

ORDINANCE #1931.1

ASUBDIVISIONS@

AN ORDINANCE REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES OR AMENDMENTS THERETO, THAT CONFLICT WITH THE TERMS OR CONDITIONS OF THIS ORDINANCE, PARTICULARLY ORDINANCE #1931, AND ENACTING IN LIEU THEREOF A NEW ORDINANCE PROVIDING FOR LAWS AND POLICIES REGARDING THE ESTABLISHMENT OF SUBDIVISIONS IN THE CITY OF RENO, TEXAS; PROVIDING THAT ANY VIOLATION OF THE ORDINANCE SHALL BE A MISDEMEANOR; PROVIDING FOR PUNITIVE SANCTIONS FOR THE VIOLATION OF THE ORDINANCE; PROVIDING FOR CIVIL REMEDIES FOR THE VIOLATION OF THE ORDINANCE; DECLARING AN EMERGENCY AND A SEVERABILITY CLAUSE.

WHEREAS, the City Council has determined that development of subdivisions within the City and its extraterritorial jurisdiction should be subject to regulation by Ordinance for the health and welfare of the citizens living within these subdivisions; and

WHEREAS, the City Council has appointed city staff to make needed changes to the existing Ordinance #1931 along with the City Engineer and City Attorney, said revised Ordinance is attached as Exhibit AA@; and

WHEREAS, the City Council finds that the Ordinance should be adopted as an Ordinance of the said City , therefore;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RENO, TEXAS:

SECTION 1. The title, caption, ordaining clause and all other parts of this Ordinance, as well as the contents of the Ordinance attached as Exhibit AA@ are incorporated herein by reference and made a part hereof.

SECTION 2. The City adopts the Ordinance attached as Exhibit AA@ in its entirety including the penalty clause therein provided for.

SECTION 3. The City finds that an emergency exists and that this Ordinance shall become effective on posting and publication as required by law.

SECTION 4. If any part of this Ordinance shall be declared invalid by a court of competent jurisdiction, such ruling shall not affect the validity of the remainder of the Ordinance.

PASSED AND APPROVED BY THE CITY COUNCIL, CITY OF RENO, on the _____
day of _____, 20 ____.

DAVID BROOKS, MAYOR

ATTEST:

DIANA STEELMAN, CITY SECRETARY

APPROVED AS TO FORM:

DAVID HAMILTON, CITY ATTORNEY

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EXHIBIT AA@

SECTION 25-1 DEFINITIONS:

For the purposes of this chapter, the following words and phrases shall have the meanings herein ascribed to them;

- A) City - The term "city" shall mean the City of Reno, Texas.
- B) Council - The term "council" shall mean the City Council of the City of Reno, Texas.
- C) Commission - The term "commission" shall mean the Planning and Zoning Commission of the City of Reno, Texas.
- D) Plat - The term "plat" shall include the plural as well as the singular, and shall mean a plat, or replat.
- E) Subdivision - The term "subdivision" shall mean the division of a parcel of land into two (2) or more lots or parcels for the purpose of transfer of ownership or development. The term includes re-subdivision and, when appropriate to context, shall relate to the process of sub-dividing or to the land sub-divided.
- F) Secretary - The term "secretary" shall mean the City Secretary.
- G) City Engineer - The term "City Engineer" shall mean any Texas licensed professional engineering firm or person so designated by the City Council.
- H) Extraterritorial Jurisdiction - Abbreviated AETJ,@ this term refers to the unincorporated area which is contiguous to, and within 2 mile of, the City limits, as outlined in Chapter 42 of the Local Government Code. Where such lands lie within the City limits or ETJ of the City of Paris they are not considered to be within the ETJ of Reno, for purposes of this Ordinance.

SECTION 25-2 DEVELOPER TO OBTAIN COPY OF RULES:

All persons desiring to subdivide or re-subdivide a tract of land within the City limits or within a distance of one-half (2) mile from the City limits shall first procure from the City a copy of the rules regulating the subdivision or re-subdivision of property.

Before a plat can be submitted the developer/owner shall obtain from the County Clerks office information concerning previously filed plats of the property. If a plat has previously been filed, the plat must be vacated according to Section 212.013 of the Local Government Code before a new or revised plat can be submitted.

SECTION 25-3 EXTENSION OF SUBDIVISION ORDINANCE WITHIN THE EXTRATERRITORIAL JURISDICTION:

The provisions of this Ordinance governing plats and subdivision of land shall be extended to all of the area now or hereafter under the extraterritorial jurisdiction of the City , as authorized by Chapter 212 of the Local Government Code.

SECTION 25-4 PLATS REQUIRED:

Every owner of any tract of land situated within the corporate limits of the City , or within one-half (2) mile of the said corporate limits, who may hereafter divide the same into two or more parts for the purpose of laying out any subdivision of any tract of land or any addition to the said City , or for laying out suburban lots or building lots, or any lots, and street, alleys or parks or other portions intended for public use, or for the use of purchaser or owners of lots fronting thereon or adjacent thereto, shall cause a plat to be made thereof by licensed surveyor. This plat shall accurately describe all of the said subdivision or addition by metes and bounds, locate the same with respect to any original corner of the original survey of which it is a part, and give the dimensions thereof of said subdivision or addition and dimensions of all streets, alleys, squares, parks, easements or other portions of same intended to be dedicated to public uses or for the use of purchasers or owners of lots fronting thereon or adjacent thereto. The said plat shall be submitted to the commission for recommendation to the council for approval or disapproval in accordance with this Ordinance and with Chapter 212 of the Local Government Code.

Any such plat or replat of land which is situated within either the corporate limits or within one-half (2) mile of the corporate limits of the City shall conform to the general plan of the City and its streets, alleys, parks, playgrounds and public facilities, including those which have been or may be laid out, and to the general plan for the extension of the City and of its roads, streets, and public highways, as set forth in this chapter and in other Ordinances of the City . If the same shall conform to this and other applicable Ordinances and statutes governing plats and subdivisions of land as enacted by the legislature of the State of Texas and the City Council to promote the health, safety, morals or general welfare and the safe, orderly and helpful development of the community, the commission shall recommend its approval and the council shall approve the plan, plat, or replat submitted to it.

SECTION 25-5 SUBMISSION OF PLAT:

Any property owner desiring to subdivide or re-subdivide a tract of land shall submit to the City five (5) copies of the plat; a letter requesting approval of the plat; and the review fee outlined herein. Within thirty (30) days of the receipt of the filing letter, fee, and copies of the plat(s), by the City , the commission shall act upon the plat(s) for their recommendation to the council. However, no subdivision preliminary or final plat within the City limits shall be considered for approval until the zoning of the property for which the plat is submitted is approved by the City.

A subdivision of property may be a *A*minor subdivision,[@] or a *A*major subdivision.[@] A subdivision is considered minor when the existing parcel is divided into not more than three (3) lots, all lots front on an existing street, no extension of street or other public facilities is required to service the lots to the standards set forth herein, and no part of the proposal is in conflict with any master plans, Ordinances, or regulations of the City. For a minor subdivision, the preliminary plat and construction plan requirements herein are waived, and the Owner may proceed directly to the final plat presentation. All subdivisions which are not *A*minor[@] shall be considered *A*major[@] and shall be subject to all provisions herein.

In order to have the plat(s) approved or disapproved by the commission at its regularly scheduled monthly meeting, the filing letter and plat(s) shall be submitted to the City Administrator no less than fourteen (14) days prior to the regularly scheduled monthly meeting of the commission. The preliminary plat and construction plans may be submitted together for consideration of the commission in accordance with this Section.

All construction required under provisions of this Ordinance shall be the sole responsibility of developer, including but not limited to water and sewer service, storm drainage, fire protection, grading, streets, etc.

SECTION 25-6 PRELIMINARY PLAT GENERALLY:

Any person desiring to subdivide or re-subdivide a tract of land within the City or within a distance of one-half (2) mile from the City limits shall file with the City five (5) copies of a preliminary plat. For tracts zoned *A*planned development,[@] the *A*site plan[@] required by Ordinance 1850.8 shall take the place of the preliminary plat, and shall contain the same information itemized herein. This preliminary plat shall be drawn on a scale of two hundred (200) feet to the inch or larger, on sheets no larger than 24" x 36", and shall show the following:

- (1) The title or name under which the proposed subdivision is to be recorded, with the name and address of the owner or owners of the land shown thereon. The name or title of the subdivision shall not duplicate or be similar to the name of an existing subdivision or property. Also provide the name of the surveyor preparing the plat.
- (2) The meridian or north point, the scale of the map, and a location map.
- (3) The outline and dimensions (metes and bounds) of the tract proposed to be subdivided.
- (4) The location of existing streets, roads, alleys, blocks, lots, easements, building lines, parks, water courses, water bodies, bridges, culverts, railroads, cemeteries and present structures with principal dimensions, and all significant information in regard to the property immediately adjacent on all sides.

- (5) The names or designations of existing streets or roads.
- (6) The names or designations of all adjoining subdivision(s) and properties, and the names of adjoining property owners.
- (7) The proposed plat of subdivision or re-subdivision, showing streets, alleys, blocks, lots, easements, building lines, parks, water courses, ravines, bridges, and culverts with principal dimensions. The plat shall show how the streets, alleys, highways, and easements in the subdivision or re-subdivision, and the water and sewer lines, will connect with those in surrounding subdivisions or properties. Show the zoning classification for each portion of the subdivision.
- (8) The name of proposed new streets. These names shall not duplicate nor be overly similar to the names of other existing streets in the City of Reno or the City of Paris.
- (9) The locations and sizes of any existing sewer, water, or drainage facilities.
- (10) The proposed general plan for street improvements, drainage improvements, and water and sewer improvements.
- (11) Contour lines at not more than two (2) feet intervals.
- (12) Location on the property of any designated base flood hazard area as defined elsewhere in the city code or a certification by the surveyor preparing the plat that the property does not lie within a flood hazard area.
- (13) Separate preliminary and final plat filing fees shall be paid by the subdivider at the time of filing. For each subsequent review which is necessary because the initially submitted plat does not meet the requirements of this Ordinance, an additional review fee will be charged, equal to 60% of the filing fee. Filing fees are:

<u>SIZE OF SUBDIVISION</u>	<u>FILING FEE</u>
Up to 15 Lots	\$200.00
16 to 30 Lots	\$300.00
31 to 100 Lots	\$450.00
Over 100 Lots	\$450.00 <u>plus</u> \$5.00 per lot over 100 lots

- (14) The preliminary plat shall remain in effect for one year following approval. If construction plans have not been approved at the end of the one year period then the preliminary plat must be resubmitted for approval.
- (15) A Preliminary Plat Checklist (Appendix B) will be completed by developer and city staff at the time the plat is submitted.

SECTION 25-7 CONSTRUCTION PLANS:

Before the beginning of any construction on the proposed streets, drainage, or public utilities pertaining to the subdivision, plans of such construction shall be filed with the City . These shall show such features as street cross sections and longitudinal slope; drainage structure shape and slope; full description of proposed pavement, drainage, or street improvement dimensions including specifications; complete design and specification data concerning public utilities to be installed, showing the proposed position on the ground, specifications for materials and construction, plan-profile maps of all sanitary and storm-water sewers showing both ground surface and flow-line, and any other pertinent information. If any part of the proposed construction is considered unsatisfactory by the City Engineer and below the standard required under the circumstances, construction operations shall not be started on the affected portion until alterations are made which will insure that the completed work will conform to the requirements of the City .

The plans submitted shall be on 24" x 36" sheets, at a scale of 1" equals 40' horizontal and 1" equals 5' vertical. In congested areas the City may require 1" equals 20' horizontally for clarity. Submit three (3) blueline copies. Include calculations to show the design loading for each drainage structure and for water and sewer lines. The plans shall bear the seal of a professional engineer, licensed to practice in Texas in accordance with the Texas Engineering Practice Act.

SECTION 25-8 STREET LIGHTS:

The developer of any subdivision shall make suitable arrangements with the responsible electric utility company to provide adequate electric power service facilities to the location(s) of proposed street light(s). Adequate electric power service is defined as a secondary power service line from a transformer to the point within the street right-of-way designated as an approved street light location(s). Actual installation and operation of street light fixtures and appurtenances within the City will be under its working agreements with the electric utility company. In general, a street light will be required at all intersections.

SECTION 25-9 HOUSE NUMBERS AND STREET SIGNS:

House numbers shall be allocated to lots in subdivisions by the City . Identification during the construction phase is necessary to assist utility companies and City personnel to locate the correct site to perform needed service(s).

Street signs will be erected at all intersections by the developer. Developer will provide an 11' - 2 5/8" diameter galvanized steel post, and install consistent with City guidelines. City will provide sign and mounting hardware, and developer will reimburse City cost of same.

SECTION 25-10 FINAL PLAT GENERALLY:

The subdivider shall file one (sepia or mylar) original and five (5) copies of the final plat with the City . This plat shall be made with an accurate survey (1/7500 accuracy), and shall be neat and in all respects proper for filing for record in the office of the County Clerk. Patching and the pasting of paper attachments is not acceptable. All figures and lettering shall be neat and easily legible. The final plat shall be drawn on a scale of two hundred (200) feet to the inch or larger.

The final plat shall show the following:

- (1) The title or name by which the subdivision is to be identified; the meridian or north point; the scale of the map; a location map; and the name and seal of the surveyor responsible for the plat.
- (2) A definite legal description and identification of the tract being subdivided or re-subdivided, sufficient for the requirements of the title examination. This may be embodied in the title or shown elsewhere on the plat.
- (3) The external boundary of the subdivided property shall be indicated on the map in a distinctive manner with complete and accurate field notes of the boundaries. All corner points, angle points and points of curve along the external boundary of the subdivision as shown on the final plat shall be marked on the ground and descriptive data as to the type of marker placed shall be included on said plat.
- (4) The location and designation of all streets, alleys, easements, and other areas, with proper dimensions, within the subdivision intended to be dedicated to the public use.
- (5) The location of all adjacent dedicated streets, alleys, and easements with their names or designations, and the names of adjoining subdivisions and properties.
- (6) All block, lot, and street boundary lines. Blocks shall be lettered, and lots shall be numbered. Building lines and easements shall be shown, measured at right angles or radially, where curved.
- (7) All necessary dimensions, including linear, sub-linear, and angular, shall be shown. The linear and curvilinear dimensions shall be expressed in feet and decimals of a foot and shall be accurate to the hundredths place. The angular-dimensions may be shown by bearings, and the angles shall be accurate to the second. Curved boundaries must be fully described and all essential information given, including the length of arcs of curve. Block corners, angle points, points of curve, and points of intersection of tangents shall be shown. Complete dimensional data shall be given on fractional lots or tracts.

- (8) A certificate of ownership in fee of all the land embraced in the subdivision, and of authenticity of the plat and dedication, including all properties intended for public use; signed and acknowledged by all owners of any interest in the form required in the conveyance of real estate. Approval and acceptance by all lien holders shall be included.
- (9) A certificate by the responsible surveyor, duly authenticated, that the plat is true and correct and in accordance with the determinations of surveys actually made on the ground.
- (10) Location on the property of any designated base flood hazard area as defined elsewhere in the City code or a certification by the surveyor preparing the plat that the property does not lie within a flood hazard area.
- (11) Separate preliminary and final plat filing fees shall be paid by the subdivider at the time of filing. For each subsequent review which is necessary because the initially submitted plat does not meet the requirements of this Ordinance, an additional review fee will be charged, equal to 60% of the filing fee. Filing fees are:

<u>SIZE OF SUBDIVISION</u>	<u>FILING FEE</u>
Up to 15 Lots	\$200.00
16 to 30 Lots	\$300.00
31 to 100 Lots	\$450.00
Over 100 Lots	\$450.00 <u>plus</u> \$5.00 per lot over 100 lots

- (12) The final plat shall include a signed statement by the owner guaranteeing the workmanship and materials of construction for all required facilities (streets, lines, drainage, etc.) for a period of one year following acceptance of the final plat by the City.
- (13) A Final Plat Checklist (Appendix C) will be completed by developer and city staff at the time the plat is submitted.

SECTION 25-11 GENERAL ARRANGEMENT OF STREETS:

The arrangement of streets in a new subdivision shall make provision for the continuation of the principal existing streets in adjoining areas, or of their extensions, where adjoining property is not subdivided, insofar as they may be necessary for public requirements. The street, alley, and utility easement arrangements must be such as to provide opportunity for access and use by adjoining property owners. Dead end streets will not be approved. Cul-de-sacs may be permitted where the shape or contour of the land makes it difficult to plat with connecting streets. Such cul-de-sacs shall provide proper access to all lots and shall not exceed six hundred (600) feet in length, except that a greater length may be approved by the council where conditions justify such lengths. Each such cul-de-sac shall provide a turn around at the closed end with an outside pavement radius of at least thirty-nine (39) feet and a right-of-way radius of 50 feet. Where a temporary dead-end street is necessary due to phased construction, a 6" thick crushed-rock cul-de-sac with 39' outside pavement radius will be provided. The developer will be responsible for maintenance of the temporary cul-de-sac. If repairs are not made within 30 days of a request by the City, the City will make the repairs at developer-s expense.

Streets shall be laid out so as to intersect as nearly as possible at right angles. A proposed intersection of two streets at an angle of less than 60 degrees shall not be acceptable. No more than two streets shall intersect at any one point. Street jogs with centerline offsets less than 150 feet will not be accepted. Blocks shall generally be not less than 400 feet in length, and not greater than 1500 feet in length.

Residential streets shall have a centerline radius of not less than 150 feet, and collector streets shall have a minimum centerline radius of 500 feet.

SECTION 25-12 RIGHT-OF-WAY WIDTHS OF STREETS AND ALLEYS:

- A) Arterial or Collector Streets - The right-of-way width for arterial streets shall conform to the widths assigned to such arterial streets by action of the City Council. In no case shall arterial streets be less than sixty (60) feet in right-of-way width. Collector streets shall have a minimum right-of-way width of sixty (60) feet.

For purposes of this Ordinance, arterial streets include all of US 82, and all of FM Highway 1508. Collector streets include all of Pine Mill Road, all of Sugar Hill Road, Mansfield Road from US 82 to Pine Mill Road, Anderson Road from US 82 to Pine Mill Road, Mt. Olive Road from US 82 to Pine Mill Road, Key West Road

- B) Residential Streets - The minimum right-of-way width for residential streets shall be fifty (50) feet.
- C) Alleys - The minimum right-of-way width of any alley shall be twenty (20) feet.

SECTION 25-13 UTILITY AND DRAINAGE EASEMENTS:

Utility and drainage easements of sufficient width and proper location shall be provided to permit the construction and maintenance of facilities to serve the subdivision. Where easements are to be located along side and/or rear lot lines, they shall be a minimum of seven and a half (7.5) feet in width on each side of the lot line, or, where only one side of the lot line is being developed, 15 feet on the developed side. Where utilities are to be located adjacent to a street right-of-way, easements shall be a minimum of five (5) feet in width. Easements of greater width than specified in this Section may be required where necessary for construction and maintenance of large water lines, large sewer lines, or drainage facilities.

SECTION 25-14 SIDE LINES, SIZE AND CUT-OFF FOR LOTS:

- A) Side Lines - In all rectangular lots and, so far as possible, all other lots, the side lines shall be at right angles to the street on which the lot faces or radial to curved street lines. Lots with double frontage on streets are undesirable. Such double frontage lots shall only be permissible if approved by the council.
- B) Size Generally - Unless otherwise approved by the council, the minimum size of lots shall be as permitted by the Comprehensive Zoning Ordinance. Lots should have equal street frontage insofar as possible.
- C) Extra Width For Corner Lots - Corner lots shall have extra width, sufficient to permit the maintenance of adequate building lines on both front and side streets.
- D) Cut-Off - Lots on intersections with collector or arterial streets, and at all other points likely to be dangerous, shall have a fifteen (15) foot cut-off at the street corner.
- E) Minimum yard requirements shall be as outlined in the Comprehensive Zoning Ordinance.

SECTION 25-15 FINAL PLAT FOR RECORDING NOT TO SHOW CONSTRUCTION FEATURES:

The final subdivision plat to be placed on record with the County Clerk shall not show construction features such as curb lines or public utility lines or other structures not involved in the title covenant. It shall, however, show minimum finished floor elevations for each lot.

SECTION 25-16 APPROVAL OR DISAPPROVAL OF PLAT:

The commission shall recommend approval or disapproval of a preliminary plat within thirty (30) days from the filing date, and the City Council shall act on the plat within 30 days after receiving the recommendation of the commission. No improvements nor any contracts shall be made until the preliminary plat has been approved by the council.

A final subdivision plat, in its final form, after construction and after the owner's and surveyor's certificate have been signed and executed, shall be transmitted by the administrator to the commission with a report in writing, prepared by the City Engineer, giving recommendations in the matter. Such plat shall be approved or disapproved by the commission. No action shall be taken upon such plat until all improvements - water, sewer, drainage, streets, etc. are completed, including testing, and recommended for acceptance by the City Engineer. If the preliminary plat or final plat is approved, the commission shall indicate such approval by certificate endorsed thereon, signed by the chairman of the commission, the Mayor, and attested by the City Secretary.

The council shall keep a record of applications for plat approval and the action thereon, and upon the demand of the owner of any land affected, shall certify its reasons for such actions.

SECTION 25-17 MUNICIPAL SERVICES MAY NOT BE FURNISHED UNTIL FINAL PLAT APPROVED AND RECORDED:

Unless and until the final subdivision plat is approved as provided in this chapter and is recorded by the County Clerk of Lamar County, Texas, it shall be unlawful within the area covered by the plat for any official of the City to serve or connect the platted land, or any part thereof, or for the use of the owner or purchasers of the said land, or any part thereof, with any public utilities such as water, sewer, light, gas, etc., which may be owned, controlled, or distributed by the City. City owned utilities shall not be furnished to any property outside the City limits without the approval of the City Council.

SECTION 25-18 DEVELOPMENT OF SUBDIVISION IN SECTIONS:

The subdivider may request recommendation from the commission and approval from the council to develop the subdivision in two (2) or more Sections. In order for a subdivision to be developed in Sections, the streets, drainage facilities, and utility lines within a Section must be capable of functioning independently of those facilities in other Sections that will be constructed at a later date. The streets within a Section must be capable of providing adequate circulation for emergency (police, fire, and ambulance) vehicles.

SECTION 25-19 BOND OR LETTER OF CREDIT:

If the subdivider sells any lots prior to final plat approval and elects not to construct streets, drainage facilities, and utility lines prior to construction of buildings, the subdivider shall provide bonds or a letter of credit. The subdivider shall furnish a performance bond and a payment bond to ensure that such streets, drainage facilities, and utility lines shall be constructed by the subdivider or by the bonding company if the subdivider should default or fail to construct those facilities. If the subdivider elects not to furnish bonds, the subdivider shall submit to the City an irrevocable letter of credit from a national bank, state bank, or savings and loan association located in Texas, in an amount equal to an estimated cost of the streets, drainage facilities, and utility lines in the entire subdivision or in an approved Section of the subdivision. The subdivider's engineer, who has designed the streets, drainage facilities, and utility lines, shall estimate the cost of construction for those facilities. This estimated cost shall be approved by the City Engineer. The letter of credit shall have an expiration date of one (1) year after the date of its execution. The subdivider will be required to construct the facilities covered by the letter of credit within the one (1) year period or to justify the need for and be approved by the City for an extension to the expiration date. Such extension shall not be granted unless a letter of credit or bonds are furnished for such period. If the developer constructs the required facilities in accordance with this chapter prior to the expiration date of the letter of credit, the letter of credit will be terminated by the City. If the developer fails to construct the facilities covered by the letter of credit, the financial institution will provide funds to the City in order for those facilities to be constructed.

SECTION 25-20 OVERSIZING AND OFF-SITE FACILITIES:

The developer shall be responsible for construction of all on-site facilities to whatever size is necessary to serve the entire development. If adequate facilities do not exist to the site, the developer shall be responsible for the construction of facilities from the site to the nearest point at which adequate service may be obtained, as determined by the City Engineer.

In certain instances, the City may require facilities larger than required solely for the proposed development, in order to provide for future growth in the area. In this case, the developer will be responsible for the cost up to the following limits, and the City may participate in costs over these limits, subject to current policy and availability of funds.

Streets	C	Collector level design
Water	C	8" Diameter
Sewer	C	8" Diameter
Drainage	C	125% of the flow necessary for conditions immediately after development.

SECTION 25-21 MINIMUM DRAINAGE CRITERIA:

- A) All drainage shall be designed on a five (5) year frequency interval for drainage areas less than or equal to 30 acres and on a ten (10) year frequency interval for areas over 30 acres. Provide adequate overflow routes for storms up to and including the 50-year frequency.
- B) Storm sewer shall be required when the depth of water flowing in the street gutter has reached the top of the curb.
- C) Unless otherwise approved by the Building Inspector or the City Engineer, no house slab elevation shall be placed less than six (6) inches above the top of the street curb directly in front of the house. Where no curb is provided the slab shall be at least 12 inches above the centerline of the street fronting the property.
- D) Where drainage ditches are required, the design frequency interval will be as outlined above. In no case shall the side slopes be greater than 3:1 for grass lined or 1:1 for concrete lined. For grass-lined ditches, the design velocity shall be less than six feet per second. All lots shall be graded to drain to the City right-of-way or a drainage easement. No lot shall be allowed to drain across another lot, except by way of drainage easements.
- E) Drainage pipe shall be reinforced concrete pipe meeting TxDOT 1993 specifications, Class III, or other material with City Engineer approval. Culverts may be CGMP, provided that the exposed ends are adequately protected against crushing under traffic. Ditch liner shall be 4" minimum thickness, 3000 psi concrete, with #3 grade 60 rebar on 18" centers each way. Storm inlets may be precast, or cast-in-place.
- F) Any building constructed in a flood plain area shall have its lower floor slab set to conform to HUD regulations, and at least one foot above the 100 year flood elevation. No construction including fill, will be allowed in the flood way, without prior approval of the City Council.
- G) All existing drainageways within and adjacent to and/or bordering the subdivision will be cleared of brush or timber, and shaped to conform to the approved drainage plan. Ditches may be grass-lined channels, and the developer will be responsible for installation of the grass and maintenance until 85% coverage is obtained, or they may be concrete-lined.
- H) Developer is responsible for obtaining and providing both on-site and off-site drainage easements necessary for construction of the proposed drainage facilities. Easements must extend to an existing drainage system, or a defined natural channel.

SECTION 25-22 MINIMUM SPECIFICATIONS FOR STREETS AND UTILITIES:

Construction plans and specifications for streets and utilities shall be submitted to the City Engineer for approval prior to the beginning of construction, and shall meet the following design requirements. The developer must contact the City as construction proceeds to arrange for periodic inspections.

STREETS:

A. Residential

- 1) Width - 28 feet minimum back to back of curb.
- 2) Type - reinforced concrete with monolithic curbs (upright). Transverse heavy broom finish.
- 3) Thickness - 6 inches minimum.
- 4) Reinforcement - #3 Rebar, grade 60, at 18" centers transversely and #4 rebar, grade 60, at 12" centers longitudinally. Place reinforcement at middle of section and support on approved chairs.
- 5) Joints - sawed 1 2" deep at 20 ft. intervals within 24 hours of pouring, expansion joints at 150' intervals. All joints to have bituminous or rubber sealant before final plat is approved by City Engineer.
- 6) Curb - shall be 6" tall with one No. 3 reinforcing bar placed horizontally in the upright portion.
- 7) Drive Culverts - where culverts are necessary, they shall be equal to width of drive plus at least a minimum of six (6) feet. The diameter must be approved by the City Engineer or City Inspector. Approved end sections (See Section 25-21 E) are required.

B. Collectors

- 1) Width - 36 feet minimum back to back of curb.
- 2) Type - same as residential.
- 3) Thickness - 7 2" thick, all other requirements the same as residential.

C. Arterial

- 1) As established by the City Council.

D. Concrete

- 1) 5-1/2 sack concrete mix. Type 1 Portland cement. No fly ash. TxDOT coarse aggregate grade no. 2.

- 2) 3500 p.s.i. at 28 days, 5" maximum slump. Vibrate thoroughly.
- 3) Air entrained with 3-6% air.
- 4) Fine and coarse aggregate to comply with TxDOT 1993 specification, Item 421.
- 5) Do not pour if rain is imminent, or if air temperature is less than 351 F or greater than 951 F.

E. Subgrade

- 1) Remove and dispose of grass, roots, and unstable surficial soils.
- 2) Scarify and re-compact top 6" to 95% standard proctor density, at + 5% optimum moisture. Extend subgrade 12" past back of curb on both sides of street. Proofroll finished subgrade in presence of City Inspector.
- 3) Test for P.I. before construction. If P.I. in the top 12" of subgrade is greater than 15, provide 48# per square yard of lime for stabilization to a depth of 8", or remove and replace top 8" with select material having a P.I. less than 15.

F. Grade

- 1) Minimum centerline grade 0.5%. Maximum centerline grade 8%. Minimum crown 4".

G. Testing

- 1) Required by City Engineer - paid for by the Developer. Minimum of one (1) density per 500 SY and one (1) set of four (4) cylinders per 75 CY or part thereof. One (1) set per pour minimum. Lab will send a copy of each report to the City and City Engineer.

UTILITIES:

- T All items incorporated into the work shall be new, and of a quality equal to or better than specified herein.
- T The proper spacing distance between water and sewer utilities, as established by the Texas Commission on Environmental Quality (TCEQ), must be compiled within the design of the system.
- T In unstable foundation areas, the City may require the use of concrete embedment of the pipe for support.
- T 6" and larger PVC water piping and all ductile iron piping shall have mechanical joint ductile iron fittings meeting AWWA C-110. PVC sewers shall have PVC fittings. Water fittings shall

-
- be rated for a minimum of 350 psi working pressure and shall be cement-lined, with an asphaltic seal coat. Fittings shall be blocked with a minimum of 3 c.f. concrete. Concrete must not cover M.J. bolts.
- T Mark the location of each water and sewer service by placing a City approved plastic marker in the curb.
- T Concrete for encasement, blocking, or similar purposes shall be Class B, 4-sack, and develop a compressive strength of 2,000 psi at 28-days. Reinforcing steel shall meet Texas Department of Transportation (TxDOT) 2004 specifications, Item 440.
- § There must be a City inspection before covering any utilities.
- A. Water
- 1) Service Lines - Single services shall be a minimum of 3/4". Double services shall be a minimum of 1". Water service lines must include a 3/4" corporation stop, meter box, lid, and meter stop per City standard. For a double connection, install a 1" corporation stop and a meter box, lid and 3/4" meter stop at each extension. The meter boxes must sit on the property in which the service will be utilized and be located near the right-of-way line on City right-of-way.
 - 2) Type of Material - Pipe for potable water service shall be 6" diameter minimum. Where the City's master plan indicates larger sizes, the City may require the installation of said larger diameter. The pipe shall be PVC, meeting AWWA standard C-900, DR 18, Class 150. It shall be cast iron O.D., 20' lengths, rubber gasket joint, listed by U.L. and NSF.
 - 3) Size and Location - approved by City Engineer. Provide 36" minimum bury. Developer-s engineer shall provide calculations sizing all water lines for City Engineer approval. Pressure at subdivision point of connection may be measured, or may be assumed as 40 psi. Each fire hydrant in the subdivision must deliver 500 gpm with a residual pressure of 20 psi or greater. No new lines will be approved less than 6" in diameter.
 - 4) Construction - Trench bottom, for water, shall be smooth and firm, and the pipe shall rest along its entire length on the bottom of the trench. Embedment material shall be native sand or fine granular material. Trench tailings may be utilized provided that they have an average diameter of less than 2", and are dry, unfrozen, and readily compacted. This embedment shall surround the pipe and extend to a depth of 4" above the top of the pipe. Above this, backfill material may be the native soil removed from the trench.

- 5) Fire Hydrant Type and Spacing - Hydrants will be AMueller, @AWaterous, @ or approved equal, and shall be spaced at 800 feet maximum and to provide a hydrant within 500 feet of the center of all lots.

All fire hydrants shall meet AWWA C-502 for dry barrel hydrants, 5-1/4" main valve, 150 psi working pressure, with one pumper and two 2-1/2" hose connections. Hydrants shall be blocked with Class B concrete and a 3 cubic foot washed rock sump shall be provided around the weep holes. The hydrants shall have a bury equal to the connecting main, and extensions shall be provided as necessary to provide 18" clearance between the nozzle and the ground surface. Each hydrant will have a mechanical joint gate valve installed on the hydrant lead, with an adjustable cast iron valve box. Minimum bury should be 3'6" unless approved by City Engineer.

- 6) Valves - Valves shall be non-rising stem gate valves with operating nut, designed to take full pressure on either face. All valves shall open by turning to the left. Valves up to and including twelve (12) inches in diameter shall be housed in cast iron valve boxes. For valves over 12 inch, housing shall be approved by the City Engineer. C-900 PVC pipe will be acceptable for valve box risers, PVC pipe must be topped with an approved cast iron box and lid.

Gate valves shall be mechanical joint where buried, and flanged above ground. A gate valve shall be used to isolate each branch line. Gate valves shall comply with AWWA specifications, resilient seat, iron body, bronze-mounted, designed for 200 psi working pressure. Valves shall have a square operating nut and shall be installed with an adjustable cast iron valve box. All M.J. fittings, will be blocked with concrete.

- 7) Testing - All line segments shall be pressure tested for 4 hours at 150 psi, or as required by TCEQ regulations. The allowable leakage shall not exceed 10 gallons per diameter inch mile per day. The line being tested shall be re-pressurized every hour if the pressure drops below 140 psi, and at the end of the 4-hour period. The amount of water needed to re-pressurize shall be read from a totalizing water meter. Tests shall include all service lines to the meter stop, and shall be observed by a City representative.

The new water line shall also be sterilized per AWWA C-651. After construction the line shall be flushed and then chlorinated. Bacteriological

samples shall be taken with City staff present after the chlorine residual has reached 2 ppm. The City will arrange and pay for bacteriological sampling per TCEQ requirements. If the initial tests fail to pass, subsequent testing will be paid by the developer.

- 8) Compliance - In addition to the above, all line sizes and construction must comply with applicable standards of the Texas Commission on Environmental Quality (TCEQ) or successor agency.

B. Sanitary Sewer

- 1) Clean-outs - Sewer clean-outs shall be plugged with a screw-in plug to prevent inflow. A cast-iron clean-out boot will be provided, set in concrete.
- 2) For sewer services, a 1/8" bend and wye will be required, installed as the main is laid. Saddles will not be allowed.

Taps for Sewer services must be capped at the end of the service line.

- 3) Size and Materials - Pipe for sanitary sewer mains shall be at least 6" diameter, and 4" diameter for service laterals on City right-of-way. It shall be SDR 35, gasket-joint PVC, meeting ASTM D-1784, and gaskets shall meet ASTM F-477. For exposed creek crossings, or sewer with less than 24" cover, or for use in bores, sewer pipe shall be encased in schedule 40 steel pipe.
- 4) Construction - Trench bottom, for sewer, shall be smooth and firm. Provide 3" thickness of 3/4" or smaller crushed gravel for bedding. The pipe shall rest along its entire length on the bedding. Embedment material shall be the same as the bedding material. This embedment shall surround the pipe and extend to a depth of 4" above the top of the pipe. Above this, backfill material may be the native soil removed from the trench.

Sewer lines shall be observed by a city representative prior to backfill.

- 5) Manholes: Manholes shall be circular, constructed over the centerline of the sewer. The nominal clear opening in the concrete cone shall be 24", and the minimum inside diameter of the manhole barrel shall be 48". The manhole shall rest on a Class A reinforced concrete base, 12" larger all around than the outside wall of the manhole. The base shall be 8" thick, with a mat of #4 reinforcing steel at 12" centers both ways. The manhole may be poured-in-place, in which case it shall be poured of six (6) sack 3500 psi, non-reinforced, formed concrete, 6" thick. The manhole may also be precast, meeting ASTM C-478. Joints between the precast sections, and any penetrations, shall be watertight. Manhole castings shall have recessed pick bars or pick inserts - pick holes will not be permissible. The contact surface between the cover and ring

shall be machined smooth. The manhole cover will have a 24" nominal diameter, and a weight of no less than 300# for ring and cover. Where the manhole is subject to flooding, the cover shall be bolt-down, complete with gasket and at least two bolts. Manhole top shall be flush in streets and protrude 2" above ground in other areas. Where the incoming and outgoing sewers in a manhole have a difference in elevations of over 30", a drop structure will be required.

- 6) Testing - All sewers shall be air-tested per ASTM C-828-80, and tested for deflection by drawing a 95% sized mandrel through the line. The engineer for the developer and the City Inspector shall observe tests and provide written results to the City . Manholes shall be vacuum or exfiltration tested per TCEQ requirements.
- 7) Compliance - In addition to the above, all line sizes and construction must comply with applicable standards of Texas Commission on Environmental Quality (TCEQ) or successor agency, including 30-day mandrel testing and air testing.

Minimum sewer grades shall be no less than specified by the TCEQ regulations. The pipe diameter, grades and appurtenances shall be designed by a registered professional engineer, in accordance with recognized standards. Manholes must be provided at all changes in direction or grade, and must be no farther apart than 500 ft. Clean-outs or manholes must be provided at the end of each line.

Should a lift station be necessary, the City reserves the right to accept or decline the lift station for operation and maintenance purposes. The design of the lift station, if permitted, must comply with the TCEQ regulations and must be approved by the City Engineer.

SECTION 25-23 COUNCIL-S DECISIONS ARE FINAL:

The Council's decision shall be final in all questions regarding the application of the provisions of this Ordinance.

SECTION 25-24 PENALTY CLAUSE:

Any violation of this Ordinance shall constitute a misdemeanor, which shall be punishable by the Municipal Court of the City of Reno, Texas, by fine not to exceed One Thousand Dollars (\$1,000.00) per violation. Each day that a violation continues shall constitute a separate violation hereunder.

Any violation of this Ordinance outside of the corporate limits of the City of

Reno, Texas, but within the extraterritorial jurisdiction, shall not constitute a crime, but the City may institute such actions in the District Court of Lamar County, Texas, as is necessary to enjoin such violation and to seek other appropriate injunctive relief.

In addition to the above remedies, an individual, entity or organization who violates this Ordinance or who aids, assists or encourages another to violate this Ordinance shall be liable to the City in the form of a civil penalty not to exceed Two Thousand Dollars (\$2000.00) a day per occurrence to be enforced administratively in the Municipal Court of the City of Reno.

APPENDIX A

SAMPLE PRELIMINARY PLAT AND SITE PLAN CERTIFICATES

Surveyor-s Certificate

I hereby certify that the property within this plat does not lie within a Zone A flood hazard area as depicted on FEMA flood map panel _____, unless otherwise shown hereon.

Approval Block

<p>Recommended for Preparation of Construction Drawings and Final Plat</p> <p>_____</p> <p>Chairman, Planning and Zoning Commission</p>
<p>Approved for preparation of Construction Drawings</p>

<hr style="width: 80%; margin: 0 auto;"/> <p>Mayor, City of Reno</p>
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SAMPLE FINAL PLAT CERTIFICATES

Surveyor=s Certificate

I hereby certify that this plat was prepared by me or under my direct supervision based on actual field surveys on _____, 20__; and, further, that the property platted hereby does not lie within a Zone A flood hazard area as depicted on FEMA flood map panel _____, unless otherwise shown herein.

Owner=s Certificate

I (we) _____ hereby certify as follows:

- (1) That I (we) own in fee the property which is the subject of this plat. In the event of liens or encumbrances I (we) have provided proof of lender concurrence for this development;
- (2) That I (we) have caused this plat to be prepared, that it is authentic, and accurate to the best of our knowledge;
- (3) That I (we) do hereby dedicate the streets, alleys, easements, water and sewer utilities, and drainage facilities provided within or for this development to the City of Reno, Texas; and
- (4) That I (we) warrant the workmanship and materials used in the construction of all water, sewer, and drainage facilities, and pavements, for a period of one-year from the date of final plat approval by the City.

Approval Block

<p><u>APPROVAL CERTIFICATION</u></p> <p>APPROVED: _____</p> <p style="text-align: center;">CHAIRMAN, PLANNING AND ZONING COMMISSION</p> <p>ACCEPTED; _____</p> <p style="text-align: center;">MAYOR, CITY OF RENO, TEXAS</p> <p>THE UNDERSIGNED, THE CITY SECRETARY OF THE CITY OF RENO, TEXAS HEREBY CERTIFIES THAT THE FOREGOING FINAL PLAT OF _____</p> <p>_____</p> <p>WAS SUBMITTED TO THE CITY COUNCIL ON THE _____ DAY OF _____, 20__ , AND THE COUNCIL, BY FORMAL ACTION THEN AND THERE, ACCEPTED THE DEDICATION OF STREETS, ALLEYS, PARKS, EASEMENTS, PUBLIC PLACES, WATER AND SEWER LINES, AND DRAINAGE AS</p>
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SHOWN UPON SAID MAP OR PLAT, AND SAID COUNCIL FURTHER AUTHORIZES THE MAYOR TO NOTE THE ACCEPTANCE THEREOF BY SIGNING HIS/HER NAME AS HEREIN SUBSCRIBED.

WITNESS MY HAND AND SEAL THIS _____ DAY OF _____, 20 __.

CITY SECRETARY, CITY OF RENO

STATE OF TEXAS

COUNTY OF _____

BEFORE ME, THE UNDERSIGNED AUTHORITY, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE ON THIS DAY PERSONALLY APPEARED _____, KNOW TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE/SHE EXECUTED SAME FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

GIVER UNDER MY HAND AND SEAL OF OFFICE, THIS _____ DAY OF _____, A. D. 20 __.

NOTARY PUBLIC

**APPENDIX B
Preliminary Plat Checklist**

Applicability: Any person desiring to subdivide or re-subdivide a tract of land within the Reno City limits or within a distance of one-half (2) mile from the City limits.

Name of the Proposed Subdivision: _____

Engineer or Surveyor who prepared the plat: _____

Date that the plat was received: _____ No. of copies submitted: _____ (5 required)

Was the plat information received at least fourteen (14) days prior to the regularly scheduled Planning & Zoning Commission meeting? _____

Check for the following required information:		(circle one)	Initials (Staff & Applicant)
1.	Is the name of the developer and the name of the surveyor shown?	Yes / No	
2.	Is the name of the subdivision shown?	Yes / No	

	Is the name of the subdivision different enough from existing subdivisions to eliminate the possibility of confusion?	Yes / No	
3.	Is the north arrow shown on the plat?	Yes / No	
	Is the scale of the map at least 1" = 200' or larger?	Yes / No	
	Is there a location map included?	Yes / No	
	Is the zoning shown for each piece of property?	Yes / No	
4.	Is the outline of the tract shown?	Yes / No	
5.	Is the location of all existing streets, roads, alleys, blocks, easements, building lines, parks, water courses, ravines, bridges culverts, and present structures shown with principal dimension?	Yes / No	
	Is all of the significant information in regard to the adjacent property shown?	Yes / No	
6.	Do the field notes have a closure equal to the requirements listed above?	Yes / No	
7.	Are the names of all adjoining subdivisions and properties shown?	Yes / No	
8.	Are all the proposed streets, alleys, blocks, lots, easements, building lines, parks, water courses, ravines, bridges, and culverts shown with principal dimensions?	Yes / No	
	Does the plat shown how the proposed streets, alleys, highways, and easements in the subdivision will connect to existing similar adjacent structures?	Yes / No	
	Does the plat show how the proposed water, sewer, and storm sewer lines attach to existing similar adjacent structures?	Yes / No	
9.	Does the plat show the name of the proposed streets?	Yes / No	
10.	Does the plat show the location of existing sewer lines?	Yes / No	
	Does the plat show the location of existing water lines?	Yes / No	
	Does the plat show the location of existing drainage facilities?	Yes / No	
11.	Does the plat show the general layout of proposed street improvements?	Yes / No	
	Does the plat show the general layout of proposed drainage improvements?	Yes / No	
	Does the plat show the general layout of proposed water improvements?	Yes / No	
	Does the plat show the general layout of proposed sewer improvements?	Yes / No	
12.	Are contour lines shown at no more than two-foot intervals?	Yes / No	

13.	Does the plat show the location of any designated flood hazard area base flood (as defined elsewhere in the city code), or is there a certification by the surveyor preparing the plat that the property does not lie within a flood hazard area?	Yes / No	
14.	<p>Have the filing fees been paid?</p> <p><u>Subdivision Size</u> <u>Filing Fee</u></p> <p>Up to 15 lots \$200.00</p> <p>16 to 30 lots \$300.00</p> <p>31 to 100 lots \$450.00</p> <p>over 100 lots \$450.00 plus \$5.00 per lot over over 100 lots</p> <p>If yes, by <u>Cash, Check, Cashier-s Check or Money Order</u> in the amount _____</p> <p>(circle one)</p> <p>of \$ _____ on _____.</p> <p>(Date)</p>	Yes / No	
15.	Have the construction plans been approved by the end of the one-year period following approval of the preliminary plat?	Yes / No	

Reviewed by: _____
City Engineer

_____ Date

Additional Comments:

! For each subsequent review which is necessary because the initially submitted plat does not meet the requirements of this Ordinance, an additional review fee will be charged, equal to 60% of the filing fee.

APPENDIX C
Final Plat Checklist

General requirements: The owner shall file one original (in mylar or sepia) and five (5) copies of the final plat with the City . The survey closure shall be at least 1:10,000 within the City limits and 1:7,500 within the ETJ. The plat shall be neat in appearance with all figures and letters being easily legible. It shall be drawn at a scale of 1" = 200' or larger.

Name of the Proposed Subdivision: _____

Engineer or Surveyor who prepared the plat: _____

Date that the plat was received: _____ No. of copies submitted: _____ (5 required)

	Check for the following required information:	(circle one)	Initials (Staff & Applicant)
1.	Is the name of the developer and the name of the subdivision shown?	Yes / No	

	Is the north arrow shown?	Yes / No	
	Is the scale of the map shown?	Yes / No	
	Does the plat show the name, seal, and signature of the responsible surveyor or engineer?	Yes / No	
2.	Is there a legal description of the boundary survey that is sufficient for the purpose of title examination?	Yes / No	
3.	Is the external boundary of the subdivision distinctively marked?	Yes / No	
	Do the field notes have a closure equal to the requirements listed above?	Yes / No	
	Are all of the corner points, angle points, and points of curves along the external boundary of the subdivision marked on the ground and descriptive data as to the type of marker placed?	Yes / No	
4.	Does the plat show all of the areas intended for public use (streets, alleys, easements, and other areas) with proper dimensions?	Yes / No	
5.	Does the plat show all of the names (or designations) and locations of existing adjacent streets, alleys, and easements?	Yes / No	
	Does the plat show all of the names of the adjacent subdivisions and properties?	Yes / No	
6.	Are all of the block and lot numbers shown?	Yes / No	
	Are building lines and easements shown and dimensioned?	Yes / No	
7.	Are all necessary dimensions shown, including linear, sub-linear, and angular shown?	Yes / No	
8.	Have all parties that own a portion of the subdivision signed the plat?	Yes / No	
9.	Has the surveyor responsible for the plat signed a statement that says that the plat is correct and in accordance with the determinations of surveys actually made on the ground?	Yes / No	
10.	Is there a certificate as to flood plain limits?	Yes / No	
11.	Are finished floor elevations shown for all lots?	Yes / No	
12.	Have the filing fees been paid?	Yes / No	
	<p><u>Subdivision Size</u> <u>Filing Fee</u></p> <p>Up to 15 lots \$200.00</p> <p>16 to 30 lots \$300.00</p> <p>31 to 100 lots \$450.00</p> <p>over 100 lots \$450.00 plus \$5.00 per lot over over 100 lots</p> <p>If yes, by <u>Cash, Check, Cashier's Check or Money Order</u> in the amount</p>		

	(circle one) of \$ _____ on _____. (Date)		
13.	Does the plat show that the owner has signed a statement which guarantees the construction of all of the required facilities for a period of one year following the acceptance of the record drawings by the City Engineer?	Yes / No	
14.	Have all property taxes been paid?	Yes / No	

Reviewed by: _____
City Engineer

Date

Additional Comments:

! For each subsequent review which is necessary because the initially submitted plat does not meet the requirements of this Ordinance, an additional review fee will be charged, equal to 60% of the filing fee.