

Subject: Model Home Construction Prior to Final Platting
Policy No.: 100.0001
Effective Date: 7/11/2006

BACKGROUND:

This is a policy to allow construction of a limited number of model homes before the completion and final platting of a subdivision. At the present time the land development code requires completion of subdivision improvements and recording of the final plat. This policy will allow a builder to start their models earlier so they are ready when the final plat is approved and recorded. This policy will also be used if approved to modify the land development ordinance.

POLICY:

This policy supersedes all previous policies regarding model home building permits.

To obtain a City of Woodstock building permit for a model home prior to issuance of a Certificate of Completion of the subdivision improvements in the subdivision in which the model home is to be located, the following requirements must first be met:

- A plan must be submitted to and be approved by the Building Official indicating which subdivision lots are to be used for model home construction.
- In any one subdivision, each individual homebuilder will be allowed no more than three (3) model homes, with nine (9) model homes being the maximum number allowed in any one subdivision.
- Each individual homebuilder's model homes must be built on adjoining lots or with parking allowed between homes and no other vacant lots.

AND

- NO building permit will be issued for construction of a model home prior to issuance of a Certificate of Completion until:
- A paved roadway has been constructed and had been approved by Woodstock Engineering and Fire Departments as being capable of supporting fire department vehicles. If the paved roadway is damaged prior to final topping, the City will require that the damaged part be removed in part or entirely, at the City's sole discretion, and be rebuilt in accordance with the plans as directed by the City.
- A potable water system meeting the City or county requirements has been installed in accordance with the approved subdivision plans in a manner adequate to provide fire protection to all structures for which model home building permits are sought. The water system must have been approved by the City Public Works Department or Cherokee County Water and Sewer authority and must have received an official "Cleared for Use" letter.

- The official plat of the subdivision has been approved by the City of Woodstock and recorded in the public records of Cherokee County.

Once all of the above conditions have been satisfied, a building permit may be issued for a model home. Upon completion of the model home, a Temporary Certificate of Occupancy may be issued for model home use only.

NO building permits for non-model homes will be issued until the official plat of the subdivision has been approved by the City of Woodstock and recorded in the public records of Cherokee County and all subdivision improvements have been completed in accordance with the plans and have been approved by the City of Woodstock. Upon completion of all improvements, and approval by the City, the City will issue a Certificate of Completion for the subdivision.

Once the plat has been recorded and the Certificate of Completion has been issued, building permits for additional models and non-model homes may be issued. No model home Temporary Certificates of Occupancy will be converted to Certificates of Occupancy until the plat has been recorded and the Certificate of Completion has been issued. Any, and all other outstanding issues, shall also be resolved to the City's satisfaction.

No model home may be used for any purpose other than as a model home and/or sales office until a permanent Certificate of Occupancy has been issued.

ALTERNATE METHOD

The Development Review Committee may approve issuance of Model Home Permits without the above conditions being met provided the following conditions are met:

- An acceptable road access is provided to the lots proposed to build upon other than streets that are part of the subdivision.
- An adequate water supply is provided for fire protection.
- Model Homes constructed under these provisions cannot be connected to any utilities until subdivision completion and final platting of the subdivision or phase.
- No Model Home can be used for any purpose until a Certificate of Occupancy is issued.