

Article 8: Improvement Procedures

Sections:

- 8-1 General [Reserved for Future Use]**
- 8-2 Submission of Petitions for Improvements**
- 8-3 Final Improvement Plans**
- 8-4 Content of Engineering Drawings**
- 8-5 Review of Plans**
- 8-6 Approval by Planning Commission**
- 8-7 Construction of Improvements**
- 8-8 Construction Observation**
- 8-9 Construction Observation Procedures**
- 8-10 Final Inspection**
- 8-11 Report to Planning Commission and Governing Body**
- 8-12 Acceptance of Improvements**

SECTION 8-1 GENERAL [RESERVED FOR FUTURE USE]

SECTION 8-2 SUBMISSION OF PETITIONS FOR IMPROVEMENTS

8-201. If petitions are intended to be submitted to meet the requirements of Article 7, the subdivider shall indicate at the time of submission of the preliminary plat. If the petition method is in accordance with current policies of the Governing Body, said petitions shall meet the requirements of Section 9-1, and shall be submitted to the Governing Body for review and action.

SECTION 8-3 FINAL IMPROVEMENT PLANS

8-301. In all other instances when petitions have not been authorized for submission, upon the approval of the preliminary plat, the subdivider shall have prepared by a licensed professional engineer, engineering drawings for proposed required improvements, containing the data and information specified in Section 8-4. Such drawings shall be certified by a licensed professional engineer and shall be submitted in a number established by the Zoning Administrator for distribution to the City Engineer and other City staff at least thirty (30) days prior to the date that approval of the final plat is requested. Failure to do so will be considered automatic consent, by the subdivider, to a waiver or an extension of waiver of any time limitation for plat approval.

SECTION 8-4 CONTENT OF ENGINEERING DRAWINGS

8-401. Engineering drawings for required improvements shall contain the following data and information.

- a. Plans, profiles, details, specifications and cost estimates for roadway and sidewalk construction, including plans and profiles for each street with a typical cross section of the roadway. The profiles of grade lines shall be shown to a scale ranging from one (1) inch equals twenty (20) to one (1) inch equals fifty (50) feet horizontal. The vertical scale shall be one-fourth (1/4th) the horizontal scale. This information shall be shown on standard plan and profile sheets unless otherwise required by the City Engineer.
- b. Plans, profiles, details, specifications and detailed cost estimates of proposed storm drainage improvements, along with all appurtenant items of work.
- c. Plans, profiles, details, specifications and detailed cost estimates of proposed water distribution systems and proposed water distribution facilities, along with all fire hydrants, valve assemblies and other appurtenant items of work.
- d. Plans, profiles, details, specifications and detailed cost estimates of sewerage collection systems, along with all appurtenant items of work.

- e. All plans shall be based on City U.S.G.S. datum for vertical control.
- f. Grading plans for all lots and other sites in the subdivision.
- g. All plans for underground wiring shall be prepared by or at the direction of the utility involved.
- h. When unusual site conditions exist, the City Engineer may require such additional plans, specifications and drawings as may be necessary for an adequate review of the improvements to be installed.

SECTION 8-5 REVIEW OF PLANS

8-501. The City Engineer and other City staff shall review all engineering drawings to determine whether such drawings are consistent with the approved preliminary plat and comply with design standards. The cost attributable to all engineering drawing review shall be charged to and paid by the subdivider prior to the recording of the final plat. If such drawings are consistent and in compliance, the City Engineer shall forward to the Planning Commission a notice that such drawings do conform and comply. If the drawings do not conform and comply, the City Engineer shall notify the subdivider of the specific manner in which such drawings do not conform or comply. The subdivider may then correct such drawings and resubmit the corrected drawings.

SECTION 8-6 APPROVAL BY PLANNING COMMISSION

8-601. The Planning Commission shall approve a final plat only when the approval of the City Engineer has been received indicating that the plans have been approved or that the appropriate petitions, if authorized, have been filed with the City Engineer.

SECTION 8-7 CONSTRUCTION OF IMPROVEMENTS

8-701. Except where such is otherwise expressly allowed under these regulations, or where authorized by the Technical Advisory Committee, no improvements shall be constructed nor shall any work preliminary thereto be done until such time as a final plat and the engineering drawings accompanying it shall have been approved by the Governing Body and there shall have been compliance with all of the requirements relating to an agreement, bond deposit or petition as specified in these regulations.

SECTION 8-8 CONSTRUCTION OBSERVATION

8-801.

- a. All improvements constructed or erected shall be subject to construction observation by the City to determine compliance with the construction plans and City standards. The cost attributable to all inspections required by this regulation shall be charged to and paid by the subdivider. Before any required inspections take place, the subdivider may be required to post a deposit with such official or such agency entrusted to keep such security for the official, to cover the cost of such inspections. The subdivider shall give at least two (2) business days' written notification to such official prior to the performance of any of the following work:
 - 1. All phases of roadway and sidewalk construction.
 - 2. All phases of construction including, but not limited to, water lines, sanitary sewer lines, storm sewer, underground wiring and other required improvements.

SECTION 8-9 CONSTRUCTION OBSERVATION PROCEDURES

8-901. The City Engineer may conduct an on-site inspection to determine that the work complies with the approved engineering plans and specifications. If, in the opinion of the City Engineer, such work does not comply with the approved engineering plans and specifications, he or she shall have authority to order that all such work shall be terminated until necessary steps are taken to correct any defects, deficiencies or deviations. Upon the correction of such defects, deficiencies or deviations, the subdivider shall again notify the City Engineer as provided in Section 8-8.

SECTION 8-10 FINAL INSPECTION

8-1001. Upon completion of all improvements within the area covered by the final plat, the subdivider shall notify the City, which shall thereupon conduct a final inspection of all improvements installed.

SECTION 8-11 REPORT TO PLANNING COMMISSION AND GOVERNING BODY

8-1101. When a final inspection or re-inspection indicates that all installed improvements contain no defects, deficiencies or deviations, the inspecting official shall, within ten (10) days of such final inspection, certify to the Governing Body that all improvements have been installed in conformance with the engineering plans and specifications accompanying the final plat. If the Governing Body determines, after consideration of such certification, that there are no defects, deficiencies or deviations in any such improvements as installed, the Governing Body shall so notify the subdivider in writing.

SECTION 8-12 ACCEPTANCE OF IMPROVEMENTS

8-1201. Upon the receipt by the Governing Body of the certificate of the official designated in Section 8-8 that all improvements have been installed in conformance with the approved engineering drawings, and with the requirements of these regulations, and all other applicable statutes, ordinances and regulations, the Governing Body and/or such appropriate utility may thereupon by resolution or by letter, respectively, formally accept such improvements. Upon acceptance, the improvements shall become the property of the City or appropriate utility company involved.