

SUBDIVISION REGULATIONS

FOR THE CITY OF SELMER
As Updated November 2007

PREPARED FOR
THE SELMER
MUNICIPAL-REGIONAL PLANNING COMMISSION

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TABLE OF CONTENTS

		<u>PAGE</u>
ARTICLE I	GENERAL PROVISIONS	I - 1
	A. PURPOSE	I - 1
	B. AUTHORITY	I - 1
	C. JURISDICTION.....	I - 1
	D. POLICY	I - 2
	E. TECHNICAL SPECIFICATIONS INCLUDED AS PART OF THE REGULATIONS.....	I - 2
	F. BASIC DEFINITIONS AND INTERPRETATIONS.....	I - 3
ARTICLE II	PROCEDURE FOR SUBDIVISION APPROVAL.....	II - 1
	A. GENERAL	II - 1
	B. APPLICATION ADMINISTRATION AND FEES	II - 1
	C. MASTER DESIGN PLAN.....	II - 3
	D. ENGINEERING PLAN SUBMISSION.....	II - 5
	E. FINAL PLAT	II - 9
	F. MINOR SUBDIVISION.....	II - 12
ARTICLE III	GENERAL REQUIREMENTS AND STANDARDS OF DESIGN.....	III - 1
	A. GENERAL DESIGN CONCEPTS	III - 1
	B. WATER DRAINAGE	III - 2
	C. STREET LAYOUT	III - 3
	D. STREET LIGHTING	III - 10
	E. LOT LAYOUT	III - 10
	F. OPEN SPACE AND EASEMENTS.....	III - 12
	G. SUITABILITY OF LAND.....	III - 14
ARTICLE IV	PREREQUISITES TO FINAL SUBDIVISION APPROVAL	IV - 1
	A. GENERAL REQUIREMENTS.....	IV - 1
	B. SURVEY MONUMENTS	IV - 1
	C. STORM DRAINAGE	IV - 3
	D. STREET IMPROVEMENTS	IV - 4

	<u>PAGE</u>
E. PRIVATE STREET IMPROVEMENTS	IV - 7
F. SIDEWALKS, CURBS, GUTTERS AND HANDICAP RAMPS	IV - 13
G. ENVIRONMENTAL PROTECTION AND PRESERVATION.....	IV - 17
H. INSTALLATION OF UTILITIES AND SANITARY SEWERS	IV - 17
I. SCREENING AND LANDSCAPING	IV - 18
J. PERFORMANCE BOND IN LIEU OF COMPLETED IMPROVEMENTS	IV - 20
 ARTICLE V VARIANCES, APPEALS AND AMENDMENTS	 V - 1
A. VARIANCES.....	V - 1
B. APPEALS.....	V - 1
C. AMENDMENTS	V - 2
 ARTICLE VI LEGAL STATUS PROVISIONS	 VI - 1
A. POWERS OF THE PLANNING COMMISSION.....	VI - 1
B. ENFORCEMENT OF SUBDIVISION REGULATIONS.....	VI - 1
C. COMPLAINTS REGARDING VIOLATIONS	VI - 2
D. PENALTIES FOR VIOLATION	VI - 2
E. PROVISIONS OR REGULATIONS DECLARED TO BE MINIMUM REQUIREMENTS.....	VI - 3
 ARTICLE VII SEVERABILITY	 VII - 1
 ARTICLE VIII ADOPTION AND EFFECTIVE DATE.....	 VIII - 1
A. PUBLIC HEARING	VIII - 1
B. EFFECTIVE DATE	VIII - 1

ARTICLE IX ASSURANCE FOR COMPLETION AND MAINTENANCE OF IMPROVEMENTS.....	IX-1
A.IMPROVEMENTS AND SURETY INSTRUMENTS.....	IX - 4
B.INSPECTION OF IMPROVEMENTS.....	IX - 6
C.MAINTENANCE OF IMPROVEMENTS	IX - 6
D.DEFERRAL OR WAIVER OF REQUIREDIMPROVEMENTS.....	IX - 6
E.ESCROW DEPOSIT FOR LOT IMPROVEMENTS	IX - 6
F.ISSUANCE OF BUILDING PERMITS AND CERTIFICATES OF OCCUPANCY	IX-6
.....	
APPENDIX	A - 1
SCHEDULE OF FEES-SUBDIVISION DEVELOPMENT	A - 2
FINAL PLAT CERTIFICATES	A - 3

SUBDIVISION REGULATIONS

MUNICIPAL-REGIONAL PLANNING COMMISSION

SELMER, TENNESSEE

ARTICLE I

GENERAL PROVISIONS

A. PURPOSE

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

The following subdivision standards guiding the Planning Commission are designed to secure a coordinated layout with adequate provisions for traffic, light, air, recreation, transportation, water, drainage, sewer, and other sanitary facilities and services; to promote a distribution of population and traffic which will tend to create conditions favorable to health, safety, convenience and prosperity.

The following regulations set forth the minimum standards to be adhered to by developers of lands for residential, commercial, and industrial uses, and to provide a guide for the Planning Commission and other city officials exercising their duties pertaining to the review, approval and administration of land subdivision development within the jurisdiction of the City and Planning Region of Selmer.

B. AUTHORITY

These subdivision regulations and the procedures and standards set forth herein are adopted by the Selmer Municipal/Regional Planning Commission under authority granted by Tennessee Code Annotated Sections 13-4-301 through 13-4-309 and Sections 13-3-401 through 13-3-411. The Planning Commission has fulfilled the requirements set forth in these statutes as prerequisite to the adoption of such standards, having filed a certified copy of the Major Street Plan in the office of the Registrar of McNairy County, Tennessee.

C. JURISDICTION

These regulations shall govern all subdivision of land within the corporate limits and Planning Region of Selmer, Tennessee. Within these regulations the term "subdivision" shall mean the division of a tract or parcel of land into two (2) or more lots, sites, or other divisions requiring new street or utility construction, or any division of less than five (5) acres for the purpose, whether immediate or future, of sale or building development, and includes re-subdivision and when appropriate to the context, relates to the process of resubdividing or to the land or area subdivided.

Any owner of land within the Selmer Planning Region wishing to subdivide land shall submit to the City of Selmer an application for subdivision according to the procedures outlined in Article II, which submittal shall conform to the minimum requirements as set forth in Article III. A copy of the certified deed shall be presented with the application for subdivision. In instances where the subdivider is not the owner a letter from the owner authorizing the subdivider to act on the owner's behalf shall be presented. Improvements shall be installed as required by Article IV of these regulations.

D. POLICY

It shall be the policy of the Selmer Regional Planning Commission to encourage subdivision development which enhances the health, safety and welfare of the community and which optimize the use of the land while providing a prudent balance between the economic considerations of the developer and the public interest. Conversely, it shall be the policy of the Planning commission to disapprove proposed subdivision development which is deemed to be inefficient use of land, inconsistent with the needs and character of the community, economically untimely, or otherwise not in the public interest. Further, it shall be the policy of the Selmer Regional Planning Commission to consider each proposed subdivision development on its merits in context with existing or planned land use, population and traffic distribution, and the needs and best interest of the community; consequently, the mere compliance with the minimum standards set forth in these regulations does not grant to the developer an implicit or explicit right to subdivision approval; accordingly, the Planning Commission may require that a proposed subdivision development exceed the minimum standards to satisfy site peculiar conditions or to conform to the existing neighborhood.

E. TECHNICAL SPECIFICATIONS INCLUDED AS PART OF THE REGULATIONS

The "Local Government Public Works Standards and Specifications" by the Municipal Technical Advisory Service of the University of Tennessee as amended is hereby adopted as the Technical Specifications of the City of Selmer.

F. BASIC DEFINITIONS AND INTERPRETATIONS

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

For the purposes of these regulations and in order to carry out the provisions and intentions as set forth herein certain words, terms, and phrases are to be used and interpreted as defined hereinafter. Words used in the present tense include the future tenses; words in the singular number include the plural, and words in the plural number include the singular; the word "person" includes a firm, partnership, or corporation as well as an individual; the word "lot" includes the word plot or parcel; the word building: "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.

Arterial. Major highways.

Block. A tract of land bounded by streets, or by a combination of streets and public parks, cemeteries, railroad rights-of-way, shorelines of waterways, or boundary lines of municipalities.

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. All bonds shall be approved by the Planning Commission whenever a bond is required by these regulations.

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

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

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

Collector. Streets that carry traffic from local streets to the major system of arterial streets.

Cul-de-sac. Permanent dead-end streets with a turnaround provided at the dead-end.

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

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

Developer. 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.

Easement, Travel. The right granted by the owner of land to another party by deed or prescription permanently recorded into perpetuity, to allow access across one parcel of land to another. Easements for the purpose of access as further defined in Tennessee Code Annotated 13-3-411 and 13-4-308 for areas in the Planning Region and City respectively.

Easement, Utility. The right granted by the owner of land to allow utility facilities to be constructed, maintained or preserved. Utility easements shall include, but is not limited to, easements for storm drainage, water lines, sewer lines, electric power lines, and pipe lines.

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

Engineering Plan Submission. A map of the proposed subdivision including engineering design drawings of streets, drainage and utilities.

Final Plat. The map or plan or record of a subdivision and any accompanying material as described in these regulations.

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

Frontage. That side of a lot abutting on a street and ordinarily regarded as the front of the lot.

Grade. The slope of a road, street, or other public way, specified in percentage (%) terms.

Health Department. McNairy County Health Department.

Highway Department. McNairy County Highway Department.

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

Individual Sewage 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.

Local Streets. Streets that provide access to property abutting the public right-of-way. (Also known as minor streets.)

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

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

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

Lot 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 Selmer Municipal Planning Commission designating types and locations of streets within the corporate limits.

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 Municipal/Regional Planning Commission of Selmer, Tennessee.

Private Streets. A street which has not been dedicated to public use, and to which the general public is denied access.

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

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

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 Street. A street dedicated to the public use and open to the public access.

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.

Register of Deeds. McNairy County Register of Deeds.

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

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

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 contained the street pavement, curb and gutter, and is used primarily as a channel for vehicular movement and secondarily as a drainage channel for storm water. In these regulations the pavement is measured from face to face of the curbs.

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

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

Septic Tank. See Individual Sewage Treatment Facility.

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.

Street, Half. A street having width less than required by these and other appropriate regulations.

Street, Intersecting. Any street which joins another street at an angle, whether or not it crosses the other.

Street Classification. Types of streets as set forth in the Major Street Plan.

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 mid-point 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 re-subdivision and when appropriate to the context, relates to the process of resubdividing or to the land or area subdivided.

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

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

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

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

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 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.

Zoning Ordinance. The duly adopted Zoning Regulations of Selmer, Tennessee.

F. BASIC DEFINITIONS AND INTERPRETATIONS between "Major Street Plan" and "Monuments".

Major Subdivision – All subdivisions not classified as minor subdivisions including but not limited to subdivisions of more than five (5) lots (including the parent tract) or subdivisions of any size requiring any new or improved road, and/or the extension of utilities.

Minor Subdivision – Any subdivision containing five (5) lots (including the parent tract) or less fronting on an existing public way; not involving requiring

ARTICLE II

PROCEDURE FOR SUBDIVISION APPROVAL

A. GENERAL

The subdivider shall consult early and informally with the Planning Commission and its technical staff for advice and assistance before the preparation of the Master Design Plan and its formal application for 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.

The procedure for review and approval of subdivisions and its documentation consists of three (3) separate steps. The first formal step is the preparation of a Master Design Plan submitted for administrative content review and approval for subsequent acceptance and placement on the agenda for review and approval by the Planning Commission. The second step is the Engineering Submittal which must be reviewed and approved by administrative and technical staff designated by the Planning Commission. Unless special consideration is requested by the developer relative to staff review concerns or provisions of these regulations, the Planning Commission will not review the Engineering Submittal. The third step is the preparation and submittal of a Final Subdivision Plat with all the required certificates for submission to the Planning Commission consistent with Section "E" of this Article. In the event the developer request special consideration for approval of the Engineering Submittal, said submittal may be considered by the Planning Commission upon review of the Final Plat. No final plat shall be accepted on the agenda of the Planning Commission until the Master Design Plan has been reviewed and approved by the Planning Commission and the Engineering Submittal reviewed by designated review staff. The Final Plat, once approved by the Planning Commission and signed by the Secretary of the Planning Commission becomes the instrument to be recorded by the Office of the McNairy County Register.

B. APPLICATION ADMINISTRATION AND FEES

Any owner of land lying within the area of the jurisdiction of the Regional Planning Commission wishing to divide such land into two (2) or more lots , sites or divisions (including remaining land from the predivided property) for the purpose of either immediate or future sale or building shall make application to the Planning Commission by submitting the required plans or plat of the proposed subdivision, along with the application and fees to the office of the City Recorder. Such plans and plats shall conform to the minimum standards for subdivision design as set forth in Articles III and IV of these regulations and such

additional site peculiar criteria as may be deemed necessary by the Planning Commission or its technical staff.

1. Official Submission Dates and Deadlines

All plans and plats of subdivisions requiring a review by the Planning Commission shall be submitted to the Office of the Selmer City Recorder no less than fifteen (15) days prior to the regularly scheduled meeting of the Planning Commission. Plans submitted but not meeting compliance with or the content requirements of these regulations shall not be accepted for placement on the agenda for review by the Planning Commission. Any plan or plat in compliance with required content and design standards of these provisions but submitted less than 15 days prior to the regularly scheduled Planning Commission meeting will not be accepted for placement on the agenda or otherwise considered by the Planning Commission until the subsequent meeting. The Engineering submittal may not be reviewed by the Planning Commission but shall be reviewed by designated staff and any discrepancies identified therein shall be resolved prior to acceptance of the Final Plat on the agenda for review by the Planning Commission or upon request by the developer, a review of the Engineering Submittal by the Planning Commission.

For the purpose of these regulations, the official submission date for Planning Commission review items shall be the date of the first regularly scheduled Planning Commission meeting after the submittal has been administratively approved and accepted for placement on the Planning Commission agenda. The statutory period required for formal approval or disapproval shall not begin to run until that date.

2. Official Submission of Revisions to Plats

Plans or plats that have been resubmitted to be placed on the agenda of a subsequent Planning Commission meeting shall be submitted to the Office of the Selmer City Recorder no less than fifteen (15) days prior to the regularly scheduled meeting of the Planning Commission.

3. Required Submission and Review

Prior to commencing any street improvements, grading, installation of utilities or any horizontal construction, the developer shall submit and obtain approval of engineering construction documents. Review of street and drainage plans shall be conducted by Technical Staff designated by the Planning Commission. Water and sewer plans shall be reviewed by the Selmer Utility Division and must be reviewed and approved by the Tennessee Department of Environment and Conservation.

Upon approval of the Engineering Plan Submission by designated review staff or the Planning Commission, the developer may commence construction to the grades and elevations required by the approved Engineering Plan Submission. No construction of structures shall commence until after approval has been given the final plat nor shall any building permits be issued. It shall be the responsibility of the developer to arrange through the appropriate jurisdiction for necessary inspections of road construction and infrastructure installation.

4. Certified Copy of Deed Required

A certified copy of the deed for property proving ownership of the land to be subdivided or the deed and a letter authorizing the applicant to act on the owner's behalf will accompany all subdivision applications.

5. Application Fees

A schedule of subdivision application and review fees are established by the Board of Mayor and Aldermen as may be amended from time to time and are reflected in the appendix of these provisions.

The subject fees are intended to defray the costs of the respective reviews and compilation of estimates by technical review staff designated by the Planning Commission. The fees shall also be applied to the cost of construction review carried out by technical staff designated by the Planning Commission.

C. MASTER DESIGN PLAN

The Master Design Plan is the initial formal plan for a proposed subdivision and shall include the entire area of the affected property or properties though the subdivision may be developed in stages. The purpose of the Master Design Plan is to insure that the proposed subdivision conforms with the zoning ordinance and all related plans and regulations. The developer should consult early on with the planning staff, and review the city's major road plan, drainage plan, water and sewer maps prior to preparing submitting the Master Design Plan.

1. Submission of the Master Design Plan

After consultation with the Planning Commission and/or staff, but not less than fifteen (15) days prior to the meeting at which the Planning Commission shall consider the Master Design Plan, the developer shall submit to the Selmer City Recorder, eleven (11) copies of the plan drawn to a scale that reasonably reflects the layout of lots and transportation corridors together with application and appropriate fee.

2. Contents of the Master Design Plan

The Master Design Plan shall meet the minimum standards of design as set forth in Article III and shall give the following information:

- a. The proposed subdivision's name and location.
- b. The name(s), address(es) and phone number(s) of the owner or owners and of the designer of the Master Design Plan.
- c. Date, approximate north point, and graphic scale.
- d. The location of existing property lines, streets, buildings, bridges, rights-of-way and easements and drainage ditches.
- e. The location, dimensions and names of proposed streets, alleys and lots.
- f. Present zoning classification both on lot to be subdivided and adjoining land.
- g. The area of the smallest, largest and average lot.
- h. The acreage of the land to be subdivided.
- i. Location map showing the relationship of the subdivision site to the applicable vicinity of the City.
- j. In addition to the required information, the following information, though not required, would assist in design review and would help avoid later redesign and engineering expense:
 - (1) Contours at vertical intervals of not more than five (5) feet.
 - (2) Location and line size of closest existing water and sewer lines.

3. Planning Commission Review

Within thirty-five (35) days after review of the Master Design Plan in the municipality or sixty (60) days after submission of the Master Design Plan inside the Planning Region but outside the municipality, the Planning Commission shall review the plat and indicate its approval, disapproval, or approval subject to modifications. If a plan is disapproved, reasons for such disapproval shall be stated in writing. If approved, subject to modifications, the nature of the required modifications will be indicated.

If revisions to the Master Design Plan are requested by the Planning Commission, the developer shall submit the revised Master Design Plan to the City Recorder fifteen (15) days prior to a subsequent Planning Commission meeting.

4. Effect of Approval on Subsequent Plan Submissions

The approval of the Master Design Plan by the Planning Commission will not constitute acceptance of Engineering Plans and will not be indicated on the Master Design Plan.

5. Expiration of Approval

The approval of the Master Design Plan 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.

D. ENGINEERING PLAN SUBMITTAL

The Engineering Plan Submission is a fully engineered design of all or part of the proposed subdivision in sufficient detail for the local and state review agencies to determine compliance with the public works construction standards, State Environment and Conservation regulations and other applicable regulations.

1. Submission of Engineering Plan

After the Master Design Plan has been approved, the developer shall submit eleven (11) copies of the Engineering Plans including all road plans and profiles to the Office of the Selmer City Recorder.

2. Conformance With the Master Design Plan

If, in the process of completing the Engineering Plan Submission, it becomes necessary to redesign the subdivision, a revised Master Design Plan shall be resubmitted to the Planning Commission for their review.

3. Contents of Engineering Plan Submission

The Engineering Plan Submission shall, at least, meet the minimum design standards in Article III, meet the construction standards included herein and conform substantially to the Master Design Plan.

- a. The Engineering Plan Submission shall contain the following information for the whole subdivision even when the subdivision is to be developed in phases or sections.
 - (1) The proposed subdivision's name and location, the name(s) and address(es) and phone number(s) of the owner or owners, and the name, address and phone number of the designer of the plat who shall be an engineer.
 - (2) Date, approximate north point and graphic scale.
 - (3) The location of existing and platted property lines, existing streets, buildings, water courses, sewers, bridges, culverts, drain pipes, water mains, and any public utility easements or lines, the present zoning classification, both on the land to be subdivided and on the adjoining land; and the names of adjoining property owners or subdivisions.
 - (4) The proposed street names and the locations and dimensions of proposed streets, alleys, easements, parks and other open spaces, reservations, lot lines, building setback lines and utilities.
 - (5) Contours at vertical intervals of not more than two (2) feet. All new developments greater than fifty (50) lots or five (5) acres, whichever is less, shall include base flood elevation data. If any portion of the land being subdivided is subject to flooding, the plat will show the limit and elevation of the 100-year floodplain.
 - (6) The acreage of the land to be subdivided.
 - (7) Location sketch map showing relationship of subdivision site to area and town.
 - (8) A comprehensive drainage plan which shall include, but not be limited to, an analysis of the drainage area, a storm water routing plan showing maximum quantities of flow and maximum rates of flow before and after development. A map of the drainage area in which the subdivision is located

shall be included with the drainage plan and shall include the drainage structures leading to and from the subdivision with their sizes. The scale of the required map can be less than one inch equals one hundred feet (1" = 100').

- (9) The location and sizes of proposed water and sewer lines.
- b. When the subdivision is developed in phases or sections, the following information is required for the phase or section to be developed. When the subdivision is not developed in phases, the following information is required for the whole subdivision.
- (1) Plans and profiles of proposed utility layouts (sewers, water, and electricity) showing feasible connections to the existing or any proposed utility systems.
 - (2) A grading plan showing the existing contours in dashed lines and the finished contours in solid lines plotted at vertical intervals of not more than two (2) feet. Contours shall be extended fifty (50) feet beyond property boundary.
 - (3) Development plans for drainage structures and channels with the hydraulic data used in designing and sizing such structures and channels, the water surface profiles in open channels at peak flow and peak backwater conditions. The limits of the drainage design parameters shall be determined by technical review staff designated by the Planning Commission.
 - (4) Plan and profile sheets showing all engineering data necessary for construction of proposed streets, storm drainage controls for surface and ground water, and utility layout (water and sewer) and showing all connections to existing and/or proposed streets, storm drainage, and utility systems. The street profiles shall be plotted along the centerline showing the existing and finished grades, and sewer locations, drawn to a scale of not less than one inch equals one hundred feet (1" = 100') vertical. Typical street cross sections shall be shown.
 - (5) Erosion Control Plan which shall include adequate plans showing all erosion and sediment control measures or other protective devices to be constructed in connection with or as a part of the proposed work as follows:

- i. Vicinity map locating the site in relation to the surrounding area.
- ii. Existing contours of the site shall be shown over a boundary survey of the site..
- iii. Existing vegetation including tree lines, grassy areas and unique vegetation.
- iv. The boundary of different soil types.
- v. The direction of north in relation to the site.
- vi. Areas with potentially serious erosion problems.
- vii. The dividing lines and the direction of flow for the different drainage areas of the site.
- viii. Final contours reflecting grading changes to the existing contours.
- ix. Limits of clearing and grading reflecting all areas of disturbed vegetation, excavation and fill over existing grade.
- x. The locations of erosion and sediment control and stormwater management practices proposed on the site.
- xi. Detail drawings and explanations of measures reflecting construction and installation of structural practices indicated on the plan.

4. Estimate Cost of Improvements by Designated Technical Staff

While Technical Staff designated by the Planning Commission are reviewing the Engineering Plan Submission, an estimate of the cost of installing all improvements in the subdivision will be prepared and presented to the Planning Commission for bonding purposes if applicable upon Final Plat approval. This cost should include anticipated inflation during and after the plat approval period.

5. Planning Commission Review

Within thirty-five (35) days after review of the Engineering Plan in the municipality or sixty (60) days after submission of the Engineering Plan inside the Planning Region but outside the municipality, the Planning Commission shall review the plat and indicate its approval, disapproval, or approval subject to modifications. If a plan is disapproved, reasons for such disapproval shall be stated in writing. If approved, subject to modifications, the nature of the required modifications will be indicated.

If revisions to the Engineering Plan are requested by the Planning Commission, the developer shall submit the revised Engineering Plan to the City Recorder fifteen (15) days prior to a subsequent Planning Commission meeting.

6. Expiration of Approval

The approval of the Engineering Plan Submission 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.

7. Commencing Construction Prior to Final Approval

After staff or Planning Commission approval of the Engineering Plans, the contractor may commence the grading, installation of utilities and streets in accordance with the public works standards and subject to inspection by Technical Staff designated by the Planning Commission. No construction of structures and no building permit shall be issued prior to final plat approval.

E. FINAL PLAT

The Final Plat is the culmination of the land subdivision process. When approved and duly recorded as provided by law, the Final Plat becomes a permanent public record of the survey of the lots or parcels, rights-of-way, easement and public lands, and the restrictive covenants as may be applicable to the lots or parcels within the boundary of the subdivision. As such, it serves as a vital instrument in the sale and transfer of real estate, in the dedication of rights-of-way, easements, and public lands, and in future land survey of the properties contained in or adjoining the subdivision.

1. Submission of Final Plat

- a. The developer shall submit eight (8) copies of the Final Plat to the Office of the Selmer City Recorder no less than fifteen (15) days prior to the Planning Commission meeting at which it is to be considered. The Final Plat shall conform substantially to the approved Engineering Plan Submission.
- b. The original of the Final Plat shall be in black permanent ink on a sheet of moisture resistant drawing cloth or drafting film, twenty-four inches by thirty inches (24" x 30"), to a scale of one inch equals one hundred feet (1" = 100'). If more than one (1) sheet is required, an index sheet of the same size shall be filed and shall show a key map of the entire area being platted. The separate sheets of the Final Plat shall be keyed alphabetically and shall match lines with the adjoining sheets.

2. Contents of Final Plat

The Final Plat shall include the following information:

- 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, 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 bearings 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 subdivisions and streets and the location and ownership of adjoining unsubdivided property.
- g. Date, title, name and location of subdivision, graphic scale, and true north point, and zoning (including 100 year floodplain and floodway boundaries and elevations, if applicable).

- h. Any restrictive covenants which are to apply to lots or other parcels within the subdivision.

3. Certificates Required on Plat

The following certificates are required on the plat (forms are in the appendix):

- a. Certification of the landowner and dedication of rights-of-way for streets, utilities and any sites for public use to the City of Selmer or appropriate County Government;
- b. Certification by surveyor or engineer to accuracy of survey and plat and placement of monuments;
- c. Certification of approval and installation of water and sewer systems or a note stating the amount of sufficient financial surety to insure completion of all required improvements signed by the Selmer Utility Division;
- d. Certification of receipt of a letter from Tennessee Department of Environment and Conservation of their approval of water and sewage system plans signed by a designated representative of the Selmer Utility Division;
- e. Certification of approval of installation of streets and drainage or a note stating the amount of sufficient financial surety to insure completion of all required improvements signed by Review Staff designated by the Planning Commission;
- f. Certification of approval to be signed by the Secretary of the Planning Commission.

4. Planning Commission Review

Within thirty-five (35) days after review of the Final Plat in the municipality or sixty (60) days after submission of the Final Plat inside the Planning Region but outside the municipality, the Planning Commission shall review the plat and indicate its approval, disapproval, or approval subject to modifications. If a plan is disapproved, reasons for such disapproval shall be stated in writing. If approved, subject to modifications, the nature of the required modifications will be indicated.

If revisions to the Final Plat are requested by the Planning Commission, the developer shall submit the revised Final Plat to the City Recorder fifteen (15) days prior to a subsequent Planning Commission meeting.

5. Effect of Final Plat Approval

Approval of the Final Plat by the Planning Commission shall not constitute acceptance by the public of the dedication of any streets or other public ways or grounds, until all water, sewer, streets, drainage, and other improvements shall have been installed, approved, and accepted by the City of Selmer.

6. Recording of the Approved Final Plat

Upon approval of the Final Plat by the Planning commission, the Secretary of the Planning Commission shall attest to approval by signing the appropriate certificate on the plats. Two (2) of the final plats shall be returned to the Developer, one for recordation and one for the Developer's file records. One (1) of the plats shall be retained by the City Recorder for his file records. Other copies of the plat may be distributed to county offices as necessary.

F. MINOR SUBDIVISION

Whenever a proposed subdivision containing five (5) lots (including the parent tract) or less fronting on an existing public way; not involving requiring any new or improved road, any new or improved public way, and/or the extension of utilities.

The subdivider may, if he desires, submit only a Final Minor Plat in securing plat approval provided that the plat submitted complies with all the requirements of the Final Minor Plat. However, if any corrections or modifications are needed, the Planning Commission shall disapprove the plat and require it to be re-submitted for approval. The Planning Commission may require a topographic survey or engineering plan in instances where the suitability of the land is questionable due to availability of existing utilities, drainage, erosion-control, soil composition, or any other problem is likely.

The procedure for review and approval of a minor subdivision and its documentation shall consist of one (1) step. This step is the preparation of a Final Minor Plat with all the required certificates for submission to the Planning Commission. The preparation of a Final Minor Plat is mandatory for all minor subdivision proposals. The Final Minor Plat, once approved by the Planning Commission and signed by the Secretary of the Planning Commission, becomes an instrument to be recorded by the Office of the County Register.

The Final Minor Plat is the culmination of the land subdivision process. When approved and duly recorded as provided by law, the Final Minor Plat becomes a permanent public record of the survey of the lots or parcels, rights-of-way, easements and public lands, and the restrictive covenants as may be applicable

to the lots or parcels within the boundary of the subdivision. As such, it serves as a vital instrument in the sale and transfer of real estate, in the dedication of rights-of-way easements, and public lands, and in future land survey of the properties contained in or adjoining the subdivision.

1. Submission of Final Minor Plat

- a. The developer shall submit eight (8) copies of the Final Minor Plat to the building inspector no less than fifteen (15) days prior to the Planning Commission meeting at which it is to be considered.
- b. The original of the Final Minor Plat shall be in black permanent ink eighteen inches by twenty-four inches (18" x 24"), to a scale of not more than one inch equals one-hundred feet (1" = 100').

2. Final Minor Plat Content

The final Minor Plat shall include the following information:

- a. The lines of all streets and roads with names, alley lines, lot lines, building setback lines, lots numbered in numerical order, all existing and proposed public and private easements including their location, purpose and width, and the instrument number for any existing easements; and areas to be dedicated to public use or sites for other than residential use with notes stating their purpose and any limitations.
- b. Sufficient data to determine readily and reproduce on the ground the location, bearing and length of every street line, lot line, boundary line, block line and building line whether curved or straight, and curved property lines that are not the boundary of served streets.
- c. All dimensions to the nearest one hundredth (100th) of a foot and bearings 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 properties.
- f. Date, title and name of the subdivision, designer of the subdivision, vicinity map, graphic scale, total acreage subdivided and note pertaining to acreage of the parent tract or remaining property, if applicable, zoning classification and true north arrow.

- g. Any restrictive covenants which are to apply to lots or other parcels within the subdivision.
- h. Tax Map, Group, and Parcel Number.
- i. Location, size, and type of all existing utilities (i.e. water, sewer, fire, hydrants, electric, septic, wells, and gas);
- j. Septic Restrictions, proposed septic fields, and proposed well sites, when applicable;
- k. One hundred (100) year floodplain, floodway boundaries and elevations of each;
- l. Major environmental features, including but not limited to rivers, streams, and drainage ditches;
- m. Drainage, if applicable as determined by the Planning Commission.
- n. The following certificates are required on the plat. (See Appendix):
 - (a) Certification showing that the applicant is the land owner and dedicates the streets, rights-of-way, utilities and any sites for public use to the City of Selmer (or McNairy County, if applicable).
 - (b) Certification by registered land surveyor as to the accuracy of the survey, the plat and the placement of the monuments.
 - (c) Certification of availability of water by the Selmer Public Works Director or certification of approval by the McNairy County Environmentalist for an individual subsurface water (well) system.
 - (d) Certification of availability of water by the Selmer Public Works Director or certification of approval by the McNairy County Environmentalist for an individual subsurface sewage disposal (septic tank) systems with attached septic restrictions.
 - (e) Certification of access through an adopted public way or permanent access easement.
 - (f) Certificate of Approval by the Secretary of the Planning Commission.
 - (g) Certificate of Approval of Street or Road Names

ARTICLE III

GENERAL REQUIREMENTS AND STANDARDS OF DESIGN

A. GENERAL DESIGN CONCEPTS

Land subdivision design is a compromise among competing and often conflicting objectives. Users of these regulations should recognize that land subdivision is far more than a means of marketing land; it is primarily the first step in the process of building a community. Once land has been divided into lots, streets established, utilities installed and buildings constructed, correction of defects is costly and difficult. Moreover, the development pattern is permanently ingrained in the community and unlikely to be changed. Ultimately, subdivided land becomes a public responsibility requiring the maintenance of improvements and the provisions of public services. Additionally, for the sake of future owners and the community, subdivided lands should not only be presently marketable, but should remain competitive with future developments, thereby presenting a stable and liquid investment. Therefore, the interests of the public, the developer, and future owners are served by adherence to sound concepts and standards of design. To achieve the desired objectives, all subdivisions within the City of Selmer and the Selmer Planning Region must conform to the following four (4) basic design concepts.

1. External Factors

Subdivision design must provide for external factors of community-wide concern including the proper extension of major streets, extensions of utilities, preservation of major drainage channels and related floodlands, and the reservation of needed school and park sites. Additional external factors to be considered include proximity to local, community, and regional shopping centers; to places of employment; to educational and recreational facilities; and to public transportation.

2. Land Use

Subdivision design must be related to the proposed and existing land uses. The layout of a subdivision is inseparable from the use to which the land is to be put. Moreover, adjacent land use patterns must be considered. Some uses, such as parks, certain institutional uses, and bodies of surface water, may be used in the design to create value. Others, such as railroads, power lines and associated easements, poorly subdivided lands, and unsightly strip commercial developments, may require special design techniques to minimize their deprecatory effect on property values.

3. Natural Environment

Subdivision design must give due consideration to the natural environment. Areas of natural beauty, such as fine stands of trees and prominent terrain, should be conserved by the design.

Low areas subject to flooding or areas of unsuitable soil or ground water conditions should be avoided and not be put to enclosed uses.

4. Internal Details

Subdivision design must give attention to internal design details including the proper layout of the streets, utilities, needed open space and adjustment of the design to topography and soil capabilities of the land. A major aspect of internal detailing is careful attention to drainage.

B. WATER DRAINAGE

Storm water drainage is a major aspect of land subdivision design; however, it should not dominate over other important design considerations. Nevertheless, considerable attention must be given to drainage design because of the potentially disastrous effects on life and property resulting from defective design. Accordingly, no land subdivision shall be approved within the City of Selmer or the Selmer Planning Region unless a detailed drainage plan for such subdivision has been submitted to and approved by Technical Review Staff and/or the Planning commission. The following principles are to be applied to all drainage design for land subdivision within the City and Planning Region of Selmer.

1. Internal Regulation of Drainage

The rate at which water is discharged from all sources leaving a subdivision or other developed areas shall not be increased by more than 10% after development than before development unless approved by designated Technical Review Staff.

2. Drainage System Design

The storm water drainage system shall consist of a major and a minor element. The major element, which will operate infrequently, shall be designed to prevent the loss of life and significant property damage from any reasonable, foreseeable, rainfall event. The minor element, operating frequently, shall provide for an acceptable degree of convenient access to property during and after frequent, normal rainfall events.

C. STREET LAYOUT

The layout or arrangement of streets is the singularly, most important aspect of subdivision design. To a large extent, it determines the effectiveness of the drainage system. Additionally, the street layout determines the shape, size, and orientation of building sites and, to a major extent, the character and beauty of residential neighborhoods and the attractiveness of non-residential developments.

1. Conformity to the Major Street Plan

The location and width of all streets and roads shall conform to the official Major Street Plan and any other plans of the City of Selmer.

2. Relation to Adjoining Street System

The arrangement of streets in a subdivision shall provide for the continuation of existing streets in adjoining subdivisions (or their proper projection when adjoining property is not subdivided). The width shall be the same or greater than the existing street, but, in no case, less than the minimum width required. The arrangement of streets shall be such as to provide for future extension of utilities and storm water drainage, to prevent creation of severed parcels of land, and to cause no undue hardship on owners of adjoining properties.

3. Relation to Existing Topography

The arrangement of streets in a subdivision shall make optimum use of the existing natural topography by designing the layout around the natural drainage routing and by carefully adjusting the streets to the topography so as to minimize grading and drainage problems. Collector streets should generally follow valley lines. Land access streets should cross contours at right angles. Side hill street locations are to be avoided where possible.

4. Relation to Land Use Density

The arrangement of streets shall, insofar as is practical, optimize the total length of streets such that the cost per lot or building site for the construction and maintenance of streets, underground utilities, and other improvements are minimal. The use of cul-de-sacs in a subdivision may be an effective means of optimizing land use density relative to other improvements.

5. Relation of Street Elevation to Drainage

Surface street elevation, at all points, shall be set to preclude periodic inundation due to the overflow of constructed or natural open channels, or due to local storm water runoff which has a flow depth exceeding the curb height. Where curb and gutter are not required, no appreciable amount of runoff water shall be permitted on streets. Street elevation may be raised by fill embankment, providing such embankment does not result in flooding of lots or building sites within the subdivision, nor in increased flood heights upstream and downstream. Drainage openings through roadbed embankments shall not impede the flow of water, except where such embankment is an integral part of a planned detention basin requiring regulated outflow. In no case shall flooding of residential lots or building sites be permitted by design.

6. Street Right-of-Way

Street right-of-way, measured from lot line to lot line, shall be as shown on the Major Street Plan and shall not be less than listed below. [In cases where topography or other physical conditions make a street of the minimum required width impracticable, the Planning Commission may modify the above requirements by not more than ten (10) percent of the specified width. In no case shall the street widths be modified solely for the purpose of increasing the area of marketable land, nor to accommodate a land use which might otherwise be inappropriate.]

- a. Major Arterial..... 100 feet*

Major Arterial streets are major thoroughfares connecting neighborhoods and centers of commerce within the community or state wide. **or as may be established by the Tennessee Department of Transportation.*

- b. Minor Arterial..... 80 feet

Minor Arterial streets are thoroughfares connecting Major Arterial streets with other Major Arterials, or Industrial areas with Arterials, or Collectors with other Arterials.

- c. Collector..... 60 feet

Collector streets are those, which provide major circulation within neighborhoods and carry traffic from local streets to major and minor arterial streets.

- d. Local 50 feet

Local streets provide access from properties fronting thereon to collector or arterial streets. Moving traffic is a secondary function of local streets.

- e. Marginal Access Streets 40 feet

Marginal access streets are property access streets which are normally parallel to and adjacent to limited access arterial streets and highways and which provide access to abutting properties (usually office, commercial or industrial uses) that would otherwise have direct frontage and access on an arterial thoroughfare. Marginal access streets are designed to provide protection from through traffic and to provide maximum control of ingress and egress onto heavily traveled major thoroughfares.

- f. Alleys 24 feet

Alleys are minor public ways used primarily for service access to the back or side of properties.

- g. Dead-End Street (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.

Cul-de-sacs or dead-end streets shall not be greater in length than that necessary to serve no more than 15 lots regardless of frontage lengths. They shall be provided at the closed end with a right of way/property line radius of at least fifty (50) feet with an outside pavement radius of at least forty (40) feet.

- h. Temporary Cul-de-sacs 50 feet

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 having a length greater than two hundred (200) feet shall be provided with a temporary turn around of either a circular or back-and-turn design.

Where deemed necessary by the Planning Commission, adequate rights of way shall be dedicated to connect with any temporary dead-end streets adjoining the subdivision.

7. Additional Width on Existing Streets

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

Streets designated as arterial or collector status streets on the Selmer Major Road Plan which do not have the minimum pavement widths shall have the additional pavement width and curb and gutter provided by the subdivider on both sides of the street.

- b. Where 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 right-of-way shall be provided.

Streets designated as arterial or collector status streets on the Selmer Major Road Plan shall have the additional pavement width and curb and gutter added by the developer on the side of the street on which the subdivision is located.

8. Restriction of Access

- a. Where a subdivision fronts on an arterial street or highway, or where a non-residential use abuts on a street opposite a residential use area, the Planning Commission may require that frontage be provided on a marginal access street. Double frontage shall not be permitted between any residential or major street and a marginal access street.

- b. For residential subdivisions bordering on an arterial street or highway, the Planning Commission may require, in lieu of a marginal access street, that "through" and "corner" lots be provided with double frontage on both the arterial street or highway and a single-family residential street. In this case, the right of vehicular access to the arterial street or highway shall be permanently dissolved and such dissolution shall be noted permanently on the Final Plat of the Subdivision.

9. Street Alignment and Grades

In setting the alignment and grades for streets, due consideration shall be given to storm drainage. In general, the depth of flow in gutters and the allowable spread of water shall be consistent with the functional classification of the street. Arterial streets shall be designed to remain virtually free of water. Deeper flows and wider spreads may be tolerated on collector and land access streets. Street alignments and grades shall

be designed so that, during severe rainfall events, the collector and land access streets can serve as open channels supplementary to the minor, normally piped, storm drainage system without flooding the adjoining lots or building sites; therefore, midblock sags in street grades are to be avoided and grades are to be set so as to generally parallel storm sewer gradients. During frequent normal rainfall events, appreciable runoff shall not be permitted to flow across intersections. The rate of flow for runoff contained on streets shall not normally exceed ten (10) feet per second.

10. Maximum Street Grades

Grades on arterial and collector streets shall not exceed seven (7) percent. Grades on all other streets shall not exceed ten (10) percent.

11. Horizontal Curves

Where a deflection angle of more than ten (10) degrees in the alignment of a street occurs, a curve of reasonably long radius shall be introduced. On streets sixty (60) feet or more in width, the centerline radius of curvature shall not be less than one hundred (100) feet. In all cases, horizontal curves shall be designed to provide a minimum of two hundred (200) feet of sight distance between any two points within the paved street surface.

12. Vertical Curves

Every change in street grade shall be connected by a vertical curve designed to afford a minimum sight distance of two hundred (200) feet as measured from a 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. Vertical curves shall be of standard parabolic design.

13. Intersections

- a. The angle of intersection between two major streets or between a major street and a land access street shall, generally, be a right angle, but, in no case, shall such intersection be less than eighty (80) degrees of arc. All other street intersections shall be as near a right angle as possible, but, in no case, less than seventy-five (75) degrees of arc.
- b. Property line radii at street intersections involving an arterial or collector street shall be not less than thirty-five (35) feet. All other intersections shall have property line radii of not less than twenty-five (25) feet.

14. Tangents

A tangent street segment shall be introduced between reverse or compound curves, where necessary, to provide a minimum sight distance of two hundred (200) feet between any two points within the paved street surface. Between reverse curves on arterial and collector streets, a tangent of not less than one hundred (100) feet in length shall be provided.

15. Street Jogs or Offsets

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

16. Dead-End Streets

- a. Cul-de-sacs designed to have one end permanently closed shall be no more in length than necessary to accommodate fifteen (15) lots. They shall be provided at the closed end with a turnaround having an outside roadway diameter of at least eighty (80) feet and a street right-of-way diameter of at least one hundred (100) feet. The Planning Commission may approve an alternate design to meet unusual site conditions.
- b. Where the Planning Commission determines a need for future access to adjacent properties, proposed subdivision streets shall be extended or additional street segments provided to the boundary of the subdivision at locations specified by the Planning Commission. Such extensions or additions shall be designed as temporary turnarounds having paved area with a diameter equal to the width of the required street right-of-way.

17. Private Streets and Travel Easements

A permanent travel easement may be permitted under certain conditions pursuant to Tennessee Code Annotated, Sections 13-3-411 and 13-4-308. These easements shall meet the following minimum standards, requirements and any special conditions attached by the Planning Commission, and the requirements and special conditions for the easement shall be placed on the Final Plat for recording.

- a. A permanent easement shall be of a required width of no less than fifty (50) feet. However, the Planning Commission may require greater widths if necessary to meet special conditions presented by the site or reflected on the Final Plat.

- b. A permanent easement providing legal access to more than one lot shall be improved to meet the road and construction standards as specified herein for private street improvements. Modification of said standards may be directed by the Planning Commission to meet site specific conditions.
- c. Permanent easement improvements shall be maintained by the developer/owner or by a legally established home owner's association or other similar group approved by the Planning Commission. The legal documents establishing the easement and the Home Owner's Association shall be submitted with the Final Plat for review and approval and shall be recorded with the Final Plat.
- d. If, at any future date, a permanent easement is submitted for acceptance as a public street or road, it shall be submitted to the Planning Commission for approval. In considering the easement for approval as a public street or road, the Planning Commission shall require the improvements to the easement to meet the minimum street construction standards in effect at the time the request for public acceptance is made.
- e. A building permit may be issued for a building to be located on a recorded lot of record prior to the effective date of these regulations, which lot fronts on a permanent easement with access to an existing public street or road; provided, however, that any future subdivision of said lot or parcel shall be subject to these provisions.

18. Street Names

Proposed streets which are obviously in alignment with other already existing streets and named shall bear the names of existing streets. In no case shall the name for a proposed street duplicate an existing street name irrespective of the suffix used, i.e., street, avenue, boulevard, drive, parkway, cove, court, or place.

19. Alleys

Alleys may be provided to serve the rear of lots or building sites used for commercial or industrial purposes. Alleys shall not be provided in any solely residential block. Re-subdivision of land for residential use in areas where alleys exist shall provide for vacation of such alleys.

D. LOT LAYOUT

In general, all lots within a subdivision shall have about the same area. Minimum lot areas and frontages are specified by the Zoning Regulations of the Governing Body having jurisdiction; however, a subdivision plan should not be predicated solely upon producing a maximum density. The lot layout plan should give balanced consideration to the natural topography of the tract being subdivided, to the conservation and preservation of the natural environment, to the provision of adequate open space, to the enhancement of the character and beauty of the community, to the optimization of "lot density to improvements" ratio, and to the protection of life and property.

1. Adequate Building Sites

Each lot shall contain a building site not subject to flooding or other hazards as defined in Section G of this article; and, such site shall be outside the limits of any easements, rights-of-way, building lines, side yards, rear yards, buffers, screens, or landscaped areas which are existing or are required by Zoning Regulations of the appropriate Governing Body.

2. Arrangement of Lots

Where practical, side lot lines shall be at right angles to straight street lines and radial to curved street lines. Each lot shall front on a public street or road, Private Street, or permanent access easement for a distance of fifty (50) feet. Where lots abut on an arterial street, a marginal access street, or have double frontage, acceptable arrangements shall be made to control ingress and egress onto such streets from the individual lots.

3. Minimum Size of Lots

The size, shape, and orientation of lots or building sites shall be as the Planning Commission deems appropriate for the intended use, topography of the site and for the protection of life and property on adjoining land.

- a. Within the City of Selmer, the minimum area and dimensions of residential lots shall be as specified by the Zoning Regulations of the City of Selmer.
- b. Within the Selmer Planning Region, the minimum area of residential lots shall be one half (1/2) acre notwithstanding additional area and dimensions as may be specified by the Tennessee Department of Environment and Conservation.

- c. Within the Selmer Planning Region, the minimum land area of office, commercial and industrial tracts shall be one (1) acre notwithstanding additional area and dimensions as may be specified by the Tennessee Department of Environment and Conservation; and, such tract shall also provide adequate space for off-street parking facilities and access thereto and landscape screening required by the proposed use and type of development.

4. Building Setback and Yard Requirements

- a. Within the City of Selmer, all lots or tracts shall have at least the minimum front, side, and rear yards that are required by Selmer Municipal Zoning Regulations. To accommodate conditions peculiar to a site, such as side yard drainage, the Planning Commission may require an increase in the yard requirements for a given lot or tract.
- b. Within the Selmer Planning Region, the following yard standards shall apply:

front:	50 feet
side:	25 feet
rear:	20 feet
width at the building line:	100 feet

To accommodate conditions peculiar to a site, such as side yard drainage, the Planning Commission may require an increase in the yard requirements for a given lot or tract.

- c. Within the City of Selmer and the Selmer Planning Region in the case of electrical transmission lines where easement widths are not definitely established, there shall be a minimum building setback line from the center of the transmission line as follows:

<u>VOLTAGE LINE</u>	<u>MINIMUM BUILDING SETBACK</u>
46 KV	37 1/2 feet
69 KV	50 feet
161 KV	75 feet

5. Large Tracts or Parcels

Where land is subdivided into larger parcels than ordinary building sites, such parcels shall be arranged to allow for future opening of streets and

for logical re-subdivision. In no case shall this be construed to allow the creation of severed parcels.

6. Lot Drainage and Grading

Where possible, lots shall drain toward the street or toward both the street and the rear lot lines. In case of drainage to the rear lot line, lateral drainage along rear lot lines shall be required, necessitating careful attention to grading. Where necessitated by the topography, side yard drainage may be required, in which case it may be necessary to increase minimum side yard requirements. Terracing of lots, particularly in a residential subdivision, shall be avoided unless essential for erosion control or to reduce the velocity of runoff.

E. OPEN SPACE AND EASEMENTS

No single aspect of subdivision design contributes more to the attractiveness and value of a subdivision development than the effective use of open space. The provision of open space and easements, preferably designed for multiple uses, is an essential consideration in the planning and design of both residential and non-residential subdivisions.

1. Open Space for Control of Storm Water Runoff

Where necessary, design of permanent and temporary storm water detention or retention ponds shall be an integral part of subdivision design. Such design shall consider opportunities to create open space landscaped areas for storm water management ponds while at the same time considering dual uses, such as public neighborhood parks and playgrounds or private recreational areas.

2. Easements for Open Channel Drainage

Each open channel, natural or constructed, shall be provided an easement of width sufficient to accommodate major runoff events. Such an easement shall also provide for operation of construction and maintenance equipment, erosion control, insect vector control, landscaping, and operations of any water-level flow control structures.

3. Easements for Utilities

Except where alleys are permitted for this purpose, utility easements with a minimum width of five (5) feet shall be provided along all front and rear lot lines. Where required to permit efficient layout of utilities or to provide access to rear lot lines, a utility easement of not less than five (5) feet in width shall be provided along side lot lines. Where deemed necessary, the Planning Commission may require utility easements to have a width to

a maximum of fifteen (15) feet. Unless approved by the Planning Commission, no landscape plantings except for lawn grasses and other appropriate ground cover vegetation, shall be permitted within a required utility easement. Planting restrictions within utility easements shall be noted on the final Plat.

4. Landscaped Buffers and Screens

Open space shall be reserved for fences, vegetative screening and other landscaped areas as required by the Selmer Zoning Ordinance and by these Subdivision Regulations. The design of landscaped buffers and screens shall be in accordance with the Technical Specifications of the City of Selmer and shall be subject to review and approval of the Planning Commission. Where residential lots have a double frontage on public streets, there shall be a continuous screening of acceptable design along the rear of such lots.

5. Conservation and Preservation of Community Assets

For all types of land uses, due consideration shall be given to providing open space needed to conserve notable features of the natural environment such as large trees, watercourses, and prominent scenic terrain. Adequate provision shall be made to protect and preserve historical sites or similar community assets which add to the attractiveness and value of property.

6. Private Use Open Space

Open space may be reserved for private use pursuant to provisions of a home owner's association; however, such open space will not become the responsibility of the City of Selmer, rather the owners or members of an owner's association shall have full responsibility for all care, preservation, and maintenance of the grounds and facilities contained within the reserved open space. An appropriate provision, declaring the responsibilities of the owner or owner's association and absolving the City of Selmer of any responsibility for private use open space, shall be included in the covenants and restrictions of the subdivision.

7. Preservation of Open Space

Once an area has been designated as a greenbelt, landscaped area, buffer, screen or other permanent open space, whether for public or private use, it shall not be encroached upon by any building, structure, or parking area, and shall be so noted on the Final Plat of the subdivision.

F. SUITABILITY OF LAND

The Planning Commission shall not approve the subdivision of any land where it has been found that, in the public interest, the land is not suitable for subdivision development of the type proposed. Any land use which may result in increased upstream or downstream flooding, endanger health, life, or property or aggravate downstream erosion, sedimentation or pollution shall not be approved for subdivision. Any land within a proposed subdivision which is unsuitable for the intended use shall be reserved for open space or other compatible uses which will not be endangered by any inherent hazard of the site.

1. Residential Land Use

Land, which is subject to flooding or which has unsuitable soil or ground water conditions, shall not be subdivided for any type of residential use.

2. Building Site Suitability

No lot or tract intended for use as a building site shall be permitted where a natural or man-made condition, on or adjacent to such lot or tract, may endanger the integrity of any building or structure erected on the site.

ARTICLE IV

PREREQUISITES TO FINAL SUBDIVISION APPROVAL

A. GENERAL REQUIREMENTS

As a condition precedent to the final acceptance of any subdivision, subdivision addition or resubdivision, every subdivision developer shall be required to grade and improve streets* and other public ways to install survey monuments, utilities, curbs, sidewalks, sewer, water mains, storm water inlets, surface and ground water drainage channels and structures, and buffer screens, and to prepare and plant landscaping in accordance with these regulations and standards referenced herein. In lieu of the completion of such improvements, prior to final subdivision acceptance, the Planning Commission may accept a bond, in an amount and with surety and conditions satisfactory to it, providing for and securing to the public by way of the Regional Planning Commission or the City of Selmer those monies necessary to the actual construction and installation of such improvements within a period specified by the Selmer Regional Planning Commission.

B. SURVEY MONUMENTS

Permanent and semi-permanent survey monumentation is an essential by-product of the land subdivision process. Such monumentation facilitates resurvey of the lands contained within the subdivision and provides survey control points for future cadastral and cartographic surveys and mapping. Each subdivision developer shall provide, at his expense, all survey monumentation and documentation specified herein.

1. Permanent Monuments

Concrete monuments four (4) inches in diameter or four (4) inches square, three (3) feet long, with a flat top, shall be set at all street corners, at all points where 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.

2. Semi-permanent Monuments

- a. All corners in the Subdivision not set with a permanent monument shall be marked with an iron rod not less than five-eighths (5/8") inch in diameter and twenty-four (24") inches long, and set flush with the finished grade of the surrounding surface.
- b. Upon completion of subdivision development, these metal rods shall be protected by one (1) or more flagged guard stakes.

3. Unauthorized Survey Marks

Survey reference marks, benchmarks, witness marks, or auxiliary corners which are unsightly or damaging to curbs, gutters, sidewalks, driveways, and street pavements, shall not be permitted. Any such unauthorized marks and corners shall be removed or repaired by the developer at his expense, prior to the final approval of the subdivision plat.

a. Survey Documentation

The developer shall provide to the City Recorder, prior to the final plat approval, a detailed description of all new and recovered permanent survey monuments lying within or on the boundary of the subdivision. Each description shall include:

- i. A physical description of the monument.
- ii. Instructions for locating the monument with respect to a fixed prominent landmark.
- iii. Survey data in addition to that shown on the final plat which shall, when available, consist of adjusted plane coordinates and elevations, survey precision and accuracy, and datum to which coordinates and elevation refer.
- iv. If the proposed subdivision consists of any property in a designated floodplain, as reflected on the Flood Insurance Rate Maps per each respective jurisdiction's participation in the National Flood Insurance Program, the developer shall be responsible for completing and submitting a FEMA Elevation Certificate to the City Recorder.

C. STORM DRAINAGE

The developer shall construct and install, at his expense within the subdivision, all channels, ditches and structures with sufficient hydraulic capacity to control stormwater run-off and emergent groundwater originating within and upstream of the subdivision. Drainage improvements also included proper building site and lot grading, and erosion and insect control.

1. Drainage Channels and Structures

- a. The size and quantity of drainage channels and structures shall conform to the drainage plan approved for the subdivision. The required drainage facilities include all underground pipe, inlets, catch basins, manholes, open-channel ditches, and porous pipe and french drains.
- b. All storm drainage pipe shall be reinforced concrete pipe. The maximum size of underground storm sewer shall be sixty (60) inch diameter and the minimum size shall be eighteen (18) inches in diameter.
- c. All open channel drainage requiring a cross-sectional area of one-hundred (100) square feet or less shall be contained in stabilized ditches. Where cross sections in excess of one hundred (100) square feet are required, the developer shall pave the ditch to the required cross section and provide an easement wide enough to contain the paved ditch in those instances where the ditch joins an existing downstream paved ditch. Where the downstream ditch is not paved, the developer may either (1) pave that ditch to the required cross section and provide the appropriate easement or, (2) improve the ditch and provide sufficient easement and capacity for drainage, bank stabilization and for access for maintenance equipment.

2. Insect Vector Control

All drainage channels and structures shall be constructed to eliminate breeding areas for mosquitoes and other insect pests. Other improvements such as widening, deepening, relocating, clearing, protecting or otherwise improving streambeds and other water courses which may be required of the developer within the subdivision for the control of mosquitoes and other public health nuisances, shall be provided in accordance with the standards and requirements of the Planning Commission.

3. Lot and Building Site Drainage

- a. The developer shall provide to each builder within the subdivision a detailed, coordinated grading plan designed to ensure proper drainage of all lots and building sites. Lot and site grading by individual builders shall conform to the coordinated grading plan furnished by the subdivision developer.
- b. All lots and building sites within the subdivision shall be graded to provide drainage away from all principal use buildings, and all accessory use buildings, covering two-hundred (200) square feet or more of the lot or site. A minimum of 3.3 percent slope shall be required to provide positive drainage of front yards to adjacent streets, or to an adequate drainage system. Deviations from this requirement may be allowed for unusual topographic conditions only with prior approval of Technical Staff designated by the Planning Commission.

4. Non-Residential Development Drainage Requirements

Commercial and industrial developments shall have all drainage structures designed by the retention and slow release method. The design calculations for such structures shall be submitted to Technical Review Staff designated by the Planning Commission for approval prior to construction. The drainage design should be such as to accommodate the amount of rainfall in a ten (10) year storm without pooling in the parking lot longer than four (4) hours.

D. STREET IMPROVEMENTS

The developer shall construct all public streets, roads and alleys at his expense* to the approved alignments, grades and cross sections. Deviations due to site peculiar conditions may be allowed only with prior approval of the Planning Commission.

1. Special Precautions

Where streets are constructed under or adjacent to existing electric transmission lines or over gas transmission lines, the nearest edge of the pavement shall be a minimum of fifteen (15) feet from any transmission line structure. All street grading shall be done in a manner which will not disturb the structure nor result in erosion endangering the structure. In the case of electric transmission lines, the clearance from the pavement surface to the nearest conductor shall meet the requirements of the National Electrical Safety Code.

2. Minimum Street Width (face of curb to face of curb)
 - a. Arterial Streets 48 feet
(or greater)
 - b. Collector Street 36 feet
 - c. Minor Residential Streets 24 feet
 - d. Marginal Access 24 feet
 - e. Residential Dead-end Streets (cul-de-sac).24 feet
(Maximum length 15 dwelling units)
 - f. Rural Roads (excluding shoulders).....24 feet

Rural roads shall be defined as roads not defined on the applicable Major Road Plan; outside the Corporate Limits; outside an area intended for annexation; a road not anticipated to be extended beyond the boundary of the proposed subdivision, and not within 1500 feet of the existing Corporate Limits. (See Article IV, F. for Rural Road Improvements).

3. Roadway Subgrade Preparation

- a. Clearing and Grubbing

Before roadway grading for public or private streets and access easements is started, the entire right-of-way area shall be cleared of all stumps, brush, roots, all trees not intended for preservation, and all other objectionable materials, the cleared and grubbed material shall be disposed of in a legal manner, generally away from the construction site.

- b. Excavation

During construction, roadbed excavations for public or private streets and access easements should be maintained in a smooth condition with sufficient slope to ensure adequate drainage under all weather conditions. All obstructions such as roots, stumps, boulders and other similar materials, shall be removed to a depth of two (2) feet below subgrade. Rock, when encountered, shall be scarified to a depth of twelve (12") inches below subgrade. All loose material in the roadway shall be compacted in the manner prescribed by Technical Staff designated by the Planning Commission.

c. Embankment

All suitable material from roadway excavations for public and private streets or access easements may be used in construction of roadway embankments. Excess or unusable materials shall be legally disposed of away from the construction site. The fill material used in the construction of embankment shall be spread in layers not to exceed six (6") inches loose and shall be compacted at optimum moisture content by a sheep foot roller or other compaction equipment approved by Technical Staff designated by the Planning Commission. During construction, embankments shall be maintained in a smooth condition with sufficient slope to ensure adequate drainage under all weather conditions.

4. Pavement Base Course

After preparation of the subgrade, the roadbed for public streets shall be surfaced with an approved material conforming to the "Local Government Public Works Standards and Specifications" by the Municipal Technical Advisory Service of the University of Tennessee as amended. Gravel base material shall be hard, durable road type gravel with size gradation, from two (2") inches down to dust fines. After compaction, the gravel base shall be at least six (6") inches thick or more. Prior to the issuance of a building permit, the base shall be installed and inspected. The maintenance of the base will be the developer's responsibility.

5. Roadway Surfacing

Within the municipality the City of Selmer will assist the development by surfacing new public streets upon approved final inspection of compacted base course and other required improvements. Street surfacing shall consist of two (2") inches of approved asphalt over a bituminous prime coat pursuant to provisions of the "Local Government Public Works Standards and Specifications" by the Municipal Technical Advisory Service of the University of Tennessee as amended.

Before laying asphalt, a prime coat of bituminous material shall be uniformly applied to the base at a rate of .40 to .60 gallons per square yard. The base course shall be allowed to settle for a minimum period of six (6) months prior to surfacing.

Technical Review Staff or the Planning Commission may specify additional requirements for road improvements warranted by soil conditions or the type and amount of traffic.

E. PRIVATE STREET IMPROVEMENTS

The developer shall construct all private streets, roads and alleys at his expense to the approved alignments, grades and cross sections. Deviations due to site peculiar conditions may be allowed only with prior approval of the Planning Commission.

1. Minimum Street Width (face of curb to face of curb)

- i. Minor Residential Streets 24 feet
- ii. Marginal Access 24 feet
- iii. Residential Dead-end Streets (cul-de-sac).24 feet
(Maximum length 15 dwelling units)
- iv. Rural Roads (excluding shoulders).....24 feet

Rural residential roads shall be defined as roads not defined on the applicable Major Road Plan; outside the Corporate Limits; outside an area intended for annexation; a road not anticipated to be extended beyond the boundary of the proposed subdivision, and not within 1500 feet of the existing Corporate Limits. (See Article IV, F. for Rural Road Improvements).

2. Roadway Subgrade Preparation

i. Clearing and Grubbing

Before roadway grading for private streets and access easements is started, the entire right-of-way area shall be cleared of all stumps, brush, roots, all trees not intended for preservation, and all other objectionable materials, the cleared and grubbed material shall be disposed of in a legal manner, generally away from the construction site.

ii. Excavation

During construction, roadbed excavations for private streets and access easements should be maintained in a smooth condition with sufficient slope to ensure adequate drainage under all weather conditions. All obstructions such as roots, stump, boulders and other similar materials, shall be removed to a depth of two (2) feet below subgrade. Rock, when encountered, shall be scarified to a depth of twelve (12") inches below subgrade. All loose material in

the roadway shall be compacted in the manner prescribed by Technical Staff designated by the Planning Commission.

iii. Embankment

All suitable material from roadway excavations for private streets or access easements may be used in construction of roadway embankments. Excess or unusable materials shall be legally disposed of away from the construction site. The fill material used in the construction of embankment shall be spread in layers not to exceed six (6") inches loose and shall be compacted at optimum moisture content by a sheep foot roller or other compaction equipment approved by Technical Staff designated by the Planning Commission. During construction, embankments shall be maintained in a smooth condition with sufficient slope to ensure adequate drainage under all weather conditions.

3. Pavement Base Course

After preparation of the subgrade, the roadbed for private streets shall be surfaced with an approved material conforming to the "Local Government Public Works Standards and Specifications" by the Municipal Technical Advisory Service of the University of Tennessee as amended. Gravel base material shall be hard, durable road type gravel with size gradation, from two (2") inches down to dust fines. After compaction, the gravel base shall be at least six (6") inches thick or more. Prior to the issuance of a building permit, the base shall be installed and inspected. The maintenance of the base will be the developer's responsibility.

4. Roadway Surfacing

The Developer shall be responsible for surfacing of private streets. Street surfacing for private streets shall consist of two (2") inches of approved asphalt over a bituminous prime coat pursuant to provisions of the "Local Government Public Works Standards and Specifications" by the Municipal Technical Advisory Service of the University of Tennessee as amended.

Before laying asphalt, a prime coat of bituminous material shall be uniformly applied to the base at a rate of .40 to .60 gallons per square yard. The base course shall be allowed to settle for a minimum period of six (6) months prior to surfacing.

F. RURAL ROAD IMPROVEMENTS

Rural residential roads shall be defined as roads not defined on the applicable Major road Plan; outside the Corporate Limits; outside an area intended for

annexation; a road not anticipated to be extended beyond the boundary of the proposed subdivision, and not within 1500 feet of the existing Corporate Limits. (See Article IV, F. for Rural Road Improvements). Roads, which are or will be extensions of municipal streets, will be constructed to the standards outlined in the appropriate sections of these Subdivision Regulations.

1. Special Precautions

Where streets are constructed under or adjacent to existing electric transmission lines or over gas transmission lines, the nearest edge of the pavement shall be a minimum of fifteen (15) feet from any transmission line structure. All street grading shall be done in a manner, which will not disturb the structure nor result in erosion endangering the structure. In the case of electric transmission lines, the clearance from the pavement surface to the nearest conductor shall meet the requirements of the National Electrical Safety Code.

2. Roadway Subgrade Preparation

a. Clearing and Grubbing

Before roadway grading for public or private streets and access easements is started, the entire right-of-way area shall be cleared of all stumps, brush, roots, all trees not intended for preservation, and all other objectionable materials, the cleared and grubbed material shall be disposed of in a legal manner, generally away from the construction site.

b. Excavation

During construction, roadbed excavations for public or private streets and access easements should be maintained in a smooth condition with sufficient slope to ensure adequate drainage under all weather conditions. All obstructions such as roots, stumps, boulders and other similar materials, shall be removed to a depth of two (2) feet below subgrade. Rock, when encountered, shall be scarified to a depth of twelve (12") inches below subgrade. All loose material in the roadway shall be compacted in the manner prescribed by Technical Staff designated by the Planning Commission.

c. Embankment

All suitable material from roadway excavations for public and private streets or access easements may be used in construction of roadway embankments. Excess or unusable materials shall be

legally disposed of away from the construction site. The fill material used in the construction of embankment shall be spread in layers not to exceed six (6") inches loose and shall be compacted at optimum moisture content by a sheep foot roller or other compaction equipment approved by Technical Staff designated by the Planning Commission. During construction, embankments shall be maintained in a smooth condition with sufficient slope to ensure adequate drainage under all weather conditions.

3. Roadway Storm Drainage

- a. An adequate drainage system includes necessary open ditches, pipes, culverts, intersectional drains, drop inlets, bridges, headwalls, etc., shall be provided for the proper drainage of all surface water.
- b. Storm drainage facilities shall be located in road right-of-way where feasible or in perpetual unobstructed easements of appropriate width, and shall be constructed in the following manner.

The Planning Commission may accept either of the following two alternatives for surface storm water drainage: (1) ditches or swales may be used along each side of the roadbed or (2) streets with inverted crown may be used if the drainage area of the street does not exceed five acres.

If ditches are used, they shall have a minimum depth of eighteen (18) inches below the roadbed in (2) streets with inverted crown may be used if the drainage area of the street does not exceed five acres.

0' - 4' width slope of 3/1*
4' - 6' width slope of 2.5/1
6' - 10' width slope of 2/1
Over 10' width slope of 1.5/1

*i.e. one (1) ft. drop for each three (3) ft. in. width.

- c. Unless otherwise determined by the McNairy County Highway Superintendent, all intersections of streets shall have a metal or aluminum culvert of a minimum of fifteen (15) inches in diameter.

Before any culvert is installed, the McNairy County Highway Superintendent must first inspect the intersection to determine the size of culvert and installation of the culvert in the manner indicated by the McNairy County Highway Superintendent.

- d. In all subdivisions, culverts shall be of sufficient length to permit full width of roadway and the required slopes. Culverts shall also be built on straight line and grade and shall be laid on a firm base by not rock. In addition, 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 points 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.

TALBOT FORMULA

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

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

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

- f. If necessary to determine proper drainage facilities, the Planning Commission may require the developer to outline the entire drainage area of the proposed construction along with a map showing the various roads and parcels and indicating the general flow of the surface water either by contours or by means of arrows with size, grade, and elevations of the pipes and elevations of the inlets as nearly as can be shown. Also, the area tributary to the various proposed inlets shall be outlined and the number of acres contained in each, indicated by figures adjacent to the inlet to which they are applicable. If it is deemed necessary by the Planning Commission the drainage diagram as set forth above shall include the drainage system below the proposed subdivision to a distance to be determined by the McNairy County Highway Superintendent. The Planning Commission may require the developer to make any improvements needed to solve drainage problems caused by this development.

4. Roadway Improvements

Roadway improvements shall be constructed as established below:

- a. Base. A mineral aggregate base, type A or B constructed in one or more layers, to a compacted depth of six (6) inches deep and three (3) feet wider than the width of the pavement shall be installed on all roads, including cul-de-sacs, temporary turn-arounds, and access streets to adjoining properties.
- b. Roadway Surfacing: After construction of the base has been completed satisfactorily, it shall be maintained smooth and uniform until covered by the following stage of construction for the roadway surface:
 1. A Double Bituminous Surface Treatment (Tar and Chip) shall be placed in accordance with the Tennessee Department of transportation specifications, section 404 with the following pavement schedule.

Prime: Bit. Mtl. Per sq. yd, 0.30-0.35-gal; cover Mtl. Psy. 8-12 lbs. Size #7

Mat: Bit.Mtl. per sq. yd.0.30 –0.35 gal; Agg. Psy 30-40 lbs. Size #6

Seal: Bit. Mtl. Per sq. yd. 0.30-0.35 gal; Min. Agg. Psy 20-25 lbs. Size #7

- c. The Planning Commission or the McNairy County Highway Superintendent may specify additional requirements for road improvements warranted by soil conditions or the type and amount of traffic.

G. SIDEWALKS, CURBS, GUTTERS AND HANDICAP RAMPS

The developer shall install, at his expense, all sidewalks, curbs and gutters, curb cuts and driveway aprons and handicap ramps within the subdivision.

1. Sidewalk Locations

For the safety of pedestrians and of children at play or enroute to school, sidewalks shall normally be required on both sides of the streets. Sidewalks shall be located in the street right-of-way immediately adjacent to the right-of-way line.

2. Minimum Sidewalk Widths and Cross Section

All sidewalks shall have a thickened edge cross section with the main slab not less than four (4") inches thick. For proper drainage, all sidewalks shall have one-fourth (1/4") inch per foot slope toward the adjacent street. Sidewalks shall conform to the following minimum widths:

- a. Single-family Residential Sidewalk..... 4 feet
- b. Multi-family 5 feet
- c. Commercial Non-residential Sidewalk..... 5 feet

3. Curbs and Gutters

Curbs and gutters shall be permanent integral type six (6") inch concrete curbs with twenty-four (24") inch concrete gutters.

4. Handicap Ramps

In all subdivisions where sidewalks are required, handicap ramps shall be installed at all crosswalks so as to make the transition from street to sidewalk easily negotiable for physically handicapped persons in wheelchairs and for others who may have difficulty in making the step up or down from curb level to street level. This requirement is not subject to waiver.

5. Curb Cuts and Driveway Aprons

All curb cuts and the installation of driveway aprons shall be approved by Technical Staff designated by the Planning Commission and shall be in a manner which ensures positive drainage to the street. An expansion joint with filler shall be provided at each edge of the driveway apron where it abuts the curb and gutter.

6. Quality of Concrete

All sidewalks, curbs, and gutters, handicap ramps and driveway aprons shall be constructed of high quality durable portland cement concrete. The concrete shall be ready-mixed, air entrained, 3,000 lb. concrete. All concrete shall be Class A and shall be placed, cured, and tested in accordance with the Technical Specifications of Selmer.

7. Waiver for Installation of Sidewalks

The Planning Commission may, upon application of the subdivision developer, waive the requirements for sidewalks. Such waivers shall be granted provided that the safety of pedestrians and children is not a factor.

8. Waiver for Installation of Curbs and Gutters

In the design of Local or Minor Residential Streets where a drainage analysis is conducted and an open channel drainage system can be designed by a Licensed Civil Engineer or Licensed Surveyor qualified in the field of hydrology and can be so situated within the required limits of the existing or dedicated right of way and it can be demonstrated by a drainage analysis that storm water runoff can be managed utilizing an open channel system as safely and efficiently as a subsurface storm drainage system requiring curbs and gutters and where in the opinion of the Planning Commission the public safety and the public welfare will not be impaired, then the Planning Commission may waive the requirements for curbs and gutters.

Streets authorized for construction in the absence of curb and gutter shall be measured from edge of pavement to edge of pavement. The base course underlying such streets shall be extended 3 feet beyond each pavement edge and compacted to provide an adequate shoulder.

H. INSTALLATION OF UTILITIES AND SANITARY SEWERS

After roadway grading is completed and approved, and before any base course is applied, all of the underground work on water mains, sewers, etc., and all service connections shall be installed completely, inspected and approved pursuant to standards of the Selmer Utility Division throughout the length of the roadway and across lateral sections.

1. Water Supply System

The subdivider shall construct and install an approved water distribution system including 6 inch water mains and adequate appurtenances in each subdivision to adequately serve all lots for domestic use and fire protection.

All future water mains and fire hydrants shall be installed in such a manner to provide adequate fire flows. All future water mains shall be at least six inches in diameter. However, larger mains shall be installed when necessary to insure that a minimum of 500 gallons per minute (GPM) at 20 pounds per square inch (psi) residual pressure is available at all fire hydrants. Additional gallons per minute above the minimum 500 gpm shall be made available if the Needed Fire Flow to structures in the area demands such additional flows. Fire hydrants shall be installed in such a manner that there shall be a fire hydrant within 750 feet of the front entrance of every existing or anticipated structure and within 300 feet of the front entrance if the structure contains more than 5000 square feet.

The distance of the fire hydrant shall be measured along the route that would be accessible to the fire department to lay fire hose from the hydrant to proposed lots.

All hydrants will be color coded as to comply with Division of Water Supply Rule 1200-5-1-17(18). Color coding will be as follows:

Green – Hydrants flowing 1000 gallons per minute or more

Orange – Hydrants flowing between 501 to 999 gallons per minutes.

Red- Hydrants flowing 500 gallons per minute or less.

All construction of water lines and appurtenances may be made by the water utility district serving the area either with their own forces or by contract, upon the subdivider making proper bond or financial arrangements with said district. Construction and installation of said water system shall be in conformance with the "Local Government Public Works Standards and Specifications" as modified by the Selmer Utility Division and in conformance with ""design Criteria for Water Works"as established

by the Tennessee Department of Environment and Conservation. The subdivider may construct said water lines and appurtenances but said construction shall be subject at all times to the inspection and approval of said utility division and Tennessee Department of Environment and Conservation. The subdivider may construct said water lines and appurtenances but said construction shall be subject at all times to the inspection and approval of said utility division and Tennessee Department of Environment and Conservation.

Water mains in the subdivision, as recommended by the Selmer Utility Division, shall be connected to the city water system. The water system in the subdivision shall be looped so as to provide adequate water pressure for fire protection. The water mains will be designed in accordance with the fire protection standards stated above or stricter standards if required by the applicable federal, state or local utility district. A greater line size may be required when it is determined by the Planning Commission that future development will require the additional size.

- a. All pipe solder or flux, which is used in the installation or repair of any water system, shall be lead free; provided., however, this shall not apply to lead
- b. All pipe solder or flux, which is used in the installation or repair of any water system, shall be lead free; provided, however, this shall not apply to lead joints necessary for the repair of cast iron pipes.
- c. All water mains installed within the subdivision shall be designed to minimize the infiltration of flood water.
- d. The developer shall be responsible for installing individual lot services to property line consisting of connection to water main, service tubing, curb stop and meter box.
- e. All water supply system construction plans and specifications shall be approved by the area Office of the Tennessee Department of Environment and Conservation prior to any construction in accordance with Section 68-13-102, Tennessee Code Annotated, copies of comments and certificates of approval from the above agency shall be forwarded to the Selmer Utility Division.

2. Sanitary Sewer Systems

For developments inside the Corporate Limits or within 1000 feet of existing adequate public facilities, the applicant shall install sanitary sewers in the subdivision and shall provide sanitary sewer facilities

to each lot therein and shall connect the facilities to the public system. The subdivider shall provide sewers which meet standards set forth in the regulations of the Tennessee Department of Environment and Conservation. All sanitary sewer facilities located in a flood hazard area shall be floodproofed to the regulatory flood protection elevation. All sewer facilities located below the regulatory flood protection elevation shall be designed to prevent infiltration of floodwaters into the sewer system and discharges from the system into floodwaters.

Technical Review Staff designated by the Planning Commission or the Planning Commission may require greater line sizes, pumping stations or other design modifications upon recommendation by the sewage utility provider having jurisdiction. All subdivisions within the city limits will be required to connect to the municipal sewer system at the developer's expense. All systems shall be designed to minimize or eliminate infiltration of flood water.

- a. The developer shall be responsible for installing individual lot services to property line consisting of connection to main and service pipe with plug.
- b. All sewer line construction plans and specifications shall be approved by the area office of the Tennessee Department of Public Health, Environmental Health Services, prior to any construction in accordance with Section 68-13-102, Tennessee Code Annotated. Copies of comments and certificates of approval from the above agency are required and shall be forwarded to the City of Selmer.

I. ENVIRONMENTAL PROTECTION AND PRESERVATION

Protection and preservation of the environment, particularly its natural features such as ground cover, trees, soils, and watersheds are an essential element of subdivision design. The developer shall provide at his expense, all erosion control revegetation planting, and protection for existing vegetation.

1. Erosion Control

- a. During all phases of subdivision development, positive measures shall be taken to minimize erosion by wind and water. Where necessary, appropriate erosion protection shall be provided to prevent interference with drainage and roadways by build-up of eroded soil and associated debris. Such eroded material shall be

promptly removed by the developer and where necessary streets shall be cleaned at the developer's expense.

- b. Erosion control measures to be accomplished by the developer shall consist of appropriate landscaping, grading, mulching, seeding, sprigging, sodding, tree planting, and construction of erosion check dams. Specific measures required shall be as approved or directed by the Planning Commission.

2. Preservation of Trees and Revegetation

No trees of a diameter of ten (10") inches or larger measured five (5) feet above the surrounding ground surface shall be removed if at all possible, and special attention shall be given to preserving larger trees. For removal of trees greater than twelve (12") inches in diameter, Technical Staff or the Planning Commission may require a plan of revegetation, in order to recover soil stabilization, percolation or buffering lost by removal of such tree.

J. SCREENING AND LANDSCAPING

Where required by the Planning Commission and these Regulations, fences and vegetative screening and landscaping shall be provided along the perimeter of certain developments to protect residential districts from undesirable views, lighting, noise, and other adverse influences. Other landscaping may be required for open space reserved as a part of the storm drainage system, for recreational areas, and for erosion control and preservation of environment and of historical landmarks.

1. Residential Development

Where residential developments have lots which have double frontage on public streets (alleys excepted), there shall be continuous screening along the rear line of these lots. Visibility areas required for traffic safety as designated by the Planning Commission shall not be screened.

2. Non-Residential Development

The screening and landscaping for non-residential development shall comply with the provisions of the Zoning Regulations of the applicable jurisdiction.

3. Other Landscaping

The Planning Commission may specify to the developer those areas within the subdivision which require landscaping. In such an event, the developer shall present, upon Final Plat presentation, a detailed landscaping plan and planting schedule.

K. PERFORMANCE BOND IN LIEU OF COMPLETED IMPROVEMENTS

In the absence of acceptable completed required improvements, the developer shall furnish to the City of Selmer a construction performance bond or other instrument of surety acceptable by the Planning Commission prior to or at the time of final plat approval. The amount and terms of the bond or surety shall be as determined by Technical Staff designated by the Planning Commission in accordance with Section 13-4-303 and 13-3-403, Tennessee Code Annotated. The amount of the bond or surety will be equal to the cost of installation of the improvements plus one year's inflation and shall remain in effect from the date of Final Plat approval until one year following completion, inspection and acceptance of required public improvements installed by the developer.

1. Enforcement of Bonds

Failure of the developer to comply with any or all parts of these regulations subsequent to final subdivision plat approval shall be grounds for issuance of a stop work order by the Building Inspector and enforcement of the performance bond by the City of Selmer.

ARTICLE V

VARIANCES, APPEALS AND AMENDMENTS

A. VARIANCES

Variances to the general requirements, design standards and extent of improvements required by these regulations may be granted or imposed by the Planning Commission. All requests for variances shall be submitted in writing. The Planning Commission may grant or impose variances under the following conditions:

1. Hardship

Where it can be shown that strict adherence to the provisions of these regulations would cause unnecessary hardship, a variance may be granted, except that, in no case shall this be construed to permit subdivision of land which is unsuitable or otherwise inadequate for the intended use, nor to permit waiver of any requirements which are necessary to the protection of life or property.

2. Site Peculiar Conditions

Where the Planning Commission determines that the topography or other site peculiar conditions warrant, and departure from these regulations would not destroy their intent, a variance may be granted or required. In this regard, the Planning Commission may impose additional requirements and higher standards to cope with site peculiar conditions. Any variance thus authorized shall be stated in writing in the Minutes of the Planning Commission with the reasons justifying the variance.

B. APPEALS

For matters falling within the scope of the regulating powers granted to the Planning Commission by Sections 13-4-302 and 13-4-303, Tennessee Code Annotated, any person or persons, or any board, taxpayer, department, board or bureau of the City aggrieved by any decision, finding or interpretation of the Planning Commission may seek review by a court of record of such decision, finding or interpretation, in the manner provided by the laws of the State of Tennessee. Decisions, findings and interpretations of the Planning Commission with regard to the standards and extent of improvements required for subdivision approval shall in all instances be final administrative decisions other appeals shall be as follows:

C. AMENDMENTS

The procedures, policies, design standards, requirements and restrictions set forth in these Regulations may from time to time be amended, supplemented, changed, or rescinded by the Planning Commission. Before adoption of any amendment, a public hearing thereon shall be held by the Planning Commission in accordance with Section 13-4-303, Tennessee Code Annotated. At least thirty (30) days notice of the time and place of such hearing shall be published in a newspaper of general circulation in the city.

ARTICLE VI

LEGAL STATUS PROVISIONS

A. POWERS OF THE PLANNING COMMISSION

These regulations are in accordance with the provisions of Chapters 3 and 4, Title 13, Tennessee Code Annotated, which grants to the Planning Commission the powers to regulate the subdivision of land within the City of Selmer and the Selmer Planning Region. In accordance with Sections 13-3-104 and 13-4-103, Tennessee Code Annotated, the Planning Commission, its members and employees, in the performance of its work, may enter upon any land and make examinations and surveys and place and maintain necessary monuments and marks thereon. The code further provides that, in general, the Planning Commission shall have powers as may be necessary to enable it to perform its purposes and to promote municipal and regional planning.

B. ENFORCEMENT OF SUBDIVISION REGULATIONS

The enforcement of these regulations is provided for by State law in the authority granted by public acts of the State of Tennessee.

1. Submission of Subdivision Plat for Approval

No plat of subdivision of land into two (2) or more lots or tracts located within the City of Selmer or the Selmer Planning Region, shall be admitted to the land records of McNairy County or received or recorded by the respective County Register of Deeds until such plat shall have been submitted to and approved by the Planning Commission and such approval entered in writing on the plat by the Secretary of the Planning Commission as provided in Sections 13-3-402 and 13-4-302, Tennessee Code Annotated.

2. Acceptance of and Improvements of Unapproved Streets

No board, public official, or authority shall accept, lay out, open, improve, grade, pave or light any street or lay or authority water mains or sewers or connection to be laid in any street within the City of Selmer or the Selmer Planning Region unless such shall have otherwise received the legal status of a public street prior to adoption of these regulations, or unless such street corresponds in its location and lines to a street shown on a subdivision plat approved by the Planning Commission as provided in Sections 13-3-406 and 13-4-307, Tennessee Code Annotated; however, the appropriate Governing Body may locate and construct or may accept any other street, provided that the Ordinance or Resolution or other

measure for such location and construction or for such acceptance be first submitted to the Planning Commission for its approval, and if disapproved by the Commission, be passed by a majority of the entire membership of the Board of Mayor and Aldermen; and a street approved by the Planning Commission or constructed or accepted by said majority vote after disapproval by the Commission, shall have the status of an approved street as fully as though it had been originally shown on a subdivision plat made and adopted by the Commission.

3. Issuance of Building Permits

No building permit shall be issued and no building shall be erected on any lot within the City of Selmer or the Selmer Planning Region unless the street giving access to the lot upon which said building is proposed to be placed, shall have been accepted or open as or shall have otherwise received the legal status of a public street prior to the adoption of these regulations or unless such street corresponds in its location and lines with a street shown on a subdivision plat approved by the Planning Commission or on a street plat made and adopted by the Commission, or with a street located or accepted by the Board of Mayor and Aldermen, or as a street platted as a private travel easement as provided in Sections 13-3-411 or 13-4-308, Tennessee Code Annotated.

C. COMPLAINTS REGARDING VIOLATIONS

Whenever a violation of these regulations occurs, or is alleged to have occurred, any person may file a written complaint stating fully the causes and basis thereof. Such complaint shall be filed with the Building Inspector. He shall record properly such complaint, investigate, take necessary action within his authority or refer the complaint to the City Attorney or other official designated by the Board of Mayor and Aldermen. A report of all violations of these regulations shall be included in the minutes of a regular meeting of the Planning Commission.

D. PENALTIES FOR VIOLATION

The penalties for the filing or recording of a plat, transfer or sale of land, and erection of a building, in violation of these regulations, are provided for by State law on authority granted by Public Acts of the State of Tennessee.

1. Recording of Unapproved Subdivision Plat

No County Register shall receive, file, or record a plat of a subdivision within the City of Selmer or the Selmer Planning Region without the approval of the Planning Commission as required in Sections 13-3-402 and 13-4-302, Tennessee Code Annotated, and any County Register so

doing shall be deemed guilty of a misdemeanor, punishable as other misdemeanors as provided by law.

2. Transfer or Sale of Land Without Prior Subdivision Approval

Sections 13-3-410 and 13-4-306, Tennessee Code Annotated, provides that whoever being the owner or agent of the owner of any land, transfers or sells or agrees to sell or negotiates to sell such land by reference to or exhibition of or by other use of a plat of such subdivision or 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 Register, shall be deemed guilty of a misdemeanor punishable as other misdemeanors as provided by law; and the description by Metes and Bounds in the instrument of transfer or other document used in the process of selling or transferring shall not exempt the transaction from such penalties. The City of Selmer or McNairy County through its jurisdiction's attorney or other official designated by the Governing Body having jurisdiction, may enjoin such transfer or sale, or agreement by action or injunction.

3. Unlawful Structures

Any building erected or to be erected in violation of these regulations shall be deemed an unlawful structure, and the appropriate County Building Commissioner or Inspector or County Attorney or Attorney of the City of Selmer or other official designated by the Governing Body having jurisdiction, may bring action to enjoin such erection or cause it to be vacated or removed as provided in Sections 3-13-411 and 13-4-308, Tennessee Code Annotated.

E. PROVISIONS OR REGULATIONS DECLARED TO BE MINIMUM REQUIREMENTS

In their interpretation and application, the provisions of these regulations shall be held to be minimum requirements, adopted for the public interest and orderly development of the City of Selmer, the Selmer Planning Region and its environs. Wherever the requirements of these regulations are at variance with the requirements of any other lawfully adopted rules, regulations, ordinances, or deed restrictions, the most restrictive, or that imposing the higher standards shall govern.

ARTICLE VII

SEVERABILITY

Should any section or provision of these Subdivision Regulations be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Regulations as a whole, or any part thereof other than the part so declared to be unconstitutional or invalid.

ARTICLE VIII

ADOPTION AND EFFECTIVE DATE

A. PUBLIC HEARING

Before adoption, amendment, revisions, or rescission of all or part of these Subdivision Regulations, a Public Hearing as required by Section 13-4-303, Tennessee Code Annotated, was afforded any interested person or persons.

B. EFFECTIVE DATE

The attachment of the Planning Commission's subdivision jurisdiction and these Subdivision Regulations, shall be in full force and effect from and after their adoption and effective date. The effective date of any amendment, revision or rescission of these Subdivision Regulations shall be the date such amendment, revision or recession shall have been adopted by the Planning Commission.

Adopted by the Planning Commission the 6th day of June, 1996.

CHAIRMAN
SELMER PLANNING COMMISSION

ATTEST:

SECRETARY

ARTICLE IX

ASSURANCE FOR COMPLETION AND MAINTENANCE OF IMPROVEMENTS

A. IMPROVEMENTS AND SURETY INSTRUMENTS

1. Completion of Improvements

Before the Final Plat is signed by the Secretary of the Planning Commission as specified in Article II, E of these regulations, all applicants shall complete, in accordance with the Planning Commission's decision and to the satisfaction of the appropriate governmental representative, all public ways, sanitary, and other improvements, including lot improvements on the individual lots of the subdivision, as required in these regulations and approved by the Planning Commission, and shall dedicate such improvements to the City of Selmer or McNairy County free and clear of all liens and encumbrances on the property and public improvements thus dedicated.

2. Surety Instrument

The Planning Commission at its discretion may waive the requirement that the applicant complete and dedicate all public improvements prior to the signing of the Final Plat by providing that, as an alternative, the applicant post a Surety Instrument or Performance Bond at the time of submission for Final Plat approval in an amount of which is at least 110% percent of the amount estimated by the City Engineer or Director of Public Works as sufficient to guarantee to the governing body the satisfactory construction, installation, and dedication of the incomplete portion of the required improvements.

Such Surety Instrument or Performance Bond shall comply with all statutory requirements and shall be satisfactory to legal counsel as to form, sufficiency, and manner of execution, as set forth in these regulations. The period within which required improvements must be completed shall be specified by the Planning Commission when approval

of the Final Plat is granted and shall be incorporated into the Surety Instrument or Performance Bond and shall not exceed one (1) year from date of final approval.

Such Surety Instrument or Performance Bond shall be approved by the Planning Commission as to amount and conditions. The Planning Commission may, upon proof of difficulty, extend the completion date set forth in such Surety Instrument or Performance Bond for a maximum period of one (1) additional year. The Planning Commission may accept at any time during the period of such Surety Instrument or Performance Bond a substitution of principal.

3. Temporary Improvements

The applicant shall build and pay for all costs of temporary improvements required by the Planning Commission, and shall maintain them to a reasonable satisfaction for the period specified by the Planning Commission. Prior to construction of any temporary facility or improvement, the applicant shall file with the Planning Commission a separate suitable Surety Instrument or Performance Bond for temporary facilities, which shall ensure that the temporary facilities will be properly constructed, maintained, and removed.

4. Costs of Improvements

All required improvements shall be made by the applicant at his expense. Any provisions for reimbursement by the governing body or any utility agency shall be stipulated clearly in the provisions of any surety instruments / performance bonds, and shall be supported by certified resolution or ordinance of such governing body or agency.

5. Governmental Units

Governmental units to which these surety instruments / performance bonds and contract provisions apply may file, in lieu of said contract or Surety Instrument or Performance Bond, a certified resolution or

ordinance from officers or agencies authorized to act in their behalf agreeing to comply with the provisions of this Article.

6. Failure to Complete Improvements

In subdivisions for which no Surety Instrument or Performance Bond has been posted, if the improvements are not completed within the period specified by the Planning Commission in the resolution approving the plat, the approval shall be deemed to have expired. In those cases in which a Surety Instrument or Performance Bond has been posted and required improvements have not been installed within the terms of such Surety Instrument or Performance Bond, the Planning Commission thereupon may declare the Surety Instrument or Performance Bond to be in default and require that all the improvements be installed regardless of the extent of the building development at the time the Surety Instrument or Performance Bond is declared to be in default.

7. Acceptance of Dedication Offers

Acceptance of formal offers of dedication of public ways, easements, and parks shall be by formal action of the governing body. Such action shall be in the form of a resolution recommended by the Planning Commission to the governing body. The approval by the Planning Commission of a subdivision plat shall not be deemed to constitute or imply an acceptance by the local government of any public way, easement, or other ground shown on the plat. The Planning Commission may require the plat to be endorsed with appropriate notes to this effect.

B. INSPECTION OF IMPROVEMENTS

1. General Procedure

The Planning Commission may provide for inspection of required improvements during construction and ensure their satisfactory completion. If the appropriate governmental representative finds upon inspection that any of the required improvements has not been

constructed in accordance with the governing body's construction standards and specifications, the applicant shall be responsible for completing the improvements to the required standards. Whenever the cost of improvements is covered by a Surety Instrument or Performance Bond, the applicant and the underwriting person or institution shall be liable severally and jointly for completing said improvements according to specifications.

2. Release or Reduction of Surety Instrument or Performance Bond

a. Certificate of Satisfactory Completion

The Planning Commission shall not recommend dedication of required public improvements nor shall the Planning Commission release nor reduce a Surety Instrument or Performance Bond until the appropriate governmental representative submits a certificate stating that all required improvements have been satisfactorily completed, and until the applicant's engineer or surveyor has certified to the Planning Commission and the appropriate governmental representative (through submission of a detailed "as built" survey of the subdivision indicating location, dimensions, construction materials, and any other information required by the Planning Commission) that the layout and the line and grade of all public improvements are in accordance with the approved construction plans for the subdivision. Upon such approval and recommendation, the governing body, thereafter, may accept the dedicated improvements in accordance with the procedures set forth in other sections of these regulations.

b. Reduction of Surety Instrument or Performance Bond

A Surety Instrument or Performance Bond may be reduced upon actual dedication and acceptance of public improvements and then only to the ratio that the public improvement dedicated bears to the total public improvements for the plat. In no event shall a Surety Instrument or Performance Bond be reduced below fifteen (15%)

percent of the principal amount prior to final acceptance of all items covered under the Surety Instrument or Performance Bond.

C. MAINTENANCE OF IMPROVEMENTS

The applicant shall be required to maintain all improvements including all lot improvements, until acceptance of the public improvements by the governmental body.

The applicant may be required to file a maintenance Surety Instrument or Performance Bond with the Planning Commission prior to dedication, in an amount considered adequate by the appropriate governmental representative and in a form satisfactory to legal counsel in order to assure the satisfactory condition of the required improvements, including all lot improvements, for a period of one year after the date of acceptance of the public improvements by the Planning Commission.

D. DEFERRAL OR WAIVER OF REQUIRED IMPROVEMENTS

The Planning Commission may defer or waive at the time of final approval, subject to appropriate conditions, the provision of any or all such improvements as, in its judgment, are not requisite in the interest of the public health, safety, and general welfare, or which are inappropriate because of inadequacy or lack of connecting facilities.

Whenever it is deemed necessary by the Planning Commission to defer the construction of any improvement required herein because of incompatible grades, future planning, inadequate or lack of connecting facilities, or other reasons, the developer shall either pay his share of the costs of the future improvements to the Planning Commission prior to signing of the Final Plat by the appropriate governmental representative(s) or post a performance bond or other surety instrument ensuring completion of said improvements upon demand of the Planning Commission.

E. ESCROW DEPOSITS FOR LOT IMPROVEMENTS

1. Acceptance of Escrow Funds

Whenever, by reason of the season of the year, any lot improvements required by these regulations cannot be performed, the enforcing officer nevertheless may issue a certificate of occupancy upon accepting a cash escrow deposit in an amount to be determined by the appropriate governmental representative for the cost of such improvements; provided, there otherwise is no danger to the health, safety, or general welfare. The Surety Instrument or Performance Bond covering such lot improvements shall remain in full force and effect.

2. Procedures on Escrow Fund

All required improvements for which escrow moneys have been accepted by the enforcing officer at the time of issuance of a certificate of occupancy shall be installed by the developer within a period of one year from the date of deposit and issuance of the certificate of occupancy. In the event that the improvements have not been installed properly at the end of the time period, the enforcing officer shall provide written notice, within two (2) weeks, to the developer requiring him to install the improvements, and in the event they are not installed properly, in the judgment of the enforcing officer, he may request the Planning Commission to proceed to install or to contract for the installation of the necessary improvements in a sum not to exceed the amount of the escrow deposit.

At the time of the issuance of the certificate of occupancy for which escrow moneys are being deposited, the applicant shall obtain and file with the enforcing officer, prior to obtaining the certificate of occupancy, a notarized statement from the purchaser(s) of the premise authorizing the enforcing officer to install the improvements at the end of the one year period in the event the improvements have not been installed properly by the developer.

F. ISSUANCE OF BUILDING PERMITS AND CERTIFICATES OF OCCUPANCY

Where a Surety Instrument or Performance Bond has been required for a subdivision, or any section of a subdivision, no certificate of occupancy for any building in the subdivision or section thereof shall be issued prior to the completion and dedication of the improvements to the appropriate governmental unit, as required in the Planning Commission's resolution of final approval of the subdivision plat.

The extent of public way improvements shall be adequate for vehicular access by the prospective occupant and by police and fire equipment prior to the issuance of an occupancy certificate. The developer shall at the time of the dedication submit moneys in escrow to the Planning Commission in a sum to be determined by the appropriate governmental representative.

APPENDIX

SCHEDULE OF FEES
SUBDIVISION DEVELOPMENT

Major Subdivision	\$200 + \$20/ lot*
Minor Subdivision (See page II-12)	none

* To be paid and submitted with Engineering Plan Submission

The cost for the City's technical review of the Engineering Plan Submission and the cost of construction field inspection shall be defrayed by the applicant.

FINAL PLAT CERTIFICATES FOR MINOR PLATS

CERTIFICATE OF OWNERSHIP AND DEDICATION

I(we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon as recorded in Deed Book _____page_____in the Office of the Register of McNairy County, Tennessee and that I (we) adopt this plan of subdivision with my(our) free consent, establish the minimum building restriction lines, and dedicate the streets, easements, rights-of-way, rights of access and all areas of public and private use as noted and hereby certify that I am the owner in fee simple, duly authorized so to act, and that said property is unencumbered by any taxes that have become due and payable.

_____,20____
DateOwner
.....
.....Owner

**STATE OF TENNESSEE
COUNTY OF MCNAIRY**

Before me, the undersigned, a notary public in and for the State and County aforesaid, duly commissioned and qualified, personally appeared (printed name of signer), with whom I am personally acquainted and who, upon oath, acknowledge himself to be owner of the (printed name of subdivision) Subdivision, and he as such owner, executed the foregoing instrument for the purpose therein contained by signing his name as owner.

In witness whereof, I hereunto set out my hand and affix my seal this _____
Day of _____, _____.

Notary Public

My Commission expires:_____

MORTGAGEE CERTIFICATE

We, the undersigned, (printed name of Mortgagee) , Mortgagee of the property shown and described hereon as recorded in Deed Book page in the Office of the Register of McNairy County, Tennessee and that I (we) adopt this plan of subdivision with my (our) free consent, establish the minimum building restriction lines, and dedicate the streets, easements, rights-of-way, rights of access and all areas of public and private use as noted and hereby certify that I am the owner in fee simple, duly authorized so to act, and that said property is unencumbered by any taxes that have become due and payable.

Mortgagee

**STATE OF TENNESSEE
COUNTY OF MCNAIRY**

Before me, the undersigned, a notary public in and for the State and County aforesaid, duly commissioned and qualified, personally appeared (printed name of signer), with whom I am personally acquainted and who, upon oath, acknowledge himself to be owner of the (printed name of subdivision) Subdivision, and he as such owner, executed the foregoing instrument for the purpose therein contained by signing his name as owner.

In witness whereof, I hereunto set out my hand and affix my seal this _____
Day of _____, _____.

Notary Public

My Commission expires: _____

CERTIFICATE OF SURVEY

I, (Printed name of signer), do hereby certify that I am a registered Land Surveyor, and that I have surveyed the lands, embraced within the plat or map designated as the (name of subdivision) Subdivision, a subdivision lying within the corporate limits or the Planning Region of Selmer, Tennessee; said plat or map is a true and correct plat or map of the lands embraced therein, showing the subdivision thereof in accordance with the Municipal-Regional Subdivision Regulations of Selmer, Tennessee; I further certify that the survey of the lands embraced within said plat or map have been correctly monumented in accordance with the Municipal-Regional Subdivision Regulations of Selmer, Tennessee.

In witness where of, I, (printed name of signer), the said Registered Land Surveyor, hereunto set out my hand and affix my seal this _____ date of _____.

Registered Land Surveyor
State of Tennessee
Certificate No. _____(SEAL)

CERTIFICATION OF THE APPROVAL OF AVAILABILITY OF WATER

I, (printed name of signer), do hereby certify that I have reviewed the proposed minor subdivision and certify that public water and/or fire hydrants are available.

_____, 20_____
Date.....Selmer Public Works Director

CERTIFICATE OF THE APPROVAL OF SEPTIC

(Language and septic restrictions to be supplied by Tennessee Department of Environment and Conservation. Any required restrictions are to be on the face of the plat signed by the County Environmentalist. Proof of existing septic tanks, references to existing septic facility locations or additional information may be required by the Planning Commission prior to subdivision plat approval, which may be noted on the plat or documented in attachments.)

CERTIFICATE OF THE APPROVAL OF ACCESS TO A PUBLIC STREET

I, (printed name of signer), do hereby certify that I have reviewed the proposed minor subdivision and certify that all lots have access to an adopted public way.

_____, 20_____
Date
Street Superintendent or McNairy
County Highway Administrative Officer

CERTIFICATE OF REVIEW BY SELMER FIRE CHIEF (if applicable, see note below)

(Language to be provided by Fire Chief related to distance/access to hydrants or access to property relative to emergency personnel or vehicles).

PLANNING COMMISSIONS CERTIFICATE OF APPROVAL OF THE FINAL PLAT

I, (printed name of signer), do hereby certify that the Selmer Municipal-Regional Planning Commission has approved this Final Plat of subdivision for recording.

_____, 20____. _____
Date

Secretary of the Selmer Municipal
Regional Planning Commission

FINAL PLAT CERTIFICATES FOR MAJOR SUBDIVISIONS

CERTIFICATE OF OWNERSHIP AND DEDICATION

I(we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon as recorded in Deed Book ____page____ in the Office of the Register of McNairy County, Tennessee and that I (we) adopt this plan of subdivision with my(our) free consent, establish the minimum building restriction lines, and dedicate the streets, easements, rights-of-way, rights of access and all areas of public and private use as noted and hereby certify that I am the owner in fee simple, duly authorized so to act, and that said property is unencumbered by any taxes that have become due and payable.

_____,20____
DateOwner
.....
.....Owner

STATE OF TENNESSEE
COUNTY OF MCNAIRY

Before me, the undersigned, a notary public in and for the State and County aforesaid, duly commissioned and qualified, personally appeared (printed name of signer), with whom I am personally acquainted and who, upon oath, acknowledge himself to be owner of the (printed name of subdivision) Subdivision, and he as such owner, executed the foregoing instrument for the purpose therein contained by signing his name as owner.

In witness whereof, I hereunto set out my hand and affix my seal this _____
Day of _____, _____.

Notary Public

My Commission expires:_____

STATE OF TENNESSEE

COUNTY OF _____

Before me, the undersigned, a notary public in and for the State and County aforesaid, duly commissioned and qualified, personally appeared _____ with whom I am personally acquainted and who, upon oath, acknowledge himself to be owner of the _____ subdivision, and he as such owner, executed the foregoing instrument for the purpose therein contained by signing his name as owner.

In witness whereof, I hereunto set my hand and affix my seal this ____ day of _____, 19 __.

(NOTARY PUBLIC)

MORTGAGEE CERTIFICATE

We, the undersigned, _____ (printed name of Mortgagee, Mortgagee of the property shown and described hereon as recorded in Deed Book _____ page _____ in the Office of the Register of McNairy County, Tennessee and that I (we) adopt this plan of subdivision with my (our) free consent, establish the minimum building restriction lines, and dedicate the streets, easements, rights-of-way, rights of access and all areas of public and private use as noted and hereby certify that I am the owner in fee simple, duly authorized so to act, and that said property is unencumbered by any taxes that have become due and payable.

Mortgagee

STATE OF TENNESSEE

COUNTY OF _____

Before me, the undersigned, a notary public in and for the State and County aforesaid, duly commissioned and qualified, personally appeared (printed name) of (printed name of subdivision) Subdivision, and he as such representative executed the foregoing instrument for the purpose therein contained by signing his name as representative of the mortgagee.

In witness whereof, I hereunto set my hand and affix my seal this ____ day of _____, 19 __.

(NOTARY PUBLIC)

CERTIFICATE OF SURVEY

I, (Printed name of signer), do hereby certify that I am a registered Land Surveyor, and that I have surveyed the lands, embraced within the plat or map designated as the

(name of subdivision) Subdivision, a subdivision lying within the corporate limits or the Planning Region of Selmer, Tennessee; said plat or map is a true and correct plat or map of the lands embraced therein, showing the subdivision thereof in accordance with the Municipal-Regional Subdivision Regulations of Selmer, Tennessee; I further certify that the survey of the lands embraced within said plat or map have been correctly monumented in accordance with the Municipal-Regional Subdivision Regulations of Selmer, Tennessee.

In witness where of, I, (printed name of signer), the said Registered Land Surveyor, hereunto set out my hand and affix my seal this _____ day of _____.

Registered Land Surveyor
State of Tennessee
Certificate No. _____

CERTIFICATE OF APPROVAL OF WATER, SEWER AND DRAINAGE SYSTEMS PLANS

I, (printed name of signer), do hereby certify that I have reviewed the water, sewer and drainage systems plans for this subdivision and certify that they meet the requirements of the Subdivision Regulations and Technical Specifications of the City of Selmer and are hereby approved.

_____, _____
Date

City Engineer

CERTIFICATE OF ADEQUACY OF STORM DRAINAGE

I, (printed name of signer), do hereby certify that I am a registered Professional Civil Engineer, and that I have designed all storm water drainage for this subdivision in accordance with the City of Selmer Subdivision Regulations to assure that in my professional opinion neither said subdivision or the adjoining properties will be damaged.

In witness where of, I, (printed name of signer), the said Professional Civil Engineer, hereunto set out my hand and affix my seal this day of _____, _____.

Professional Civil Engineer
State of Tennessee
Certificate No. _____

CERTIFICATE OF ACCURACY OF ENGINEERING AND DESIGN

I, (printed name of signer), A professional Civil Engineer, do hereby certify that the plans, engineering and designs governing the construction of this subdivision are true and correct, and conform to the requirements set forth in the Subdivision Regulations and Technical Specifications of the City of Selmer.

In witness where of, I, (printed name of signer), the said Professional Civil Engineer, hereunto set out my hand and affix my seal this _____ day of _____, ____.

Certificate No. _____

CERTIFICATE OF RECEIPT OF APPROVED WATER AND SEWAGE SYSTEMS PLANS

I, (printed name of signer), do hereby certify that a set of construction plans dated _____ submitted by the developer regarding the water supply and/or sanitary sewers for this subdivision bearing the seal of the Tennessee Department of Environment and Conservation which indicates said plans meet the Department's requirements, have been received.

_____, _____
Date

City Engineer or Director of Public Works

CERTIFICATE OF APPROVAL OF STREETS

I hereby certify: (1) that the streets and drainage facilities have been installed in an acceptable manner and according to the cities specifications, or (2) that a surety instrument has been provided to the Planning Commission which would assure completion of all required improvements for this subdivision, in case of default.

_____, _____
Date

City Engineer or Selmer Street Superintendent

CERTIFICATE OF REVIEW BY SELMER FIRE CHIEF (if applicable, see note below)

(Language to be provided by Fire Chief related to distance/access to hydrants or access to property relative to emergency personnel or vehicles)

CERTIFICATE OF RECOGNITION OF PRIVATE STREETS (WHEN APPLICABLE)

I hereby certify that the streets, drainage improvements and/or rights-of-way on the subdivision plat shown hereon are private and maintenance of said streets, drainage improvements and/or rights-of-way shall be the responsibility of the property owners or homeowners' association as per covenants recorded in the Trust Deed Book _____ page _____, in the office of the Register of McNairy County, Tennessee. It is stipulated that the streets and drainage improvements as depicted hereon do meet the specifications set forth in the current Subdivision Regulations at the time of this plat approval. Such streets, drainage improvements and/or rights-of-way shall remain private until they are inspected by the Street Superintendent or City Engineer Consulting as being compliant with the then prevailing Subdivision Regulations,

dedicated, and accepted by the governing legislative body, and a revised plat is approved by the Planning Commission.

_____,
Date

City Engineer or
Selmer Street Superintendent

PLANNING COMMISSIONS CERTIFICATE OF APPROVAL OF THE FINAL PLAT

I, _____ (printed name of signer), do hereby certify that the Selmer Municipal-Regional Planning Commission has approved this Final Plat of subdivision for recording.

_____,
Date

Planning Commission Secretary

CERTIFICATE OF APPROVAL OF STREET OR ROAD NAMES

I _____ (printed name of signer), hereby approve the Street or Road Names for _____ (name of Subdivision) Subdivision.

_____, 200____
Date

McNairy County 911 representative

THE TOWN OF SELMER

144 North Second Street, Selmer, TN 38375
Phone: (731) 645-3241, Fax: (731) 645-1462

Due 15 days prior to Planning Commission Meeting

MASTER DESIGN PLAN CHECK LIST (Page 1 of 2)

Name of Development: _____

Location _____ Zoning District/Planning Region: _____

Name and Address of Owner of Record _____

Engineer/Surveyor _____

Contact Number () _____

Date submitted for approval _____ Fee due*\$ _____

*See Selmer Municipal/Regional Subdivision Regulations for all applicable fees.

The Master Design Plan shall meet the minimum standards of design as set forth in Article III of the Subdivision Regulations and shall give the following information:

_____ The proposed subdivision's name and location.

_____ The name(s), address(es) and phone number(s) of the owner or owners and of the designer of the Master Design Plan.

_____ Date, approximate north point, and graphic scale.

_____ The location of existing property lines, streets, buildings, bridges, rights-of-way and easements and drainage ditches.

_____ The location, dimensions and names of proposed streets, alleys and lots.

_____ Present zoning classification both on lot to be subdivided and adjoining land.

_____ The area of the smallest, largest and average lot.

_____ The acreage of the land to be subdivided.

_____ Location map showing the relationship of the subdivision site to the applicable vicinity of the City.

MASTER DESIGN PLAN CHECKLIST (Page 2 of 2)

_____ In addition to the required information, the following information, though not required, would assist in design review and would help avoid later redesign and engineering expense:

- (1) Contours at vertical intervals of not more than five (5) feet.
- (2) Location and line size of closest existing water and sewer lines.

Signature

Date

Signature signifies all requirements have been met and are on the plan submittal where applicable and all fees have been obtained.

Staff's review completed on _____
Date

THE TOWN OF SELMER

144 North Second Street, Selmer, TN 38375
Phone: (731) 645-3241, Fax: (731) 645-1462

ENGINEERING PLAN CHECKLIST (Page 1 of 3)

Name of Development: _____

Location _____ Zoning District/Planning Region: _____

Name and Address of Owner of Record _____

Engineer/Surveyor _____

Contact Number () _____

Date submitted for approval _____ Fee
due*\$ _____

*See Selmer Municipal/Regional Subdivision Regulations for all applicable fees.

The Engineering Plan Submission shall, at least, meet the minimum design standards in Article III, meet the construction standards included herein and conform substantially to the Master Design Plan.

The Engineering Plan Submission shall contain the following information for the whole subdivision even when the subdivision is to be developed in phases or sections.

_____ Submit eleven (11) copies for planning staff review 15 days prior to Planning Commission. The Master Design Plan must have been approved prior to submission.

_____ The proposed subdivision's name and location, the name(s) and address(es) and phone number(s) of the owner or owners, and the name, address and phone number of the designer of the plat who shall be an engineer.

_____ Date, approximate north point and graphic scale.

_____ The location of existing and platted property lines, existing streets, buildings, water courses, sewers, bridges, culverts, drain pipes, water mains, and any public utility easements or lines, the present zoning classification, both on the land to be subdivided and on the adjoining land; and the names of adjoining property owners or subdivisions.

_____ The proposed street names and the locations and dimensions of proposed streets, alleys, easements, parks and other open spaces, reservations, lot lines, building setback lines and utilities.

CHECKLIST FOR ENGINEERING PLAN SUBMITTAL (PAGE 2 OF 3)

_____ Contours at vertical intervals of not more than two (2) feet. All new developments greater than fifty (50) lots or five (5) acres, whichever is lessor, shall include base flood elevation data. If any portion of the land being subdivided is subject to flooding, the plat will show the limit and elevation of the 100-year floodplain.

_____ The acreage of the land to be subdivided.

_____ Location sketch map showing relationship of subdivision site to area and town.

_____ A comprehensive drainage plan which shall include, but not be limited to, an analysis of the drainage area, a storm water routing plan showing maximum quantities of flow and maximum rates of flow before and after development. A map of the drainage area in which the subdivision is located shall be included with the drainage plan and shall include the drainage structures leading to and from the subdivision with their sizes. The scale of the required map can be less than one inch equals one hundred feet (1" = 100').

_____ The location and sizes of proposed water and sewer lines.

When the subdivision is developed in phases or sections, the following information is required for the phase or section to be developed. When the subdivision is not developed in phases, the following information is required for the whole subdivision.

_____ Plans and profiles of proposed utility layouts (sewers, water, and electricity) showing feasible connections to the existing or any proposed utility systems.

_____ A grading plan showing the existing contours in dashed lines and the finished contours in solid lines plotted at vertical intervals of not more than two (2) feet. Contours shall be extended fifty (50) feet beyond property boundary.

_____ Development plans for drainage structures and channels with the hydraulic data used in designing and sizing such structures and channels, the water surface profiles in open channels at peak flow and peak backwater conditions. The limits of the drainage design parameters shall be determined by technical review staff designated by the Planning Commission.

CHECKLIST FOR ENGINEERING PLAN SUBMITTAL (PAGE 3 OF 3)

- _____ Plan and profile sheets showing all engineering data necessary for construction of proposed streets, storm drainage controls for surface and ground water, and utility layout (water and sewer) and showing all connections to existing and/or proposed streets, storm drainage, and utility systems. The street profiles shall be plotted along the centerline showing the existing and finished grades, and sewer locations, drawn to a scale of not less than one inch equals one hundred feet (1" = 100') vertical. Typical street cross sections shall be shown.
- _____ Erosion Control Plan which shall include adequate plans showing all erosion and sediment control measures or other protective devices to be constructed in connection with or as a part of the proposed work as follows:
 - _____ Vicinity map locating the site in relation to the surrounding area.
 - _____ Existing contours of the site shall be shown over a boundary survey of the site..
 - _____ Existing vegetation including tree lines, grassy areas and unique vegetation.
 - _____ The boundary of different soil types.
 - _____ The direction of north in relation to the site.
 - _____ Areas with potentially serious erosion problems.
 - _____ The dividing lines and the direction of flow for the different drainage areas of the site.
 - _____ Final contours reflecting grading changes to the existing contours.
 - _____ Limits of clearing and grading reflecting all areas of disturbed vegetation, excavation and fill over existing grade.
 - _____ The locations of erosion and sediment control and stormwater management practices proposed on the site.
 - _____ Detail drawings and explanations of measures reflecting construction and installation of structural practices indicated on the plan.

Signature _____ Date _____

Signature signifies all requirements have been met and are on the plan submittal where applicable and all fees have been obtained.

Staff's review completed on _____
Date

THE TOWN OF SELMER

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Phone: (731) 645-3241, Fax: (731) 645-1462

Due 15 days prior to Planning Commission Meeting

FINAL PLAT CHECKLIST (Page 1 of 2)

Name of Development: _____

Location _____ Zoning District: _____

Name and Address of Owner of Record _____

Engineer/Surveyor _____

Contact Number () _____

Date submitted for approval _____ Fee due*\$ _____

*See Selmer Municipal/Regional Subdivision Regulations for all applicable fees.

Checklist: (failure to check or indicate N/A shall result in application being rejected)

_____ Submit eight (8) copies for planning staff review 15 days prior to Planning Commission. The Master Design Plan and Engineering Plans must have been approved within 1 year of submission of the Final Plat.

_____ 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.

_____ Sufficient data to determine readily and reproduce on the ground, the location, bearing and length of every street line, lot line, boundary line, block line and building line whether curved or straight, and curved property lines that are not the boundary of curved streets.

_____ All dimensions to the nearest one hundredth (100th) of a foot and bearings to the nearest minute.

_____ Location and description of monuments.

_____ The names and locations of adjoining subdivisions and streets and the location and ownership of adjoining unsubdivided property.

_____ Date, title, name and location of subdivisions and streets and the location and ownership of adjoining unsubdivided property.

FINAL PLAT CHECK LIST (Page 2 of 2)

_____ Date, title, name and location of subdivision, graphic scale, and true north point, and zoning (including 100 year floodplain and floodway boundaries and elevations, if applicable).

_____ Any restrictive covenants which are to apply to lots or other parcels within the subdivision.

The following certificates are required on the plat (forms are in the appendix):

_____ Certification of the landowner and dedication of rights-of-way for streets, utilities and any sites for public use to the City of Selmer or appropriate County Government;

_____ Certification by surveyor or engineer to accuracy of survey and plat and placement of monuments;

_____ Certification of approval and installation of water and sewer systems or a note stating the amount of sufficient financial surety to insure completion of all required improvements signed by the Selmer Utility Division;

_____ Certification of receipt of a letter from Tennessee Department of Environment and Conservation of their approval of water and sewage system plans signed by a designated representative of the Selmer Utility Division;

_____ Certification of approval of installation of streets and drainage or a note stating the amount of sufficient financial surety to insure completion of all required improvements signed by Review Staff designated by the Planning Commission;

_____ Certification of approval to be signed by the Secretary of the Planning Commission.

_____ Certificate Of Approval Of Street Or Road Names

Signature* _____ Date

*Signature signifies all requirements have been met and are on the plan submittal where applicable and all proper fees were paid

Staff's review completed: _____
Date

THE TOWN OF SELMER

144 North Second Street, Selmer, TN 38375
Phone: (731) 645-3241, Fax: (731) 645-1462

Due 15 days prior to Planning Commission Meeting

MINOR PLAT CHECKLIST (Page 1 of 3)

Name of Development: _____

Location _____ Zoning District: _____

Name and Address of Owner of Record _____

Engineer/Surveyor _____

Contact Number () _____

Date submitted for approval _____ Fee due* \$ _____

*See Selmer Municipal-Regional Subdivision Regulations for all applicable fees.

Checklist: (failure to check or indicate N/A shall result in application being rejected)

_____ The developer shall submit eight (8) copies of the Final Minor Plat to the building inspector no less than fifteen (15) days prior to the Planning Commission meeting at which it is to be considered.

_____ The original of the Final Minor Plat shall be in black permanent ink eighteen inches by twenty-four inches (18" x 24"), to a scale of not more than one inch equals one-hundred feet (1" = 100').

_____ The lines of all streets and roads with names, alley lines, lot lines, building setback lines, lots numbered in numerical order, all existing and proposed public and private easements including their location, purpose and width, and the instrument number for any existing easements; and areas to be dedicated to public use or sites for other than residential use with notes stating their purpose and any limitations.

_____ Sufficient data to determine readily and reproduce on the ground the location, bearing and length of every street line, lot line, boundary line, block line and building line whether curved or straight, and curved property lines that are not the boundary of served streets.

MINOR PLAT CHECKLIST (Page 2 of 3)

- _____ All dimensions to the nearest one hundredth (100th) of a foot and bearings to the nearest minute.
- _____ Location and description of monuments.
- _____ The names and locations of adjoining subdivisions and streets and the location and ownership of adjoining properties.
- _____ Date, title and name of the subdivision, designer of the subdivision, vicinity map, graphic scale, total acreage subdivided and note pertaining to acreage of the parent tract or remaining property, if applicable, zoning classification and true north arrow.
- _____ Any restrictive covenants which are to apply to lots or other parcels within the subdivision.
- _____ Tax Map, Group, and Parcel Number.
- _____ Location, size, and type of all existing utilities (i.e. water, sewer, fire, hydrants, electric, septic, wells, and gas);
- _____ Septic Restrictions, proposed septic fields, and proposed well sites, when applicable;
- _____ One hundred (100) year floodplain, floodway boundaries and elevations of each;
- _____ Major environmental features, including but not limited to rivers, streams, and drainage ditches;
- _____ Drainage, if applicable as determined by the Planning Commission.

The following certificates are required on the plat:

- _____ Certification showing that the applicant is the land owner and dedicates the streets, rights-of-way, utilities and any sites for public use to the City of Selmer (or McNairy County, if applicable).
- _____ Certification by registered land surveyor as to the accuracy of the survey, the plat and the placement of the monuments.
- _____ Certification of availability of water by the Selmer Public Works Director or certification of approval by the McNairy County Environmentalist for an individual subsurface water (well) system.

MINOR PLAT CHECKLIST (Page 3 of 3)

_____ Certification of availability of sewer by the Selmer Public Works Director or certification of approval by the McNairy County Environmentalist for an individual subsurface sewage disposal (septic tank) systems with attached septic restrictions.

_____ Certification of access through an adopted public way or permanent access easement.

_____ Certificate of Approval by the Secretary of the Planning Commission.

Signature*

Date

*Signature signifies all requirements have been met and are on the plan submittal where applicable and all proper fees were paid

Staff's review completed: _____
Date