

SUBDIVISION REGULATIONS
FOR
GORDONSVILLE, TENNESSEE

GORDONSVILLE MUNICIPAL PLANNING COMMISSION

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SUGGESTED STEPS FOR A DEVELOPER OF A SUBDIVISION

Throughout the following process, the owner/developer is strongly encouraged to personally participate in consultations and meetings regarding the development.

1. Confer with the planning commission and its staff representative to become thoroughly familiar with the subdivision requirements, the major street plan and other public improvements which might affect the area to be subdivided.
2. Have preliminary sketch plat prepared by a reputable state-licensed surveyor.
3. Discuss preliminary plat with staff representative. This preapplication review by a trained land planner may save the subdivider time and costly revisions as well as possible savings through better design.
4. If development will use individual septic tanks, submit plat to State Health Department, which may place restrictions on number, size and use of lots. The timing of approval by the Gordonsville Municipal Planning Commission is dependent on the Health Department results.
5. Submit required copies of the preliminary plat to the planning commission at least seven (7) days before their regular monthly meeting.
6. See city engineer or designated approving agent(s) for street and utility specifications. Obtain State Health Department approval of water and sewer plans and submit signed plans to the Gordonsville Municipal Planning Commission.
7. After preliminary plat approval has been granted, develop subdivision according to preliminary plat and the required modifications, if any. Install improvements.
8. Prepare final plat.
9. Obtain signatures on certificates from street, utility, and health officials certifying that improvements have been made (or that a performance bond has been posted).
10. Submit final plat to the planning commission for approval. When approved, the planning commission secretary will sign the certificate of approval for recording.
11. The subdivider records the plat with the county register's office and is now ready to sell the lots.

SUBDIVISION REGULATIONS

OF

Gordonsville, Tennessee, Municipal Planning Commission (hereafter referred to as the planning commission).

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 subdivisions be conceived, designed and developed in accordance with sound rules and proper minimum standards.

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

B. Authority

These subdivision regulations are adopted under the authority granted by Sections 13-4-301 through 13-4-309, Tennessee Code Annotated. The planning commission has fulfilled the requirements set forth in these statutes as prerequisite to the adoption of such regulations, having filed a certified copy of the Major Street Plan in the office of the Smith County Register of Deeds on March 22, 1988, in Plat Book 3, Page 15.

C. Jurisdiction

These regulations shall govern all subdivisions of land within the corporate limits of Gordonsville, Tennessee, as now or hereafter established. According to Tennessee Code Annotated, Section 13-4-301, the term "subdivision" means the "division of a tract or parcel of land into two (2) or more lots, sites, or other division requiring new street or utility construction, or any division of five (5) acres or less for the purpose, whether immediate or future, of sale or building development, and includes resubdivision and when appropriate to the context, relates to the process of resubdividing or to the land or area subdivided." Any owner of land within this area wishing to subdivide land shall submit to the planning commission, a plat of the subdivision according to the procedures outlined in Article II, which plat shall conform to the minimum requirements set forth in Article III. Improvements shall be installed as required by Article IV of these regulations.

D. Definitions

Except as specifically defined herein, all words used in these regulations have their customary dictionary definitions where not inconsistent with the context. For the purpose of these regulations, certain words or terms are defined as follows:

The term "shall" or "will" is mandatory. When not inconsistent with the context, words used in the singular number include the plural and those used in the plural number include the singular. Words used in the present tense include the future.

1. Subdivisions: The division of a tract or parcel of land into two or more lots, sites, parcels, tracts, plots, or other such divisions for the purpose, whether immediate or future, of sale or building development, and includes resubdivision, and, when appropriate to the context, relates to the land or area subdivided. This definition also includes any division of land which involves new road or new utility construction.
2. Plat: The map, drawing, or chart on which the subdivider's plan of subdivision is presented and which he submits for approval and intends in final form to record; it includes plat, plan, plot and replot.
3. Planning Commission: The Gordonsville Municipal Planning Commission, its commissioners, officers, and staff.
4. Major Road Plan: The map on which the planned locations of present and future city and county arterial and collector roads are indicated.
5. Street: A public or private way, provided for the accommodation of vehicular traffic, or as a means of access to property, and includes streets, avenues, boulevards, roads, lanes, alleys, or other ways.
 - a. Arterial: Streets and highways used primarily for movement of fast or heavy traffic within and through the town; a secondary function is land access. These are usually shown on the Major Street Plan.
 - b. Collector: Streets which carry traffic from minor streets to the arterial streets and highways. This usually includes the principal entrance street(s) or streets of major circulation of a residential development. Collectors serve the internal traffic movement within a section of the town and connect this section with the arterial system.
 - c. Local: A street designated to accommodate local traffic, the major portion of which originates along the street itself. The major function of a local street is land access. May also be called minor residential or minor commercial streets.
 - d. Marginal Access: Minor streets which are parallel and adjacent to arterial streets and highways, and which provide access to the abutting properties and protection from the through traffic.

- e. Cul-de-sac: Permanent dead-end streets or courts with a paved turnaround designed so that they cannot be extended in the future.
- 6. Lot Width: The distance between side lot lines measured at the building setback line.

E. Variances

- 1. General: Where the Planning Commission finds that extraordinary hardships or practical difficulties may result from strict compliance with these regulations and/or the purposes of these regulations may be served to a greater extent by an alternative proposal, it may approve variances to these subdivision regulations so that substantial justice may be done and the public interest secured, provided that such variance shall not have the effect of nullifying the intent and purpose of these regulations; and further provided the Planning Commission shall not approve variances unless it shall make findings based upon the evidence presented to it in each specific case that:
 - a. The granting of the variance will not be detrimental to the public safety, health, or welfare or injurious to other property;
 - b. The conditions upon which the request for a variance is based are unique to the property for which the variance is sought and are not applicable generally to other property;
 - c. Because of the particular physical surroundings, shape or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations are carried out;
 - d. The variances will not in any manner vary the provisions of the Zoning Ordinance.
- 2. Conditions: In approving variances, the Planning Commission may require such conditions as will, in its judgment, secure substantially the objectives of the standards or requirements of these regulations.

F. Amendments

Before adoption of any amendments to this document, a public hearing shall be held by the planning commission. Fifteen (15) days notice of the time and place of the hearing shall be given as provided in Section 13-4-303, Tennessee Code Annotated.

ARTICLE II **PROCEDURE FOR PLAT APPROVAL**

The procedure for review and approval of a subdivision plat consists of three (3) separate steps. The initial step is the early, informal consultation with the planning commission technical staff for advice and assistance. The second step is the preparation and submission to the planning commission of a preliminary plat of the proposed subdivision. The third step is the preparation and submission to the planning commission of a final plat, together with required certificates. This final plat becomes the instrument to be recorded in the office of the county register when duly signed by the secretary of the planning commission.

A. General

1. Any owner of land lying within the area of jurisdiction of the planning commission who wishes to divide such 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, or who wishes to resubdivide for this purpose, shall submit a plan of such proposed subdivision to the planning commission for approval and shall obtain such approval prior to the filing of his subdivision plat for record. Any such plat of subdivision shall conform to the minimum standards of design for the subdivision of land as set forth in Article III of these standards and shall be presented in the manner specified in the following sections of this Article. No plat of a subdivision of land within the area of planning jurisdiction shall be filed or recorded by the County Register without the approval of the planning commission as specified herein.
2. In order to secure review and approval by the planning commission of a proposed subdivision, the prospective subdivider shall, prior to the making of any street improvements or installations of utilities, submit to the planning commission a preliminary plat as provided in Section B of this Article. On approval of said preliminary plat he may proceed with the construction of improvements as set forth in Article III, and preparation of the final plat and other documents required in connection therewith as specified in Section C of this Article. In no case shall a preliminary plat be presented in sections.
3. A subdivider may omit the submission of a preliminary plat and submit only a final plat, IF ALL OF THE FOLLOWING CONDITIONS ARE MET:
 - a. The proposed subdivision does not contain more than five (5) lots, sites, tracts, or divisions.
 - b. All public improvements as set forth in Article III are already installed. (Any construction, installation, or improvement of public improvements shall require the submission of a preliminary plat as prescribed by Section B or Article II.) The Health Department has approved the lots for septic systems, if applicable.

- c. The subdivider has consulted informally with the planning commission technical staff for advice and assistance, and it is agreed upon by the planning commission that a preliminary plat is unnecessary prior to submission of the final plat and its formal application for approval.
4. The owner or his authorized representative must be present at preliminary plat review and approval and final plat review and approval. In his absence, the property owner may be represented by his agent or representative who shall present written authorization in the form of the Affidavit shown in Appendix H.
5. No final subdivision plat shall be approved by the planning commission or accepted for record by the Smith County Register of Deeds until the required improvements listed shall be constructed in a satisfactory manner and approved by the local approving agent, or in lieu of such prior construction, the planning commission may accept certain forms of financial guarantees (See Section C-14 of this Article) in amounts equal to the estimated cost of installation of the required improvements, whereby improvements may be made and utilities installed without cost to the Town of Gordonsville in the event of default by the subdivider.

B. Preliminary Plat Requirements

1. The preliminary plat should be drawn to a scale of not less than one inch equals one-hundred feet (1" = 100') and shall meet the minimum standards of design as set forth in Article III and the "Standards of Practice for Land Surveyors", Chapter 0820-3 and its subsequent amendments. In case of conflict between statutes, the stricter shall apply.
2. The preliminary plat shall meet the general requirements for the construction of public improvements as set forth in Article III and shall give the following information insofar as possible. (See sample preliminary plat, page 6).
 - a. The proposed subdivision's name and location, the name(s) and address(es) of the owner or owners, present tax map and parcel designation according to official records in the office of the tax assessor, and the name of the designer of the plat who shall be a professional surveyor licensed by the State of Tennessee.
 - b. The acreage of the land to be subdivided.
 - c. Date, approximate north point, and graphic scale.
 - d. The location of all existing and proposed property lines, streets, water courses, railroads, water lines, sewer lines, drain pipes, bridges, culverts, and easements for existing utilities (water, sewer, gas, electricity) or other features. Existing features shall be distinguished from those which are proposed. Other additional information to be provided are the present zoning classification (if any) both of the land to be subdivided and of adjoining lands, the

names of adjoining property owners or subdivisions, the name of the applicable water district, and the size of existing water and sewer lines.

- e. Plans of proposed water and/or sewer systems showing connections to the existing or any proposed utility systems, including line sizes and locations of hydrants. Any land on which an individual sewage disposal system is proposed must be reviewed by the appropriate State Health Department official.
 - f. The proposed street names, and the location, width, and other dimensions of proposed streets, alleys, easements, parks and other open spaces, reservations, lot lines, building setback lines, and utilities.
 - g. Topographical contours at vertical intervals of not more than five (5) feet.
 - h. Subsurface conditions on the tract, if required by the planning commission; location and results of tests made to ascertain subsurface soil, rock, and ground water conditions; depth of ground water unless test pits are dry at a depth of five (5) feet; and location and results of soil percolation tests for individual sewage disposal systems.
 - i. If any portion of the land proposed for subdivision lies within a floodable area, as determined by an official Flood Boundary and Floodway Map or Flood Insurance Rate Map, that portion shall be so indicated.
 - j. Location sketch map showing relationship of subdivision site to area.
3. At least seven (7) days prior to the meeting at which it is to be considered, the subdivider shall submit to the planning commission's administrative aide eight (8) copies of any required preliminary plat of a proposed subdivision. If necessary the developer should provide copies to the Health Department. At the time of submission the administrative aide shall issue a receipt acknowledging said submission. Neither the submission of the preliminary plat nor the receipt issued by the administrative aide shall constitute submission of the preliminary plat for consideration by the planning commission. The administrative aide will give copies of the plat to the staff planner for review and distribute copies to all applicable utilities and departments (water, street, electric, or gas, as necessary).
4. The preliminary plat shall be presented by the developer or his designated representative to the planning commission at its next meeting for a review period not to exceed thirty (30) days. The developer should be physically present at the meeting(s) to answer questions and hear suggestions about his proposed development or be represented by an authorized agent as discussed in Item A.4 on page 5.

5. Within thirty (30) days after submission of the preliminary plat to the planning commission for consideration, the planning commission shall approve or disapprove said plat. Failure of the planning commission to act on the preliminary plat within the thirty (30) day period will be deemed approval of this plat. If a plat is disapproved, reasons for such disapproval shall be stated in writing. If approved subject to modifications, the nature of the required modifications shall be included.
6. If a plat has been disapproved, a new plat may be presented as though no previous plat had been submitted. If a plat has been approved, or approved subject to modifications, and the subdivider desires to make substantial modifications other than those already required by the planning commission, a new preliminary plat must be submitted, which is subject to the same regulations and procedures as though no previous plat had been submitted, except that a certification to the effect that the previous plat has been withdrawn must be submitted. If the State Health Department rejects any lot(s) or recommends any alteration of lot size or shape, the plat must be resubmitted for preliminary plat review.
7. Two (2) copies of the preliminary plat will be retained in the planning commission files, copies shall be retained by the applicable utility departments, and one copy shall be returned to the subdivider with any notations at the time of approval or disapproval and the specific changes, if any, required.
8. The approval of the preliminary plat by the planning commission shall not constitute acceptance of any final plat.
9. The approval of the preliminary plat shall terminate unless a final plat based thereon is submitted within one (1) year from the date of such approval; provided, however, that an extension of time can be applied for by the developer and granted by the planning commission. If no work has begun to install improvements and if an approved final plat has not been financially guaranteed, and the Gordonsville Municipal Subdivision Regulations have changed, the subdivision must meet the new regulations.

C. Final Plat Requirements

1. The final plat shall conform substantially to the approved preliminary plat. Any alterations or deviation from the preliminary plat should be discussed with the staff planner to determine if the changes require new preliminary plat review. The final plat shall meet minimum standards of design as set forth in Article III and the "Standards of Practice for Land Surveyors", Chapter 820-3 and its subsequent amendments. (See sample final plat, page 10).
2. The plat shall be drawn to a scale of one inch equals one-hundred (100) feet on sheets not larger than twenty-four (24) by thirty (30) inches in size. When more than one sheet is required, an index sheet of the same size drawn at an easily read scale shall be filed showing the entire subdivision with the sheets lettered in alphabetical order as a key.

3. If the subdivision is to be developed in phases and the final plats submitted as portions or sections of the preliminary plat, the sections must be identified by alphabetical characters, following the name of the subdivision as initially submitted or as approved on preliminary.
4. A final plat will not be acceptable for submission unless it meets all required standards of design, and contains all required information, or contains a written request for a variance for each specific deviation from requirements.
5. If the final plat is submitted without preliminary plat review (because the subdivision meets the special requirements of Subsection A-3 of Article II on Page 4), Section 1 above does not apply.
6. Final plats should be submitted at least seven (7) days prior to the planning commission meeting. If the developer has obtained the signatures of utility and road officials because improvements have been completed or were not required, he should provide those utilities with a copy of the plat, and submit four (4) copies to the planning commission. If the developer is proposing to use a financial guarantee-in-lieu of completion of improvements, he should submit eight (8) copies to the planning commission which will distribute copies to the applicable utilities and road official. All street profiles and other plans that may have been required should be submitted. Neither the submission of the final plat to the administrative aide to the planning commission nor a receipt issued by the administrative aide shall constitute submission of the final plat for consideration by the planning commission.
7. The final plat shall be officially presented to the planning commission at its next meeting by the developer or his designated representative for consideration for approval or disapproval (See Subsection A.4 of this Article).
8. The planning commission shall approve or disapprove the final plat within thirty (30) days after its submission for consideration. Failure of the planning commission to act on the final plat within this thirty (30) day period shall be deemed approval of it. If the plat is disapproved, the grounds for disapproval shall be stated upon the records of the planning commission.
9. When the plat has been approved by the planning commission, the original will be returned to the subdivider with the approval of the planning commission certified thereon, for filing with the county register as the official plat of record; two (2) copies will be retained in the records of the Gordonsville Municipal Planning Commission and one (1) copy will be returned to the developer for his records.
10. Approval of the final plat by the planning commission shall not constitute the acceptance by the public of the dedication of any streets or other public way or ground.

11. The final plat shall show:
 - a. The right-of-way and pavement lines of all streets and roads; the size and location of installed and/or pre-existing water mains and/or sewer lines; alley lines; hydrant locations; lot lines; building setback lines; any easements for rights-of-way provided for public services, utilities and the disposal of surface water; the limitation and/or dimensions of all easements; lots numbered in numerical order; any areas to be dedicated to public use; and any sites for other than residential use, with notes stating their purpose and limitations.
 - b. Sufficient data to determine readily and reproduce on the ground the location, bearing and length of every street line, lot line, boundary line, block line, and building line whether curved or straight, and including true north point. This shall include the radius, central angle, and tangent distance for the center line of curved streets and curved property lines that are not the boundary of curved streets.
 - c. All dimensions to the nearest one-hundredth (100th) of a foot and angles to the nearest twenty (20) seconds.
 - d. Location and description of monuments.
 - e. The names and locations of adjoining subdivisions and streets and the location and ownership of adjoining unsubdivided property.
 - f. Date, title, name and location of subdivision, graph scale, true north point, block and lot number.
 - g. Location sketch map showing in relation to area.
 - h. If any portion of the land being subdivided is subject to flooding or is in a Federal Emergency Management Agency identified flood hazard area, it shall be indicated on the final plat.
 - i. Name and mailing address of developer/owner of property being subdivided; conveyance of property; tax map; group and parcel number of property.
 - j. If this is a resubdivision of a previously recorded subdivision, provide plat book and page of last subdivision plat being amended.
12. The planning commission shall require that an accurate map ("as-built" drawings) of all water lines, valves, fire hydrants and/or sewer lines be supplied by the developer to the Town of Gordonsville as a condition for final approval of any plat. State law requires that plans and specifications of all water and waste water facilities shall be prepared by a registered engineer and approved by the Tennessee Department of Public Health. A copy of such plans shall be forwarded by the developer to the Town of Gordonsville.

13. Approval of the final plat cannot be given until completion and approval of required improvements. These improvements are to be installed in accordance with Article III. The required improvements must be approved by the person(s) designated by city manager and/or a representative of the appropriate utility or road department, and then be reported to the planning commission. The required improvements include:
- a. Monuments
 - b. Storm drainage system
 - c. Street grading and paving
 - d. Sidewalks (if required)
 - e. Sewer lines (if applicable)
 - f. Water supply system lines and laterals
 - g. Driveway cuts with culverts (homes to be built by developer)
 - h. Fire hydrants (if applicable)
 - i. Any other improvements that may be required by the planning commission

14. Guarantee in Lieu of Completed Improvements

- a. Conditions may exist whereby a developer may be unable to install all improvements before requesting final plat approval. In lieu of the installation of all improvements, the planning commission may accept one of the following forms of financial guarantees, whereby in the event of default by the developer, improvements and utilities can be made without cost to the city:
 - (1) The establishment of cash in a bank escrow account in the full amount of the estimated cost of required improvements plus 10% yearly inflation factor.
 - (2) An Irrevocable Letter of Credit, issued by a bank or savings and loan, signed by two officers, to cover the full amount of the estimated cost of improvements plus 10% yearly inflation factor.
 - (3) A performance bond from a surety bonding company to cover the full amount of the estimated cost of required improvements, plus 10% yearly inflation factor.
 - (4) A certified check in the full amount of the estimated cost of required improvements, plus 10% yearly inflation factor.
- b. In determining the basic cost of improvements, the planning commission may use a formula using a base cost per linear foot for each required improvement, that being a cost standard in the construction industry that particular year. The planning commission may determine the base cost by receiving information and/or bids from recognized contractors. If the developer provides the bid or estimated cost of improvements, the planning commission must determine that the contractor will guarantee the cost for at least the term of the guarantee plus two (2) months.

- c. At the time of acceptance of a guarantee, the planning commission shall specify the specific length of time for a bond or escrow account before the city would take legal steps to cash it, but this time cannot exceed two (2) years.
- d. None of the financial guarantees may be partially withdrawn by the developer during the construction period to pay for development costs except in the case of a final payment made after final inspection and approval by the planning commission, or except in the case where a developer is postponing final paving on a road until after a winter settling period for the completed and approved base roadway.
- e. Forms and Agreements to be used for financial guarantees in lieu of completed improvements are found in Appendix B, C and D of this document.

15. Certifications (See Appendix A for Forms)

In all cases some or all of the following certificates shall be present and signed on the original final plat before the planning commission secretary signs the plat for recording the plat at the Register's office.

Form 1) Certificate of Ownership and Dedication. Certification showing that applicant is the land owner and dedicates streets, rights-of-way, and any sites for public use.

Form 2) Certificate of Accuracy and Precision. Certification by surveyor of accuracy of survey and plat and placement of monuments.

Form 3A) Certificate of General Approval for Installation of Subsurface Sewage Disposal Systems. This certification to be used if any lots will use septic tanks, and must be signed by the appropriate State Health Department representative before presentation to planning commission for final approval.

Form 3B) Certificate of Approval of Sewage Collection Facilities. This certificate is to be used for any lots where new sewerage collection facilities have been ((or will be) installed. Part (1) pertains to public sewage collection facilities installed whereas Part (2) pertains to acceptance of a financial guarantee to assure completion of all required improvements in the case of default.

Form 4A) Certificate of Approval of Water Lines. This certification is to be used for any lots where new water lines or hydrants have been (or will be) installed. Part (1) pertains to water facilities installed whereas Part (2) pertains to acceptance of a financial guarantee in lieu of improvements. This would be signed by an official of the applicable water service district.

Form 4B) Certification of Existing Water Lines. This certification is to be used for any lots served by and connected to previously existing water and/or sewer lines. This would be signed by an official of the applicable utility.

Form 5A) Certificate of Streets and Drainage System. This certification is to be used for any lots served by new streets, drainage system, etc., recently installed or to be installed, in conformance to planning commission regulations, with signature by applicable official.

Form 5B) Certificate of Existing Road(s). This certification is to be used for a subdivision which does not involve new road construction but which fronts on an existing road. That road may not meet planning commission requirements.

Form 6) Certificate of Approval for Recording. Certification by planning commission secretary that plat has been approved by the commission. In all cases this certification will be signed only after all other certificates have been signed and after final approval has been granted by the planning commission.

16. Inspections Procedures

The developer shall notify the Mayor, City Street and Utilities Supervisor and/or Utility District Managers when work on streets and/or utilities is to begin and the anticipated schedule for the preparation of subgrade and road base, installation of drainage and underground utilities, and final surfacing of the road. Since the inspections need to be made periodically during the entire process, communication with the Mayor, City Street and Utilities Supervisor and/or Utility District Managers are essential to make the process move as smooth as possible.

The developer shall notify the Mayor, City Street and Utilities Supervisor and/or Utility District Managers at least 24 hours in advance of the needed inspection on:

- a. Street grading, preparation of subgrade, and installation of the drainage system.
- b. Installation and pressure testing of water mains, water stubs, sewer mains and manholes, and any other underground utility lines.
- c. Pavement base. Inspection includes checking thickness of gravel every 500 feet at random points across width.
- d. Final paving and drainage system.

Throughout the construction period, the Mayor (or a designated person), City Street and Utilities Supervisor and/or Utility District Managers will keep a log of findings and periodically report the status to the planning commission staff planner. Problems should be brought to the attention of the planning commission immediately. Upon completion of steps a-d listed above, the inspector(s) will submit a written report to the planning commission. These inspection reports will become part of the official records of the planning commission. If a guarantee is posted by the developer in lieu of required improvements, funds shall not be released until all roads and utilities meet all required standards and the planning commission has received written reports to that effect.

ARTICLE III DESIGN AND SPECIFICATIONS

A perfectly prepared and recorded subdivision or plat means little to a prospective lot buyer until he can see actual physical transformation of raw acreage into lots suitable for building purposes and human habitation. Improvements by the subdivider spare the community a potential tax liability.

A. Suitability of the Land

1. Land Physically Unsuitable for Subdivision

- a. Land where flooding, bad drainage, steep slopes, rock formations, and other such features which may endanger health, life or property, aggravate erosion, increase public funds for supply and maintenance of services, and
- b. Land which other public agencies have investigated and found in the best interest of the public not suitable for the type of platting and development proposed shall not be approved for subdivision unless adequate methods are formulated by the developer for meeting the problems created by subdivision of such land. Such land within any plat shall be set aside for such uses as shall not produce unsatisfactory living conditions.

2. Land Unsuitably Located for Subdivision

- a. The planning commission shall not approve what it considers to be scattered or premature subdivision of land which would endanger health, safety, or property because of lack of or adverse effect on water supply, schools, proper drainage, good transportation, or other public services or which would necessitate an excessive expenditure of public funds for the supply or maintenance of such services.
- b. Land unsuitable for subdividing is also that located in close proximity to potentially hazardous commercial operations which may endanger health, life or property of the residents of the residents of the proposed subdivision.

B. Special Requirements for Floodable Areas

1. Purpose

The purpose of this section is for the review of subdivision proposals to determine whether such proposals will be reasonably safe from flooding. In order to accomplish this, the following regulations shall apply:

2. Definition of Land Subject to Flooding

- a. For the purpose of these regulations, land subject to flooding shall be defined as the special flood hazard areas within the corporate limits of Gordonsville as shown on the Flood Boundary and Floodway Maps and Flood Insurance Rate Map for Smith County,

dated April 15, 1981, and any revision thereto, and until such time as similar maps are printed for Gordonsville.

- b. All subdivision developments in the Town of Gordonsville shall adhere to the regulations adopted in the Gordonsville Flood Plain Zoning Ordinance, adopted on December 3, 1987.

3. Regulations for Subdivisions Containing Land Subject to Flooding

- a. All subdivision proposals shall be consistent with the need to minimize flood damage.
- b. All creeks, lakes, ponds, sinkholes or other drainage areas shall be shown on the preliminary and final subdivision plat.
- c. Every lot platted shall have a flood-free building site.
- d. All subdivision proposals shall have public utilities and facilities, such as gas, electrical and water systems located and constructed to minimize or eliminate flood damage.
- e. All subdivision proposals shall have adequate drainage provided to reduce exposure to flood hazards.
- f. Base flood elevation data shall be provided for all subdivision proposals containing land subject to flooding.
- g. Utilities
 - (1) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.
 - (2) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration.
 - (3) If on-site waste disposal septic systems are to be used, a flood-free site shall be provided on each lot in order to avoid impairment to them or contamination from them during flooding.

C. Monuments

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

D. Streets

1. General Information

a. Arrangement

The arrangement of streets in the subdivision shall provide for the continuation of principal streets of adjoining subdivisions, and for proper projection of principal streets into adjoining properties which are not yet subdivided, in order to make possible necessary fire protection, movement of traffic and the construction or extension, presently or when later required, of needed utilities and public services, such as sewers, water and drainage facilities. Local streets shall be so laid out that their use by through traffic will be discouraged. Where, in the opinion of the planning commission, topographic or other conditions make such continuance undesirable or impracticable, the above conditions may be modified. The curvi-linear street layout will be encouraged by the planning commission (See Diagram 1.)

Diagram 1

b. Conformity to the Major Road Plan

The location and width of all streets and roads shall conform to the official Major Road Plan.

c. Relation to Adjoining Street System

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

d. Relation to Topography

The street plan of a proposed subdivision shall bear a logical relationship to the topography of the property, and all streets shall be arranged so as to obtain as many of the building sites as possible at or above the grade of the streets. Grades of streets shall conform as practicable to the original topography.

e. Flood Prevention

Streets which will be subject to inundation or flooding shall not be approved. All streets must be located at elevations which will make them flood-free in order that portions of the subdivision will not be isolated by floods. Where flood conditions are anticipated, profiles and elevations of streets will be required in order to determine the advisability of permitting the proposed street layout.

2. Street Right-of-Way Widths

The minimum width of the street right-of-way, measured from lot line to lot line, shall be as shown on the Major Road Plan, or if not shown on such a plan, shall be not less than as listed below:

- a. Arterial Streets and Highways 80 - 150 ft.
(See definition on page 3.)
- b. Collector Streets..... 60 ft.
(See definition on page 3.)
- c. Minor Residential Streets..... 50 ft.
(See definition on page 3.)
- d. Marginal Access Streets..... 50 ft.
(See definition on page 3.)
- e. Cul-de-sacs..... 100 ft.
(See definition on page 3.)
- f. Alleys (if approved) 30 ft.
(Used primarily for business or industrial areas to provide service access to the rear of lots.)

3. Minimum Surfacing Widths

- a. Minimum surfacing widths shall be as follows:
 - (1) Minor Residential and Rural Streets 26 ft.
 - (2) Cul-de-sacs..... 80 ft.
(See also D.8.a. on page 25.)
 - (3) Collector Streets..... 36 ft.
 - (4) Arterial Streets and Highways 48 ft.
- b. Due to the diversity of the development in the planning region, ranging from sparsely populated agricultural areas to densely populated urban areas, required surfacing widths may necessarily vary with the character of building development, the amount of traffic encountered, and the need to provide space for on-street parking.
- c. In general, streets through proposed business areas shall be considered either collector streets or arterial streets and the street widths of streets so located shall be increased six (6) feet on each side if needed to provide parking without interference to normal passing traffic.

4. Additional Width on Existing Streets

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

- a. The entire right-of-way shall be provided where any part of the subdivision is on both sides of the existing street.
- b. When the subdivision is located on only one side of an existing street, one-half (1/2) of the required right-of-way, measured from the center line of the existing roadway, shall be provided.

5. Street Grades

- a. Grades on major streets shall not exceed seven (7) percent; grades on other streets shall not exceed fifteen (15) percent. No more than three (3) percent grade within 50 feet of any intersection with a collector or arterial street will be allowed.
- b. Upon preliminary plat approval, if the street grade appears questionable, a street grade profile map may be required for the questionable area before approval of final plat.
- c. Every change in grade shall be connected by a vertical curve constructed so as to afford a minimum sight distance of two-hundred (200 feet), said sight distance being measured from the driver's eyes, which are assumed to be four and one-half (4 1/2) feet above the pavement surface.

- d. Profiles of all streets showing natural and finished grades drawn to a scale of not less than one (1) inch equals one-hundred (100) feet horizontal, and one (1) inch equals twenty (20) feet vertical, may be required by the planning commission.

6. Curves

a. Horizontal Curves

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

b. Tangents

A tangent of at least one-hundred (100) feet in length shall be introduced between reverse curves on all streets.

- c. Curve radii at street intersections shall not be less than twenty (20) feet and where the angle of street intersection is less than seventy-five (75) degrees the planning commission may require a greater curb radius. To permit the construction of a curb having a desirable radius without curtailing the sidewalk at a street corner to less than normal width, the property line at such street corner shall be rounded or otherwise set back sufficiently to permit such construction. (See Diagram 2)

Diagram 2

7. Intersections

- a. Street intersections shall be as nearly at right angles as is possible and no intersection shall be at the angle of less than sixty (60) degrees. (See Diagram 3)

Diagram 3

b. Street Jogs

Street jogs with center line offsets of less than one-hundred fifty (150) feet shall not be allowed if the proposed street is to connect with or is an arterial or collector street. Street jogs on minor residential streets with center line offsets of less than one-hundred twenty-five (125) feet shall not be allowed. (See Diagram 4)

Diagram 4

c. Visibility of Intersections; Steep Grades and Curves

A combination of steep grades and curves shall be avoided. In order to provide visibility for traffic safety, that portion of any corner lot (whether at an intersection entirely within the subdivision or of a new street with an existing street) shall be

leveled and cleared of brush (except isolated trees) and obstruction above the level three feet higher than the center line of the street. If directed, the ground shall be excavated to achieve visibility. (See Diagram 5)

Diagram 5

8. Dead-End Streets

a. Permanent

Minor terminal streets or courts designed to have one (1) end permanently closed shall be no more than one-thousand (1,000) feet long unless necessitated by topography. They shall be provided at the closed end with a turn-around having an outside pavement diameter of at least eighty (80) feet and a

street right-of-way diameter of at least one-hundred (100) feet.
(See Diagram 6)

Diagram 6

b. Temporary

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

9. Private Streets and Reserve Strips

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

10. Permanent Easements

Permanent easements shall be developed to meet all standards required for city streets as provided in these regulations. These include, but are not limited to, all requirements for street right-of-way widths, minimum surfacing widths, street grades, curves, intersections, dead-end streets, sidewalks, streets in commercial subdivision developments, street names, and street construction procedures and specifications.

11. Special Treatment Along Major Arterial Streets

When a subdivision abuts or contains an existing or proposed major arterial street, the commission may require either marginal access streets, reverse frontage with screen planting contained in a non-access reservation along the rear property line, lots with rear service alleys, or

such other treatment as may be necessary for adequate protection of residential properties and to afford separation of through and local traffic. (See Diagram 7)

Diagram 7

12. Sidewalks (Optional)

For the safety of pedestrians and of children going to school, installations of sidewalks on one side or both sides of the street may be required on certain collector and arterial streets, in the vicinity of schools, and in other locations where the planning commission considers sidewalks to be needed.

Sidewalks shall be located in the street right-of-way not less than one foot from the property line to prevent interference or encroachment by fencing, walls, hedges or other planting or structures placed on the property line at a later date.

In a single family residential area, concrete sidewalks shall be four (4) feet wide and four (4) inches thick. In multi-family or group housing developments, sidewalks shall be five (5) feet wide and four (4) inches thick. In commercial areas, sidewalks shall be ten (10) feet wide and four (4) inches thick.

13. Streets in Commercial Subdivision Developments

a. Service Streets or Loading Space in Commercial Development

Paved rear service streets or alleys of not less than 20 feet wide, or adequate off-street loading space with a suitable paved surface shall be provided in connection with lots designed for commercial use.

b. Free Flow of Vehicular Traffic Abutting Commercial Developments

In front of areas designed for commercial use, the street's width shall be increased by such amount on each side as may be deemed necessary by the planning commission to assure the free flow of through traffic without interference by parked or parking vehicles, and to provide adequate and safe parking space for such commercial or business district.

14. Street Names

- a. Proposed streets, which are obviously in alignment with others already existing and named, shall bear the name of existing streets.
- b. New street names shall be substantially different so as not to be confused in sound or spelling with present street names as shown on the street index map for the Town of Gordonsville. The only exception to this policy is where a proposed street is an extension of (or is in alignment with) an existing street. Generally, no street could change direction by more than 90 degrees without a change in street name.
- c. The developer is encouraged to erect street name signs in subdivisions outside city limits of Gordonsville at all intersections. These add value to land subdivision and enable strangers, delivery concerns, emergency vehicles, and even potential buyers to find their way around. The subdivider should consult with the City Street Department.

15. Street Construction Procedures and Specifications

a. Street Construction Specifications

<u>Cross Section</u>	<u>Local</u>	<u>Collector Roads</u>
Right-of-way	50 ft.	60 ft.
Width of base	30 ft.	40 ft.
Thickness of base	6 in.	6 in.
Width of surfacing	26 ft.	36 ft.
Roadbed width	32 ft.	44 ft.

b. Subgrade Preparation

Before grading is started, the areas within the limits of construction shall be cleared of all objectionable matter, such as trees, stumps, roots, weeds, heavy vegetation, etc. Top soil shall be removed and stock piled for later use as a topping-out material for seeding and sodding.

If rock is encountered, it shall be removed or scarified to provide adequate roadway drainage. The subgrade shall be constructed according to Section 207 of the "Standard Specifications for Road and Bridge Construction" by the Tennessee Department of Highways (and all subsequent revisions) and approved by city engineer.

Grading shall follow these standards:

<u>Cut and Fill Slopes</u>	<u>Differences Between Elevation of Grade and Ground</u>
4:1	0' to 2'
3:1	2' to 6'
2:1	6' to 9'
1 1/2:1	9' and over
1/2:1	rock slopes

After grading is completed, and before any base is applied, all of the underground work (water and sewer lines, if applicable, any other utilities, service connections, and drainage culverts) shall be installed completely throughout the length and width of the road. Where the subgrade is cut for the installation of underground utilities, the backfill shall be thoroughly compacted in layers not to exceed eight (8) inches in thickness, by hand, or by pneumatic tamping equipment. Backfills shall be compacted to a density not less than that of the original compacted fill.

The finished subgrade shall provide for the superelevation and crown of the roadway.

c. Street Drainage

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

Cross drains shall be provided to accommodate all natural water flow, and shall be of sufficient length to permit full width roadway and the required slopes. The size openings to be provided shall be determined by Talbot's formula, but in no case shall the pipe be less than eighteen (18) inches. Cross drains shall be built on straight line and grade, and shall be laid on a firm base but not on rock. Pipes shall be laid with the spigot end pointing in the direction of the flow and with the ends fitted and matched to provide tight joints and a smooth uniform invert. They shall be

placed at a sufficient depth below the roadbed to avoid dangerous pressure of impact, and in no case shall the top of the pipe be less than one (1) foot below the roadbed.

d. Road Bank Seeding and Erosion Control

Areas disturbed by cut or fill along roadways shall be shaped and seeded with permanent vegetation. This work should be accomplished in conjunction with roadway construction in order to reduce erosion and prevent the siltation and clogging of culverts and drainage ways. In areas with slopes over 3% grade excluding rock conditions, sodding of drainage ways, concrete waterways and/or ditch checks may be required.

e. Pavement Base Preparation

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

Construction shall be as specified in Section 303 "Standard Specifications for Road and Bridge Construction", Tennessee Department of Highways (and all subsequent revisions).

After the thoroughly compacted base has been established it should be allowed to settle for a period of four (4) to six (6) months under normal traffic conditions prior to application of all-weather, hard surfacing. If the developer chooses this option, and wants final plat approval before applying the final surfacing, he must set up a financial guarantee to cover the cost of the surfacing. Before final surfacing, and after the settling period, the developer shall insure that a minimum base of six (6) inches is provided.

f. Prime Coat

The base, prepared as outlined above, shall be sprinkled lightly with water to settle any loose dirt. A bituminous prime coat shall then be applied uniformly over the surface to the base by the use of an approved bituminous distributor. The prime coat shall be applied at the rate of three-tenths (3/10) gallon per square yard, using cutback asphalt, grade RC-70 or RC-250, or refined tar, grade RT-2, RT-3, or emulsified asphalt grade AE-P.

This shall be immediately covered with crushed stone at the rate of ten (10) pounds per square yard. The chips shall be applied with suitable spreading devices to prevent the tires of the truck from tracking over the fresh bituminous material.

g. Wearing Surface

Upon completion of the prime coat, an asphaltic concrete surface (hot mix) shall be applied by the developer. The composition of this mix will be five to eight percent (5-8%) by weight mineral aggregate. The mineral aggregate shall be composed of fifty to fifty-five percent (50-55%) crushed limestone and forty-five to fifty percent (45-50%) natural or manufactured sand and shall meet the following range of graduations:

<u>Grading Sieve Size</u>	<u>Total Percent Passing (By Weight)</u>
1/2"	100
3/8"	88-100
No. 4.....	56-80
No. 8.....	40-60
No. 30.....	18-38
No. 50.....	8-26
No. 100.....	5-15
No. 200.....	2-10

The sand portion of the mineral aggregate shall be so graded that not more than five percent (5%) will be retained by No. 4 sieve. The rate of spread for the asphaltic concrete mix will be two-hundred (200) pounds per square yard.

Construction equipment to be used shall meet the specifications of "Tennessee Department of Highways Standard Specifications for Road and Bridge Construction", 1968 edition, Sections 407.04 through 407.08. Construction procedures will follow the specifications of Section 407.09 through 407.18 of the same document. Exceptions to the above specifications; Section 407.15 compaction, will be as indicated in condition three (3) for asphaltic concrete surface course. Also, the last sentence of Section 407.17 will not apply.

h. Inspections

The roadway shall be inspected at various stages of construction by the appropriate city street authority. Written approval must be made by the inspector at each stage prior to proceeding. (See Section 16 on page 16 for additional information on Inspections Procedures.)

E. Utilities

1. Easements

The planning commission may require easements, not less than twelve (12) feet and not more than twenty (20) feet in width for poles, wires, conduits, storm sewers, gas, water and sewer mains, or other utility lines, along all rear lot lines, along side lot lines if necessary, or if in the opinion

of the planning commission, advisable. Easements of the same or greater width may be required along lot lines, where necessary, for the extension of existing or planned utilities.

2. Installation

After road grading is completed and approved and before any gravel or surfacing is applied, all of the underground work (water mains and other underground utilities, where applicable, and all service connections) shall be installed completely and approved throughout the length of the road and across the flat section.

3. Water Supply System

a. Accessibility

The provision of a public water supply is deemed by the planning commission to be essential to the public welfare in developments where homes will be in close proximity to each other. When a proposed subdivision is not directly adjacent to an area served by a public water supply system, the planning commission shall determine the accessibility of the nearest system and determine whether the subdivider must make connections. Lands without accessibility to public water supply systems or developments not capable of the provision of an adequate supply of water through an approved system of production, storage, and distribution, capable of providing adequate flow for domestic use and fire protection, shall be deemed unsuitable for development as a subdivision until such time as this system can be provided. Exception may be considered on an individual basis for good cause.

b. Water mains properly connected with the Town of Gordonsville's water supply system or to the applicable water utility district system shall be constructed in such a manner as to serve all lots shown on the subdivision plat for both domestic use and fire protection.

c. Materials and construction procedures for water mains and connections shall be in accordance with basic requirements of the applicable water district.

d. Mains of six (6) inches in diameter shall be installed throughout the subdivision and shall connect to existing six (6) inch water mains; except along cross streets of one-thousand (1000) feet or less and in the last five-hundred (500) feet of permanent cul-de-sacs, where no less than two (2) inch mains may be installed. Every attempt shall be made to establish a gridiron layout, preferably "looped", with a minimum of dead-end lines. All lines shall meet the specifications of the applicable water service district.

- e. Connections to the water system shall be installed for every lot in a subdivision so that future connections will not require digging up or tunneling under streets or interruption to service to other connections on the system.

- f. Fire Protection

- (1) If fire protection can be provided at the time of platting, then fire hydrants shall be spaced approximately 500 feet apart in residential areas and no less than 300 feet apart in commercial areas. They shall be so located that they will be accessible, protected from traffic hazards, and will not obstruct walks, roadways, or parking facilities.
 - (2) If fire hydrants are not deemed necessary by the planning commission at time of platting, then "t's" with caps shall be placed at hydrant locations as specified above.
 - (3) All fire hydrants shall have two (2) 2 1/2 inch outlets and one (1) outlet to fit large fire department suction hoses.
 - (4) There shall be a valve in the lateral between the street main and fire hydrant.

- 4. Sanitary Sewers and Septic Tanks

- a. Accessibility to the Existing Sewer System

When a proposed subdivision is not directly adjacent to an existing public sewer system, the Planning Commission shall determine the accessibility of the nearest system and determine whether the subdivider must make connections. The Planning Commission may seek the advice of other government officials, and/or qualified consultants prior to making this determination. In all cases where the subdivision is within 300 feet of an existing sewer line, connection will be made by the subdivider and a sewer system installed within the subdivision.

- b. Where the Planning Commission determines that a subdivision does not have to connect to the existing sewerage system, lots must contain adequate area for the installation of approved septic tank(s) and disposal fields as determined by and approved in writing by the State Health Environmentalist prior to the plat receiving final approval.
 - c. The sanitary sewer lines shall be at least 8" in size. Materials used and installation shall be in accordance with the instructions and specifications of the Gordonsville Sewer Department and the Tennessee Health Department, and in such a manner as to serve adequately all lots with connection to the public system.

5. Other Utilities (gas, electric, telephone, cable TV, etc.)

a. Below Ground

The planning commission shall encourage the complete use of underground utilities wherever practical. These are to be installed in the street right-of-way between the paved roadway and street line to simplify location and repair of lines. The following requirements shall apply: After grading is completed and approved, and before any pavement base is applied, all of the instreet underground work (water, gas and electric lines and all service connections) shall be completely installed and approved throughout the length of the street and across the flat section. The subdivider should install underground service connections to the property line of each lot within the subdivision for such required utilities before the street is paved.

b. Above Ground

Where electric, telephone and/or cable TV utilities are to be installed above ground, they should be provided for in rear lot easements whenever practicable. These easements shall be perpetual, unobstructed, a minimum of twenty (20) feet in width and provided with satisfactory street access. Whenever possible, easements shall be cleared and graded where required.

F. Lots

1. Lots to be Buildable

The lot arrangement shall be such that in constructing a building there will be no foreseeable difficulties for reasons of topography or other natural conditions. Lots should not be of such depth as to encourage the later creation of a second building lot at the front or rear. (See Diagram 8)

Diagram 8

2. Side Lines

All side lines of lots shall be at right angles to straight street lines and radial to curved street lines, unless a variance from this rule will give a better street or lot plan.

3. Minimum Lot Size

The size, shape and orientation of lots shall be such as the planning commission deems appropriate for the type of development and use contemplated. Where a public water and sanitary sewer system is reasonably accessible, the subdivider shall connect with such system and provide connections to each lot.

Residential lots served by public water and private sewage disposal systems (septic tanks):

Minimum area = 20,000 sq. ft.*

Minimum width at building setback line = 100 ft.*

*Or as determined by State Health Officer.

Greater area may be required for private sewage disposal if there are factors of drainage, soil condition or other conditions to cause potential health problems. The planning commission requires that results from soils tests be submitted in order to approve subdivisions dependent upon septic tanks as a means of sewage disposal.

Non-Residential Lots

The size of lots reserved or laid out for commercial or industrial properties shall be adequate to provide for the off-street services and parking facilities required by the type of use and development contemplated. Platting of individual lots should be avoided in favor of an overall design of the land so as to provide insulation against adverse effect on present or future adjacent residential development.

4. Building Setback Lines

a. The minimum depth of building setback lines from the abutting street right-of-way shall be as follows:

Local Streets..... 30 ft.
Collector Streets..... 40 ft.
Arterial Streets 50 ft.

b. The building setback line from the side and rear lot lines shall be 10 feet.

5. Off-Street Parking

All residential subdivision lots shall provide sufficient off-street parking space for at least two vehicles. Non-residential subdivisions shall provide sufficient off-street parking and loading space.

G. Drainage

1. An adequate drainage system, including necessary open ditches, pipes, culverts, intersectional drains, drop inlets, bridges, etc., shall be provided for the proper drainage of all surface water. This will include adequate easements to remove surface water from the buildable portion of lots.

2. Removal of Spring and Surface Water

The subdivider may be required by the planning commission to carry away pipe or open ditch any spring or surface water that may exist either previous to, or as a result of the subdivision. Such drainage facilities shall be located in the street right-of-way where feasible, or in perpetual unobstructed easements of appropriate width.

3. Other Watercourses

Where a watercourse separates a proposed street from abutting property, provision shall be made for access to all lots by means of culverts or other structures of design approved by the road supervisor. Where a subdivision is traversed by a watercourse, drainage way, channel or stream, there shall be provided a storm water easement or drainage right-of-way as required, and it shall in no case be less than 20 feet in width.

4. Storm Drainage Under Roads

Cross drains shall be provided to accommodate all natural water flow, and shall be of sufficient length to permit full width roadway and the required slopes. The size openings to be provided shall be determined by Talbot's formula, but in no case shall the pipe be less than eighteen (18) inches in diameter. Cross drains shall be built on straight line and grade, and shall be laid on a firm base but not on rock. Pipes shall be laid with the spigot end pointing in the direction of the flow and with the ends fitted and matched to provide tight joints and a smooth uniform invert. They shall be placed at a sufficient depth below the roadbed to avoid dangerous pressure of impact with the top of the pipe at least one (1) foot below roadbed.

5. Driveway culverts shall be a minimum of fifteen (15) inches in diameter.

6. Drainage Structure to Accommodate Potential Development Upstream

A culvert or other drainage facility shall, in each case, be large enough to accommodate potential runoff from its entire upstream drainage area, whether inside or outside the subdivision. (See Diagram 9)

Diagram 9

7. Responsibility from Drainage Downstream

The subdivider's engineer shall also study the effect of each subdivision on the existing downstream drainage facilities outside the area of the subdivision. Where it is anticipated that the additional run-off incident to the development of the subdivision will overload an existing downstream drainage, provision shall be made for the improvement of said condition.

8. Land Subject of Flooding - See Section B of this Article for Special Requirements for Floodable Areas.

9. Erosion Reduction

The planning commission may require the subdivider to utilize grading techniques, subdivision design, landscaping, sedimentation basins, special vegetation cover, and other measures to reduce erosion and sedimentation during and after development.

H. Parks, Open Spaces, and Natural Features

1. Recreation Areas Shown on City Plan

Where a proposed park, playground or open space shown on the city or county plan is located in whole or in part in a subdivision, the commission shall require that such area or areas be shown on the plat in accordance with the requirements specified in paragraph (3) below. Such area or areas may be dedicated to the city or county by the subdivider if the applicable governing body approves such dedication.

2. Parks and Playgrounds Not Shown on City Plan

- a. The planning commission may require that the plat show site(s) of a character, extent, and location suitable for the development of a park, playground, or other recreation purpose. The planning commission may require that the developer satisfactorily grade any such recreation areas shown on the plat.
- b. The developer may want to set aside lot(s) or acreage for public open space or a public park. In such case the developer should discuss his ideas and/or plans with the planning commission, the mayor and the applicable Parks and Recreation Board to determine if the appropriate governing body would consider accepting such dedications and if the city would require improvements by the developer.
- c. Within one year from the date the subdivision improvements (water, sewer, roads) are completed, the developer may submit to the appropriate local governing body, a proposal to dedicate land area to the public as a park, playground or other open space. In such case the developer should notify the planning commission by letter of his intention and plan. The planning commission will review the proposal and recommend for or against approval to the appropriate governing body. The planning commission encourages the governing body to act on such proposals within 90 days. The developer is reminded that the city has the right to accept or reject any dedication and can impose any of additional requirements.

3. Information to be Submitted

- a. For any area that is proposed to be used for open space, a park or playground, the subdivider shall submit, prior to final approval, to the commission, three prints drawn in ink showing, at a scale of not less than thirty (30) feet to the inch, such area and the following features thereof:
 - (1) The boundaries of the said area, giving lengths and bearings of all straight lines, radii, lengths, central angles and tangent distances of all curves.
 - (2) All existing or proposed features such as brooks, ponds, clusters of trees, rock outcrops, structures, water/sewer lines, easements, etc.
 - (3) Existing, and if applicable, proposed changes in grade and contours of the said area and of area immediately adjacent.
 - (4) Certificate of Ownership and Dedication
 - (5) Certificate of Accuracy

4. Waiver of Plat Designation of Area for Park and Playground

In cases where the planning commission finds that due to the size, topography, or location of the subdivision land for park, playground or other recreation purposes cannot be properly located therein, or in the opinion of the commission it is not desirable, the commission may waive the requirements that the plat show land for such purposes.

5. Preservation of Natural Features

The planning commission shall, wherever possible, attempt to preserve all natural features which add value to residential developments and to the community, such as large trees or groves, water courses and falls, historic spots, vistas and similar irreplaceable assets. Any natural features that are to be preserved either by request of the planning commission or by decision of the developer shall be deeded to the Town of Gordonsville. An easement not less than ten (10) feet in width shall be provided for access to and circulation around any common natural features.

ARTICLE IV ENFORCEMENT AND PENALTIES FOR VIOLATIONS

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

A. Enforcement

1. No land in an unapproved subdivision shall be transferred, sold, agreed to be sold, or negotiated to be sold without a plat of said subdivision having been submitted to the municipal planning commission and approved; 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 be excluded as provided in Section 13-4-306, Tennessee Code Annotated.
2. No board, public officer, or authority shall light any street, lay or authorize the laying of water mains or sewers or the construction of other facilities or utilities in any street located within the area of planning jurisdiction, unless such street shall have been accepted, opened, or 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 a thoroughfare plan made and adopted by the commission as provided in Section 13-4-307, Tennessee Code Annotated.
3. Whoever, being the owner or agent of the owner of any land, transfers or sells or agrees to sell or negotiates to sell such land by reference to or exhibition of or by other use of a plat of subdivision of such land without having submitted a plat of such subdivision to the municipal planning commission and obtained its approval and before such plat be recorded in the office of the 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 as provided in Section 13-4-306, Tennessee Code Annotated.
4. Any building or structure erected or to be erected in violation of this section shall be deemed an unlawful building or structure, and the building inspector or the city attorney or other official designated by the Gordonsville Board of Mayor and Aldermen may bring action to enjoin such erection or cause it to be vacated or removed in accordance with Section 13-4-308, Tennessee Code Annotated.
5. No building permit shall be issued and no building shall be erected on any lot in a subdivision within the area of jurisdiction of the planning commission unless the street giving access thereto has been accepted as a public street in accordance with these regulations, or unless such street has been accepted as a public street prior to the effective date of these regulations, as provided in Section 13-4-308, Tennessee Code Annotated.

B. Penalties

No county register shall file or record a plat of a subdivision of land within the municipality without the approval of the planning commission as required by Section 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.

ARTICLE V **ADOPTION AND EFFECTIVE DATE**

- A. Before adoption of these revised subdivision standards, a public hearing as required by Section 13-4-303, Tennessee Code Annotated, was afforded any interested person or persons and was held on _____, 1988. Notice of such hearing was announced in the Carthage Courier, being of general circulation within the area of planning jurisdiction on _____, 1988.
- B. These regulations shall be in full force and effect from and after their adoption and effective date.

Adopted: _____
Effective _____

Chairman, Gordonsville
Municipal Planning Commission

Secretary, Gordonsville
Municipal Planning Commission

ARTICLE VI AMENDMENTS AND EFFECTIVE DATE

Before amendments to these subdivision regulations are approved, a public hearing (as required by Section 13-4-303, Tennessee Code Annotated) was afforded any interested person or persons and was held on _____.

Amended by Planning Commission _____
Date _____

Chairman

Secretary

APPENDIX A

FINAL PLAT CERTIFICATION

GORDONSVILLE MUNICIPAL PLANNING COMMISSION

Form 1

CERTIFICATE OF OWNERSHIP AND DEDICATION

I (we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon and that I (we) hereby adopt this plan of subdivision with my (our) free consent, establish the minimum building restriction lines, and dedicate all streets, alleys, walks, and parks as shown to the public or private use noted. I (we) further acknowledge that any change to this subdivision constitutes a resubdivision and requires the approval of the planning commission.

Date Signed

Owner's Signature

Owner's Signature

Form 2

CERTIFICATE OF ACCURACY AND PRECISION

I hereby certify that the plan shown and described hereon is true and correct Class _____ survey, and the ratio of precision is 1:_____, performed in accordance to current Tennessee Standards of Practice for Land Surveyors. I further certify that the monuments have been placed as shown hereon, to the specifications of the Gordonsville Municipal Planning Commission.

Date Signed

Surveyor's Signature

NOTE: May use Class A or Class B survey procedures only.

Form 3A*

CERTIFICATE OF GENERAL APPROVAL FOR INSTALLATION OF
SUBSURFACE SEWAGE DISPOSAL SYSTEMS WITH RESTRICTIONS

General approval is hereby granted for lots shown hereon as being suitable for subsurface sewage disposal with the listed and/or attached restrictions. Before the initiation of construction, the location of the house or other structure and the plans for the subsurface sewage disposal system shall be approved by the State Health Department.

*Septic tanks

Date Signed

Authorized Representative of Tennessee
Department of Health & Environment

Form 3B*

CERTIFICATE OF APPROVAL OF SEWAGE COLLECTION FACILITIES

I hereby certify that (1) public sewage collection facilities are installed in an acceptable manner according to Town of Gordonsville specifications; or (2) a Financial Guarantee acceptable to the Gordonsville Municipal Planning Commission in the amount of \$_____ has been posted to assure completion of all required improvements in the case of default.

Date Signed

Appropriate Official
Town of Gordonsville

*If no new sewer lines are to be installed because existing lines are used, put Certificate 3C on the final plat instead of 3A or 3B.

Form 3C

CERTIFICATION OF EXISTING SEWER LINES

I hereby certify that the sewer lines shown on this plat of the subdivision entitled _____ are in place and that all lots shown can be adequately served.

Date Signed

Appropriate Official
Town of Gordonsville

Form 4A

CERTIFICATE OF APPROVAL OF WATER LINES

I hereby certify that (1) water lines and fire hydrants, if necessary, are installed in an acceptable manner and according to the specifications of the Gordonsville Planning Commission (or _____); or (2) a Financial Guarantee acceptable to the Gordonsville Planning Commission in the amount of \$_____ has been posted to assure completion of all required improvements in the case of default.

Date

Water Department Superintendent or
Water Utility District Representative

Form 4B

CERTIFICATION OF EXISTING WATER LINES AND/OR OTHER UTILITIES

I hereby certify that the water lines and/or other utilities shown hereon are in place.

_____, 19____

Water Superintendent or Utility District
Manager

Form 5A

CERTIFICATE OF APPROVAL OF STREETS AND DRAINAGE SYSTEM

I hereby certify that (1) streets, drainage system (easements, culverts, etc.) and other improvements (curbs, sidewalks, etc.) as required by the Gordonsville Planning Commission are installed in an acceptable manner and according to required specifications; or (2) a Financial Guarantee acceptable to the Gordonsville Planning Commission in the amount of \$_____ has been posted to assure completion of all required improvements in the case of default.

Date Signed

Gordonsville Street Supervisor

Form 5B

CERTIFICATION OF EXISTING ROAD

I hereby certify that the road shown on this plat has the status of an accepted public road regardless of current condition.

Gordonsville Street Supervisor

Form 6

CERTIFICATE OF APPROVAL FOR RECORDING

I hereby certify that the subdivision plat shown hereon has been found to comply with the Subdivision Regulations of the Gordonsville Municipal Planning commission with the exception of such variances, if any, as are noted in the official minutes of the Gordonsville Planning Commission, and that said plat has been approved for recording in the Office of the Register of Smith County, Tennessee.

Date Signed

Secretary, Gordonsville
Municipal Planning Commission

APPENDIX B

IRREVOCABLE LETTER OF CREDIT AGREEMENT

This Irrevocable Letter of Credit Agreement made and entered into on this _____ day of _____, 19____, by _____ and _____ between _____, (hereinafter referred to as Developer) and the Planning Commission (hereinafter referred to as the Commission), and the _____ (hereinafter referred to as the Bank).

WITNESSETH:

WHEREAS, Developer has proposed to subdivide a tract of land located in the _____ -the City of _____, Tennessee, containing _____ acres more or less, into _____ residential lots, which subdivision is known as _____; and

WHEREAS, in accordance with the requirements of the Commission, Developer is required to insure the completion of certain improvements as specified in the _____ Subdivision Regulations: _____; and

WHEREAS, Section 13-4-303 of the Tennessee Code Annotated states that the construction and installation of such improvements and utilities shall take place within a period specified by the Commission and be expressed in the bonding agreement;

WHEREAS, Section 13-4-303 of the Tennessee Code Annotated provides that in lieu of completion of such improvements, the Commission may accept a bond, in form and amount and with conditions and surety satisfactory to it and providing for and securing to the public the actual construction and installation of such improvements within a period specified by the Commission and expressed in said bond.

NOW, THEREFORE, for and in consideration of the premises and the mutual covenants, agreements, and considerations thereafter set out, the parties hereto agree as follows:

1) In consideration of the Planning Commission giving final approval to the final plat of _____ Subdivision, the Developer has obtained from the Bank and the Bank covenants and warrants to the Commission an Irrevocable Letter of Credit in the amount of \$_____, having been signed by two officers of said Bank. Said Letter of Credit is attached to this agreement and to the final plat.

2) The Developer and Bank covenants with and warrants to the Commission that said amount shall cover the full amount of the estimated cost of improvement(s), plus an inflationary contingency of 10 percent per year, as determined by a bonded contractor's bid or by the City Engineer, and approved by the Commission. A copy of said contractor's bid or City Engineer's estimate shall accompany the final plat and be attached to this Agreement. Installation of the following improvements are required by the Planning Commission.

3) There can be no withdrawal and expenditures of funds from said Irrevocable Letter of Credit until the expiration of the period specified in this Agreement

and by the Planning Commission, at which time only the approval of the Commission shall be required.

4) The specified period shall be ____ years and ____ months after the date of execution of this Agreement by all parties.

5) At such time of expiration the Commission shall undertake one of the following courses of action:

a) If all improvements required by said subdivision regulations are completed within said period, the Commission shall approve termination of the Irrevocable Letter of Credit Agreement. Completion of improvements shall be determined by the City Street Superintendent, the applicable Water Utility District Manager and/or the Gordonsville City Engineer, and such determination reported to the Commission in writing.

b) If upon the expiration of the specified period, it is determined (as above) that required improvements have not been made, the Commission shall direct the attorney to enforce this Irrevocable Letter of Credit Agreement, to withdraw the said funds from said Irrevocable Letter of Credit and forward said funds to appropriate jurisdiction for the construction of said improvements.

6) If said Developer can prove in writing that unusual circumstances have prevented the completion of required improvements by the expiration of the specified period, the Commission may review the case and, if the situation warrants, may grant an extension. All parties will execute an addendum to this agreement.

7) It is understood and agreed, however, that nothing herein contained shall relieve the Developer from completing the improvements required by the Commission, but said Irrevocable Letter of Credit shall be construed as being merely an assurance of creating a fund from which said improvements can be constructed and completed.

8) The Bank agrees that it shall not allow the withdrawal of funds from said Irrevocable Letter of Credit except upon the conditions hereinabove set out in the preceding paragraphs.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on this day and date first above written.

Developer's Signature

Financial Institution (Name)

Officer's Signature

Gordonsville Municipal Planning Commission

By: _____, Secretary

ACKNOWLEDGEMENTS

State of Tennessee)
Smith County)

Before me, the undersigned authority, a Notary Public, in and for said State and County, personally appeared _____, the within named Developer(s) with whom I am personally acquainted and who acknowledged that he/they executed the within and foregoing instrument as his/their free act and deed for the purposes therein expressed and contained.

Witness my hand and seal of office on this the ____ day of _____, 19____.

Notary Public

My Commission Expires:

State of Tennessee)
Smith County)

Before me, the undersigned authority, a Notary Public, in and for said State and County, personally appeared _____, with whom I am personally acquainted, and who, upon oath, acknowledged herself/himself to be the Secretary of the Gordonsville Municipal Planning Commission, Gordonsville, Tennessee, and that as such Secretary, being authorized to do so, executed the foregoing instrument for the purposes therein contained, by signing the name of the planning commission by herself/himself as _____.

Witness this my hand and seal of office this the _____ day of _____, 19____.

Notary Public

My Commission Expires:

State of Tennessee)
Smith County)

Before me, the undersigned authority, a Notary Public, in and for said State and County, personally appeared _____, with whom I am personally acquainted, and who, upon oath, acknowledged herself/himself to be _____ of the _____ located in Gordonsville, Tennessee, and that as such Officer, being authorized to so do, executed the foregoing instrument for the purposes therein contained, by signing the name of the Corporation by herself/himself as _____.

Witness my hand and seal of office this the _____ day of _____,
19____.

Notary Public

My Commission Expires:

APPENDIX C

ESCROW AGREEMENT

This escrow agreement made and entered into on this _____ day of _____, by _____ and _____ between _____ (hereinafter referred to as Developer) and the Gordonsville Municipal Planning Commission (hereinafter referred to as the Commission), and the _____ of Tennessee (hereinafter referred to as Bank).

WITNESSETH:

WHEREAS, Developer has subdivided a tract of land in the Town of Gordonsville, Tennessee, containing _____ acres more or less, into _____ residential lots which subdivision is known as _____; and

WHEREAS, in accordance with the requirements of the Commission, Developer is required to insure the completion of certain improvements specified in the Subdivision Regulations; specifically, _____

_____ ; and

WHEREAS, Section 13-4-303 of the Tennessee Code Annotated states that the construction and installation of such improvements and utilities shall take place within a period specified by the Commission and be expressed in the bonding agreement (see paragraph 5, page 2); and

WHEREAS, Section 13-4-303 of the Tennessee Code Annotated provides that in lieu of completion of such improvements, Commission may accept a bond, in form and amount and with conditions and surety satisfactory to it and providing for and securing to the public the actual construction and installation of such improvements within a period specified by the Commission; and

WHEREAS, Section 13-4-303 of the Tennessee Code Annotated states that the municipality is granted the power to enforce the bonds by all appropriate legal and equitable remedies through its City Attorney.

NOW, THEREFORE, for and in consideration of the premises and the mutual covenants, agreements and considerations thereafter set out, the parties hereto agree as follows:

1) In consideration of Commission giving final approval to the final plat of _____ Subdivision, Developer covenants and warrants to Commission that he has placed in an escrow account with Bank the amount of \$ _____. A letter from said Bank signed by an officer of the Bank, stating that said escrow account has been established with Bank, shall be attached to this Agreement and the final plat.

2) Developer covenants with and warrants to Commission that said amount has been deposited with Bank consists of the full amount of the estimated cost of improvement, plus an inflationary contingency of ten (10) percent per year, as determined and approved by the Gordonsville Municipal Planning Commission. If this approval was based on a contractor's bid, that bid shall be attached to this document.

3) The funds placed in said escrow account shall be used solely for labor, materials and other costs related directly to the installation of the following improvements:

4) The specified period shall be for ____ years, ____ months, ending on _____ and counting from date of final approval by Commission of the final plat for this subdivision. (Final approval given on _____).

5) The Developer and the Planning Commission will mutually agree as to the type of savings account to be used for escrowed funds. Should the Developer prefer some type of C.D., the term of the C.D. can be no longer than that of the Escrow Agreement.

6) Interest accumulated on the Escrow Account will be managed as follows:

- a) There will be no withdrawal of accumulated interest during the escrow period, unless the escrow agreement and account are released by the Planning Commission upon completion of and approval of improvements, at which time such funds belong to the Developer.
- b) Prior to expiration of the agreement and/or a declaration of default due to non-completion of improvements, accumulated interest belongs to the Developer.
- c) Upon expiration of the agreement and/or upon declaration of default due to non-completion of improvements, accumulated interest belongs to the Planning Commission.

7) Any withdrawal and/or reduction of funds from said escrow account shall require a majority vote of approval of the full Commission and the joint written approval of Developer and Commission (Commission may authorize an officer to sign) until the expiration of said period specified by Commission, at which time only the approval of Commission shall be required.

8) If said Developer can prove in writing that unusual circumstances have precluded the completion of required improvements by the expiration of the specified period, the Commission may review the case and, if the situation warrants, may grant an extension of the specified time period.

9) At such time of expiration Commission shall undertake one of the two following courses of action:

- a) If all improvements required by said Subdivision Regulations are completed within said period, Commission shall approve termination of the escrow agreement. Completion of improvements shall be determined by person(s) charged with responsibility for inspection of required improvements and such determination reported to Commission in writing.
- b) If upon the expiration of specified period, it is determined (as above) that required improvements have not been made, Commission shall direct the City Attorney to enforce this escrow agreement, to withdraw the said funds to the appropriate jurisdiction for the construction of said improvements.

10) It is understood and agreed, however, that nothing herein contained shall relieve Developer from completing the improvements required by Commission, but said agreement shall be construed as being merely an assurance of creating a fund from which said improvements can be constructed and completed.

11) Bank agrees that it shall not allow the withdrawal of funds from said account except upon the conditions hereinabove set out in the preceding paragraphs.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on this day and date first above written.

Developer

Name of Financial Institution

By: _____
Officer's Signature

Gordonsville Municipal Planning Commission

By: _____
Secretary's Signature

ACKNOWLEDGEMENTS

State of Tennessee)
Smith County)

Before me, the undersigned authority, a Notary Public, in and for said State and County, personally appeared _____, the within named Developer(s) with whom I am personally acquainted and who acknowledged that he/they executed the within and foregoing instrument as his/their free act and deed for the purposes therein expressed and contained.

Witness my hand and seal of office on this the _____ day of _____,
19____.

Notary Public

My Commission Expires:

State of Tennessee)
Smith County)

Before me, the undersigned authority, a Notary Public, in and for said State and County, personally appeared _____,
with whom I am personally acquainted, and who, upon oath, acknowledged herself/himself to be the Secretary of the Gordonsville Municipal Planning Commission, Gordonsville, Tennessee, and that as such Secretary, being authorized to do so, executed the foregoing instrument for the purposes therein contained, by signing the name of the planning commission by herself/himself as _____.

Witness this my hand and seal of office this the _____ day of _____, 19____.

Notary Public

My Commission Expires:

State of Tennessee)
Smith County)

Before me, the undersigned authority, a Notary Public, in and for said State and County, personally appeared _____,
with whom I am personally acquainted, and who, upon oath, acknowledged herself/himself to be _____ of the _____ located in Gordonsville, Tennessee, and that as such Officer, being authorized to so do, executed the foregoing instrument for the purposes therein contained, by signing the name of the Corporation by herself/himself as _____.

Witness this my hand and seal of office this the _____ day of _____,
19____.

Notary Public

My Commission Expires:

APPENDIX D

AGREEMENT FOR CERTIFIED CHECK
IN LIEU OF COMPLETED IMPROVEMENTS

In order to obtain final approval from the Gordonsville Municipal Planning Commission of Subdivision Plat for recording and sale of parcels before completion of the required improvements listed below, _____ (Developer) has provided a certified check, payable to the Gordonsville Municipal Planning Commission, in the amount of \$ _____ to guarantee construction of the following required improvements: _____

_____, in accordance with terms approved by the Gordonsville Municipal Planning Commission on (date) _____. The check will be held in safekeeping by the Secretary of the Planning Commission, _____, until:

(1) All improvements required by the Gordonsville Municipal Planning Commission are completed within the specified time period of _____ and approved, at which time the check will be returned to the Developer. Completion of improvements will be determined by the Mayor of Gordonsville, City Street and Utilities Superintendent and/or Water Utility District manager (whichever applicable) and reported in writing to the Planning Commission at their next meeting, at which time approval and release of the check can be made. The Planning Commission shall then direct the Secretary of the Planning Commission to return said certified check to the Developer OR

(2) Upon expiration of a period of _____, as specified by the Gordonsville Municipal Planning Commission at their meeting of _____, if work has not been completed, the Planning Commission shall direct the City Attorney to negotiate said check for purpose of forwarding funds to the applicable city and/or utility district for the construction of said improvements. If Developer _____ can prove in writing that unusual circumstances have precluded completion of required improvements by the expiration of specified period, the Gordonsville Municipal Planning Commission may review the case and if the situation warrants, may grant an extension.

IN WITNESS THEREOF, the parties hereto have executed this agreement on this date: _____.

SIGNATURES:

Developer

Gordonsville Municipal Planning Commission

Secretary, Gordonsville
Municipal Planning Commission

ACKNOWLEDGEMENTS

State of Tennessee)
Smith County)

Before me, the undersigned authority, a Notary Public in and for said State and County, personally appeared _____, the within named Developer, with whom I am personally acquainted and who acknowledges that he executed the within and foregoing instrument for the purposes therein expressed and contained. Witness my hand and seal of office on this the _____ day of _____, 19__.

Notary Public

My Commission Expires:

State of Tennessee)
Smith County)

Before me, the undersigned authority, a Notary Public in and for said State and County, personally appeared _____, with whom I am personally acquainted, and who, upon oath, acknowledges herself to be the Secretary of the Gordonsville Municipal Planning Commission, and being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the Commission by herself as Secretary. Witness this my hand and seal of office this the _____ day of _____, 19__.

Notary Public

My Commission Expires:

APPENDIX E

CHECKLIST FOR PRELIMINARY PLAT CONSIDERATION

Name of Subdivision _____

Location _____ Civil District _____ Zoning District _____

Owner of Record _____ Address _____ Tel. _____

Subdivider _____ Address _____ Tel. _____

Surveyor _____ Address _____ Tel. _____

Date Submitted for Preliminary Approval _____

CHECKLIST

_____ Two (2) copies submitted 7 days prior to meeting. (1 copy to each utility.)

_____ Name of subdivision.

_____ Drawn to a scale of not less than one inch equals 100 feet.

_____ Name and address of owner of record, subdivider and surveyor.

_____ North point, graphic scale and date.

_____ Vicinity map showing location and acreage of subdivision.

_____ Boundary lines by bearing and distances.

_____ Names of adjoining property owners and/or subdivision.

_____ Location of all existing physical features on land and nearby properties.

_____ Contour lines.

_____ Names, locations and dimensions of proposed streets, alleys, easements, parks and reservations, lot lines, etc.

_____ Block numbers and lot numbers.

_____ Plans (locations and sizes) of proposed utility layouts showing connections to existing or proposed utility systems.

_____ Minimum building front yard setback line.

_____ Present zoning classification, if any, on land in subdivision and adjacent land.

_____ Cross-section and centerline street profiles at suitable scales as may be required by street superintendent and/or Planning Commission.

_____ Conforms to general requirements and minimum standards of design.

_____ Health Department has been notified of proposed subdivision.

Disapproved _____, 19 __, because of incompleted items above or other reasons as stated:

Signed:

Secretary, Gordonsville
Municipal Planning Commission

Notes and Comments:

APPENDIX F

CHECK LIST FOR FINAL PLAT CONSIDERATION

Name of Subdivision _____

Location _____ Civil District _____

Zoning District _____

Owner of Record _____ Address _____

Tel. _____

Preliminary Approval Granted: _____
(Date)

Submitted for FINAL Approval _____
(Date)

CHECK LIST

_____ Submitted within one year from date of preliminary approval.

_____ 2 copies submitted 7 days prior to meeting. (1 copy to each utility.)

_____ Name of subdivision.

_____ Drawn to a scale of 1":100' on sheets not larger than 24" x 30".

_____ Name and address of owner of record, subdivider and surveyor.

_____ North point, graphic scale and date.

_____ Bearings of property lines and sufficient engineering data to locate all lines including radii, angles and tangent distances.

_____ Reservations, easements or other non-residential areas.

_____ Dimensions to the nearest 100th of a foot and angles to the nearest 20 seconds.

_____ Lot lines, alleys, building setback lines.

_____ Location and description of monuments.

_____ Names, locations of adjacent properties.

_____ Lines, names and widths of all streets and roads.

_____ Lots numbered in numerical order.

- _____ Location sketch map with flood hazard areas outlined.
- _____ Certificate of ownership and dedication.
- _____ Certificate of approval of water and public sewer or septic tank systems and streets.
- _____ Certificate of surveyor.
- _____ Proposed deed restrictions if not a zoned area.
- _____ Conforms to general requirements and minimum standards of design.
- _____ Soil tests completed and approvals from County Health Officer.
- _____ Size and location of water and sewer lines on plat.
- _____ As-built drawings of water systems has been given to city utility district.
- _____ Previous and last conveyance; tax map group and parcel number of property being subdivided.
- _____ If required physical improvements have not been made, bond posted in the amount of \$ _____ for _____ days/months.
- _____ For bonding, developer has used escrow account/certified check/irrevocable letter of credit, and signed an agreement.

Date of Approval: _____

Notes and comments:

APPENDIX G

GORDONSVILLE MUNICIPAL PLANNING COMMISSION
INSPECTION FORM

Date: _____

Roadway Stage _____ (Subgrade, stone base, final paving).

Approved _____

Unapproved _____
(See remarks)

Water Line

Approved _____

Unapproved _____
(See remarks)

Sewer Line

Approved _____

Unapproved _____
(See remarks)

Remarks: _____

City Engineer, City Street & Utilities
Supervisor, or Authorized Representative

APPENDIX H

AFFIDAVIT

I/we _____, being the owner(s) of record (Deed Book _____, Page _____) of property identified as parcel _____ on _____ Gordonsville City Tax Map _____, hereby authorize _____ to represent my property, to act on my behalf and as my authorized agent in my name, place, and stead in matters presently before the Gordonsville Municipal Planning Commission. I will be responsible for all actions required by the Planning Commission and/or promised by my authorized agent in order to secure approval of subdivision of this property. This _____ day of _____, 19____.

Owner(s)

Address(es)

Phone(s)

ACKNOWLEDGEMENT

State of Tennessee)
Smith County)

Before me, the undersigned authority, a Notary Public in and for said State and County, personally appeared _____, the within named person, with whom I am personally acquainted and who acknowledges that he executed the within and foregoing instrument for the purposes therein expressed and contained. Witness my hand and seal of office on this the _____ day of _____, 19____.

Notary Public

My Commission Expires:

As the authorized agent for the owner(s), I certify that I am retained and/or appointed to represent the owner(s) throughout the process of the matter currently before the Gordonsville Municipal Planning Commission concerning the above referenced real property. I further certify that I have familiarized myself with the property and the

Gordonsville Subdivision Regulations, and can adequately and completely act in the owner(s) name, place and stead before said commission. This _____ day of _____, 19____.

Agent

Address

Phone

ACKNOWLEDGEMENT

State of Tennessee)
Smith County)

Before me, the undersigned authority, a Notary Public in and for said State and County, personally appeared _____, the within named person, with whom I am personally acquainted and who acknowledges that he executed the within and foregoing instrument for the purposes therein expressed and contained. Witness my hand and seal of office on this the _____ day of _____, 19____.

Notary Public

My Commission Expires

