

| | | |
|--------------------|---|---|
| ARTICLE 100 | SUBDIVISION APPLICATION PROCEDURE & APPROVAL PROCESS <i>(Amended 12-13-22)</i> | |
| 100.01 | GENERAL PROCEDURE <i>(Amended 12-13-22)</i> | 1 |
| | I. Application | |
| | II. Authority | |
| | III. Types of Subdivision | |
| | IV. Appeal | |
| 100.02 | EXEMPT DIVISION OF LAND <i>(Amended 12-13-22)</i> | 2 |
| | I. Definition | |
| | II. Responsibility | |
| | III. Existing Easement | |
| | IV. Application Procedure & Requirements | |
| | V. Approval | |
| | VI. Appeal | |
| 100.03 | MINOR SUBDIVISION <i>(Amended 12-13-22)</i> | 4 |
| | I. <u>Minor Division of Land</u> <i>(Amended 12-13-22)</i> | |
| | 1. Definition | |
| | 2. Responsibility | |
| | 3. Existing Easement | |
| | 4. Application Procedure & Requirements | |
| | 5. Approval | |
| | 6. Appeal | |
| | II. <u>Minor Subdivision Development</u> <i>(Amended 12-13-22)</i> | |
| | 1. Definition | |
| | 2. Definition of Development | |
| | 3. Responsibility | |
| | 4. Existing Easement | |
| | 5. Application Procedure & Requirements | |
| | 6. Approval | |
| | 7. Appeal | |
| 100.04 | MAJOR SUBDIVISION <i>(Amended 12-13-22)</i> | 5 |
| | I. <u>Major Division of Land</u> <i>(Amended 12-13-22)</i> | |
| | 1. Definition | |
| | 2. Responsibility | |
| | 3. Existing Easement | |
| | 4. Application Procedure & Requirements | |
| | 5. Approval | |
| | 6. Appeal | |
| | II. <u>Major Subdivision Development</u> <i>(Amended 12-13-22)</i> | |
| | 1. Definition | |
| | 2. Definition of Development | |
| | 3. Responsibility | |
| | 4. Existing Easement | |
| | 5. Application Procedure & Requirements | |
| | 6. Provision | |
| | 7. Conceptual Plat (Required) | |
| | 8. Conceptual Plat Procedures & Requirements | |
| | 9. Study of Conceptual Plat | |
| | 10. Field Trip | |
| | 11. Acceptance of Conceptual Plat | |
| | III. <u>Major Subdivision Development Plat</u> <i>(Amended 12-13-22)</i> | |
| | 1. Application Procedure & Requirements | |
| | 2. Notice of Public Hearing | |
| | 3. Major Subdivision Development Approval | |
| | 4. Public Improvements | |
| | 5. Effective Period of Preliminary Approval | |
| | 6. Minor Changes to Approved Major Subdivision Development Plat | |
| | IV. <u>Final Major Subdivision Development Plat</u> <i>(Amended 12-13-22)</i> | |
| | 1. Application Procedure & Requirements | |
| | 2. Submission & Review | |
| | 3. Vested Rights | |

| | | |
|--------------------|--|----|
| 100.05 | SIGNING & RECORDING OF SUBDIVISION PLAT (Amended 12-13-22) | 11 |
| | I. Signing of Final Plat | |
| | II. Recording of Final Plat Documents | |
| | III. Sectionalizing Major Subdivision Development Plats | |
| 100.06 | ASSURANCE FOR COMPLETION & MAINT. OF IMPROVEMENTS (Amended 12-13-22)..... | 12 |
| | I. Completion of Improvements | |
| 100.07 | CONFORMITY WITH EXISTING STATUTES (Amended 12-13-22) | 14 |
| | I. Consumer Protection Legislation & Conflicts of Interest Statutes | |
| | II. Federal & State Legislation | |
| 100.08 | SALE OF PROPERTY (Amended 12-13-22) | 14 |
| 100.09 | IDENTIFICATION OF SUBDIVISION (Amended 12-13-22) | 15 |
| | | |
| ARTICLE 200 | ROADS & RIGHTS-OF-WAY | 17 |
| | 200.01 GENERAL REQUIREMENTS | 17 |
| | Frontage on Improved Roads | |
| | Grading & Improvement Plan | |
| | Topography & Arrangement | |
| | Access to Major Arterials | |
| | Road Names & Regulatory Signs | |
| | Reserve Strips | |
| | Construction of Roads & Dead-End Roads | |
| | Dead-End Roads (Permanent) | |
| | 200.02 DESIGN STANDARDS | 18 |
| | General | |
| | Gradient | |
| | Railroads & Limited Access Highways | |
| | Intersections | |
| | Road Right-of-Way | |
| | Guardrail | |
| | 200.03 PERIMETER ROADS | 20 |
| | New Perimeter Roads | |
| | 200.04 EXISTING ROADS & RIGHTS-OF-WAY | 20 |
| | Improvement of Existing Roads & Rights-of-Way | |
| | Protection of Health, Safety, & Welfare | |
| | | |
| ARTICLE 300 | DRAINAGE & STORM SEWERS (Amended 10-11-22) | 21 |
| | 300.01 GENERAL REQUIREMENTS | 21 |
| | Required Drainage Systems | |
| | Stormwater Analysis | |
| | 300.02 NATURE OF STORM WATER FACILITIES | 22 |
| | Location | |
| | Accessibility to Public Storm Sewers | |
| | Accommodation of Upstream Drainage Areas | |
| | Effect on Downstream Drainage Areas | |
| | Areas of Poor Drainage and Floodplain Areas | |
| | Wetlands | |
| | Drainage Facilities | |
| | 300.03 DRAINAGE EASEMENTS | 23 |
| | General Requirements | |
| | Drainage Easements | |
| | 300.04 STORMWATER MANAGEMENT & EROSION CONTROL PLAN..... | 24 |
| | 300.05 EROSION & SEDIMENT CONTROL..... | 25 |
| | | |
| ARTICLE 400 | WATER FACILITIES | 27 |
| | 400.01 GENERAL REQUIREMENTS (Amended 07-25-23) | 27 |
| | Installation of Facilities | |
| | Mapping of Facilities | |
| | Review of Construction Plans | |

| | | |
|--------------------|---|--|
| | Approval of Facilities | |
| 400.02 | INDIVIDUAL WELLS & CENTRAL WATER SYSTEMS (<i>Amended 07-25-23</i>) . 27 | |
| | Requirement for Water Supply | |
| | Accessibility for Future Service | |
| 400.03 | FIRE HYDRANTS 27 | |
| | General Requirement | |
| ARTICLE 500 | SEWERAGE FACILITIES (<i>Amended 12-13-22</i>)..... 29 | |
| 500.01 | GENERAL REQUIREMENTS 29 | |
| | Installation Requirements | |
| 500.02 | MANDATORY CONNECTION TO PUBLIC SEWER SYSTEM 30 | |
| | Mandatory Connections | |
| 500.03 | INDIVIDUAL DISPOSAL SYSTEM REQUIREMENTS 30 | |
| | Individual Disposal Systems | |
| 500.04 | DESIGN CRITERIA FOR SANITARY SEWERS (<i>Amended 07-25-23</i>)..... 30 | |
| | Deviation from Design Criteria | |
| | Design Factors | |
| | Design Standards for Sanitary Sewers | |
| | Review of Sewerage Facilities Plans | |
| | Accessibility for Future Service | |
| ARTICLE 600 | NONRESIDENTIAL SUBDIVISIONS 31 | |
| 600.01 | GENERAL PROVISIONS 31 | |
| | General | |
| | Standards | |
| ARTICLE 700 | ACCESS, OFF-STREET PARKING AND LOADING 33 | |
| 700.01 | REQUIREMENTS FOR PARKING 33 | |
| | Access | |
| | Location | |
| | Surfacing | |
| | Lighting | |
| | Exception: Parking for Houses of Worship | |
| 700.02 | REQUIREMENTS FOR OFF-STREET LOADING..... 33 | |
| 700.03 | JOINT FACILITIES FOR PARKING OR LOADING 34 | |
| ARTICLE 800 | PLANNED UNIT DEVELOPMENT 35 | |
| 800.01 | PURPOSE 35 | |
| 800.02 | STANDARDS FOR REVIEW 35 | |
| 800.03 | MINIMUM SITE AREA FOR A PLANNED DEVELOPMENT 36 | |
| 800.04 | DEVELOPMENT STANDARDS 36 | |
| 800.05 | OPEN SPACE REQUIREMENTS 36 | |
| 800.06 | WAIVERS AND VARIANCES 37 | |
| 800.07 | CONCEPTUAL REVIEW SUBMITTAL 37 | |
| 800.08 | DEVELOPMENT PLAN APPLICATION REQUIREMENTS 38 | |
| 800.09 | DEVELOPMENT PLAN & MAJOR SUBDIVISION PLAT REVIEW PROCESS 38 | |
| 800.10 | ADHERENCE TO APPROVED PLAN: MODIFICATIONS 40 | |
| 800.11 | REVOCATION 41 | |
| ARTICLE 900 | REQUIREMENTS FOR IMPROVEMENTS, RESERVATIONS & DESIGN 43 | |
| 900.01 | GENERAL IMPROVEMENTS (<i>Amended 07-25-23</i>) 43 | |
| | Conformance to Applicable Rules and Regulations | |
| 900.02 | SELF-IMPOSED RESTRICTIONS (<i>Amended 07-25-23</i>) 43 | |
| 900.03 | MONUMENTS 43 | |
| 900.04 | CHARACTER OF THE LAND 44 | |

| | | |
|---------------------|---|-----------|
| 900.05 | SUBDIVISION NAME | 44 |
| 900.06 | LOT IMPROVEMENTS | 44 |
| | Lot Arrangement | |
| | Lot Dimensions | |
| | Double Frontage Lots & Access to Lot | |
| | Access from Major and Secondary Arterials | |
| 900.07 | SOIL PRESERVATION, GRADING, & SEEDING | 44 |
| | Soil Preservation and Final Grading | |
| | Lot Drainage | |
| | Lawn-Grass Seed & Sod | |
| | Drainage Control While Installing Improvements, Stabilization | |
| | of Soils, Control of Mud, Dirt, and Dust | |
| 900.08 | DEBRIS & WASTE | 45 |
| 900.09 | FENCING & BUFFERING | 45 |
| 900.10 | WATERBODIES & WATERCOURSES | 45 |
| 900.11 | PERFORMANCE BOND TO INCLUDE LOT IMPROVEMENTS | 45 |
| 900.12 | HILLSIDE DEVELOPMENT | 45 |
| | General | |
| | Principles and Regulations | |
| | Natural Areas | |
| 900.13 | MAIN UTILITY TRANSMISSION LINES | 46 |
| ARTICLE 1000 | REQUIREMENTS FOR SOLID WASTE MANAGEMENT | 49 |
| 1000.01 | GENERAL REQUIREMENTS | 49 |
| ARTICLE 1100 | JUNK OR SALVAGE YARD ORDINANCE | 51 |
| 1100.01 | GENERAL REQUIREMENTS | 51 |
| ARTICLE 1200 | MISCELLANEOUS | 53 |
| 1200.01 | MAJOR & MINOR BOUNDARY CHANGE | 53 |
| | Procedure for Approval | |
| | Approval of Boundary Change(s) | |
| 1200.02 | MERGING PARCELS | 53 |
| | Procedure for Approval | |
| | Approval of Merging Parcels | |
| 1200.03 | PLAT DRAWN FROM EXISTING PLAT | 54 |
| 1200.04 | PLAT DRAWN FROM EXISTING DEED(S) | 54 |
| 1200.05 | PLAT CREATED FOR NONDEVELOPMENT PURPOSES | 54 |
| ARTICLE 1300 | REQUIREMENTS FOR TOWNHOUSES | 55 |
| 1300.01 | MINIMUM REQUIREMENTS & STANDARDS (<i>Amended 07-25-23</i>)..... | 55 |
| 1300.02 | DESIGN & CONSTRUCTION REQUIREMENTS | 55 |
| | Roads & Rights-of-Way | |
| | Lots & Setbacks | |
| 1300.03 | PARKING..... | 56 |
| 1300.04 | OTHER (<i>Amended 07-25-23</i>)..... | 56 |
| ARTICLE 1400 | GENERAL PROVISIONS | 59 |
| 1400.01 | POLICY | 59 |
| | Declaration of Policy | |
| | Characteristics of Land | |
| | Resources | |
| 1400.02 | PURPOSES..... | 59 |
| 1400.03 | AUTHORITY | 60 |
| | Statement of Authority | |
| | Approval of Recorded Land | |

| | | |
|---|--|------------|
| | Undeveloped Plats | |
| 1400.04 | JURISDICTION | 60 |
| | Description of Jurisdiction | |
| | Prerequisite of Subdivisions | |
| | Issuance of Permit | |
| 1400.05 | ENACTMENT | 60 |
| 1400.06 | INTERPRETATION, CONFLICT, & SEPARABILITY | 60 |
| | Interpretation | |
| | Conflict with Public & Private Provisions | |
| | Separability | |
| 1400.07 | SAVING PROVISION | 61 |
| 1400.08 | RESERVATIONS & APPEALS | 61 |
| 1400.09 | AMENDMENTS | 61 |
| 1400.10 | CONDITIONS | 61 |
| 1400.11 | FUTURE RESUBDIVISION | 62 |
| 1400.12 | VACATION OF PLATS | 62 |
| 1400.13 | WAIVERS OR VARIANCES | 62 |
| | General | |
| 1400.14 | APPEAL OF AN ADMINISTRATIVE DECISION BY PLANNING OFFICER... 63 | |
| 1400.15 | APPEAL OF A DECISION OF THE PLANNING COMMISSION | 63 |
| 1400.16 | ENFORCEMENT, VIOLATIONS, & PENALTIES..... | 64 |
| | General | |
| | Administration and Enforcement | |
| | Violation | |
| | Penalty | |
| 1400.17 | EFFECTIVE DATE OF ORDINANCE | 64 |
| | | |
| ARTICLE 1500 | DEFINITIONS | 65 |
| 1500.01 | WORD USAGE..... | 65 |
| 1500.02 | WORDS & TERMS DEFINED (<i>Amended 07-25-23</i>)..... | 65 |
| | | |
| TABLES | TABLES | 73 |
| | TABLE I | 75 |
| | Minimum Design Standards for Roads | |
| | TABLE II | 77 |
| | Minimum Design Standards | |
| | General Provisions - Residential Developments | |
| | TABLE III | 79 |
| | Minimum Design Standards | |
| | General Provisions - Non-Residential Developments | |
| | TABLE IV | 83 |
| | Sidewalks | |
| | TABLE V | 83 |
| | Schedule of Fees | |
| | | |
| APPENDIX A (<i>Amended 12-13-22</i>) | EXEMPT DIVISION OF LAND – PLAT CHECKLIST | 83 |
| APPENDIX B (<i>Amended 12-13-22</i>) | MINOR DIVISION OF LAND – PLAT CHECKLIST | 85 |
| APPENDIX C (<i>Amended 12-13-22</i>) | MINOR SUBDIVISION DEVELOPMENT – PLAT CHECKLIST | 87 |
| APPENDIX D (<i>Amended 12-13-22</i>) | MAJOR DIVISION OF LAND – PLAT CHECKLIST | 93 |
| APPENDIX E (<i>Amended 12-13-22</i>) (<i>Amended 07-25-23</i>) | MAJOR SUBDIVISION DEVELOPMENT ‘PRELIMINARY’ PLAT CHECKLIST | 95 |
| APPENDIX F (<i>Amended 12-13-22</i>) (<i>Amended 07-25-23</i>) | MAJOR SUBDIVISION DEVELOPMENT – FINAL ‘AS-BUILT’ PLAT CHECKLIST | 101 |
| APPENDIX G (<i>Amended 12-13-22</i>) | VEHICULAR MOVING INFORMATION | 103 |

| | |
|------------|---|
| 03-09-2022 | Text Amendments: Article 1300 Requirements for Townhouses Article 1300.02 Design and Construction Requirements: Lots and Setbacks |
| 10-11-22 | Text Amendments: Article 100.01 General Procedure Article 100.04 Major Subdivision Article 300.05 Erosion & Sediment Control Article 300.06 Storm Drainage Management |
| 12-13-22 | Text Amendments: Article 100 Division of Land and Subdivision Development Article 100 Application Procedure and Approval Process Article 500.01 General Requirements Article 500.03 Individual Disposal System Requirements Article 500.04 Design Criteria for Sanitary Sewers Appendix A – G |
| 07-25-23 | Text Amendment 2023-04: Article 400.01 General Requirements Article 400.02 Individual Wells and Central Water Systems Article 500.04 Design Criteria for Sanitary Sewers Article 900.01 General Improvements Article 900.02 Self-Imposed Restrictions Article 1300.01 Minimum Requirements and Standards Article 1300.04 Other Article 1500.02 Words and Terms Defined Appendix E – Major Subdivision Development ‘Preliminary’ Plat Checklist Appendix F – Major Subdivision Development - Final ‘As-Built’ Plat Checklist |