIES or City of High Point stamp your utility plans until you have received notification to go print final copies in order to avoid having to revise approved utility plans with those agencies. <input type="checkbox"/> NOTE: All above ground mechanical equipment shall be screened per requirements of the Town of Kernersville's Unified Development Ordinance.
Grading Plan(s)	<input type="checkbox"/> NOTE: Grading and erosion control plans may be submitted as one document so long as all contents are clearly legible and disturbed area is less than 1 acre. <input type="checkbox"/> Topography (2-foot contours); <input type="checkbox"/> Cut and fill lines; <input type="checkbox"/> Detailed drawings of infrastructure (BMP, curb inlets, infiltration systems, erosion control, etc.); <input type="checkbox"/> Limits of disturbance; <input type="checkbox"/> Pertinent off-site drainage features; <input type="checkbox"/> Ground cover; <input type="checkbox"/> Spot elevations (as necessary). <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2.1
Erosion Control Plan(s)	<input type="checkbox"/> NCDEQ Permit <input type="checkbox"/> CDEQ Approved Plans & Exhibits
Storm Drainage Plan	<input type="checkbox"/> Topography (2-foot contours); <input type="checkbox"/> Existing and proposed drainage and stormwater structures and conveyances and materials (labeled as appropriate); <input type="checkbox"/> Roof drains; <input type="checkbox"/> Easements; <input type="checkbox"/> Storm drainage design tables from Appendix C of Design and Construction Specifications; <input type="checkbox"/> Open channel calculations table and formulae used, provide Manning's "N" values; <input type="checkbox"/> Calculations and construction details for Energy Dissipaters. <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2.1
Drainage Area Map	<input type="checkbox"/> All pipes and structures shown and labeled; <input type="checkbox"/> Drainage areas identified. <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2.1
Stormwater Management Plan	<input type="checkbox"/> Plan view of SCM, including existing/proposed contours, riser, pipes, spillway location, fencing, retaining walls, and outfall measures; <input type="checkbox"/> Profile/cross section showing inlet/forebay, SCM, and outfall

	<p>infrastructure;</p> <ul style="list-style-type: none"> <input type="checkbox"/> Risers, including rim/invert elevations, drawdown orifice size/elevations, orifice protection, foundation design, and riser steps; <input type="checkbox"/> Draw/label water elevations for normal pool, water quality, Q1, Q10, Q25, and Q100; <input type="checkbox"/> Trash rack detail, including access hatch location/details; <input type="checkbox"/> Drain valve/handwheels, if applicable, should be located inside riser; <input type="checkbox"/> All proposed SCM landscaping, special media mix details, and installation requirements; <input type="checkbox"/> Spillway detail, including lining details, and spillway elevation; <input type="checkbox"/> Anti-seep collars and/or filter diaphragm for any dam outfalls. <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2.1
<p>Road Plan and Profile</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Plan and profile of all streets at 1" – 4' or larger horizontal and 1" – 4' vertical or large scale; <input type="checkbox"/> Profile views should line up with and be placed directly under the corresponding plan view; <input type="checkbox"/> ROW, easements, and sight distance triangles; <input type="checkbox"/> Indicate functional classification and design speed; <input type="checkbox"/> Intersection curb radii; <input type="checkbox"/> Curb return elevations in plan view on the street and on the intersecting street; <input type="checkbox"/> Drainage structures and conveyances; <input type="checkbox"/> Percent grades; <input type="checkbox"/> Tie-ins to existing street network, with patching and other necessary work shown; <input type="checkbox"/> Horizontal and vertical curve data; <input type="checkbox"/> Vertical alignment information (profile, curve length, grades, k-values); <input type="checkbox"/> Sidewalks that are adjacent to street – see sidewalk comments below; <input type="checkbox"/> Sidewalks and Bicycle Paths – Construction plans are required for all public sidewalks and bicycle paths. If construction plans for any streets are required, the sidewalk may be shown adjacent to the street. If the street is already in existence, sidewalk plans must be submitted and labeled "Sidewalk Plans." Sidewalks shown on a site layout submitted for the purpose of a building permit are not sufficient. <input type="checkbox"/> Guardrails and barricades (as necessary); <input type="checkbox"/> Pavement marking plans and permanent signage plans; <input type="checkbox"/> The following Utility and Drainage information shall be shown on construction plans for transportation improvements: <ul style="list-style-type: none"> ○ All existing adjacent and conflicting utility and drainage features are shown in the plan view. ○ Nearby utilities may be shown for reference in the profile view. ○ Manholes, junction boxes, valve boxes, and other at-surface features shown and labeled in plan view. ○ All proposed adjacent and underlying utility and drainage features shown in plan view. ○ All subsurface utility and drainage crossings shown in profile view. ○ Inlets, flumes, and other structures that may affect the street shown in plan view.

	<input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2 (as needed)
Water Plan/Sewer Plan and Profiles	<input type="checkbox"/> Per WINSTON-SALEM/FORSYTH COUNTY UTILITIES or City of High Point approval for water and sewer.
Landscape Plan(s)	<input type="checkbox"/> Overall site plan (can be broken up into sections if covering a large area but will also require a section plan); <input type="checkbox"/> All overhead and underground utilities shall be clearly labeled and symbolized on the plan in order to avoid conflict with landscaping; <input type="checkbox"/> Provide an itemized list of plantings to include the following information: <ul style="list-style-type: none"> ○ Associated symbology; ○ Scientific name; ○ Common name; ○ Designation as small, medium, or large (trees); ○ Designation as evergreen or deciduous (trees); ○ Quantity required; ○ Quantity provided; <input type="checkbox"/> Streetyards: <ul style="list-style-type: none"> ○ Clearly dimension and label the extent of all required streetyards; ○ Provide a table showing the square footages and percentages of pervious and impervious surface located within the streetyard; <input type="checkbox"/> Show the radius of coverage for trees used to satisfy the requirement of having all parking located within fifty (50) feet of the trunk of a tree; <input type="checkbox"/> Clearly mark and identify any walls, berms, or plantings that are to be used as screening and describe the materials to be used; <input type="checkbox"/> Bufferyards: <ul style="list-style-type: none"> ○ Clearly label and dimension required bufferyards; ○ Clearly mark any existing plantings to be used to meet bufferyard requirements and provide a separate table showing they meet the requirements to be used; ○ Clearly indicate the use of any fence, wall, or berm options as provided for in the Unified Development Ordinance; <input type="checkbox"/> Include a sheet for reference regarding installation requirements and details that meet or exceed the requirements of the Unified Development Ordinance. <input type="checkbox"/> Include the following notes: <ul style="list-style-type: none"> ○ All plant material shall be maintained in a healthy and growing condition and must be replaced by owner/developer with plant material of the same variety and size if damaged, destroyed or removed. ○ Prior to issuance of Certificate of Occupancy, all improvements shall be completed per the approved plan and inspected by Town Staff. <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2.2
Lighting Plan	<input type="checkbox"/> Overall lighting plan showing footcandles to the property line; <input type="checkbox"/> Include all pole and building mounted light sources; <input type="checkbox"/> Provide a table listing equipment specs for all sources; <input type="checkbox"/> Provide pole height for each pole;

	<input type="checkbox"/> Provide base height for any constructed base for a pole; <input type="checkbox"/> Provide mounting height; <input type="checkbox"/> Include equipment specification sheets from the manufacturer. <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2.2
Misc. Details and Exhibits	<input type="checkbox"/> Include miscellaneous detail sheets as necessary. <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2 (as needed/requested)
Stormwater Management Report (1 sealed copy to be submitted)	<input type="checkbox"/> Written narrative describing: <ul style="list-style-type: none"> ○ Existing and proposed conditions, anticipated stormwater impacts, and proposed stormwater control measures ○ Existing and proposed impervious surface area in square feet for all subareas and project area, and indicate reserved and excess capacity for future development; ○ Description of land uses and area (in square footage); ○ Pertinent on-site and off-site drainage conditions; ○ A Summary of Peak Discharge Results <input type="checkbox"/> Ground cover and uses information for assumptions used in calculations; <input type="checkbox"/> Soil information (classification, depth SHWT, etc.); <input type="checkbox"/> Pre- and post-development drainage area maps with clear delineation of treatment areas, off-site drainage, points of analysis and TOC path shown; <input type="checkbox"/> Time of concentration calculations and assumptions; <input type="checkbox"/> Water quality volume calculations; <input type="checkbox"/> Backwater elevations and effects on existing drainage conveyance facilities; <input type="checkbox"/> Calculations for pre- and post-development peak discharge calculations (with and without detention) for 1-year, 10-year, and 25-year for all outlets from site and 100-year emergency sizing for SCM(s); <input type="checkbox"/> Pipe/Culvert and swale sizing and HGL calculations

B. Civil Construction Plan Requirements without Road Construction

Project Information (Filled out in OpenGov)

- | | |
|-------------------------------|-----------------------------------|
| • Project Name | • Project Type |
| • Subdivision | • PIN(s) of Affected Properties |
| • Project Description | • Property Owner Name |
| • Property Owner Address | • Property Owner City, State, Zip |
| • Property Owner Phone # | • Property Owner Email |
| • Engineer Name | • Engineer Firm |
| • Engineer Phone # | • Engineer Email |
| • Landscape Architect Name | • Landscape Architect Firm |
| • Landscape Architect Phone # | • Landscape Architect Email |

General Submittal Requirements

- 7) 1 full-size hard copy folded to 9"x12".
- 8) Sheets/Exhibits shall contain designated signature block which can be found in Appendix A Section 2
- 9) All drawings in a set of construction plans to be scaled to a 24" x 36" sheet. This size shall be uniform throughout the submittal.
- 10) Plans shall be marked as "For Review Only" at this stage.
- 11) A watershed application will need to be uploaded with the initial submittal (digital copy only).
- 12) Upload to portal using standardized file naming using the following formats:
 - a) Civil Plans: Project Name + Civil Plan Set + Submittal/Revision+ Date of Upload (yyyymmdd)
[Example: HarmonPark_Civil Plan Set_Submittal_20240129]
 - b) Other Documents(s): Project Name + Submittal Type + Submittal/Revision + Date of Upload (yyyymmdd) [Example: HarmonPark_WatershedApplication_Revision_20240129]6)

Requirements to be included on every sheet aside from the Title/Cover Sheet

- 13) North arrow with horizontal and vertical datum.
- 14) All public rights-of-way and easements are shown and dimensioned.
- 15) All lot lines, setback and buffers are clearly shown and dimensioned as applicable.
- 16) Vicinity Map (Scale of 1" = 2,000')
- 17) Property Boundaries w/ Bearings & Distances
- 18) Adjoining Property Owners w/ Tax Pin Numbers & Zoning Information
- 19) Scale (Engineering), denoted graphically and numerically
- 20) Legend
- 21) Streams, Riparian Buffer Boundaries, Floodplain, and Wetlands Boundaries, where applicable
- 22) Revision Block included and must be correct and up to date for each sheet
- 23) Profiles located under the corresponding plans on the same sheet
- 24) Zoning for split parcel zoning

Each Subsequent Resubmittal

- 1) Resubmittals shall be required in digital form unless full-size hard copy is requested due to size or complexity of the project:
 - a) Digital copy to be uploaded to OpenGov Portal using standardized file name.
- 2) Plans shall be marked as “For Review Only” at this stage
- 3) Response to comment letter shall be required or the resubmittal will be deemed incomplete.

Approved Plan Set

- 1) Upon approval of construction drawings three (3) full size sets [two (2) sets if no work is proposed in current or future right-of-way] shall be submitted to the town for signature and stamping.
 - a) Each page shall be signed, sealed and dated by a NC Registered Professional Engineer and/or Architect.
 - b) Plans shall be marked as “For Construction”
 - c) Signature as referenced on each sheet below scaled to 2.5” x 2.5”
- 2) Two CAD (.dwg) files shall be submitted
 - a) File 1 shall include all relevant layers on the landscape and site plan.
 - b) File 2 shall title related layers under the categories below (Anything in asterisk should not be in the title):
 - i) Parcel Boundary
 - ii) Building footprints
 - iii) Impervious *total impervious surface in one layer*
 - iv) STW Easements *stormwater easements*
 - v) STW Conveyance *Swales or any other designed stormwater conveyance that brings rain water to the pond*
 - vi) Inlet *type needs to be provided*
 - vii) Outlet *type needs to be provided*
 - viii) SCM *Stormwater control measures footprint*
 - ix) Stormwater Connection *size and material must be provided*
 - x) Junction Box *areas where there is a junction box with an access*
- 3) A zoning permit will be issued after plans and watershed permit have been released which will be required for a building permit application to be considered complete.

Sheet Specific Requirements	
Sheet Type	Requirements
Title/Cover Sheet (3+ sheets)	<ul style="list-style-type: none"> <input type="checkbox"/> Project/development name and phase (as applicable); <input type="checkbox"/> Sheet index; <input type="checkbox"/> Vicinity Map (Scale of 1" = 2,000'); <input type="checkbox"/> Engineer of record including address, email, and phone number; <input type="checkbox"/> Name of the developer and/or owner including address, email, and phone number. <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2
Existing Conditions/ Demolition Plan	<ul style="list-style-type: none"> <input type="checkbox"/> Representation of the site as it exists at the time of Civil Plan application; <input type="checkbox"/> Label structures and utilizes to remain, be demolished, or altered; <input type="checkbox"/> Tree protection fence shown around trees to remain; <input type="checkbox"/> Show and label all topography with a maximum of two-foot contour intervals for the development; <input type="checkbox"/> Indicate the source of the topographic information.
Overall Site Plan	<ul style="list-style-type: none"> <input type="checkbox"/> Existing and proposed building locations; <input type="checkbox"/> Description and analysis of adjacent land uses, roads, topography, soils, drainage patterns, environmental constraints, features, and existing vegetation; <input type="checkbox"/> Location, arrangement, width and dimensions of vehicular parking, width of aisles and bays, angle of parking, number of spaces, handicapped parking, and bicycle parking; <input type="checkbox"/> Typical pavement sections and surface type; <input type="checkbox"/> Location of existing and proposed fire hydrants; <input type="checkbox"/> Location of existing and proposed above ground transformers and other above ground mechanical equipment; <input type="checkbox"/> Location and size of grease interceptor (if applicable); <input type="checkbox"/> Location and dimension of all vehicle entrances, exits, and drives both on site and within 100 feet of the property boundary; <input type="checkbox"/> Dimensioned street cross-sections and rights-of-way widths; <input type="checkbox"/> Pavement, curb, and gutter construction details; <input type="checkbox"/> Dimensioned sidewalk(s) labelled as either proposed or existing; <input type="checkbox"/> Proposed transit improvements including but not limited to bus pull-offs and/or bus shelters; <input type="checkbox"/> Proposed mail collection facilities (if applicable); <input type="checkbox"/> Required buffers (or proposed alternate buffers); <input type="checkbox"/> Required recreation area/open space and clear delineation between the two (including written statement of recreation plans); <input type="checkbox"/> Refuse collection facilities (existing and proposed) or shared dumpster agreement; <input type="checkbox"/> Construction parking; staging, storage area, and construction trailer location; <input type="checkbox"/> Typical street cross-section/typical lot plan;

	<input type="checkbox"/> Relevant Form 1 site data tables as found in Appendix A Section 3 <input type="checkbox"/> Town of Kernersville General Notes as found in Appendix B Section 1 <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2 (as needed)
Utility Plan	<input type="checkbox"/> Existing and proposed utilities and utility easements clearly marked and dimensioned for the full plan; <input type="checkbox"/> Location of existing and proposed fire hydrants; <input type="checkbox"/> WINSTON-SALEM/FORSYTH COUNTY UTILITIES or City of High Point approval for water/sewer stamps on final plans for stamping. <input type="checkbox"/> NOTE: Do not have WINSTON-SALEM/FORSYTH COUNTY UTILITIES or City of High Point stamp your utility plans until you have received notification to go print final copies in order to avoid having to revise approved utility plans with those agencies. <input type="checkbox"/> NOTE: All above ground mechanical equipment shall be screened per requirements of the Town of Kernersville's Unified Development Ordinance.
Grading Plan(s)	<input type="checkbox"/> NOTE: Grading and erosion control plans may be submitted as one document so long as all contents are clearly legible and disturbed area is less than 1 acre. <input type="checkbox"/> Topography (2-foot contours); <input type="checkbox"/> Cut and fill lines; <input type="checkbox"/> Detailed drawings of infrastructure (BMP, curb inlets, infiltration systems, erosion control, etc.); <input type="checkbox"/> Limits of disturbance; <input type="checkbox"/> Pertinent off-site drainage features; <input type="checkbox"/> Ground cover; <input type="checkbox"/> Spot elevations (as necessary). <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2.1
Erosion Control Plan(s)	<input type="checkbox"/> NCDEQ Permit <input type="checkbox"/> CDEQ Approved Plans & Exhibits
Storm Drainage Plan	<input type="checkbox"/> Topography (2-foot contours); <input type="checkbox"/> Existing and proposed drainage and stormwater structures and conveyances and materials (labeled as appropriate); <input type="checkbox"/> Roof drains; <input type="checkbox"/> Easements; <input type="checkbox"/> Storm drainage design tables from Appendix C of Design and Construction Specifications; <input type="checkbox"/> Open channel calculations table and formulae used, provide Manning's "N" values; <input type="checkbox"/> Calculations and construction details for Energy Dissipaters. <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2.1
Drainage Area Map	<input type="checkbox"/> All pipes and structures shown and labeled; <input type="checkbox"/> Drainage areas identified. <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2.1

<p>Stormwater Management Plan</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Plan view of SCM, including existing/proposed contours, riser, pipes, spillway location, fencing, retaining walls, and outfall measures; <input type="checkbox"/> Profile/cross section showing inlet/forebay, SCM, and outfall infrastructure; <input type="checkbox"/> Risers, including rim/invert elevations, drawdown orifice size/elevations, orifice protection, foundation design, and riser steps; <input type="checkbox"/> Draw/label water elevations for normal pool, water quality, Q1, Q10, Q25, and Q100; <input type="checkbox"/> Trash rack detail, including access hatch location/details; <input type="checkbox"/> Drain valve/handwheels, if applicable, should be located inside riser; <input type="checkbox"/> All proposed SCM landscaping, special media mix details, and installation requirements; <input type="checkbox"/> Spillway detail, including lining details, and spillway elevation; <input type="checkbox"/> Anti-seep collars and/or filter diaphragm for any dam outfalls. <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2.1
<p>Water Plan/Sewer Plan and Profiles</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Per WINSTON-SALEM/FORSYTH COUNTY UTILITIES or City of High Point approval for water and sewer.
<p>Landscape Plan(s)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Overall site plan (can be broken up into sections if covering a large area but will also require a section plan); <input type="checkbox"/> All overhead and underground utilities shall be clearly labeled and symbolized on the plan in order to avoid conflict with landscaping; <input type="checkbox"/> Provide an itemized list of plantings to include the following information: <ul style="list-style-type: none"> ○ Associated symbology; ○ Scientific name; ○ Common name; ○ Designation as small, medium, or large (trees); ○ Designation as evergreen or deciduous (trees); ○ Quantity required; ○ Quantity provided; <input type="checkbox"/> Streetyards: <ul style="list-style-type: none"> ○ Clearly dimension and label the extent of all required streetyards; ○ Provide a table showing the square footages and percentages of pervious and impervious surface located within the streetyard; <input type="checkbox"/> Show the radius of coverage for trees used to satisfy the requirement of having all parking located within fifty (50) feet of the trunk of a tree; <input type="checkbox"/> Clearly mark and identify any walls, berms, or plantings that are to be used as screening and describe the materials to be used; <input type="checkbox"/> Bufferyards: <ul style="list-style-type: none"> ○ Clearly label and dimension required bufferyards; ○ Clearly mark any existing plantings to be used to meet bufferyard requirements and provide a separate table showing they meet the requirements to be used; ○ Clearly indicate the use of any fence, wall, or berm options as provided for in the Unified Development Ordinance; <input type="checkbox"/> Include a sheet for reference regarding installation requirements and details that meet or exceed the requirements of the Unified

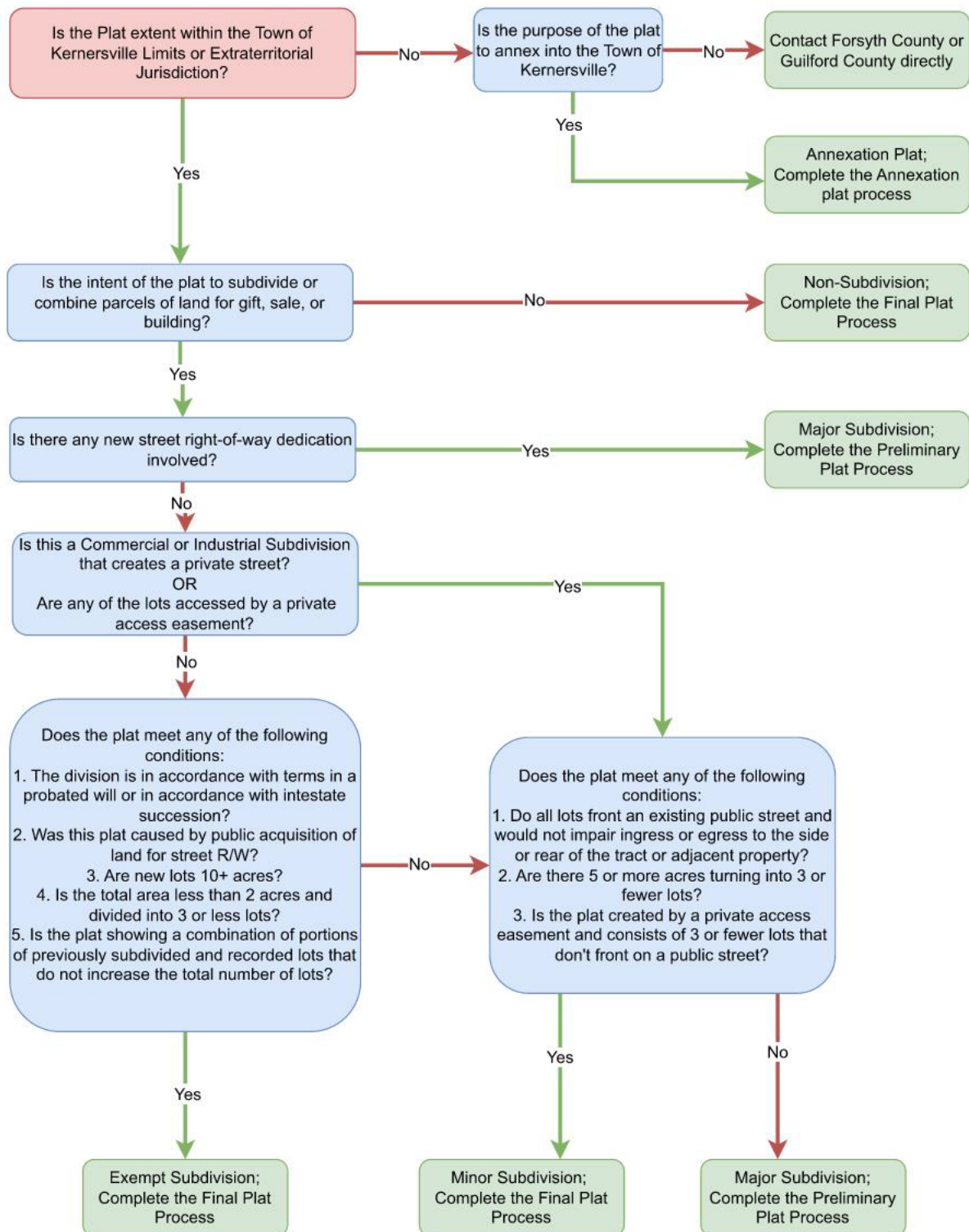
	<p>Development Ordinance.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Include the following notes: <ul style="list-style-type: none"> ○ All plant material shall be maintained in a healthy and growing condition and must be replaced by owner/developer with plant material of the same variety and size if damaged, destroyed or removed. ○ Prior to issuance of Certificate of Occupancy, all improvements shall be completed per the approved plan and inspected by Town Staff. <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2.2
Lighting Plan	<ul style="list-style-type: none"> <input type="checkbox"/> Overall lighting plan showing footcandles to the property line; <input type="checkbox"/> Include all pole and building mounted light sources; <input type="checkbox"/> Provide a table listing equipment specs for all sources; <input type="checkbox"/> Provide pole height for each pole; <input type="checkbox"/> Provide base height for any constructed base for a pole; <input type="checkbox"/> Provide mounting height; <input type="checkbox"/> Include equipment specification sheets from the manufacturer. <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2.2
Misc. Details and Exhibits	<ul style="list-style-type: none"> <input type="checkbox"/> Include miscellaneous detail sheets as necessary. <input type="checkbox"/> Required Signature Block(s) (2.5" x 2.5"): Appendix A Section 2 (as needed/requested)
Stormwater Management Report (1 sealed copy to be submitted)	<ul style="list-style-type: none"> <input type="checkbox"/> Written narrative describing: <ul style="list-style-type: none"> ○ Existing and proposed conditions, anticipated stormwater impacts, and proposed stormwater control measures ○ Existing and proposed impervious surface area in square feet for all subareas and project area, and indicate reserved and excess capacity for future development; ○ Description of land uses and area (in square footage); ○ Pertinent on-site and off-site drainage conditions; ○ A Summary of Peak Discharge Results <input type="checkbox"/> Ground cover and uses information for assumptions used in calculations; <input type="checkbox"/> Soil information (classification, depth SHWT, etc.); <input type="checkbox"/> Pre- and post-development drainage area maps with clear delineation of treatment areas, off-site drainage, points of analysis and TOC path shown; <input type="checkbox"/> Time of concentration calculations and assumptions; <input type="checkbox"/> Water quality volume calculations; <input type="checkbox"/> Backwater elevations and effects on existing drainage conveyance facilities; <input type="checkbox"/> Calculations for pre- and post-development peak discharge calculations (with and without detention) for 1-year, 10-year, and 25-year for all outlets from site and 100-year emergency sizing for SCM(s); <input type="checkbox"/> Pipe/Culvert and swale sizing and HGL calculations

Chapter 4 Submittal Requirements for Plats

Last Updated: 05.30.2025

A. Plat Definitions

Major, Minor, Preliminary, Exempt, Easement, and Annexation Plats



1. Subdivision Plats

- Exempt Plats – Subdivision regulations shall be applicable to all divisions of a tract or parcel of land into two or more lots, building sites, or other divisions when any one or more of those divisions is created for the purpose of sale or building development (whether immediate or future) and shall include all divisions of land involving the dedication of a new street or a change in existing streets; but the following shall not be included within this definition nor be subject to the regulations:
 - 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 equal to or exceed the standards of the municipality as shown in its subdivision regulations.
 - b. The division of land into parcels greater than 10 acres where no street right-of-way dedication is involved
 - c. The public acquisition by purchase or condemnation of strips of land for the widening or opening of streets and for public transportation system corridors.
 - i. For easement and right-of-way dedication please use the Town of Kernersville Easement Plat Checklist.
 - d. The division of a parcel of land by a new boundary line coterminous with a public street right-of-way line in circumstances where the street prevents the use of the parcels one lot, so long as the boundaries of the parcel that are not on or within the street right-of-way are not changed.
 - e. The division of a tract in single ownership, the entire area of which is no greater than 2 acres, into not more than 3 lots where no street right-of-way dedication is involved and where the resultant lots are equal to or exceed the municipality's standards.
 - f. The division is in accordance with terms in a probated will or in accordance with intestate succession under Chapter 29 of the General statutes.
- Minor Plats – A minor subdivision shall mean all divisions of a tract or parcel of land into two (2) or more lots, building sites, or other divisions when any one or more of those divisions is created for the purpose of a gift, sale, or building development, whether immediate or future. All lots in a minor subdivision must comply with the lot size and area requirements of the Ordinance or any other applicable local or State land regulatory ordinances and meet any one of the following criteria:
 - a. Is a division of land where the entire area is greater than five (5) acres into not more than a total of three (3) lots resulting from the division, where no street right-of-way dedication is involved (see exception for industrial and commercial subdivisions in Section 10.6 of this Article Industrial and Commercial Subdivisions;
 - b. Is created by a private access easement established in compliance with Article 3 Section 3.1.6.C.2 and consists of no more than a total of three (3) lots per tract which do not front on a public street (see exception for industrial and commercial subdivisions in Section 10.6 of this Article Commercial and Industrial Subdivisions); or,
 - c. Is created by lots all of which front on an existing public street, provided that

the subdivision would not impair ingress and egress to or from the rear or side of the subject tract or any adjacent property. All lots which front on a public street shall not be included in the provisions of Section 10.3.1 B.

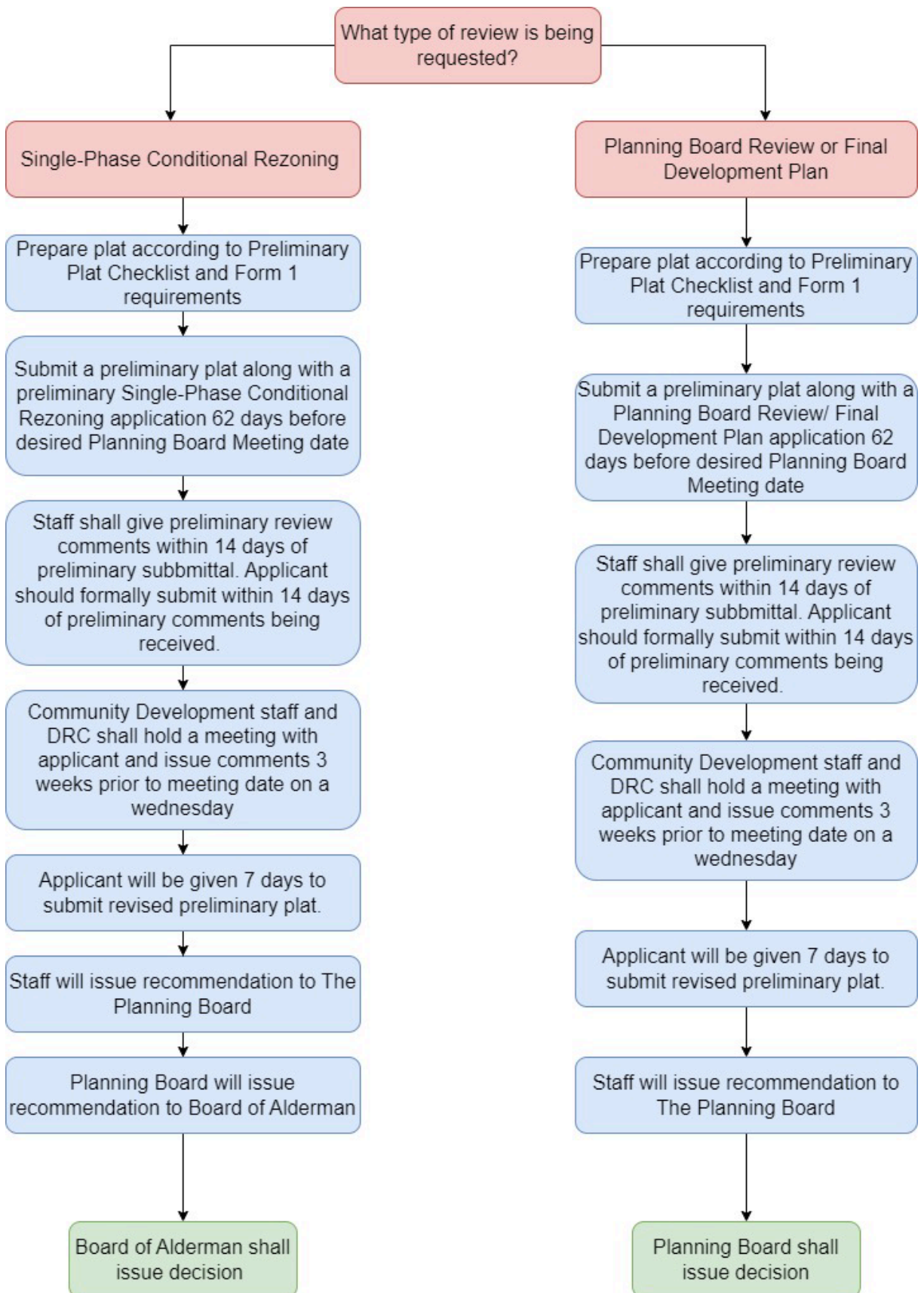
- Major Plats – A major subdivision of land whether in single or multiple ownership shall mean all divisions of a tract or parcel of land into three (3) or more lots, building sites, or other divisions when any one or more of those divisions is created for the purpose of a gift, sale, or building development, whether immediate or future and shall include all divisions of land involving the construction and dedication of a new public street or change in existing public streets. All lots must comply with the size and area requirements of the Ordinance or any other applicable local or state land regulatory ordinances.
 - a. Major Plats must be approved by the Board of Alderman as a Preliminary Plat before a Final Plat can be approved for recording.

2. Non-Subdivision Plats

- Annexation Plats – Annexation plats are submitted along with an annexation petition to show the extent of the parcel(s) being annexed by the Town.
- Easement Plats – Easement plats are only intended to record or visualize the location of easements and do not show any division or combination of tracts of land.

B. Site Plan/ Preliminary Plats

1. Process



2. Submittal Checklist

CHECKLIST ITEMS

All plats must contain the following elements and information:

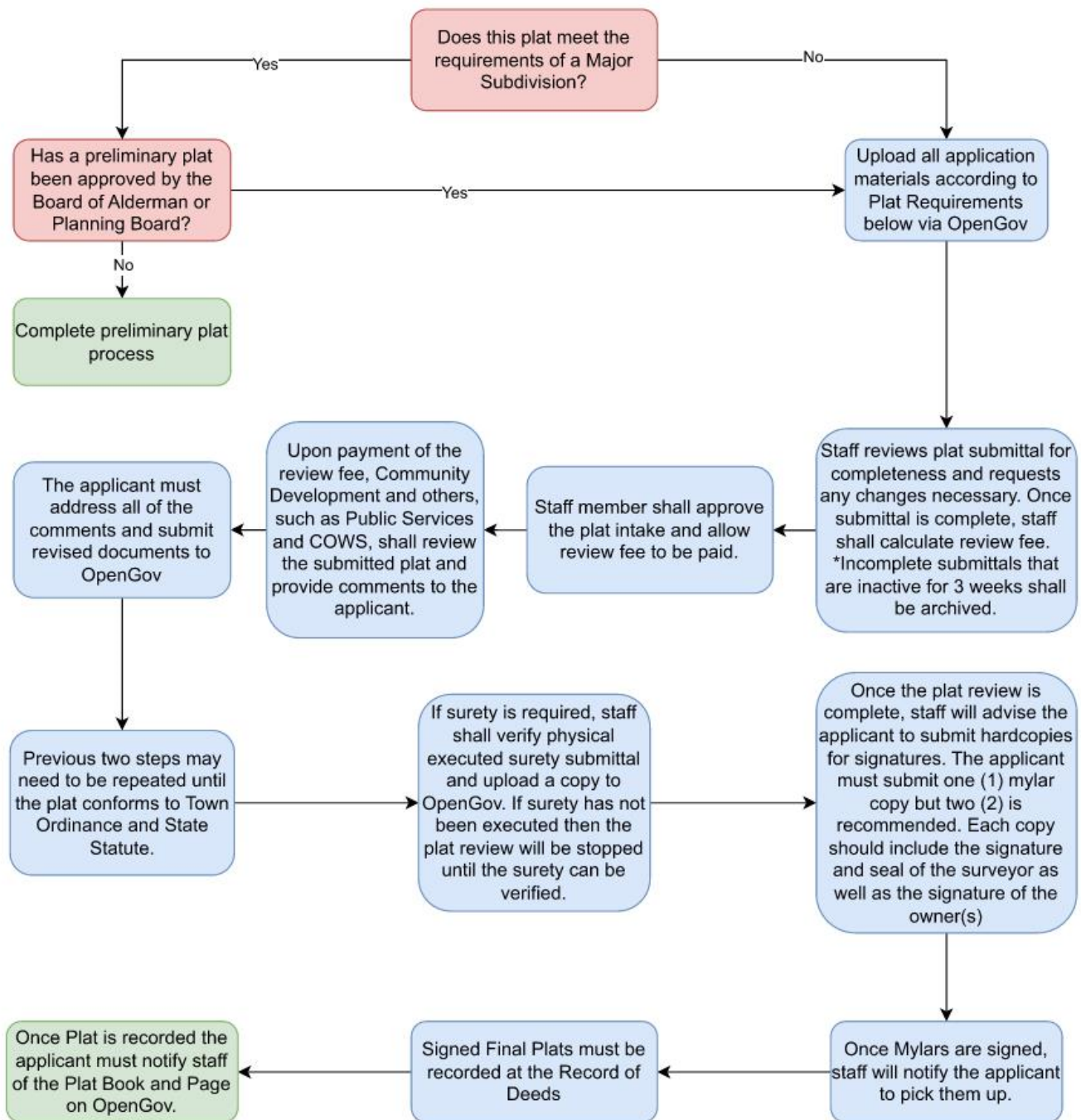
Cover Sheet or Overall Site Plan	<ul style="list-style-type: none"> <input type="checkbox"/> Project name <input type="checkbox"/> Project Address <input type="checkbox"/> PIN number for all effected parcels <input type="checkbox"/> Township name, County name, North Carolina <input type="checkbox"/> Date (original submittal and all revisions) <input type="checkbox"/> Page number of total pages, if applicable <input type="checkbox"/> Contact information for owner, applicant, and all consultants <input type="checkbox"/> Plan developer information - Firm name, address, license number, and date(s) the plan was made <input type="checkbox"/> Scale in words or figures and bar graph <input type="checkbox"/> Location Map at a scale not smaller than one inch represents two thousand (2,000) feet (1" to 2,000'), indicating the location of the site and showing the intersection of at least two (2) public streets nearest to the property and a north arrow.
Existing Conditions Sheet: (on site and within 100 feet of boundaries)	<ul style="list-style-type: none"> <input type="checkbox"/> Property lines and PIN(s) of site and adjacent properties <input type="checkbox"/> Site size, metes and bounds of property boundary, with north arrow, scale (in graphic and list format), and measurable graphic of larger site showing context of area of proposed change <input type="checkbox"/> Stream buffers, drainage ways, wetlands, and wetland buffers with setbacks <input type="checkbox"/> Conditions from previous approvals <input type="checkbox"/> Demolition proposed (on this sheet or separate if existing conditions under demolition are illegible) <input type="checkbox"/> Adjacent streets (name and ROW width, SR if NCDOT roads) and features within the right-of-way <input type="checkbox"/> Setbacks/ build-to lines <input type="checkbox"/> Building footprint(s) with square footage and number of stories <input type="checkbox"/> Built improvements (loading areas, parking, driveways, alleys, streets, sidewalks, dumpsters, lighting) <input type="checkbox"/> Septic tanks, drain fields, wells, hydrants, water meters, etc. <input type="checkbox"/> Culverts (other subsurface features) <input type="checkbox"/> Utility or other easements (type, size, and whether public or private) <input type="checkbox"/> Fire hydrants within 500 feet of the site <input type="checkbox"/> Railroads <input type="checkbox"/> Cemeteries <input type="checkbox"/> Open space or common areas (including easements) <input type="checkbox"/> Topographic contours (2-foot intervals within 100 feet of developed area; 5-foot elsewhere)

<p>Proposed Conditions Sheet: Site Plan-all items drawn, labeled, and dimensioned</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Base information to remain (clearly distinguish between existing and proposed conditions) <input type="checkbox"/> Streetyard extent, if applicable – UDO Article 5.3.4 <input type="checkbox"/> Bufferyard extent, if applicable – UDO Articles 3.10.4.B & 5.4 <input type="checkbox"/> Building footprint(s) with square footage per floor and per use(s), height, number of stories, and entries. <input type="checkbox"/> Distances between buildings, as applicable <input type="checkbox"/> Motor Vehicle Surface Area Requirements: – UDO Article 5.2 <ul style="list-style-type: none"> <input type="checkbox"/> Driveways, stacking spaces, and parking areas (with number of spaces per bay, space size, and pavement type labeled) <input type="checkbox"/> Handicap aisles, spaces, signage, and accessible route to main entrance <input type="checkbox"/> Sight distance triangles <input type="checkbox"/> Sidewalks, walkways, and trails <input type="checkbox"/> Loading, storage, and service areas (with required screening) – UDO Article 5.3.6 <input type="checkbox"/> Planting beds to meet landscaping requirements – UDO Article 5.3.4 <input type="checkbox"/> Residential landscaping locations – UDO Article 5.3.3 <input type="checkbox"/> Solid waste handling and recycling facilities (with location of screening) – UDO Article 5.3.6 <input type="checkbox"/> Fire lanes and access; storage areas with type of material (especially high-piled stock or storage areas) <input type="checkbox"/> Utilities (existing and proposed) (above ground utilities to be screened, with details) <input type="checkbox"/> Stream buffers, drainage ways, wetlands, and wetland buffers with setbacks <input type="checkbox"/> Open space and greenways (dedicated or reserved) <input type="checkbox"/> Other site features unique to proposed use
<p>General Comments</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Proposed lots must meet the requirements of the respective zoning district including preliminary approvals <input type="checkbox"/> If a flag lot is created it must meet the requirements set in UDO Article 3.1.6.C <input type="checkbox"/> Enlargements of portions of a plat are acceptable in the interest of clarity (shown as inserts) <input type="checkbox"/> Boundaries formed by a curved line must show actual survey data from the point of curvature to the point of tangency (shown as standard curve data or as a traverse of bearing and distances around the curve). <input type="checkbox"/> Bearings and distances must be sufficient enough to form a continuous closure of the entire perimeter.

C. Final Plats

Major, Minor, Exempt, and Easement Plats

1. Process



PROJECT INFORMATION: (FILLED OUT IN OPENGOV)

1. Plat Type - Exempt, Major, or Minor Subdivision	2. Parcel ID (PIN) - Provide the PIN for all properties
3. Description - Provide a summary of the plats purpose and scope	
4. Street Address, if applicable	5. Existing Zoning District(s)
6. Acreage in Common Space Lots	7. Total Number of Lots
8. Total Acreage in Lots	
9. Are the propose lots on sanitary sewer or private septic?	
10. Does this plat publicly dedicate right-of-way(R/W)?	
11. Does this plat dedicate land to common ownership?	
12. Does the proposed dedicated land contain new streets, storm drainage, or sidewalks? (Only applicable if question 10 or 11 is marked yes)	
13. Does the approved civil construction plan for the area within the proposed plat boundaries require common area landscaping like street trees, streetyards, bufferyards, greenways, etc. that will not be installed and inspected prior to plat recordation? (Only applicable if question 10 or 11 is marked yes)	

APPLICATION REQUIREMENTS

1. Digital Copy of Plat – Marginal size of either 18" x 24", 21" x 30", or 24" x 36", 0.5-inch border on all sides, landscape format must have 1.5-inch border on left side, portrait format must have 1.5-inch border on the top side. See checklist below for all plat requirements.
2. Improvement Permit – An improvement permit from the County Health Department when proposed lots are on septic system is required, or the lots shall be noted with one of the certifications found in Appendix A.1.15 or A.1.16.
3. Landscape Surety Estimate – Landscape surety estimate for required landscaping when the approved civil construction plan for the area within the proposed plat boundaries requires landscaping in common area, such as street trees, streetyards, bufferyards, greenways, etc. The estimate shall include cost of materials, installation and soil amendments for all landscaping specified on the approved civil plans. Only landscaping required in common ownership needs to be included in the estimate or surety.
4. Infrastructure Surety Estimate – Infrastructure surety estimate developed by Public Services when dedicated land contains new public streets, storm drainage, or sidewalks. The applicant shall upload the estimate received from Public Services. Please contact Public Services to request this estimate.
5. Payment - Fees can be paid online or in-person by check. Checks should be made payable to the Town of Kernersville. Please provide the project name and code at the time of payment. Review will not proceed until fees have been paid.

FINAL SUBMITTAL REQUIREMENTS

1. Each plat presented for recording shall be on polyester film (mylar)
2. Two mylar copies and one paper copy must be submitted to the Town for signatures
3. Final PDF must be provided on OpenGov.

2. Submittal Checklist

CHECKLIST ITEMS

All plats must contain the following elements and information:

Title Block, in lower right-hand corner

- ☐ Project name
- ☐ The purpose of the plat. The following statements are some examples of the purpose of the plat:
 - ☐ The purpose of this plat is to (state exception to the definition of a subdivision when applicable).
 - ☐ All parcels shown are included in an estate which has not been described by deed or plat, and no new roads are involved.
 - ☐ The purpose of this plat is to show a utility easement only, and no new property boundary is shown.
 - ☐ The purpose of this plat is to show a parcel of land, said parcel being the remainder of a larger tract and said parcel having been created by the acquisition of a part of the larger tract for a public purpose by a governmental agency.
 - ☐ The purpose of this map is to show the public acquisition by purchase of strips of land for the widening or opening of streets.
 - ☐ The purpose of this map is to show a parcel of land and a building or buildings located upon said parcel and each building contains one (1) or more condominium units for sale in accordance with State law.
- ☐ Project Address
- ☐ PIN number for all effected parcels
- ☐ Township name, County name, North Carolina
- ☐ Date (original submittal and all revisions)
- ☐ Page number of total pages, if applicable
- ☐ Contact information for owner/applicant
- ☐ Survey Information - Firm name, address, license number, and the date(s) of the survey
- ☐ Dates and descriptions of revisions made after original signing
- ☐ Scale in words or figures and bar graph

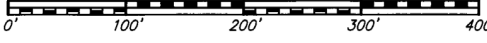
Suggested title block:

FINAL PLAT

PLEASANT ACRES SUBDIVISION

BEING A DIVISION OF PIN XXXX-XX-XXXX.XX
KERNERSVILLE TOWNSHIP, FORSYTH COUNTY, NORTH CAROLINA
OWNER/DEVELOPER: GLEARY UNREAL CORPORATION
LEGAL REFERENCE: DEED BOOK XXXX PAGE XXXX

SCALE: ONE INCH EQUALS 100'



SURVEYED BY DOWN HOME SURVEYS, INC.
101 MAIN STREET, FARMFETCH, NC 27XXX
PHONE: 336 123-4567 EMAIL: dhs-inc@youwho.com
FIELD WORK COMPLETED MAY 1, 2016, PLATTING DATE MAY 5, 2016
JOB FILE(S): 16-0505-PLEASANT.DWG

Plat Information

- ☐ Location Map at a scale not smaller than one inch represents two thousand (2,000) feet (1" to 2,000'), indicating the location of the site and showing the intersection of at least two (2) public streets nearest to the property and a north arrow.
- ☐ Certificates (Appendix A Section 1). All applicable blocks should be on the face of the plat.
- ☐ Legend on perimeter of plat showing all general symbology used in the plat.
- ☐ Provide reference (deed book and page number) to the recorded O&M Agreement and SCM Access and Maintenance easements (Deed of Easement).
- ☐ Provide allowable maximum Impervious Surface Area information per approved construction plans. Please include square footage and percentage per lot. Must include impervious limits on HOA/POA maintained open spaces.
- ☐ Indicate whether water system is public or private.
- ☐ Indicate whether sewer system is public or private.
- ☐ General notes should be provided on perimeter of plat. General notes should be used to convey information for the whole site.
- ☐ The following note shall be included on the plat, as applicable:
 - ☐ Watershed/Stormwater permit(s) must be obtained prior to issuance of building permits.

<p>Existing And Proposed Conditions</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Street addresses on the face of their respective lot or building footprint. <input type="checkbox"/> Existing and proposed property boundaries with metes and bounds, Property Identification Numbers of property and adjacent properties, all applicable property owners, and zoning base of all properties. <input type="checkbox"/> Proposed lot sizes. <input type="checkbox"/> Show and label existing and proposed open space or common areas. <input type="checkbox"/> Show and label proposed public recreation land and greenways (including to whom it is dedicated). <input type="checkbox"/> Easements (Sight Triangle, Utility (Public or Private), Access, Negative Access, etc.) <input type="checkbox"/> Existing and proposed utility and storm drainage easements. <input type="checkbox"/> Topography at no greater than four (4) foot intervals when available distinction between existing and proposed topography lines to be shown according to the following: existing- light dashed lines; proposed - thin solid lines) <input type="checkbox"/> Water features (name and location), Stream buffers, Floodplains, drainage ways, wetlands and wetland buffers with setbacks. <input type="checkbox"/> Constructed Features <ul style="list-style-type: none"> <input type="checkbox"/> Rights-of-way and access easements with type and widths indicated and an indication of whether public or private. <input type="checkbox"/> Private and public drives including pavement widths, names and an indication of whether public or private. <input type="checkbox"/> Building footprint(s) within parcel(s) affected by the recordation of the plat. Footprint should state square footage and number of stories. <input type="checkbox"/> All major public serving utility lines visible on the site including water, sewer, power, telephone, gas, cable, or any other public utility <input type="checkbox"/> Septic tanks, drain fields, wells, hydrants, water meters, etc. <input type="checkbox"/> Culverts (other subsurface features) <input type="checkbox"/> Fire hydrants within 500 feet of the site <input type="checkbox"/> Railroads <input type="checkbox"/> Cemeteries <input type="checkbox"/> <u>For Major Subdivisions only</u>: Label the total number of Lots/dwelling units in the current phase and all other phases, if applicable.
<p>General Comments</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Proposed lots must meet the requirements of the respective zoning district including preliminary approvals. <input type="checkbox"/> Existing conditions must be shown on site and within 100 feet of boundaries. <input type="checkbox"/> If a flag lot is created it must meet the requirements set in UDO Article 3.1.6.C. <input type="checkbox"/> Enlargements of portions of a plat are acceptable in the interest of clarity (shown as inserts). <input type="checkbox"/> Boundaries formed by a curved line must show actual survey data from the point of curvature to the point of tangency (shown as standard curve data or as a traverse of bearing and distances around the curve). <input type="checkbox"/> Bearings and distances must be sufficient enough to form a continuous closure of the entire perimeter. <input type="checkbox"/> If lots are serviced by a septic tank, a Health Department improvement permit must be submitted

Chapter 5 Submittal Calendars

Last Updated: 05.30.2025

Submittal Calendars for applications that require Board review and/or approval are updated annually by the Community Development Director.

A. Planning Board Submittal Calendar

PLANNING BOARD 2025 CASE SUBMITTAL CALENDAR												
** NEW FOR 2024: ALL SUBMITTALS ARE DUE BY 12:00 PM. NO EXCEPTIONS. **												
	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025	AUG 2025	SEPT 2025	OCT 2025	NOV 2025	DEC 2025
PRELIMINARY SUBMITTALS	Nov. 4, 2024	Dec. 2, 2024	Dec. 30, 2024	Feb. 3, 2025	March 3, 2025	March 31, 2025	May 5, 2025	June 2, 2025	June 30, 2025	Aug. 4, 2025	Sept. 1, 2025	Sept. 29, 2025
PLANNING BOARD - PETITION DEADLINE	Dec. 2, 2024	Dec. 30, 2024	Jan. 27, 2025	March 3, 2025	March 31, 2025	April 28, 2025	June 2, 2025	June 30, 2025	July 28, 2025	Sept. 1, 2025	Sept. 29, 2025	Oct. 27, 2025
ORC MEETING (SITE PLAN REVIEW)	Dec. 18, 2024	Jan. 15, 2025	Feb. 12, 2025	March 19, 2025	April 16, 2025	May 14, 2025	June 18, 2025	July 16, 2025	Aug. 13, 2025	Sept. 17, 2025	Oct. 15, 2025	Nov. 12, 2025
SIGN POSTING - PLANNING BOARD	Dec. 27, 2024	Jan. 31, 2025	Feb. 28, 2025	April 4, 2025	May 2, 2025	May 30, 2025	July 4, 2025	Aug. 1, 2025	Aug. 29, 2025	Oct. 3, 2025	Oct. 31, 2025	Nov. 28, 2025
PLANNING BOARD - LEGAL AD PUBLISHED	Dec. 31, 2024 (*Dec. 26)	Jan. 28, 2025 (*Jan. 23)	Feb. 25, 2025 (*Feb. 20)	April 1, 2025 (*March 27)	April 29, 2025 (*April 24)	May 27, 2025 (*May 22)	July 1, 2025 (*June 26)	July 29, 2025 (*July 24)	Aug. 26, 2025 (*Aug. 21)	Sept. 30, 2025 (*Sept. 25)	Oct. 28, 2025 (*Oct. 23)	Nov. 25, 2025 (*Nov. 20)
PLANNING BOARD MEETING	Jan. 13, 2025	Feb. 10, 2025	March 10, 2025	April 14, 2025	May 12, 2025	June 9, 2025	July 14, 2025	Aug. 11, 2025	Annual Meeting Sept. 8, 2025	Oct. 13, 2025	Nov. 10, 2025	Dec. 8, 2025
BOARD OF ALDERMEN MEETING	Feb. 4, 2025	March 4, 2025	April 1, 2025	May 6, 2025	June 3, 2025	July 8, 2025	Aug. 5, 2025	Sept. 2, 2025	Oct. 8, 2025	Nov. 6, 2025	Dec. 9, 2025	Jan. 6, 2026
* Holiday - Date May Change												
ANNEXATION 2025 SUBMITTAL CALENDAR												
ANNEXATION PETITION DEADLINE	Nov. 4, 2024	Dec. 2, 2024	Dec. 30, 2024	Feb. 3, 2025	March 3, 2025	March 31, 2025	May 5, 2025	June 2, 2025	June 30, 2025	Aug. 4, 2025	Sept. 1, 2025	Sept. 29, 2025
BOARD OF ALDERMEN CONSIDERATION	Jan. 7, 2025	Feb. 4, 2025	March 4, 2025	April 1, 2025	May 6, 2025	June 3, 2025	July 8, 2025	Aug. 5, 2025	Sept. 2, 2025	Oct. 8, 2025	Nov. 6, 2025	Dec. 9, 2025
BOARD OF ALDERMEN MEETING FOR RESOLUTION	Feb. 4, 2025	March 4, 2025	April 1, 2025	May 6, 2025	June 3, 2025	July 8, 2025	Aug. 5, 2025	Sept. 2, 2025	Oct. 8, 2025	Nov. 6, 2025	Dec. 9, 2025	Jan. 6, 2026
												Feb. 3, 2026

B. Board of Adjustment Submittal Calendar

2025 BOARD OF ADJUSTMENT SUBMITTAL CALENDAR													
ALL SUBMITTALS ARE DUE BY 12:00 PM. <u>NO EXCEPTIONS.</u>													
	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025	AUG 2025	SEPT 2025	OCT 2025	NOV 2025	DEC 2025
BOARD OF ADJUSTMENT	Nov. 29, 2024	Jan. 3, 2025	Jan. 31, 2025	Feb. 28, 2025	April 4, 2025	May 2, 2025	May 30, 2025	July 4, 2025	Aug. 1, 2025	Aug. 29, 2025	Oct. 3, 2025	Oct. 31, 2025	Nov. 28, 2025
PETITION DEADLINE													
SIGN POSTING - BOARD OF ADJUSTMENT	Dec. 6, 2024	Jan. 17, 2025	Feb. 14, 2025	March 14, 2025	April 18, 2025	May 16, 2025	June 13, 2025	July 18, 2025	Aug. 15, 2025	Sept. 12, 2025	Oct. 17, 2025	Nov. 14, 2025	Dec. 12, 2025
ADJACENT PROPERTY OWNER MAILING	Dec. 13, 2024	Jan. 17, 2025	Feb. 14, 2025	March 14, 2025	April 18, 2025	May 16, 2025	June 13, 2025 (Annual Meeting) June 23, 2025	July 18, 2025	Aug. 15, 2025	Sept. 12, 2025	Oct. 17, 2025	Nov. 14, 2025	Dec. 12, 2025
BOARD OF ADJUSTMENT MEETING	Dec. 23, 2024	Jan. 27, 2025	Feb. 24, 2025	March 24, 2025	April 28, 2025	NO MEETING	NO MEETING	July 28, 2025	Aug. 25, 2025	Sept. 22, 2025	Oct. 27, 2025	Nov. 24, 2025	NO MEETING
* Date might change due to Holiday: May - Town Hall Closed for Memorial Day December - No Meeting due to it being the week of Christmas													
PLEASE NOTE: These dates have not been approved by the Board yet.													

C. Observed Town Holidays

<u>2025 Observed Town Holidays</u>	
New Year's Day	Wednesday, January 1, 2025
Martin Luther King Day	Monday, January 20, 2025
Good Friday (Easter)	Friday, April 18, 2025
Memorial Day	Monday, May 26, 2025
Independence Day	Friday, July 4, 2025
Labor Day	Monday, September 1, 2025
Veterans Day	Tuesday, November 11, 2025
Thanksgiving	Thursday & Friday, November 27 & 28, 2025
Christmas	Wednesday, Thursday & Friday December 24, 25 & 26, 2025

Town of Kernersville Land Development Manual (LDM)

Appendices



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Last Updated: 10.24.2025

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Appendix A – Section 1 Final Plats

Last Updated: 10.24.2025







REQUIRED CERTIFICATION BLOCKS			
Reference	Block Title	Applicable When...	Certification Block Information
A.1.5	Owner Certification	Always	<p>Certificate of Ownership and Dedication</p> <p>The undersigned hereby acknowledge that I am (we are) the owner(s) of the property shown and described hereon and that I (we) hereby adopt this plan and subdivision with my (our) free consent and upon approval by the Town of Kernersville that this plat be recorded in the office of the Register of Deeds of Forsyth OR Guilford County.</p> <p>_____ Owner Date _____</p>
A.1.6	Subdivision Administrator Certification	Plat meets the definition of a subdivision	<p>Final Subdivision Plat Approval</p> <p>This is to certify that this plat meets the recording requirements of the Town of Kernersville Unified Development Ordinance, Subdivision Administrator for the Town of Kernersville, certify that this plat meets the recording requirements of the Town of Kernersville <i>Subdivision Regulation</i> and, if applicable, that a certificate of approval has been issued by the Division of Highways pursuant to Article 7, Chapter 136 of the General Statutes, State of North Carolina</p> <p>_____ Subdivision Administrator Date _____ Town of Kernersville, North Carolina</p>
A.1.7	Exempt Plat: Subdivision Administrator	Plat is exempt from the definition of a subdivision	<p>Exempt Plat Certification</p> <p>I, _____ Subdivision Administrator for the Town of Kernersville, certify that this Plat is Exempt from the definition of Subdivision (e.g. is a survey of existing property, recombination plat, other exception to subdivision).</p> <p>_____ Subdivision Administrator Date _____ Town of Kernersville, North Carolina</p>
A.1.8	Review Officer Certification	Surveyor marks plat with one of the following: 47-30(f)(11)a 47-30(f)(11)d 47-30(f)(11)e	<p>Review Officer Certification</p> <p>I, _____ Review Officer of Forsyth OR Guilford County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.</p> <p>_____ Review Officer This the _____ Day of _____ 20_____ Forsyth OR Guilford County, North Carolina</p>
A.1.9	Public Dedication	Purpose of the plat is to dedicate land and nothing else	<p>Certificate of Ownership and Dedication</p> <p>I (OR WE) THE UNDERSIGNED HEREBY ACKNOWLEDGE THAT I, (OR WE) AM (ARE) THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I (WE) HEREBY ADOPT THIS PLAN AND SUBDIVISION WITH MY (OUR) FREE CONSENT AND HEREBY DEDICATE FOR PUBLIC USE AS ROADS AND EASEMENTS FOREVER ALL AREAS SHOWN OR INDICATED ON SAID PLAT AND UPON APPROVAL BY THE BOARD OF ALDERMEN OF THE TOWN OF KERNERSVILLE AUTHORIZES THAT THIS PLAT BE RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS OF FORSYTH COUNTY OR GUILFORD COUNTY.</p> <p>Signature _____, Date _____</p> <p>(Print owner's name) _____ (If corporation, print name of corporation and name and title of signer)</p> <p>PIN #(s) _____ (List PIN(s) owner is signing for)</p>

Appendix A – Section 1 Final Plats

Last Updated: 10.24.2025

REQUIRED CERTIFICATION BLOCKS			
Reference	Block Title	Applicable When...	Certification Block Information
A.1.10	HOA/POA Covenants, Conditions, and Restrictions	HOA/POA and covenants are required for subdivision final plat approval	The current and future owners of property shown on this recorded plat shall be subject to the terms and conditions of the (Homeowner's/Property Owner's) Associational Covenants, Conditions and Restrictions which are recorded in Deed Book (), Page () in the offices of the Forsyth OR Guilford County Register of Deeds.
A.1.11	SCM Liability Statement	SCM(s) are maintained by HOA/POA	Should the (Homeowner's/Property Owner's) Association cease to exist, or fail to provide adequate maintenance of the Association's permanent stormwater control measure(s), or be dissolved, the owners of record title to any property within the Development at the time of required maintenance shall be jointly and severally liable for maintaining the required permanent stormwater control measure(s) in accordance with requirements of the Town of Kernersville Watershed Protection Ordinance and the laws of the State of North Carolina.
A.1.12	Public Services Proposed Road Construction Standards Certification	Land is dedicated to Town of Kernersville R/W	<p style="text-align: center;">Town of Kernersville Public Services Certification</p> <p>Approved _____ Public Services Director</p> <p>Date _____ Town of Kernersville, North Carolina</p>
A.1.13	NCDOT Proposed Road Construction Standards Certification	ROW is being dedicated to NCDOT; Applicant must verify with NCDOT Division Office 9 (Forsyth) or 7 (Guilford) whether a block is required	<p style="text-align: center;">North Carolina Department of Transportation Division of Highways Proposed Subdivision Road Design Standards Certification</p> <p>Approved By: _____</p> <p>Signature: _____</p> <p>Date: _____</p> <p>Note: Not required if plat is within municipal limits where road(s) will be maintained by another entity</p>
A.1.14	Engineer/Architects Condo Certification	Conformance to Condominium act is required	<p>The undersigned, being duly shown, hereby certifies that 1) he or she is a registered engineer/architect licensed under the provisions of Chapter 89C of the General Statutes of the State of North Carolina, 2) the plans prepared by the undersigned to which this certificate is attached and collectively contain all of the information required under Section 47C-2-109 of the North Carolina Condominium Act, 3) said plans fully and accurately depict the layout, location, floor ceiling elevations, unit numbers, and dimensions of the units, as built.</p> <p>Signed _____</p> <p>License No. _____</p> <p>Date _____</p>
A.1.15	Unbuildable Lot(s) Certification	Lots are being created or modified that are not on public sewer and have not been issued an improvement permit nor have received certification from licensed soil scientist	Lots _____ are deemed unbuildable because no improvement permits from the County Health Department nor a certification from a registered soil scientist have been provided to the Town of Kernersville at the time of platting. This plat shall be amended to show that one or both of the lots are buildable at the time improvement permit(s) is/are issued for either lot. No building permit(s) shall be issued for either lot until the amended plat is recorded with the Forsyth County Register of Deeds.

Appendix A – Section 2 Civil Construction Plans
Last Updated: 05.30.2025

REQUIRED CERTIFICATION BLOCKS		
Reference	Block Title	Certification Block Information
A.2.1	Engineering Signature Block 2.5' x 2.5'	<div><div>TOWN OF KERNERSVILLE ENGINEERING DIVISION  APPROVED FOR CONSTRUCTION </div><div></div><div>Applicant must obtain Zoning or Building Permit(s) prior to construction. Contact (336) 996-6916 prior to Beginning Any Work in the Right of Way.</div></div>
A.2.2	Planning Signature Block 2.5' x 2.5'	<div><div>TOWN OF KERNERSVILLE PLANNING DIVISION  APPROVED FOR CONSTRUCTION </div><div></div><div>Applicant must obtain Zoning or Building Permit(s) prior to construction. Contact (336) 996-6916 prior to Beginning Any Work in the Right of Way.</div></div>
A.2.3	Public Services Signature Block 2.5' x 2.5'	<div><div>TOWN OF KERNERSVILLE PUBLIC SERVICES  APPROVED FOR CONSTRUCTION </div><div></div><div>Applicant must obtain Zoning or Building Permit(s) prior to construction. Contact (336) 996-6916 prior to Beginning Any Work in the Right of Way.</div></div>

Appendix A – Section 3 Board Approved Site Plans
Last Updated: 05.30.2025

REQUIRED DATA BLOCKS		
Reference	Block Title	Data Block Information
A.3.1	Zoning Data	<div><div>ZONING</div><div>EXISTING ZONING: _____ PROPOSED ZONING: _____ TYPE OF REVIEW REQUESTED: _____ (I.E. REZONING, PLANNING BOARD REVIEW, PRELIMINARY SUBDIVISION APPROVAL, ETC.)</div></div>
A.3.2	Size Size and Coverage	<div><div>SITE SIZE AND COVERAGE</div><div>TOTAL ACREAGE: _____ SITE COVERAGE: _____ BUILDING TO LAND _____ % PAVEMENT TO LAND _____ % OPEN SPACE _____ % TOTAL (100%) BUILDING SQUARE FOOTAGE: _____ SF. BUILDING HEIGHT: _____ FT. OR STORIES</div></div>
A.3.3	Density Calc.	<div><div>DENSITY CALCULATIONS (IF APPLICABLE)</div><div>NUMBER OF UNITS/LOTS: _____ UNITS/LOTS DENSITY: _____ UNITS/ACRE OR LOTS/ACRE</div></div>
A.3.4	Infrastructure	<div><div>INFRASTRUCTURE</div><div>WATER: _____ PUBLIC _____ PRIVATE SEWER: _____ PUBLIC _____ PRIVATE STREETS: _____ PUBLIC _____ PRIVATE</div></div>
A.3.5	Off Street Parking	<div><div>OFF STREET PARKING (IF APPLICABLE)</div><div>PROPOSED USE(S): _____ PARKING CALCULATION: _____ SPACES: _____ (MAY BE MORE THAN ONE CALCULATION REQUIRED) REQUIRED PARKING: _____ SPACES PARKING PROVIDED: _____ SPACES</div></div>

Appendix A – Section 3 Board Approved Site Plans

Last Updated: 05.30.2025

A.3.6	Other Info	<div style="border: 1px solid black; padding: 10px; margin: 10px;"> <p style="text-align: center;"><u>OTHER INFORMATION OR NOTES</u> <u>(I.E. USE CONDITION COMPLIANCE</u> <u>INFORMATION OR OTHER SPECIAL NOTES)</u></p> <hr/> <hr/> <hr/> <hr/> </div>
A.3.7	Off Street Loading	<div style="border: 1px solid black; padding: 10px; margin: 10px;"> <p style="text-align: center;"><u>OFF STREET LOADING</u> (if applicable)</p> <p>REQUIRED LOADING/UNLOADING SPACES: _____</p> <p>LOADING/UNLOADING SPACES PROVIDED: _____</p> <p>SIZE: _____ FT. X _____ FT.</p> </div>
A.3.8	Other Info.	<div style="border: 1px solid black; padding: 10px; margin: 10px;"> <p style="text-align: center;"><u>OTHER INFORMATION OR NOTES</u> <u>(I.E. USE CONDITION COMPLIANCE</u> <u>INFORMATION OR OTHER SPECIAL NOTES)</u></p> <hr/> <hr/> <hr/> <hr/> </div>
A.3.9	Bufferyards	<div style="border: 1px solid black; padding: 10px; margin: 10px;"> <p style="text-align: center;"><u>BUFFERYARDS</u> (IF APPLICABLE)</p> <p>ADJOINING ZONING: _____</p> <p>TYPE REQUIRED: _____</p> <p>WIDTH PROVIDED: _____</p> <p>FENCE OPTIONS: _____</p> </div>
A.3.11	Watershed Site Data	<div style="border: 1px solid black; padding: 10px; margin: 10px;"> <p style="text-align: center;">WATERSHED SITE DATA (IF APPLICABLE)</p> <p>A. Total Site Area _____ (sq.ft.)</p> <p>B. Proposed Disturbed Area _____ (sq.ft.)</p> <p>C. Existing Impervious Surface Area _____ (sq.ft.)</p> <p>D. Existing Impervious Surface Area Built Before 1993 _____ (sq.ft.)</p> <p>E. Total Regulated Undeveloped Site Area (A-D) _____ (sq.ft.)</p> <p>F. Total Proposed Impervious Surface Area _____ (sq.ft.)</p> <p>G. Regulated Impervious Surface Area (F-D) _____ (sq.ft.)</p> <p>H. Proposed Impervious Surface Area Percentage: (F/A)*100 _____ %</p> <p>I. Regulated Impervious Surface Area Percentage (G/E)*100 _____ %</p> <p>J. (If Residential) Units Per Acre _____</p> </div>

Appendix B – Section 1 Town of Kernersville General Notes

Last Updated: 05.30.2025

REQUIRED NOTES	
Reference	Note
B.1.1	Any proposed commercial signage shown on these Plans is included to show the general location of future signage. Signage requires separate sign permit review and approval.
B.1.2	Deviation from the approved plans shall not be allowed without an approved plan revision.
B.1.3	Any outdoor storage is required to be screened in conformance with UDO requirements.
B.1.4	Public Utility or related facility, heating, ventilation and air conditioning (HVAC) unit, including on-ground and/or rooftop mechanical system, or dumpster shall be screened in compliance with UDO requirements.
B.1.5	Removal and deposition of excess material within the Town of Kernersville jurisdiction shall be done in such a way that will not create a nuisance, and must be done in accordance to the approved plans. Removal and deposition of excess material at an offsite property within Town of Kernersville jurisdiction requires a Temporary Use Zoning Permit from the Town.
B.1.6	Traffic control shall be maintained in accordance with the NCDOT and MUTCD Specifications.
B.1.7	The contractor shall provide adequate means for cleaning trucks and/or other equipment of mud prior to entering public streets. It is the contractor's responsibility to clean streets, allay dust, and take whatever measures are necessary to ensure that all roads are maintained in a clean, mud and dust-free condition at all times. The contractor shall take all available precautions to control dust.
B.1.8	No placement of equipment or materials is allowed outside of the approved area.
B.1.9	Sidewalks and pavement shall be free and clear of debris at all times.
B.1.10	Remove lane closure devices from the lane when work is not being performed behind the lane closure or when a lane closure is no longer needed or as directed by the inspector.
B.1.11	Concrete pouring may not take place until a concrete washout area is installed. Post signage on the washout itself to identify the location.

B.1.12	Town of Kernersville Design and Construction Specifications can be found here: https://toknc.com/publication
B.1.13	Prior to issuance of Certificate of Occupancy or Compliance all site improvements shall be completed per the approved civil construction plans and final inspections by relevant Town Staff conducted and passed. Final inspections shall be scheduled through the online permitting portal.

Appendix B – Section 2 Roadway and Greenway General Notes

Last Updated: 04.22.2025

The Permittee or designee shall schedule the pre-construction meeting seven (7) days prior to commencing work with the Town's Chief Engineering Inspector at (336) 996-1311.

REQUIRED NOTES

Reference	Note
B.2.1	Prior to any construction in the public right-of-way, the contractor/developer shall notify the Town Inspector.
B.2.2	No final acceptance of streets shall be issued until a PDF and DWG file of the Record Drawings, certified and sealed by a registered Professional Engineer, have been submitted and accepted by the Town.
B.2.3	Any damage to the asphalt, curb and sidewalk within and adjacent to project shall be repaired per Town of Kernersville specifications at no cost to the Town.
B.2.4	All work and materials shall conform to the latest edition of the NCDOT Standard Specifications for Roads and Structures, NCDOT Standard Drawings and the Town of Kernersville Design and Construction Specifications.
B.2.5	The contractor shall supply the Town Inspector construction material testing documentation throughout the project.
B.2.6	All signage shall be installed after the first lift of asphalt (intermediate course) has been installed All street markings shall be placed at the completion of the final course, unless temporary markings are warranted during construction.
B.2.7	All T-turn arounds shall be posted with "NO PARKING ANYTIME IN TURN AROUND" signs.
B.2.8	All dead-end roads (other than cul-de-sacs) shall have Type 4 object markers (OM4-3 diamond signs).
B.2.9	No outlet and dead-end signs shall be erected wherever applicable.
B.2.10	Street name signs shall be a 9-inch blade and the Initial upper-case letter should be 6-inches in height; except the initial letter, all letters shall be lower-cased and be 4.5-inches in height.
B.2.11	All signs shall be retroreflective.

Appendix B – Section 2 Roadway and Greenway General Notes

Last Updated: 04.22.2025

B.2.12	Concrete sidewalk shall be 6-inches in thickness wherever a private maintenance access easement crosses a sidewalk.
B.2.13	All manholes in the sidewalk must be centered within a single section of sidewalk
B.2.14	All signs must conform with the Manual on Uniform Traffic Control Devices (MUTCD).
B.2.15	Subgrade shall extend 12" min. behind the back of curb.
B.2.16	All curb and gutter shall be backfilled with within 7 days after construction, but not before 3 curing days has elapsed. Do not place soil, ABC or pavement adjacent to the curb before the 3 curing days has elapsed. If 7 days elapses prior to backfilling occurs, Town inspector must verify conditions prior to backfilling.
B.2.17	If the roadway/greenway subgrade is exposed to precipitation (rain, snow, ice, etc.) prior to base placement, an additional proof roll may be required.
B.2.18	Curb and gutter backfill must be completed prior to placing any additional ABC or pavement.
B.2.19	Contractor shall ensure smooth transition between all proposed and existing grades, to include asphalt, landscaping, sidewalk, concrete...etc. Additional replacement may be necessary for smooth transition and/or if any existing improvements are damaged during construction.
B.2.20	Whenever a Stormwater Control Measure (SCM) is located along or parallel to any sidewalk or ADA ramp, shoulder shall not be less than 6 FT wide and the SCM slope (3:1 max.) shall not start within the shoulder.
B.2.21	All off-site roadway improvements must be complete prior to the issuance of any certificate of occupancy.

Appendix B – Section 3 Storm Drainage Notes

Last Updated: 04.22.2025

REQUIRED NOTES	
Reference	Note
B.3.1	All work and materials shall conform to the latest edition of the NCDOT Standard Specifications for Roads and Structures, NCDOT Standard Drawings and the Town of Kernersville Design and Construction Specifications.
B.3.2	Construction Standards. Storm drainage piping shall be placed in a straight alignment at uniform grade. No changes in alignment shall be allowed except at catch basins, manholes, or other junctions that provide appropriate clean out access.
B.3.3	All pipes in storm drain structures shall be flush with the inside wall. The floor of all storm drain structures shall be filled with concrete to an elevation flush with the downstream invert.
B.3.4	All storm sewer pipe shall be camera inspected after the installation of all paving and utilities and prior to final approval of the Project. Approval requires minimum of 1 video. Additional videos may be required for areas requiring clean out, repairs or replacement. Documentation of clean out, repairs or replacement must be provided upon request from Town. Repairs or Replacement must have engineer's recommendation for remediation.
B.3.5	The design and construction of SCMs shall comply with all Town and State standards, including those for final acceptance. All SCMs must be constructed per the approved plan in a timely manner. No exceptions will be granted.
B.3.6	Prior to the SCM conversion process, stormwater conveyances and structures must be flushed and documentation verifying work provided to Town. All efforts shall be made to protect downstream waters. The drain valve shall not be left open at any time during SCM conversion. A skimmer drawdown system shall be installed and utilized until the SCM is fully converted.
B.3.7	The design engineer must submit an as-built package including a signed and sealed certification statement and landscaping.
B.3.8	A final inspection by Town staff shall be conducted once the as-built submittal has been received.
B.3.9	All SCMs are required to be completed by final CO (for a site plan) or prior to final 10% of COs in drainage area (for a subdivision). Any deviation from this schedule must be noted on the plan.

Appendix B – Section 3 Storm Drainage Notes

Last Updated: 04.22.2025

B.3.10	Prior to back-filling the SCM outlet structure, photographic evidence of the cradle and anti-seep device shall be obtained and provided with SCM as-builts.
B.3.11	Compaction geotechnical reports for the SCM dam construction shall be provided with SCM as-builts.

Appendix C – Section 1 Recommended Planting List

Last Updated: 10.24.2025

1. Large, Medium, & Small Tree Species

Key: ^L Large Variety Tree (Mature height is thirty-five (35) feet or greater) ^M Medium Variety Tree (Mature height: twenty-five (25) to thirty-five (35) feet) ^S Small Variety Tree (Mature height: less than twenty-five (25) feet) * 10'-12' of green space should surround the tree as they are more prone to problems/shortened lifespan in downtown hot sites ** Fruit/nut drop can be messy on sidewalks and cars							
Common Name	Genus	Species	Street Tree	Native to North America	Evergreen / Deciduous (E/D)	Height	Spread
Armstrong Maple ^L	<i>Acer</i>	<i>x freemanii</i> 'Armstrong'	x		D		
Red Maple ^{*, L}	<i>Acer</i>	<i>rubrum</i>		x	D	60-90'	30-50'
Yellow Buckeye ^L	<i>Aesculus</i>	<i>flava</i>		x	D		
River Birch ^L	<i>Betula</i>	<i>nigra</i>		x	D	60-80'	30-50'
Yellow Birch ^L	<i>Betula</i>	<i>alleghanienses</i>		x	D		
Sweet Birch ^L	<i>Betula</i>	<i>lenta</i>		x	D		
Pecan ^L	<i>Carya</i>	<i>illinoensis</i>		x	D		
Shagbark Hickory ^{**, L}	<i>Carya</i>	<i>ovata</i>		x	D		
Bitternut Hickory ^{**, L}	<i>Carya</i>	<i>cordiformis</i>	x	x	D		
Pignut Hickory ^{**, L}	<i>Carya</i>	<i>glabra</i>	x	x	D		
Deodar Cedar ^L	<i>Cedrus</i>	<i>deodara</i>			E		
Hackberry ^L	<i>Celtis</i>	<i>occidentalis</i>	x	x	D		
Sugar Hackberry ^L	<i>Celtis</i>	<i>laevigata</i>	x	x	D	70-80'	30-50'
American Yellowwood ^L	<i>Cladrastis</i>	<i>kentukea</i>		x	D	40-50'	40-45'
Persimmon ^L	<i>Diospyros</i>	<i>virginiana</i>		x	D	30-60'	20-25'
Beech ^L	<i>Fagus</i>	<i>grandifolia</i>		x	D		
Ginkgo ^L	<i>Ginkgo</i>	<i>biloba</i>			D		
Thornless Honeylocust ^L	<i>Gleditsia</i>	<i>triacanthos</i> var. <i>inermis</i>		x	D	30-70'	30-40'
Kentucky Coffeetree ^L	<i>Gymnocladus</i>	<i>diocus</i>		x	D	60-75'	40-50'
American Holly ^L	<i>Ilex</i>	<i>opaca</i>		x	E	40-60'	20-30'

Appendix C – Section 1 Recommended Planting List

Last Updated: 10.24.2025

Key:

^L Large Variety Tree (Mature height is thirty-five (35) feet or greater)

^M Medium Variety Tree (Mature height: twenty-five (25) to thirty-five (35) feet)

^S Small Variety Tree (Mature height: less than twenty-five (25) feet)

* 10'-12' of green space should surround the tree as they are more prone to problems/shortened lifespan in downtown hot sites

** Fruit/nut drop can be messy on sidewalks and cars

Common Name	Genus	Species	Street Tree	Native to North America	Evergreen / Deciduous (E/D)	Height	Spread
Eastern Red Cedar ^L	<i>Juniperus</i>	<i>virginiana</i>	x	x	E	40-50'	15-25'
Fruitless Sweet Gum ^L	<i>Liquidambar</i>	<i>styraciflua</i> 'Rotundiloba'		x	D	60-70'	20-30'
Tuliptree, Tulip Poplar ^L	<i>Liriodendron</i>	<i>tulipifera</i>		x	D	90-120'	60-80'
Southern Magnolia ^L	<i>Magnolia</i>	<i>grandiflora</i>		x	E	60-80'	30-40'
Black Gum ^L	<i>Nyssa</i>	<i>sylvatica</i>	x	x	D	50-80'	30-50'
Loblolly Pine ^L	<i>Pinus</i>	<i>taeda</i>		x	E	90-120'	30-40'
London Planetree ^L	<i>Platanus</i>	<i>x acerifolia</i>	x		D	35'+	
Sycamore ^L	<i>Platanus</i>	<i>occidentalis</i>		x	D	80-120'	40-60'
Black Cherry ^L	<i>Prunus</i>	<i>serotina</i>		x	D	60-80'	30-50'
Sawtooth Oak ^L	<i>Quercus</i>	<i>acutissima</i>			D	35'+	
White Oak ^L	<i>Quercus</i>	<i>alba</i>		x	D	80-100'	40-60'
Swamp White Oak ^L	<i>Quercus</i>	<i>bicolor</i>	x	x	D	50-60'	50-60'
Scarlet Oak ^L	<i>Quercus</i>	<i>coccinea</i>		x	D	50-80'	40-50'
Southern Red Oak ^L	<i>Quercus</i>	<i>falcata</i>		x	D	70-80'	30-40'
Willow Oak ^L	<i>Quercus</i>	<i>phellos</i>	x	x	D	80-100'	40-50'
Northern Red Oak ^L	<i>Quercus</i>	<i>rubra</i>	x	x	D	35'+	
Shumard Oak ^L	<i>Quercus</i>	<i>shumardii</i>	x	x	D	90-100'	40-50'
Common Sassafras ^L	<i>Sassafras</i>	<i>albidum</i>		x	D	35'+	
Bald Cypress ^L	<i>Taxodium</i>	<i>distichum</i>	x	x	D	100-120'	30-40'
Eastern Arborvitae ^L	<i>Thuja</i>	<i>occidentalis</i>		x	E	35'+	
Western Arborvitae ^L	<i>Thuja</i>	<i>plicata</i>		x	E	35'+	
Redmond American Linden ^L	<i>Tilia</i>	<i>americana</i> 'Redmond'		x	D	50-70'	30-45'

Appendix C – Section 1 Recommended Planting List

Last Updated: 10.24.2025

Key:

^L Large Variety Tree (Mature height is thirty-five (35) feet or greater)

^M Medium Variety Tree (Mature height: twenty-five (25) to thirty-five (35) feet)

^S Small Variety Tree (Mature height: less than twenty-five (25) feet)

* 10'-12' of green space should surround the tree as they are more prone to problems/shortened lifespan in downtown hot sites

** Fruit/nut drop can be messy on sidewalks and cars

Common Name	Genus	Species	Street Tree	Native to North America	Evergreen / Deciduous (E/D)	Height	Spread
Canadian Hemlock ^L	<i>Tsuga</i>	<i>canadensis</i>		x	E	35'+	
Carolina Hemlock ^L	<i>Tsuga</i>	<i>caroliniana</i>		x	E	35'+	
American Elm ^L	<i>Ulmus</i>	<i>americana</i>		x	D	35'+	
Japanese Zelkova ^L	<i>Zelkova</i>	<i>serrata</i>	x		D	35'+	
Chalkbark Maple ^M	<i>Acer</i>	<i>leucoderme</i>		x	D	25-35'	
American Hornbeam, Musclewood ^M	<i>Carpinus</i>	<i>caroliniana</i>	x	x	D	20-30'	20-30'
Eastern Redbud ^M	<i>Cercis</i>	<i>canadensis</i>	x	x	D	20-30'	25-35'
Flowering Dogwood ^M	<i>Cornus</i>	<i>florida</i>		x	D	15-30'	15-20'
Thornless Cockspur Hawthorn ^M	<i>Crataegus</i>	<i>crus-galli</i>		x	D	25-35'	
Washington Hawthorn ^M	<i>Crataegus</i>	<i>phaenopyrum</i>		x	D	25-35'	
Carolina Silverbell ^M	<i>Halesia</i>	<i>carolina</i>	x	x	D	20-40'	30-35'
Nellie R. Stevens Holly ^M	<i>Ilex</i>	'Nellie R. Stevens'			E	30-40'	10-15'
Foster's Holly ^M	<i>Ilex</i>	x <i>attenuata</i> 'Fosteri'		x	E	20-30'	10-20'
Crepe-myrtle ^M	<i>Lagerstroemia</i>	<i>indica</i>	x		D	15-30'	6-15'
Loebner Magnolia ^M	<i>Magnolia</i>	x <i>loebneri</i>			D	25-35'	
Sweetbay Magnolia ^M	<i>Magnolia</i>	<i>virginiana</i>		x	E	20-30'	10-15'
Umbrella Tree ^M	<i>Magnolia</i>	<i>tripetala</i>		x	D	25-35'	
Hophornbeam ^M	<i>Ostrya</i>	<i>virginiana</i>		x	D	20-30'	20-30'
Sourwood ^M	<i>Oxydendrum</i>	<i>arboreum</i>		x	D	20-30'	10-15'
Wate's Golden Virginian Pine ^M	<i>Pinus</i>	<i>virginiana</i> 'Wate's Golden'		x	E	15-30'	10-20'

Appendix C – Section 1 Recommended Planting List

Last Updated: 10.24.2025

Key:

^L Large Variety Tree (Mature height is thirty-five (35) feet or greater)

^M Medium Variety Tree (Mature height: twenty-five (25) to thirty-five (35) feet)

^S Small Variety Tree (Mature height: less than twenty-five (25) feet)

* 10'-12' of green space should surround the tree as they are more prone to problems/shortened lifespan in downtown hot sites

** Fruit/nut drop can be messy on sidewalks and cars

Common Name	Genus	Species	Street Tree	Native to North America	Evergreen / Deciduous (E/D)	Height	Spread
Carolina Cherry Laurel ^M	Prunus	caroliniana	x	x	E	20-40'	15-20'
Kwanzan Flowering Cherry ^M	Prunus	serrulata 'Kwanzan'	x		D	20-30'	15-25'
Japanese Maple ^S	Acer	palmatum			D	15-25'	10-25'
Red Buckeye ^S	Aesculus	pavia		x	D	10-20'	10-20'
Downy Serviceberry ^{** , s}	Amelanchier	arborea	x	x	D	0-25'	
Allegheny Serviceberry ^{** , s}	Amelanchier	laevis	x	x	D	0-25'	
Paw Paw ^S	Asimina	triloba		x	D	0-25'	
Chinquapin ^S	Castanea	pumila		x	D	0-25'	
Fringe Tree ^S	Chionanthus	virginicus		x	D	12-20'	12-20'
Pagoda or Alternate-leaf Dogwood ^S	Cornus	alternifolia		x	D	0-25'	
American Smoketree ^S	Cotinus	obovatus		x	D	0-25'	
Savannah Holly ^S	Ilex	x attenuata 'Savannah'		x	E	0-25'	
Weeping Yaupon Holly ^S	Ilex	vomitorea 'Pendula'	x	x	E	0-25'	
Little Gem Magnolia ^S	Magnolia	grandiflora 'Little Gem'		x	E	15-20'	8-10'
Crabapple ^S	Malus	spp.	x		D	15-25'	10-20'
Wax Myrtle ^S	Myrica	cerifera		x	E	10-15'	8-10'
Devilwood ^S	Osmanthus	americanus		x	E	0-25'	
American Plum ^S	Prunus	americana		x	D	0-25'	
Pin cherry ^S	Prunus	pensylvanica		x	D	0-25'	
Hoptree ^S	Ptelea	trifoliata		x	D	0-25'	

Appendix C – Section 1 Recommended Planting List

Last Updated: 10.24.2025

2. Streetyard and Interior Shrubs

Common Name	Genus	Species	Native to North America	Evergreen / Deciduous (E/D)	Height	Spread
Florida Leucothoe	Agarista	<i>populifolia</i>	x	E	8-12'	8-12'
Tag Alder	Alnus	<i>serrulata</i>	x	D	6'+	
Devil's Walking Stick	Aralia	<i>spinosa</i>	x	D	6'+	
Red Chokeberry	Aronia	<i>arbutifolia</i>	x	D	6'+	
Sweetshrub	Calycanthus	<i>floridus</i>	x	D	6-9'	6-12'
Fringe Tree	Chionanthus	<i>virginicus</i>	x	D	6'+	
Silky Dogwood	Cornus	<i>amomum</i>	x	D	6'+	
Hazelnut	Corylus	<i>americana</i>	x	D	6'+	
Large Fothergilla	Fothergilla	<i>major</i>	x	D	6-10'	5-9'
Common/Ozark Witch Hazel	Hamamelis	<i>Virginiana/vernalis</i>	x	D	15-30'/6'+	NA/15-25'
Oakleaf Hydrangea	Hydrangea	<i>quercifolia</i>	x	D	4-8'	3-8'
Possum-haw	Ilex	<i>decidua</i>	x	D	6-7'	6'
Inkberry	Ilex	<i>glabra</i>	x	E	5-9'	5-10'
Yaupon Holly	Ilex	<i>vomitaria</i>	x	E	10-20'	8-12'
Mountain Winterberry	Ilex	<i>montana</i>	x	D	6'+	
Common Winterberry	Ilex	<i>verticillata</i>	x	D	6-15'	6-10'
Florida Anise-tree	Illicium	<i>floridanum</i>	x	E	5-8'	6-8'
Yellow Anise-tree	Illicium	<i>parviflorum</i>	x	E	7-10'	8-10'
Mountain Laurel	Kalmia	<i>latifolia</i>	x	E	6'+	
Spicebush	Lindera	<i>benzoin</i>	x	D	6-12'	6-12'
Wax Myrtle	Myrica	<i>cerifera</i>	x	E	10-15'	8-10'
Holly Tea Olive	Osmanthus	<i>heterophyllus</i>		E	6'+	
Mock Orange	Philadelphus	<i>inodorus</i>	x	D	6'+	
Ninebark	Physocarpus	<i>opulifolius</i>	x	D	5-8'	6-10'
Mugo Pine	Pinus	<i>mugo</i>		E	15-20'	25-30'
Cherry Laurel	Prunus	<i>laurocerasus</i>		E	4-8'	5-8'
Catawba Rhododendron	Rhododendron	<i>catawbiense</i>	x	E	6-12'	6-10'
Flame Azalea	Rhododendron	<i>calendulaceum</i>	x	D	4-8'	8-10'
Rosebay Rhododendron	Rhododendron	<i>maximum</i>	x	E	6'+	
Pinkshell Azalea	Rhododendron	<i>vaseyi</i>	x	D	6'+	

Appendix C – Section 1 Recommended Planting List

Last Updated: 10.24.2025

Common Name	Genus	Species	Native to North America	Evergreen / Deciduous (E/D)	Height	Spread
Sweet Azalea	Rhododendron	<i>aborescens</i>	x	D	6'+	
Smooth Sumac	Rhus	<i>glabra</i>	x	D	6'+	
Silky Willow	Salix	<i>sericea</i>	x	D	6'+	
Elderberry	Sambucus	<i>canadensis</i>	x	D	5-12'	5-12'
Vanhoutte Spirea	Spiraea	<i>× vanhouttei</i>		D	Varies	Varies
Emerald American Arborvitae	Thuja	<i>occidentalis</i> 'Emerald'	x	E	6-10'	3-6'
Rabbit-eye Blueberry	Vaccinium	<i>ashei</i>	x	D	8-12'	6-10'
Sparkleberry	Vaccinium	<i>arboreum</i>	x	D	10-20'	10-15'
Highbush Blueberry	Vaccinium	<i>corymbosum</i>	x	D	6'+	
Withered Viburnum	Viburnum	<i>cassinoides</i>	x	D	6'+	
Arrowwood Viburnum	Viburnum	<i>dentatum</i>	x	D	6-10'	6-15'
Blackhaw Viburnum	Viburnum	<i>prunifolium</i>	x	D	12-15'	8-12'
Japanese Viburnum	Viburnum	<i>japonicum</i>		E	6'+	
Sweet Viburnum	Viburnum	<i>odoratissimum</i>		E	6'+	
Leatherleaf Viburnum	Viburnum	<i>rhytidophyllum</i>		E	10-15'	10-15'
Hobblebush	Viburnum	<i>alnifolium</i>	x	D		
Rusty Blackhaw Viburnum	Viburnum	<i>rufidulum</i>	x	D	10-20'	10-15'
Weigela	Weigela	<i>florida</i>		D	6'+	
Azalea (var.)	Azalea sp	<i>spp</i>		E	3-6'	
Boxwood	Buxus	<i>spp.</i>		E	3-6'	
Beautyberry	Callicarpa	<i>americana</i>	x	D	3-6'	
New Jersey Tea	Ceanothus	<i>americanus</i>	x	D	3-6'	
Summersweet Clethra	Clethra	<i>alnifolia</i>	x	D	3-6'	
Sweetfern	Comptonia	<i>peregrina</i>		D	3-6'	
Bush-honeysuckle	Diervilla	<i>sessilifolia</i>	x	D	3-6'	
Hearts-a-bustin	Euonymus	<i>americanus</i>	x	D	3-6'	
Dwarf Fothergilla	Fothergilla	<i>gardenii</i>	x	E	3-6'	
Smooth Hydrangea	Hydrangea	<i>arborens</i>	x	D	3-6'	
Bigleaf Hydrangea	Hydrangea	<i>macrophylla</i>		D	3-6'	
Shrubby St. John's Wort	Hypericum	<i>prolificum</i>	x	D	3-6'	
Dense Hypericum	Hypericum	<i>densiflorum</i>	x	D	3-6'	
Japanese Holly (var.)	Ilex	<i>crenata</i> (var.)		E	3-6'	

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Common Name	Genus	Species	Native to North America	Evergreen / Deciduous (E/D)	Height	Spread
Dwarf Yaupon Holly	Ilex	<i>vomitorea 'Nana'</i>	x	D	3-6'	
Virginia Sweetspire	Itea	<i>virginica</i>	x	D	3-6'	
Drooping Leucothoe	Leucothoe	<i>fontanesiana</i>	x	E	3-6'	
Russian Sage	Perovskia	<i>atriplicifolia</i>		D	3-6'	
Indian Hawthorn 'Eleanor Tabor' or 'Snow White'	Rhaphiolepis	<i>indica 'Eleanor Tabor' or 'Snow White'</i>		E	3-6'	
Carolina Rhododendron	Rhododendron	<i>carolinianum</i>	x	E	3-6'	
Swamp Azalea	Rhododendron	<i>viscosum</i>	x	D	3-6'	
Wild or Pinxter Azalea	Rhododendron	<i>periclymenoides</i>	x	D	3-6'	
Shrub Roses	Rosa	<i>spp.</i>		D	3-6'	
Rosemary	Rosmarinus	<i>officinalis</i>		E	3-6'	
Coral Berry	Symphoricarpos	<i>orbiculatus</i>	x	D	3-6'	
Deerberry	Vaccinium	<i>stamineum</i>	x	D	3-6'	
Maple-leaf Viburnum	Viburnum	<i>acerifolium</i>	x	D	3-6'	
Flowering Quince	Chaenomeles	<i>speciosa</i>		D	0-3'	
Distylium 'Vintage Jade'	Distylium	<i>spp.</i>		E	0-3'	
Kleim's Hardy Gardenia	Gardenia	<i>jasminoides 'Kleim's Hardy'</i>		E	0-3'	
Dwarf Burford Holly	Ilex	<i>cornuta "Dwarf Burford"</i>		E	0-3'	
Creeping Juniper	Juniperus	<i>horizontalis</i>	x	E	0-3'	
Shore Juniper	Juniperus	<i>conferta</i>		E	0-3'	
Dwarf Waxmyrtle, Dwarf Bayberry	Morella	<i>pumila</i>	x	E	0-3'	
Low Gro Fragrant Sumac	Rhus	<i>aromatica 'Gro-Low'</i>	x	D	0-3'	
Lowbush Blueberry	Vaccinium	<i>pallidum</i>	x	D	0-3'	
'Mrs. Schiller's Delight' Viburnum	Viburnum	<i>obovatum 'Mrs. Schiller's Delight'</i>	x	E	0-3'	

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3. Outdoor Storage area Screening Plants (installation height: six (6) feet):

Common Name	Genus	Species	Native to North America	Evergreen / Deciduous (E/D)	Height	Spread
American Holly	opaca	<i>Ilex</i>	x	E	40-60'	20-30'
Nellie R. Stevens Holly	'Nellie R. Stevens'	<i>Ilex</i>		E	30-40'	10-15'
Foster's Holly	× attenuata 'Fosteri'	<i>Ilex</i>	x	E	20-30'	10-20'
Upright Juniper	chinensis	<i>Juniperus</i>		E	5-7'	8-10'
Eastern Red Cedar	virginiana	<i>Juniperus</i>	x	E	40-50'	15-25'
Wax Myrtle	cerifera	<i>Myrica</i>	x	E	10-15'	8-10'
Fortune's Osmanthus	× fortunei	<i>Osmanthus</i>		E	6'+	
Japanese Black Pine	thunbergii	<i>Pinus</i>		E	20'	20'
Carolina Cherry Laurel	caroliniana	<i>Prunus</i>	x	E	20-40'	15-20'
Arborvitae	occidentalis	<i>Thuja</i>	x	E	Varies	Varies
Chindo Viburnum	awabuki 'Chindo'	<i>Viburnum</i>		E	6'+	

4. Groundcovers (planting areas, berms, wall planters):

Key: ^{OG} Ornamental Grass ^{GC} Groundcover ^V Vines						
Common Name	Genus	Species	Native to North America	Evergreen / Deciduous (E/D)	Height	Spread
Big Bluestem ^{OG}	<i>Andropogon</i>	<i>gerardii</i>	x	4-6'	2-3'	2-3'
Feather Reed Grass ^{OG}	<i>Calamagrostis</i>	<i>acutiflora</i>		3-5'	1.2-2.5'	1.2-2.5'
Pink Muhlygrass ^{OG}	<i>Muhlenbergia</i>	<i>capillaris</i>	x	2-3'	2-3'	2-3'
Switchgrass ^{OG}	<i>Panicum</i>	<i>virgatum</i>	x	3-6'	2-3'	2-3'
Little Bluestem ^{OG}	<i>Schizachyrium</i>	<i>scoparium</i>	x	2-3'	1-2'	1-2'
Yellow Indiangrass ^{OG}	<i>Sorghastrum</i>	<i>nutans</i>	x	3-5'	1-2'	1-2'
Wild Ginger ^{GC}	<i>canadense</i>	<i>Asarum</i>	x			
European Wild Ginger ^{GC}	<i>europaeum</i>	<i>Asarum</i>		E		
Spreading Japanese Plum Yew ^{GC}	<i>harringtonia 'Prostrata'</i>	<i>Cephalotaxus</i>		E	2-3'	2-5'
Green-and-gold ^{GC}	<i>virginianum</i>	<i>Chrysogonum</i>	x		.5-1'	.75-1.5'
Mouse-eared Coreopsis ^{GC}	<i>auriculata</i>	<i>Coreopsis</i>	x			
Common Wintergreen ^{GC}	<i>procumbens</i>	<i>Gaultheria</i>	x	E		

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Key: ^{OG} Ornamental Grass ^{GC} Groundcover ^V Vines						
Common Name	Genus	Species	Native to North America	Evergreen / Deciduous (E/D)	Height	Spread
Alumroot ^{GC}	<i>americana</i>	Heuchera	x	E	1-2'	1-2'
Aaron's Beard St. John's Wort ^{GC}	<i>calycinum</i>	Hypericum			1-1.5'	1.5-2'
Dwarf Crested Iris ^{GC}	<i>cristata</i>	Iris	x			
Creeping Juniper cultivars ^{GC}	<i>horizontalis</i>	Juniperus	x	E	1-2'	3-4'
Japanese Garden Juniper ^{GC}	<i>procumbens</i> 'Nana'	Juniperus		E	1-1.5'	10-12'
Lily-Turf ^{GC}	<i>muscarii</i>	Liriope		E	1-1.5'	.75-1'
Creeping Lilyturf ^{GC}	<i>spicata</i>	Liriope		E		
Russian Arborvitae ^{GC}	<i>decussata</i>	Microbiota		E	.5-1.5'	3-8'
Mondo Grass ^{GC}	<i>japonicus</i>	Ophiopogon		E	.75-1.5'	1'
Allegheny Spurge ^{GC}	<i>procumbens</i>	Pachysandra	x	E	.5-1'	1-2'
Creeping Phlox ^{GC}	<i>stolonifera</i>	Phlox	x	E	.5-1'	.75-1.5'
Moss Phlox ^{GC}	<i>subulata</i>	Phlox	x	E	.25-.5'	1-2'
Foam Flower ^{GC}	<i>cordifolia</i>	Tiarella	x	E		
Yellowroot ^{GC}	<i>simplicissima</i>	Xanthorhiza	x			
Cross vine ^V	<i>capreolata</i>	Bignonia	x	E	35-50'	
Trumpet creeper ^V	<i>radicans</i>	Campsis	x	D	25-40'	
Virgin's bower/Woodbine ^V	<i>virginiana</i>	Clematis	x	D	12-20'	
Carolina Jessamine ^V	<i>sempervirens</i>	Gelsemium	x	E	12-20'	
Coral Honeysuckle ^V	<i>sempervirens</i>	Lonicera	x	E	10-15'	
American Wisteria ^V	<i>frutescens</i>	Wisteria	x	D	15-30'	
Chinese Trumpet vine ^V	<i>grandiflora</i>	Campsis		E	30'	
Clematis ^V	<i>hybrida</i>	Clematis		D	5-20'	
Climbing hydrangea ^V	<i>anomala</i> subsp. <i>petiolaris</i>	Hydrangea		D	30-50'	