

SUBDIVISION REGULATIONS

Of the

City of Vance, Alabama

ADOPTED DECEMBER 23, 1996
AMENDED JUNE 24, 1997; MAY 25, 1998; APRIL 24 2008,
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**SUBDIVISION REGULATIONS
of the
TOWN OF VANCE, ALABAMA**

ARTICLE I

TITLE, AUTHORITY AND JURISDICTION

1.1 TITLE

These Regulations and all subsequent amendments, attachments and supplements thereto shall hereafter be known, cited and referred to as the Subdivision Regulations of the Town of Vance, Alabama. All references to the Town, or Town of Vance herein are amended to City or City of Vance, Alabama.

1.2 AUTHORITY

These Regulations are enacted in accordance with the authority granted to the Vance Planning Commission by the Legislature of the State of Alabama in Title II, Chapter 52, Code of Alabama, 1975, as amended.

1.3 JURISDICTION

1.3.1 From and after the effective date hereof, these Regulations shall govern the subdivision of all land located within the town limits of the Town of Vance, Alabama, and in addition, shall govern the subdivision of land by extending the extraterritorial planning jurisdiction of the Planning Commission of the Town of Vance, Alabama to within three (3) miles of the corporate limits of Vance as permitted by Section 11-52-30, Codes of Alabama, as amended.

1.3.2 No land shall be subdivided within the town limits or extraterritorial, jurisdiction of the Town of Vance, Alabama until the requirements of these Regulations is met.

1.3.3 No building permit or certificate of occupancy shall be issued for any parcel or plat of land which was created by subdivision after the effective date of, and not in conformity with, the provisions of these subdivision Regulations.

1.3.4 No excavation of land or construction of any public or private improvements shall take place or be commenced except in conformity with these Regulations.

1.4 PRIVATE SUBDIVISIONS

- 1.4.1 Private subdivisions are defined as a subdivision in which the street and drainage facilities are not dedicated to an entity of government.
- 1.4.2 Private subdivisions are not allowed within the Town of Vance and will not be not considered.

1.5 LAND CONVEYANCE AMONG IMMEDIATE FAMILY MEMBERS

1.5.1 The following requirements shall apply to the conveyance of land among immediate family members.

- (a) For the purposes of this section the definition of Immediate Family Member shall mean spouse, son, step son, daughter, step daughter, mother, father, grandparent, grandchildren, sister, brother, mother-in-law, father-in-law, sister-in-law, brother-in-law, son-in-law and daughter-in-law.
- (b) Upon request of the applicant, the Vance Planning Commission is authorized, but not mandated, to approve conveyances of land among immediate family members when all the provisions of this Section are met. Such conveyances shall not exceed one (1) parcel for each individual family member.
- (c) In order to be considered by the Planning Commission the land to be conveyed must meet the following criteria:
- 1) The subject parcel has not resulted from a previous division without Hearing and Plat approval by the Planning Commission.
 - 2) The division of land must conform to all applicable zoning standards for the zoning district in which the lot(s) are located.
 - 3) Each lot must have unrestricted access to a paved public street or road.
 - 4) No street or utility improvements or construction is required to serve the resulting parcels.
 - 5) The division of land will result in parcels that conform to all design standards of these Regulations and conform to all applicable zoning standards for the zoning district in which the lot(s) are located.
 - 6) The division of land will not have the effect of denying adjoining parcels direct access to a public right-of-way or result in the creation of parcels of unusual or irregular shape.
- (d) An application for immediate family land conveyance shall be made on Form IX as required by these Regulations. The applicant shall, upon submission of the application, include a filing fee as set forth in the Planning Commission's current fee schedule, a copy of which is

available at the office of the Town Clerk. The following documents shall be presented to the Vance Planning Commission in order to qualify for consideration as land conveyance among immediate family members.

- 1) A notarized statement certifying to the family relationship of the parties involved in the land conveyance.
 - 2) A survey of the subject property indicating the boundary of the entire parcel and the lots to be transferred to other family members certified by a land surveyor licensed to practice in the State of Alabama.
 - 3) A copy of a recorded deed for all necessary rights-of-way and easements as required by the Town Engineer.
- (e) Any further or subsequent subdivision of the same land shall require the recording of a Subdivision Plat in full compliance with these Regulations.
- (f) The Planning Commission shall hold a public hearing on the proposed immediate family land conveyance prior to the approval or disapproval of said land conveyance. A notice of Public Hearing shall be required as specified in Section 3.4.3 of these Regulations.

ARTICLE II

PURPOSES

2.1 PURPOSES

The intent of these Regulations is to establish procedures and requirements that will be conducive to accomplishing a coordinated, orderly and harmonious development within the subdivision jurisdiction of the Town of Vance, Alabama. These Regulations are designed, intended, should be administered and are adopted to meet the following purposes:

- to protect, promote and provide for the public health, safety, and general welfare of the citizens of Vance;
- to guide the future growth and development of the Town of Vance in accordance with a comprehensive plan;
- to establish reasonable standards of design and procedures for subdivisions and re-subdivisions, in order to further the orderly layout and use of land;
- to provide the most beneficial relationships between the uses of land and buildings and the circulation of traffic throughout the Town of Vance;
- to insure that public facilities are available and will have sufficient capacity to serve the proposed subdivision;
- to harmoniously relate the development of the various tracts of land to the existing community and facilitate the future development of adjoining tracts;
- to provide for the wise and efficient expenditure of public funds; and
- to assure the adequate provision of public utilities and other public requirements.

ARTICLE III

SUBDIVISION APPLICATION PROCEDURE AND APPROVAL PROCESS

3.1 APPROVAL OF SUBDIVISION PLATS REQUIRED

- 3.1.1 From and after the date of filing a certified copy of these Regulations with the Probate Judge of Tuscaloosa County, Alabama, and/or the Probate Judge of Bibb County, Alabama no Subdivision Plat of land within the subdivision jurisdiction of the Town of Vance shall be filed or recorded until the Plat shall have been submitted to and approved by the Vance Planning Commission as specified in Article VIII of these Regulations. Approval shall be noted in writing on the Plat by the Vance Planning Commission.
- 3.1.2 Approval of a Subdivision Plat shall be considered an amendment to the Town of Vance Comprehensive Plan and as such shall be approved by an affirmative vote of no less than six (6) members of the Planning Commission.
- 3.1.3 No street shall be accepted and maintained by the Town nor shall any street lighting, water, or sewer be extended to or connected with any subdivision of land, nor will any permit be issued by an administrative agent or department of the Town of Vance for the construction of any building or other improvement requiring a permit, upon any land concerning which a Plat is required to be approved, unless and until the requirements set forth in these Regulations have been complied with and the same has been approved by the Planning Commission.

3.2 APPROVAL NOT ACCEPTANCE

- 3.2.1 The approval of a Plat by the Planning Commission shall not be deemed to constitute or affect the formal acceptance for maintenance by the Town of Vance of any street or other public utility line, or other facilities serving the subdivision.

3.3 GENERAL PROCEDURES

- 3.3.1 Whenever any subdivision of land is proposed, before any contract is made for the sale of any part thereof, and before any permit for the erection of a structure in such proposed subdivision shall be granted, the subdividing property owner shall apply for and secure approval of such proposed subdivision in accordance with the following procedure:
 - A. Pre-Application Conference
 - B. Sketch Plan (Optional)
 - C. Preliminary Plat
 - D. Construction Plans
 - E. Final Plat.

3.4 PRE-APPLICATION CONFERENCE

- 3.4.1 An applicant wishing to subdivide land within the subdivision jurisdiction of the Town of Vance, Alabama is required to schedule and to hold a pre-application conference with the Subdivision Administrator or other Town Administrative Officer. The purpose of the conference is to acquaint the applicant with the Regulations governing land subdivision, ensure the applicant has a copy of the Vance Subdivision Regulations, the procedures to be followed in obtaining Final Plat approval, the time limits for obtaining Final Plat approval, and the identity of other agencies or officials who must eventually approve one or more elements of the Subdivision Plat.

3.5 SKETCH PLAN SUBMISSION

- 3.5.1 Prior to incurring costs of preparing a Preliminary Plat and Construction Plans, an applicant is required to prepare a Sketch Plan. Sketch Plan shall be drawn at a scale of at least 1" = 200' and show the proposed street layout; right of way widths; lot configurations; location of nearest water, sewer, and other utility lines; existing structures; water courses (drainage ways); total acres of proposed subdivision; subdivision boundaries and any phasing (tracts); total number of lots; and existing and proposed zoning. Forms I and II as shown in the Appendix 'A' of these Regulations shall be completed and submitted with the Sketch Plan. Application shall include filing fees; schedule of fees are shown in Appendix 'B' of these Regulations.
- 3.5.2 Sketch Plan is required to be submitted thirty (30) days prior to the regularly scheduled meeting of the Vance Planning Commission. Sketch Plan will be reviewed by the Subdivision Administrator for general conformance with the Regulations. If the Sketch Plan is in general conformance with the Regulations, the Subdivision Administrator will then place the Sketch Plan on the agenda for the Planning Commission for their information, discussions, and/or comments. Sketch Plans which do not conform to these Regulations will be returned to the applicant without being placed on the Planning Commission's agenda. The Subdivision Administrator will report the findings, comments, and recommendations of the review to the applicant within twenty (20) days after application submission. Applicant may make changes noted and resubmit Sketch Plan; revised Plans must be received at least fifteen (15) days prior to the regularly scheduled meeting of the Vance Planning Commission in order to be placed on the agenda.
- 3.5.3 After reviewing and discussing the Sketch Plan, the Planning Commission will advise the applicant of any specific changes or additions it will require and note any concerns or reservations which it may have to the approval of the Subdivision Plat. The Planning Commission may also require additional changes as a result of further study of the subdivision as a result of the Preliminary Plat and Construction Plan phases. Approval of Sketch Plan shall constitute authorization to prepare and submit a Preliminary Plat, but is

not to be construed or binding as subsequent approval of the Preliminary Plat or Construction Plans by the Planning Commission.

3.6 SUBMISSION OF PRELIMINARY PLAT AND CONSTRUCTION PLANS

3.6.1 Application Procedure – Upon the approval of the Planning Commission of the Sketch Plan (optional) applicant may file an application for approval of a Preliminary Plat. The application shall:

- (a) Be made on Forms III and IV, as shown in Appendix 'A' of these Regulations.
- (b) Be accompanied by a filing fee, payable to the Town to cover the cost of advertising and administration; in addition, the applicant shall be responsible for the cost of all engineering and reviews performed by the Town. Fee Schedule is shown in Appendix 'B' of these Regulations.
- (c) Include the names and addresses of the owners of properties located adjacent to the boundary and within three hundred (300) feet of the subdivision as they appear on the current tax records.
- (d) Contain the name and address of a person or local agent who shall be sent a Public Hearing notice.
- (e) Be accompanied by a minimum of ten (10) copies of the Preliminary Plat as described in these Regulations.
- (f) Be complete with all items and requirements of these Regulations and Checklist in Appendix 'A'. The complete application must be submitted and received at least *thirty (30) days* prior to the regular scheduled meeting of the Planning Commission.
- (g) Construction Plans may be submitted with Preliminary Plat; however, it is not recommended. Acceptable Review of Construction Plans by the Town Engineer prior to the Public Hearing does not constitute final approval. Changes required as a result of the Public Hearing will be required for Preliminary Plat and Construction Plans. If Preliminary Plat is denied after Public Hearing, the Acceptable Review of the Construction Plans is, of course, voided and rescinded.
- (h) Preliminary Plats and Construction Plans submitted which do not generally include all information shown on the Checklist for Preliminary Plat and Construction Plans may be returned to Developer's Engineer as incomplete. Incomplete submittals will result in subdivision being removed from the Planning Commission's agenda. If a Public Hearing was scheduled, it will be conducted; but it will be noted at the Public Hearing that the subdivision will not be considered at that meeting. Another Public Hearing will be required; costs to be paid by the applicant.

3.6.2 Review of Preliminary Plat. Prior to review by the Planning Commission, the Subdivision Administrator shall review the Preliminary Plat submittals and application for compliance

with these Regulations and adequacy of form, and shall distribute copies of the Preliminary Plat to the Town Engineer, Building Inspector and other pertinent agencies and officials for their review and comment and hold such meetings as are found necessary. Upon the completion of the review, the Subdivision Administrator or Commission Secretary shall provide the Planning Commission with the results of the review at least ten (10) days prior to the required Public Hearing and shall schedule a Public Hearing before the Planning Commission.

- 3.6.3 Notice of Public Hearing. Notice of the Public Hearing on the Preliminary Plat shall be sent on Form VII, as required by these Regulations, to the applicant or the applicant's authorized agent and to owners of land immediately adjoining or within three hundred (300) feet of the boundaries of the land contained within the Preliminary Plat as their names appear in the records of the Tuscaloosa County or Bibb County Tax Assessor's Office. Such notice shall be sent by registered or certified mail of the time and place of such Hearing not less than five (5) days before the date of the Hearing. Incomplete listing of affected property owners may result in an additional Public Hearing. The cost of any such Public Hearing shall be paid by the applicant.
- 3.6.4 Public Hearing. The Planning Commission shall hold a Public Hearing for the purpose of determining conformity of the Preliminary Plat with these Regulations and to permit adjoining property owners to state their concerns and questions.
- 3.6.5 Preliminary Plat Review. Within thirty (30) days after the Public Hearing, the Planning Commission shall review the Preliminary Plat and all submittals, consider all comments received at the Public Hearing, and any recommendations from the Town officials. The Planning Commission will advise the applicant of any required changes, additions, or concerns by returning one (1) copy of the Preliminary Plat noting such comments. If no comments or concerns are expressed, the Planning Commission will return one (1) copy of the Preliminary Plat noted "approved". Applicant may make changes to the Preliminary Plat noted by the Planning Commission and resubmit for Commission's consideration at the next regularly scheduled meeting. Applicant may make up to two (2) additional submittals to correct or comply with Commission's comments at no additional fees. After three (3) unsuccessful attempts to correct the Preliminary Plat, the Commission will disapprove and deny applicant's Preliminary Plat. Applicant will also have one hundred and fifty (150) days from Commission's initial review to submit a satisfactory Preliminary Plat, or Commission may disapprove or deny applicant's Preliminary Plat.
- 3.6.6 Preliminary Plat Approval. The Planning Commission will not issue "conditional or contingent" approvals. Preliminary Plats and construction Plans must be complete and all comments or concerns addressed to the satisfaction of the Planning Commission prior to being considered for approval by the Commission.
- 3.6.7 Effect of Preliminary Plat Approval. Approval of the Preliminary Plat by the Planning Commission shall not constitute acceptance of the Final Plat, nor deemed final acceptance.

- 3.6.8 Effective Period of Preliminary Plat Approval. Approval of the Preliminary Plat shall lapse unless a Final Plat in substantial conformance with these Regulations is submitted within twelve (12) months from the date of approval of the Preliminary Plat, unless an extension of time is specifically applied for by the Applicant and expressly granted by the Planning Commission.
- 3.6.9 Resubmission of Preliminary Plat. Resubmission of a Preliminary Plat for the same tract of property which has been disapproved or denied by the Planning Commission will not be reconsidered or reviewed by the Planning Commission for a period of one (1) year from the date of disapproval by the Planning Commission. Resubmissions will require new application, Public Hearing, and all fees be paid and will be viewed as a new application.
- 3.6.10 Preliminary Plat Requirements. The Preliminary Plat shall meet the minimum requirements and standards of design for the construction of public improvements set forth in Article V of these Regulations. The Preliminary Plat shall be legibly drawn at a scale of not less than one (1) inch equals one hundred (100) feet, numbered in sequence if more than one (1) sheet is used, and on standard size sheets not to exceed 24 x 36 inches. The Preliminary Plat shall show the following information and comply with the Checklist on Form IV in Appendix 'A':
- (a) The name, telephone numbers and address of the owner(s) of land to be subdivided; the subdivider, if other than the owner; and the designers. The deed book and page number of the property owner. Plat must be sealed by an Alabama Registered Land Surveyor.
 - (b) The date of the Plat or Map, a north arrow showing the approximate true north point, written and graphic scale, name of the subdivision and a vicinity sketch or key map.
 - (c) The location of property with respect to surrounding property and streets, the names of adjoining developments, the names of adjoining streets, and the names of all adjoining/adjacent property owners.
 - (d) The location and approximate dimensions of all boundary lines of the property indicated by a heavy line with dimensions to be expressed in feet and decimals of a foot, angles and at least one bearing.
 - (e) The location of existing and platted features on the land to be subdivided and within fifty (50) feet of the boundary to include streets and rights-of-way, easements and rights-of-way with purpose, water courses showing offsite watershed drainage area (acreage) crossing the property boundary, buildings, drainage ditches, bridges, culverts, names and address of adjoining property owners, property lines, water mains, storm sewers, names of adjacent subdivisions, sanitary sewers, current zoning including all contiguous land, the location dimensions and areas of all existing and adjoining lots, the location and description of all monuments and other

features as required by the Planning Commission or Town Engineer which might affect the design of the subdivision.

- (f) The location and width of all proposed streets, traffic control signs, alleys, easements, other public ways, proposed street rights-of-way and building set back lines.
- (g) The locations, approximate dimensions and areas of all proposed lots.
- (h) The location and dimensions of any property proposed to be set aside for park or playground use, or other public or private reservation, with designation of the purpose thereof, and conditions, if any, of the dedication or reservation.
- (i) Existing contours at intervals of not more than two (2) feet. Elevations shall be referenced to U.S.G.S. benchmark or monuments, or to mean sea level. Datum shall be referenced on Plat.
- (j) Location and classification of areas, which are flood prone or subject to periodic flooding inundation. Reference FIRM Maps utilized.
- (k) Names of all new streets as approved by the Planning Commission. Any street, which is a continuation of an existing street, shall bear the existing street's name. Street name shall not duplicate or closely approximate the name of an existing street within the subdivision jurisdiction of the Town of Vance.
- (l) Indication of the use of all lots and zoning information.
- (m) The developers estimate of the amount of traffic flow that will be generated by the proposed subdivision/development. The Town Engineer or the Planning Commission may require the applicant to submit a traffic study prepared by a qualified traffic engineer.
- (n) The location and dimensions of all boundary lines of the property.
- (o) Lots and blocks consecutively numbered or lettered in alphabetical order. The lots and blocks in numbered additions to subdivisions bearing the same name shall be numbered or lettered consecutively throughout the several additions.
- (p) Building sites, if any, for uses other than single-family residential.
- (q) Section, township, range and tie to accepted government corner.
- (r) Typical street cross section per Town of Vance standards.
- (s) Preliminary plat submittal shall incorporate the design engineering necessary to determine compliance with all construction and design plans required under

Article V of these Regulations. The Subdivision Administrator or Town Engineer may request more detailed engineering plans and specifications if such documents are needed to determine compliance with the requirements of Article V of these Regulations.

- (t) Site data to include: average residential developed density, number of residential lots or units, area in parks and in other nonresidential uses and amount of acreage to be subdivided.
- (u) Such other information as the applicant wishes to bring to the attention of the Planning Commission.

3.7 CONSTRUCTION PLANS

3.7.1 Construction Plan Submission. Construction Plans may be submitted concurrently with Preliminary Plat; however, it is recommended that Construction Plans not be submitted until after the initial review of the Preliminary Plat by the Vance Planning Commission and the Public Hearing.

3.7.2 Construction Plans. All Construction Plans shall meet the minimum standards of design and general requirements for the construction of public improvements as set forth in these Regulations, Article V. Construction Plans shall be drawn at a scale of not less than one (1) inch equals fifty (50) feet; map sheets shall be of the same size as the Preliminary Plat. *An Alabama Registered Engineer shall prepare and seal all Construction Plans. The Construction Plans shall include the minimum requirements and those shown on the Construction Plans Checklist in Form IV in Appendix 'A' of these Regulations:*

1. Street plan containing the following information.
 - A. Location of all proposed and existing streets or rights-of-way in or adjacent to the subdivision.
 - B. Width of existing and proposed rights-of-way.
 - C. Street names.
 - D. Plan and profile of all streets, showing natural and proposed finish grades drawn to a scale of not less than one (1) inch equals *fifty (50) feet* horizontal and one (1) inch equals ten (10) feet vertical.
 - E. Cross-sections of proposed streets at a minimum of 100' stations.
 - F. Curve data for the centerline of each street: Delta, T, and R.
 - G. Location of all required sidewalks and crosswalks.

2. Storm Drainage Plan containing the following information:
 - A. Location of proposed drainage ways, streams, and ponds in the subdivision.
 - B. Topography at two (2) foot contour intervals, existing and finished contours required.
 - C. Location, size, and invert elevations of proposed drainage structures including culverts, bridges, pipes, drop inlets, and top elevations of headwalls, etc., showing details on Drainage Plan, including *pipe* schedule.
 - D. Show construction details of typical manholes, connections, and other drainage structures proposed.
 - E. Area of land contributing runoff to each drainage structure along with runoff calculations of each area and drainage calculations for each drainage structure and drainage ditch.
 - F. Location of easements and rights-of-way for drainage ways (ditches) and maintenance access thereof.
 - G. Typical cross sections of each drainage way (ditches) and *profile*, showing proposed finished grades.
 - H. Direction of water flow throughout subdivision.
3. Sanitary Sewer Plan containing the following information:
 - A. Location and size of all existing and proposed sewers in the subdivision and tie-points of the subdivision. Location of sewer laterals.
 - B. Direction of flow of each sewer line.
 - C. Location of each manhole and other sewage system appurtenances including lift stations, oxidation ponds, treatment plants, etc.
 - D. Show construction details of typical manholes, connections, and other sewage structures proposed.
 - E. Plan and profile of all sanitary sewers and force mains.
4. Water Distribution Plan containing the following information:

- A. Location and size of water distribution system including pipes, valves, fittings, hydrants, high-pressure pumping equipment, etc.
- 5. Street Lighting Plan and Electric Distribution Plan containing the following information:
 - A. Location of all poles or subsurface facilities as necessary to serve each lot or parcel of land within the subdivision.
- 6. Letter of approval from the appropriate municipal, county, or state department of agency concerned with the approval of 1-5 above. It shall be the responsibility of the applicant to provide the Town and the Planning Commission with all letters and approved permits; *including any ALDOT and NPDES Permits that may be required.*

3.7.3 *No construction* shall commence on the site until Construction Plans have been reviewed and found in general conformance with these Regulations by the Town's Engineer and Construction Plans have been accepted by the Planning Commission. Acceptance will not be issued until all required Permits and other letters of approval or acceptance are received by the Planning Commission.

3.8 SUBMISSION OF THE FINAL PLAT

3.8.1 In accordance with these Regulations, no street shall be accepted and maintained by the Town, nor will any Permit be issued by the Town for the construction of any building or other improvement requiring a Permit upon any land that is part of the Preliminary Plat until the Final Plat has been accepted and approved by the Planning Commission.

3.8.2 Application for Final Subdivision Plat. Upon satisfactory completion of all improvements required as shown on the Construction Plans and on the approved Preliminary Plat, or if the only remaining improvement is the final layer of asphalt in which a performance bond as specified herein is provided, the applicant may file with the Subdivision Administrator an application for final approval of a Subdivision Plat (Final Plat). The application shall be made on Forms V and VI, as shown in Appendix 'A' of these Regulations. Full and complete application must be received prior to review of Final Plat.

3.8.3 Final Plat Requirements. The applicant shall submit two (2) copies of the Final Plat, and two (2) full sets of the Record (As-Built) Construction Plans, all required test reports, and any or all other Plans and Drawings deemed necessary by the Subdivision Administrator or Town Engineer for initial review. See Article IV for required test reports. Final Plat shall include the following and all requirements shown on the Final Plat Checklist shown in Form V of Appendix 'A' of these Regulations:

- (1) Name and location of subdivision, names, telephone numbers, and addresses of owner and designer, north point, graphic scale, and date.

- (2) Names, location and width of all streets and other areas to be dedicated for public use and all easements to be dedicated for the installation and maintenance of utilities, all fully dimensioned, showing the angle of intersection of streets and the radii chords, point of tendency, sub-tangent lengths and centered angles for all curvilinear streets, and the radii of all rounded corners, and shall also contain notations concerning the dedication, reservation and use of such public areas and easements and references to the status of such areas adjacent to the subdivision.
- (3) The boundaries of the property proposed for subdivision, including all angles or bearings and dimensions to the nearest one-hundredth (1/100th) foot as determined by an accurate survey in the field.
- (4) Location and description of adjoining property, and the location, names and width of all adjoining subdivisions, streets, easements and other recording information.
- (5) Lot numbers, lot lines, and minimum building lines, all fully dimensioned angles or bearings and distances of non-parallel lot lines. The lots and blocks in numbered additions to subdivisions bearing the same name shall be numbered or lettered consecutively throughout the several additions.
- (6) The location and description of all permanent monuments, set at such critical points and so interconnected and dimensioned that any registered land surveyor can lay out lots or streets without any additional information and a notation designating that all such monuments have been set and are denoted by small open circles shown on the map.
- (7) All required certificates and assurances.
- (8) Notation of any self-imposed restrictions or covenants, if required by the Planning Commission.
- (9) The location of water bodies, streams, floodplains, areas subject to periodic or frequent inundation and other natural site features deemed pertinent by the Planning Commission. Reference any FIRM Maps, etc.
- (10) Purpose for which sites other than residential lots are dedicated or reserved and the total acreage in the subdivision not zoned residential or devoted to public uses.
- (11) Three (3) copies of any protective/restrictive covenants running with the land in suitable form for recording. Covenants shall include sub-leasing or sub-rental of individual bedrooms in all R1, R2, and R3 zones is prohibited.
- (12) Upon acceptance of Final Plat, a copy of the Final Plat shall be submitted on CD disk or flash drive in AutoCAD or Dwg. format or other approved format. Digital

file does not require signatures; file is to be used to update Town's mapping for Zoning and Corporate Limits.

- 3.8.4 Conformance to Preliminary Plat. The Final Plat shall conform substantially to the approved Preliminary Plat. If desired by the applicant, the Final Plat may show only that portion (Sectors or Tracts) of the approved Preliminary Plat which is proposed to be recorded and developed at that time; provided however, that portion conforms to all of the requirements and standards set forth in these Subdivision Regulations.
- 3.8.5 Required Bonds. Maintenance and/or Performance Bonds required per Article V of these Regulations must be submitted and accepted by the Town prior to final approval of Final Plat.
- 3.8.6(a) Final Plat Approval. Upon receipt of Final Plat and all supporting documents, approved final inspection of all improvements shown on the approved Construction Plans by the Town, or authorized representative, and required bonds; the Town, as represented by the Subdivision Administrators, or Town Engineer shall within ten (10) business days of receipt, review the Final Plat for compliance with the Subdivision Regulations and the approved Preliminary Plat. If Final Plat is not in compliance with Preliminary Plat, Final Plat will not be approved. A revised Preliminary Plat will be required to be resubmitted to Planning Commission for approval thirty (30) days prior to Planning Commission meeting.
- 3.8.6(b) If Final Plat and required documents are found to be in compliance, Final Plat will be signed by appropriate individuals. Copies of Final Plat will be made available to the Planning Commission and Town Council at the next scheduled meeting for information. If the Final Plat is disapproved, grounds for such disapproval shall be stated in the official minutes of the Planning Commission and the applicant will be notified in writing of reasons for disapproval.
- 3.8.7 Time Limits. Final Plat shall be submitted within twelve (12) months from the date of approval of the Preliminary Plat, or Preliminary Plat approval may lapse. An extension of time may be requested by applicant with justifiable reasons for delay in the Final Plat. Extension of time will be considered by Planning Commission, but may not be approved.
- 3.8.8 Final Plat Form. Upon the Final Plat and the Record Construction Plans being approved, the applicant shall furnish for final signatures and recording a standard engraved plastic or mylar sheet twenty-four (24) inches by eighteen (18) inches at a minimum scale of one (1) inch equals one hundred (100) feet, or as per current requirements of Tuscaloosa County. The Final Plat shall include the following minimum Certifications and Signature spaces.

STATE OF ALABAMA
_____ COUNTY

I, _____, A REGISTERED LAND SURVEYOR IN THE STATE OF ALABAMA OF THE FIRM OF _____, _____, ALABAMA, HEREBY CERTIFY THAT WE HAVE SURVEYED THE PROPERTY SHOWN HEREON AND DESIGNATED AS _____, BEING LOCATED IN PART OF THE (insert quarter, section, township and range), IN _____, COUNTY, ALABAMA; AND THAT SAID PLAT IS A TRUE AND CORRECT MAPPING OF SAID SURVEY, BEING COMPLETED IN ACCORDANCE WITH THE STANDARDS FOR THE PRACTICE OF LAND SURVEYING IN THE STATE OF ALABAMA; AND THAT THE UNDERSIGNED, (insert name(s) of owner), OWNERS OF THE PROPERTY SHOWN, HEREBY ACCEPT AND ADOPT SAID SURVEY AND PLAT.

WITNESS OUR HANDS THIS THE ____ DAY OF _____, 20__.

(Owner's Signature on Original)
(Insert Owner Name)

(Owner's Signature on Original)
(Insert Owner Name)

(Surveyor's Signature on Original)
(Insert Name of Registered Land Surveyor)
REGISTERED PROFESSIONAL LAND SURVEYOR
ALABAMA REGISTRATION NO. _____

I, (Insert Notary Public's Name), A NOTARY PUBLIC IN AND FOR SAID COUNTY, IN SAID STATE, HEREBY CERTIFY THAT (Insert Owners Name(s)), WHOSE NAMES ARE SIGNED TO THE FOREGOING CERTIFICATE AS OWNERS OF THE PROPERTY SHOWN HEREON, ARE KNOWN TO ME AND ACKNOWLEDGED BEFORE ME ON THIS DAY THAT BEING INFORMED OF THE CONTENTS OF SAID CERTIFICATE, THEY AS SUCH OWNERS, EXECUTED THE SAME VOLUNTARILY.

GIVEN UNDER MY HAND ON THIS THE ____ DAY OF _____, 20__.

(Signature of Notary Public on Original)
NOTARY PUBLIC

THIS PLAT APPROVED BY THE (Insert Name of County, Either Tuscaloosa or Bibb) COUNTY DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT ON THIS THE _____ DAY OF _____, 20__.

DIRECTOR

THIS PLAT APPROVED BY THE ENGINEERING DEPARTMENT OF (Insert Name of County Either Tuscaloosa or Bibb) COUNTY ON THIS THE _____ DAY OF _____, 20__

COUNTY ENGINEER

THIS FINAL PLAT HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE TOWN OF VANCE, ALABAMA:

APPROVED FOR RECORDING THIS _____ DAY OF _____, 20__ ; BY THE VANCE PLANNING COMMISSION

CHAIRMAN

SECRETARY

TOWN ENGINEER

THE FOLLOWING NOTE MUST BE ON THE FACE OF THE FINAL PLAT IF THE SUBDIVISION IS NOT ON PUBLIC SANITARY SEWER.

“THIS SUBDIVISION MEETS THE APPROVAL OF THE (Insert Name of the Appropriate County) COUNTY HEALTH DEPARTMENT, SUBJECT TO CERTAIN CONDITIONS OF APPROVAL AND/OR LOT DELETIONS ON FILE WITH THE SAID HEALTH DEPARTMENT, WHICH CONDITIONS ARE MADE A PART OF THIS APPROVAL AS IF SET OUT HEREON”

THIS PLAT APPROVED BY THE (Insert Name of Appropriate County) COUNTY HEALTH DEPARTMENT ON THIS THE _____ DAY OF _____, 20__.

COUNTY ENVIRONMENTAL SUPERVISOR

3.8.9 Recording of Plat. When the Final Plat has been approved, the endorsed original, with the approval and signatures of the Planning Commission certified thereon shall be used for filing with the Probate Judge as the official Plat of Record. The applicant shall file the original Final Plat in the office of the Tuscaloosa County or Bibb County Probate Judge and approval shall be null and void if the Plat is not recorded within thirty (30) days of the date of endorsement; provided, however, that the Planning Commission may, on finding good cause, extend the thirty (30) day period. Simultaneous with the filing of the Plat, the applicant shall record the agreement of dedication together with such legal documents as shall be required by the Planning Commission after review by the Town Attorney. The applicant shall provide a reproducible and three (3) copies of the recorded Plat to the Town Clerk of the Town of Vance within sixty (60) days of the date of endorsement by the Probate Judge, which shall be retained in the records of the Planning Commission.

3.8.10 Record Construction Plans Certification. The Record Construction Plans shall include the Certification and Signature:

Developer's Engineer Certification

I, _____, A REGISTERED ENGINEER IN THE STATE OF ALABAMA, HEREBY CERTIFY THAT ALL IMPROVEMENTS CONSTRUCTED IN CONJUNCTION WITH THE LAND REPRESENTED IN THIS SUBDIVISION PLAT ARE IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS APPROVED BY THE TOWN AND ARE IN COMPLIANCE WITH THE TOWN OF VANCE SUBDIVISION REGULATIONS AND MEETS OR EXCEEDS APPLICABLE AASHTO STANDARDS

NAME OF PROFESSIONAL ENGINEER
ALABAMA REGISTRATION NO. _____

3.9 RESUBDIVISION OF PLATTED LAND

- 3.9.1 Resubdivision Submittal. Required for any change in a map of an approved or recorded Subdivision Plat, if such change affects any street layout shown on such map, or area reserved thereon for public use, or any lot line, such parcel shall be approved by the Planning Commission by the same procedure, rules, and regulations as for a subdivision. Procedures shall include those outlined for the Preliminary Plat and may include a Public Hearing if such changes warrant as determined by the Subdivision Administrator.
- 3.9.2 Re-Plat Procedure. Re-Plat shall refer to simple or minor lot line adjustments. Those adjustments may be approved by the Subdivision Administrator, at his discretion, without review by the Planning Commission, provided that no new lots are thereby created and that no lot is reduced below the minimum size otherwise required by the provisions of these Regulations or the Zoning Ordinance. A Re-Plat shall require submission of Sketch Plan information as specified herein, except that the location and dimensions of lot lines and existing facilities shall be exact and Plat shall be certified correct and signed by a licensed Alabama Land Surveyor.

ARTICLE IV

GUARANTEE OF COMPLETION OF IMPROVEMENTS

4.1 IMPROVEMENTS AND FINANCIAL GUARANTEE OF PERFORMANCE

This section requires two types of guarantee: PERFORMANCE & MAINTENANCE.

Performance is required to assure the proper construction of improvements in order to not create future problems and expenses for the subdivision's residents and for the Town. Maintenance is required to insure that all improvements are operationally sound.

The subdivider shall be responsible for the provision of all required improvements to the subdivision. This may be accomplished by either the full installation of all required improvements by the developer and their approval by the Town Engineer at the time that the final plat is submitted to the Planning Commission. In lieu of requiring the completion of all improvements prior to submitting a final plat for approval, the Planning Commission may, at its discretion, accept a Performance Bond with surety to secure to the Town the actual construction and installation of such improvements, or a letter of credit from a F.D.I.C. bank. The Performance Bond, or F.D.I.C. bank letter of credit for the construction and installation of improvements shall be in accordance with the preliminary plat and construction plans approved by the Planning Commission.

4.1.1 Performance Guarantee. The guarantee of performance by the subdivider/developer shall be either in the form of a Performance Bond, or a F.D.I.C. bank letter of credit and shall meet the following requirements:

(a) Acceptance - The Performance Bond shall comply with all statutory requirements and shall be reviewed and approved by the Town Attorney as to form, sufficiency and manner of execution as set forth in these regulations. The Surety Company shall be authorized to business within the State of Alabama

(b) Value of Bond - The Performance Bond must be in an amount not less than one hundred (100%) percent of the cost of the remaining improvement(s) and shall include the costs of all sanitary sewer and storm sewer improvements, and street improvements even though those items of work may have already been completed. The bond shall be payable to the Town and shall be in an amount established as sufficient to cover the entire cost of all remaining improvements, and those noted above as estimated by the applicant, reviewed and recommended by the Town Engineer, and approved by the Planning Commission.

(c) F.D.I.C. Bank Letter of Credit – A Bank Letter of Credit shall comply with same requirements as Performance Bond and shall have same values.

4.1.2 Failure to Complete Work. If within twelve (12) months after filing the Performance Bond, or providing a F.D.I.C. bank letter or credit, the subdivider/developer has not completed all necessary improvements, or if in the opinion of the Town of Vance and/or

the Planning Commission said improvements have not been satisfactorily installed, the Town may declare the performance guarantee forfeited. The Town may use the bond, or F.D.I.C. bank letter of credit to complete the improvements in satisfactory fashion, or the Town may take steps as may be necessary to require performance under the bond. Unused portions of the guarantee shall be returned to the applicant.

- 4.1.3 Extension of Time. The Planning Commission shall have the power to extend the twelve (12) month period required in Section 4.1.2 for up to twelve (12) additional months if the Developer can present substantial reason for approving an extension.
- 4.1.4 Maintenance Bond. Should the Developer complete all construction, including final paving, the Developer shall be required to furnish a Maintenance Bond as noted in Section 4.5.2. Performance Bond will not be required if all work has been satisfactorily completed in accordance with the approved Construction Plans as determined by the Town's Engineer. The Developer shall assume full responsibility of all completed work, including streets and paving during the construction of homes and shall repair any damages or failures of any infrastructure until "Final Acceptance" criteria has been met as shown in Section 4.4.3.

4.2 INSPECTION OF IMPROVEMENTS

- 4.2.1 The Developer's engineer shall provide "full time" construction observation during all construction work. Developer's engineer shall certify based on those observations that all work has been completed in accordance with the approved Construction Plans. This certification shall appear on the Record Construction Plans to be submitted by the Developer's engineer. Certification shall be properly signed and dated.

4.2.1(a) The Town Engineer or his representative, appropriate town official, or Building Official shall have the right to enter the site of work to observe any and all construction. Should they determine or find that the Developer's engineer is not providing sufficient Construction Observation or note inferior work, the Town can and will request the Developer to instruct their engineer to increase their time on-site, or the Town may direct the Town Engineer to furnish Construction Observation during the remaining work to ensure proper completion of the improvements. The Developer shall reimburse the Town for any engineering fees incurred by the Town during construction. The Developer does not have the right to rely on the Town's periodic inspection of improvements as the Developer's engineer shall have the ultimate responsibility for all construction observation and proper installation of improvements.

4.2.1(b) If it is determined Developer's engineer is not providing sufficient Construction Observation or if inferior work or poor workmanship is noted by the Town, the Town may issue a notice to the Developer to cease work and correct all deficiencies immediately. If work continues, the Town may issue notice that work will not be accepted and Final Plat will be denied.

4.2.1(c) The Town Engineer, or Building Official shall be notified at least twenty-four (24) hours in advance of the following construction phases.

- i. Clearing and grading of site.
- ii. Preparing subgrade
- iii. Installation of sanitary and/or storm sewer.
- iv. Installation of curb and gutter.
- v. Placing of base.
- vi. Installation of first and final layers of pavement.
- vii. Compaction tests (subgrade and base).

4.2.1(d) Upon the completion of construction, Developer's engineer shall ensure all copies of the Observer's logs or daily reports and all other supporting documentation have been provided to the Town Engineer. The Developer's engineer shall certify that all construction is in accord with plans, specifications and Town of Vance standards.

4.2.2 Responsibility for Completing Improvements. If the Town Engineer, or appropriate town staff, finds upon inspection that any of the required improvements have not been constructed in accordance with approved construction plans, the subdivider and the bonding company, if applicable, shall be severally and jointly be responsible for the remedial construction needed to properly complete the improvements.

4.2.3 Liability for Completing Improvements. Wherever a performance bond covers the cost of improvements, the subdivider and the bonding company shall be severally and jointly liable for completing the improvements according to required specifications.

4.2.4 Mandatory Pre Construction Conference. Prior to commencement of any construction, a Pre Construction Conference shall be held at the Town Hall. The Developer, the Developer's Engineer, Developer's Contractor (authorized representative), Town Engineer or Building Official and other Town representatives shall attend Conference. During Conference, a Construction Schedule shall be submitted to the Town by the Developer's Contractor; all testing requirements shall be discussed; Bond requirements, and Developer's Engineer construction observation requirements, etc, shall be discussed. Work commenced without Pre Construction is subject to being rejected by Town, and possible Extended Maintenance Bond requirements and delays in Final Plat approvals.

4.3 TESTING REQUIREMENTS

4.3.1 Compaction Testing A qualified testing laboratory (geotechnical firm) shall perform compaction tests on subgrade and base at every 250 foot intervals. Only when passing results are reported, placing of asphalt may begin. Copies of reports shall be submitted to

Town Engineer prior to scheduling any paving. A minimum of two (2) tests for the subgrade and two (2) tests for the base are required for *each* street.

- 4.3.2 Asphalt. A copy of all asphalt tickets shall be submitted to the Town Engineer to confirm the proper mix being placed for each street. Tickets shall clearly denote destination/location.
- 4.3.3 Concrete. Any major concrete placement (4cy and above) shall require test cylinders. 28 day test reports shall be submitted to Town Engineer.
- 4.3.4 Sanitary Sewer and Force Mains. All new gravity sewers shall be internally inspected upon completion by (CCTV) closed circuit television inspection. All new pressure force mains shall be hydrostatically tested to 100 psi minimum. All test shall be witnessed by Developer's Engineer or their Observer and all reports and results shall be submitted to the Town's Engineer. See Section 5.8.1(d)
- 4.3.5 The Town Engineer, or Building Official may attend performance of any and all tests.

4.4 ACCEPTANCE OF PUBLIC IMPROVEMENTS

- 4.4.1 Town Council Acceptance of Improvements. The Town Council shall not accept dedication of required improvements, release a bond, or reduce a bond until the Town Engineer certifies that the below criteria have been satisfied. Upon satisfaction of the following criteria, the Town Council may accept the improvements for dedication by resolution adoption procedures.
 - (a) The Town Engineer has submitted a certificate stating that all required improvements have been satisfactorily completed.
 - (b) The Developer's engineer has certified to the Town, through the submission of Record or "as built" construction plans of the subdivision, that the layout and construction of all public improvements are in accordance with approved Construction Plans.
- 4.4.2 Reduction of Performance Guarantee. A performance bond, or F.D.I.C. bank letter of credit may be reduced upon recommendation of the Town Engineer and approval by the Town and Planning Commission at the request of the subdivider upon actual dedication of public improvements and then only to the ratio that the public improvements dedicated bear to the total public improvements for that plat. In no event shall a performance bond, or F.D.I.C. bank letter of credit for partially completed improvements be reduced below twenty five (25%) percent of the initial principal amount.
- 4.4.3 Final Acceptance By Town. Final acceptance for dedication of any and all improvements for maintenance by the Town shall only be granted by the Town after *all* of the following are met:

- 1) At least 95% of the homes in the approved sector are completed,
- 2) A period of at least three (3) years has past from the date of recording the final plat, and;
- 3) Subdivider has properly maintained all streets, utility trenches, etc for a period of one (1) year after the final wearing surface has been placed on all streets and made any and all necessary repairs.
- 4) If the Town has a reasonable doubt concerning the stability or proper construction of any of the improvements within the subdivision, the Town may require an extended Bond for up to five (5) years for any street construction maintenance and two (2) years for sanitary or storm sewer facilities. Bond shall be equal to 100% of construction cost to repair any such improvement.

4.5 MAINTENANCE OF IMPROVEMENTS

- 4.5.1 Subdivider (Developer) Maintenance Responsibility. The subdivider shall be required to maintain all improvements on the individual lots and provide for debris removal on streets and sidewalks until acceptance of required improvements by the Town.
- 4.5.2 Maintenance Bond. The Developer shall be required to file a Maintenance Bond with the Town, prior to dedication of required improvements. The amount of the maintenance bond shall be ten (10%) percent of the total cost of construction of all improvements, unless the Town Engineer recommends and the Town and Planning Commission approves that a different amount is justified to cover maintenance and insure adequate performance of public improvements for a period of twelve (12) months following formal dedication to the Town. The form, sufficiency, and manner of execution of the Maintenance Bond shall be subject to the approval of the Town Attorney and the Planning Commission. Bonds may be from Surety Company or FDIC Bank Letter of Credit with all applicable provisions listed in Section 4.1.1 of these Regulations. The amount of the Maintenance Bond calculations shall be based on current construction market trends and not the construction cost paid by the Developer. Maintenance Bond is subject to approval of the Town.
- 4.5.3 Maintenance Bond Time Period. The Maintenance Bond shall remain in full force until Final Acceptance of all work by the Town as outlined in Section 4.4.3. If Bond is for a 12 to 15 month period, Bond shall be automatically renewable until Final Acceptance of the work by the Town.

4.6 ISSUANCE OF BUILDING PERMITS

- 4.6.1 Building Permits. Building permits will not be issued until the applicant has had the final plat recorded in the Office of the Tuscaloosa or Bibb County Probate Judge and provided

copies of the recorded plat to the Town or Building Official as required in Section 3.5.5(d) of these Regulations.

- 4.6.2 Building Permits During Construction. Building permits may be issued for a subdivision under construction, provided the extent of street improvements is adequate for vehicular access by builders and by police and fire equipment. However, no building permit may be issued for the final two (2) lots, or five (5%) percent of lots, whichever is greater, within a subdivision until all required public improvements have been accepted by the Town.
- 4.6.3 Certificate of Occupancy. Where a performance bond has been required for a subdivision, no certificate of occupancy for any building in the subdivision shall be issued by the Building Official prior to the completion of the required public improvements. Where a performance bond has not been required, no certificate of occupancy shall be issued prior to the recording of an approved final plat.

ARTICLE V

DESIGN AND CONSTRUCTION STANDARDS

5.1 PURPOSE

5.1.1 PURPOSE

This Article sets out the minimum requirements and standards for construction of land development projects, including general principals of design and layout and requirements for such public facilities as streets and utilities.

5.1.2 APPLICABILITY

All persons proposing construction within the public right-of-way, or within easements dedicated to the Town of Vance, shall perform all construction in accordance with these requirements and standards.

5.1.3 STANDARDS INCORPORATED BY REFERENCE

- a. Unless otherwise specially set forth herein, all of the materials, methods of construction, and workmanship for the work covered in reference to street construction and storm drainage construction shall conform to the latest Standard Specifications for Highway Construction by the Alabama Department of Transportation.
- b. Design criteria and standards for streets and traffic control not specifically set forth herein shall conform to the latest edition of the *AASHTO Policy on Geometric Design of Highways and Streets* and the *U. S. Manual on Uniform Traffic Control Devices*, as appropriate.

5.1.4 GENERAL REQUIREMENTS

- a. In addition to the requirements established herein, all subdivisions shall comply with all applicable policies, regulations, ordinances or codes of the Town of Vance, or other governing agencies as may be appropriate.
- b. If the owner places restrictions on any of the land contained in the subdivision greater than those required by the Vance Zoning Ordinance or these Regulations, the Planning Commission may require such restrictions be indicated on the subdivision plat or may require that restrictive covenants be recorded in the office of the appropriate Probate Judge in a form approved by the Town Attorney.
- c. Whenever access to the subdivision is required across land in another governmental jurisdiction, the Planning Commission may require assurances from the other unit of government that access is legally established and the access road

is adequately improved or that a performance bond has been duly posted to assure the construction of the access road.

- d. Subdivisions that lie beyond the Vance corporate limits, but within the planning jurisdiction of the Town shall comply with these Standards. Prior to approval of Construction Plans, letters from the Tuscaloosa or Bibb County Engineer's Office shall be submitted to the Town indicating their review, comments and approval of the subdivision.
- e. Prior to Planning Commission approval of a final plat for a subdivision, all monuments shall be properly set in the ground and approved by a registered land surveyor in accordance with the "Minimum Technical Standards for Land Surveying in the State of Alabama" published by the Alabama Society of Professional Land Surveyors.

5.2 GENERAL DESIGN STANDARDS

5.2.1 SUITABILITY OF THE LAND

Land physically unsuitable for subdivision or development because of flooding, poor drainage, steep slopes, rock formations or other such features that may endanger health, life or property, aggravate erosion, increase flood hazard, damage, destroy, or remove environmentally sensitive areas such as wetlands, or necessitate excessive expenditures of public funds for supply and maintenance of services shall not be approved for subdivision or development unless adequate engineered solutions are formulated by the Developer for solving the problems. Such land shall be set aside for other uses.

5.2.2 CONFORMANCE TO ADOPTED PLANS AND STANDARDS

- a. All proposed subdivisions shall conform to the Comprehensive Plan and development policies in effect at the time of submission to the Planning Commission.
- b. The Town of Vance's Zoning Ordinance, building and housing codes, and all other applicable laws and regulations.
- c. In subdivisions or developments related to or affecting any State of U.S. numbered highway, the Planning Commission shall require the approval of the Alabama Department of Transportation.
- d. All requirements of the Bibb or Tuscaloosa County Health Department and other State Agencies having jurisdiction over the Development.

5.2.3 NAME OF SUBDIVISION OR DEVELOPMENT PROJECT

The name of each subdivision or Development Project must have the approval of the

Planning Department. The name shall not duplicate nor closely approximate the name of an existing subdivision in the area.

5.2.4 BLOCKS

a. Length:

1) Residential Blocks

Blocks shall be at least 400 feet but not more than 2,200 feet in length, except as the Planning Commission considers necessary to secure efficient use of land or desired features of street pattern. Blocks along arterial streets shall be no less than 1,000 feet in length.

2) Nonresidential Blocks

Blocks for other than residential use shall be of such length and width as may be suitable for the prospective use, including adequate provision for off-street parking and service.

b. Width:

1) Blocks shall be wide enough to allow 2 rows of lots, except where reverse frontage lots on arterial streets are provided, or when prevented by topographic conditions or size of the property or for lots along the periphery of the subdivision, in which case the Planning Commission may approve a single row of lots.

c. Pedestrianways or crosswalks, not less than 10 feet wide, may be required by the Planning Commission through the center of blocks more than 800 feet long where deemed essential to provide circulation or access to schools, playground, shopping centers, transportation, or other community facilities.

5.2.5 LOTS

a. Minimum Area of Lots:

Lot dimensions shall be not less than the requirements of the zoning district in which they are located and the requirements of the County Health Department. In cases where requirements conflict, the greater requirement shall govern. Additional lot area is required when:

1) A lot is served by public water but not public sewer. In such case, said lot shall be not less than 15,000 square feet, or as required by the County Health Department.

2) Public water and sewer is not provided. In such case, said lot shall be not less than 20,000 square feet, or as required by the County Health Department.

b. Minimum Lot Dimensions:

All residential lots shall have a minimum width at the building line not less than the requirements of the zoning district in which they are located and a minimum width, at the street line of 50 feet. Corner lots shall have an extra width of 15 feet to permit adequate setback from side streets. The minimum lot depth of single-tier lots shall be 125 feet. All other lots shall be a minimum of 100 feet in depth. Estate type lots that contain 3 acres or more must have a frontage width of at least 100 feet.

c. Arrangement:

Insofar as practical, side lot lines shall be at right angles to straight street lines or radial to curved street lines.

d. Town Limits and Lot Lines:

Corporate boundary lines of the Town shall not divide lots. Lots and contiguous lots beyond corporate lines shall be required to be annexed into the Town.

e. Double and Reverse Frontage Lots:

Double frontage and reverse frontage lots should be avoided except where specifically required to provide separation of residential development from an arterial street to restrict direct access to existing streets, existing or to overcome specific disadvantages of topography and orientation of property.

f. Street Frontage and Access:

Residential lots in general shall not be platted or arranged to front or to derive access exclusively from an arterial or existing street. Where access from an arterial street may be necessary for adjoining lots, reverse frontage lots will be required. Driveway shall be designed and arranged so as to prevent vehicles from backing into an arterial/major street due to traffic hazards.

g. Adequate Building Sites:

Each lot shall contain a site large enough for a normal building that will meet all building setback requirements and not be subject to flood or periodic inundation.

h. Depth and Width:

Depth and width of properties reserved or laid out for commercial and industrial purposes shall be adequate to provide for off-street parking and loading for the use contemplated.

- i. Land Adjacent to Limited Access Highways and Railroads in addition to the normal depth of lots which may adjoin the right of way of a Limited Access Highway or Railroad, a twenty-five (25) foot vegetative buffer strip shall be provided. This buffer shall be shown on the lots and designated on the Plat as reserved for screening and that clearing of the buffer is prohibited.
- j. “Flag” lot designs are not acceptable and are not allowed.

5.2.6 EASEMENTS

Utility and other easements shall be provided as follows:

- a. Utility Easements. The Planning Commission may require easements not exceeding 10 feet in width for poles, wires, conduits, storm and sanitary sewers, gas, water mains, or other utility lines on each side of the common rear lot lines and alongside lot lines if necessary or advisable in the opinion of the Planning Commission. An easement of 20 feet shall be provided around the perimeter of subdivision, where no easement of at least 10 feet exists adjacent to the subdivision property line.
- b. Water Course and Drainage Easements. Where a subdivision is traversed by an existing or proposed water course, drainageway, channel, or stream, there shall be provided a drainage easement or right-of-way conforming substantially with the lines of such existing or planned drainageway. The width of such drainage easement or right-of-way shall be sufficient to contain the ultimate channel and maintenance way for the tributary area upstream but shall not be less than 20 feet in width.
 - 1) Drainage easements off the street right-of-way shall be clearly defined on the plat and deed of the individual property owner, and such property owner shall keep the easement free of obstructions and maintain that part of the easement within the property owner’s boundary line so that free and maximum flow is maintained at all times.
- c. Overlapping Easements. Easements for water and sanitary sewers and drainage purposes shall not overlap.
- d. The following shall be included on all Final Plats:

All easements shown on this Plat are for public utilities, sanitary sewers, storm sewers, and storm ditches, and may be used for such purposes to serve property both within and without this subdivision. No permanent structure or other obstruction shall be located within the limits of a dedicated easement. A ten (10) foot utility easement shall be provided adjacent to the public right-of-way for the installation and maintenance of public utilities.

5.3 STREETS

5.3.1 ACCESS

- a. A publicly approved street meeting the requirements of this Article and the Town's standards shall serve every development and every lot within a subdivision.
- b. Every development and every subdivision shall have access to the public street or road system via an existing paved roadway. Existing roadway shall be suitable for increased traffic, and generally conform to the Town's Street Standards. Where condition of existing roadway is marginal, as evidenced by narrow widths, poor asphalt, poor drainage, etc., the Town's Engineer may require the Developer to upgrade or improve existing roadway to Town's minimum street standards. Town's Engineer may request that Developer furnish a traffic study by a qualified traffic engineer to determine suitability of existing roadway access.
- c. When land is subdivided into larger parcels than ordinary building lots, such parcels shall be arranged and designed so as to allow for the opening of future streets and to provide access to those areas not presently served by streets.
- d. No subdivision or development shall be designed in a way that would completely eliminate street access to adjoining parcels of land. Where determined by the Planning Commission it is desirable to extend the street, the street will be extended to the adjoining property and a temporary turnaround will be constructed.
- e. Reserve strips shall be prohibited.
- f. Subdivisions or developments which contain or will ultimately contain over 50 lots or units will require at least two (2) separate accesses to an existing roadway. Access or entrances into subdivision shall be located at least three hundred fifty (350) feet apart as measured from centerline to centerline.
- g. Where a proposed subdivision has no frontage on an existing public street or right-of-way, the subdivider shall provide and dedicate to the Town a suitable right-of-way for ingress and egress which will become part of the street system of the proposed subdivision and be subject to all requirements of these Regulations regarding streets.

5.3.2 RELATION TO PRESENT AND FUTURE STREET SYSTEM

- a. The street pattern within a development or subdivision shall provide for the continuation or appropriate projection of the existing street pattern at the same or greater width, but in no case less than the required minimum width in the section

of the community involved, unless the Planning Commission deems such extension undesirable.

- b. Subdivisions that include an existing platted street or road that does not conform to the minimum right-of-way requirements of this Article, shall provide additional width along one or both sides of such street or road so that the minimum right-of-way required by this Article is established. Subdivisions abutting only one side of such street or road shall provide a minimum of one-half measured from the center of the existing right-of-way, of the right-of-way required by this Article.
- c. Where an arterial street adjoins or is included in a residential subdivision, the responsible jurisdiction may limit access to the arterial street. Lots that abut the arterial shall be provided with another means of access, such as (1) platting reverse frontage lots, (2) platting a separate street parallel to the arterial, or (3) platting a loop street or cul-de-sac.
- d. Subdivision streets that intersect an arterial street shall do so at intervals of not less than 800 feet, or as required by the authority having jurisdiction over the street or road, whichever is greater.

5.3.3 GENERAL DESIGN CONSIDERATIONS

- a. Streets shall be related appropriately to the topography. Minor (local) streets should be curved wherever possible to avoid conformity of lot appearance and the rigid rectangular street grid. All streets shall be arranged so as to obtain as many as possible of the building sites at, or above, the grades of the streets. Grades of streets shall conform as closely as possible to the original topography. A combination of steep grades and curves shall be avoided.
- b. All streets shall be properly integrated with the existing and proposed system of thoroughfares as established in the Comprehensive Plan.
- c. All thoroughfares shall be properly related to special traffic generators such as industries, business districts, schools, churches, and shopping centers; to population densities, and to the pattern of existing and proposed land uses.
- d. Proposed streets shall generally be extended to the boundary lines of the tract to be subdivided, unless prevented by topography or other physical conditions, or unless in the opinion of the Planning Commission such extension is not necessary or desirable for the coordination of future development of adjacent tracts. Such streets may be required to have a temporary turnaround constructed.
- e. In business and industrial developments, the streets and other access ways shall be planned in connection with the grouping of buildings and the provision of alleys, truck loading and maneuvering areas, and walks, and parking areas so as to minimize conflict of movement between the various types of traffic, including pedestrian.

5.3.4 DESIGN STANDARDS – STREETS

All streets shall comply with the design, construction, inspection, and quality control requirements of this Article.

- a. Minimum width of right-of-way.

Minimum width of right-of-way measured from lot line to lot line shall be as follows:

Minimum Right-of-Way Width

Arterial Street	120 Feet
Collector Street	80 Feet
Local Street	50 Feet

- b. Minimum width of pavement.

The minimum pavement width, measured from face of curb to face of curb shall be as follows:

Minimum Pavement Width

<u>Street Classification</u>	<u>With Curb and Gutter</u>	<u>Side Ditch Section</u>
Arterial Street	48 Feet	48 Feet or Per Transportation Plan
Collector Street	27 Feet	27 Feet
Local Street	27 Feet	Not Allowed

- c. Horizontal alignment of streets.

- 1) Where a deflection angle in the alignment of a street occurs, the radius of curvature of the center line of said street shall be not less than the following:

Horizontal Alignment

<u>Street Classification</u>	<u>Minimum Radius of Curvature of Center Line</u>
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Arterial Street	Per ALDOT Requirements
Collector Street (40 MPH Design Speed)	550 Feet
Local Street (25 MPH Design Speed)	175 Feet

If Design Speeds are to be increased or decreased, adjust radius of curvature according to AASHTO. Centerline radius of less than 100 feet is unacceptable.

- 2) Curved streets shall have a minimum tangent of 100 feet at intersections as measured from the centerline of cross streets. A tangent of at least 200 feet in length shall be introduced between reverse curves on collector streets, and 100 feet on local streets.
- 3) Adjoining street intersections shall be spaced at least 200 feet apart measured from edge of right-of-way to edge of opposing right-of-way. Street jogs with centerline offsets of less than 150 feet shall not be allowed.
- 4) Intersections. The centerline of no more than two streets shall intersect at any one point. All streets shall intersect at no less than 75 degrees, and as near a right angle as possible. The angle of intersection is to be measured at the intersection of the street centerlines.
- 5) Intersecting streets shall provide an uninterrupted line of sight from the center point of the intersection for not less than the minimum sight distance. Corner sight distance is measured from a point of the street 15.0 feet from the edge of the pavement of the adjacent street and measured from a height of 3.75 feet on the street to an object 4.5 feet above the surface of the adjacent street.

Design Speed (MPH)	Minimum Corner Sight Distance (Feet)
25	250
40	400
55	550

All banks shall be graded and all vegetation, including trees, shall be removed to provide adequate corner sight distance.

- 6) Islands and medians at intersections shall be subject to individual approval by the Planning Commission. Islands shall be designed, located, and landscaped not to obstruct minimum sight distances.
- 7) Curb lines at street intersections shall have a radius of curvature of not less than 25 feet.

- 8) Deceleration and/or acceleration lanes may be recommended by the Town's Engineer and approved by the Planning Commission when deemed necessary to maintain a safe flow of traffic on existing or proposed new streets.
- 9) Streets entering opposite sides of another street should be laid out either directly opposite one another or with a minimum offset of two hundred (200) feet between their centerlines.
- 10) Where the grade of any street at the approach to an intersection exceeds three percent (3%), a leveling area shall be provided, having not greater than a three percent (3%) grade for a distance of fifty (50) feet from the intersection of the street centerline.

d. Design Speed.

Horizontal curves and superelevation shall be designed in accordance with the following minimum design speeds.

Design Speeds

<u>Street Classification</u>	<u>Minimum Design Speed</u>
Arterial Street	55 MPH
Collector Street	40 MPH
Local Street	25 MPH

e. Vertical alignment of streets.

- 1) The maximum grade and vertical curve allowed for a street shall be as follows:

Vertical Alignment

<u>Street Classification</u>	<u>Maximum Grade</u>	<u>Maximum Curve</u>
Arterial Street	8 Percent	10 Degrees
Collector	10 Percent	15 Degrees
Local Street	15 Percent	20 Degrees

- 2) All streets shall have a minimum grade of 1.0%. Proper drainage shall be provided at the low point in vertical curves.
- 3) All changes in grades shall be connected by a vertical curve so constructed as to afford a minimum sight distance, said sight distance being measured from the driver's eyes, which are assumed to be 3.5 feet in height above the pavement

surface, to an object 6 inches high on the pavement. The minimum sight distance shall be as follows:

Minimum Sight Distance

<u>Design Speed</u>	<u>Distance in Feet</u>
25	150
40	275
55	550

f. Superelevation.

Superelevation shall normally be used on horizontal curves to aid the vehicle in negotiating the curve. The maximum rate of superelevation cross slope shall not exceed 8.0%.

g. Dead-end Streets.

- 1) A cul-de-sac street shall be no more than 800 feet long, as measured from the centerline of the access street to the point of radius, unless necessitated by topographic or other conditions and approved by the Planning Commission.
- 2) Cul-de-sacs shall terminate in a circular turnaround having a minimum right-of-way of at least 100 feet in diameter and a paved turnaround with a minimum diameter of 80 feet to the edge of the pavement.
- 3) A reverse curve joining a cul-de-sac turnaround to a street section is to have a radius to the edge of pavement of 25 feet.
- 4) A dead-end street other than a cul-de-sac shall not be allowed except as a temporary stage of construction of a street that is intended to be extended as future construction. Such a temporary dead-end street shall be provided with a temporary turnaround having a paved diameter of 80 feet, within the right-of-way if:
 - a) only one lot fronts exclusively on the street; and
 - b) extension of the street is not under construction when the Final Plat is submitted for recording.
- 5) Temporary turnarounds shall be constructed per the Typical Street Standards in Section 5.3.5.

h. Alleys and Service Drives.

Alleys are generally discouraged for residential developments. Alleys require review and

approval by the Planning Commission and the Town of Vance.

i. Half Streets.

Half streets are prohibited. Whenever a street is planned adjacent to the proposed subdivision tract boundary, the entire street right-of-way shall be platted within the proposed subdivision.

5.3.5 STREET CONSTRUCTION STANDARDS

a. All proposed streets require a Geotechnical Report from a qualified firm to evaluate the subsurface conditions and subgrade within the roadway prism. Test pits or soil bores shall be taken every two hundred and fifty (250) feet at random within the proposed roadway prism. Soil bores shall be located and identified on map. Bores or pits shall extend ten (10) feet below proposed finished grades of streets or to refusal. Report shall identify any problem areas within subgrade and proposed remediation to provide a stable subgrade.

b. Typical Cross-Section.

Typical street sections shall conform to those shown on the typical sections in the Appendix unless Geotechnical Report recommends more stringent requirements.

c. Clearing and Grubbing.

1) All areas within the limits of the proposed roadway shall have all vegetation, trees, stumps, large rocks, topsoil, and other objectionable material removed. Material not suitable for embankment shall be properly disposed of off-site. The entire limits of the right-of-ways shall be cleared, including all trees.

d. Embankment.

1) Prior to any embankment being placed, the cleared and grubbed natural ground shall be thoroughly compacted with mechanical rollers. Unstable material shall be excavated and replaced with suitable, properly compacted material.

2) Embankment material shall be placed in loose uniform lifts 12 inches, or less, and compacted by mechanical roller. Moisture content of embankment material shall normally be within 3% of optimum moisture. Frozen or other unsuitable materials shall not be used for embankment.

e. Subgrade.

1) Finish grades shall conform to the lines, grades, and cross-sections shown in the Plans approved by the Planning Commission.

- 2) Grading operations shall be conducted in a manner to minimize dust conditions. If necessary, and/or as directed by the Town, Developer shall wet roadways under construction to control dust.
- 3) All soft or yielding areas within subgrade (and embankments) shall be removed and replaced with suitable compacted material, or subgrade shall be prepared per any special requirements or treatments noted in the Geotechnical Report.
- 4) Subgrade shall be compacted to ninety-eight (98) percent standard proctor density (SPD).

f. Street Base.

- 1) Street base material shall conform to the following specifications:

Street Base

Street Base Type	Industrial- Commercial Streets	Residential Streets
Dense Graded Aggregate Base (ALDOT 301A, 'B')	8 Inches	6 Inches

- 2) Compaction of base material shall be one hundred (100) percent standard proctor density (SPD). Tests shall be performed at 250 foot intervals with a minimum of two (2) tests required for each street.

g. Pavement Surfacing.

- 1) The following are minimum requirements for paving. The Town's Engineer may require more stringent designs if deemed necessary due to type and use of proposed street or based on the Geotechnical Report. All work and materials shall conform to the Alabama Department of Transportation's Standard Specifications for Highway Construction. See Typical Sections in Appendix.
- 2) Hot bituminous concrete binder shall be placed on prepared base. Binder shall be 2 inches thick minimum. Binder shall be ALDOT 429.
- 3) Hot bituminous concrete wearing surface shall be placed on approved binder layer. Wearing surface shall be 1 inch thick minimum. Wearing surface shall be ALDOT 429.

h. Curb and Gutter.

- 1) Curb and gutter shall be required on all new streets. For estate lots greater than 3 acres, the Developer may request waiver for use of curb and gutter. Such waiver request is subject to approval of the Town's Engineer and the Planning Commission.
- 2) Curb and gutter or valley gutter shall be provided on both sides of new streets.
- 3) All multi-family type developments shall be required to provide curb and gutter on all streets.
- 4) Where curb and gutter are waived, an 80-foot street right-of-way with approved drainage facilities and six (6) foot wide shoulders will be required.
- 5) Curbing along streets shall meet the following standards:
 - a. Developer's Engineer or surveyor shall set line and grade.
 - b. One-half inch expansion joints of pre-molded bitumastic expansion joint material shall be provided at all radius points and at intervals not to exceed 50 feet in the remainder of the curb and gutter.
 - c. Curb and gutter shall be set true to line and grade and finished by skilled workers to the section shown on the Plans. Finish shall be light broom and all edges shall be smoothed with radius tool.
 - d. Inferior workmanship or construction methods resulting in unsightly curb and gutter will be cause for rejection of the finished work.
 - e. All curbing shall be backfilled and grassed. Adjacent areas shall be graded to drain to curb.
- 6) Concrete valley gutters shall not extend across any street.

i. Sidewalks.

- 1) All multi-family developments, regardless of lot size, shall be required to install sidewalks. All commercial (non-residential) developments shall install sidewalks. Sidewalks shall be a minimum of five (5) feet wide.
- 2) Concrete curbing is required for all streets where sidewalks are required.
- 3) Where sidewalks are required on one side only, those shall generally be located on the north or east side of the street.
- 4) Sidewalks shall be backfilled and grassed.

- 5) Sidewalks shall be constructed per the details shown in the Appendix.
- j. Residential Driveways.
 - 1) All residential driveways to lots shall be located at points affording maximum site distance. Driveways shall not be less than 10 feet, nor greater than 20 feet in width, measured at the right-of-way line. Driveways shall be located so that the curb cuts are a minimum of 5 feet from the nearest edge of any street drainage inlet and 50 feet from the corner radius point.
 - k. Commercial and Industrial Entrances.
 - 1) Entrances shall not exceed 35 feet nor be less than 24 feet in width measured at the right-of-way line. Radiuses at entrances shall not be less than 20 feet.
 - 2) The number of entrances to each site shall be limited on the basis of street frontage and a minimum distance of 150 feet between each entrance. For street frontage less than 300 feet, a maximum of 2 entrances will be allowed. For street frontage greater than 1,000 feet, a maximum of 5 entrances will be allowed.
 - 3) The minimum distance from any opening to corner radius points shall be 50 feet.
 - l. Traffic Control.
 - 1) Traffic control plan shall be prepared and implemented during construction for public safety. Traffic control plan shall conform to the latest edition of the Manual on Uniform Traffic Control Devices (MUTCD).

5.3.6 LOCATION OF UTILITIES IN STREETS

a. Underground Utilities.

Utilities placed underground shall be placed within the right-of-way or dedicated easements.

- 1) All utilities located beneath pavement shall be installed and the ditch backfilled with graded crushed stone and thoroughly compacted before any pavement or base is installed. Consider placing sanitary and storm sewer beyond paving or beyond curb and gutter.
- 2) The minimum cover for all utilities crossing, or placed within paved streets shall be 36 inches.

- 3) Open cut of finished paved streets shall not be allowed. Utility lines and/or services therefrom, shall be properly bored and cased under all finished streets. Directional borings greater than 3 inches in diameter shall require a minimum of 60 inches of cover and special approval from the Town.
- 4) All utility manholes and valve boxes shall be brought to the finished grade within the roadway section. Depressions in the street around these manholes will not be accepted.
- 5) Evidence of any trench settlement within finished streets shall be repaired by digging out trench, backfilling with crushed stone, and recompacting trench. Damages to street sections as a result of trench settlement shall be repaired by repaving the full width of damaged street section.

5.4 STORM DRAINAGE

5.4.1 GENERAL REQUIREMENTS

- a. The Planning Commission shall not approve any development that does not appear to make adequate provision for storm or flood water runoff. The storm water drainage system shall be separate and independent of any sanitary sewer system. An adequate drainage system, including necessary ditches, pipes, culverts, drains, inlets, bridges, etc., shall be provided for the proper drainage of all surface water. Such drainage facilities shall be located in the road right-of-way where feasible, or in perpetual unobstructed easements of appropriate width, and shall be constructed in accordance with the standards herein.
- b. All drainage facilities shall be large enough to accommodate potential runoff from its entire upstream drainage area, whether inside or outside the subdivision or development.
- c. The Developer or his authorized agent shall review the effect of each subdivision and development on existing downstream drainage facilities outside the area of the subdivision. Where it is anticipated that the additional runoff incident to the development will overload an existing downstream drainage facility, the Developer shall be responsible for all necessary improvements to those downstream drainage facilities. No subdivision shall be approved unless adequate drainage will be provided to the natural drainage watercourse or an existing facility.

5.4.2 FLOODWAYS AND OTHER AREAS OF POOR DRAINAGE

- a. Proposed development within areas of poor drainage and floodways is not recommended. Proposed development within these areas will require special provisions and additional Plans and/or details. The development of land within known Floodways or areas of poor drainage must comply with the Town's Flood Damage Prevention Ordinance. Application procedures are outlined in Article 3 of

that Ordinance. The required information may be made a part of the Construction Plans but, if so, the Developer's engineer shall denote any special designs and information on the Plans to show compliance with the Ordinance.

- b. The Planning Commission may when it deems it necessary for the health, safety, or welfare of the present and future population of the area and when necessary to the conservation of water, drainage, and sanitary facilities prohibit the subdivision of any portion of the property which lies within the floodway of any stream or drainage course. These floodway areas shall be preserved from any and all destruction or damage resulting from clearing, grading, or dumping of earth, waste material, or stumps, except at the discretion of the Planning Commission.
- c. Areas subject to flooding or periodic inundation shall *not* be developed or subdivided unless the Developer provides an adequate plan to show that the area may be improved in such a manner as to prevent flooding; or filled to an elevation sufficient to place all streets and lots at a minimum of 2 feet above the maximum probable flood elevation. Minimum floor elevations shall be provided for all buildings and structures within the affected areas. The plat of such subdivision shall provide for an overflow zone along the bank of any stream or watercourse, in a width which shall be sufficient in times or periods of high water to contain or move the water, and no fill shall be placed in the overflow zone nor shall any structure be erected or placed therein. The boundaries of the overflow zone will be subject to approval by the Planning Commission. Fill shall not restrict any waterway or result in any increase in flood heights along the floodway.

5.4.3 FLOODPLAIN DISTRICTS, FLOOD HAZARD AREAS, OR WETLANDS

- a. Any and all portion of lands proposed for development or subdivision which are depicted, platted, or otherwise shown or described on any Federally published p or other document, such as HUD's Flood Hazard Boundary Maps, Flood Insurance Rate Maps (FIRM), etc., shall be shown on the Drainage Plans and all Plats. Land within these special Districts, Boundaries, Areas, etc., shall *not* be platted, nor approved for residential use, or other building sites, or any development. Such areas shall not be used in computing the area of any affected lot. Development within these areas is prohibited.

5.4.4 DRAINAGE EASEMENTS

- a. Where a subdivision or development of land is traversed by a watercourse, drainageway, channel, or stream, there shall be provided a storm water easement or drainage right-of-way conforming substantially to the lines of such watercourse, and of such width and construction or both as will be adequate for the purpose.
 - 1) Where topography or other conditions are such as to make impractical the inclusion of drainage facilities within street rights-of-way, perpetual unobstructed easements at least twenty (20) feet in width for such drainage facilities shall be provided across property outside the street lines and with satisfactory access to the

street. Easements shall be indicated on the final plat. Drainage easements shall be carried from the street to the natural watercourse or to other drainage facilities.

- 2) Low-lying lands along watercourses subject to flooding or overflowing during storm periods, whether or not included in areas for dedication, shall be preserved and retained in their natural state as drainageways.

5.4.5 DRAINAGE PLAN AND SYSTEM DESIGN

- a. A complete Drainage Plan with existing and proposed contours showing the proposed drainage facilities and their sizes, locations, and the areas to be drained, shall be submitted. All existing drainage structures shall be shown on the Plan. Drainage Plan shall be prepared and sealed by a Professional Engineer registered in the State of Alabama and shall contain the minimum information:
 - 1) Topography map of proposed developed areas.
 - 2) Existing and proposed contours at sufficient intervals, usually 2 feet.
 - 3) Existing drainage system.
 - 4) Proposed drainage system, including onsite and offsite drainage areas.
 - 5) Structure location, type and size, slope, and details. Typical Section of any open ditches with profiles.
 - 6) Pre and Post Development runoff rates.
 - 7) All offsite drainage, draining onto the proposed development, show area in acres and runoff quantities in cfs.
 - 8) Detention facilities, if required.
 - 9) Advance Effects Letter for downstream drainage.
- b. Design Calculations shall be submitted in report form with Drainage Plan, indicating the formula used, along with the coefficient of runoff, the time of concentration, the rainfall intensity, the discharged velocity, and the source of all data used. Drainage Calculations shall include a map such as a USGS Quadrangle Map, outlining the areas and showing the acreage of all onsite and offsite drainage basins contributing flow through the project for both the Pre and Post Development conditions.
- c. Design Calculations shall include calculations for the runoff peak rate of discharge for the 25 year storm to determine the configurations and sizes of pipes, channels and other routing or flow control structures; and the runoff volume to determine the necessity for storm water detention facilities.

- d. Runoff peak rate of discharge for drainage areas up to 200 acres in size may be calculated using the Rational Method ($Q = CiA$). Rainfall intensities shall not be less than those shown by applicable rainfall curves for the general areas of the City of Arab and North Alabama. Runoff coefficients used for Pre and Post Development activity conditions for the Rational Method shall be consistent with local conditions. Generally, runoff coefficients shall be in the following ranges:

RUNOFF COEFFICIENTS (C)

AREA	C
Business	0.7 to 0.95
Residential	
Single Family	0.3 to 0.50
Multi-Family Units	0.6 to 0.75
Industrial	0.6 to 0.90
Parks and Playgrounds	0.2 to 0.35
Pastures and Woodlands (Depending on Slope)	0.1 to 0.6
<u>SURFACES</u>	
	C
Asphalt or Concrete	0.7 to 0.95
Roofs	0.8 to 0.95
Lawns (Depending on Slope)	0.1 to 0.35

- e. Should other methods of drainage calculation be used, the Design Calculations shall clearly note method and reference all applicable coefficients used in the calculations.
- f. All open free flowing storm drainage systems (ditches) shall be designed to accommodate the runoff generated by a 25 year frequency storm.
- g. The controlled release of storm water runoff shall be required for all developments or construction in order to prevent an increase in the predevelopment rate of runoff in excess of one (1) cubic foot per second (cfs) for a 25 year storm. Where controlled release is required, such releases shall prevent any increase in the predevelopment rate of runoff of less frequent storms up to and including the 50 year storm.
- h. Adverse Effects Statement
- 1) The Developer's engineer shall analyze the effect of each subdivision on existing downstream drainage facilities beyond the boundaries of the subdivision. The Developer's engineer shall issue with the Drainage Calculations an "Adverse Effects Letter" stating that the proposed development will not have an adverse impact on any downstream drainage facilities or any downstream drainage facilities or structures or any adjacent or downstream property. Letter shall be signed and dated by the Developer's engineer.

5.4.6 PIPED SYSTEMS AND CULVERTS

- a. The design of piped storm water collection systems shall be based upon a minimum conveyance of the peak rate of discharge associated with a 25 year storm.
- b. Design runoff and hydraulic capacity shall determine pipe size. The minimum allowable pipe diameter shall be 18 inches under a street or road and 15 inches under a driveway or any side drain.
- c. Minimum Clearances.
 - 1) Minimum clearance shall be 1 foot between the bottom of the roadway base and the exterior crown of the culvert, and a minimum of 6 inches between underground utilities and exterior crown of culverts for pipes 48 inches in diameter and less. Pipes greater than 48 inches require 2 feet of cover.
- d. Trench Construction.
 - 1) Pipe shall be placed in excavated trench to the line and grade shown on the Plans. The maximum width of the trench shall not exceed the outside bell diameter of the pipe plus 2.0 feet. Pipe shall be installed and bedded per manufacturer's instructions or as specified in the "Design and Construction of Sanitary Storm Sewers" as prepared by the ASCE Manual of Practice No. 37.
- e. Trench Backfill.
 - 1) Material used for trench backfill shall consist of clean, small diameter, uniform material and shall be free of large rock, frozen material, or other unsuitable material. All backfill material shall be placed in no more than 12" lifts and mechanically compacted to 95% density. Backfill shall be placed uniformly on each side of the pipe.
 - 2) All pipe within paved areas or within roadway prism shall be backfilled with graded crushed stone or "crusher run" and thoroughly compacted.
- f. Storm Drain Pipes.
 - 1) Storm drain pipes within paved areas or within roadway prism shall be constructed of Class III reinforced concrete or aluminized Type II or piping beyond paved areas and roadway prism may be HDPE (high density polyethylene) smooth wall interior. All other types of culvert material must be approved by the Planning Commission.
- g. Concrete Pipe.

- 1) Reinforced concrete pipes shall conform to the requirements of AASHTO M-170 for circular pipe and AASHTO M-206 for arch pipe.
- 2) Concrete pipe shall be Class III reinforced, or thicker wall as needed for loading.
- 3) Flat bottom and circular pipe sections shall be laid in a prepared trench with the socket ends pointing upstream. Sections shall be joined in accordance with manufacturer's recommendations. Joints shall be prepared or treated per manufacturer's recommendation. All joints and handle holes shall be sealed with bitumastic.

h. Corrugated Aluminum Pipe.

- 1) Corrugated aluminum pipe and pipe arches shall conform to the requirements of AAS14 to M-167 and AASHTO M-196 respectively, and comply with the Alabama Department of Transportation's Standards and Specifications.
- 2) Corrugated aluminum pipe and pipe arches sections shall be laid in a prepared trench with outside laps of circumferential joints pointing upstream and with longitudinal joints at the sides. Coupling bands, fastened by 2 or more bolts, shall join the sections. The space between adjoining sections shall be not more than the width of 1 corrugation.
- 3) Use of metal pipe in areas of acidic soils or other corrosive areas is prohibited.

i. High Density Polyethylene (HDPE) Pipe.

- 1) Use only in areas beyond pavement or roadway prism.
- 2) HDPE pipe shall be corrugated exterior and smooth wall interior, Type S, conforming to ASTM F-2306 and AASHTO M294.
- 3) Bell and spigot joints shall be required. Bells shall cover at least two (2) full corrugations on each section of pipe. The bell and spigot joint shall have an 'O' ring rubber gasket meeting ASTM F477. Gasket shall be factory installed in the spigot end. Pipe joints shall be per AASHTO M294.
- 4) Installation shall strictly conform to manufacturer's instructions.
- 5) Pipe shall be similar to ADS (N12).
- 6) All end treatments for HDPE shall be of concrete construction.

j. Any single drainage structure requiring 20 square feet or more of end area requires a special design drawing be submitted for approval.

- k. All storm pipes shall maintain a minimum velocity of 3.0 fps, but shall not exceed a velocity that would damage or erode the pipe. Velocity of the flow in storm water pipes shall be calculated using accepted engineering standards.
- l. Storm drain outlet systems from developments shall connect to a public storm water system or to a free-flowing stream. The Developer shall be required to provide evidence of acceptable capacity to receive flow.
- m. The maximum continuous length of storm water pipe shall be 300 feet. Accesses to pipe shall be provided for cleaning and inspection purposes. Accesses may be in the form of inlets, junction boxes, or end treatments.
- n. Culverts and street cross drains shall extend to where the crown of the pipe intersects the street embankment slope and shall have precast or cast-in-place concrete end treatments (headwalls, flared end sections, etc.).

5.4.7 OPEN CHANNELS AND DITCHES

- a. All storm water channels shall be designed to carry at least the 25 year frequency storm with 1 foot of freeboard.
- b. The minimum grade or slope for all unpaved ditches shall be 1.0%; paved ditches shall have a minimum of 0.3% grade.
- c. All storm water channels must be designed to convey flows that prevent dwelling flooding, property damage, or public access and/or utility interruption. Channels shall not create a traffic hazard or create erosion problems.
- d. Any storm drainage channel that extends outside of the street right-of-way shall be located within a 20-foot wide easement minimum.
- e. In cases in which a subdivision or development is traversed by a stream, there shall be provided an easement extending at least 10 feet from each side of the stream bank.
- f. All drainage easements, natural ditches, and drainage areas shall be grassed and/or riprapped as necessary to control erosion.
- g. Maximum velocity in unpaved channels shall not exceed 5.0 feet per second. Lesser velocities may be required in areas of silty soil.
- h. Open ditches shall have a minimum of 3 to 1 slopes and flat bottom. The width of the ditch shall be determined by existing conditions. V-bottom ditches or other special designs will be permitted in special cases and only if approved by the Planning Commission.
- i. Depth of open ditches shall be kept to a minimum for safety considerations.

- j. Construction of new ditches to transport stormwater within developments with lots an average size of less than 11,500 square feet is prohibited. Use of open ditches elsewhere is discouraged.
- k. Intersections of drainage ditches at 90° are unacceptable. Intersections shall form smooth radius at approximately 45° angles. If ditch cannot be constructed with a radius, ditch intersections shall be formed with pipe, inlets, and/or junction boxes.

5.4.8 HEADWALLS

- a. Headwalls or flared end sections are required at the inlet and outlet on all street cross drains and storm drain pipes.
- b. Headwalls are to be precast concrete, stone masonry with reinforced concrete footings, or cast-in-place reinforced concrete with reinforced concrete footings.
- c. Flared end sections shall be precast concrete.
- d. Riprap shall be placed at the downstream ends of culverts and pipes as needed to control or prevent erosion of the ditch at the outlet of the pipe.
- e. Where pipe exit velocities exceed the maximum recommended velocity for various ditch or channel sections, the headwall shall be of a special design to dissipate or control this exit velocity.

5.4.9 INLETS AND PIPE ACCESSES

- a. Inlets, catch basins, and junction boxes may be precast concrete units, or cast-in-place reinforced concrete units of adequate size to accommodate pipe and storm water flows. See Appendix for Standard Details.
- b. All exposed concrete shall have a light broom finish, all corners or edges properly rounded. Unsightly work and poor workmanship will be rejected.
- c. Metal frames and grates shall be suitable for the use intended. Grate openings shall be properly sized for inflow of storm water and interception capacity per the Federal Highway Administration's "Design of Highway Pavements".
- d. Drainage within curb and gutters or valley gutters shall be limited to a maximum distance as follows: 400 feet on grade up to percent; 300 feet on grades from 7 to 10 percent; 250 feet on grade over 10 percent. That drainage shall be intercepted by inlets to a piped system or to street cross drains or culverts.

5.4.10 SPECIALS

- a. Any bridge section or box culvert, cast-in-place or precast, requires detailed drawings and design calculations to be submitted for approval.
- b. These units shall be designed with a hydraulic capacity of a 100 year storm.
- c. Units shall be complete with headwalls, wing walls, barrier, or guardrails, etc.

5.4.11 MAINTENANCE

- a. Before any traffic is allowed over any storm drain, the pipe(s) shall be properly backfilled to protect the structure from damage or displacement. All pipe and drainage structures shall be thoroughly cleaned and maintained as necessary during construction and prior to the work being accepted. Any damage or displacement that may occur due to traffic or erosion shall be repaired or corrected at the Developer's expense. The Developer's obligation to clean and repair pipes ceases after expiration of the Maintenance Bond and formal acceptance by the Town.

5.5 STORM WATER DETENTION

5.5.1 GENERAL

- a. Storm water detention facilities providing for the storage and controlled release of runoff shall be required for any development activity that will increase the peak rate of discharge AT Post Development by one (1) cubic foot per second (cfs) for the 25 year frequency storm.
- b. All storm water detention facilities shall be designed to control the runoff volumes associated with a 25 year frequency storm.
- c. Detention shall be provided such that the peak rate of flow from the site after development will not exceed the corresponding flow that would have been created by the same return frequency storms prior to development. The detention volume required shall be that necessary to handle the runoff of a 100 year storm from the proposed development less that volume discharged during the same duration at the approved release rate.
- d. Reservoir routing methods shall be used for detention facility design for areas greater than 200 acres.
- e. Each detention facility shall provide for an emergency spillway or overflow designed to convey or accommodate a 100 year storm. Spillways shall be lined to prevent erosion and velocity control will be necessary to protect downstream drainage courses.

- f. The Planning Commission may approve alternative methods of storm water detention based on appropriate engineering studies that demonstrate equal or better performance. Alternate methods to regulate the rate of storm water discharge which may be acceptable include, but may not be limited to, detention on parking lots, lawns, underground storage, and oversized storm drains with restricted outlets.
- g. Each detention pond shall have outlet or control structure, or riser pipes. Principal outlets or control structures such as weirs, or orifice shall be constructed of reinforced concrete with watertight joints. Outlet pipes shall be at least 6 inches in diameter. Outlet pipes shall be properly screened. Riser pipes, if used, shall be at least 8 inches in diameter.
- h. The 25 year ponding limits of a detention facility shall not encroach upon any public right-of-way.
- i. All dry reservoirs, wet weather ponds, or open channels shall be located no closer than 30 feet to any building and the maximum ponding elevation shall be at least 2 feet below the lowest sill (or floor) elevation of any building. Special considerations shall be given to safety and accessibility to small children in the design of open ponds. Facilities located within residential areas especially shall be fenced. The entire reservoir area of dry reservoirs and open channels shall be seeded and mulched, sodded, or adequately lined.
- j. Detention in parking lots is limited to a maximum depth of 8 inches. In no case should the maximum limits of ponding be designed closer than 10 feet to any building. The maximum ponding elevation shall be at least 1.0 foot below the lowest sill elevation of the building.
- k. Every detention reservoir shall be enclosed with a drainage easement. The drainage easement shall extend 10 feet beyond the maximum anticipated ponding limits.
- l. Detention facilities shall be built in conjunction with the storm sewer installation and/or grading. Since these facilities are intended to control increased runoff they must be partially or fully operational soon after the clearing of vegetation. Silt and debris resulting from construction activities shall be removed periodically from the detention area and control structure by the Developer in order to maintain full storage capacity.

5.5.2 DESIGN AND CONSTRUCTION

- a. Detention pond calculations shall be determined and sealed by a Registered Professional Engineer in the State of Alabama and included in Drainage Calculations.
- b. The following information shall be submitted for a detention pond design:
 - 1) Existing drainage area and peak flow to the facility.

- 2) Proposed drainage area and peak flow to the facility.
 - 3) Storage elevation plot (stage vs. discharge).
 - 4) Required storage volume, in acre-feet or cubic feet.
 - 5) 100 year peak rainfall flow to the emergency spillway.
 - 6) Statement of methodology used for detention facility design.
- c. Detention pond(s) shall be shown on Drainage Plan with finished contours to confirm that the pond can be constructed at the location shown. If necessary, or required by the Town's Engineer, a separate and enlarged grading plan for each pond must be submitted.
- d. The pond(s) shall be designed to be as shallow as possible; the minimum construction requirements are as follows:
- 1) Maximum water depth in pond for design storm – 4 feet.
 - 2) Maximum water depth in pond at emergency spillway – 5 feet.
 - 3) Minimum (cut and fill section) dam or dike width – 5 feet.
 - 4) Maximum side slopes – 3:1.
 - 5) Maximum water surface elevation in reservoir shall be 2 feet (or greater) below lowest floor elevation of adjacent structure(s).
 - 6) Provide for low flow ditch in ponds greater than 50 feet.
 - 7) Sides shall be grassed or paved.
 - 8) Overflow sections, such as emergency spillways, shall be paved or rip rapped.
 - 9) Pond(s) shall be enclosed with a chain link fence having a minimum height of six (6) feet. Gate(s), with lock, shall be provided for maintenance access.
 - 10) Pond(s) shall be constructed in areas suitable for such construction; avoid areas of excessive rock and muck. Pond(s) should generally be watertight without any evidence of seepage at toe of dikes and/or outlet structures.

5.5.3 MAINTENANCE

Maintenance requirements for detention facilities are as follows:

- a. Developer shall submit a covenant setting forth their obligations to perpetually maintain the detention facility upon filing the Final Plat. Such covenant shall be approved by the Town's Engineer and the Town's Attorney before being recorded. Certificate of Occupancy shall not be issued until the covenant has been recorded. Such covenant shall run with the property.
- b. The Building Inspector shall have the power and authority to cause the facility to be properly maintained. Under such condition, the Town of Vance shall have the right to place a lien on the property or against the Developer.

5.6 TRAFFIC AND STREET SIGNS

- a. Traffic and street signs and work zone traffic control shall meet the requirements set forth in the current edition of the "Manual on Uniform Traffic Control Devices". Traffic signs and posts shall be heavy gauge metal, durable, and generally conform to ALDOT Standards. All traffic control signs and street name signs shall be installed prior to the acceptance of maintenance by the Town of Vance. All signage and posts must be submitted for approval of the Town. Special decorative signage requires special maintenance agreement.

5.7 EROSION CONTROL

- 5.7.1 An Erosion Control Plan shall be submitted with the Construction Plans. The National Pollution Discharge Elimination System (NPDES) Land Disturbance Permits shall be the Developer's responsibility and shall be in accordance with Alabama Department of Environmental Management's requirements. Erosion control devices shall be installed and maintained throughout construction to prevent siltation of pipe culverts and ditches. A stand of grass shall be established along all shoulders and backslopes. No construction shall commence without the NPDES Permit being posted on site.

5.8 SANITARY SEWER FACILITIES

- 5.8.1 Generally all developments within the Town Limits of Vance must connect with the public sanitary sewer facilities available. The Developer shall install the necessary facilities.
 - a. Sanitary sewer plans shall be made by a registered professional engineer in accordance with an acceptable method of design using good engineering practices as approved by the Town's engineer.
 - b. All sanitary sewer lines shall be designed to handle the fully developed ultimate tributary (drainage basin) population. Collecting sewers must be gravity type meeting the Town's Specifications which are available at the Town Hall.

- c. All sanitary sewer facilities shall be installed or constructed within dedicated rights-of-way or utility easements.
- d. All new gravity sanitary sewers shall be internally inspected upon completion by CCTV. Copies of videos shall be submitted to Town in digital format on flash drive. Any defects noted shall be repaired by Developer.
- e. All new pressure force mains shall be hydrostatically tested to 100 psi. Pressure shall be recorded on a chart and shall be tested for four (4) hours minimum. Failed pressure test shall require repair and retesting. Test pressure shall not drop 5 psi during test time.

5.9 WATER LINE EXTENSIONS

5.9.1 Public Water System. Where a public water system is reasonably available, it shall be extended to serve the subdivision. The design and specifications of the water distribution system shall be approved by Citizens Water Service. The distribution system shall provide connections to each individual lot shown in the subdivision, to each public facility and to areas reserved for non-residential use. Connections shall include service tap to main, service line, and meter set (parts).

5.10 OTHER UTILITIES

5.10.1 All other utility facilities including gas, electric power, telephone, and CATV cables shall be planned and installed in accordance with the specifications of the Town of Vance, the governing utility boards or authorities and these Regulations. Written approval, from each utility service provider, of the proposed subdivision plans and specifications shall be provided to the Planning Commission.

5.10.2 Underground Installation Requirements. All subdivisions with any residential lot 15,000 square feet or less requires all power and communication circuits within the subdivision to be placed underground. The sub-divider shall be responsible for making arrangements with the appropriate utility authority for facilities to be placed underground as a condition to the approval of the subdivision plat.

5.10.3 Street Lighting Requirements. All subdivisions shall be provided with street lighting meeting the following minimum requirements:

1. Lights shall be provided and installed at all intersections and spaced at a maximum distance of 600 feet between intersections.
2. Locations shall be shown on the Electrical Plan.
3. Height of light standards or poles shall meet requirements of Alabama Power.

4. The standard installation shall include a 250-watt high-pressure sodium bulb.
5. Details of all light standards, fixtures and poles shall be shown on the Electrical Plan.
6. Street lights, poles, fixtures, wiring, shall be installed complete and functional. Units may be installed by the servicing Utility (Alabama Power) or by an approved Alabama Power contractor.

ARTICLE VI

REQUIRED FORMS AND DOCUMENTS

The forms referenced in this Article and contained in the Appendix to these Regulations are not an adopted part of the Vance Subdivision Regulations and may be modified from time to time by the Vance Planning Commission. They are provided in the Appendix as a convenience and to provide a better understanding of the total plat approval process. Copies of the forms are available at the office of the Town Clerk.

6.1 SKETCH PLAN APPLICATION FORMS

An application for Sketch Plan Approval shall be submitted on Form I and shall be accompanied by Form II, Sketch Plan Checklist, as provided in the Appendix of these Regulations.

6.2 PRELIMINARY PLAT APPLICATION FORMS

An application for Preliminary Plat Approval shall be submitted on Form III and shall be accompanied by Form IV, Preliminary Plat Checklist, as provided in the Appendix of these Regulations.

6.3 FINAL PLAT APPLICATION FORMS

An application for Final Plat Approval shall be submitted on Form V and shall be accompanied by Form VI, Final Plat Checklist, as provided in the Appendix of these Regulations.

6.4 PUBLIC HEARING NOTICE

The Subdivision Administrator or Commission Secretary shall provide a public hearing notice on Form VII, as provided in the Appendix of these Regulations, and as required by Section 3.4.3 or Section 3.5.5(c) of these Regulations.

6.5 FORM FOR IRREVOCABLE OFFER OF DEDICATION

An Irrevocable Offer of Dedication shall be submitted to the Town Council prior to application for final plat approval to the Planning Commission. The offer shall be made consistent with Form VIII, as provided in the Appendix of these Regulations, and shall be reviewed by the Town Attorney.

6.6 FORM FOR LAND CONVEYANCE, IMMEDIATE FAMILY MEMBERS

An application for Land Conveyance Among Immediate Family Members shall be submitted on Form IX, Application for Land Conveyance Among Immediate Family Members as provided in the Appendix of these Regulations.

ARTICLE VII

WAIVERS

7.1 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 waivers to these subdivision regulations so that substantial justice may be done and the public interest secured, provided that such variance waiver shall not have the effect of nullifying the intent and purpose of these regulations; and further provided the Planning Commission shall not approve waivers unless it shall make findings based upon the evidence presented to it in each specific case that:

- the granting of the waiver will not be detrimental to the public safety, health, or welfare or injurious to other property;
- the conditions upon which the request for a waiver is based are unique to the property for which the waiver is sought and are not applicable generally to other property;
- 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; and
- the waiver will not in any manner vary the provisions of the Zoning Ordinance.

7.2 PROCEDURES

A petition for a waiver shall be submitted in writing by the subdivider at the time of preliminary plat application submission. This is required to enable the Subdivision Administrator, the Town Engineer and other Town staff to review and understand the implications of the waiver. The petition shall state fully the grounds for the application and all of the facts relied upon by the petitioner. The Town Engineer must certify that all criteria or conditions required as a condition of the waiver as specified by the Planning Commission have been met by the petitioner.

Any waiver granted must be entered upon the minutes of the Planning Commission stating the grounds for the variance approval.

7.3 CONDITIONS

In granting approval of a subdivision with a waiver the Planning Commission may require such conditions as will, in its judgment, secure substantially the objectives of the standards or requirements of these Regulations.

ARTICLE VIII

DEFINITIONS

8.1 PURPOSE OF DEFINITIONS

Certain terms used in these regulations shall have the meanings defined by this article. In the event a term is not listed in this article or is not defined elsewhere in the Vance Zoning Ordinance, the Vance Town Code, or Sections 11-52-1 et seq. of the Code of Alabama, 1975, as amended, the conventional meaning of the term shall apply.

8.2 INTERPRETATION OF TERMS USED

The Subdivision Administrator is authorized to make a final determination of the meaning of any term used in these regulations. In case of any dispute, a written appeal of the Subdivision Administrator's determination may be filed with the Planning Commission.

8.3 WORD USAGE

8.3.1 Unless the context clearly indicates to the contrary, words used in the present tense include the future tense; words used in the plural number include the singular; the word "herein" means "in these regulations"; the word "regulations" means "these regulations".

8.3.2 A "person" includes a corporation, a partnership, and incorporated association of persons such as a club; "shall" is always mandatory; a "building" includes a "structure"; a "building" or "structure" includes any part thereof; "used" or "occupied" as applied to any land or building shall be construed to include the words "intended, arranged, or designed to be used or occupied".

8.4 DEFINITIONS

8.4.1 For purposes of these regulations certain words and terms used herein are defined as follows:

ALLEY - a public right-of-way primarily designed to provide a secondary access to the side or rear of properties.

AASHTO – American Association of State Highway and Transportation Officials.

APPLICANT - the owner of land proposed to be subdivided or his/her designated representative. Consent shall be required from the legal owner of the tract to be subdivided.

ARTERIAL - See Street, Arterial.

BLOCK - A tract of land entirely bounded by public streets, other than alleys.

BOND, MAINTENANCE - Any form of security deemed adequate to cover maintenance of public improvements for a period of twelve (12) months following dedication to the Town.

BOND, PERFORMANCE - A bond with surety to secure to the Town the actual construction and installation of public improvements prior to dedication and acceptance of such improvements by the Town Council.

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

BUILDING SETBACK LINE - a line parallel to the property line which defines the distance a building or structure must set back from such property line.

BUILDING OFFICIAL - The person designated by the Town Council to administer and enforce the Town's building codes.

CHAIRMAN - The Chairman of the Vance Planning Commission.

CONDOMINIUM DEVELOPMENT - Real estate, portions of which are designated for separate ownership and the remainder of which is designated by common ownership solely by the owners of those portions. This development type is hereby subject to the same development reviews and procedures as a conventional subdivision. Condominium developments shall submit a plat(s) that adhere(s) to the requirements established in this document.

CONSTRUCTION PLANS - Plans prepared by a registered engineer showing details of design and construction of required improvements in residential and non-residential subdivisions.

COLLECTOR STREET - See Street, Collector.

COMPREHENSIVE PLAN - A comprehensive plan for the development of the Town, prepared and adopted by the Planning Commission, pursuant to State Law, including any part of such plan separately adopted and any amendment to such plan, or parts thereof.

COUNTY - The County of Tuscaloosa and/or of Bibb, Alabama.

CUL-DE-SAC - See street, cul-de-sac.

DEDICATION - the transfer of property from private to public ownership.

DEVELOPER - The legal or beneficial owner or owners of all the land proposed to be included in a given development, or the authorized agent thereof. In addition, the holder of an option or contract to purchase or other persons having an enforceable proprietary interest in such land shall be deemed to be a developer for the purpose of these Regulations. Same as Subdivider herein.

DEVELOPMENT - The subdivision of land; the construction, reconstruction, conversion, alteration, relocation, or enlargement of a structure; mining, dredging, filling, grading, paving, excavation, drilling, or disturbance of land; and any use or extension of use of land.

DRIVEWAY - A paved or unpaved area used for vehicular ingress or egress of vehicles, and allowing access from a street to a building or other structure or facility.

EASEMENT - a grant by the property owner of use, by the public, a corporation, or person(s), of a designated part of his property for specified purposes or as created by operation of law.

FINAL PLAT - A plat of a tract of land which meets the requirements of these regulations and is in suitable form for recording in the Office of the Probate Judge of Tuscaloosa County, Alabama or Bibb County, Alabama.

FLAG LOT- Lot which access to a road or a street is provided by a narrow strip of Land (privately owned). Typically lot resembles a “flag pole with a flag”.

FLOOD PLAIN - Those land areas in and adjacent to streams and watercourses subject to continuous or periodic inundation from 100-year flood frequency events. Floodplains shall include all areas of the Town which are designated as floodplain by the Federal Insurance Administration, by the United States Geological Survey or by the State of Alabama. Areas designated as floodplains by the Federal Insurance Administration shall not have their base flood elevations altered without prior approval from the Federal Insurance Administration.

HEALTH DEPARTMENT - The Tuscaloosa County, Bibb County and/or State of Alabama Health Departments.

LOT - A lot of record or any other parcel of land intended as a unit for the purpose, whether immediate or future, of transfer of ownership or for building development.

LOT, CORNER - A lot which occupies the interior angle at the intersection of two street rights-of-way lines. The street right-of-way line forming the least frontage shall be deemed the front of the lot except where the two street right-of-way lines are equal, in which case the owner shall be required to specify which is to be the front.

LOT, DOUBLE FRONTAGE - A lot, the front and rear of which has frontage on two streets but not at their intersection, as distinguished from a corner lot.

LOT, REVERSE FRONTAGE - A double frontage lot having a rear yard on an arterial street and a front yard and access to a local street.

LOT AREA - The area contained within the property of an individual parcel of land shown on a subdivision plat.

LOT LINE - A line bounding a lot. The lot line divides one lot from another or from a street or from any other public or common space.

LOT LINE, FRONT - The lot line along the street right-of-way.

LOT LINE, REAR - The lot line which is parallel to and most distant from the front line of the lot. In the case of an irregular or triangular, a line 20 feet in length, entirely within the lot, parallel to and at the maximum possible distance from the front line shall be considered to be the rear lot line. In the case of a corner lot or a double frontage lot, there are no rear lot lines but only front and side lot lines.

LOT OF RECORD - A platted parcel of land that is part of a subdivision, abuts a public street, has the minimum area and dimensions required by the Vance Zoning Ordinance, and is recorded in the Office of the Judge of Probate of Tuscaloosa County, Alabama.

LOT WIDTH - The minimum distance measured between the side lot lines at the required building setback line. In the case of only one side lot line, lot width is the distance measured between the side lot line and the opposite lot line.

MONUMENT - A permanent object serving to indicate a limit or to mark a boundary.

OPEN SPACE - Any land either publicly or privately owned which is designated as being permanently undeveloped and used for recreation or conservation.

PLANNING COMMISSION - The Planning Commission of Vance, Alabama.

PLAT - A map of property or subdivision showing the location and boundaries of individual parcels of land subdivided into lots, with streets, alleys, easements, etc., drawn to scale. A plat as required by these Regulations is not the same requirement as a Development Plan required for Planned Unit Development (PUD) zoning under the Vance Zoning Ordinance. PUD projects, if they subdivide land, may require subdivision plat approval, but the plat submitted for subdivision approval and the development plan submitted for PUD approval are completely separate documents involving a completely separate review and approval process under local ordinances and under state zoning and subdivision regulation enabling

legislation. The thirty-day approval process for subdivision plats does not apply to a PUD Development Plan.

PLAT, FINAL - The map or plan or record of a subdivision and any accompanying material, as described in these regulations.

PLAT, PRELIMINARY - The preliminary drawing or drawings, described in these regulations, indicating the proposed manner or layout of the subdivision submitted to the Planning Commission for approval.

POND - A body of standing water less than one acre in surface area, created either by a man-made or natural dam, or other means of holding back water.

PROBATE JUDGE - The Judge of Probate of Tuscaloosa County or Bibb County, Alabama.

PUBLIC IMPROVEMENT - Any way, facility, or improvement for which the Town may ultimately assume the responsibility for maintenance and operation.

REGISTERED ENGINEER - An engineer properly licensed and registered in the State of Alabama.

REGISTERED LAND SURVEYOR - A land surveyor properly licensed and registered in the State of Alabama.

RESURVEY OR RESUBDIVISION - A change in a map of an approved or recorded subdivision plat if such change affects any area designated for public use, any lot line, or any map or plan legally recorded prior to the adoption of any regulations controlling subdivisions.

RIGHT-OF-WAY - A strip of public land occupied or intended to be occupied by a street, sidewalk, utility transmission lines or other similar purposes for the benefit of the public.

SIDEWALK - A walkway constructed for use by pedestrians.

STREET - A dedicated and accepted public right-of-way for vehicular traffic.

STREET, ARTERIAL – Arterials are roadways that move traffic through the area. They move large volumes of traffic and utilize traffic controls to facilitate traffic movement. They serve as a major route between communities throughout the overall area.

STREET, COLLECTOR – Collectors are roadways that provide for traffic movement from local streets to arterial streets. A collector street serves a

neighborhood or large subdivision and should be designed so that no single-family residential lots face onto it.

STREET, CUL-DE-SAC – A local street with only one outlet and having an appropriate terminal for the safe and convenient reversal of traffic movement.

STREET, LOCAL - A minor residential street intended to provide access to other streets from individual lots. They should be designed to discourage through traffic.

SUBDIVIDER - Any person individual, firm, partnership, association, corporation, estate or trust, or any other group or combination acting as a unit, dividing or proposing to divide land so as to constitute a subdivision as herein defined, and includes any agent of the subdivider. Same as Developer herein.

SUBDIVISION - The division of a lot, tract, or parcel of land into two or more lots, plats, sites, or other divisions of land for the purpose, whether immediate or future, of sale or of building development. Such term includes re-subdivision, and when appropriate to the context, relates to the process of subdivision or the land or territory subdivided.

SUBDIVISION ADMINISTRATOR - The person designated by the Town Council of the Town of Vance to administer and enforce these regulations.

SUBDIVISION AGENT - Any person who represents or acts for or on behalf of a subdivider.

SUBDIVISION REGULATIONS - The Vance Subdivision Regulations.

THESE REGULATIONS OR STANDARDS - The Vance Subdivision Regulations along with applicable design and construction requirements which together constitute the comprehensive development regulations of the Town.

TOWN - The Town of Vance, Alabama.

TOWN ATTORNEY - The licensed attorney designated by the Town Council to furnish legal assistance in the administration and enforcement of these regulations.

TOWN CLERK - The Town Clerk designated by the Town Council. Town Clerk may furnish administrative assistance and may serve as Secretary to the Planning Commission.

TOWN COUNCIL - The governing body of the Town of Vance, Alabama.

TOWN ENGINEER - The registered engineer designated by the Town Council to furnish engineering assistance in the administration and enforcement of these Regulations.

ZONING ORDINANCE - The Vance Zoning Ordinance as last amended.

ARTICLE IX

ADMINISTRATION AND ENFORCEMENT

9.1 APPROVAL OF SUBDIVISION PLATS REQUIRED

From and after the date of filing a certified copy of these regulations with the Probate Judge of Tuscaloosa County, no subdivision plat of land within the platting jurisdiction of the Town of Vance, as defined in Section 1.3 of these regulations, shall be filed or recorded nor shall any lots be sold by reference to or exhibition of or by other use of a plat of a subdivision before such plat has been approved by the Planning Commission and recorded in the Office of the Probate Judge of Tuscaloosa County or the Probate Judge of Bibb County, whichever is applicable.

The Probate Judge of Tuscaloosa County and of Bibb County, upon receipt of a certified copy of these regulations, shall not thereafter file or record a plat of a subdivision of land located within the platting jurisdiction of the Town of Vance, Alabama, without the approval of such plat in accordance with these regulations. No street or road shall be accepted and maintained by the responsible local government, nor shall any services or utilities be extended to the subdivision, unless and until the requirements set forth in these regulations have been complied with.

9.2 ADMINISTRATION

The Vance Planning Commission is hereby authorized and directed to administer and coordinate these regulations. Final approval of plats and other data shall be the responsibility of the Planning Commission as prescribed by law. The Subdivision Administrator is hereby authorized and directed to enforce all provisions of these Regulations.

9.3 ENFORCEMENT

9.3.1 General. It shall be the duty of the Subdivision Administrator to enforce these regulations and to bring to the attention of the Town any violations or lack of compliance with these Regulations.

9.3.2 Violations. No owner, or agent of the owner, of any lot located within a subdivision may transfer or sell any land by reference to or exhibition of or by other use of a plat of a subdivision, before such plat has been approved by the Planning Commission and recorded with or filed with the Probate Judge of Tuscaloosa County or Bibb County. The description of such a lot or parcel 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 penalties or remedies herein prescribed.

9.3.3 Penalties. Conviction under Section 8.3.2 of these regulations shall result in forfeiture and payment of a penalty of one hundred (\$100.00) dollars for each lot or parcel so transferred

or sold. The Town of Vance may enjoin such transfer or sale or agreement by action for injunction brought in any court of equity jurisdiction or may recover any lawful penalty by a civil action in any court of competent jurisdiction.

9.3.4 Zoning Approval. A zoning approval for a building permit shall not be issued for the construction of any building or structure located on a lot or plot subdivided or sold in violation of the provisions of these Regulations.

ARTICLE X

CONFLICT WITH PUBLIC AND PRIVATE PROVISIONS

10.1 PUBLIC PROVISIONS

These Regulations are not intended to interfere with, abrogate, or annul any other ordinance, rule or regulations, statute, or other provision of law. Where any provision of these Regulations imposes restrictions different from those imposed by any other ordinance, rule or regulation, or other provision of law, whichever provisions are more restrictive or attain higher standards shall control.

10.2 PRIVATE PROVISIONS

These Regulations are not intended to abrogate any easement, covenant or any other private agreement or restriction, provided that where the provisions of these regulations are more restrictive or impose higher standards than such easement, covenant, or other private agreement or restriction, the requirements of these regulations shall govern.

ARTICLE XI

LEGAL PROVISIONS

11.1 SEVERABILITY

If any part or provision of these Regulations or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of these regulations or the application thereof to other persons or circumstances. The Planning Commission declares that it would have enacted the remainder of these Regulations even without any such part, provision, or application.

11.2 SAVING PROVISION

These Regulations shall not be construed as abating any action now pending under, or by virtue of, prior existing subdivision regulations, or as discontinuing, abating, modifying, or altering any penalty accruing or about to accrue, or as affecting the liability of any person, firm, or corporation, or as waiving any right of the Town of Vance under any section or provision existing at the time of adoption of these Regulations, or on vacating or annulling any rights obtained by any person, firm, or corporation, by lawful action of the Town except as shall be expressly provided in these Regulations.

ARTICLE XII

ADOPTION OF SUBDIVISION REGULATIONS

Before adoption of these Subdivision Regulations, public notice of a hearing must be posted. Such notice shall be posted in four (4) conspicuous places within the Town of Vance a minimum of six (6) days prior to the date of the public hearing. The Regulations shall be published as provided by law for the publication of ordinances and before adoption, a public hearing shall be held thereon. A copy of the adopted regulations shall be certified by the Planning Commission to the Probate Judge of Tuscaloosa County and the Probate Judge of Bibb County.

ARTICLE XIII

AMENDMENTS

The Planning Commission may from time to time amend the provisions imposed by these Regulations. Any article, section, subsection, or provision of these Subdivision Regulations proposed for amending may be adopted only after following all procedures required by law for the initial adoption of the Subdivision Regulations. A copy of the amendment shall be certified by the Planning Commission to the Probate Judge of Tuscaloosa County and the Probate Judge of Bibb County.

ARTICLE XIV

EFFECTIVE DATE

These rules and regulations shall be in full force and effect from and after their adoption, publication and effective date.

ADOPTED: December 23, 1996

EFFECTIVE DATE: December 24, 1996

**Adopted December 23, 1996
Amended June 24, 1997, May 25, 1998, April 24, 2008,
February 6, 2017, and June 23, 2022 by the
Vance Planning and Zoning Commission**

APPENDIX 'A'

The following forms, which are referenced in the Subdivision Regulations are contained in this Appendix in the following order:

Form I	Application for Sketch Plan Approval
Form II	Sketch Plan Checklist
Form III	Application for Subdivision Preliminary Plat And Construction Plan Approval
Form IV	Preliminary Plat and Construction Plans Checklist
Form V	Application for Final Plat Approval
Form VI	Final Plat Checklist
Form VII	Public Hearing Notice
Form VIII	Irrevocable Offer of Dedication
Form IX	Application for Land Conveyance Among Immediate Family Members

Drawing	Local Street Typical Section
Drawing	Industrial-Commercial Street Typical Section
Drawing	Curb and Gutter Details

FORM I – APPLICATION FOR SKETCH PLAN APPROVAL
VANCE PLANNING COMMISSION

1. Proposed Name of Subdivision: _____

2. Applicant: _____

3. Owner: _____

Phone: _____

Phone: _____

Address: _____

Address: _____

Signature of Applicant

Signature of Owner

4. Authorized Agent: _____

5. Designer: _____

Phone: _____

Phone: _____

Address: _____

Address: _____

Signature of Authorized Agent

6. Subdivision Location: _____

7. Tax Map, Parcel I.D. Number(s): _____

8. Acreage: _____

9. Number of Lots: _____

10. Current Zoning: _____

11. Proposed Land Use: _____

12. Check all submissions with this application

- Application Fee
- Sketch Plan Checklist
- ___ copies of Plan
- ___ reduced copies of plan
- Other submissions as required by checklist

1. FOR TOWN USE ONLY

Application received by: _____ on _____, 20__

\$ _____ application fee* received on _____, _____ by receipt # _____

Application reviewed by Subdivision Administrator on _____, _____

Staff comments received: Engineer Fire Department Police Department
 Sewer Department Other

Copies of application, sketch plan and checklist sent to Planning Commission for:

- Informational Purposes
- Planning Commission Review Requested by Subdivision Administrator
- Elected Review by Planning Commission

Scheduled review date set by Planning Commission (if applicable) _____, 20__

FORM II – SKETCH PLAN CHECKLIST

VANCE PLANNING COMMISSION

Proposed Subdivision Name

The sketch plat shall be prepared in pen or pencil on reproducible material not larger than 24" x 36" nor less than 8 1/2" x 11", at a scale of not more than 100 feet to 1 inch, showing the information listed below.

- Proposed name of subdivision.
- Name, address and appropriate registration of designer.
- A vicinity map insert drawn at a scale of 1 inch = 2,000 feet showing the location of the proposed subdivision in relation to streets and other general developments in the surrounding area.
- Location of existing property lines, easements, rights-of-way, street names, zoning, watercourses, floodplains, drainage swales, and other similar features concerning the immediate surroundings.
- Amount of acreage to be subdivided.
- Approximate topography appropriate for consideration.
- Approximate location, sizes, and elevations of existing sewers, water mains, storm sewers, inlets, culverts, structures, and utilities on or adjacent to the site.
- Approximate location, dimensions, and areas of all proposed or existing lots.
- General plan of proposed utility layouts.
- General plan for fire protection including the approximate location and size of all existing and proposed water lines and fire hydrants.
- Approximate location and widths of proposed streets.
- Approximate location and dimensions of any land to be dedicated or reserved for public use or facilities such as parks, schools, or other public use.
- Approximate location and dimensions of any land to be reserved for use by the property owners within the subdivision such as common open space, recreational facilities, parking and driveways, and other common facilities.
- Current zoning.
- Proposed lot setbacks.
- Approximate location and type of any existing structures on the land.

Sketch Plat reviewed for general compliance with the subdivision regulations on

_____.

THIS IS NOT A BINDING APPROVAL BY THE PLANNING COMMISSION

Subdivision Administrator/Town Engineer

**FORM III - APPLICATION FOR SUBDIVISION PRELIMINARY PLAT AND
CONSTRUCTION PLAN APPROVALS
VANCE PLANNING COMMISSION**

1. Proposed Name of Subdivision: _____

2. Applicant: _____

3. Owner: _____

Phone: _____

Phone: _____

Address: _____

Address: _____

Signature of Applicant

Signature of Owner

4. Authorized Agent: _____

5. Engineering Firm: _____

Phone: _____

Phone: _____

Address: _____

Address: _____

Signature of Agent

6. Subdivision Location: _____

7. Tax Map, Parcel I.D. Number(s): _____

8. Acreage: _____

9. Number of Lots: _____

10. Current Zoning: _____

11. Proposed Land Use: _____

12. Check all submission with this application

Application Fee

Preliminary Plat Checklist

___ copies of Plat

___ reduced copies of plat

___ copies of Construction Plans

Subdivision Waiver Request (if applicable)

Approved Sketch Plan

13. Installation of Utilities Required: Yes No

Plans Reviewed and Approved By Citizens Water Service: Yes No (If no state reasons)

On-site Septic Disposal: Yes No (Only Allowed if beyond Town Limits)

Health Department Review: Yes No Date of Review: _____, 20____

***See page 2 for portion of Form III for Town Use Only**

FORM IV - PRELIMINARY PLAT AND CONSTRUCTION PLAN CHECKLIST
VANCE PLANNING COMMISSION

Proposed Subdivision Name

This form shall be completed and shall be certified by the designer of the Preliminary Plat and Construction Plans. The Preliminary Plat and Construction Plans shall be legibly drawn at a scale of not more than one hundred (100) feet to one (1) inch, numbered in sequence if more than one sheet is used, and on standard size sheets not to exceed 24 x 36 inches. Submittal requirements are further stipulated in the various provisions of the Subdivision Regulations.

The Preliminary Plat shall show the following information: **(check all completed items and sign)**

Identification and Scale of Drawing

- | | |
|---|---|
| <input type="checkbox"/> Names and Address of Owner(s) | <input type="checkbox"/> Written and Graphic Scale |
| <input type="checkbox"/> Date of Plat | <input type="checkbox"/> North Arrow |
| <input type="checkbox"/> A Vicinity Sketch or Key Map | <input type="checkbox"/> Name and Address of Designer |
| <input type="checkbox"/> Location of the subdivision by legal tie, quarter-quarter section, township and range. | |

The location of existing and platted features on the land to be subdivided and on the adjoining land

- | | |
|---|--|
| <input type="checkbox"/> Names and addresses of adjoining owner(s) | <input type="checkbox"/> Bridges |
| <input type="checkbox"/> Boundary and Property lines | <input type="checkbox"/> Buildings |
| <input type="checkbox"/> Easements and rights-of-way with purpose | <input type="checkbox"/> Culverts |
| <input type="checkbox"/> Names of adjacent subdivisions | <input type="checkbox"/> Sanitary and Storm Sewers |
| <input type="checkbox"/> Location and classification of flood hazard areas | <input type="checkbox"/> Drainage Ditches |
| <input type="checkbox"/> Topography with required contour intervals | <input type="checkbox"/> Water Mains |
| <input type="checkbox"/> Current zoning, including all contiguous land | <input type="checkbox"/> Streets (indicate name) and rights-of-way |
| <input type="checkbox"/> Power transmission lines and pipe lines | <input type="checkbox"/> Utility Lines |
| <input type="checkbox"/> The location, dimensions and areas of all adjoining lots, including building setback lines | |
| <input type="checkbox"/> The location and description of all monuments | |
| <input type="checkbox"/> Water courses showing offsite watershed drainage area (acreage) crossing property boundary | |
| <input type="checkbox"/> Other conditions adjacent to the tract which affect the design of the subdivision | |

The location of proposed features, improvements and property lines

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> Parks and other common open spaces | <input type="checkbox"/> Reservations |
| <input type="checkbox"/> Building setback lines | <input type="checkbox"/> Lot lines |
| <input type="checkbox"/> The names, locations, widths and other dimensions of proposed streets, alleys, easements | |
| <input type="checkbox"/> Building sites, if any, for multi-family dwellings, shopping centers, churches, industry or other uses not single-family residential | |
| <input type="checkbox"/> Lots and blocks consecutively numbered or lettered in alphabetical order. The lots and blocks in numbered additions to subdivisions bearing the same name shall be numbered or lettered consecutively throughout the several locations | |
| <input type="checkbox"/> The location and dimensions of all boundary lines of the property | |
| <input type="checkbox"/> Estimate of Traffic Flow and if required, a Traffic Study | |

Site Data

- Average Residential Developed Density (No. residential lots or units divided by total site acreage)
- Number of residential lots or units
- Amount of acreage to be subdivided

CERTIFICATION:

I hereby certify I have reviewed the Vance Subdivision Regulations and the Checklist and the attached Plat contains all the necessary information as marked and noted on this Checklist to the best of my knowledge and belief.

BY _____ Date _____
Registered Land Surveyor

The Construction Plans shall include the following minimum information: **(check all items completed and sign)**

Construction Plans

- Right of Way widths of existing and proposed streets
- Pavement width of existing and proposed streets
- Grading plan with existing and proposed contours
- Typical sections of streets and any special entrances proposed
- Cross sections of streets shown at 100 feet intervals
- Typical sections and widths of driveway entrances (commercial only)
- Enlarged plan view of any special entrances proposed
- Radius on all curb corners
- Angle of intersection with existing roadway and proposed street (centerline to centerline)
- Sight distances available or to be provided at intersections
- Corner sight distances available or to be provided
- Traffic control signage and locations
- Street names and identification of all existing roadways and proposed streets
- Plan and profile for all proposed streets with horizontal and vertical curve data
- Utility plans for all water, gas, electric, ect
- Plan and profile for sanitary sewers (or Health Department Plat for septic tanks)
- Details for sanitary sewers and any required pumping stations
- Erosion Control Plan with a copy of ADEM Land Disturbance permit or permit application for areas greater than 1.0 acre
- Miscellaneous details including curb and gutter
- Geotechnical Report for all proposed streets prepared by a recognized geotechnical engineering firm.

Drainage Plan and Information

- Drainage plan prepared and sealed by Alabama registered professional engineer
- Drainage plan to be separate from Grading plan but include proposed and existing contours
- Topography extended into adjacent property to show offsite drainage
- Topography tied to USGS datum, contours 2' interval minimum
- Portion(s) of land designated to be within known floodway or floodplain (Note FIRM zone and panel number, or other published map or data)
- Portion(s) of land subject to minor flooding, poor drainage, or inundation
- Existing drainage structures on site and any downstream structures which may be impacted by project
- Proposed drainage structures, including location, size, type, class, length, slope, etc
- All DA, Q, and V shown for all proposed drainage structures on Plan
- Pre and Post Drainage data shown on Plan, including offsite drainage entering site
- Adverse Effects Letter from developer's engineer
- Drainage calculations with basin maps submitted in report form, including detention system designs. Provide stage vs discharge for all ponds.
- Enlarged view of any detention pond drawn to scale with existing and finished contours to show that pond may be constructed in location shown
- Details for outlet control structures for detention system
- Extended storm piping systems greater than 500 feet in continuous length shall include Plan and Profile, all other roadway pipes or side drains may be shown on Drainage Sections
- Proposed open channels or ditches greater than 200 feet in length shall include profile. Provide a typical section for all channels and ditches including liner material.

- All details for drainage structures and any special drawings necessary for large culverts

Other Information or Approvals from Agencies (Mark N/A if not applicable)

- Approval from Citizens Water Service
- Approval from County Health Department for onsite sewage disposal systems beyond Town Limits
- Approval from Alabama Department of Transportation for any required Turnout/Access Permit
- Approval from Bibb or Tuscaloosa County Engineering Departments for Plat and Plans or provide date submitted. Date submitted _____
- Approval from other utilities as required _____ Alabama Power _____ Alagasco _____ other

- Standard Construction Notes shall be placed on Construction Plans:
 1. Contractor and /or developer shall be responsible for construction and maintenance of erosion and sedimentation controls during construction for protection of adjacent properties, roadways and waterways.
 2. Contractor and/or developer are responsible for providing a building or development site free of any drainage problems
 3. Contractor and/or developer are responsible for maintaining a proper traffic control plan for public safety along any existing roadway adjacent to and within the MUTCD limits of the construction site. Traffic control plan shall be in accordance with latest edition of MUTCD.
 4. All streets are to be constructed on suitable subgrade and to proper standards. Any street found to be failing as evidenced by soft or yielding areas or excessive cracking will be repaired promptly by the Contractor and/or developer.

CHECKLIST IS NOT ALL INCLUSIVE AND IS PROVIDED AS A GENERAL GUIDE. SUBDIVIDER/DEVELOPER AND THEIR ENGINEERING CONSULTANTS ARE RESPONSIBLE FOR ENSURING ALL INFORMATION IS PROVIDED PER THE SUBDIVISION REGULATIONS. INCOMPLETE SUBMITTALS NOT MEETING THE MINIMUM REQUIREMENTS SET FORTH WITHIN THIS CHECKLIST WILL BE RETURNED TO THE CONSULTANTS WITH NO ACTION TAKEN. ALL RETURNS WILL RESULT IN SUBDIVISION BEING REMOVED FROM PLANNING COMMISSION'S AGENDA.

I HEREBY CERTIFY I REVIEWED THE VANCE SUBDIVISION REGULATIONS AND THE CHECKLIST AND THE ATTACHED CONSTRUCTION PLANS CONTAIN ALL THE NECESSARY INFORMATION AS MARKED AND NOTED TO THE BEST OF MY KNOWLEDGE AND BELIEF.

BY _____ DATE _____
Registered Engineer

FORM V – APPLICATION FOR FINAL PLAT APPROVAL
VANCE PLANNING COMMISSION

1. Name of Subdivision: _____

2. Applicant: _____

3. Owner: _____

Phone: _____

Phone: _____

Address: _____
 Town State Zip

Address: _____
 Town State Zip

 Signature of Applicant

 Signature of Owner

4. Authorized Agent: _____

5. Designer: _____

Phone: _____

Phone: _____

Address: _____
 Town State Zip

Address: _____
 Town State Zip

 Signature of agent

6. Subdivision Location: _____

7. Tax Map Parcel I.D. Number(s): _____

8. Acreage: _____

9. Number of Lots: _____

10. Current Zoning: _____

11. Proposed Land Use: _____

12. Check all required submissions with this application

- | | |
|---|---|
| <input type="checkbox"/> Application Fee | <input type="checkbox"/> Final Plat Checklist |
| <input type="checkbox"/> Original Plat & 4 full size copies | <input type="checkbox"/> 12 Reduced Copies of Plat (8 1/2" x 11") |
| <input type="checkbox"/> Irrevocable Offer of Dedication | <input type="checkbox"/> Required Bonds and Assurances |
| <input type="checkbox"/> Copy of Approved Preliminary Plat | |

3. FOR TOWN USE ONLY

Application received by: _____ on _____ 20__

- Application reviewed by Subdivision Administrator on _____
- Copies transmitted for staff review on: _____
- Staff comments received: Engineer Fire Department Police Department
 Sewer Department Other _____
- Copies & Reports transmitted to Planning Commission on: _____
- Final Plat Approved: _____

FORM VI - FINAL PLAT CHECKLIST
VANCE PLANNING COMMISSION

Subdivision Name

The final plat shall be a reproducible drawing in ink, on 18 x 24 inch mylar at a scale of not greater than one hundred (100) feet to one (1) inch, and shall be prepared by a registered land surveyor with name, signature, registration number and address of the surveyor affixed. A re-survey of a part of a subdivision may be tied to the original subdivision. Submittal requirements are further stipulated in the various provisions of the Subdivision Regulations. The final plat shall show the following information:

(check completed items)

4. Identification and Scale of Drawing

- Date
- Amount of Acreage to be Subdivided
- Location of the subdivision by legal tie, quarter-quarter section, township and range
- Name, address and signature of all owners and authorized agents (including existing mortgages)
- All certifications signed and dated as required by Article III
- Written and Graphic Scale
- North Arrow

5. The location of existing and platted features on the land to be subdivided and on the adjoining land

- The location and description of all monuments
- Reference to recorded subdivision plats of adjoining platted land by Map Book, Volume and Page Number
- Boundaries of property to be subdivided including all angles or bearings as required
- The location, dimensions and areas of all adjoining lots, including building setback lines

6. The location of proposed features, improvements and property lines

- Property lines of lots, with accurate dimensions, bearing deflection angles, radii, arcs and central angles of all curves
- Name and right-of-way width of each street and other right-of-way
- Purpose for which sites, other than residential lots, are dedicated or reserved
- The required building setback line on all lots and other sites
- The total acreage in the subdivision not zoned residential or devoted to public purposes
- The location of water bodies, streams, floodplains, areas subject to periodic or frequent inundation and other natural site features deemed pertinent by the Planning Commission
- The location, function and dimensions of all existing and proposed public and common areas, including rights-of-way, easements, and areas for streets, utilities, drainage, parks, recreational facilities, schools, government building, railroads, common open space, common parking and driveway areas and any other special rights-of-way, easements and common areas.
- Lots and blocks consecutively numbered or lettered in alphabetical order. The lots and blocks in numbered additions to subdivisions bearing the same name shall be numbered or lettered consecutively throughout the several locations
- The location and dimensions of all boundary lines of the property
- Notation of any self-imposed restrictions or covenants, if required by the Planning Commission

7. Site Data

- Amount of acreage to be subdivided.

8. Other Documentation

- Provide three copies of any protective covenants running with the land in form for recording
- Provide three copies of housing numbering plan
- Certificate of Approval of water supply by Citizens Water Service, sanitary sewer disposal by the Vance Sewer Department ; and if applicable, the appropriate Health Department
 - All test reports and field notes done during construction by the developer's engineer

FORM VII – PUBLIC HEARING NOTICE
VANCE PLANNING COMMISSION

Notice To: _____

Address: _____

In accordance with Section 11-52-32 of the Code of Alabama, 1975, as amended, you are hereby notified of a public hearing of the Vance Planning Commission to be held at the Vance Town Hall, at _____ pm., on the

_____ day of _____, 20____.

The purpose of the hearing is to receive public comments on an application submitted by:

for a proposed subdivision plat of land owned by:

and located: _____

The proposal consists of:

This notice is sent to the applicant and to all owners of land immediately adjoining the platted land (to include land directly across from any right-of-way) as their names and addresses appear upon the plat in the Bibb and/or Tuscaloosa County Tax Assessor's office and their addresses appear on the tax records of the Town of Vance or of Tuscaloosa or Bibb County.

Vance Planning Commission

FORM VIII – IRREVOCABLE OFFER OF DEDICATION
TOWN OF VANCE, ALABAMA

Subdivision Name

AGREEMENT made this _____ day of _____, 20____, by and between _____, having an address at _____, hereinafter designated as Subdivider, and the Town of Vance, Alabama, hereinafter designated as the Town.

WHEREAS, the Vance Planning Commission is in the process of approving a preliminary plat for a subdivision entitled: _____ dated _____, _____ designed by: _____ and _____

WHEREAS, said plat designates certain public improvements consisting of but not limited to: rights-of-way, easements, streets, sidewalks, storm drainage systems, sanitary sewers and any other premises as further described in Schedule _____ (if attached hereto) to be dedicated to the Town of Vance free and clear of all encumbrances and liens, pursuant tot he Vance Subdivision Regulations; and

WHEREAS, the Subdivider, prior to making application for final plat approval, shall, as authorized by the Planning Commission, either post with the Town a performance bond for the construction of required improvements or construct required improvements according tot he requirements of the Vance Subdivision Regulations; and

WHEREAS, the Subdivider offers for dedication the said improvements together with all rights-of-way and easements; and

NOW THEREFORE, in consideration of the sum of one (\$1.00) dollar lawful money of the United States paid by the Town to the Subdivider and other good and valuable consideration, it is mutually AGREED as follows:

1. The Subdivider agrees that said formal offer of dedication is irrevocable and can be accepted by the Town of Vance at any time.
2. The Subdivider agrees to complete the construction and maintenance of the land and improvements pursuant to the Vance Subdivision Regulations.
3. This irrevocable offer of dedication shall run with the land and shall be binding on all assigns, grantees, successors, or heirs of the Subdivider.
4. The Subdivider agrees to record any deeds which may be required.
5. Within thirty (30) days of acceptance by the Town of the offer of dedication, the Subdivider agrees to deliver to the Town deeds of conveyance for any other premises described in Schedule _____ together with a title insurance policy issued by a licensed title insurance policy company authorized to conduct business in the State of Alabama, in a minimum amount deemed sufficient by the Town Attorney to assure the premises are free and clear of all liens and encumbrances.

Subdivider

Notary

APPROVED BY TOWN ATTORNEY

APPROVED BY RESOLUTION OF VANCE TOWN COUNCIL

On the _____, 20_____

Town Attorney

Town Clerk

**FORM IX – APPLICATION FOR LAND CONVEYANCE AMONG IMMEDIATE FAMILY MEMBERS
VANCE PLANNING COMMISSION**

1. Date _____, 20____
2. Name of Property Owner(s) _____
Address: _____ Phone Number: _____
_____ Fax Number: _____

3. Names of Immediate Family Members: _____
Present Address: _____
Phone Number: _____
4. Name of Registered Land Surveyor: _____
Address: _____ Phone Number: _____
_____ Fax Number: _____
Registration Number: _____
5. Location of Property: _____
Number of Acres: _____ Zoning District: _____
6. Utility Service
Water: Yes _____ No _____ Name of Utility: _____
Sewer: Yes _____ No _____ Name of Utility: _____
On-site septic disposal: Yes _____ No _____
Health Department Review: Yes _____ No _____ Date of Review: _____, 20____

Signature of Applicant

FOR TOWN USE ONLY

Application received by: _____ on _____, 20____
Application fee \$ _____
Application reviewed by Subdivision Administrator on _____
Copies transmitted for staff review on _____
Staff comments received: Engineer Fire Department
 Police Department Other
 Health Department Sewer Department
Copies and reports transmitted to Planning Commission on _____, 20____
Public notices mailed on _____, 20____
Planning Commission hearing date _____, 20____
Action taken by Planning Commission _____, 20____

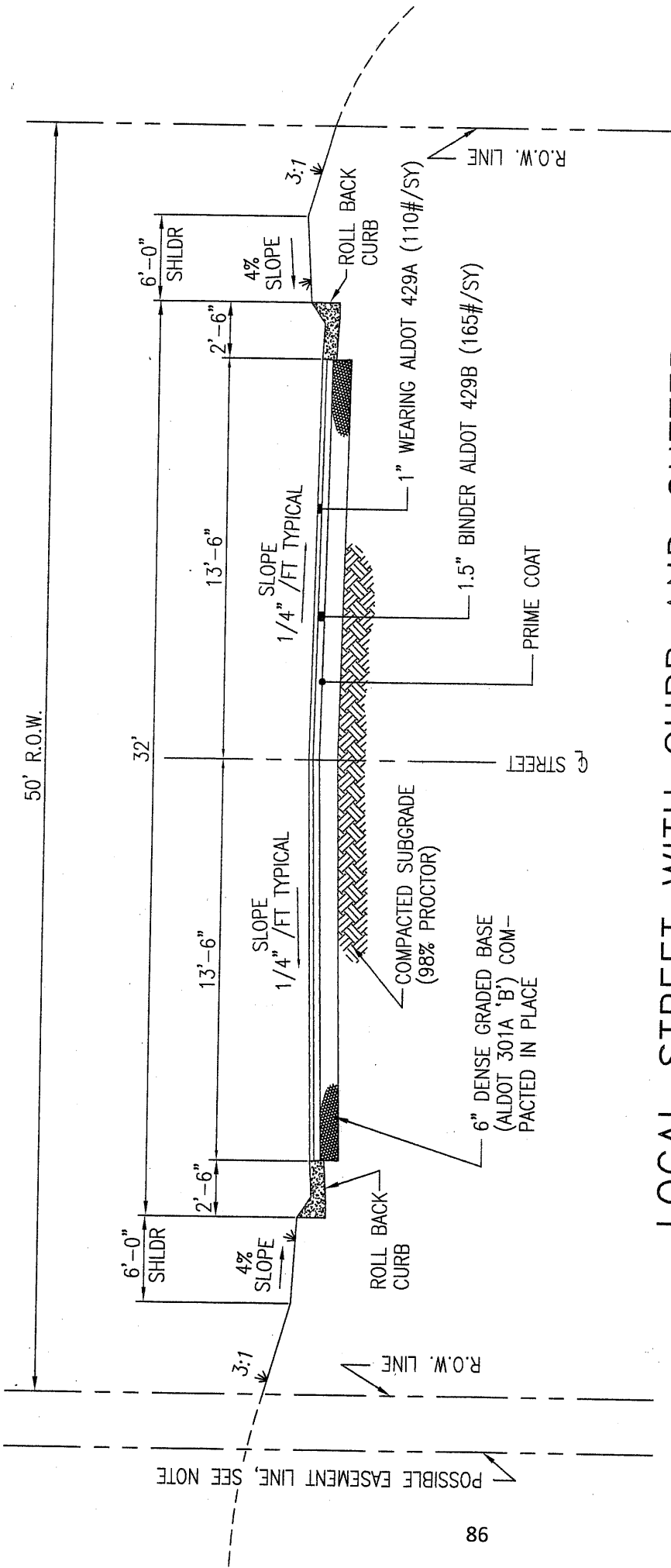
Page 2, Form IX – Land Conveyance Among Immediate Family Members

SECTION II: IMMEDIATE FAMILY SUBDIVISIONS REVIEW

Immediate family members are defined as meaning a spouse, son, step son, daughter, step daughter, mother, father, grandparent, grandchildren, brother, mother-in-law, sister-in-law, son-in-law, or daughter-in-law. If the applicant meets one of the above listed categories, please complete all of the following information.

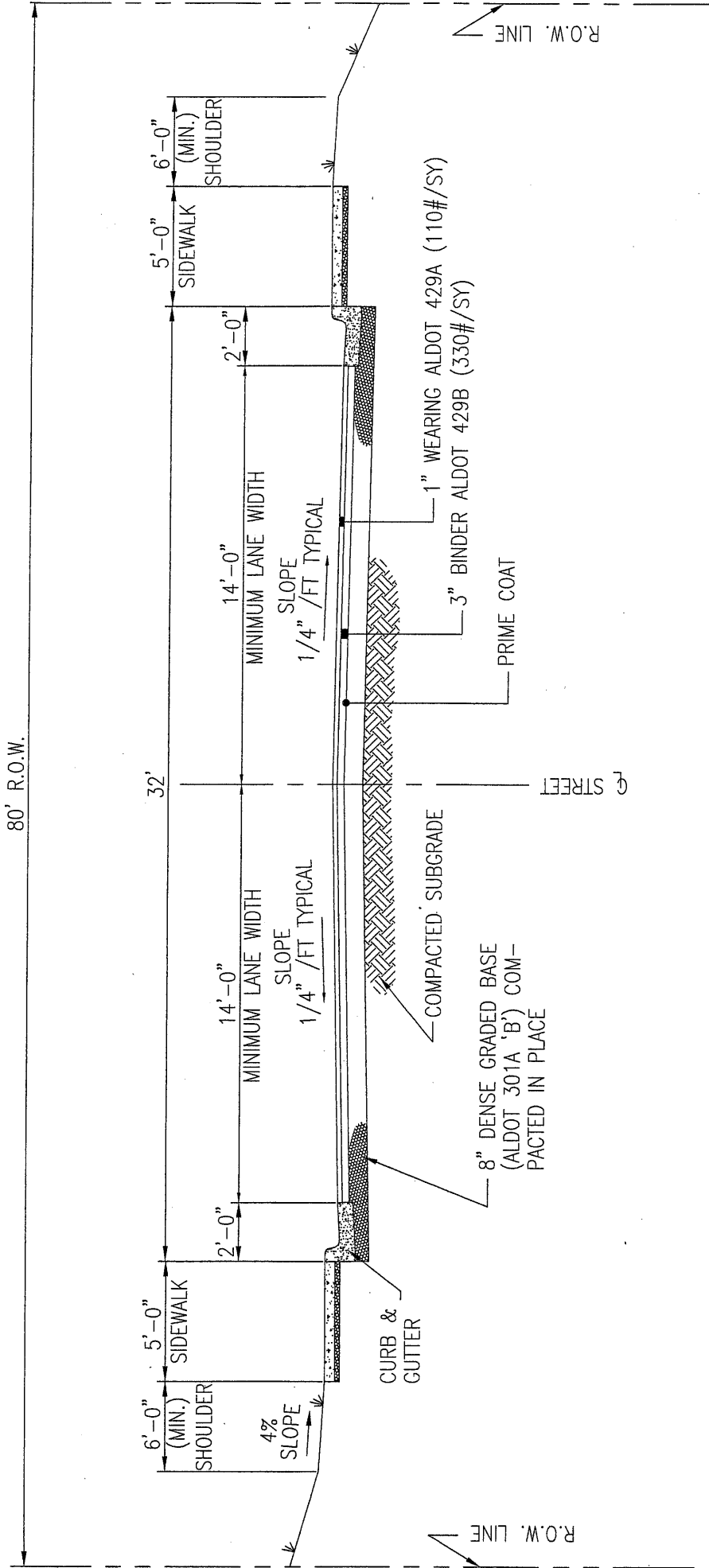
Type of Relationship _____
(Choose from the list above and fill in here)

- _____ Each lot has frontage on a public paved road
- _____ Each lot conforms to zoning ordinance requirements
- _____ Notarized statement certifying the family relationship
- _____ Survey of property by licensed land surveyor
- _____ Copy of recorded deed
- _____ Water availability from Public Water System
- _____ Sewer service available from Town
- _____ Onsite sewage disposal required and approved by Health Department

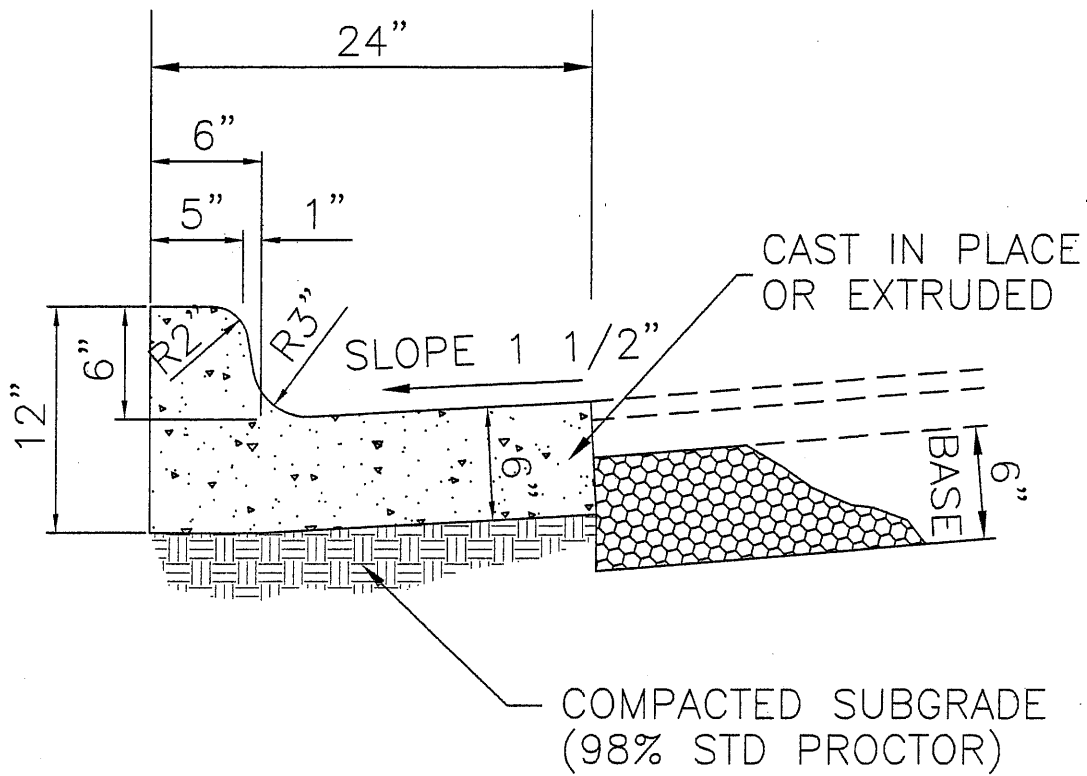


LOCAL STREET WITH CURB AND GUTTER

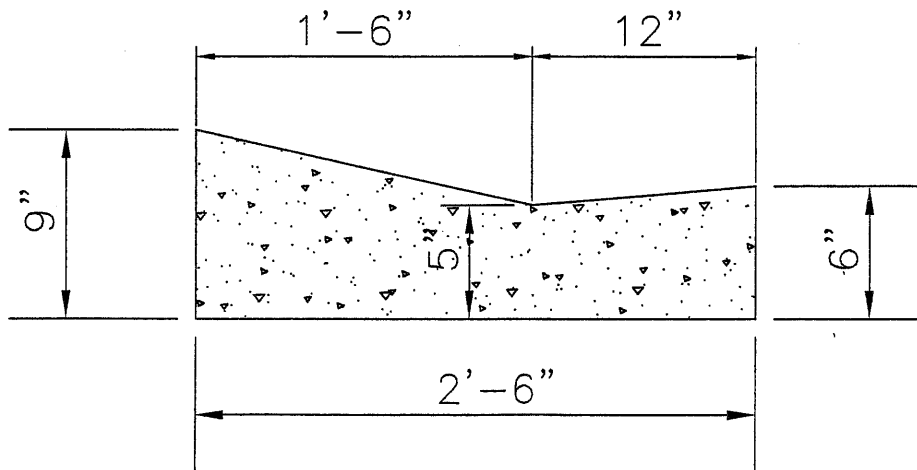
NOTE: ADDITIONAL EASEMENTS MAY BE REQUIRED FOR DRAINAGE AND UTILITIES DEPENDING ON THE TOPOGRAPHY, CROSS SECTIONS OR PROFILE OF THE STREET.



INDUSTRIAL - COMMERCIAL STREET



CONCRETE CURB & GUTTER DETAIL



ROLL BACK CURB & GUTTER DETAIL