

Policy Number P-2025-10-01 Superseding P-2021-01-01	Title Road Maintenance & Acceptance Policy	
Adopted October 30, 2025	Adopted by Village Council	Number of Pages 3

The Village of Marvin shall consider the following:

Acceptance of Existing NCDOT Subdivision Roads

- For roads to be considered for acceptance, all properties having road frontage must be within the Village limits and any needed road improvements must be fully funded by NCDOT or be an agreed upon schedule of improvements by NCDOT to bring roads up to acceptable pavement conditions and participation by the Village monetarily as approved by Village Council. If negotiations are not successful with NCDOT due to budgets constrains or other reasons, the Village may proceed with acceptance of the NCDOT roads, if in the best interest of the Village upon approval by the Village Council. The Village Engineer will assess pavement conditions (otherwise known as a Pavement Condition Survey) and perform a cost estimate based upon recommended scope of work for all roads owned and maintained by the Village and NCDOT roads within the Village limits with potential for addition every 2-5 years as recommended and/or approved by Village Council and/or the Village Manager. The Pavement Condition Survey shall include criteria to rate roads accordingly with criteria consistent with NCDOT's rating standards and includes average life expectancy of all roads within the system.
- Once the results of the Pavement Condition Survey are presented to Council in the prescribed year, Council shall adopt a Multi-year Road Resurfacing Schedule that will carry out until the next Pavement Condition Survey is conducted. The schedule shall be based on an acceptable funding mechanism that utilizes 100% of Powell Bill funding within the previous 10 allocations (maximum accumulation by statute), minimizing the need of supplemental General Fund appropriations. This resurfacing schedule shall consider each roadways land use, traffic and general route characteristics when developing the pavement management plan. We will develop a priority ranking that considers pavement condition ratings, distress types and expected life cycles for each roadway. AMT recommendations will consider the timing of preventative maintenance treatments to optimize available budgeted dollars. Other factors, such as location, availability of material, constructability issues, cost effectiveness and volume of work, would ultimately play into final contract decisions to achieve the most benefit maximize the investment of available funding.
- The Village will pay the proportionate cost for roadway improvements for each taxpayer within the Village limits while each non-resident or HOA will be required to pay a percentage to cover the remaining cost for roadway improvements plus estimated on-going maintenance cost.
 - An entire subdivision network will be considered for addition as a whole, or in the event that road additions are pursued by phasing, logical termini will be considered.
- Acceptance of newly constructed roadways platted with public right-of-way in accordance with the Village's Engineering Standards and Procedures Manual.

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- The road addition process shall not begin until at least 90% of the homes are occupied.
- The Village of Marvin is not accepting private roads at this time.
- The Village shall consider functionality over aesthetics in appropriation to repair damages made to public streets upon request. In the event a public road is damaged, the Village encourages affected property owners and/or respective Homeowners Association to take necessary actions to remedy any aesthetic issues that do not affect functionality or safety of the road.

*The Village reserves the right to refuse the acceptance of any streets which in its judgment, require extensive repair work to bring the roads(s) up to current Village of Marvin standards and owner refuses to make such repairs.

Acceptance of Existing NCDOT Roads

The Village Engineer shall submit a Multi-year Road Resurfacing Schedule as described above that includes existing public NCDOT maintained roads within the Village's jurisdiction in accordance with assessments of most recent Pavement Condition Survey. Biennially, at the request of the Manager, the next fiscal year's plan shall be reviewed by the Engineer with cost estimates for resurfacing and/or necessary repairs to bring proposed streets within the schedule up to NCDOT standards at the time of acceptance. This schedule and cost estimate shall be evaluated by the Village Council prior to the Engineer's negotiation with NCDOT to assure Council is ready to proceed as proposed within the estimated budget. If a subdivision road is listed that has properties that are not incorporated, the HOA/non-taxpayers will be notified and will have six months to consider annexation or whether to fund the portion for non-taxpayers. Once the list is confirmed, the Village Engineer will negotiate with NCDOT to share in the cost of repair or re-surfacing in order to meet the current standards. Upon agreement with NCDOT, NCDOT will proceed with a contract proposal to complete the agreed upon improvements; otherwise, the Village will seek to use an NCDOT pre-approved vendor to repair or re-surface the road and the Village will follow all NC General Statutes regarding formal and informal bidding. In either scenario, all punch list repair operations shall be inspected by the Village's Engineer. Prior to acceptance, the Village Engineer will check for quality assurance and ensure all agreed upon repairs have been completed.

Acceptance of Newly Constructed Roadways Platted with Public Right-of-Way

To initiate the acceptance procedure for newly constructed roads platted with public right-of-way, the following information shall be submitted to the Village Engineer:

1. A petition to the Village requesting that the Village consider accepting subject roads for public maintenance. The final lift of asphalt shall not be placed prior to a 90% home

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- occupancy and all deficiencies and / or failures within the subdivision being repaired or replaced and approved by the Village Engineer.
2. One electronic and one hard copy of the recorded map(s) of the subject road(s).
 3. One electronic and one hard copy of any recorded easements, right-of-ways, or encroachment agreements with any entity including any utility companies AND reordered subdivision plat/s that show said agreements, easement, or right-of-ways.
 4. Full inventory of stormwater drains, culverts, pipes, catch basins, to include length and material AND a copy of approved as-built's of system.
 5. Pavement Core Results. All third-party material testing reports shall be submitted. The information shall include Quality Management System roadway reports, concrete testing reports, sub-grade testing reports, and proof roll reports. This report must be signed, dated, and stamped by a North Carolina licensed professional engineer. The Village shall notify the owning entity of all construction deficiencies required to be corrected in a punch list prepared by The Village Engineer. All deficiencies shall be repaired in accordance with The Village Standards. All items identified in the punch list must be repaired within 90 days of the date of the letter. If more than 90 days have elapsed, a new punch list will be required. Upon satisfactory completion of all corrective measures, re-inspection, and approval by the Village Engineer, the Village Council shall accept the subject road(s) for maintenance.
 6. Up to 15% of the performance bond shall be held by the Village until the final lift of asphalt has been placed and approved by The Village Engineer. Upon completion of all requirements being met and construction complete, the performance bond shall be released.
 7. Existing Utilities: The owning entity of streets shall secure Utility Encroachment Agreements and as-builts for all utilities within the recorded right-of-way and easements. For all other structures within the Right-of-way (decorative monuments, lawn sprinkler heads, sidewalks etc. The owning entity shall secure Non-Utility Agreements from the property owner or HOA. If a structure is deemed a hazard to the traveling public, it shall be removed prior to roadway acceptance by the Village.