

**ARTICLE 8**  
**IMPROVEMENT PROCEDURES**

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**SECTION 8-1 GENERAL [RESERVED FOR FUTURE USE]**

**SECTION 8-2 SUBMISSION OF PETITIONS FOR IMPROVEMENTS**

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

**SECTION 8-3 FINAL IMPROVEMENT PLANS**

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

## **SECTION 8-4 CONTENT OF ENGINEERING DRAWINGS**

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

- a. Plans, profiles, details, specifications and costs estimates for roadway and sidewalk construction, including plans and profiles for each street with a typical cross section of the roadway. The profiles of grade lines shall be shown to a scale ranging from one (1) inch equals twenty (20) to one (1) inch equals fifty (50) feet horizontal. The vertical scale shall be one-fourth (1/4th) the horizontal scale. This information shall be shown on standard plan and profile sheets unless otherwise required by the City.
- b. Plans, profiles, details, specifications and cost estimates of proposed storm drainage improvements.
- c. Plans, profiles, details, specifications and cost estimates of proposed water distribution systems and proposed water supply facilities and water hydrants, if any.
- d. Plans, profiles, details, specifications and cost estimates of sewerage systems and of any required sewage treatment facilities.
- e. When unusual site conditions exist, the City Engineer may require such additional plans, specifications and drawings as may be necessary for an adequate review of the improvements to be installed.
- f. All plans shall be based on City U.S.G.S. datum for vertical control.
- g. All plans for underground wiring shall be prepared by or at the direction of the utility involved.

## **SECTION 8-5 REVIEW OF PLANS**

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

## **SECTION 8-6 APPROVAL BY PLANNING COMMISSION**

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

## **SECTION 8-7 CONSTRUCTION OF IMPROVEMENTS**

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

## **SECTION 8-8 INSPECTION**

### **8-801.**

- a. All improvements, including but not limited to streets and sidewalks, constructed or erected shall be subject to inspection by the City official responsible for setting and enforcing the applicable design and construction standards of the required improvement. The cost attributable to all inspections required by this regulation shall be charged to and paid by the subdivider. Before any required inspections take place, the subdivider may be required to post a deposit with such official or such agency entrusted to keep such security for the official, to cover the cost of such inspections. The subdivider shall give at least two (2) business days written notification to such official prior to the performance of any phase of construction. The subdivider shall provide such official with a construction schedule and shall update such schedule as necessary.
- b. No underground improvements, including but not limited to telephone, electric, water, sewer, storm water, gas or cable television shall be covered with soil unless first inspected and approved.

## **SECTION 8-9 INSPECTION PROCEDURES**

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

## **SECTION 8-10 FINAL INSPECTION**

**8-1001.** Upon completion of all improvements within the area covered by the final plat, the subdivider shall notify the official designated in Section 8-8, who shall thereupon conduct a final inspection of all improvements installed.

## **SECTION 8-11 REPORT TO PLANNING COMMISSION AND GOVERNING BODY**

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

## **SECTION 8-12 ACCEPTANCE OF IMPROVEMENTS**

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