



## Town of Indian Trail Engineering Department

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### Memo

**TO:** Mayor and Town Council  
**FROM:** Scott J. Kaufhold, P.E., Town Engineer  
**DATE:** October 5, 2010  
**COUNCIL DATE:** October 12, 2010  
**SUBJECT:** Brook Valley Street Acceptance

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#### General Information:

In accordance with the Town's Street Acceptance Policy, the developer for Brook Valley Subdivision has completed all inspection repair requirements for streets in Phase IV and V. The streets are as follows:

- Streamlet Way - 2,993'
- Sagebrush Bend - 1,246'
- Sandpiper Lane - 300'
- Keystone Court - 210'

Maintenance responsibilities for the remainder of the streets in the Brook Valley Subdivision can be transferred from the State to the Town at the end of the fiscal year through the NCDOT Powell Bill Map Certification Process.

#### Required Actions:

Council's acceptance of streets for maintenance.

#### Attachment:

1. Streets Acceptance Policy
2. Map

# **STREET ACCEPTANCE POLICY**



*Adopted by Town Council on May 27, 2008*

Prepared By:

**Indian Trail Engineering Department**



## STREET ACCEPTANCE POLICY

The Town of Indian Trail may consider the acceptance of existing streets upon the written request of the owning entity. Construction of all buildings on adjoining lots must be complete prior to acceptance.

### PRIVATELY OWNED STREETS

To initiate the acceptance procedure for privately owned streets, the following information shall be submitted to the Town Manager's office:

1. A letter to the Town Manager requesting that the Town consider accepting subject streets for public maintenance; and:
2. One (1) copy of the recorded map(s) of the subject street(s); and:
3. One (1) Pavement Core Results Report. The report will include a cover letter, table of contents, project scope, data collection methodology, description of project limits, a map at a legible scale of the project limits containing street names, lengths, widths, and the location of the pavement core samples. The report will also include a core results table with street name, applicable Town of Indian Trail Land Development Standard (ITLDS) Typical Section, core result material and thickness (in inches), a statement of whether or not the core result meets the current minimum design standard per the ITLDS Typical Section. Pavement core samples shall be taken at 500' intervals (minimum of 1 core per street block), and no more than 4.0' from the centerline of the road. This report must be signed, dated, and stamped by a North Carolina registered professional engineer. The Town may acquire its own pavement core samples as a quality control measure.

Once the Pavement Core Results Report has been submitted, an inspection shall be conducted by the Town of the subject street(s). The Town shall notify the owning entity of all construction deficiencies required to be corrected. Upon satisfactory completion of corrective measures, re-inspection, and approval by the Town Engineer, the Town Council shall accept the subject street(s) for maintenance.

4. Street right-of-way must be conveyed to the Town.
5. The Town Manager may require a warranty and/or a warranty surety.

### NCDOT MAINTAINED STREETS

To initiate the acceptance procedure for NCDOT maintained streets, the following information shall be submitted to the Town Manager's office:

1. A letter to the Town Manager requesting that the Town consider accepting subject streets for public maintenance; and:
2. One (1) copy of the recorded map(s) of the subject street(s); and:
3. One (1) completed "Petition for Street Maintenance Acceptance" form(s) of the subject street(s) signed by the Home Owners Association if applicable, or by 75% of the street's residents.

For NCDOT maintained streets that require extensive repair work, the Town will coordinate with the NCDOT in scheduling the needed repairs and in sharing the cost of the repairs. However, the Town cannot guarantee that the NCDOT will participate in sharing the costs of the repairs. The Town also reserves the right to refuse acceptance of maintenance of streets which in its judgment, require extensive repair work to bring the street(s) up to current standard.

### STREET ACCEPTANCE POLICY

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**NEWLY CONSTRUCTED STREETS PLATTED FOR TOWN MAINTENANCE**

To initiate the acceptance procedure for newly constructed streets platted for town maintenance, the following information shall be submitted to the Town Manager's office:

1. A letter to the Town Manager requesting that the Town consider accepting subject streets for public maintenance; and:
2. One (1) copy of the recorded map(s) of the subject street(s); and:
3. One (1) Pavement Core Results Report. The report will include a cover letter, table of contents, project scope, data collection methodology, description of project limits, a map at a legible scale of the project limits containing street names, lengths, widths, and the location of the pavement core samples. The report will also include a core results table with street name, applicable Town of Indian Trail Land Development Standard (ITLDS) Typical Section, core result material and thickness (in inches), a statement of whether or not the core result meets the current minimum design standard per the ITLDS Typical Section. Pavement core samples shall be taken at 500' intervals (minimum of 1 core per street block), and no more than 4.0' from the centerline of the road. This report must be signed, dated, and stamped by a North Carolina registered professional engineer. The Town may acquire its own pavement core samples as a quality control measure.

Once the Pavement Core Results Report has been submitted, an inspection shall be conducted by the Town of the subject street(s). The Town shall notify the owning entity of all construction deficiencies required to be corrected. Upon satisfactory completion of corrective measures, re-inspection, and approval by the Town Engineer, the Town Council shall accept the subject street(s) for maintenance.

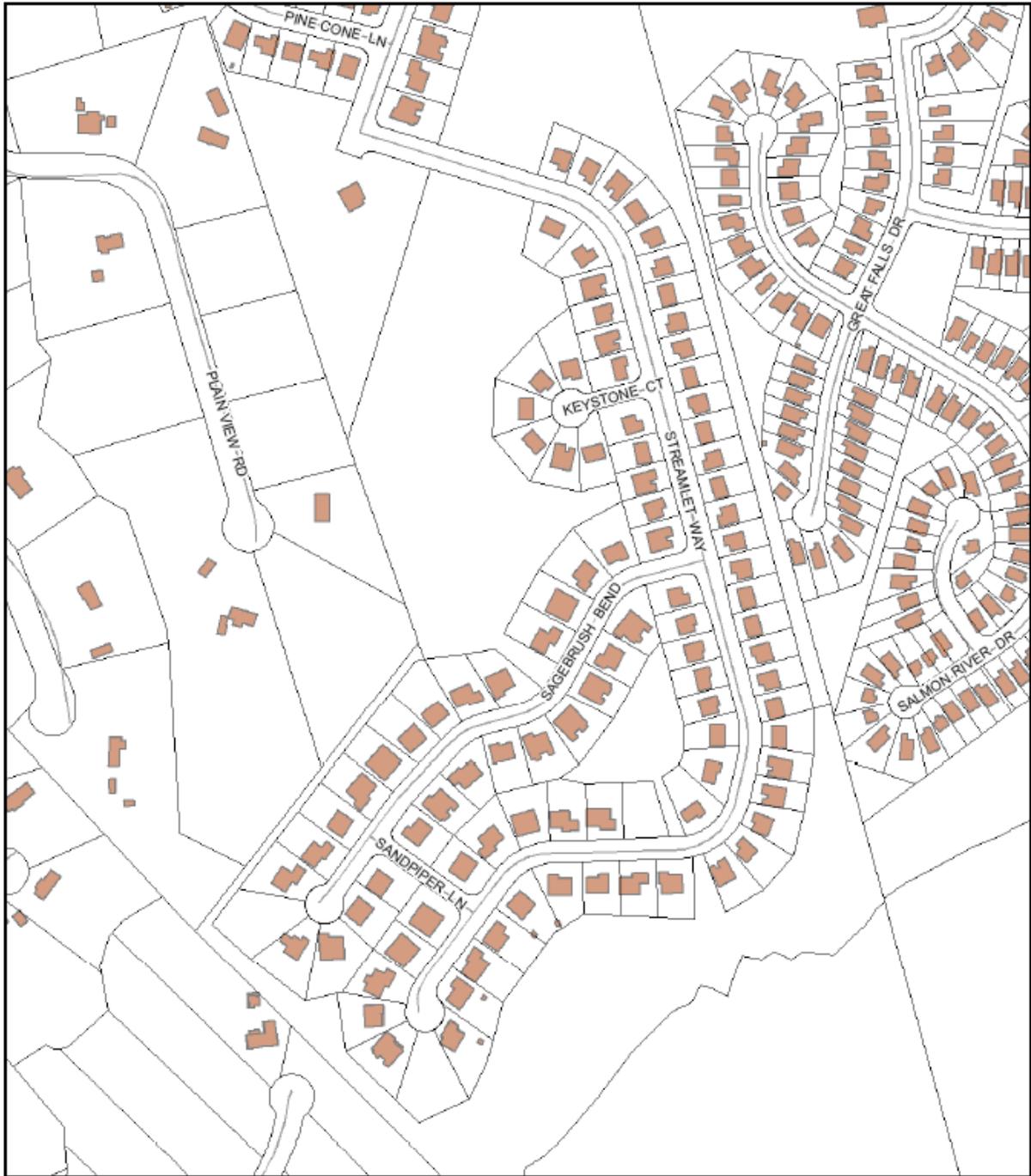
4. A two (2) year warranty is required for construction of all new subdivision streets and drainage facilities.
5. A warranty surety for 1/3 of the original cost of all the street improvements is required during the warranty period to secure repair of any deficiencies or failures.

In conditions where streets do not fit into the above three categories (privately owned, NCDOT maintained, or newly constructed streets platted for Town maintenance) the streets must be reviewed and approved by the Town Manager and Town Council.

If a development has a Home Owners Association (HOA), the HOA will be considered the responsible party the Town will communicate with regarding acceptance of streets for Town maintenance.

The Town reserves the right to refuse acceptance of maintenance of streets which in its judgment, require extensive repair work to bring the street(s) up to current standard.

**STREET ACCEPTANCE POLICY**



### Brook Valley Phase VI and V

1 inch = 300 feet

