

Prepared

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SUGGESTED STEPS FOR A DEVELOPER OF A SUBDIVISION

- *Confer with the planning commission and its staff representative to become thoroughly familiar with the subdivision requirements, the major street plan and other public improvements which might affect the areas to be subdivided.
- *Have preliminary sketch plat prepared by a reputable engineer or surveyor.
- *Discuss preliminary plat with staff representative. This preapplication review by a trained land planner may save the subdivider time and costly revisions as well as possible savings through better design.
- *Submit required copies of the sketch plat to the planning commission for preliminary approval in advance of its regular monthly meeting.

WHEN PRELIMINARY APPROVAL HAS BEEN GRANTED:

- *See city engineer or designated approving agent(s) for street and utility specifications; contact city or county health officials for septic tanks specifications if public sewers are not available.
- *Develop subdivision according to preliminary plat and required modifications, if any. Install improvements.
- *Obtain certificates from street and health officials certifying that improvements have been made or that a performance bond has been posted.
- *Prepare final plat.
- *Submit final plat to the planning commission for approval. When approved, the planning commission secretary will sign the certificate of approval for recording.
- *The subdivider now records the plat with the county register's office. He is not ready to set his lots.

SUBDIVISION REGULATIONS
OF THE
BOLIVAR, TENNESSEE REGIONAL PLANNING COMMISSION
(Hereafter referred to as the Planning Commission)

ARTICLE I

PURPOSE, AUTHORITY, DEFINITIONS AND JURISDICTION

A. Purpose

Land subdivision is the first step in the process of community development. Once land has been cut up into streets, lots and blocks and publicly recorded, the correction of defects is costly and difficult. Subdivision of land sooner or later becomes a public responsibility, in that roads and streets must be maintained and various public services customary to urban areas must be provided. The welfare of the entire community is thereby affected in many important respects. It is therefore to the interest of the public, the developer and the future owners that subdivisions be conceived, designed and developed in accordance with sound rules and property minimum standards.

The following subdivision regulations guiding the planning commission are designed to provide for the harmonious development of the planning region; to secure a coordinated layout and adequate provision for traffic and also to secure adequate provision for light, air, recreation, transportation, water, drainage, sewer and other sanitary facilities.

B. Authority

These subdivision regulations are adopted under authority granted by Sections 13-4-301 through 13-4-309 and Sections 13-3-401 through 13-3-411, Tennessee Code Annotated. The planning commission has fulfilled the requirements set forth in these statutes as prerequisite to the adoption of such regulations. A certified copy of the Bolivar, Tennessee Major Street and Road Plan was filed in the Office of the Registrar of Hardeman County, Tennessee on May 1, 1957 and July 30, 1979.

C. Jurisdiction

These regulations shall govern all subdivision of land within the corporate limits of Bolivar, Tennessee as now hereafter established and within the Bolivar, Tennessee Planning Region as established by resolution of the Tennessee State Planning Commission and as identified in the Appendices of the regulations.

D. DEFINITIONS

Except as specifically defined herein all words used in these regulations have their customary dictionary definitions where not inconsistent with the context.

For the purposes of these regulations and in order to carry out the provisions and intentions as set forth herein, certain words, terms and phrases are to be used and interpreted as defined hereinafter. Words used in the present tense include the future tenses; words in the singular number include the plural, and words in the plural number include the singular; the word "person" includes a firm, partnership, or corporation as well as an individual; the word "lot" includes the word "plot" or "parcel"; the word "building" includes the word "structure"; and the terms "shall" and "will" are always mandatory and not directory; and the word "may" is permissive.

The following words, terms and phrases are hereby defined as follows and shall be interpreted as such throughout these regulations.

Alley - A public or private right-of-way primarily designed to serve as secondary access to the side or rear of those properties whose principal frontage is on some other street.

Applicant - The owner of land proposed to be subdivided or his authorized representative. Consent shall be required from the legal owner of the premises(s).

Architect - Any architect or landscape architect certified and registered by the State Board of Architectural and Engineer Examiners pursuant to Title 62, Chapter 2, Tennessee Code Annotated, to practice in Tennessee.

Arterial Street or Road - A major public way intended to move traffic to and from major industrial areas or a route for traffic between communities or large area and which has an average daily traffic count in excess of three thousand (3,000).

Base Flood Elevation - The highest elevation, expressed in feet above sea level, of the level of flood waters occurring in the regulatory base flood.

Base Map - A map having sufficient points of reference, such as state, county or municipal boundary lines, streets, easements, and other selected physical features to allow the plotting of other data.

Block - A tract of land bounded by public ways or by public parks, cemeteries, railroad rights-of-way or shorelines or waterways or a combination of such.

Building - Any structure built for the support, shelter or enclosure of persons, animals, or movable property of any kind and includes any structure.

Building Setback Line - A line in the interior of a lot which is generally parallel to and a specified distance from the street right-of-way line or lines; which creates a space between such lines in which no building shall be placed.

Buildable Area of a Lot - That portion of a lot bounded by the required rear and side yards and the building setback line.

Capital Improvements Program - A proposed schedule of future projects, listed in order of construction priority, together with cost estimates and the anticipated means of financing each project. All major projects requiring the expenditure of public funds, over and above the annual local government operating expenses, for the purchase, construction, or replacement of the physical assets of the community are included for the purpose of these Subdivision Regulations, in the City of Bolivar Capital Improvements Program.

Cluster - A development design technique that concentrates buildings in specific areas on the site to allow the remaining land to be used for recreation, common open space and preservation of environmentally sensitive features.

Cluster Subdivision - A form of development for single-family residential subdivisions that permits a reduction in lot area and bulk requirements, provided there is no increase in the number of lots permitted under a conventional subdivision and the resultant area is devoted to open space.

Collector Street or Road - A major public way intended to move traffic from local ways to arterial routes. Collector routes serve a neighborhood or large subdivision(s) and normally have an average daily traffic count ranging from one thousand and one (1,001) to three thousand (3,000).

Common Elements - Any portion of a condominium which is held in common by owners of condominium units. These elements may be either general common elements or limited common elements, as defined below.

General Common Elements - Any of the common elements of a condominium which are held in joint ownership by all owners of the condominium.

Limited Common Elements - Any of the common elements of a condominium which are reserved for use by the owner of a particular condominium unit or group of units.

Community Association - A homeowners association organized to own, maintain, and operate common facilities and to enhance and protect their common interests.

Comprehensive Plan - A comprehensive long-range plan is intended to guide the growth and development of a community or region and one that includes analysis, recommendations and proposals for the community's population, economy, housing, transportation, community facilities and land use. For the purpose of these Subdivision Regulations, the City of Bolivar Comprehensive Plan.

Condominium - A form of ownership of less than the whole of a building or system of buildings under the provisions of Title 66, Chapter 27, Tennessee Code Annotated, which provides the mechanics and facilities for formal filing and re-coordination of divided interests in real property, whether the division is vertical or horizontal.

Condominium Subdivision - The subdivision of property through the establishment of a condominium or horizontal property regime.

Horizontal Condominium Subdivision - A subdivision where each unit occupies some ground space.

Vertical Condominium Subdivision - A subdivision of a multi-story building in which one (1) or more units do not occupy ground space.

Condominium Unit - A space conveyed by separate title and located within a condominium structure.

Construction (Engineering) Plat - The maps or drawings of a subdivision showing the specific location and design of improvements to be installed in the subdivision in accordance with these regulations submitted to the Planning Commission for approval.

Contractor - An individual, firm, or corporation with whom an owner or authorized agent has executed a work agreement.

County Environmentalist - An agent designated to administer local and/or state health regulations.

Cul-de-sac - A minor street having only one outlet and having an appropriate terminal for the safe and convenient reversal of traffic movement; definition includes: dead end, turn-around, or turn-about.

Culvert - A drain, ditch or conduit not incorporated in a closed system, that carries drainage water under a driveway, roadway, railroad, pedestrian walk or public way.

Curb - A stone or concrete boundary usually marking the edge of the roadway or paved area.

Curvilinear Street System - A pattern of streets which is curved.

Dedication - Gift or donation of property by the owner to another party.

Density - The number of families, individuals, dwelling units, or housing structures per unit of land.

Design Specifications - Written descriptions of a technical nature of materials, equipment, construction systems, standards, and workmanship required for a project intended for local government ownership or maintenance.

Design Plat - A map of a proposed subdivision showing the lot sizes and layout, location and sizes of streets and used as an aid in discussing the design of the proposed subdivision.

Developer - The legal or beneficial owner of a lot or of any land included in a proposed development including the holder of an option or contract to purchase, or other persons having enforceable proprietary interests in such land, and which undertakes the activities covered by these regulations. In as much as the subdivision plan drawings are merely a necessary means to the end of assuring satisfactory development, the term "developer" includes "subdivider", "owner" or "builder" even though the persons and their precise interests may vary at different project stages.

Drainage - (1) Surface water runoff; (2) the removal of surface water or ground water from land by drains, grading or other means which include runoff controls to minimize erosion and sedimentation during and after construction or development, the means for preserving the water supply and the prevention or alleviation of flooding.

Drainage Area - That area in which all of the surface runoff resulting from precipitation is concentrated into a particular stream.

Drainage System - Pipes, swells, natural features and man-made improvements designed to carry drainage.

Dwelling Unit - A room, or rooms connected together constituting a separate, independent housekeeping establishment for owner occupancy, rental or lease on a daily, weekly, monthly, or longer basis; physically separated from any other room(s) or dwelling units which may be in the same structure; and containing independent cooking and sleeping facilities.

Easement - Authorization by a property owner for the use by another, for a specified purpose, of any designated part of his property.

Easement Area - A strip of land over, under, or through which an easement has been granted.

Enforcing Officer - The building inspector or such person designated by the chief executive officer to be responsible for enforcing the provisions of these regulations.

Engineer - An engineer certified and registered by the State Board of Architectural and Engineer Examiners pursuant to Title 62, Chapter 2, Tennessee Code Annotated, to practice in Tennessee.

Equal Degree of Encroachment - The delineation of floodway limits so that floodplain lands on both sides of a stream are capable of conveying a proportionate share of flood flows. This is determined by considering the hydraulic conveyance of the floodplain along both sides of a stream for a significant reach.

Escrow - A fiduciary agreement with the local government in lieu of actual performance and intended to assure performance. An escrow account may be provided as a surety instrument subject to agreement of the Planning Commission.

External Subdivision Boundary - All points along the periphery of a subdivision.

Final Plat - The final map or drawing and accompanying materials, described in these regulations, on which the subdivider's plan of the subdivision is presented

to the Planning Commission for approval and which, if approved by the Commission, is recorded with the County Registrar of Deeds.

Flood - A temporary rise in stream level that results in inundation of areas not ordinarily covered by water.

Flood Frequency - The statistically determined average for how often a specific flood level or discharge may be equaled or exceeded.

Flood Hazard Boundary Map - An official map on which the boundaries of the floodplain areas having special flood hazards have been delineated.

Flood Hazard or Flood-prone Area - The maximum area of the floodplain that, on the average, is likely to be flooded once every one hundred (100) years (i.e., that has a one (1) percent chance of being flooded in any year).

Flood Insurance Rate Map - The official map on which the Federal Insurance Administration has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

Floodplain - A land area adjoining a river, stream watercourse, bay, or lake which is likely to be flooded. It is composed of floodway and floodway fringe.

Floodplain Management Program - The overall program of corrective and preventive measures for reducing flood damage, including, but not limited to emergency preparedness plans, flood control works, building code regulations, health regulations, Zoning Ordinance regulations and these Subdivision Regulations.

Flood Profile - A graph showing the water surface elevation or height or a particular flood event for any point along the longitudinal course of a stream. The flood profile is determined through the use of standard open-channel hydraulic calculations.

Flood Proofing - Any combination of structural and non-structural additions, changes, or adjustments to properties and structures which reduce or eliminate

potential flood damage to lands, water facilities, sanitary facilities and other utilities; structures; and contents of buildings; and which prevent pollution of floodwaters from such natural or man-made sources.

Floodway - The stream channel and adjacent overbank areas required to carry and safely discharge the one hundred (100) year flood without increase flood levels more than one foot above natural flood levels.

Floodway Encroachment Limits - The lines marking the limits of floodways on official federal, state and local floodplain maps.

Floodway Fringe - The area adjoining a watercourse which, although not lying within a floodway, has been or may hereafter be covered by a one hundred (100) year flood.

Frontage - That side of a lot abutting a public way ordinarily regarded as the front of the lot. It shall not be considered as the ordinary side of a corner lot.

General Plan - The official statement of the Planning Commission which sets forth major policies concerning future development of the jurisdictional area and meeting the provisions set forth in Sections 13-3-301, and 13-3-302, Tennessee Code Annotated.

Governmental Agency - Any public body other than the governing body.

Governing Body - The chief legislative body of any government.

Governmental Representative - An outside person or designated local official or employee authorized to act on behalf of the governing body in making determinations regarding legal, public works, planning, community development, or other public business.

Grade - The degree of rise or descent of a sloping surface.

Grade, Finished - The final elevation of the ground surface after development.

Grade, Natural - The elevation of the ground surface in its natural state, before man-made alterations.

Grading - Any stripping, cutting, filling, stockpiling of earth or land, including the land in its cut or filled condition.

Health Department - The Hardeman County Health Department.

Highway Department - The Hardeman County Highway Department.

Highway, Limited Access - A freeway or expressway providing a traffic way for through traffic, in respect to which owners or occupants of abutting property(s) or lands and other persons have no legal right of access to or from the traffic way, except at such points and in such manner as may be determined by the public authority having jurisdiction over such traffic way.

Homeowners Association - A community association, other than a condominium association, which is organized in a development in which individual owners share common interests in open space or facilities.

Horizontal Property Act - "The Tennessee Horizontal Property Act" as codified in Title 66, Chapter 2, Tennessee Code Annotated.

Improvements - Physical changes made to raw land and structures on or under the land surface in order to make the land more usable for man's activities. Typical improvements in these regulations would include but not be limited to grading, street pavement, curbs, gutters, drainage ditches, storm and sanitary sewers, street name signs and street trees.

Individual Sewage Disposal System - A septic tank, seepage tile sewage disposal system, or any other sewage treatment device other than a public treatment system approved by the appropriate governmental representative.

Internal Subdivision Boundary - All points within a subdivision which do not constitute external boundaries.

Joint Ownership - The equal estate interest of two or more persons. Joint ownership among persons shall be construed as the same owner for the purpose of imposing Subdivision Regulations.

Jurisdictional Area - Planning boundary(s) established in keeping with Sections 13-3-102, 13-3-201 and 13-3-301, Tennessee Code Annotated.

Land Development Plan - An element of the general plan which sets out a plan or scheme of future land usage.

Land Surveyor - A land surveyor certified and registered by the State Board of Land Survey Examiners pursuant to Title 62, Chapter 18, Tennessee Code Annotated, to practice in Tennessee.

Land Use Plan - A plan showing the existing and proposed location, extent and intensity of development of land to be used in the future for varying types of residential, commercial, industrial, agricultural, recreational, educational and other public and private purposes or combination of purposes. For the purposes of these Subdivision Regulations, the City of Bolivar Land Use Plan.

Legal Counsel - The person designated by the governing body to provide legal assistance for the administration of these and other regulations.

Lot - A tract, plot or portion of a subdivision or parcel of land intended as a unit for the purpose, whether immediate or future, of transfer of ownership or for building development.

Lot Area - The total horizontal area included within lot lines.

Lot, Corner - A lot situated at the intersection of two (2) or more public ways.

Lot Depth - The average distance from the street line of the lot to its rear line measured in the general direction of the side lines of the lot.

Lot Frontage - That dimension of a lot or portion of a lot abutting on a street excluding the side dimension of a corner lot.

Lot Improvements - Any building, structure, place, work of art, or other object or improvement of the land on which they are situated constituting a physical betterment of real property, or any part of such betterment.

Lot Lines - The lines bounding a lot as defined herein.

Lot Number - The official number assigned to a lot for identification purposes.

Lot Width - The width of a lot at the building setback line measured at right angles to its depth.

Major Street or Road - A public way which is classified as a collector or arterial public way according to these regulations or by the Major Road Plan for the jurisdictional area.

Major Road Plan - The plan adopted by the Planning Commission, pursuant to Sections 13-3-402 and 13-4-302, Tennessee Code Annotated, showing, among other things, the general location, character and extent of public ways... (and) the removal, relocation, extension, widening, narrowing, vacating, abandonment or change of use of existing public ways. For the purpose of these Subdivision Regulations, the City of Bolivar Major Street and Road Plan as registered at the Hardeman County Registrar's Office.

Major Subdivision - All subdivisions not classified as minor subdivisions including but not limited to subdivisions of five (5) or more lots or subdivisions of any size requiring any new or improved road, the extension of government facilities, or the creation of any public improvements, or containing any floodprone area.

Metes and Bounds - A method of describing the boundaries of land by directions and distances from a known point of reference.

Minor Street or Road - A public way which is not classified as an arterial or collector.

Minor Subdivision - Any subdivision containing less than five (5) lots fronting on an existing public way; not involving any new or improved public way, the extension of public facilities, or the creation of any public improvements, and not in conflict with any provision of the adoption general plan, Major Road Plan, Zoning Ordinance or these regulations.

Monuments - Markers placed on or in the land.

National Flood Insurance Program - A program established by the U.S. Government in the National Flood Insurance Act of 1968, and expanded in the Flood Disaster Protection Act of 1973, in order to provide a flood insurance at rates made affordable through a federal subsidy in local political jurisdictions which adopt and enforce floodplain management programs meeting the requirements of the National Flood Insurance Program regulations. The program regulations are found at 24 Code of Federal Regulations, Chapter X, Subchapter B.

Off-site - Any premise not located within the area of the property to be subdivided, whether or not in the same ownership of the applicant for subdivision approval.

One Hundred-Year Flood - A flood having an average frequency of occurrence of once in one hundred (100) years, although it may occur in any year. It is based on statistical analysis of stream flow records available for the watershed and analysis of rainfall and runoff characteristics in the general region of the watershed.

Open Space - Any parcel or area of land or water essentially unimproved and set aside, dedicated, designated or reserved for public or private use or enjoyment, or for the use and enjoyment of owners and occupants of land adjoining or neighboring such open space.

Owner - Any person, group of persons, firm or firms, corporation or corporations, or any other legal entity having title to or sufficient proprietary interest in the real property to seek subdivision or development of that property.

Percolation Test - An examination of subsoil used in determining the acceptability of the site and the design of the subsurface disposal system.

Performance Bond - See Surety Instrument.

Perimeter Street - Any existing street to which the parcel of land to be subdivided abuts on only one side.

Planning Commission - A public planning body established pursuant to Title 13, Chapter 2 or 5, Tennessee Code Annotated, to execute a partial or full planning program within authorized area limits. For the purpose of these Subdivision Regulations, the Bolivar Municipal/Regional Planning Commission.

Preliminary Plat - The preliminary drawing or drawings, described in these regulations, indicating the proposed manner of layout of the subdivision to be submitted to the Planning Commission for approval.

Premise(s) - A tract of land together with any buildings or structures which may be thereon.

Protective Covenants - Contracts between the land subdivider and lot purchaser expressing agreement covering use of the land.

Public Improvements - Any drainage ditch, roadway, parkway, sidewalk, pedestrian way, tree, lawn, off-street parking area, lot improvement, or other facility for which the local government may ultimately assume the responsibility for maintenance and operation or which may affect an improvement for which government responsibility is established.

Public Sewer System - A central sewer system, owned, operated and maintained by the City of Bolivar.

Public Hearing - A meeting for the review of a matter where opinions may be presented by the public. These hearings may take place during the regular Planning Commission meetings and are held according to state law.

Public Uses - Public parks, schools and administrative, cultural and service buildings, not including public land or buildings devoted solely to storage and maintenance of equipment and material.

Public Utility - Any person, firm, corporation, municipal department or board duly authorized to furnish under state or municipal regulations to the public electricity, gas, steam, communications, telegraph, transportation, water, or sewer.

Public Way - Any publicly owned street, alley, sidewalk, or lane right-of-way which provides for movement of pedestrians or vehicles.

Reach - A hydraulic engineering term to described longitudinal segments of a stream or river. A reach generally includes the segment of the flood hazard area where flood heights are influenced by a man-made area or natural obstruction. In an urban area, the segment of a stream or river between two (2) consecutive bridge crossing typically would constitute a reach.

Rectilinear Street System - A pattern of streets that is characterized by right angle roadways, grid pattern blocks and four-way intersections.

Register of Deeds - Hardeman County Registrar of Deeds.

Regulatory Flood - The one hundred (100) year flood.

Regulatory Flood Protection Elevation - The elevation of the regulatory flood plus one foot of freeboard to provide a safety factor.

Reserve Strip - A portion of land set aside to prevent and prohibit access to adjoining property or public thoroughfare.

Re-subdivision - A change in a map of an approved or recorded subdivision plat if such change affects any street layout on such map or area reserved thereon for public use, or any lot line; or if it affects any map or plan legally recorded prior to the adoption of any regulations controlling the subdivision of land.

Right-of-Way - A strip of land occupied or intended to be occupied by a public way, crosswalk, railroad, electric transmission line, oil or gas pipeline, water main, sanitary or storm sewer line, or for another special use. The usage of the term "right-of-way" for land platting purposes, shall mean that every right-of-way hereafter established and shown on a Final Plat is to be separate and distinct from the lots or parcels adjoining such right-of-way and shall not be included within the dimension areas of such lots or parcels.

Road - For the purpose of these regulations, "road" shall be defined the same as "street".

Roadway - The portion of the street right-of-way which contains the street pavement, curb, and gutter, and is used primarily as a channel for vehicular movement and secondarily as a drainage channel for storm water. In these regulations the pavement is measured from face to face of the curbs.

Sale or Lease - Any immediate or future transfer of ownership, including contract of sale or transfer, of an interest in a subdivision or part thereof, whether by metes and bounds, deed, contract, plat, map, or other written instrument.

Same Ownership - Ownership by the same person, corporation, firm entity, partnership, or unincorporated association or ownership by different corporations, firms, partnerships, entities, or unincorporated associations, in which a stockholder, partner, associate, or a member of his family owns an interest in each corporation, firm, partnership, entity, or unincorporated association.

Sanitary Sewer System - A public or community sewage disposal system of a type approved by the State Department of Conservation and Environment.

Secretary - The person designated by the Planning Commission as its secretary.

Septic Tank - See Individual Sewage Disposal System.

Setback - The distance between a building wall, edge of a structure or overhang of a building, whichever extends out the farthest and the nearest to a right-of-way

of a public way, or the distance required to obtain the minimum front, side and rear yards.

Sketch Plat - A sketch preparatory to the Preliminary Plat (or Final Plat, in the case of minor subdivisions).

Slope - The degree of deviation of a surface from the horizontal, usually expressed in percent or degrees. (See Grade)

Special Flood Hazard Map - The official map designated by the Federal Insurance Administrator to identify floodplain areas having special flood hazards.

Staff Assistant to the Planning Commission - The person(s) employed by the local governing body to assist the Planning Commission in planning and land use regulation activities.

Start of Construction - For purposes of subdivision control, any alteration of the original surface area of the land, from and after the date of adoption of these regulations.

Street - Any vehicular way which: (1) is an existing state, county or municipal roadway; or (2) is shown upon a plat approved pursuant to law; or (3) is approved by other official action; or (4) is shown on a plat duly filed and recorded in the office of the county recording officer prior to the appointment of planning board and the grant to such board of the power to review plats; and includes the land between the street right-of-way line, whether improved or unimproved.

Street Furniture - Any improvements placed within the street right-of-way, such as utility poles, street signs, etc.

Street Grade - The officially established grade of the street upon which a lot fronts. If there is no officially established grade, the existing grade of the street at the midpoint of the lot shall be taken as the street grade.

Street Line - The legal line of the street right-of-way and abutting property.

Street Sign - The sign designating the official name of the street.

Structure - Anything constructed above or below ground.

Subdivider - Any person who (1) having an interest in land causes it, directly or indirectly, to be divided into a subdivision or who (2) directly or indirectly, sells, leases, or develops, or offers to sell, lease, or develop, or advertises for sale, lease, or development, any interest, lot, parcel site, unit, or plot in a subdivision or who (3) engages, directly or indirectly, or through an agent in the business of selling, leasing, developing, or offering for sale, lease, or development in a subdivision or any interest, lot, parcel site, unit, or plot in a subdivision or who (4) is directly or indirectly controlled by or under direct or indirect common control with any of the foregoing.

Subdivision - "Subdivision" means the division of a tract or parcel of land into two (2) or more lots, sites, or other divisions requiring new street or utility construction, or any division of less than five (5) acres for the purpose, whether immediate or future, of sale or building development, and includes re-subdivision and when appropriate to the context, relates to the process of re-subdividing or to the land or area subdivided. (See Section 13-3-401 and 13-4-301, Tennessee Code Annotated)

Subdivision Agent - Any person who represents or acts for or on behalf of a subdivider or developer in selling, leasing, or developing or offering to sell, lease, or develop any interest, lot, parcel, unit, site or plot in a subdivision, except in an instance where only legal counsel is provided.

Surety Instrument - Any form of security, including a cash deposit, surety bond, collateral, property or letter of credit in an amount and form satisfactory to the Planning Commission, such security to bind the one posting the bond to perform required acts, such as constructing subdivision improvements with the condition that the security shall be forfeited if such acts are not performed.

Surveyor - A qualified surveyor registered and currently licensed to practice surveying in the State of Tennessee.

Temporary Improvement - Any improvement built and maintained by a subdivider during construction of the subdivision and prior to release of the surety for completion of required improvements.

Test Holes - Openings dug, boarded, or drilled in the ground for conducting soil tests.

Topography - The configuration of a surface area showing relative elevations.

Twenty-five Year Flood - A flood having an average frequency of occurrence of one in twenty-five (25) years.

Unit - A subsection of a total subdivision developed as a complete segment.

Use - The specific purpose for which land or a building is designed, arranged, intended, or for which it is or may be occupied or maintained. The term "permitted use" or its equivalent shall not be deemed to include any non-conforming use.

Water Surface Elevation - The heights in relation to mean sea level expected to be reached by floods of various magnitudes and frequencies at pertinent points in the floodplain.

Way - A street or alley or other thoroughfare or easement permanently established for passage of persons or vehicles.

Yard, Front - An open space on the same lot with a main building, extending the full width of the lot and situated between the street line and the front line of the building projected to the side lines of the lot. The depth of the front yard shall be measured between the front line (extended) of the building and the street line.

Yard, Rear - A yard extending across the rear of a lot between the side lot lines and being the required minimum horizontal distance between the rear lot line and the rear building line. On all lots, except corner lots, the rear yard shall be opposite the front yard. On corner lots, the rear yard shall be defined at the time the building permit is issued.

Yard, Side - An open space on the same lot with the building, situated between the building and the side line of the lot and extending from the front yard to the rear yard. Any lot line not a rear line or a front line shall be deemed a side line.

ARTICLE II

PROCEDURE FOR PLAT APPROVAL

The procedure for review and approval of a subdivision plat consists of two separate steps. The initial step is the preparation and submission of a preliminary plat of the proposed subdivision to the planning commission. The second step is the preparation and submission to the planning commission of a final plat together with required certificates. The final plat becomes the instrument to be recorded in the office of the county registrar when duly signed by the secretary of the planning commission.

A. General

1. Any owner of land lying within the area of jurisdiction of the planning commission wishing to divide such land into two or more lots, sites, or divisions, for the purpose, either immediate or future, of sale of building development, or wishing to resubdivide for this purpose, shall submit a plan of such proposed subdivision to the planning commission for approval and shall obtain such approval prior to the filing of his subdivision plat for record. Any such plat of subdivision shall conform to the minimum standards of design for the subdivision of land as set forth in Article III of these regulations and shall be presented in the manner specified in the following section of this Article. No plat of a subdivision of land within these areas of jurisdiction shall be filed by the county registrar without the approval of the planning commission.
2. The subdivider should consult early and informally with the planning commission and its technical staff for advice and assistance before the preparation of the preliminary plat and its formal application for approval. This will enable him to become thoroughly familiar with these regulations, the Major Street and Road Plan and other official plans or public improvements which might affect the area. Such informal review should prevent unnecessary and costly revisions.
3. A subdivider may omit the submission of a preliminary plat, submitting only a final plat if the following conditions are met:
 - a. All public improvements as set forth in Article IV are already installed. Any construction, installations or improvements of any public improvements shall require the submission of a preliminary plat as prescribed by Section B of Article II.

B. Preliminary Sketch Plat

1. At least FOURTEEN (14) days prior to the meeting at which it is to be considered, the subdivider shall submit to the secretary of the planning commission four (4) copies of a preliminary sketch plat of the proposed subdivision in order to allow the planning commission technical staff and utilities heads time to review and prepare recommendations to the planning commission. The subdivision plan shall be drawn to a scale of not less than one inch equals one hundred (100) feet. The submission of the preliminary sketch plat to the secretary of the planning commission shall not constitute submission of the preliminary sketch plat for consideration by the planning commission.
2. The sketch plat which shall meet the minimum standards of design as set forth in Article III and the general requirements for the construction of public improvements as set forth in Article IV shall give the following information insofar as possible.
 - b. Date, approximate north point, and graphic scale.
 - c. The location of existing and platted property lines, streets, buildings, water courses, railroads, sewers, bridges, culverts, drain pipes, water mains, and any public utility easements, the present zoning classification, if any, both on the land to be subdivided and on the adjoining land; and the names of adjoining property owners or subdivisions.
 - d. A construction plan which shall include, if needed: (1) a complete drainage plan showing all improvements including all proposed streets, easements, storm sewers, swales, ditches, reserved areas and lot drainage; (2) a plan and profile of all streets showing typical cross sections of proposed roadways, swales and ditches as well as both existing and proposed finished grades of paved rights-of-way and special ditches, and details of all structures which are part of the physical improvements in the subdivision. All proposed drainage structures including manholes, catch basins, junction boxes, pipe storm drains, ditches, and other drainage facilities including headwalls shall be shown on the plan and profile.
 - e. The distance and bearing of one of the corners of the boundary of the subdivision to the nearest intersection of existing streets or roads and to an original corner of the original survey of which it is a part--or a key map showing relation of subdivision to well-known

streets, railroads, and water courses in all directions to a distance of at least one-half mile. Suggested scale: one inch equals 2,000 feet.

- f. Plans of proposed utility layouts (sanitary and storm sewers, water, and electricity) showing feasible connections to the existing or any proposed utility systems. When such connections are not practicable, any proposed individual water supply and/or sewage disposal system must be approved by the county health department.
 - g. The names, locations, widths, and other dimensions of proposed streets, alleys, easements, parks, and other open spaces, reservations, lot lines, building lines and utilities.
 - h. Contours at vertical intervals of not more than five feet, except when specifically not required by the planning commission.
 - i. The acreage of the land to be subdivided.
 - j. Actual closure computations for the boundary traverses. Such boundary traverses shall close to an accuracy of at least one (1) part in five thousand (5,000).
3. Within sixty (60) days after submission of the preliminary sketch plat, the planning commission will review it and indicate its approval, disapproval, or approval subject to modifications as a basis for the preparation of the final plat. If a plat is disapproved, reasons for such disapproval will be stated in writing. If approved subject to modifications, the nature of the required modifications will be indicated.
 4. The approval of the preliminary plat by the planning commission will not constitute acceptance of the final plat and will not be indicated on the preliminary sketch plat.
 5. Failure of the planning commission to act on the preliminary sketch plat within sixty (60) days after being presented at a planning commission meeting in accordance with subsections B.1 and B.2 of this Article will be deemed approval of this plat, and a certificate to that effect shall be issued by the commission on demand, provided, however, that the applicant may waive this requirement and consent to the extension of such period.
 6. One copy of the sketch plat will be returned to the subdivider with any notations at the time of approval or disapproval and the specific changes, if any, required.

7. The approval of the preliminary sketch plat shall lapse unless a final plat based thereon is submitted within one year from the date of such approval unless an extension of time is applied for and granted by the planning commission.
8. If the subdivision is going to be developed and submitted as final plats in portions of the preliminary plat, the portions must be designated and titled in alphabetical characters.
9. No subdivision shall use the name of an existing subdivision except as noted in Article II, subsection B.8.

C. Final Plat

1. The final plat shall conform substantially to the preliminary sketch plat as approved, and, if desired by the subdivider, it may constitute only that portion of the approved preliminary sketch plat which he proposes to record and develop at the time, provided, however, that such portion conforms to all requirements of these regulations. If a proposed subdivision fronts upon an existing public road, the planning commission may waive the requirements for preliminary approval, and permit the developer to submit only a final plat.
2. In order to allow the planning commission technical staff time to review and prepare recommendations to the planning commission, the final plat shall be submitted to the secretary of the planning commission, or staff designated by the secretary of the planning commission, at least fourteen (14) days prior to the meeting at which it is to be considered. The subdivider shall submit six (6) copies (black and white prints or blue line prints), together with other plans that may be required by the planning commission. The submission of the final plat to the secretary of the planning commission shall not constitute submission of the preliminary final plat for consideration by the planning commission.
3. The final plat shall be presented to the planning commission at its next meeting by the secretary or acting secretary of the planning commission for consideration for approval or disapproval.
4. The plat shall be drawn to a scale of one inch equals one hundred (100) feet on sheets eighteen (18) by twenty-four (24) inches or of an approved size to correspond to local plat book dimensions. When more than one sheet is required, an index sheet of the same size shall be filed showing the entire subdivision with the sheets lettered in alphabetical order as a key.

5. When the final plat has been approved by the planning commission one copy will be returned to the subdivider, with the approval of the planning commission certified thereon, for filing with the County Registrar as the official plat of record.
6. The planning commission shall approve or disapprove the final plat within sixty (60) days after its submission. Failure of the planning commission to act on this final plat within these sixty (60) days shall be deemed approval of it. If the plat is disapproved the grounds for disapproval shall be stated upon the records of the planning commission.
7. Approval of the final plat by the planning commission shall not constitute the acceptance by the public of the dedication of any streets or other public way or ground.
8. The final plat shall show:
 - a. The lines of all street and roads, alley lines, lot lines, building setback lines lots numbered in numerical order, reservations, easements, and any areas to be dedicated to public use or sites for other than residential use with notes stating their purpose and any limitations.
 - b. Sufficient data to determine readily and reproduce on the ground the location, bearing and length of every street line, lot line, boundary line, block line and building line whether curved or straight, and including north point. This shall include the radius, central angle and tangent distance for the center line of curved streets and curved property lines that are not the boundary of curved streets.
 - c. All dimensions to the nearest one hundredth (100th) of a foot and angles to the nearest minute.
 - d. Locations and description of monuments.
 - e. The names and locations of adjoining subdivisions and streets and the location and ownership of adjoining unsubdivided property.
 - f. Date, title, name and location of subdivision, graphic scale, and north point.
 - g. Location sketch map showing site in relation to area.
 - h. All boundary traverses including lot and block traverses shall close to an accuracy of at least one (1) part in five thousand (5,000).

9. The following certificates shall be presented with the final plat:
- a. Certification showing that applicant is the land owner and dedicates streets, rights-of-way and any sites for public use (see Appendix B).
 - b. Certification by surveyor or engineer to accuracy of survey and plat and placement of monuments (see Appendix B).
 - c. Certification by the city or county health officers when individual sewage disposal or water systems are to be installed (see Appendix B).
 - d. Certification by the city engineer or other designated person that the subdivider has complied with one of the following alternatives:
 1. Installation of all improvements in accordance with the requirements of the subdivision regulations, or
 2. Posting of security bond or cash bond in sufficient amount to assure such completion of all required improvements (see Appendix A).
 - e. Certification of approval to be signed by the secretary of the planning commission (see Appendix B).

D. Minor Subdivision

Whenever a subdivision proposed contains four (4) or less lots and requires the construction or installation of no new streets, utilities or other improvements, this procedure for review and approval of the subdivision shall apply.

The subdivider may, if he desires, submit only a final plat in securing plat approval provided that the plat submitted complies with all the requirements of the final plat. However, if any corrections or modifications are needed, the Planning Commission shall disapprove the plat and require that it be resubmitted for approval.

Final Plat - Minor Subdivision

2. The plat shall be clearly and legibly drawn at a suitable scale and shall contain all information normally required in an official survey with an engineer's or surveyor's certification plus:
 - a. the name and address of owner of record;
 - b. a vicinity map showing the location and acreage of the subdivision;
 - c. the existing streets, buildings, water courses, utilities and easements; and
 - d. the present zoning classification, if any, on the land to be subdivided and on the adjoining land.
 - e. The lines of all street and roads, alley lines, lot lines, building setback lines, lots numbered in numerical order, reservations, easements, and any areas to be dedicated to public use or sites for other than residential use with notes stating their purpose and any limitations.
 - f. Sufficient data to determine readily and reproduce on the ground the location, bearing and length of every street line, lot line, boundary line, block line and building line whether curved or straight, and including north point. This shall include the radius, central angle and tangent distance for the center line of curved street.
 - g. All dimensions to the nearest one hundredth (100th) of a foot and angles to the nearest minute.
 - h. Locations and descriptions of monuments.
 - i. The names and locations of adjoining subdivisions and streets and the location and ownership of adjoining unsubdivided property.
 - j. All boundary traverses including lot and block traverses shall close to an accuracy of at least one (1) part in five thousand (5,000).
 - k. Any lot or building restrictions as it relates to easements or individual septic tank systems determined from the soil analysis.
 - l. The certificate of ownership and dedication to be signed and notarized.
 - m. A note depicting the appropriate Hardeman County Tax Map and Parcel Number for the property being subdivided.

- n. A note stating that the property being subdivided is not located in the Flood Hazard Area.
3. The following certifications shall be presented with the final plat of a minor subdivision:
 - a. Certification showing that the applicant is the land owner and dedicates streets, rights-of-way and any sites for public use.
 - b. Certification by surveyor or engineer to accuracy of survey and plat and placement of monuments.
 - c. Certification of approval to be signed by the secretary of the Planning Commission

NOTE: Where septic tanks are to be used in a minor subdivision, the Planning Commission shall require certificates of approval by the Health Authority in which instances all requirements regarding submission of data review and approval procedures as applicable to major subdivisions shall apply.

4. The Planning Commission shall check the plat for conformance to the rules and regulations. Thereafter, the Planning Commission shall approve or disapprove the plat. Approval shall be indicated on the plat through the signature of the Planning Commission Secretary. A Certificate of Action shall be issued by the Planning Commission noting approval or modifications to which the approval is subject, and if disapproved, a list of reasons for disapproval.
5. If action is not taken by the Planning Commission within thirty (30) days from the date of submittal, the plan shall be considered approved and a certificate of approval shall be issued on demand. However, the applicant for approval may waive this requirement and consent to an extension of time.

ARTICLE III

GENERAL REQUIREMENTS AND MINIMUM STANDARDS OF DESIGN

A. Streets

1. Conformity to the Major Thoroughfare Plan

The location and width of all streets and roads shall conform to the official Major Thoroughfare Plan which includes the Major Street Plan within the municipality and the Major Road Plan within the remainder of the planning region.

2. Relation to Adjoining Street System

The proposed street system shall extend existing streets or projects at the same or greater width, but in no case less than the required minimum width.

3. Access Streets to Subdivision Boundaries

Sufficient access streets to adjoining properties shall be provided in subdivisions to permit harmonious development of the area.

4. Street Widths

The minimum width of right-of-way, measured from lot line to lot line, shall be as shown on the Major Thoroughfare Plan and shall be not less than as follows:

- a. Arterial Streets and Highways 80-150 feet, as may be required. Arterial streets and highways are those to be used primarily for fast or heavy traffic and will be located on the Major Thoroughfare Plan.
- b. Collector Streets 60 feet
Collector streets are those which carry traffic from minor streets to the major system or arterial streets and highways and include the principal entrance streets of a residential development and streets for major circulation within such a development.

c. Minor Residential Streets 50 feet
Minor residential streets are those which are used primarily for access to the abutting residential properties and designed to discourage use by through traffic.

d. Dead-end Streets (cul-de-sac) 50 feet
Cul-de-sacs are permanent dead-end streets or courts not to exceed six hundred (600) feet or fifteen (15) dwelling units, designed so that they cannot be extended in the future.

In cases where topography or other physical conditions make a street of the required minimum width impracticable, the planning commission may modify the above requirements.

e. Alleys 20 feet
Alleys are minor public ways used primarily for service access to the back or side of properties otherwise abutting on a street.

5. Additional Width on Existing Streets

Subdivisions that adjoin existing streets shall dedicate additional right-of-way to meet the above minimum street width requirements.

a. The entire right-of-way shall be provided where any part of the subdivision is on both sides of the existing street.

b. When the subdivision is located on only one side of an existing street, one-half of the required right-of-way, measured from the center line of the existing roadway, shall be provided. In no case shall the resulting right-of-way width be less than fifty (50) feet.

6. Restriction of Access

Where a subdivision abuts or contains an existing or proposed major street, the planning commission may require marginal access streets, reverse frontage with screen planting contained in a non-access reservation along the rear property line, or such other treatment as may be necessary for adequate protection of residential properties to afford separation of through and local traffic.

7. Street Grades

Grades on major streets shall not exceed seven (7) percent. Grades on other streets may exceed seven (7) percent but shall not exceed fifteen (15) percent.

8. Horizontal Curves

Where a deflection angle of ten (10) degrees or more in the alignment of a street occurs, a curve of reasonably long radius shall be introduced. On streets sixty (60) feet or more in width, the center line radius of curvature shall not be less than three hundred (300) feet; on other streets, not less than one hundred (100) feet.

9. Vertical Curves

All changes in grade shall be connected by vertical curves of minimum length in feet equal to fifteen (15) times the algebraic difference in rates of grade for major streets and one-half this minimum length for other streets. Profiles of all streets showing natural and finished grades drawn to a scale of not less than one inch equals one hundred (100) feet horizontal, and one inch equals ten (10) feet vertical, may be required by the planning commission.

10. Intersections

Street intersections shall be as nearly as right angles as is possible, and no intersection shall be at an angle of less than sixty (60) degrees.

To permit the construction of a curb having a desirable radius, property line radii at all street intersections shall not be less than twenty (20) feet. Where the angle of the street intersection is less than ninety (90) degrees, the planning commission may require a greater radius.

11. Tangents

A tangent of at least one hundred (100) feet long shall be introduced between reverse curves on arterial and collector streets.

12. Street Jogs

Street jogs with center line offsets of less than one hundred twenty-five (125) feet shall not be allowed.

13. Dead-end Streets

a. Minor terminal streets or courts designed to have one end permanently closed shall be no more than six hundred (600) feet long unless necessitated by topography. They shall be provided at the closed end with a turn-around having an outside roadway

diameter of at least eight (80) feet and a street right-of-way diameter of at least one hundred (100) feet or the planning commission may approve an alternate design such as the T or Y backaround.

- b. Where, the opinion of the planning commission, it is desirable to provide for street access to adjoining property, proposed streets shall be extended to the boundary of such property. Such dead-end streets shall be provided with a temporary turn-around having a roadway diameter of at least eight (80) feet

14. Private Streets and Reserve Strips

There shall be no private streets platted in any subdivision. Every subdivided property shall be served from a publicly dedicated street. There shall be no reserve strips controlling access to streets, except where the control of such strips is definitely placed with the community under conditions approved by the planning commission.

15. Drainage

All streets and roads must be so designed as to provide for the discharge of surface water from the right-of-way of all streets and roads by grading and drainage as shall be approved by the planning commission. Where it is the opinion of the planning commission that water cannot be adequately discharged by surface drainage, the planning commission may require the installation of a storm sewer system.

16. Street Name

Proposed streets which are obviously in alignment with others already existing and named, shall bear the names of existing streets. In no case shall the name for proposed streets duplicate existing street names, irrespective of the use of suffix street, avenue, boulevard, driveway, place or court. Through its index list of street names on file the planning commission can assist the subdivider in avoiding duplication.

17. Alleys

Alleys shall be provided to the rear of all lots used for business purposes, and shall not be provided in residential blocks except where the subdivider produces evidence satisfactory to the planning commission of the need for alleys.

B. Blocks

1. Length

Blocks shall not be less than four hundred (400) nor more than twelve hundred (1,200) feet in length, except as the planning commission considers necessary to secure efficient use of land or desired features of street pattern. In blocks over eight hundred (800) feet in length the planning commission may require one or more public cross walks of not less than ten (10) feet in width to extend entirely across the block and at locations deemed necessary.

2. Width

Blocks shall be wide enough to allow two tiers of lots of minimum depth, except where fronting on major streets or prevented by topographical conditions or size of the property, in which case the planning commission will approve a single tier of lots of minimum depth.

C. Lots

1. Arrangement

Insofar as practical, side lot lines shall be at right angles to straight street lines or radial to curved street lines. Each lot must front for a minimum of fifty (50) feet upon a public street or road which is not less than fifty (50) feet in width.

2. Minimum Sizes

Residential lots shall meet the lot width and lot area requirements of the Zoning Ordinance. In the absence of a Zoning Ordinance, residential lots shall not be less than seventh-five (75) feet wide at the setback (building) line nor less than ten thousand (10,000) square feet in area. Other lot size requirements follow:

- a. Lots not served by public water and sanitary sewer systems shall be at least twenty thousand (20,000) square feet in area or of a size specified by the county health authority to adequately accommodate both a fresh-water well and septic tank on the same lot. The minimum distance between the septic tank and fresh-water well shall be one hundred (100) feet. The health officer shall also prescribe minimum lot sizes to conform to health standards, which may be greater than the standards contained herein.

- b. Size of properties reserved or laid out for commercial or industrial properties shall be adequate to provide for the off-street service and parking facilities required by the type of use and development contemplated. Platting of individual lots should be avoided in favor of an overall design of the land to be used for such purposes.

3. Building Setback Lines and Yard Requirements

- a. A building line (setback line) meeting the front yard setback requirements of the Zoning Ordinance shall be established on all lots. In the absence of a Zoning Ordinance, the front yard setback shall be a minimum of thirty (30) feet from the street right-of-way lines. Other minimum setback lines shall be as follows:

From the side property line 15 feet

From the rear property line 30 feet

From side property line which abuts a
minor street (corner lot) 30 feet

- b. In the case of electric transmission lines where easement widths are not definitely established there shall be a minimum building setback line from the center of the transmission line as follows:

<u>Voltage of line</u>	<u>Minimum building setback</u>
46KV	37 1/2 feet
69KV	50 feet
161KV and over	75 feet

4. Corner Lots

Corner lots shall be sufficiently wider and larger to permit the additional side yard requirements of the zoning ordinance or building setback lines as outlined above.

5. Double and reverse Frontage Lots

Double frontage lots should be avoided, except where essential to provide separate residential development from traffic arteries or to overcome specific disadvantages of topography and orientation. Reverse frontage lots shall have a depth of not less than one hundred and fifty (150) feet. A planted evergreen screen easement at least ten (10) feet wide, across which there shall be no right of access, shall be provided along the line of lots abutting a traffic artery or other incompatible land use.

6. Flood-Free Building Lots

Each lot in a subdivision shall contain a flood-free building site which shall be outside of the limits of any existing easement and/or the building setback lines as required by these regulations.

In areas subject to flood where no fill is proposed, no building line shall be located any closer to a watercourse, drainage way, stream or channel than the edge of the area subject to flood. In areas where fill is used to raise the elevation of the building site, the fill shall extend streamward twenty-five (25) feet beyond the limits of any structure erected thereon, but no fill shall be placed in the floodway.

D. Public Use and Service Areas

Due consideration shall be given to the allocation of areas suitably located and of adequate size for playgrounds and parks for local or neighborhood use as well as public service areas.

1. Public Open Spaces

Where a school, neighborhood park or recreation area or public access to water frontage, shown on an official map or in a plan made and adopted by the planning commission, is located in part in the applicant's subdivision, the planning commission may require the dedication or reservation or such open space within the subdivision up to a total of ten (10) percent of the gross area or water frontage of the plat, for park, school or recreation purposes.

2. Easements for Utilities and Drainage

- a. Drainage and utility easements shall be provided on each side and rear lot line where deemed necessary by the planning commission. The easements shall be designed to adequately provide utilities and drainage for all lots in the proposed subdivision. Where drainage is proposed to cross any lot at any point other than the side or corner of the lot, the plat shall indicate the size of the pipe necessary to carry the proposed runoff. Each cul-de-sac shall have provisions for a fifteen (15) foot utility easement extending therefrom to prevent dead-end water mains. Easements of the same or a greater width may be required along the lines of or across lots where necessary for the extension of existing or planned utilities.

b. Storm Sewers

Where in the opinion of the planning commission the flow of water cannot be accommodated with surface drainage, storm sewers may be required. The planning commission shall determine, on the basis of the watershed and the probable runoff, the size of the storm sewers. In ascertaining the size of the storm sewers, the planning commission may call upon its technical staff or any public or private agency to assist it in its determinations. The developer shall conform to standard design details furnished by the city engineer's office in the construction and installation of catch basins, culverts, and all other components of the drainage system.

3. Water Supply and Sewerage Connections

Where a public water supply or public sewerage system is within 1,500 (fifteen hundred) feet of the proposed subdivision, the subdivider shall indicate connection with such water and sewerage system and a water and sewerage connection for each lot with such lateral and to such size and length as shall be approved by the Planning Commission. Where a public water supply or sewerage system is not within 1,500 (fifteen hundred) feet, an alternate method of water supply or sewerage disposal may be indicated and shall be approved by the county health officer.

4. Community Assets

In all subdivisions due regard shall be shown for all natural features such as large trees, water courses, historical sites, and similar community assets which, if preserved, will add attractiveness and value to the property.

E. Suitability of the Land

The planning commission shall not approve the subdivision of land if, from adequate investigations conducted by all public agencies concerned, it has been determined that in the best interest of the public the site is not suitable for platting and development purposes of the kind proposed. This includes land which is:

1. Physically unsuitable because of flooding, bad drainage, steep slopes, rock formations, unsuitable soil, and other features, which may endanger health, life, or property, aggravate erosion, increase the flood hazard, or necessitate expenditure of public funds for supply and maintenance of services and/or which other public agencies have investigated and found to be not in the best interest of the public.

2. Unsuitably located by reason of being scattered or premature subdivision of land which would involve danger or injury to the health, safety, property, or economic utilization because of lack of or adverse effect on water supply, schools, proper drainage, good transportation, or other public services or facilities that would necessitate an excessive expenditure of public funds for supply or maintenance of such services or elimination of danger.
3. Subject to flooding because of its proximity to the stream or because of low elevation. In applying this provision, land below the elevation of the Intermediate Regional Flood will be considered subject to flood (see Flood Plain Information, Hatchie river, Pleasant Run Creek and Spring Creek, Bolivar, Tennessee). The elevation(s) will be determined from the Corps of Engineers charts, "High Water Profiles, Hatchie River, Pleasant Run Creek and Spring Creek (see Flood Plain Information, Hatchie river, Pleasant Run Creek and Spring Creek, Bolivar, Tennessee).

If a subdivision is proposed within one hundred (100) feet of a stream for which detailed flood data has not been published, the planning commission shall require detailed flood information for the particular area before deciding whether or not such subdivision development can occur.

F. Large Tracts or Parcels

When land is subdivided into large parcels than ordinary building lots, such parcels shall be arranged so as to allow for the opening of future streets and logical further resubdivision.

G. Variances

Variances may be granted under the following conditions:

1. Where the subdivider can show that strict adherence to these regulations would cause unnecessary hardship, or
2. Where the planning commission decides that there are topographical or other conditions peculiar to the site, and a departure from these regulations will not destroy their intent. Any variance thus authorized and the reasons therefore shall be stated in writing in the minutes of the planning commission.

H. Zoning or Other Regulations

No final plat of land within the force and effect of an existing zoning ordinance will be approved unless it conforms with such ordinance.

Whenever there is a discrepancy between minimum standards of dimensions noted herein and those contained in zoning regulations; building code, or other official regulations, the highest standard shall apply.

ARTICLE IV

DEVELOPMENT PREREQUISITE TO FINAL APPROVAL

A perfectly prepared and recorded subdivision or plat means little to a prospective lot buyer until he can see actual physical transformation of raw acreage into lots suitable for building purposes and human habitation. Improvements by the subdivider spare the community from a potential tax liability. The following tangible improvements are required before final plat approval in order to assure the physical reality of a subdivision which approval and recordation will establish legally.

A. Required Improvements

Every subdivision developer shall be required to grade and improve streets and alleys, and to install curbs, monuments, sewers, storm water inlets and water mains, in accordance with specifications established by the Bolivar Regional Planning Commission. Where specifications adopted by local authorities conflict with standards set forth in these subdivision regulations, the higher set of standards, as determined by the planning commission, shall govern.

I. Monuments

- a. Concrete monuments four (4) inches in diameter or square, three (3) feet long, with a flat top, shall be set at all street corners, at all points where the street lines intersect the exterior boundaries of the subdivision, and at angle points and points of curve in each street. The top of the monuments shall have an indented cross to identify properly the location and shall be set flush with the finished grade.
- b. All other corners and points shall be marked with iron pipe or solid steel rod not less than one-half (1/2) inch in diameter and twenty-four (24) inches long and driven so as to be flush with the finished grade.

2. Grading

All streets, roads and alleys shall be graded or filled horizontally to the full width of their rights-of-way by the subdivider or developer. Due to special topographical conditions, deviation from the above will be allowed only with special approval of the planning commission.

- a. Preparation. Before grading is started the entire right of-way area shall be cleared of all trees, stumps, roots, brush and other objectionable materials

- b. Cut. All tree stumps, boulders and other obstructions shall be removed to a depth of two (2) feet below the subgrade. Rock, when encountered, shall be scarified to a depth of twelve (12) inches below subgrade.
- c. Fill. All suitable material from roadway cuts may be used in the construction of fills, approaches, or at other places as needed. Excess materials including organic materials, soft clays, etc., shall be removed from the development site. The fill shall be spread in layers not to exceed six (6) inches loose and compacted by a sheep's foot roller. Unless another method of preparation of the subgrade is approved by planning commission, the subgrade shall be constructed as specified in Section 203, Standard Specifications for Road and Bridge Construction, Tennessee Department of Highways and Public Works - January 1, 1968, and latest revision thereto. The filling of utility trenches and other places not accessible to a roller shall be mechanically tamped, and where water is used to assist compaction the water content shall not exceed the optimum of moisture.

3. Storm Drainage

- a. An adequate drainage system, including necessary open ditches, pipes, culverts, intersectional drains, drop inlets, bridges, headwalls, etc., shall be provided for the proper drainage of all surface water.

If necessary to determine proper drainage facilities, the planning commission or city engineer may require the developer to outline the entire drainage area of the proposed construction along with a map showing the various streets and parcels and indicating the general flow of the surface water, either by contours or by means of arrows running with the flow. Any existing storm drainage with the size, grade and elevations of the pipes and elevations of the inlets, as nearly as can be shown. Also, area tributary to the various proposed inlets shall be outlined by figures adjacent to the inlet to which they are applicable.

- b. In subdivisions where curbs and gutters are required, the developer shall provide catch basins at all low points, and at intermediate locations as necessary to prevent the overloading of the street gutters, but at least every 600 feet. Catch basins shall be the curb and gutter inlet type and shall empty into collection mains of adequate size with out-falls leading to existing storm sewers or

approved waterways. When easements are required for drainage facilities outside road right-of-way, the easements shall be at least 15 feet in width and shall be indicated on the final plat.

- c. In subdivisions where curbs and gutter are not required, the developer shall provide open drainage ditches on each side of the road-bed. The open drainage ditches shall have a minimum depth of 18 inches below the road-bed with sides sloped to a 3 to 1 minimum ratio. All intersections of streets shall have a minimum of 15 inches metal, concrete or aluminum drain pipe or culvert with concrete head walls at least 6 inches above the roadbed. Drainage pipes and culverts over 15 inches shall be determined as specified below.
- d. In all subdivisions, the developer will be required to provide cross drains to accommodate all natural water flow, and shall be of sufficient length to permit full width of roadway and the required slopes. Cross drains shall be built on straight line and grade, and shall be laid on a firm base but not on rock. Pipes shall be laid with the spigot end pointing in the direction of the flow and with the ends fitted and matched to provide tight joints and a smooth uniform invert. They shall be placed at a sufficient depth below the roadbed to avoid dangerous pressure of impact, and in no case shall the top of the pipe be less than one (1) foot below the roadbed. The size of the waterway opening required per drainage structures shall be determined by use of the Talbot formula but in no case shall a pipe less than 15 inches in diameter be used. The following drainage table is based on Talbot's formula for determining pipe size for the area to be drained:

<u>Diameter of Pipe</u>	<u>Acres (Rolling County)</u>	<u>Acres (Level County)</u>
15"	0-6	0-11
18"	9	18
24"	20	39
30"	36	71
36"	59	115
42"	89	175
48"	125	250
54"	175	345
60"	230	455
66"	295	585
72"	375	735

Multiple pipe installation may be used provided the smaller pipes are equivalent in water carry capacity to the larger pipe. The following table shows the number of smaller diameter pipes equal in water carrying capacity to that of one pipe of larger size.

Number of Smaller Pipes and Sizes

Larger Pipe Size	<u>15"</u>	<u>18"</u>	<u>21"</u>	<u>24"</u>	<u>30"</u>	<u>36"</u>	<u>42"</u>	<u>48"</u>	<u>54"</u>
15"	1								
18"	2	1							
21"	3	2	1						
24"	3	2	2	1					
30"	5	3	3	2	1				
36"	8	5	4	3	2	1			
42"	11	7	5	4	3	2	1		
48"	15	10	7	5	3	2	2	1	
54"	19	13	9	7	4	3	2	2	1
60"	25	16	11	8	5	4	3	2	2
66"	29	20	14	10	6	4	3	2	2
72"	37	25	17	12	8	5	4	3	2

4. Roadway Improvements

- a. Base: A compacted base course six (6) inches deep and three (3) feet wider than the width of the pavement on each side of the street shall be installed on all streets, including cul-de-sacs, temporary turnarounds and access streets to adjoining properties, according to the method specified in Section 303, Standard Specifications for Roads and Bridge Construction, Tennessee Department of Highways and Public Works - January 1, 1968, and latest revisions thereto. Wetting of the stone before compaction may be done at a point of origin or on the job site at the option of the contractor. In all cases the center line of a roadway shall coincide with the center line of the right-of-way dedicated for such road or street.
- b. Curbing: Within the City of Bolivar the subdivider shall provide concrete curbs and integral gutters on both sides of all new streets as indicated on the subdivision plat. Where access streets to adjoining properties are provided curbs and gutters shall be extended to the property line. In all cases the curbs and integral gutters shall be not less than twenty-four (24) inches wide at the base, twelve (12) inches high, six (6) inches across the top of the curb, six (6) inches on the face of the curb, and a seven (7) inch

thick gutter. Backfill shall be towards the curb and be higher than the curb to insure drainage of surface water into the drainage system.

One-half (1/2) inch to three-fourth (3/4) inch expansion and contraction joints for the curbs and gutters shall be placed at intervals not exceeding forty (40) feet.

- d. Wearing Surface: Within the City of Bolivar the wearing surface shall consist of a surface course constructed with asphalt concrete, prepared with mineral aggregate, laid not as specified under Section 411, Standard Specifications for Road and Bridge Construction, Tennessee Department of Highways and Public Works--January 1, 1968, and latest revision thereto. It shall be constructed in one layer not less two (2) inches thick to conform to the lines, grades and cross sections indicated on a plan approved by the inspecting engineer.
- e. Wearing Surface: Within the Bolivar Planning region but lying outside the corporate limits the wearing surface shall consist of a bituminous mat composed of between 50 and 60 pounds per square yard of mineral aggregate bonded with bituminous material as specified under Section 404, Standard Specifications for Road and Bridge Construction, Tennessee Department of Highways and Public works -- January 1, 1968 and latest revision thereto. Any equivalent or higher standard of surface treatment approved by the County Road Commissioner may also be accepted by the planning commission.

5. Minimum Pavement Widths and Street Cross Sections

- a. Streets constructed within the City of Bolivar shall have minimum pavement widths, measured from face of curb to face of curb, as follows:

(1)	Arterial Streets -	No paved by developer
(2)	Collector Streets	36 feet
(3)	Minor Residential Streets	28 feet
(4)	Marginal Access (Frontage) Streets	28 feet
(5)	Dead-end Streets	28 feet
(6)	Streets through proposed commercial and industrial subdivisions shall have a minimum pavement width of 36 feet in order to provide for turning movements of vehicles into and out of necessary off-street parking areas without interference to traffic.	

Other details such as maximum slopes and required cross sections shall conform to the accompanying diagram entitled City of Bolivar, Cross Section Diagrams.

b. Streets constructed outside the corporate limits, but within the Planning Region, shall have minimum pavement widths with 3 foot gravel shoulders, as follows:

- (1) Arterial Streets Not paved by developer
- (2) Collector Streets 36 feet
- (3) Minor Residential Streets 28 feet
- (4) Marginal Access (Frontage) Streets28 feet
- (5) Dead-end Streets 28 feet

(6) Streets through proposed commercial and industrial subdivisions shall have a minimum pavement width of 36 feet in order to provide for turning movements of vehicles into and out of necessary off-street parking areas without interference to traffic.

Other details, such as maximum slopes and required cross sections shall conform to the accompanying diagram entitled, Bolivar Planning Region, Cross Section Diagrams.

6. Installation of Utilities

After grading is completed and approved and before any base is applied, all of the underground work - water mains, gas mains, etc., and all service connections shall be installed completely and approved throughout the length of the road and across the flat section. All driveways for houses to be built by the developer shall be cut and drained.

7. Water Supply

Water mains properly connected with the community water supply system or with an alternate supply approved by the county health officer shall be constructed in such a manner as to adequately serve several lots shown on the subdivision plat for both domestic use and fire protection.

The size of water mains, the location and type of valves and hydrants, the amount of soil cover, the pipes and other features of the installation shall be approved by the planning commission upon the recommendation of the superintendent of the utility department or other applicable inspection agencies, and shall conform with accepted standards of good practice for municipal water systems.

8. Sanitary Sewers

- a. Where lots cannot be economically connected with a sewerage system, they must contain adequate area for the installation of approved septic tank and disposal fields and must be approved in writing by the county health officer.
- b. All lots connected to the city sewerage system shall meet all requirements of the Bolivar Utility Department.
- c. All lots connected to a sewer system shall be approved by the utility operating the system. They shall meet all requirements of the State Health Department and shall be approved by the Hardeman County Health Department.
- d. Subdividers shall supply all data required for the installation and/or operation of the sewerage system to the Bolivar Utility Department, Hardeman County Health Department and the Tennessee State Department of Health.

9. Erosion Control

The planning commission shall require seeding or other conservation measures of all areas subject to erosion.

10. Street Name Signs

Appropriate street signs add sales value to land subdivisions and enable visitors, delivery concerns and potential lot buyers to find their way around. Street name signs shall be placed at all intersections by the subdivider, and shall be a type approved by the city or county authorities.

11. Handicap Ramps

In both residential and commercial subdivisions where sidewalks, curbs and gutters are required, the subdivider shall install handicap ramps at all crosswalks so as to make the transition from street to sidewalk easily negotiable for physically handicapped persons in wheelchairs and for other persons who may have difficulty in making the required step up or down from curb level to street level.

All such ramps shall be constructed or installed in accordance with the design specifications on the accompanying diagram entitled Handicap Ramps Design Specifications Diagram.

B. Guarantee in Lieu of Completed Improvements

No final subdivision plat shall be approved by the planning commission or accepted for record by the County Registrar of Deeds until one of the following conditions has been met:

- I. All required improvements have been constructed in a satisfactory manner and approved the City of Bolivar, Tennessee.
2. The planning commission has accepted a security or performance bond in an amount equal to the estimated cost of installation of the required improvements, whereby improvements may be made and utilities installed without cost to the city or county in the event of default of the subdivider. The conditions of such security or performance bond shall provide for the installation of the improvements covered by such bond within a period of not to exceed two (2) years; provided, however that such period may be extended by the planning commission with the consent of the parties thereto if the planning commission finds that the public interest will not be adversely affected by such extension. If the planning commission shall decide at any time during the performance bond that the extend of the building development that has taken place in the subdivision is not sufficient to warrant all the improvements covered by such performance bond, that required improvements have been installed as provided in this Section in sufficient amount to warrant reduction in the face amount of said bond, or that the character and the extent of such development require additional improvements for any or all such improvements, the face value of such performance bond shall thereupon be reduced or increased by an appropriate amount so that the new face amount will cover the cost in full of the amended list of improvements.

Performance bonds which are submitted in lieu of the installation of required improvements shall be in case or made by a surety company authorized to do business in the State of Tennessee. In the case of a surety company, the performance bond shall be prepared according to the form as shown in Appendix A, said Appendix A is made a part of these subdivision regulations.

ARTICLE V

ENFORCEMENT AND PENALTIES FOR VIOLATIONS

The enforcement of these regulations and penalties for the unapproved recordation or transfer of land is provided by state law in the authority granted by public acts of the State of Tennessee.

A. Enforcement

1. No plat or plan of a subdivision of land into two or more lots located within the Bolivar Planning Region shall be admitted to the land records of the county or received or recorded by the County Registrar of Deeds until said plat or plan has received final approval in writing by the planning commission as provided in Section 13-3-402, Tennessee Code Annotated.
2. No board, public officer, or authority shall light any road, lay or authorize the laying of water mains or sewers, or the construction of other facilities or utilities in any road located within the planning region unless such road shall have been accepted, opened or otherwise received the legal status of a public road prior to the adoption of these regulations, or unless such road corresponds in its location and lines to a road shown on a subdivision plat approved by the planning commission, or on a road plan made and adopted by the commission as provided in Section 13-3-406, Tennessee Code Annotated.
3. No board, public officer, or authority shall light any road, lay or authorize the laying of water mains or sewers, or the construction of other facilities or utilities in any road located within the planning region unless such road shall have been accepted, opened or otherwise received the legal status of a public road prior to the adoption of these regulations, or unless such road corresponds in its location and lines to a road shown on a subdivision plat approved by the planning commission, or on a road plan made and adopted by the commission as provided in Section 13-3-406, Tennessee Code Annotated.

B. Penalties

1. No county registrar shall receive, file, or record a plat of a subdivision within the planning region without the approval of the planning commission as required in Section 13-3-402 Tennessee Code Annotated, and any county registrar so doing shall be deemed guilty of a misdemeanor, punishable as other misdemeanors as provided by law.

2. Section 13-3-410 and 13-3-406, Tennessee Code Annotated, provides that "Whoever being the owner or agent of the owner of any land, transfers or sells or agrees to sell or negotiates to sell such land by reference to or exhibition of or by other use of a plat of subdivision of such land without having submitted a plat of such subdivision to the planning commission and obtained its approval as required by this Act and before such plat be recorded in the office of the county registrar, shall be deemed guilty of a misdemeanor, punishable as other misdemeanors as provided by law, and the description by metes and bounds in the instrument of transfer or other document used in the process of selling or transferring shall not exempt the transaction from such penalties. In the case of the regional planning commission, Section 13-3-410 provides that the county through its county attorney, or other official designated by the quarterly county court may enjoin such transfer or sale or agreement by action of injunction.
3. Any building or structure erected or to be erected in violation of the subdivision regulations shall be deemed an unlawful building or structure, and the building inspector or the solicitor of the municipality or other official designated by the chief legislative body and/or the county attorney or other official designated by the quarterly county court may bring action to enjoin such erection or cause it to be vacated or removed as provided in Section 13-3-411 Tennessee Code Annotated.

ARTICLE VI

ADOPTION AND EFFECTIVE DATE

- A. Before adoption of these subdivision regulations or any amendment thereof, a public hearing thereon shall be held by the planning commission; thirty (30) days notice of the time and place of which shall be given in one publication in a newspaper of general circulation in each county lying wholly or partly in the planning region.
- B. These rules and regulations shall be in full force and effect from and after their adoption and effective date.

Adopted _____

Effective _____

Signed _____

Secretary Bolivar Regional
Planning Commission

APPENDICES

APPENDIX A

PERFORMANCE BOND FORM

KNOW ALL MEN by these presents:

WHEREAS _____ Principal herein is the owner and developer of the _____ Subdivision located in Hardeman County, Tennessee and _____, in surety company authorized to do business in the State of Tennessee or, in some cases, a property owner of Hardeman County (hereafter called the "surety"), and

Whereas, the plans and specifications of said subdivision showing the location, construction and installation of streets, roads, curbs, and utilities and other improvements therein have been filed with the Bolivar Regional Planning Commission for final approval, and which are referred to and made a part of this instrument, as if fully copied and set forth herein, and

WHEREAS, the Principal herein does hereby obligate itself and does agree to complete the construction and installation of all streets, roads, sidewalks, curbs and utilities, and all other improvements in the said subdivision in accordance with said plans and specifications now on file, pending final approval by the said planning commission,

NOW, THEREFORE, the _____, as Principal and _____, as Surety do hereby firmly bind the Bolivar Regional Planning commission for and on behalf of Bolivar, Tennessee in the sum of \$_____ conditioned upon the performance by the Principal of its undertaking herein ad its completion of said _____ Subdivision in the construction of all the streets, sidewalks, roads, curbs, and all other improvements therein called for by the plans thereon and same to be completed on or before the _____ day of _____, 19_____, and upon the completion thereof this obligation to be null and void, otherwise to remain in full force and effect.

If the Principal fails to complete the construction, and the improvements of said subdivision are shown and provided for by said plans and specifications herein referred to within the time herein specified, the Commission may in its discretion extend the time for the completion of said work by order duly made and entered by the said Commission for a period of from 30 to 90 days.

WITNESS our hand this the _____ day of _____,
19_____.

WITNESS:

Principal

Surety

APPENDIX B

FORMS FOR FINAL PLAT CERTIFICATIONS

CERTIFICATE OF OWNERSHIP AND DEDICATION

I (we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon and that I (we) hereby adopt this plan of subdivision with my (our) free consent, establish the minimum building restriction lines, and dedicate all streets, alleys, walks, parks and other open space to public or private use as noted.

_____, 19_____
Date

Owner

Owner

CERTIFICATE OF ACCURACY

I hereby certify that the plan shown and described hereon is a true and correct survey to the accuracy required by the Bolivar Regional Planning Commission and that the monuments have been placed as shown hereon, to the specifications of the Subdivision Regulations.

_____, 19_____
Date

Registered Engineer or Surveyor

CERTIFICATION OF THE APPROVAL OF WATER AND SEWERAGE SYSTEMS

I hereby certify that the private water supply and/or sewage disposal utility system or systems installed, or proposed for installation, fully meet the requirements of the Tennessee State Health Department, and are hereby approved as shown.

_____, 19_____
Date

City Engineer

CERTIFICATION OF THE APPROVAL OF STREETS AND UTILITIES

I hereby certify: (1) that streets, utilities, and _____ have been installed in an acceptable manner and according to specifications, or (2) that a surety bond in the amount of \$_____ has been posted with the Planning Commission to assure completion of all required improvements in case of default.

_____, 19_____
Date

City Engineer

CERTIFICATE OF APPROVAL FOR RECORDING

I hereby certify that the subdivision plat shown here has been found to comply with the Subdivision Regulations for Bolivar, Tennessee, with the exception of such variances, if any, as are noted in the minutes of the Planning Commission and that it has been approved for recording in the Office of the County Registrar.

_____, 19_____
Date

Secretary, Planning Commission

DUE 8 DAYS PRIOR TO MEETING

CHECK LIST FOR PRELIMINARY PLAT CONSIDERATION

Name of Subdivision _____
Location _____ Zoning District _____
Owner of Record _____ Address _____
_____ Tel. _____
Engineer or Designer _____ Address _____
_____ Tel. _____
Date of Submitted for approval _____.

CHECK LIST

- _____ 4 copies of engineering plat submitted 8 days prior to meeting.
- _____ Name of Subdivision.
- _____ Name, address and phone number of owner of record and subdivider.
- _____ Name, address and phone number of designer and/or engineer
- _____ North point, graphic scale and date.
- _____ Location of existing property lines, buildings, bridges, right-of-way and easements, parks other open spaces, reservations and drainage ditches
- _____ Location of proposed property lines, streets, buildings, bridges, right-of-way and easements and drainage ditches and their size.
- _____ The names of proposed streets.
- _____ All building setback lines.
- _____ The names of adjoining property owners or subdivisions.
- _____ The acreage of the land to be subdivided.
- _____ Present zoning classification both on the lot to be subdivided and adjoining land.
- _____ Location map showing the relationship of the subdivision site to the town.
- _____ Conforms to general requirements and minimum standards of design.
- _____ Contours at vertical intervals of not more than five (5) feet.

- _____ Base flood elevations when development is greater than 50 lots or 5 acres whichever is lessor.
- _____ 100 year flood plain limits and elevation when subject to flooding.
- _____ Plans and profile of proposed utilities including the line sizes (water and sewer) showing the connection to the existing or any proposed utility system.
- _____ A construction plan which includes, if needed, a complete drainage and showing all improvements including proposed streets, easements, storm sewers, ditches, reserved areas and lot drainage
- _____ Grading plan showing existing contours in dashed lines and proposed contours as solid lines.
- _____ Plans and profile of proposed streets and storm drainage systems showing typical cross section of roadways, swales and ditches as well as both finished grades of paved right-of-way and special ditches
- _____ Indication of the right-of-way width
- _____ Indication of the pavement width in subdivisions including new roads

DUE 8 DAYS BEFORE MEETING

CHECK LIST FOR FINAL PLAT CONSIDERATION

Name of Subdivision _____
Location _____ Zoning District _____
Owner of Record _____ Address _____
_____ Tel. _____
Engineer of Designer _____ Address _____
_____ Tel. _____
Date Submitted for approval _____.

CHECK LIST

- _____ 6 copies submitted 8 days prior to meeting.
- _____ Name of Subdivision.
- _____ Name, address and phone number of owner of record and subdivider.
- _____ Name, address and phone number of designer and/or engineer.
- _____ North point, graphic scale and date.
- _____ Sufficient information to determine location and bearings (to nearest minute), dimensions (to nearest hundredth of feet), widths of all proposed streets (and names, alleys and lots).
- _____ Location of proposed easements and/or land reserved or dedicated for public use.
- _____ All building setback lines.
- _____ Reservations for easements and other areas dedicated to the public.
- _____ Lots numbered in numerical order.
- _____ Location map showing the relationship of the subdivision site to the town.
- _____ Ownership of adjoining unsubdivided property.
- _____ Any restrictive covenants which apply to lots and parcels in the subdivision.
- _____ Certificate showing the applicant is the owner of the land and dedicates streets, utilities, easements and rights-of-way to the city of Bolivar.

- _____ Certificate from a notary showing that the owner signed the plat.
- _____ Certificate showing holder of the mortgage (if any) approves the subdivision as presented by the owner.
- _____ Certificate from a notary showing that the mortgage holder of the owner's land signed the plat.
- _____ Certificate of accuracy of survey and placement of monuments.
- _____ Certificate of approval of water and sewer lines by the city engineer and Dept. of Public Works.
- _____ Certificate of receipt of a letter from the TN Dept. of Health indicating approval of water and sewer plans.
- _____ Certificate of approval of instillation of streets, water, sewer and drainage by the city engineer or the receipt of a bond to insure their completion.
- _____ Certificate of approval to be signed by the Secretary of the Planning Commission.

CHECK LIST FOR
MINOR PLAT CONSIDERATION

Name of Subdivision _____
Location _____ Zoning District _____
Owner of Record _____ Address _____
_____ Tel. _____
Engineer or Designer _____ Address _____
_____ Tel. _____
Date Submitted for approval _____.

CHECK LIST

- _____ 4 copies submitted 8 days prior to meeting.
- _____ Name of subdivision.
- _____ Name, address and phone number of owner of record and subdivider.
- _____ Name, address and phone number of designer and/or engineer.
- _____ North point, graphic scale and date.
- _____ Sufficient information to determine location and bearings (to nearest minute), dimensions (to nearest hundredth of feet), widths of all proposed streets (and names), alleys and lots.
- _____ Location of proposed easements and/or land reserved or dedicated for public use.
- _____ All building setback lines.
- _____ Reservations for easements and other areas dedicated to the public.
- _____ Lots numbered in numerical order.
- _____ Location map showing the relationship of the subdivision site to the town.
- _____ Ownership of adjoining unsubdivided property.
- _____ Indication of the size of the right-of-way.
- _____ Any restrictive covenants which apply to lots and parcels in the subdivision.

- _____ Certificate showing the applicatn is the owner of the land and dedicates easements and rights-of-way to the city of Bolivar.
- _____ Certificate from a notary showing that the owner signed the plat.
- _____ Certificate showing holder of the mortgage (if any) approves the subdivision as presented by the owner.
- _____ Certificate from a notary showing that the mortgage holder of the owner's land signed the plat.
- _____ Certificate from the County Environmentalist that septic tanks will work on the lots (if sewer lines are not adjacent to the lots).
- _____ Certificate of accuracy of survey and placement of monuments.
- _____ Certificate of approval to be signed by the Secretary of the Planning Commission.