

SUBDIVISION REGULATIONS
PARSONS, TENNESSEE
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SUBDIVISION REGULATIONS
Parsons, Tennessee
Prepared
by the
Parsons Regional Planning Commission

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As updated through May 1995

With the assisted by:

Southwest Tennessee Development District

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ARTICLE I

PURPOSE, AUTHORITY, JURISDICTION AND DEFINITIONS

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 property owners that subdivision be conceived, designed, and developed in accordance with sound rules and proper minimum standards.

The Major Thoroughfare Plan, or which certified copies were filed in the office of the Registrar of Decatur County, Tennessee on December 24, 1959 and the following standards guiding the Planning Commission are designed to provide for the harmonious development of the area; to secure a coordinated layout and adequate provisions for traffic and also to secure adequate provisions for light, air, recreation, transportation, water, drainage, sewer, and other sanitary facilities.

B. Authority

These subdivision regulations are adopted under the authority granted by Section 13-3-401 through 13-3-411, and 13-4-301 through 13-4-309 of the Tennessee Code Annotated. The Planning Commission has fulfilled the requirements set forth in these acts as prerequisite to the adoption of such regulations.

C. Jurisdiction

These regulations shall govern all subdivision of land within the corporate limits of Parsons and within the defined limits of the Parsons Planning Region, as now or hereafter established. Within these regulations the term:

"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 five (5) acres or less for the purpose, whether immediate or future, of sale or building development, and includes resubdivision and when appropriate to the context, relates to the process of resubdividing or to the land or area subdivision.

Any owner of land within this area wishing to subdivide land shall submit to the Planning Commission a plat of the subdivision according to the procedures outlined in Article II which plat shall conform to the minimum requirements set

forth in Article III. Improvements shall be installed as required by Article IV of these standards.

D. Definitions

Purpose The purpose of this section is to eliminate ambiguity by providing a full definition of certain words and phrases which are used in these regulations.

Definition of Words

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. Terms not herein defined shall have the meaning customarily assigned to them.

Block. A surface land area which is separated and distinguished from other surface land areas by visible physical boundaries such as streets, railroads, rivers, or other physical barriers.

Block Number. The official number or letter assigned to a block for identification purposes.

Bond. Any form of security including a cash deposit, surety bond, collateral, property, or instrument of credit in an amount and form satisfactory to the Planning Commission.

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

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.

Building Any enclosed structure intended for shelter, housing, or enclosure of persons, animals, or chattel.

Dedication. The setting aside of land/or improvements for a particular use.

Developer. An individual, partnership, corporation, or other legal entity or agent thereof 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.

Easement. The right to use another person's property but only for a limited and specifically named purpose, the owner generally continues to make use of such land since he has given up only certain, and not all, ownership rights.

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

Engineer. A qualified Civil Engineer registered and currently licensed to practice engineering in the State of Tennessee.

Floodplain. An area of a river or stream, together with appropriate adjacent land, established to insure adequate and safe drainage.

Floodway. The stream channel and the portion of the adjacent floodplain which must be reserved solely for the passage of floodwaters to prevent an increase in flood heights or more than one (1) foot above natural or predevelopment flood levels.

Frontage. All property on one side of a street between two intersecting streets (crossing or terminating) measured along the line of the street; or if the street is dead-ended, then all of the property abutting one side between an intersecting street and the dead-end of the street.

Health Department. Decatur County Health Department.

Improvements. Physical changes made to raw land and structures on or under the land surface in order to make the land 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 Treatment Facility. A sewage disposal system developed to function on an individual lot basis. A septic tank is a type of individual sewage treatment facility.

Lot. A parcel of land which is or may be occupied by a building and its accessory building or use customarily incidental thereto, together with such yards or open spaces within the lot lines as may be required by these regulations.

Lot Corner. A lot of which at least two (2) adjoining sides abut on a street, provided that the interior angle at the intersection of two such sides is less than one hundred thirty-five (135) degrees.

Lot Area. 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 dimensions of a corner lot.

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 Plan. The official plan adopted by the Parsons Regional Planning Commission designating types and locations of streets within the corporate limits and planning region.

Monuments. Markers placed on or in the land.

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

Planning Commission. The Regional Planning Commission of Parsons, Tennessee.

Plat. A map, drawing or chart upon which the subdivider's plan of the subdivision is drawn.

Plat, Final. The material which comprises the second and last "official" submission of a subdivision scheme to the Planning Commission, and which consists of an applied construction drawing of the "as-built" physical improvements.

Plat, Preliminary. The material which comprises the first "official" submission of a subdivision scheme to the Planning Commission, and which consists of an application, a draft copy of any protective covenants, the subdivision design drawings, and construction drawings of the proposed improvements.

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

Public Sewer System. A central sewer system, owner, operated and maintained by a municipality, county, or utility district.

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 laws.

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.

Recreational Facilities. Country clubs, riding stables, golf courses, and other similar recreational areas and facilities including swimming pools.

Regional Planning Commission: Any regional planning commission established under authority granted by Section 13-1-106 Tennessee Code Annotated and includes any municipal planning commission designated by the State Planning Office as the regional planning commission of a planning region composed of the territory of a single municipality together with the territory adjoining but outside of such municipality, no part of which is more than five (5) miles beyond the limits of such municipality.

Register of Deeds. Decatur County Register of Deeds.

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

Right-of-Way. A dedication of land to be used generally for streets, alleys, or other public uses wherein the owner gives up all his rights to the property as long as it is being used for the dedicated purpose. Also, a land measurement term meaning the distance between lot property lines which generally contain not only the street pavement but also the sidewalks, grass area, and utilities.

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 where curbs are required, the pavement is measured from face to face of the curbs; without curbs, it is the measurement of the wearing surface.

Sanitary Sewer System. A public or community sewage disposal system of a type approved by the State Department of Public Health.

Secretary. The person designed by the Planning Commission as its secretary.

Setback. The distance required to obtain the minimum front, side, and rear yards.

Street. A general term used to describe a right-of-way which provides a channel for vehicular and pedestrian movement between certain points in the community, which may provide for vehicular and pedestrian access to properties adjacent to it, and which may also provide space for the location of underground and above ground utilities.

- a. Arterial Street - A major street used primarily for heavy through traffic which will be so designated on the Parsons Major road Plan.
- b. Collector Street - A street designed to carry traffic from minor street to the major road system including the principal entrance streets to a residential development and the streets for major circulation within such a development. Collector streets are usually designated as such on the Parsons Major Road Plan.

- c. Cul-de-sac or Dead-End Street - A local street with only one outlet for which there are no plans for extension and need for extension.
- d. Marginal Access Street - A minor street which is constructed parallel to adjacent to an Arterial Street for the purpose of providing access to abutting properties and protection from through traffic.
- e. Minor Residential or Local Street - A neighborhood or commercial area street used primarily for access to the abutting properties.
- f. Alley - A minor way used for service access to the back or side of properties otherwise abutting on a street.

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 between street right-of-way and abutting property.

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

Subdivision. 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 five (5) acres or less for the purpose, whether immediate or future, of sale or building development, and includes resubdivision and when appropriate to the context, relates to the process of resubdividing or to the land or area subdivided.

Major Subdivision: All divisions of land into five (5) or more lots, building sites or other divisions for the purpose, whether immediate or future, of sale or building development; and including all division of land into two (2) or more lots involving a new street, or a change in existing streets; or divisions of land involving the extension of water, sewer or gas lines and includes re-subdivisions and, where appropriate to the context, relates to the process of subdividing or to the land or area subdivided.

Minor Subdivision All divisions of land into four (4) or less lots, building sites or other divisions for the purpose, whether immediate or future, of sale or building development, and where appropriate to the context, relates to the process of subdividing or to the land or area subdivided. The following are not included within this definition: All divisions of land involving a new street; a change in an existing street, or the extension of water, sewer or gas lines.

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

Unit. A section of a total subdivision developed as a complete entity.

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 nonconforming use.

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

Yard, Front. An open unoccupied 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. An open (other than for permitted accessory structures) space on the same lot with the principal building between the rear line of the building and the rear line of the lot and extending the full width of the lot.

Yard, Side. An open unoccupied 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 to the Planning Commission of a preliminary plat of the proposed subdivision. The second step is the preparation and submission to the Planning Commission of a final plat together with required certificates. This 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.

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 preliminary approval. This will enable him to become thoroughly familiar with these regulations, the Major Thoroughfare Plan and other official plans or public improvements which might affect the area. Such informal review should prevent unnecessary and costly revisions.

A. General

1. Any owner of land lying within the area of jurisdiction of the regional planning commission wishing to divide such land into two or more lots, sites, or divisions, for the purpose, either immediate or future, or sale or building development, or wishing to resubdivide for this purpose, shall submit a plan of such proposed subdivision to the Parsons Regional Planning Commission for approval and shall obtain such approval prior to the filing of his subdivision plat for record. Any such plat of 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 the area of planning jurisdiction shall be filed or recorded by the county register without the approval of the planning commission as specified herein.
2. In order to secure review and approval of the Planning Commission of a proposed subdivision, the prospective subdivider shall, prior to the making of any street improvements or installations of utilities submit to the Planning Commission a preliminary plat as provided in Section B below. On approval of said preliminary plat, he may proceed with the preparation of the final plat and other documents required in connection therewith as specified in Section C and the improvements set forth in Article IV.

B. Major Subdivision-Preliminary Plat

1. At least fourteen (14) days prior the meeting at which it is to be considered the subdivider shall submit to the Planning Commission six (6)

copies of a preliminary sketch plat of the proposed subdivision drawn to a scale of not less than one inch equals one hundred (100) feet.

2. The preliminary 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.
 - a. The proposed subdivision's name and location, the name(s) and address(es) of the owner or owners, and the name of the designer of the plat who shall be an engineer or surveyor approved by the Planning Commission.
 - b. Date, city and/or county, approximate north point, and graphic scale.
 - c. The location of existing and platted property lines, streets, building, water courses, railroads, sewers, bridges, culverts, drain pipes, water mains, and any public utility easements or lines, 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. Plans of proposed utility layouts (sewers, water, gas and electricity when required) showing connections to the existing and/or 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.
 - e. The proposed street names, and the locations, dimensions and bearings of proposed streets, alleys, easements, parks and other open spaces, reservations, lot lines, building setback lines, and utilities.
 - f. Contours at vertical intervals of not more than five (5) feet whenever any part of the proposed subdivision has a grade of ten percent (10%) or more and/or whenever the Planning Commission may specifically request such contours.
 - g. The acreage of the land to be subdivided.
 - h. Location map showing relationship of subdivision site to area, city and/or county.
3. Within thirty (30) days after submission of the preliminary plat, the Planning Commission will review the plat 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 shall be stated in writing. If approved subject to modifications, the nature of the required modifications shall 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 plat, but will be recorded in the minutes of the planning commission meeting.
5. Failure of the Planning Commission to act on the preliminary plat within thirty (30) days will be deemed approval of this plat.
6. One (1) copy of the preliminary plat will be retained in the planning commission files; the other 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 plat shall lapse unless a final plat based thereon is submitted within one (1) year from the date of such approval unless an extension of time is applied for and granted by the Planning Commission.

C. Major Subdivision - Final Plat

1. The final plat shall conform substantially to the preliminary plat as approved; and, if desired by the subdivider, it may constitute only that portion of the approved preliminary plat which he proposes to record and develop at the time, provided, however, that such portion conforms to all requirements of these regulations.
2. At least fourteen (14) days prior to the meeting, at which it is to be considered, the subdivider shall submit four (4) copies (black and white prints) of the final plat, together with any street profiles or other plans that may be required by the Planning Commission.

The plat shall be drawn to a scale of not less than one (1) inch equals one-hundred (100) feet on sheets not larger than forty-two (42) by sixty (60) 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 or numbered in order as a key.

When the 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. One copy will be returned to the subdivider for his records and the other two will be retained in the records of the Planning Commission.

3. The Planning Commission shall approve or disapprove this final plat within thirty (30) days after its submission. Failure of the Planning

Commission to act on this final plat within these thirty (30) 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.

4. Approval of the final plat by the Planning Commission shall not constitute the acceptance by any government agency of the dedication of any streets or other public way or ground.
5. The final plat shall show:
 - a. The lines of all streets and roads, alley lines lot lines, building setback lines, lots numbered in numerical order, reservations for 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, including true north point. This shall include the radius, central angle, cord distance 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. Location 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 true north point.
 - g. Location map showing site in relation to area.
 - h. If any portion of the land being subdivided is subject to flood, as defined in Section E of Article III of these regulations, the limit of such flood shall be shown.
6. 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.
 - b. Certification showing that applicant is the land owner and dedicates streets, rights-of-way and any sites for public use.
 - c. Certification by the county health officer when individual sewage disposal or water systems are to be installed.

- d. Certification by City Engineer that the subdivider has complied with one of the following alternatives:
 - (1) Installation of all improvements in accordance with the requirements of the standards, or
 - (2) Posting of a security bond in sufficient amount to assure such completion of all required improvements.
- e. Certification of approval to be signed by the secretary of the Planning Commission.

D. Minor Subdivision

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

The subdivider may, if desired, 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 disapproval.

Preliminary Plat (Optional)

- 1. At least fourteen (14) days prior to the meeting at which it is to be considered, the subdivider shall submit to the Planning Commission six (6) copies of the preliminary sketch plat of the proposed subdivision drawn to a scale of not less than one inch equals 100 feet.
- 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:
 - a. The proposed subdivision's name and location, the name (s) and address(es) of the owners, and the name of the designer of the plat who shall be an engineer of surveyor approved by the Planning Commission.
 - b. Date, approximate north point, and graphic scale.
 - c. The location of existing and platted property lines, existing streets, building, water courses, railroads, sewers, bridges, culverts, drain pipes, water mains, and any public utility easements or lines, the present zoning classification, if any, on the land to be subdivided and on the adjoining land; and the names of adjoining land owners or subdivision.

- d. Contours at vertical intervals of not more than (5) feet except when specifically not required by the Planning Commission.
 - e. The acreage of the land to be subdivided.
 - f. Location sketch map showing relationship of subdivision site to the area.
 - g. If any portion of the land being subdivided is subject to flood, as defined in Section E of Article III of these regulations, the limit of such flood shall be shown.
3. Within 30 days after submission of the preliminary sketch plat, the Planning Commission will review it and indicate approval, disapproval, or approval subject to modification. If a plat is disapproved, reasons for such disapproval shall be stated in writing. If approved subject to modifications, the nature of the required modifications shall be indicated.
 4. One (1) copy of the preliminary sketch plat will be retained in the planning commission files; one (1) copy shall be returned to the subdivider with any notations at the time of approval or disapproval and the specific changes, if any, required.
 5. Failure of the Planning Commission to act on the preliminary sketch plat within 30 days will be deemed approval of this plat.
 6. The approval of the preliminary sketch plat by the Planning Commission will not constitute acceptance of the final plat and will not be indicated on the preliminary sketch plat.
 7. The approval of the preliminary sketch plat shall lapse unless a final plat based thereon is submitted within 12 months from the date of such approval unless an extension of time is applied for and granted by the Planning Commission.

Final Plat

1. The subdivider shall submit the original tracing and four (4) copies of the survey (hereafter called the "plat") of the proposed minor subdivision prepared by an approved land surveyor or registered engineer. The plat shall be submitted at least fourteen (14) days prior to the next regular meeting of the Planning Commission in order to receive consideration at said meeting.

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 for the major subdivision plats and any other certificates deemed necessary by 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 instance all requirements regarding subdivision or data review and approval procedures as applicable to major subdivisions shall apply.

- 3. The Planning Commission shall check the plat for conformity with 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.
- 4. 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.

E. Resubdivision of Land

- 1. For any change in a map of an approved or recorded subdivision plat, if such changes affects any street layout shown on such map, or area reserved thereon for public use, or any lot line, or if it affects any map or plan legally reached prior to the adoption of any regulations controlling subdivisions, such resubdivision shall be approved by the Planning Commission by the same procedure, rules and regulations as for a subdivision. The Planning Commission may require the written consent of any and all lot owners in a subdivision before approving any change in a recorded final plat.
- 2. Whenever a parcel of land is subdivided and the subdivision plat shows one or more lots containing more than one acre of land and there are indications that such lots will eventually be resubdivide into smaller building sites, the Planning Commission may require that such parcel of

land allow for the future opening of streets and the ultimate extension of adjacent streets. Easements providing for the future opening of such streets may be made a requirement of the plat.

F. Vacation of Plats

1. Any plat or part of any plat may be vacated by the owner of the premises, at any time before the sale of any lot therein, by a written instrument, to which a copy of such plat shall be attached, declaring the same.
2. Such an instrument shall be approved by the Planning Commission in like manner as plats of subdivision.
3. Such instrument shall be executed, acknowledged or approved, and recorded or filed in a like manner as plats of subdivision; and being duly recorded or filed shall operate or destroy the force and effect of the recording of the plat so vacated, and to divest all public rights in the streets, alleys, and public grounds, and all dedications laid out or described in such plat.

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.

2. Relation to Adjoining Street System

The proposed street system shall extend existing streets or projects. They shall be extended at a width no less than the required minimum width.

3. Street Elevation

The Planning Commission may require where necessary profiles and elevations of streets for areas subject to flood. Fill may be used for streets provided such fill does not unduly increase flood heights. Drainage opening shall be so designed as to not restrict the flow of water and unduly increase flood heights.

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, or if not shown on such plan, shall be not less than as follows:

a. Arterial Thoroughfares and Highways (As may be required)

Arterial thoroughfares and highways are those routes to be used primarily for large volumes of 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 of arterial thoroughfares and highways and include the principal entrance streets of a residential development and streets of 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 their use by through traffic.

d. Marginal Access Streets 50 feet

Marginal access streets are minor streets which are parallel to and adjacent to arterial thoroughfares and highways; and which provide access to abutting properties and protection from through traffic.

- e. Dead-End Streets (cul-de-sac) 50 feet

Cul-de-sacs are permanent dead-end streets or courts designed so that they cannot be extended in the future.

- f. Alleys 20 feet

Alleys are minor public ways used primarily for vehicular services access to the back or side of properties otherwise abutting on a street; however, alleys shall not be allowed in residential blocks except as stipulated in Section 15 of this Article.

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.

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 (1/2) of the required right-of-way, measured from the center line of the existing roadway, shall be provided.

6. Restriction of Access

When a tract fronts on an arterial thoroughfare or highway, the Planning Commission may require such lots to be provided with frontage on a marginal access street.

7. Street Grades

Grades on major streets and roads shall not exceed seven (7) percent. Grades on other streets shall not exceed ten (10) percent.

8. Horizontal Curves

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

9. Vertical Curves

Every change in grade shall be connected by a vertical curve constructed so as to afford a minimum sight distance of two hundred (200) feet, said sight distance being measured from the driver's eyes, which are assumed to be four and one-half (4 1/2) feet above the pavement surface, to an object four (4) inches high on the pavement. Profiles of all streets showing natural and finished grades drawn to a scale of not less than one (1) inch equals one hundred (100) feet horizontal, and one (1) inch equals twenty (20) feet vertical, may be required by the Planning Commission.

10. Intersections

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

Property line radii at street intersections shall not be less than twenty-five (25) feet and where the angle of street intersection is less than seventy-five (75) degrees; the Planning Commission may require a greater curb radius. Wherever necessary to permit the construction of a curb having a desirable radius without curtailing the sidewalk at a street corner to less than normal width, the property line at such street corner shall be rounded or otherwise set back sufficiently to permit such construction.

11. Tangents

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

12. Street Jogs

Street jogs with centerline offsets of less than one hundred twenty-five (125) feet shall not be allowed, except that this provision shall not apply to permanent dead-end streets.

13. Dead-End Streets

a. Minor terminal streets or courts designed to have one end permanently closed shall be no more than five-hundred (500) feet long unless necessitated by topography. They shall be provided at the closed end with 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.

b. Where, in the opinion of the Planning Commission, it is desirable to provide for street access to adjoining property, proposed streets shall be extended by dedication to the boundary of such property. Such dead-end streets shall be provided with a

temporary turn-around having a roadway diameter equal to the required right-of-way width of the street.

14. Private Streets and Reserve Strips

There shall be no private streets platted in any subdivision. Every parcel of 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. Street Names

Proposed streets which are obviously in alignment with other 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 the 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.

16. Alleys

Alleys not less than twenty (20) feet in width 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.

17. Drainage

All roads must be so designed as to provide for the discharge of surface water from the right-of-way of all streets by grading and drainage as shall be required 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 storm sewer system.

B. Blocks

1. Blocks shall not be less than four hundred (400) feet 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 rows of lots of minimum depth except where fronting on major streets and roads or prevented by

topographical conditions or size of the property; in which case, the Planning Commission will approve a single row of lots of minimum depth.

C. Lots

1. Flood Free Building Site

Each lot in a subdivision shall contain a flood free building site above the elevation of the Regional Flood, as defined in Section E of this Article, and outside the limits of any existing easement or building setback lines required by Subsection 4 of this Section.

2. 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 a minimum of fifty (50) feet upon a public street or road with a right-of-way not less than thirty (30) feet in width.

3. Minimum Size

The size, shape and orientation of lots shall be such as the Planning Commission deems appropriate for the type of development and use contemplated. Where a public sanitary sewer is reasonably accessible, the subdivider shall connect with such sewer and provide a connection to each lot. Where a public sewer is not accessible, an alternate method of sewage disposal may be used, if it meets all applicable public health regulations.

- a. Residential lots served by a public sewerage system and public water supply system shall be not less than seventy (70) feet wide at the building setback line not less than ten thousand (10,000) square feet in area.
- b. Residential lots not served by a public sewerage system or public water supply system shall be not less than eighty-five (85) feet wide at the building setback line nor less than twenty thousand (20,000) square feet in area.

Greater lot area may be required where private sewage disposal or private water supply is used if, in the opinion of the county health officer, there are factors of drainage, soil condition or other conditions to cause potential health problems. The Planning Commission may require that data from percolation tests be submitted as a basis for passing upon subdivisions depending upon septic tanks for sewage disposal.

- c. 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.

4. Building Setback Lines

- a. The minimum depth of building setback lines from the designated property line shall not be less than thirty (30) feet and in the case of corner lots thirty (30) feet from the side streets.
- b. In the case of electric transmission lines where easement width 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>
46 KV	37 1/2 feet
69 KV	50 feet
161 KV and over	75 feet

5. Corner Lots

Corner lots shall have extra width sufficient to permit the additional side yard requirements of the zoning ordinance or building setback lines outlined above.

6. 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 disadvantage of topography and orientation.

D. Public Use and Service Areas

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

1. Public Open Space

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 whole or in part in the applicant's subdivision, the Planning Commission may require the dedication or reservation of such open space within the subdivision up to a total of ten (10) percent of the gross area of water frontage of the plot, for park, school or recreation purposes.

2. Easements for Utilities

Except where alleys are permitted for the purpose, the Planning Commission may require easements, not exceeding twelve (12) feet in width, for poles, wires, conduits, storm and sanitary sewers, gas, water

and heat mains or other utility lines, along rear lot lines, and/or alongside lot lines if necessary. Easements of the same or greater width may be required along the lines of or across lots, where necessary for the extension of existing or planned utilities. Within these easements, no permanent facilities may be constructed.

3. Community Assets

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

E. Suitability of 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.

Land subject to flooding and land deemed to be topographically unsuitable shall not be platted for residential occupancy, or for any other uses that may increase danger to health, life or property, or aggravate erosion or flood hazard. Such land within the plat shall be set aside for such uses as will not provide unsatisfactory living conditions.

F. Large Tracts or Parcels

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

G. Multi-family and Townhouse Developments

A comprehensive multi-family or townhouse development, including the large scale construction of housing units, together with necessary drives and ways of access, built without the subdivision of land may be approved by the Planning Commission although the design of the project does not include standard streets, lots or subdivision arrangements. This approval will be contingent on the project being under single or corporate ownership if departure from the foregoing standards can be made without destroying the intent of these regulations.

Preliminary Plan

Before initiating construction, fill, or grading of a tract of land for multi-family or townhouse development, the owner or lessee of the site shall submit to the Planning Commission a preliminary plan for the use and development of the entire tract.

1. Be drawn to a Scale 1" = 100"

2. Include the following:
 - a. Existing and proposed roads and drainage;
 - b. Curb Cuts, drives, and parking areas;
 - c. General location of all structures planned for the site.
 - d. Number of dwelling units;
 - e. Areas proposed for open space, recreation facilities, or landscaping;
 - f. Existing and proposed utility layout;
 - g. The acreage of the site;
 - h. Date, approximate north point, and graphic scale;
 - i. The names of the owners of adjacent lots or tracts.
3. Exhibit a vicinity map showing the relation of the proposed development to the area.

Within thirty (30) days after submission of the preliminary plan, the Planning Commission shall approve or disapprove the preliminary plan. If the plan is disapproved, reasons for such disapproval will be stated in the records of the Planning Commission.

Final Plan

Prior to the construction of any multi-family or townhouse development the owner or lessee shall present a final plan to the Planning Commission. The final plan shall satisfy all the requirements imposed by the Planning Commission and must be approved by the Planning Commission.

The final plan shall:

1. Be drawn to a scale of 1" = 100';
2. Shall include the following:
 - a. Existing and proposed roads and drainage;
 - b. Curb cuts, drives and parking areas;
 - c. The required setback lines and location of all structures to be built on the site;
 - d. Finished grade plan;
 - e. The boundary of the 100-year flood plain; and
 - f. Recreation areas.

4. The following certificates shall be presented with final plan:
 - a. Certification by a licensed surveyor that said boundaries are true and correct.
 - b. Certification by the owner and trustee of the mortgage, if any, that they adopt the plan and dedicate the streets as shown in the plan and agree to make any required improvements of adjacent streets as shown on the plan.
 - c. Certification by the Environmentalist or county health officer that acceptable disposal standards are met in those subdivisions for which individual sewage disposal and/or water systems are to be installed.

H. Variances

Variances may be granted under the following conditions:

1. Where the subdivider can show the strict adherence to these regulations would cause unnecessary hardship. (Financial hardship shall not be a consideration.)
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 shall be stated in writing in the minutes of the Planning Commission with the reasoning on which the departure is justified.

I. Zoning or Other Regulations

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

When 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

An accurately 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 of a potential tax liability. The following tangible improvements or provision for their estimated cost are required before final plat is approved in order to assure the physical reality of a subdivision which approval and recording will establish legally.

A. Required Improvements

Every subdivision developer shall be required to grade and improve streets and alleys, install monuments, sewers, storm water inlets, and water mains in accordance with specifications established by Parsons.

1. Monuments

- a. Concrete monuments four (4) inches in diameter for four (4) inches 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 monument shall have an indented cross to identify properly the location and shall be set flush with the finished grade.
- b. All other lot corners shall be marked with iron pipe not less than three-fourths (3/4) inches 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 to their full width by the subdividers. Deviation from the above because of special topographical conditions 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 first cleared of all stumps, roots, brush and other objectionable materials and all trees not intended for preservation.
- b. Cuts: 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 the subgrade.

- c. Fill: All suitable materials from roadway cuts 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 twelve (12) inches loose and compacted by a sheep's foot roller. The filling of utility trenches and other places not accessible to a roller shall be mechanically tamped, but where water is used to assist compaction, the water content shall not exceed the optimum of moisture.

3. Storm Drainage

An adequate drainage system including necessary open ditches, pipes, culverts, intersectional drains, drop inlets, bridges, etc., shall be provided for the proper drainage of all surface water. Cross drains shall be provided to accommodate all natural water flow, and shall be of sufficient length to permit full width roadway and the required slopes. The size openings to be provided shall be determined by Talbot's formula, but in no case shall the pipe be less than twenty-four (24) inches. 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.

4. Roadway Surfacing

After preparation of the subgrade, the roadbed shall be surfaced with material required by local standards, but of no lower classification than crushed rock, stone or chert. The size of the crushed rock or stone shall be generally known as "crusher run stone" from two and one-half (2 1/2) inches down including dust. Spreading of the stone shall be done uniformly over the area to be covered by means of appropriate spreading devices and shall not be dumped in piles. After spreading, the stone shall be rolled until thoroughly compacted. The compacted thickness of the stone roadway shall be no less than six (6) inches.

5. Minimum Pavement Widths

Due to the diversity of development in the planning region, ranging from sparsely populated agricultural areas to the densely populated urban areas required surface widths will necessarily vary with the character of building development and the amount of traffic encountered. Minimum surface width for the required surface shall be as follow:

- a. Minor Residential Streets20 feet

- b. Marginal Access Streets22 feet
- c. Collector Streets22 feet
- d. Arterial Streets and Highways As May Be Required
- e. Dead-end Streets (cul-de-sac)40 feet

For definitions and functions of the various types of streets listed above, refer to Article III, Section A, Subsection 4.

6. Installation of Utilities and Driveways

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 drained.

7. Sidewalks

When installed by the developer, sidewalks shall be located not less than one (1) feet from the property line to prevent interference or encroachment by fencing, walls hedges or other planting or structures placed on the property line at a later date. In single-family residential areas, concrete sidewalks shall be four (4) feet wide and four (4) inches thick. In multi-family or group housing developments sidewalks shall be five (5) feet wide and (4) inches thick. In commercial areas sidewalks shall be ten (10) feet wide and four (4) inches thick.

8. Water Supply System

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

The size of water mains, the location and types of valves and hydrants, the amount of soil cover over the pipes and other features of the installation shall be approved by the Planning Commission and shall conform to accepted standards of good practice for municipal water systems. No water line shall be less than six (6) inches in diameter.

All private water supplies and methods of water procurement must meet the requirements of the local or county health authorities. It shall be written across the face of the final plat and made a part of all deeds that the local or county health officer must inspect and approve the private water supply system before and after installation in order to assure public health protection through the observance of safe, private water-supply standards.

9. Sanitary Sewers

When located within the service area of a public sewerage system, sanitary sewers shall be installed in such manner as to serve adequately all lots with connection to the public system. No sewer line shall be less than eight (8) inches in diameter.

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.

All private sewage disposal systems must meet minimum standards of the local or county health authorities. It shall be written across the face of the final plat and made a part of all deeds the local or county health officer shall inspect and approve all private disposal systems before and after installation to insure protection of the public health.

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 register of deeds until one of the following conditions has been met:

1. All required improvements have been constituted in a satisfactory manner and approved by City Engineer, or
2. The Planning Commission has accepted a security 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 Parsons in the event of default of the subdivider.

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 area of planning jurisdiction 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 Sections 13-4-302 and 13-3-402 of the 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 area of planning jurisdiction unless such road shall have been accepted, open 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 13-4-307 and 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 Sections 13-4-302 and 13-3-402, Tennessee Code Annotated, and any county registrar so doing shall be deemed guilty of misdemeanor, punishable as other misdemeanors as provided by law.
2. Sections 13-4-306 and 13-3-410, Tennessee Code Annotated provided 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 before such plat be recorded in the office of the appropriate county registrar, shall be deemed guilty of a misdemeanor, punishable as other misdemeanors as provided by law; and the description by meters 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. The

municipality, through its solicitor or other official designated by its chief legislative body, and 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 or 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 commissioner 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 13-4-308 and 13-3-411, Tennessee Code Annotated.

ARTICLE VI

VARIANCES AND AMENDMENTS

A. Variances.

Variances may be granted 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 shall be stated in writing in the minutes of the Planning Commission with the reasoning on which the departure is justified set forth.

B. Amendments.

These regulations may be amended from time to time by the Planning Commission. However, before enacting an amendment, the Planning Commission shall hold a public hearing thereon, at least thirty (30) days notice of the time and place of which shall be published in a newspaper of general circulation in the city.

ARTICLE VII

LEGAL STATUS PROVISIONS

A. Separability

Should any section of provision of these regulations be declared invalid or unconstitutional by any court of competent jurisdiction, such declaration shall not affect the validity of the regulations as a whole or part thereof which is not specifically declared to be invalid or unconstitutional.

B. Conflict with other Regulations

Whenever there is a discrepancy between minimum standards or dimensions noted herein and those contained in other local, county, state, or federal regulations, codes or other official applicable regulations, the highest or more restrictive standards shall apply.

C. Adoption and Effective Date

1. Before adoption of these subdivision standards a public hearing as required by section 13-4-303 and 13-3-403 Tennessee Code Annotated, was afforded any interested person or persons and was held on _____.
2. These rules and regulations shall be in full force and effect from and after their adoption and effective date.

Adopted _____

Effective _____

APPENDICES

SUBDIVISION RECORD

PRELIMINARY PLAT

Name of Subdivision _____

Location _____ Civil District _____ Zoning District _____

Owner _____ Address _____ Tel. _____

Agent _____ Address _____ Tel. _____

Surveyor _____ Address _____ Tel. _____

Date submitted for preliminary approval _____

CHECK LIST

- ___ Copies submitted as required prior to meeting.
- ___ Drawn to required scale.
- ___ Name, location, o owner and surveyor.
- ___ Date, north point, and graphic scale.
- ___ Location of all existing physical features on land and nearby properties.
- ___ Names of adjoining property owners and/or subdivisions.
- ___ Plans of proposed utility layouts.
- ___ Names, locations and dimensions of proposed streets, alley, easements, parks reservations, and lot lines, etc.
- ___ Profiles of all streets at required scales.
- ___ Contours at not more than 5' intervals.
- ___ Acreage of land to be subdivided.
- ___ Conforms to general requirements and minimum standards of design.

Approved _____ to proceed to final plat. Subject to following modifications:
date

Variances granted: _____

Disapproved: _____ For following reasons: _____
date

Signed: _____
Secretary of Planning Commission

SUBDIVISION RECORD

FINAL PLAT

Name of Subdivision _____

Location _____ Civil District _____ Zoning District _____

Owner _____ Address _____ Tel. _____

Preliminary approval granted: _____ Submitted for Final
date

Approval _____

CHECK LIST

- ____ Submitted within specified time from preliminary approval.
- ____ Copies submitted as required prior to meeting.
- ____ Drawn to scale of _____ equals _____ on sheets not larger than
(inches) (feet)
 24 x 36 .
(inches) (inches)
- ____ Date, true north point, graphic scale, name and location of subdivision.
- ____ Reservations, easements or other non-residential areas.
- ____ Bearings of property lines and sufficient engineering data to local all lines including radii, angles and tangent distances.
- ____ Dimensions to the nearest 100th of a foot and angles to the nearest minute.
- ____ Lot lines, alley, building setback lines
- ____ Lines and names of all streets and roads.
- ____ Location and description of monuments.
- ____ Lots numbered in numerical order.
- ____ Names, locations of adjoining properties.
- ____ Certificate of Ownership and Dedication.
- ____ Certificate of Accuracy.
- ____ Certificate of Approval of Water and Sewerage System.
- ____ Certificate of Approval of Streets and Utilities.
- ____ Certificate of Approval of Recordings.
- ____ Proposed deed restrictions if not a zoned area.
- ____ Conforms to General Requirements and Minimum Standards of Design.

SUBDIVISION RECORD

FINAL PLAT (Continued)

_____ Required physical improvements have been made or bonds posted in the amount of \$ _____.

Approved for Recording _____ . Variances granted: _____
date

Disapproved: _____ for the following reasons: _____
date

Signed: _____
Secretary of the Planning Commission

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 spaces to public or private use as noted.

_____, 20_____

Date

Owner

CERTIFICATE OF ACCURACY

I hereby certify that the plan shown and described hereon is true and correct survey to the accuracy required by the _____, Tennessee Planning Commission and that the monuments have been placed as shown hereon, to the specifications of the

_____, 20_____

Registered Engineer or Surveyor

CERTIFICATION OF THE APPROVAL OF WATER AND SEWERAGE SYSTEM

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

_____, 20_____

City or County Road Engineer or
Other Approving Agent

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 city specifications or, (2) that a surety bond in the amount \$ _____ has been posted with the Planning Commission to assure completion of all required improvements in case of default.

_____, 20_____

City or County Road Engineer or
Other Approving Agent

CERTIFICATE OF APPROVAL FOR RECORDING

I hereby certify that the subdivision plat shown hereon has been found to comply with the Subdivision Standards for _____, Tennessee, with the exceptions 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 register.

_____, 20_____

Secretary, Planning Commission

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 area to be subdivided.

Have preliminary sketch plat prepared by a reputable engineer or surveyor.

Discuss preliminary plat with staff representative. This pre-application review by a trained land planner may save this subdivider time and costly revisions as well as possible saving 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 tank specification 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 official 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 now ready to sell his lots.

SUBDIVISION REGULATIONS FAQs

1. Are subdivision regulations fair to everyone?

Yes, the written regulations provide the local planning commission with uniform procedures, standards of design and construction by which to appraise equally and fairly all plats for land subdivision.

2. Who is affected by the regulations?

Every owner of land within the planning region who divides land into smaller parcels or changes the size or shape of existing lots is affected.

3. Am I affected if I resubdivide my tract into two parcels?

Yes, "subdivision" means the division of a tract or parcel of land into two or more lots, sites or divisions for immediate or future sale or building development, and includes resubdivision.

4. What's to prevent me from recording a subdivision plat without approval?

The county register of deeds is prevented by law from recording land subdivision lying within planning regions without final approval in writing.

5. Can I sell by an unapproved plat and then record my lots by metes and bounds?

No. State Law makes it a misdemeanor, punishable by law to use an unapproved subdivision plat, even if metes and bounds description is used in the instrument of transfer of sale.

6. What happens if I sell unapproved and unrecorded lots from my subdivision?

- (a) A state law has been broken (Section 13-4-306 and 13-3-410, Tennessee Code Annotated).
- (b) Some cloud would exist on the title to the lot.
- (c) Most lending agencies will not approve or guarantee loans.
- (d) State law requires that public bodies shall not extend sewers, water mains, lighting or other utilities in unauthorized roads.
- (e) Where zoning is in effect a building permit to construct any building will be withheld.
- (f) Any building or structure re-erected in violation may be forced to be vacated or removed.
- (g) The legislative body of a county or municipality may stop sales by injunction or other legal action.

7. What improvements will I need to install in my subdivision?

Most subdivision regulations will require the developer to grade and improve streets, install curbs and sidewalks, monuments, sewers, and water mains in accordance with adopted specifications.

8. Won't subdivision regulations cause expensive development and cost me a lot of money?

Quite the contrary, properly planned subdivisions make the most of land with a minimum of construction and operating cost. Good design takes advantage of all capabilities of the site and results in a minimum amount of streets and utilities with a minimum number of well-arranged and easier sold lots. Good land subdivision affects the value of the land and the immediate return to the investor, while saving the developer money.

9. How do I go about having a subdivision approved?

Your local planning commission's printed set of regulations include the procedure for having a plat approved. The Planning Commission meets at regular intervals and your preliminary sketchy is submitted in advance of the meeting at which it is to be considered. It is suggested that you consult your planning commission early so as to become familiar with the official plans that might affect your area.

10. What is I wish to lay out a commercial or industrial subdivision?

The provisions of subdivision regulations apply to all subdivision of land, including that for use of business and industry. Since space, parking and service requirements will vary greatly, it is impossible to establish standards for all types of uses. For that reason, specific requirements for lot sizes and area are set forth only for residential areas.

11. Where can I get technical site planning assistance?

Your planning commission will help by recommending several competent subdivision designers who can contribute much to the financial success of your subdivision. Although they will not prepare final plans for you, trained planners are available at the Southwest Development District office.