



**SALINE COUNTY  
PLANNING BOARD  
SUBDIVISION RULES  
AND  
REGULATIONS**

APPROVED BY:  
SALINE COUNTY QUORUM COURT  
REVISED- ORDINANCE 2019-11  
REVISED – ORDINANCE 2022-12  
REVISED – ORDINANCE 2023-11

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCES 2019-11; 2022-12; 2023-11**

SUBDIVISION RULES AND REGULATIONS

TABLE OF CONTENTS

TITLE	Page
Section 1: Purpose, Authority and Jurisdiction	2
Section 2: Definitions	3
Section 3: Procedural Requirements	7
Section 4: Plat Specifications	11
Section 5: General Principles	19
Section 6: Design Requirements	20
Section 7: Improvements	24
Section 8: Fees	30
Section 9: Administration	30
Section 10: Maintenance CD or Irrevocable Letter of Credit	32
Section 11: Acceptance of Public Facilities, Dedications and Recordation	33
Section 12: Penalty	34
Section 13: Adoption	34
Section 14: Title	34
Section 15: Severability	34
Section 16: Emergency	34
Section 17: Protecting Right to File Plats	34
Ordinance 2003-02: Fees	38
Section 18: Mobile Home Parks	39
Section 19: Commercial/Office, Industrial and Mixed Use Subdivision or Multi-Family	41
Section 20: Pocket Neighborhoods	44

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCES 2019-11; 2022-12; 2023-11**

**SECTION 1. Purpose. Authority and Jurisdiction**

- 1.1 It is hereby found and declared that in order to make adequate provision to guide, direct and control future growth and development in Saline County in an orderly, efficient, healthful and economic manner, that there exists the necessity for setting forth certain procedures and standards to be followed in the development or redevelopment of land subdivision in Saline County, Arkansas.
- 1.2 The provisions of this regulation are adopted pursuant to authority set forth in Act 422 of the General Assembly of the State of Arkansas for the year 1977 as amended. Repealing Clause: Act 108 of 1929; Act 246 of 1937; Act 353 of 1953; and Act 202 of 1957 are hereby repealed. Additionally, all laws and parts of laws in conflict with Act 422 of 1977 are hereby repealed.
- 1.3 These rules and regulations are intended to service the following purposes:
- \* To assist orderly, economic, efficient, and coordinated development within Saline County.
  - \*To promote the health, safety, morals and general welfare of the residents of Saline County.
  - \* To ensure conformance of subdivision plans with the public improvement plans of Saline County, and the cities and towns within the county.
  - \* To secure equitable handling of all subdivision plans by providing uniform procedures and standards for observance by both subdividers and the Saline County Planning Board.
- 1.4 Any subdivider of land within Saline County's planning jurisdiction shall submit to the Saline County Planning Board plats of the subdivision and engineering plans for indicated improvements according to these regulations. In considering the approval of a plat, the Board shall observe and enforce the requirements and procedures set forth herein. In the case of a plat constituting a replat of land into two or more lots, all of which will be served by an existing road or roads, the Board shall have the power to vary the said requirements so that substantial justice may be done and the public interest served.
- 1.5 No subdivider proposing to make or have made a subdivision within Saline County's planning jurisdiction shall proceed with any construction work on the proposed subdivision, except for rough clearing and/or grubbing and if required must meet AEDQ Stormwater requirements, before obtaining a Certificate of Preliminary Plat Approval. Nor shall anyone convey any title or contract of sale to any lot or lots before obtaining a Certificate of Final Plat Approval and having recorded the plat with the Saline County Circuit Clerk.
- 1.6 No subdivider shall record the plat of a subdivision, or bill of assurance or any part thereof before obtaining from the Board a Certificate of Final Plat Approval and approval of the bill of assurance.
- 1.7 A bill of assurance shall be attached to or accompany each plat submitted to the Board.

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

**SECTION 2. DEFINITIONS**

- 2.1 As used in these rules and regulations, words in the present tense include the future; words in the singular include the plural number, and words in the plural include the singular, the word "building" includes the word "structure" the word "shall" is mandatory and not directory.
- 2.2 Certain words in these regulations are defined for the purpose hereof as follows:
- 2.2.1 Alley - A minor permanent public serviceway which is used primarily for vehicular service access to the back of the side properties otherwise abutting on a road.
- 2.2.2 Board - The Saline County Planning Board.
- 2.2.3 Building Line -A line across a lot establishing the minimum open space to be provided between the buildings or other structures and the road property line.
- 2.2.4 Bill of Assurance - A statement attached to the plat and signed by the owner setting out the following:
- (1) That he is the owner of the land described (followed by a legal description of the land) with the deed record book and page number when originally purchased.
  - (2) That he has ordered the land surveyed and divided the land into lots as shown on the plat.
  - (3) That he adopted this name for the subdivision after submittal to and approval of the subdivision name by the Assessor's office of Saline County.
  - (4) That all road names of any new roads have been submitted to and approved by the Saline County Office of Emergency Management (OEM) and turned in with plat and bill of assurance.
  - (5) That all lots shall hereafter be transferred in deeds by subdivision name, block and lot number.
  - (6) That a replat of any lot in the approved subdivision will be submitted to the Saline County Planning Board if the lot is intended to be split into two or more parts or if two or more lots are combined into one lot.
  - (7) That all roads and alleys are to be dedicated to the public after paving and maintaining for 1 year if accepted by Quorum Court. (Applicable only if the roads in the subdivision are to be County maintained.)
  - (8) That all parks and easements shall be dedicated to the public.

**SALINE COUNTY**  
**SUBDIVISION RULES AND REGULATIONS**  
**APPROVED APRIL 15, 2019**  
**ORDINANCE 2019-11**

- (9) That on each lot where septic tanks are utilized there shall be a minimum of ten (10) feet on all sides, free of all structures, to permit access of a septic tank cleaning truck.
- (10) That no more than one principle dwelling unit shall be placed on each lot. Exceptions may be made for multi-family units, mobile home parks, commercial, industrial and public uses, provided documentation from the State and County Health Services approves the method of sewage disposal.

**SALINE COUNTY**  
**SUBDIVISION RULES AND REGULATIONS**  
**APPROVED APRIL 15, 2019**  
**ORDINANCE 2019-11**

2.2.4.1 The Bill of Assurance can be amended by Approval of the Saline County Planning Board and in accordance with the Bill of Assurance requirements.

2.2.4.2 Sometimes there are use restrictions added to the Bill of Assurance. Procedure for changing these restrictions may also be included in the instrument setting out the restrictions.

2.2.5 County Engineer - A State of Arkansas registered engineer who is an employee of, or is on a retainer by Saline County, Arkansas. In lieu of a registered engineer, the County Judge may nominate and the Saline County Planning Board may then approve the designation of an individual employee of Saline County, Arkansas, to carry out the functions of the County Engineer, as referenced hereinafter.

2.2.6 County Surveyor - The County Surveyor or his designated representative of Saline County. The County Surveyor or representative shall be a State of Arkansas registered surveyor.

2.2.7 County Road or County Street - A right of way with vehicular driving surface which affords the principle means of access to abutting property, and which, has been dedicated to public use and has been accepted by the County Court and Quorum Court of Saline County for maintenance.

2.2.8 County- Saline County, Arkansas.

2.2.9 Cul-de-sac - A short road having one end open to traffic and being permanently terminated within the plat by a vehicular turnaround.

2.2.9.1 Temporary Cul-de-sac - A short road having one open end to traffic and being temporarily terminated by a vehicular turnaround, the cul-de-sac's vehicular turnaround will be removed when the road is extended. The vehicular turnaround used in a temporary cul-de-sac does not have to be constructed to permanent street standards. The cul-de-sac is used in terminating a road that will be extended in future, multi-phase developments.

2.2.10 Easement - A grant by the property owner for use by the public, a corporation, or persons of a strip of land for specific purposes.

2.2.11 Engineer - A State of Arkansas registered engineer licensed to practice.

**SALINE COUNTY**  
**SUBDIVISION RULES AND REGULATIONS**  
**APPROVED APRIL 15, 2019**  
**ORDINANCE 2019-11**

2.2.12 Final Plat- A finished as-built drawing, to scale showing completely and accurately all legal and engineering information and certification necessary for recording and including the Bill of Assurance.

2.2.13 Frontage road- Occasionally referred to as access road. A road parallel to and adjacent to a major highway or thoroughfare, which provides access to abutting properties.

2.2.14 Health Department- The Saline County Health Department or the Arkansas State Board of Health, whichever has jurisdiction.

2.2.15 Letter of Credit or Performance Bond - A letter of credit or bond furnished by the subdivider or contractor to the County to cover the cost of the improvements installed by the subdivider or his contractor in reference to the development of roads in the subdivision. These instruments represent security, in the event of performance default by the subdivider.

2.2.16 Lot - A portion of a subdivision or any other parcel of land, intended as a unit for transfer of ownership or for development.

2.2.17 Lot, Corner- A lot abutting upon two or more roads at their intersection.

2.2.18 Lot, Through - A lot, other than a corner lot, abutting upon two or more roads.

2.2.19 Maintenance Bond - means a bond furnished by the subdivider or contractor to the county for one-year period (minimum) to cover the cost of repairs resulting from defects in materials and workmanship of improvements installed by the subdivider or his contractor.

2.2.20 Master Road Plan or Saline County, Arkansas Master Road Plan -means the plan adopted, and amended from time to time, by the Saline County Quorum Court which is designed to be the framework for development of the current and future road network, and to efficiently move people and goods through and within the county.

2.2.21 Pipe Stem Lot- Defined as pictured in Exhibit "A". The Board may grant a variance on an "as needed" basis for the welfare of Saline County residents.

2.2.21 Plan, Development - The complete plan, or any of its parts, for the development of all or part of Saline County, as adopted in accordance with the Arkansas Code Annotated, as are now or maybe hereafter in effect.

2.2.23 Plat- A map or chart indicating the subdivision or re-subdivision of land.

2.2.24 Preliminary Plat- A drawing which shows the proposed layout of a subdivision in sufficient details to indicate unquestionably its workability in all aspects, but is not in final form for recording.

2.2.25 Replat - A plat that has undergone the process of changing the configuration within an

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15,2019  
ORDINANCE 2019-11**

approved plat of record to increase, decrease, or change the shape and size of lots or roads.

2.2.26 Staff- The employees of Saline County designated by the County Judge to assist in carrying out the intent of this regulation.

2.2.27 Road - A right-of-way for vehicular traffic which affords the principle means of access to abutting property.

2.2.28 Subdivider - Any person, individual, firm, partnership, association, corporation, estate, trust, or any other group or combination, acting as a unit, dividing or proposing to divide land so as to constitute a subdivision as herein defined, and includes any agent of the subdivider. The term "developer" as may be used in this regulation means "Subdivider" as defined.

2.2.29 Subdivision - (a) Any division of land at least three (3) times.

(b) However, the term subdivision shall also apply if the division of land involves:

- (1) the dedication of a road to the public,
- (2) granting ingress and egress easements, or
- (3) the granting of easements or any other acts consistent with the installation of utilities (defined as water, gas, electric, sewer, or telephone).

(c) The following transactions are exempt:

1. Property devised by will.
2. Property placed in trust.
3. Family division (Defined as transaction exempt under the Arkansas Real Property Transfer Act (as amended) involving transfers between a father and mother and their descendants and brother and sisters and their descendants.
4. Judicial action regarding division of land.
5. Any division or divisions of land, ten (10) acres or more, where there is fee title access to a public road of any type and no utility involvement as set forth in (b)(3).

2.2.30 Subdivision, Minor - Any division of a lot, tract, or parcel of land whether by platting or by metes and bounds that shall neither include the establishment of any roads nor create the need to dedicate additional right-of-way or widen pavement on an existing county road as the need may be shown in the Saline County Master Road Plan.

2.2.31 Subdivision, Primary - Any division of a lot, tract, or parcel of land either by platting or by metes and bounds into three (3) or more lot or parcels for purpose of transfer of ownership or

development including the combination of three (3) or more previously platted lots. The "Primary Subdivision" ordinarily applies to any division of land involving the dedication of a road to the public, the dedication of additional right-of-way and improvements to an existing county road as shown on the Master Road Plan and in general, any subdivision of land resulting in the need to produce engineering

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

drawings and data in order to meet the improvement requirements of this ordinance.

2.2.32 Surveyor - A registered land surveyor licensed to practice in Arkansas.

2.2.33 Territorial Jurisdiction - All land lying outside of incorporated areas in Saline County and which is not within the extraterritorial planning jurisdiction of an incorporated area as prescribed by Arkansas Statue Act 186 of 1957 as amended.

2.2.34 Private Road Subdivision –

(a)(1) Any division of land into two (2) or more lots or parcels, as set forth in a recorded deed; and,

(2) In addition, ingress and egress roads must be owned by an incorporated Property Owners Association, Improvement District, or there must be a maintenance agreement entered into by all interested parties, which includes provisions for levying of assessments for maintenance of the roads.

(b) Private Road Subdivisions with any lot/parcel less than three (3) acres, not including road right-of-way, must meet all provisions of the Subdivision Rules and Regulations and the Master Road Plan.

(c) Private Road Subdivisions where all lots/parcels are three (3) acres or more, not including road right-of-way, must meet all provisions of the Subdivision Rules and Regulations and the Master Road Plan, except those provisions pertaining to paving.

**SECTION 3. PROCEDURAL REQUIREMENTS**

**3.1 Pre-Application Consideration**

Whenever any subdivision of a tract of land is proposed to be made, the subdivider or his agent may submit to the coordinator of the Planning Board office, sketch plans and data concerning existing conditions within the site and in its vicinity, which shall convey the intentions of the subdivider as to the proposed layout and type of development. The coordinator will submit the material to the Board for their review and inform the subdivider of the time and place of the meeting.

No fees shall be collected for pre-application consideration, the purpose being to acquaint the subdivider with plans and policies in effect that would be significant to the proposed subdivision. If after the pre-application review the subdivider or agenda intends to continue with the project, an application for Certification of Preliminary Plat approval shall be made. See 3.2 following.

**3.2 Application for Certification of Preliminary Plat Approval**

3.2.1 Whenever any subdivision of a tract of land is proposed to be made, the subdivider or agent of the subdivider shall submit to the County Judge's office, a minimum of twenty-one (21) calendar days prior to the regular Planning Board meeting an application for a Certification of Preliminary Plat Approval which shall consist of:

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

3.2.1.1 A letter of request.

3.2.1.2 Plats, plans and data as specified in Section 4.1, concerning existing conditions

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

within the site and its vicinity, which shall convey the intentions of the subdivider as to the proposed layout and type of development.

3.2.1.3 Filing fees as specified in Section 8.

3.2.1.4 Notice of intent by certified mail, return receipt requested to all adjoining landowners, including landowners across the road or right-of-way. The notices must be mailed 21 days before the Planning Board meeting; the notices must be submitted with the preliminary plat. Posting of a sign at least 21 days prior to the Planning Board meeting in a conspicuous place to notify adjoining landowners and other affected landowners. The sign shall read as follows:

THIS PROPERTY  
PROPOSED  
FOR DEVELOPMENT  
The Saline County  
Planning Board  
will hold a public meeting on

(Date and Time)

For more information  
501-303-5690

The sign shall be at least 48" x 48" with at least 3" black lettering.

Replats: The notice requirement for replats is discussed in Section 3.6.

**3.3 Process Leading to Approval of the Preliminary Plat.**

3.3.1 Upon receipt of an application for certification of Preliminary Plat Approval, the staff shall check the application for conformance to these rules and regulations (see Section 4.1) and shall also consider letters or certificate of approval or disapproval from City, County, and State agencies and utility companies. The staff shall note the number of days the submission is made prior to the next regular Planning Board meeting and if less than twenty-one (21) calendar days inform the applicant that the application will not be on the agenda at the next regular meeting.

3.3.2 The staff shall deliver all applications for preliminary plat approval deemed to have met the submission and time requirements to the Planning Board for the regular agenda meeting.

3.3.3 The Planning Board shall initiate action on applications for preliminary plat approval at its regular scheduled meeting provided said applications are placed on the agenda by the staff of the County Judge's Office. Approval of the Preliminary Plat by the Planning Board shall be verified by the

**SALINE COUNTY**  
**SUBDIVISION RULES AND REGULATIONS**  
**APPROVED APRIL 15,2019**  
**ORDINANCE 2019-11**

Board minutes and by a stamp on the preliminary plat.

3.3.4 A preliminary plat may be approved with conditions for further action by the developer imposed by the Planning Board; and the approval and conditions shall be reflected in the minutes of the meeting. With proof of meeting the conditions, the developer may submit the plat to the staff for execution of approval or it may be carried subsequently to the Board for its direct attention.

3.3.5 The preliminary plat submitted will be identified by the Planning Board as a "Minor Subdivision" or a "Primary Subdivision". See Section 2. Definitions.

3.3.6 When the preliminary plat is defined as a primary subdivision and the conditions imposed by the Planning Board are for the required production of engineering drawings and specifications in support of the subdivision the following procedure shall prevail:

3.3.6.1 The Certificate of Preliminary Plat Approval will not be signed initially on the plat by the Chairman of the Planning Board. The Planning Board approval of the Preliminary Plat with conditions is verified by the minutes of the Board. The minutes are the authority to permit the developer to proceed with the compilation of the engineering drawings and specifications without rescission by the Planning Board of the plat proposal as submitted.

3.3.6.2 The engineering drawings and specifications upon completion will be reviewed, or caused to be reviewed by the Planning Board. Approval of the engineering drawings and specifications shall be cause for the Subdivider's engineer of record to compile cost estimates of the improvements to be installed. When the Subdivider's engineer and the engineering authority of the County agree upon the cost estimates, and then the Chairman of the Planning Board may sign the Certificate of Preliminary Plat Approval.

3.3.6.3 The Board minutes and stamped preliminary plat shall be the authority by the Saline County Planning Board for the subdivider to install the improvements required with the actual "as built" installation, subject to the approval of agencies having authority and jurisdiction. For example: utility companies, Health Department, the Saline County Road Department, etc.

3.3.7 When the preliminary plat is a minor subdivision or replat and the plat meets the requirements of Section 4, provided that the Certification of the Surveying Accuracy is signed, the Planning Board may authorize the preliminary plat to be re-labeled as a Final Plat. The re-labeled Final Plat or a subsequent Final Plat may be filed for record provided the subdivider meets all conditions imposed and the Chairman of the Planning Board has signed the Certificate of Final Approval. (See Section 11 (d)).

3.3.8 One copy of the approved preliminary plat shall be retained in the Board's files.

3.3.9 Approval of the Preliminary Plat shall be governed by the following qualifications:

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

Approval of a Preliminary plat is one step in the process leading to the preparation and approval of a Final Plat. The Final Plat shall reflect the "as built" required improvements and the exact lay-out of lots and blocks and is the instrument filed for record with the Circuit Clerk/Recorder of Saline County.

Approval of the Preliminary Plat shall be effective and binding upon the Board for one (1) year and thereafter in those instances where sufficient cause is established by the Subdivider which may justify an extension of time. The Subdivider may formally apply

for an extension which shall only be granted by the Planning Board. An application for extension of time shall be made by the Subdivider prior to default.

**3.4 Application for Approval of the Final Plat**

3.4.1 Whenever the provisions of these rules and regulations have been compiled with and to the extent that an "as built" plat can be produced then the subdivider may submit to the Board an application for review and approval of the Final Plat, or part thereof, which shall consist of:

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

3.4.1.1 A letter of application requesting review and Final Approval of the plat.

3.4.1.2 The Final Plat and other documents as specified in Section 4.3

3.4.1.3 A filing fee as specified in Section 8.

3.4.1.4 A "Letter of Compliance" signed by a representative of the County Road Department and addressed to the Saline County Planning Board which certifies that all improvements and installations have been made in accordance with the approved construction plans, specifications, drawing and the standards established by the County or assurance of completion has been given to the County in the form of a Certificate of Deposit or an Irrevocable Letter of Credit or bond.

**3.5 Approval of the Final Plat**

3.5.1 Whenever a Final Plat has been submitted to the Board that is in conformance with an approved Preliminary Plat and which reflects "as built" conditions and the provision of Section 4.2, the Board shall consider and take action on the plat.

3.5.2 The Board may cause an Arkansas Registered Surveyor to check the Final Plat for correctness, charging the cost to the subdivider if the plat is found to be in error.

3.5.3 Application for final plat approval shall be submitted to the staff in the County Judge's Office at least twenty-one (21) calendar days prior to the regular meeting date of the Board in order to be considered at said meeting. The Board will not take action on any applications received less than twenty- one (21) calendar days before its meeting. The Board will act to approve or disapprove final plats presented when scheduled by the staff for the regular meeting.

3.5.4 If the Final Plat is disapproved, the applicant shall be so notified in writing and the reasons therefore shall be enumerated.

3.5.5 Approval of the Final Plat shall be indicated by execution of a Certificate of Final Plat Approval on the plat by the Chairman of the Planning Board.

3.5.6 Approval of the Final Plat by the Board shall not be deemed acceptance of any of the dedications shown on the plat. Such acceptance will be made by the County Court as prescribed by law. The Saline County Planning Board has the right to table any plats with five (5) or more errors as presented at the Board meeting.

3.5.7 It is permissible for the subdivider to present documents for the public dedications of roads and drainage appurtenances and public facility sites to the Quorum Court following execution of the guarantee for completion of improvements as described in Section 9.1 Assurance for Completion of Improvement. The alternative to the above procedure is to wait to make public

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

dedications until the improvements are made in fact and have received final approval by the County Road Department.

3.5.8 The Final Plat may be recorded only after the plat has received a Certificate of Final Plat Approval from the Saline County Planning Board, executed by the Chairman. Submittal of two (2) originals for recordation to the office of the Circuit Clerk shall be the subdivider's responsibility. The subdivider shall provide a recorded copy to the Planning Board; plus a .DWG, .DXF or a .SHAPE file of the final plat to the Assessor's Office Mapping Department.

3.5.9 No sale of property, contract of sale, or additional structures shall be placed on property within a subdivision until the Final Plat has been recorded in the office of the Circuit Clerk. Final plats shall be duly recorded within six (6) months of Final Plat approval or the plat shall be declared null and void.

3.6 Replats must follow the same procedures as Final Plats; and the notification procedures for replats shall be the same as discussed in 3.2.1.4, including the notification of all lot owners in the phase, except that no sign must be posted. Notifications must be by Certified Mail with Return Receipt Requested; and the return receipts shall be provided to the County for documentation.

**SECTION 4. PLAT SPECIFICATIONS**

**4.1. Preliminary Plat Specifications, Size, Number, and Quality (Minor and Primary)**

4.1.1 The submission to the Planning Board shall consist of an electronic copy; .pdf file format is preferred. Hard copies shall be made available upon request. (If proposed subdivision is within the jurisdiction of a city Planning Commission the subdivision process of the city shall be followed.)

4.2 The Preliminary Plat shall be clearly and legibly drawn. The size of the plat shall be drawn to meet Standard Engineering Standard for all subdivisions with text size no less than twelve (12) font unless otherwise determined by the Board or Staff that a different scale is needed.

**4.3 Final Plat, Size, Number, and Quality (Minor and Primary)**

4.3.1 The submission to the Planning Board shall consist of an electronic copy; .pdf file format is preferred. Hard copies shall be made available upon request. The final drawings should show the executed certificates, as specified in Section 4.8.

4.3.2 The Final Plat shall be clearly and legibly drawn in black ink or may be a Computer Aided Drawing. The size of the plat shall be drawn at Standard Engineering Scale and text size no less than twelve (12) font. The Board may require specific scales to be used.

4.4 The Final Plat shall conform to the preliminary plat reflecting "as built" conditions and it may constitute only that portion of the approved preliminary plat which the subdivider proposes to record and develop at any one time (phased development) provided that each portion conforms to the

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

requirements of these rules and regulations.

**4.5 Plat Requirements**

Each plat shall contain the information indicated by the check mark under the appropriate column and opposite the requirements as shown in the following chart on the next page.

4.5.1 The Saline County Planning Board has the right to table any plats with five (5) or more errors.

4.5.2 Before signing of the plat by the Board Chairman, all bonds must be submitted and fees must be paid in full.

4.5.3 Each subdivision must comply with current ADEQ Stormwater Rules and Regulations.

4.5.4 All plats must meet or exceed Arkansas Standards of Practice for Property Boundary Surveys.

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

PRELIMINARY		FINAL		PLAT REQUIREMENTS
MINOR	PRIMARY	MINOR	PRIMARY	
X	X	X	X	Name and address of owner of record.
X	X	X	X	Source of title giving deed record book and page number.
X	X	X	X	Name and address of subdivider even if the same as owner of record.
X	X	X	X	Date of survey, north point, and graphic scale.
X	X			Certificate of Preliminary Surveying Accuracy.
	X			Certificate of Preliminary Engineering Accuracy.
X	X	X	X	Location of the tract by legal description giving acreage by quarter quarter.
X	X	X	X	Vicinity map locating roads and highways, section lines, railroads, schools, parks, and other significant features within one half(1/2) mile of proposed subdivision.
X	X	X	X	Exact boundary lines of the tract indicated by a heavy line giving dimensions, bearings, and distance.
X	X			Contour intervals to sea level datum of not more than two (2) feet when the slope is less than four (4) percent and not more than five (5) when the slope is greater than four (4) percent.
	X			Natural features within and surrounding the proposed subdivision including drainage channels, bodies of water, wooded areas, and other significant features. On all water courses leaving the tract the direction of flow shall be indicated and for all water courses entering the tract the drainage area above the point of entry shall be noted.
	X			Cultural features within and surrounding the proposed subdivision including existing and platted roads, bridges, culverts, utility lines, pipe lines, power transmission lines, all easements, park area, structures, city and county line, section lines, and other significant information.
X	X	X	X	Names of recorded subdivision(s) abutting the proposed subdivision.
X	X	X	X	Zoning districts, if applicable.
X	X			Proposed layout, including lot lines with rough directions.
X	X	X	X	Lot number/block number.
X	X	X	X	Road and alley lines with right-of-way widths.
X	X	X	X	Sites reserved for parks, playgrounds, schools, etc.
X	X	X	X	Sites for commercial, non-residential, & non-public uses.
X	X			Ownership of adjoining land.
X	X	X	X	Building setback lines with dimensions.

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

		X	X	Linear footage of each new road from existing asphalt to end of road
X	X			Certificate of Preliminary Plat Approval.
X	X	X	X	Key map when more than one sheet is required to present plat.
X	X	X	X	True courses and distances to the two (2) nearest established section comers, bench marks, or other recognized permanent monuments which shall accurately describe the location of the plat.
X	X	X	X	Exact boundary lines of the tract indicated by a heavy line, or other acceptable control traverse, giving dimensions to the nearest one one-hundredth (1/100) foot and angles to the nearest second, which shall be balanced and closed with an error of closure not to exceed one (1) to ten thousand (10,000).
	X		X	Municipal, county, or section lines accurately tied to the line of the subdivision by bearings and distances.
X	X	X	X	Road, alley, and other right-of-way lines with location and width, with road names indicated.
X	X	X	X	Road centerlines showing angles of deflection, angles of intersection radii, length of tangents, arcs, chords and radii of rounded comers.
		X	X	When lots are located on a curve or when sidelines are at angles other than ninety (90) degrees, lot width at the building line shall be shown when required by the Board.
X	X	X	X	Lot areas in square feet and acreage shall be shown for all lots.
X	X	X	X	Easements and public service or utility right-of-way lines giving dimensions, locations, and purposes.
X	X	X	X	Accurate outlines and description of areas to be dedicated or reserved for public use/acquisition with the purposes indicted thereon, and of any areas to be reserved by deed convenient for common uses of all property owners.
		X	X	Accurate location and descriptions of all monuments.
		X	X	Certificate of Surveying Accuracy.
		X	X	Certificate of Engineering Accuracy.
		X	X	Certificate of Ownership.
		X	X	Certificate of Final Plat Approval

**SALINE COUNTY  
 SUBDIVISION RULES AND REGULATIONS  
 APPROVED APRIL 15, 2019  
 ORDINANCE 2019-11**

		X	X	<p>Certificate of Flood Note: By graphic plotting only, this property is in Zone "x" of the flood insurance rate Map, Community Panel No. 050191 which bears an effective date of _____ and is not in a Special Flood Hazard Area. By telephone call dated June 3, 1999 to the National Flood Insurance Program (800-638-6620) we have learned this community does not currently participate in the program. No field surveying was performed to determine this zone and an elevation certificate may be needed to verify this determination or apply for a variance from the Federal Emergency Management Agency.</p>
--	--	---	---	--

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

4.6 Each Preliminary Plat shall be accompanied by the following information:

4.6.1 The minimum lot area in square feet for lots served by septic tanks shall be 20,000 square feet provided the percolation reports are approved by the Health Department, and provide further evidence to show that the disposal system is correlated with topography features of the proposed lots. Where septic tanks are permitted, there shall be a minimum of a ten (10) foot side yard clearance on each lot to permit access for a septic tank cleaning truck.

4.6.2 A summary of the proposal giving information as to the overall development plan, presenting the type of structure, number of dwelling units, types of business and industry so that the effects of the development can be determined by the Board and the Staff.

4.6.3 Existing and Proposed covenants and restrictions.

4.6.4 Source of water supply. For information purposes, the water supply shall be noted as public or private.

4.6.5 Provisions for sewage disposal, drainage, flood control, and utilities accompanied by certificates of approval or disapproval from the City, County, or State Agencies, as well as from the utility companies that are applicable. Such material should be obtained and submitted by the subdivider.

4.6.6 Typical cross sections of all roads. Centerline profiles of approximate road grades derived from office computations may be required by the Staff if deemed advisable.

4.6.7 Fees- Filing fees for preliminary plats shall be established by County Ordinance by the Quorum Court of Saline County, Arkansas.

4.6.8 Bill of Assurance – A draft of the Bill of Assurance proposed for the subdivision generally describing proposed covenants, restrictions and conditions applicable to the property shall be submitted for review at the time of preliminary plat review. (See Bill of Assurance in Section 2, Definitions).

4.6.9 Other information the subdivider wishes to bring to the attention of the Board.

4.6.10 Certificate of ownership certifying the legal owner to be signed by an attorney or licensed abstractor. See Section 4.8.1.

4.7 The Final Plat shall be accompanied by the following information and documents unless shown on the plat itself:

4.7.1 A Bill of Assurance containing, as a minimum, the information as shown in Section 2, Definitions.

4.7.2 The subdivider shall obtain approval of the Bill of Assurance by the Board before filling the Bill of

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

Assurance with the plat.

4.7.3 Certificate of approval of water supply and sanitary sewage disposal by the appropriate agency, when not connected to a municipal system.

4.7.4 All calculations and field notes when required by the Board.

**4.8 Plat Certificates**

Each plat submitted to the Board shall have the following certificates displayed and made a permanent part of the plat.

**4.8.1 Preliminary Plats:**

\_\_\_\_\_  
Registered Engineer  
No. \_\_\_\_\_, Arkansas

**Certificate of Preliminary Surveying Accuracy**

I, \_\_\_\_\_ hereby certify that this plat correctly represents a boundary survey or under my supervision; that all monuments shown hereon actually exist and their location, size, type and material are correctly shown; and that all interior lot lines are accurately described in terms of length and direction of the property sides.

Signed: \_\_\_\_\_

\_\_\_\_\_  
Registered Land Surveyor  
No. \_\_\_\_\_, Arkansas

**Certificate of Property Ownership**

I, \_\_\_\_\_ hereby certify that the deed records  
Signed: \_\_\_\_\_

**Certificate of Preliminary Engineering Accuracy**

I, \_\_\_\_\_ hereby certify that I am the engineer of record for this subdivision and that I, or those made by me under my supervision will design and monitor the construction of the improvements required in accord with the Saline County Subdivision Regulation Ordinance.

in the office of the Circuit Clerk and Ex-Officio Recorder of Saline County Arkansas, reflect that \_\_\_\_\_ is the record title owner of real property more particularly described herein on plat, dated this \_\_\_\_ day of \_\_\_\_\_ 20\_\_.

Signed: — — — — —

Licensed Abstractor No. \_\_\_ \_\_\_  
Or Attorney Bar No. \_\_\_\_\_

\_\_\_\_\_

#### 4.8.2 Final Plats:

##### Certificate of Owner

We, the undersigned, owners of the real estate shown and described herein do hereby certify that we have caused to be laid off, platted and subdivided, and to hereby lay off, plat and subdivide said real estate in accordance with the plat.

Signed \_\_\_\_\_ Date of Execution \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

Name \_\_\_\_\_

No. \_\_\_\_\_, Arkansas

\_\_\_\_\_  
Address

Source of Title: D.R. \_\_\_\_\_, page \_\_\_\_\_

**Certificate of Final Surveying Accuracy**

I, \_\_\_\_\_ hereby certify that this plat correctly represents a boundary survey made by me or under my supervision; that all monuments shown hereon actually exist and their location, size, type and material are correctly shown; and that all interior lot lines are accurately described in terms of length and direction of the property sides.

Signed: \_\_\_\_\_  
— Registered Land Surveyor  
No. \_\_\_\_\_, Arkansas

**Certificate of Final Plat Approval**

Pursuant to the Saline County Subdivision Rules and Regulations, and all of the conditions of approval having been completed, this document is hereby accepted. This certificate is hereby executed under the authority of said rules and regulations.

Signed: \_\_\_\_\_  
Chairman, Saline County Planning Board      Date of Execution

**Certificate of Engineering Accuracy**

I, \_\_\_\_\_ hereby certify that this plat correctly represents a plan made or reviewed by me, and that the engineering requirements of the Saline County Subdivision Rules and Regulations have been complied with.

Signed: \_\_\_\_\_  
\_\_\_\_\_  
Name, Registered Engineer

**Certificate of Property Ownership**

I, \_\_\_\_\_ hereby certify that the deed records in the office of the Circuit Clerk and Ex-Officio Recorder of Saline County, Arkansas reflect that \_\_\_\_\_ is the record title owner of real property more particularly described herein on plat, dates this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Licensed Abstractor No. \_\_\_\_\_  
Or Attorney Bar No. \_\_\_\_\_

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

**SECTION 5. GENERAL PRINCIPLES**

**5.1 Suitability of the Land**

Land subject to flooding, improper drainage, and erosion, and land deemed to be topographically unsuitable for residential use shall not be platted for residential occupancy, nor shall such land be platted for any other uses as may continue such conditions or increase danger to health, safety, life or property unless approved steps are taken to diminish the above-mentioned hazards.

Such land within a proposed subdivision not suitable to the development of the subdivision shall be set aside for uses as approved by the Planning Board.

**5.2** Wherever the Planning Board deems it possible, natural features including rock outcrops, mature trees, historical spots, natural drainage and similar community assets that add special interest shall be preserved and incorporated into the design of the subdivision

**5.3 Access**

After the adoption of this regulation every subdivision may be served by a road or roads dedicated to the public if accepted by Saline County for maintenance. If accepted, such acceptance will be made by the County Court and Quorum Court as prescribed by law.

5.3.1 Multiple family residential projects having more than 100 dwelling units shall be equipped throughout with two separate and approved fire apparatus access roads.

**5.4 Conformance to the Development Plan**

5.4.1 All proposed subdivisions shall conform to the Development Plan in effect at the time of submission to the Board.

5.4.2 All highways, roads and other features of the Master Road Plan shall be platted by the subdivider in the location and to the dimension indicated on the Master Road Plan when such features are within or bordering a proposed subdivision.

5.4.3 Where community or public facilities of the County's Development Plan are located in whole or in part in a proposed subdivision, the Board shall require the reservation of the area necessary to accommodate such facilities. The public Board or body having jurisdiction or financial responsibility for the acquisition of said reserved facility or facilities shall within four (4) months following recording of the final plat execute a written option to acquire by purchase or file suit for condemnation of said area reserved for such facility or facilities. Provided further, however, said option to acquire must be exercised and fully consummated with twelve (12) months following date of the recording of said final plat.

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15,2019  
ORDINANCE 2019-11**

5.5 Zoning or Other Regulations

No Final Plat of land within the force and effect of an existing zoning ordinance shall be approved unless it conforms to such ordinance. Whenever there is a discrepancy between minimum standards or dimensions noted herein and those contained in zoning regulations, building code, or other official regulations or ordinances the most restrictive shall apply.

5.6 Road and Subdivision Names

The Office of Emergency Management and 911 Communications shall review and approve all road and subdivision names.

See Bill of Assurance in Section 2, Definitions.

5.7 Large Tracts or Parcels

When land is subdivided into larger parcels than ordinary building lots, such parcels shall be arranged and designed so as to allow for the opening of future roads and to provide access to those areas not presently served by roads

5.8 Large Scale Developments

A large-scale development, including the construction of two (2) or more building together with the necessary drives and blocks, and roads, may be approved by the Board if, in the opinion of the Board, a departure from these rules and regulations can be made consistent with the intent of these rules and regulations. Plans for all such developments shall be submitted to and approved by the Board whether or not such plat is to be recorded and no property numbers or electrical service shall be issued until such approval has been given.

5.9 Modification

Modification of the provisions set forth in these rules and regulations shall be authorized by the Board in specific cases when, in its opinion, undue hardships may result from strict compliance. Any determination shall be based fundamentally on the fact that unusual topographical and other exceptional conditions require such modification that will not adversely affect the general public or nullify the intent of these regulations.

**SECTION 6. DESIGN REQUIREMENTS**

6.1 Roads

The location and width of all highways, thoroughfares, and roads shall conform to the Master Road Plan.

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

The proposed road system shall extend existing roads or projections at the same or greater width, but in no case less than the required minimum width.

Depending on the size and/or location of the proposed development and the effect or impact the proposed development has on the County Road system, the County Judge, Road Department, or Planning Board may require the developer to pay a proportionate share of the costs to improve existing County roads that are off-site of the development. The Developer's proportionate share of the cost of improving the existing County road shall bear a reasonable relationship to the needs created by the land development.

The required off-site improvements and the Developer's proportionate share of the cost shall be determined at the Preliminary Plat review and approval stage.

6.1.1 Road Right-of-Way Widths:

All roads shall conform to the right-of-way widths as specified by the Master Road Plan. Any conflict between the Master Road Plan and the Subdivision Rules and Regulations will result in the Master Road Plan prevailing.

6.1.2 Road Paving Widths and Types:

All roads shall conform to the paving widths and type as specified by the Master Road Plan.

6.1.3 Subdivisions that adjoin and gain access to existing roads by driveways shall dedicate additional right-of-way to meet the above minimum road width requirements from each side of the centerline.

6.1.4 When the subdivision is located on only one side of an existing road, one-half (1/2) of the required right-of-way, in no case less than thirty (30) feet, measured from the centerline of the existing right-of-way shall be provided.

6.1.5 When a subdivided tract fronts on roads other than minor roads or collector roads, the Board may require affected lots fronting on such major roads to be provided with frontage roads.

6.1.6 Grades on minor roads and cul-de-sacs shall not exceed twelve (12) percent. Grades on all other roads shall not exceed standards of the Master Road Plan, or when no standards have been established seven (7) percent shall be the maximum grade permitted. Road grades along the gutter shall not be less than one-half (1/2) of one (1) percent provided adequate drainage can be obtained.

6.1.7 Road intersections shall be as nearly at right angles as possible and no intersection shall be at an angle less than seventy-five (75) degrees. Detailed designs of intersections shall be required.

6.1.8 Property line radius at road intersections shall not be less than twenty-five (25) feet and where the angle of a road intersection is less than ninety (90) degrees, the Board may require a greater radius.

**SALINE COUNTY**  
**SUBDIVISION RULES AND REGULATIONS**  
**APPROVED APRIL 15, 2019**  
**ORDINANCE 2019-11**

- 6.1.9 Curb line radius at road intersections shall be at least twenty-five (25) feet and where the angle of a road intersection is less than ninety (90) degrees; the Board may require a greater radius.
- 6.1.10 Road jogs with centerline offsets of less than one-hundred and twenty-five (125) feet shall not be permitted.
- 6.1.11 A cul-de-sac road or court designed to have one end permanently closed shall have a turnaround or intersection every nine hundred (900) feet. A cul-de-sac shall have a turnaround right-of-way diameter of at least one hundred ten (110) feet to accommodate an eighty (80) foot diameter asphalt paved surface adjoined by a four (4) foot gravel shoulder bulb.
- 6.1.12 Alleys may be required at the rear of all lots to be used for business purposes, but shall not be provided in residential blocks, except where the subdivider produces evidence satisfactory to the Board of the need for alleys.
- 6.1.13 Temporary cul-de-sacs at the end of through roads on multi-phase developments may be graveled until entire road is accepted by the Quorum Court.
- 6.1.14 Each Developer and their Engineer shall follow "Sight distance" requirements for all driveways, intersections and roadways entering and leaving the development. Refer to Table 2 – "In the Summary of Right of Way and Design Standards" in the Master Road Plan.
- 6.1.15 Multiple-family residential projects having more than 100 dwelling units shall be equipped throughout with two separate and approved fire apparatus access roads.

6.2 Plantings and Trees

The planting of road trees provides protection against excessive heat and glare and enhances the attractiveness and value of abutting property

6.2.1 Plantings within Rights-of-Way and Easements

When safe obstruction distances are provided, trees may be planted between the curb and the front of the property line in the "open parkway" area of arterial road rights-of-way, except in utility corridors, but five (5) feet inside front property lines along major and minor collector roads, local roads, and dead-end roads. Care should be taken that such trees will not interfere at the time of planting or during subsequent growth, with major electric circuits of water/sewer pipes.

Any plantings installed within a road right-of-way or easement may be damaged or destroyed during the course of maintenance or servicing of utilities. Plantings shall not prevent access to any fire hydrant, manhole, power transformer, or permanent utility equipment. Fire hydrants shall remain visible at all times. The County shall not be liable for damage to plantings within such right-of-way or easement. The County will reseed as necessary any bare or disturbed soil for erosion control purposes

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

6.2.2 Plantings Outside of Rights-of-Way

Where suitable trees do not exist, trees may be planted by the subdivider along the development side of all road rights-of-way.

6.2.3 Planted Buffer Strip Areas

If not already regulated by a Zoning Ordinance, this section shall apply.

For the protection of residential properties, the Planning Board may require that the subdivider construct and reserve planted buffer strip areas with a minimum width of ten (10) feet and of such growth characteristics as to reduce noise and provide an obscuring screen, along heavily traveled thoroughfares, railroad rights-of-way, and/or to divide land uses that would have an injurious effect on adjacent residentially-developed properties if not so screened. The Planning Board may require such planted buffer strip areas, up to a maximum width of twenty (20) feet, provided that the total of such required areas do not exceed more than five (5) percent of the total land area of subdivision. Note – Natural vegetation may be acceptable in lieu of a planted buffer.

6.3 Blocks

Residential blocks shall not be more than thirteen hundred and twenty (1320) feet in length, except as the Board considers necessary to secure efficient use of land or to achieve desired features of the road system.

In blocks over one thousand (1000) feet long the Board may require the subdivider to dedicate and construct a public crosswalk across the block.

Residential blocks shall be wide enough to provide two (2) tiers of lots of at least minimum depth, except where fronting on freeways, expressways or major thoroughfares or prevented by topographical conditions or size of the property in which case the Board may approve a single tier of lots of at least minimum depth.

6.4 Lots

In so far as practical, side lot lines shall be perpendicular or radial to road lines. Each lot shall abut upon a public road or road.

The size, shape and orientation of every lot shall be as the Board deems appropriate for the type of development and use contemplated. No lot shall be more than four (4) times as deep as it is wide nor shall any lot average less than one hundred (100) feet deep. See Exhibit "B"

Every residential lot served by a public sewage system shall not be less than sixty (60) feet wide at the building line or less than seven thousand five hundred (7500) square feet in area.

6.4.1 For residential lots not served by a public community sanitary sewerage system, Saline County Health Department rules and regulations shall be followed. Lot sizes shall be determined as

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

follows:

A subdivider shall have a percolation test or soil morphology test conducted on each proposed lot in a subdivision and indicate the location and result of each test, if required by the Saline County Health Department, on the preliminary plat; the dimensions and area of each lot shall be established to at least the size necessary to fulfill the requirements of the Health Department.

Building lines for residential lots shall be at least twenty-five (25) feet from each road property line. Comer lots shall be at least seventy-five (75) feet wide at the building line to allow for side road building lines. Building lines may be less than twenty-five (25) feet when the average slope of the first fifty (50) feet of the lot is greater than twenty (20) percent, if approved by the Board.

Lots, other than comer lots fronting on two road, shall not be platted except under exceptional circumstances in which case building lines shall be established on both frontage, and the Board may require a planting screen reservation of at least ten (10) feet wide and across which there shall be no right of vehicular access provided along the line of lots abutting such traffic artery or other disadvantageous use.

- 6.4.2 Size, shape, and arrangement of commercial and industrial lots, where platted, shall be subject to the approval of the Board; provided that approval is not granted under the provisions of Section 5.7 of these rules and regulations.

Building lines for commercial and industrial lots shall be at least forty (40) feet from each road property line or as required by the Planning Board.

6.5 Easements

Easements not less than fifteen (15) feet wide may be required by the Board for drainage and utility lines. The Saline County Planning Board requires 10-foot side lot line easements for drainage and/or utility and 15 feet front and back easement for drainage and/or utility. The developer may apply for a waiver if necessary.

**SECTION 7. Improvements**

7.1 Required Improvements

Every subdivider shall be required to install, at his own expense, or to have installed by the appropriate public utility the following improvements.

7.1.1 Road Grading

All roads shall be cleared and graded as approved by the County Engineer. Finished grades shall be at levels approved by the County Engineer or the appropriate agency.

7.1.2 Road Paving

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15,2019  
ORDINANCE 2019-11**

Road Paving widths shall be in conformance with standards set forth in the Master Road Plan.

Road pavements shall be installed according to the County specifications as adopted by the County in the Master Road Plan.

**7.1.3 Curbs and Gutters**

Curbs and gutters, where required, shall be installed on all roads. Installation shall be in accordance with County specifications as adopted by the County in the Master Road Plan.

Where curbs and gutters are constructed, the Bill of Assurance shall require that no obstruction be placed in the gutter and the curbs be broken at driveways and driveway grades lowered to meet the gutter line, not more than two (2) inches above the gutter grade.

**7.1.4 Sidewalks – where required by the Master Road Plan.**

**SALINE COUNTY**  
**SUBDIVISION RULES AND REGULATIONS**  
**APPROVED APRIL 15,2019**  
**ORDINANCE 2019-11**

Sidewalks shall have a width of four (4) feet and shall be installed on one side of all roads for a distance of at least thirteen hundred and twenty (1320) feet on those roads which would provide direct access to a school site.

Sidewalks shall be constructed on both sides of collector roads and major thoroughfares and on the property line side of all frontage roads on expressways and freeways.

The Board may require additional sidewalks and wider sidewalks near commercial areas, schools, and other places of public assembly.

Sidewalks in residential areas shall abut property lines and shall conform to the specifications adopted by the County.

7.1.5 Utility Line

(a) Water Supply

Where a public water supply is within a reasonable distance, the subdivider shall install or have installed a system of water mains and connect to such supply. A connection to each lot shall be installed prior to the paving of the road.

(b) Where a public water supply is not available, the subdivider shall furnish the Board satisfactory evidence that a sufficient quantity of quality water approved by the State Board of Health is available to each individual lot.

7.1.6 Sanitary Sewage Disposal

(a) Where a public sanitary sewer is within a reasonable distance of any point of a subdivision, the subdivider shall connect with such sewer and provide a connection to each lot.

(b) Such sanitary sewage system shall be installed prior to the paving of the road.

(c) Where a public sanitary sewer is not accessible, an alternate method of sewage disposal for each lot, or a community sewage disposal system may be used when in compliance with the standards of the Arkansas State Health Department and these regulations. As per the **Arkansas State Board of Health Rules and Regulations Pertaining to Onsite Wastewater Systems:**

I. The lot size for a surface discharging system shall be 3 acres or greater.

II. The point of discharge shall be 150 feet or greater from any adjacent property line.

(d) Where public sanitary sewer mains are to be available in a reasonable time, the Board may require the sewer collection system to be installed and capped and an alternate method of sewage disposal for each lot.

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15,2019  
ORDINANCE 2019-11**

- (e) The phrase "Every subdivider shall install or have installed..." shall be interpreted to mean that the subdivider shall cause the improvements referred to herein to be installed, or whenever a septic tank and absorption system or private water supply is to be provided, that the subdivider shall require, as a condition in the Bill of Assurance of the subdivision, that those facilities shall be installed by the builders of the improvements of the lots in accordance with these rules and regulations.

**7.1.7 Storm Drainage**

- (a) Every subdivision shall be served by storm drainage facilities including drains, sewers, catch basins, culverts, and other facilities. All culverts must be a minimum of eighteen (18) inches in diameter and constructed of concrete as specified by Arkansas State Highway & Transportation Department. If necessary, a variance may be given by the Planning Board or County Engineer.
- (b) All drainage facilities shall be so designed to serve the entire drainage area. Drainage easements shall be shown on the plat.
- (c) All surface water drainage shall be transported to existing storm sewers or to drainage facilities approved by the County Engineer. Valley gutters shall not be permitted.
- (d) The County Engineer and Board shall approve all drainage features.

**7.1.8 Other Utilities**

Other utilities to be installed in a subdivision shall be located in accordance with Table 2 – "Right of Way and Geometric Design Standards" of the Master Road Plan.

**7.1.9 Monuments**

All surveys and plats presented to the Saline County Planning Board shall conform to Arkansas State Minimum Standards for Property Boundary Surveys and Plats.

- 7.1.10 Fire hydrants shall be identified and placed so that no lot in a residential subdivision is more than nine hundred (900) feet from a hydrant located on the same road. These hydrants must be installed provided adequate size mains are available. Location of the hydrants shall be shown on the final plat or on a separate drawing to be submitted with the final plat. The Board may require other spacing in commercial or in industrial subdivisions. Each hydrant must be a three (3) Outlet Hydrant, no more than eighteen hundred (1800) feet apart and approved by the appropriate fire department.

- 7.1.11 Road name signs shall be placed by developer on diagonally opposite corners of each road

**SALINE COUNTY**  
**SUBDIVISION RULES AND REGULATIONS**  
**APPROVED APRIL 15,2019**  
**ORDINANCE 2019-11**

intersection in conformance with specifications adopted by the County until the road is accepted

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

by the County Court and Quorum Court. Regulatory and name signs shall also be placed where needed by the

developer until the road is accepted by the County Court and Quorum Court. Signs may be purchased from the Saline County Road Department or must conform to their specifications.

**SECTION 8. Fees**

At the time of filing an application with the County Planning Board requesting consideration of a subdivision plat, the subdivider shall pay to the Saline County Planning Board, fees according to the subdivision fee regulation in effect. No final plat shall be approved until all fees have been paid.

**SECTION 9. Administration**

These rules and regulations shall be administered by the County Planning Board and staff.

The Board may from time to time issue instructions and operating procedures to be followed in the administration of these regulations to the end that the public may be informed and that approval of plats be expedited.

**9.1 Assurance For Completion of Improvements**

Upon final approval of engineering construction plans for required improvements, the subdivider shall enter into an agreement with Saline County that the subdivider will install or ensure the completion of the improvements. The Saline County Planning Board will execute the Certificate of Final Plat Approval subject to the completion of required improvements or an acceptable assurance of installation of improvements.

**9.2 Certificate of completion of improvements**

The subdivider shall submit for approval to the Saline County Planning Board a certificate stating that all improvements and installations to the subdivision required for its approval under the terms of this regulation have been made, added, or installed.

**9.3 Letter of compliance or noncompliance.**

The Planning Board shall, upon receipt of the certificate of completion of improvements, have a representative of the County Road Department (or a professional registered engineer) inspect the improvements and issue a letter of compliance or noncompliance. If the inspection finds defects or deficiencies so stated in the letter, the subdivider shall bear the expense of correcting the defects.

**SALINE COUNTY**  
**SUBDIVISION RULES AND REGULATIONS**  
**APPROVED APRIL 15, 2019**  
**ORDINANCE 2019-11**

9.4 Certificate of deposit, bond or irrevocable bank letter of credit.

The subdivider shall provide a certificate of deposit, bond or irrevocable bank letter of credit for the full amount estimated to complete the improvements to be determined by the Saline County Judge, or his designee. These instruments represent security in case of performance default by the subdivider. Any interest accruing prior to acceptance of the improvements by the County shall remain with the instrument until acceptance has occurred. The instruments provided herein shall be drawn on a financial institution insured by the Federal Deposit Insurance Corporation and licensed to do business in Arkansas

9.5 Irrevocable letter of credit.

If the subdivider elects to provide an irrevocable letter of credit to the County, the following conditions shall apply::

- (a) The irrevocable letter of credit will be for an amount equal to the total estimated cost of the improvements as agreed upon by the subdivider's engineer of record, the County Road Department, and the agreed upon amount shall be approved by the Planning Board.
- (b) The letter of credit will be irrevocable in accordance with Arkansas Code Annotated § 4-5-101 et Seq. (1987) as amended and will list Saline County, Arkansas, as the beneficiary of the irrevocable letter of credit.
- (c) The letter of credit will be in a form approved by the County's Attorney.
- (d) In the event the subdivider is in default, the County shall be entitled to payment upon making demand for payment under the terms of the credit; further, the County shall be entitled to use all of the monies secured by the letter of credit to assure the cost of completion of the work in the subdivision as determined by the County Road Department.
- (e) The subdivider will not be entitled to any excess monies until the work in the subdivision has been completed.
- (f) The terms of the letter of credit shall be limited to the time estimate offered by the subdivider's engineer of record and agreed upon by the County Road Department. During the estimated time, monthly status reports shall be made to the County Road Department by the subdivider's engineer of record.
- (g) The amount of the letter of credit may be reduced by an amount set by a representative of the Planning Board as work is completed.

9.6 Time Extensions

In those instances where sufficient cause is established by the subdivider which may justify an extension of time, the subdivider may formally apply for an extension which shall only be granted by the Planning Board. An application for an extension of time must be made by the subdivider prior to default.

**SALINE COUNTY**  
**SUBDIVISION RULES AND REGULATIONS**  
**APPROVED APRIL 15, 2019**  
**ORDINANCE 2019-11**

9.7 Inspection of Improvements

- (a) All subdivision improvement projects shall be constructed according to the approved plans and specifications of a registered professional engineer. When the improvements required by this regulation have been completed and installed, the registered professional engineer shall submit a letter to the County Road Department certifying that the improvements and installations have been made in accordance with approved construction plans, specifications, drawings and the standards established by the county, and are functioning properly. Additional inspections shall be made in accordance with other applicable ordinances.
- (b) The County Road Department shall then inspect those facilities, improvements, and installations for conformance with plans and specifications. If such final inspection reveals that there are any defects or deficiencies in such improvements as installed or that the improvements differ from the final engineering plans and specifications, the County Road Department shall notify the subdivision engineer and contractor in writing of such defects, deficiencies or deviations. When such defects, deficiencies or deviations have been corrected, the subdivider shall notify the County Road Department in writing that the improvements are again ready for final inspection.

9.8. The Board is hereby authorized to hire any and all experts, including but not limited to, surveyors, engineers, attorneys, or any others to insure completion of or compliance with these rules. All costs and fees shall be paid from the funds available in the Planning Board's established funds and no other funds shall be used without the express consent of the Quorum Court.

9.9 The Board may from time to time grant a variance from these rules as necessary to fulfill the goals of the Saline County Planning Board.

**SECTION 10. Maintenance CD or Irrevocable Letter of Credit**

- (a) A Maintenance CD, bond or irrevocable letter of credit shall be furnished by the contractors to cover all construction and improvements under the jurisdiction of review and approval of the County Road Department. All other public utilities installed in a development shall be subject to the administrative review and bonding procedures as set out by the respective public utilities and shall not be subject to the provisions of this section.

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

- (b) Contractors shall furnish a Maintenance CD, bond or irrevocable letter of credit to the County Road Department covering any defects in material and workmanship for the required improvements installed by the contractor in the amount of the total cost of those improvements. The CD, bond or irrevocable letter of credit shall be in full force and effect for not less than one (1) year from the date of the letter from the County Road Department certifying that all improvements have been completed and approved, and further stating that any and all defects in materials and workmanship shall be corrected by the contractor by the end of the CD, bond or irrevocable letter of credit period. Work performed under the terms of the maintenance CD, bond or irrevocable letter of credit shall require approval by the County Road Department.
- (c) Upon inspection by a representative of the Planning Board, the amount of the letter of credit may be reduced by an amount set by the Board. Inspection must be completed sixty (60) days before expiration of bond or letter of credit.

**SECTION JL Acceptance of Public Facilities. Dedications and Recordation**

- (a) All public dedications of roads and public facility sites may be accepted by the Saline County Quorum Court and County Court as prescribed by law.
- (b) Approval of final plats by the Planning Board and filing of the plat of record with the Circuit Clerk and Recorder of the County shall not constitute formal acceptance by the County of all approved public improvements covered by the plat. Typically, the improvements will not be accepted by the County for maintenance until after the one (1) year period for the Maintenance CD, bond or irrevocable letter of credit has expired.
- (c) The final plat may be recorded only after the plat has received a Certificate of Final Plat Approval from the Planning Board. Submittal of two (2) originals for recordation to the Circuit Clerk shall be the subdivider's responsibility. The subdivider shall provide the Planning Board with one (1) recorded copy; plus a .DWG, .DXF or a .SHAPE file of the final plat to the Assessor's Office Mapping Department. Final plats shall be duly recorded within six (6) months of final plat approval or the plat shall be declared null and void.
- (d) No property number may be issued by the Saline County Office of Emergency Management for a proposed structure requiring a number unless the applicant shows proof that the lot is on a recorded plat or parcel and the lots are marked clearly with the number being placed in the middle of the lot. By ordinance, no new utility services may be extended in Saline County without the proper proof issued by the Office of Emergency Management.

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

**SECTION 12. Penalty**

Any violation of these rules and regulations or amendment hereto shall be a misdemeanor under the laws of the State of Arkansas and the offender upon conviction shall be punished as for a misdemeanor, and any court having jurisdiction of misdemeanor cases shall have jurisdiction to try such offenders and upon conviction to fine them not less than one hundred dollars (\$100.00) nor more than five hundred dollars (\$500) for each offense; and each day that any violations of these rules and regulations is in effect shall constitute a separate offense. The Board also retains the right to pursue civil penalties for subdivisions out of compliance with the Planning Board Rules and Regulations and the Master Street Plan.

**SECTION 13. Adoption**

These rules and regulations shall be in full force and effect upon adoption by the Board and the ordinance of the Quorum Court of Saline County, Arkansas.

**SECTION 14. Title**

These rules and regulations shall be known as the Saline County Subdivision Rules and Regulations.

**SECTION 15. Severability**

If any section, clause, paragraph, provision or portion of these rules and regulations shall be held invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other section, clause, paragraph, provision or portion of these rules and regulations.

**SECTION 16. Emergency**

It has been determined that the lack of minimum standards and specifications controlling the subdivision and development of land within the jurisdiction of Saline County, Arkansas, permits conditions which are hazardous to the orderly and proper development of the said County and thus are hazardous to the public peace, health and safety thereof; and that these Rules and Regulations will eliminate the said hazardous condition; therefore, an emergency is hereby declared to exist and these Rules and Regulations being necessary for the preservation of public peace, health and safety shall be in full force and effect from and after its approval by the Saline County Quorum Court, and all ordinances and parts of ordinances in conflict herewith are hereby repealed.

**SECTION 17. Protecting Right To File Plats**

It is hereby found and determined by the Quorum Court of Saline County, Arkansas that the filing of plats with the County Recorder is fundamental to protecting a person's title to property, to permitting the County Assessor to promptly and accurately assess taxes on land and improvements and to protect the public interest in assuring the installation of standard roads and improvements for long-term public

**SALINE COUNTY**  
**SUBDIVISION RULES AND REGULATIONS**  
**APPROVED APRIL 15, 2019**  
**ORDINANCE 2019-11**

maintenance and use.

To this end (fundamental protection) basic administrative procedures are established in this regulation (adopted by reference by Ordinance) to guide the subdivider of property in the recording of a subdivision as follows:

1. Achieve approval of the Preliminary plat by the Saline County Planning Board.
2. Install all improvements or provide the assurance to achieve the installation of improvements as provided by this regulation.
4. Achieve approval of the Final Plat by the Saline County Planning Board and accept the responsibility of filing the Final Plat with the County Recorder of Saline County, Arkansas.
5. Dedicate all improvements to the public and receive the acceptance for maintenance from the Saline County Quorum Court.

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

**SAMPLE SHEET**

**Irrevocable Letter of Credit to Insure Completion of Subdivision Improvements**

The County's subdivision ordinance permits a subdivider to submit an irrevocable letter of credit as a means of assuring that subdivision improvements are completed in a timely manner. Attached to this instruction sheet is the form that has been approved. The following information will assist in the completion of this form.

(Numbers correspond to the bold numbers on the sample letter).

1. Fill in the amount of the letter of credit. This amount should equal the estimated cost of completion of the improvements as agreed upon between the engineer representing the subdivider and the County's engineer.
2. Fill in the name of subdivider, or the person that is providing the irrevocable letter of credit.
3. Fill in the date of completion as agreed upon by the subdivider and the County's engineer. This date will be the date the work should be completed.
4. Fill in the name of subdivision within which the improvements are being made.
5. Fill in the name of the bank upon which the letter of credit is issued.
6. Fill in the number of the letter of credit. This number has also been provided at the top of the sample letter.
7. Fill in the date of the letter of credit.
8. Fill in the date of completion terms as discussed in number three (3) above these instructions.

The County will present this irrevocable letter of credit to the bank if work has not been completed and improved by the dates noted in numbers three (3) and eight (8) above and reflected in the irrevocable letter of credit. Pursuant to County ordinances, the entire amount will be used to complete the subdivision improvements contained in the cost estimated as approved by the County's engineer on the preliminary plat. Any remaining monies will be returned to the person listed number two (2) of these instructions. It is suggested that the subdivider discuss this matter with counsel before this irrevocable letter of credit is provided to the County.

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

**SAMPLE**

Irrevocable Letter of Credit No. \_\_\_\_\_

Saline County, Arkansas  
Office of the County Judge  
200 N. Main, Saline County Courthouse, Room 117  
Benton, AR 72015

Dear Sirs:

We hereby open our irrevocable letter of credit in the County's favor available by your drafts at sight on us for a sum not exceeding **0-amount of letter of credit**) from the account of ( **2-name of subdivider**) to be accepted by your signed statement that drawing is due to default or failure to perform by Subdivider with respect to the following improvements on or before **£3-date of completion**) in the **name of subdivision**) sub-division, a subdivision of Saline County, Arkansas. The improvements to be completed on this date are listed on Attached Exhibit A hereto and are incorporated by reference herein.

Acting through the County's attorney, you will notify us that:

1. The improvements have been timely completed and the warranty period has terminated and the credit may be released, or
2. The Subdivider has failed to perform or is in default thereunder. Any such notice must be by affidavit signed by the County's attorney or the County's attorney's designee. The County need only present a sworn document that the Subdivider is in default and, under the terms of this Letter of Credit, need not prove the default, or provide signed statements from any other party.

All drafts hereunder must be by sight draft marked: "Drawn under **£5 – name of bank**) Credit No. **C6 – number of letter**) dated **C7 – date of letter**). The original of the credit must be presented along with any such draft.

The amount of any draft under this credit must, concurrently with negotiation, be endorsed on the reverse side hereof by the County's attorney, and the presentment of any such draft will be a warranty by the negotiating bank that such endorsement was endorsed and that documents have been forwarded as herein required.

We hereby agree with the drawers, endorsers, and bona fide holders of drafts under and in compliance with the terms of this credit that the same will be duly honored and payment made no later than three days after due presentment of the credit and delivery of documents as specified if negotiated on or before **(8 – date of completion)** as the same may be extended from time to time.

(Name of Bank)

By: \_\_\_\_\_

(Authorized signature)

(Corporate Seal)

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

**ORDINANCE NO. 2003-02**

BE ENACTED BY THE QUORUM COURT OF SALINE COUNTY, STATE OF ARKANSAS, AN ORDINANCE ESTABLISHING FEES DUE AT THE TIME OF FILING AN APPLICATION WITH THE COUNTY PLANNING BOARD REQUESTING CONSIDERATION OF A SUBDIVISION PLAT; THE SUBDIVIDER SHALL PAY TO THE COUNTY PLANNING BOARD FEES ACCORDING TO THE SUBDIVISION FEE REGULATION IN EFFECT.

SECTION 1. The following fees are to be charged for review of subdivision plats made prior to the start of subdivision construction. For applications made after the start of subject construction or development, the fee shall be three times the amount stated.

Primary Subdivision .....	\$300.00*
A. Replats .....	\$30.00*
B. Bill of Assurance Amendment .....	\$30.00
C. Extension of preliminary plat approval .....	\$75.00
D. Minor Subdivision .....	\$100.00*
E. Private Road Subdivision .....	\$200.00*
F. Single Commercial Development-----	\$100.00
G. Multi-Commercial Development-----	\$300.00

\*plus \$5.00 per lot for all types

SECTION 2. A plat review fee of no more than \$300 and no less than \$75 shall be billed to the owner/developer of the subdivision. If a second (2nd) review is required the reviewing fee will be no less than one hundred fifty dollars (\$150.00) or no more than five hundred dollars(\$500.00).

SECTION 3. There shall be no refunds of any portion of fees paid on applications amended or denied in the review process.

SECTION 4. Refiling of the same, amended, completely different application, or any portion of the same property after previous action or withdrawal shall be considered a completely new application and fees shall be charged accordingly.

SECTION 5. Any ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 6. If any part or parts of this ordinance are declared unconstitutional or void for any reason, this shall not affect the remaining parts of this ordinance.

SECTION 7. Emergency clause.

**SALINE COUNTY**  
**SUBDIVISION RULES AND REGULATIONS**  
**APPROVED APRIL 15, 2019**  
**ORDINANCE 2019-11**

Section 18. **MOBILE HOME PARKS**

- 18.1 **General application.** These regulations seek to ensure safety, sanitation and privacy by specifying placement criteria for mobile home units within mobile home parks. The regulations also help to minimize intrusion of such development into surrounding territory.
- 18.2 For purposes of this regulation, a "mobile home park" is defined as "a parcel of land to be used for the placement of three (3) or more mobile homes, where services for a fee are provided for the placement, maintenance, and/or rent of mobile homes for residential purposes."
- 18.3 All subdividing or accumulation of land into three (3) or more lots for the placement of a mobile home park shall be considered a primary subdivision and shall follow the procedure for primary subdivision approval in addition to development specifics for mobile home parks found in this Section (18). Subdivisions designed to accommodate free-standing mobile homes or modular homes on separately platted lots, most generally for individual ownership, shall conform to conventional, site built residential development standards.
- 18.4 **Design Requirements.**
- (a) Mobile home parks shall be effectively screened to obscure visibility on all sides by means of a twenty-five (25) foot space created by set-back from the perimeter property line that has been planted with landscape trees, shrubs and similar such planted growth or the space may have naturally growing screening material in the required set-back. The natural material may be augmented with nursery stock plantings to ensure sufficient screening. Earthen berms may be used to facilitate screening. Care shall be exercised in the placement of screening materials to void sight impedance at driveway and street intersections. Fencing, barriers or other buffers may be required by the Planning Board where deemed necessary.
  - (b) All mobile home spaces shall gain driveway access to a street internal to the park. No space shall gain direct driveway access to a county road or state highway.
  - (c) Minimum mobile home space: Each space shall be no less than forty (40) feet wide by one hundred (100) feet long. Spaces platted on internal street comers shall have a minimum width of sixty (60) feet.
  - (d) The minimum separation between mobile homes shall be twenty (20) feet whether setup side-to-side or end-to-end.
  - (e) The minimum setback of mobile homes from internal park service easements shall be twenty (20) feet.

**SALINE COUNTY**  
**SUBDIVISION RULES AND REGULATIONS**  
**APPROVED APRIL 15, 2019**  
**ORDINANCE 2019-11**

- (f) Each mobile home space shall be provided with a minimum of two (2) nine (9) feet by twenty (20) feet paved parking spaces located on the mobile home space.
- (g) Driveway entrances and internal park streets shall be designed and constructed as residential streets to meet the appropriate standards of the Saline County Master Street Plan. All roads and streets within the mobile home park or providing access to the mobile home park that will be dedicated to the County shall be designed and constructed in accordance with the requirements and specifications of the Master Street Plan. All private access roads and streets shall be maintained by the landowner. Private maintenance signs shall be posted at the beginning of the private street or streets.
- (h) Each mobile home site in the park shall be served by all essential utilities such as sanitary sewer, potable water, electricity and/or gas. All utility installations and disposal means shall meet the requirements established by Saline County for any other places of habitation.
- (i) Skirting: All mobile homes located within the park shall have skirting or a curtain wall constructed of materials approved by the Planning Board including, but not limited to: masonry, brick, block, rock, vinyl or fiberglass. Such enclosure shall be installed and ventilated in accordance with the manufacturer's instructions or the rules and regulations promulgated by the Arkansas Manufactured Home Commission.
- (j) Other improvements: All surfaces subject to vehicular traffic shall be paved in accordance with the paving requirements of the Master Street Plan; a drainage system for storm water shall be graded and constructed in the park and shall be designed to connect to the county drainage system whether natural or man-made for disposal. No standing water or unsanitary conditions shall be tolerated.
- (k) Notification to all adjoining property owners: The submittal of an application and site plan to develop a mobile home park shall follow the procedures of property owner notification as shown in section 3.2.1.4 of the Saline County Subdivision Rules and Regulations.

18.5 Pre-existing parks and subdivisions

- (a) These rules and regulations shall not apply to mobile home parks or subdivisions in existence prior to the effective date of the adoption of the Saline County ordinance establishing these rules and regulations, hereafter termed "pre-existing parks and subdivisions." "Pre-existing parks and subdivisions" are defined as those parks or subdivisions regardless of size existing on the date of adoption of these rules and regulations. Any complete development plan submitted to and accepted by the Saline County Planning Board for review, prior to the date of adoption of these rules and regulations, when such plans include final grading, paving, drainage and other essential elements, shall be included within this definition.

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

- (b) Any expansion of a portion of a pre-existing park or subdivision shall comply with the provisions of these rules and regulations for new parks or subdivisions to the extent of such expansion. For purposes of these rules and regulations, "expansion" shall mean adding a new lot, road, or utility connection or site work involving the clearing of land for the placement of a mobile home unit.
- (c) For any expansion, primary access roads must be upgraded to county road standards.

18.6 Modification or Variance

Refer to Section 5.9 of the Saline County Subdivision Rules and Regulations.

Section 19. **COMMERCIAL / OFFICE . . INDUSTRIAL AND MIXED USE SUBDIVISIONS  
Q.R MULTI-FAMILY DEVELOPMENTS**

19.1 General Provisions

- (a) A property owner or the owner's agent proposing to subdivide, lease, rent land or structures, or operate a commercial/office, industrial, mixed use, or multi-family development shall declare on the preliminary plat or site plan whether the development in whole or in part is intended for commercial / office, industrial or mixed use or multi-family use.
- (b) If phasing is intended the plan for phasing shall provide for continuity of development and individual phases of reasonable proportions.
- (c) All improvements on all streets abutting an identified platted phase shall be constructed or assured for that phase. Improvements may be deferred, waived or assigned to another phase if approval is given by the Saline County Planning Board.
- (d) Notification to all adjoining property owners: The submittal of an application and site plan to develop a commercial/office, industrial, mixed used, or multi-family development shall follow the procedures of property owner notification as shown in section 3.2.1.4 of the Saline County Subdivision Rules and Regulations.

19.2 Large Tracts or Parcels

Refer to Section 5.7 of the Saline County Subdivision Rules and Regulations

19.3 Large Scale Developments

Refer to Section 5.8 of the Saline County Subdivision Rules and Regulations

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

19.4 Right-of-way and Pavement Width

- (a) The streets of non-residential, mixed use subdivisions and multi-family developments shall be developed in accordance with the Saline County Master Street Plan as follows:

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

- (1) Boundary streets shall be designed consistent with the functional classification shown on the map of the Master Street Plan in accord with the location of the subdivision. The minimum design shall be a Class V, i.e. minor collector roads.
- (2) Streets platted internal to the development shall be designed to the same standards as Class V, minor collector or collector streets. If truck service requires additional width of street then the Class **N** design may be used.
- (3) Additional design requirements for roadways by functional classification are listed as "Required Elements" in the Master Street Plan. The "Required Elements" shall be adhered to in the design of streets. They include such things as:

Pavement type	Number of lanes
Center line grade	Shoulder width
Crown slope	Ditches, slope gradient
Curb and gutter	Staged development options
Sidewalks	Other

19.5 Access Management

- (a) Following adoption of a master street plan or county road plan the Saline County Quorum Court may enact ordinances providing for the control of entry into any of the roadways shown in the County plan. In addition, access to numbered routes on the State Highway System is regulated by the Arkansas State Highway Commission and administered by the AHTD.
- (b) "Access management" is defined as the systematic control of the location, spacing, design, and operation of driveways, median openings, interchanges, and street connections to a roadway. The purpose of access management is to provide vehicular access to land development in a manner that preserves the safety and efficiency of the transportation system.
- (c) Through the administration of the subdivision ordinance and other regulations, Saline County will implement the following standards for the control of entry to Arterial and Collector roadways, specifically Classifications III, IV, and V, on the Saline County Master Street Plan. These access standards will preserve roadway safety, assure consideration of each roadway's importance to regional mobility when granting access, maximize roadway capacity, and provide reasonable access to land development. Saline County may adopt and implement individual access management plans for arterial roadways in concert with proposed roadway improvements.
- (d) The access spacing guidelines shown in Table A are to be applied to roadways within the unincorporated areas of Saline County. Conformance with these access spacing guidelines shall be routinely reviewed when plats and/or site plans are submitted.

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

TABLE A  
ACCESS SPACING GUIDELINES

Roadway Classification	Speed	Driveway and Corner Clearance
Arterial	> 45 MPH	440 Feet
Arterial	<=45 MPH	245 Feet
Collector		200 Feet

- (e) During the platting of parcels and subdivision the standards for driveway spacing and corner clearance shall be followed for all connections to arterials and collectors. No lots which require connections closer than the required spacing shall be permitted unless access is provided from a local street or a joint access agreement is provided between abutting lots.
- (f) The culvert for each drive must meet the following requirements:
  - (1) For a dry area the culvert must be constructed of concrete.
  - (2) For a wet area it must be constructed of concrete.
  - (3) ALL culverts must have an 18" minimum diameter, 6" minimum cover over pipe and W' per foot minimum fall away from the edge of pavement. There must also be a four (4) foot shoulder between the edge of pavement and the culvert.
- (g) Existing driveways that do not meet the spacing requirements will be allowed until such time the land is redeveloped. In the event that the roadway is improved before the land is redeveloped, driveways will be replaced unless a demonstrated safety problem is identified.
- (h) When a parcel of land is to be redeveloped, the driveway spacing guidelines are to be followed for any modifications to access the redeveloped land. If the spacing guidelines can not be met and there are no other reasonable access alternatives, a single access driveway will be permitted to the parcel which best achieves the spacing requirements.

19.6 Additional Design Elements

- (1) The minimum depth and width for non-residential, mixed use and multi-family lots shall be:
  - Street frontage-one hundred (100) feet
  - Depth of lot – one hundred fifty (150) feet
  - OR Consistent with usage proposed
- (2) In the interest of efficient traffic circulation, and to ensure a suitable relationship between the street system and the proposed non-residential subdivision, blocks shall generally be not less than six hundred (600) feet nor more than nine hundred (900) feet in length.
- (3) Platted Building Lines for Lots
  - Front yard minimum-forty-five (45) feet from the street right-of-way.
  - Rear yard minimum-fifteen (15) feet from lot line

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

Side yard minimum-twenty-five (25) feet from exterior (or perimeter) property line

(4) Green Space Area (exception to front yard)

A landscaped green area may be substituted for the parking and vehicular movement area between the front building line and the street right-of-way. The green space setback may be approved by the Planning Board to be as little as twenty-five (25) feet. The request for the green space setback exception shall be accompanied by a site plan with dimensions of the green space and details of the landscaping. The Bill of Assurances for the subdivision shall state that parking is prohibited in the green space area. Such landscaped areas may be traversed by not more than two (2) driveways providing access to the lot.

19.7 Modification or Variance

Refer to Section 5.9 of the Saline County Subdivision Rules and Regulations

19.8 Processing, Administration and Acceptance

The subdivision, leasing, or renting of land or structures for commercial/ office, industrial, mixed use, or multi-family development shall follow all provisions of the Saline County Subdivision Rules and Regulations or as amended by the Quorum Court of Saline County.

Section 20. **POCKET NEIGHBORHOODS**

20.1 For purposes of this regulation, a "pocket neighborhood" is defined as a clustered group of neighboring houses gathered around a shared open space, i.e. a garden courtyard, a pedestrian street, or a series of joined backyards, all of which have a clear sense of territory and shared stewardship. A "mobile home park" which is defined in Section 18.2 of the regulations is not considered a pocket neighborhood.

20.2 In lieu of the intent, purpose, standards, and review guidelines set forth herein, primary emphasis shall be placed upon achieving compatibility between the proposed development and surrounding areas so as to preserve and enhance the neighborhood. The Planning Board shall determine that specific development features, including project density, building locations, common open space, the vehicular circulation system, parking areas, and landscaping shall be combined in such a way as to further the health, safety, amenity, and welfare of the community.

20.3 Regulations

(a) Residential Lot Size. No minimum lot sizes are established, per se, so that the housing can be clustered or otherwise concentrated or arranged in planned locations on the site to take advantage of its natural features. The size, shape and orientation of every lot shall be as the Board deems appropriate for the type of development and use contemplated.

(b) Open Space Reservation. In any pocket neighborhood, the amount of land not used by buildings,

**SALINE COUNTY**  
**SUBDIVISION RULES AND REGULATIONS**  
**APPROVED APRIL 15, 2019**  
**ORDINANCE 2019-11**

accessory structures, and yards but required by the zoning of the site, shall be maintained open space for the purpose of providing parks, recreational facilities, ways for pedestrian movement and circulation, and conserving visually pleasing elements of the environment. The development's plan shall clearly depict the amount of land to be maintained as permanent open space.

(c) Responsibility for Open Space. Nothing in this Section shall be construed as a responsibility of the County, either for maintenance or liability of the following, which shall include but not be limited to: any private open areas, parks, recreational facilities, and a hold harmless clause shall be incorporated in the covenants running with the land to this effect.

(d) Common Open Spaces. The size, shape, dimension and location of the common spaces shall be determined by the Board in conjunction with the developer or subdivider with consideration being given to the size and extent of the proposed development and the physical characteristics of the land being developed. Consideration should also be given in providing parks, recreational facilities, both active and passive, and pedestrian walkways. Common open space shall be guaranteed by the bill of assurance describing the open space and its maintenance and improvement running with the land for the benefit of the residents of the pocket neighborhood. The developer shall file, at the time the approved final plat is filed, legal documents that will produce the aforesaid guarantees and, in particular, will provide for restricting the use of common open spaces for the designated purpose.

(e) Property Owner's Association or Improvement District. As part of the plan for any proposed pocket neighborhood, the developer shall submit a set of covenants running with the land providing for an automatic membership in a Property Owner's Association or Improvement District, operating under recorded land agreements, through which each property owner in the neighborhood is automatically subject to charge for an appropriate proportionate share of expenses for maintaining the common property, open space and/or other activities of the Association or District. Once established, the covenants shall continue and remain in force during the entire existence of the neighborhood.

(f) Landscaping Plan. In order to minimize the disturbance of the natural environment, a general landscaping plan shall be required showing the spacing, sizes, and specific types of landscaping material.

The landscaping plan may be included in the Preliminary or Final Plat or may be presented to the board as a separate plan.

(g) Transportation. The vehicular circulation system shall be designed so as to permit smooth traffic flow with minimum hazards to pedestrian traffic. Minor streets within the pocket neighborhood shall not be connected to streets outside the development in such a way as to encourage their use by through traffic.

The paving of the streets in the development shall follow the County's Master Road Plan.

The parking areas shall be included in the Preliminary Plat.

**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15, 2019  
ORDINANCE 2019-11**

(h) Modification. Modifications of these provisions set forth shall be in accordance with Section 5.9.

(i) All other Saline County Subdivision Rules and Regulations not in conflict with this Section shall apply to pocket neighborhoods.

(j) Notification to all adjoining property owners. The submittal of an application and site plan to develop a pocket neighborhood shall follow the procedures of property owner notification as shown in section 3.2.1.4 of the Saline County Subdivision Rules and Regulations.

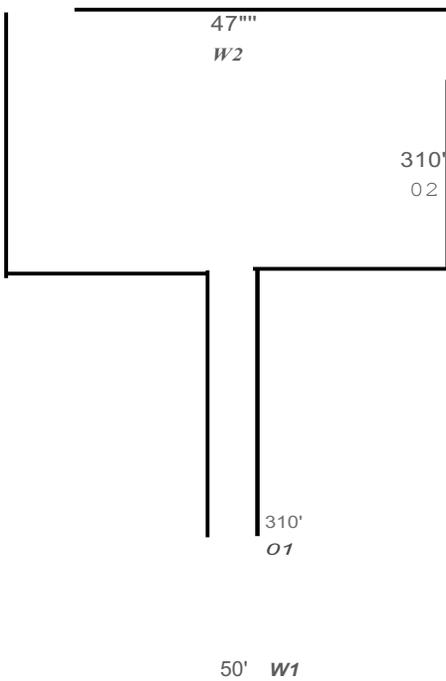
**SALINE COUNTY  
SUBDIVISION RULES AND REGULATIONS  
APPROVED APRIL 15,2019  
ORDINANCE 2019-11**

**EXHIBIT "A"**

**Depth to Width Ratio Calculation**

Scale: 1" = Approx. 20'

**Irregular Shaped Lots:**



**A. Average < 4**

$$\frac{D1 + D2}{(W1 + W2)/2} = \frac{310 + 310}{(475 + 50)/2} = \frac{620}{475} = 1.305 < 4 \text{ OK}$$

**B. Weighted Average < 4**

$$\frac{\frac{D1}{W1} + \frac{D2}{W2}}{2} = \frac{\frac{310}{50} + \frac{310}{475}}{2} = \frac{6.2 + .65}{2} = \frac{6.85}{2} = 3.425 < 4 \text{ OK}$$

**C. TOTAL W/D RATIO < 4**

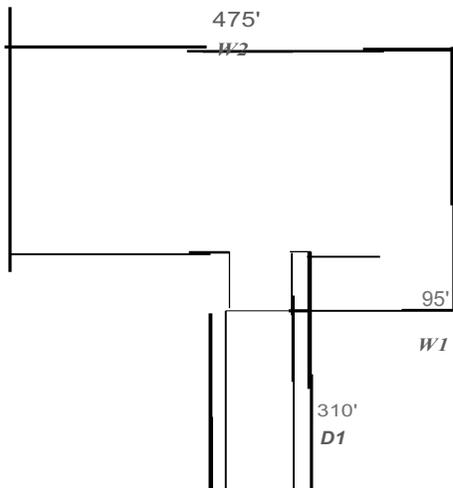
$$\frac{D1}{W1} + \frac{D2}{W2} < 4$$

Exhibit 1

$$\frac{310}{50} + \frac{310}{475} = 6.2 + .65 = 6.85 > 4 \text{ FAILS}$$

**C. TOTAL WID RATIO < 4**

$$D1 + D2 < 4$$



## SALINE COUNTY

$$\frac{310}{95} + \frac{310}{475} = 3.26 + .65 = 3.91 < 4$$

OK

Required vegetation buffer for  
reducing noise and headlight effects  
Minimum width = 20 feet