

**SUBDIVISION REGULATIONS  
FOR  
RIDGETOP, TENNESSEE**

**ADOPTED; April, 1998**

**AMENDED: January 26, 2012**

## AMENDMENTS

<u>DATE</u>	<u>RESOLUTION NO.</u>	<u>AMENDMENTS</u>
March 11, 1999	1	ARTICLE I, Section 103, <u>AUTHORITY</u> : After Robertson and before County, ADD: and Davidson
March 11, 1999	1	ARTICLE III, Section 307, <u>FAILURE TO ACT TO CONSTITUTE APPROVAL</u> , CHANGE: sixty (60) days to thirty (30) days; last sentence of paragraph CHANGE: sixty (60) to thirty (30)
March 11, 1999	1	ARTICLE IV, Subsection 407.2, After Tennessee Department of Health, ADD: and, and DELETE ad
March 11, 1999	1	ARTICLE IV, Subsection 412.3, <u>Two Lot Subdivision</u> , DELETE, and: RENUMBER 412.4, <u>Field Trips</u> , to 412.3; 412.5, <u>Notifications</u> , to 412.4; 412.6, <u>Approval or Disapproval</u> , to 412.5; and 412.7, <u>Records</u> , to 412.6
March 11, 1999	1	ARTICLE IV, Subsection 412.6, <u>Approval or Disapproval</u> : After recommendation(s) of the, OMIT: Department of Economic and Community Development, Local Planning Office Staff, and INSERT: Planning Staff. Renummer 412.6 to 412.5
March 11, 1999	1	ARTICLE IV, Subsection 412.6, <u>Approval or Disapproval</u> , CHANGE: sixty (60) days to thirty (30) days. RENUMBER 412.6, <u>Approval or Disapproval</u> , to 412.5
March 11, 1999	1	ARTICLE VI, Subsection 601.4, <u>Grades of Streets and Roads</u> : 1., <u>Freeway and Expressway Maximum Grade</u> : After Transportation, OMIT, Book for Design.
March 11, 1999	1	ARTICLE VI, ADD: Subsection 603.11, <u>Access to Lots by Public Way or Pavement Easement</u>
March 11, 1999	1	ARTICLE VII, Subsection 701.1, <u>Street Plans</u> , After Director of Public Works, DELETE: or, County Road Superintendent
March 11, 1999	1	ARTICLE VII, Section 710, <u>BUILDING PERMITS</u> , After subdivision prior to the, ADD: posting of a guarantee or the

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March 11, 1999	1	ARTICLE VII, Section 717, <u>DEDICATION OF IMPROVEMENTS</u> , After may accept, <u>DELETE: and dedicate the improvements in a subdivision by Resolution</u> , and <u>ADD: by Resolution</u> the improvements dedicated by the developer
March 11, 1999	1	ARTICLE VIII, Section 802, <u>INCREASED STANDARDS</u> , <u>DELETE</u> the word feels after it and <u>SUBSTITUTE</u> sees a problem that will affect, before the word the
March 11, 1999	1	ARTICLE VIII, Subsection 803.7, <u>FEES</u> , <u>DELETE: plus five dollars (\$5.00) per lot</u>
March 11, 1999	1	ARTICLE VIII, GENERAL PROVISIONS, <u>DELETE</u> in its entirety; replace with new ARTICLE VIII, ENFORCEMENT, PENALTIES, FEES, AND REPEALER
March 11, 1999	1	ARTICLE IX, SPECIAL DEVELOPMENT, <u>DELETE</u> in its entirety; ARTICLE X, ADOPTION, AMENDMENTS AND EFFECTIVE DATE, BECOMES ARTICLE IX
September 27, 2007		ARTICLE II, Section 201.4, #2, first sentence, be revised by the replacement of certain language (thirty-five (35) days)  ARTICLE III, Section 304, be revised by the omission of letter A in its entirety, replacement of certain language (ten (10) business days) and renumber  ARTICLE IV, Section 402, be revised by the omission of certain language and replacement of certain language (ten (10) business days)
May 29, 2008		ARTICLE VII, Section 705, Required Improvements, be revised by the replacement of certain language and renumbering of certain subsections.
January 26, 2012		ARTICLE VI, Section 603.3 and 603.11, Revised by adding thirty (30) feet for private easement language

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## **SUBDIVISION REGULATIONS**

### **RIDGETOP, TENNESSEE**

**Ridgetop, Tennessee, Municipal Planning Commission (hereafter referred to as the Planning Commission).**

#### **ARTICLE I**

#### **GENERAL PROVISIONS**

##### **101. [SHORT TITLE]**

These Regulations shall hereafter be known, cited and referred to as the Subdivision Regulations of the City of Ridgetop, Tennessee.

##### **102. PURPOSE**

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

The purpose and intent of these regulations is as follows:

- A. To encourage the development of sound, healthful and economically stable residential, commercial, industrial and public areas.
- B. To coordinate land developments to ensure that future physical growth will be orderly, efficient, and conducive to a minimum outlay of private and public expense in providing services to new growth areas.
- C. To protect and provide for the public health, safety and general welfare of the City of Ridgetop.
- D. To provide for adequate light, air, privacy, to minimize threat from fire, flood and other danger and to prevent overcrowding of the land and undue congestion of population.
- E. To protect and conserve the value of land and the value of buildings and improvements upon the land, and to minimize the conflicts among the uses of land and buildings.
- F. To ensure that public infrastructure improvements are built to established standards in order to minimize the future financial burden for correcting substandard improvements to taxpayers and residents.

- G. To guide public and private policy and action in order to provide adequate and efficient transportation, water, sewerage, schools, parks and recreational facilities and other public requirement and facilities.
- H. To establish standards of design and procedures for subdivisions and resubdivisions, in order to further the orderly layout and use of land, and to insure proper legal descriptions and monumenting of subdivided land.
- I. To prevent the pollution of air, streams, and ponds; to assure the adequacy of drainage facilities; to safeguard the water table; and to encourage the wise use and management of natural resources into preserve the integrity, stability and beauty of the community.
- J. To recognize and protect the unique topographic and other important historic features.

**103. AUTHORITY**

These regulations are adopted pursuant to the authority established in the Tennessee Code, Title XIII, Section 13-4-301 through Section 13-4-309. From and after the passage of these regulations, the Planning Commission shall be the official planning authority and no plat or plan of land subdivision shall be recorded by the County Register of Robertson and Davidson County, unless said plat has received final approval in writing by the Planning Commission. **(Amended by Resolution No. 1, March 11, 1999)**

**104. JURISDICTION**

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

**105. INTERPRETATIONS, CONFLICTS AND SEPARABILITY**

- A. In the interpretation and application of the Subdivision Regulations, the provisions of these regulations shall be held to be adopted for the health, safety and general welfare.
- B. Conflict with public and private provisions
  - (1) **Public Provisions.** These regulations are not intended to interfere with, abrogate or annual any other resolution, ordinance, rule or regulation, statute, or other provision of law. When any provision of these regulations

imposed by any other provision of these regulations or any other ordinance or regulations, or other provision of law, whichever provisions are more restrictive or impose higher standards shall control.

- (2) **Private Provision.** These regulations are not intended to abrogate any covenant or any other private agreement or restriction, provided that where the provisions of these regulations are more restrictive or impose higher standards or regulations than such easement, covenant or other private agreement or restriction, the requirements of these regulations shall govern. Where the provisions of the easement, covenant, or private agreement or restriction are more restrictive or impose higher standards than the requirements of these regulations or the determinations of the Planning Commission in approving a subdivision or in enforcing these regulations, and such private provisions are not inconsistent with these regulations or determinations thereunder, the, such private provisions shall be operative and supplemental to these regulations and determinations made thereunder.

- C. **Separability.** If any part or provision of these regulations or application thereof to any person or circumstances is adjudged invalid by a 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 any other person or circumstances. The Planning Commission hereby declares that it would have enacted the remainder of these regulations even without any such part, provision or application.

## **106. SAVING PROVISIONS**

These regulations shall not be construed as abating any action now pending under, or by virtue of, prior existing subdivision regulations, or as waiving any section or provision existing at the time of adoption of these regulations or amendments or as vacating or annulling any right obtained by any person, firm, or corporation, by lawful action of the city, except as shall be expressly provided for in these regulations.

## **107. AMENDMENTS**

For the purpose of providing for the public health, safety and general welfare, the Planning Commission may from time to time amend the provisions imposed by these Subdivision Regulations. Public Hearings on all proposed amendments shall be held by the Planning Commission in the manner prescribed by law.

## **108. CONDITIONS**

Regulations of the subdivision of land and the attachment of reasonable conditions to land subdivisions are an exercise of valid police power delegated by the state to this municipality. The developer has the duty to comply with reasonable conditions laid down by the Planning Commission for design, dedication, improvement, and restrictive use of the land so as to enhance the physical and economic development of the city and the safety and general welfare of the future property owners in the subdivision and of the community at large.

**109. RESUBDIVISION OF LAND**

- A. **Procedure for Resubdivision.** For any change in a recorded subdivision plat affecting any street layout shown on such plat, or any area reserved thereon for public use, or any lot line, or for any such change affecting platted or unplatted property legally subdivided prior to the adoption of these regulations, a new plat shall be submitted for the approval of the Planning Commission by the same procedure, rules and regulations as for a new subdivision.
- B. **Procedure for Subdivision Where Future Resubdivision Is Indicated.** Whenever a parcel of land is subdivided and the subdivision plat shows one or more lots containing more than one acre of land and there are indications such lots will eventually be subdivided into small building sites, the Planning Commission may require that such parcel of land allow for the future opening of streets, and the ultimate extension of adjacent streets. Easements providing for the future opening and extension of such streets may be made a requirement of approval of the plat.

**110. VACATION OF PLATS**

- A. Any plat or any part of any plat may be vacated by the owner of the premises, at any time before the sale of any lot therein. By a written instrument in which a copy of such plat shall be attached, declaring the same to be vacated.
- B. No such instrument may be recorded until it is approved by the Planning Commission in the like manner as plats of subdivisions. Any such instrument which abridges or destroys any public rights to the use of any streets, alleys or other improvements shall also be submitted for approval to the Board of Commissioners before recording.
- C. Such an instrument shall be executed, acknowledged or approved, and recorded or filed, in the like manner as plats of subdivisions; and being duly recorded or filed shall operate to destroy the force and effect of the recording of the plat so vacated, and to direct all public rights in the streets, alleys, and public grounds, and all dedications laid out or described in such plat, except as may be reserved in such instrument.
- D. When lots have been sold, the plat may be vacated in the manner herein provided by all the owners of lots in such plat joining in the execution of such writing.

**111. VARIANCES**

- A. **General.** Where the Planning Commission find that extraordinary hardships or practical difficulties may result from strict compliance with these regulations and/or the purposes of these regulations may be served to a greater extent by an alternative proposal, it may approve variances to these subdivision regulations so that substantial justice may be done and the public interest secured, provided that such variance shall not have the effect of nullifying the intent and purpose of these regulations and further provided the Planning Commission shall not approve variances unless it shall make findings based upon the evidence presented to it in each specific case that:

- (1) The granting of the variance will not be detrimental to the public safety, health, or welfare or injurious to other property;
- (2) The conditions upon which the request for a variance is based are unique to the property for which the variance is sought and are not applicable to other property;
- (3) Because of the particular physical surroundings, slope or topographical conditions of the specific property involved, a particular hardship to the land would result, as distinguished from a mere inconvenience if the strict letter of these regulations are carried out;
- (4) The variances will not in any manner vary the provisions of the Zoning Ordinance, Comprehensive Plan or Official Zoning Map.

B. **Conditions.** In approving variances, the Planning Commission may require such conditions as will, in its judgement, secure substantially the objectives of the standards of requirements of these regulations.

C. **Procedure.** A petition for any such variance shall be submitted in writing by the subdivider at the time when the Preliminary Plat is filed for the consideration of the Planning Commission. The petition shall state fully the grounds for the application and all of the facts relied upon by the petitioners.

## 112. **RELATIONSHIP TO ZONING ORDINANCE AND OTHER REGULATIONS**

- A. No final plat of land within the force and effect of the Ridgetop Zoning Ordinance shall be approved, unless it conforms to such Ordinance.
- B. Whenever there is a discrepancy between minimum standards or dimensions noted herein and those contained in the zoning regulations, building code or other official regulations, the highest standards shall apply.

## 113. **AMENDMENTS**

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

## 114. **THE MEANING OF WORDS AND TERMS**

Terms not herein defined shall have their customary dictionary definitions where not inconsistent with the context. The terms "shall" and "will" are always mandatory, and the word "may" is permissive. When not inconsistent with the context, words used in the singular number include the plural, and those used in the plural number include the singular. Words used in the present tense include the future. The word "person" includes a firm, partnership or corporation as well as an individual. The word "lot" included the words "plot," "tract" or "parcel." The word "building" includes the word "structure."

The Planning Commission's interpretation shall be final, absent to any appeal to the Court of General Jurisdiction, as to the meaning of any definition, statement, requirements, symbol and/or abbreviation used in connection with these regulations or application, thereof.

## **115. DEFINITIONS**

**APPROVED AUTHORITIES** - Those responsible for reviewing and applying certification to subdivision plats indicating conformance with all applicable laws, ordinance and regulations as required in these regulations and in the Tennessee Code. Approving Authorities include, but are not necessarily limited to responsible party that signs on a subdivision plat: (1) Certificate of Accuracy; (2) Certification of approval of public ways or bonds posting; (3) Certification of the Approval of water and sewerage system; and (4) Certificate of Approval for Recording by the Ridgetop Municipal Planning Commission.

**ARCHITECT** - An individual licensed and registered by the State of Tennessee to practice architecture in the State of Tennessee.

**AVERAGE DAILY TRAFFIC (ADT)** - A projected traffic volume based upon the estimated number of vehicles traveling upon a given street within a twenty-four hour period.

**BUILDING PERMIT** - A written permit issued by the Ridgetop Building Inspector authorizing construction, renovation, excavation or repairs to a structure or lot.

**BUILDING SETBACK LINE** - A line, as required by the Ridgetop Zoning Ordinance, beyond which a building cannot extend.

**BUILDING** - Any structure used or intended for supporting or sheltering any use or occupancy.

**BIKEWAYS** - A facility that is explicitly provided for non-motorized bicycle travel.

**COMMUNITY SEWER SYSTEM** - A central sewage system which is owned, operated and maintained by a private corporation or non-profit property owners' association.

**COMPREHENSIVE PLAN** - The Comprehensive Plan, for the City of Ridgetop, approved by the Planning Commission and adopted by the Mayor and Board of Alderman. The Plan may consist of such elements as Major Thoroughfare Plan, General Land Use Plan and other maps, data and descriptive matter for the physical development of the urban area or any portions thereof, including any amendments, extensions or additions thereto as approved by the Planning Commission and adopted by the Board of Mayor and Aldermen.

**COUNTY REGISTER'S OFFICE** - Robertson County Register of Deeds office.

**COUNTY ROAD SUPERINTENDENT** - The Robertson County Road Superintendent.

**DEDICATION** - The setting aside of land and/or improvements for a particular use.

**DEVELOPER** - See "SUBDIVIDER"

**EASEMENT** - A grant by the owner of land for the use of such land by others including the public for a limited and specifically named purpose or purposes.

**ENGINEER** - An individual licensed and registered by the State of Tennessee to practice engineering in the State of Tennessee.

**FINANCIAL GUARANTEE FOR IMPROVEMENTS** - A guarantee in the form of a bond, letter of credit, certified check or other method approved by the Planning Commission to ensure completion of required subdivision improvements.

**HEALTH DEPARTMENT** - Tennessee Department of Environment and Conservation, Public Works Department for Robertson County and the Water/Wastewater Department of the City of Ridgetop.

**HIGHWAY DEPARTMENT** - Robertson County Highway Department and the City of Ridgetop Department of Public Works.

**INDIVIDUAL SEWAGE TREATMENT FACILITY** - A sewage disposal system developed to function on an individual lot basis.

**LOT** - A portion of land separated from other portions by description as on a subdivision plat or record of survey map as described by metes and bounds and intended for transfer of ownership of for building development. For the purpose of the subdivision regulations, the term does not include any portion of a dedicated right-of-way.

**LOT AREA** - The computed ground area inside the lot lines.

**LOT CORNER** - A lot on which two or more adjoining sides abut on a public street.

**LOT, DOUBLE FRONTAGE** - A lot which runs through a block from street to street.

**LOT FRONTAGE** - The side of the lot nearest the public street. All sides of a lot adjacent to streets shall be considered frontage.

**LOT, INTERIOR** - A lot other than a corner lot.

**LOT LINES** - Boundaries of a lot; includes front, rear and side lot lines.

**LOT REVERSE FRONTAGE** - A double frontage lot which has its vehicular access point limited to the back of the lot rather than having access on its front.

**LOT WIDTH** - The mean horizontal distance across the lot measured at right angles to the depth.

**MAJOR STREET PLAN** - The map on which the planned locations of present and future municipal arterial and collector streets are indicated.

**PERMANENT VEHICULAR EASEMENT** - A right-of-way for vehicular traffic which is not intended to be dedicated to the local government. All permanent vehicular easements shall meet all construction requirements of a public street.

**PERMANENT EASEMENT** - An easement providing legal access from one or more lots to an existing highway, street, or thoroughfare. Maintenance of such permanent easements shall not be the responsibility of the City of Ridgetop.

**PLANNING COMMISSION** - The Ridgetop Municipal Planning Commission, Its Commissioners, officer and staff.

**PLAT** - The map, drawing or chart on which the subdivider's plan of subdivision is presented and which he/she submits for approval and intends in final form to record; includes plat, plan, plot and replot.

**PUBLIC USAGE** - Public parks, schools, administrative, cultural or service buildings not including public land or buildings devoted solely to the storage and maintenance of equipment or material.

**PUBLIC UTILITY** - Any person, firm, corporation or municipal department or board duly authorized to furnish under federal, state or municipal regulations the public electricity, gas, communications, transportation, water or sewer.

**RESERVE STRIP** - A portion of land set aside to limit and/or prohibit access.

**RIGHT-OF-WAY** - A strip of land occupied or intended to be occupied by any or all of the following: a street, road, crosswalk, railroad, electric transmission line, oil or gas pipeline, water main, sanitary or storm sewer main, or for another special use. The usage of the term "right-of-way" for land platting purposes shall mean that every right-of-way hereafter established and shown on a final plat is to be separate and distinct from the lots or parcels adjoining such right-of-way and not included within the dimensions or areas of such lots or parcels. Rights-of-way intended for streets, crosswalks, water mains, sanitary sewers, storm drains, or any other use involving maintenance by a public agency shall be dedicated to public use by the preparer of the plat on which such right-of-way is established and shall be covered by any necessary easements.

**ROAD** - See "STREET"

**ROADWAY** - The portion of a street or right-of-way which contains the street pavement and curb and is used primarily as a channel for vehicular movement and secondarily as a drainage canal for storm water. In these regulations where curbs are required, the pavement is measured from the face to face of the curbs; without curbs it is a measurement of the wearing surface.

**SANITARY SEWERAGE SYSTEM** - A municipal or community sewage disposal system of a type approved by the Tennessee Department of Environment and Conservation.

**SECRETARY** - A person designated by the Ridgetop Municipal Planning Commission as the secretary.

**SINKHOLE** - A structure in which drainage collects and is consequently funneled to a subsurface formation by means of a throat. A drainage well is a bored, drilled, driven, dug or naturally occurring hole with a depth greater than the largest surface dimension; used to drain surface fluid, primarily storm runoff into a subsurface formation.



**STREET** - A general term used to describe a right-of-way which provides a channel for vehicular or pedestrian movement between certain point in the community which may provide for vehicular and pedestrian access to properties adjacent to it and which may also provide space for the location of underground and above ground utilities.

**STREETS** - are classified by their function as follows:

**Alleys** - Alleys are minor right-of-ways dedicated to public use which afford a secondary means of vehicular access to the back or side of properties, otherwise, abutting a street and which may be used for public utility purposes.

**Arterial Streets** - Arterial streets are used primarily for the movement of vehicles but may provide for vehicular access to adjacent property. When access to adjacent property is permitted, it should be by means of a marginal access type of street to serve several properties rather than permitting each property owner to have his/her own private driveway access point. Limited access should be encouraged on arterial streets to maintain the function that the street provides the traveling public. The number of household units served by arterial streets is unlimited, however, access onto these streets should be limited. Arterial streets may be classified as either Urban Principal Arterials or Urban Minor Arterials according to the average daily traffic (ADT) and their function in the overall regional scheme of the Major Thoroughfare Plan.

- (1) Urban Principal Arterial streets shall have an ADT of 5001 or greater. Right-of-way widths shall be at least one hundred (100) feet and pavement widths shall be as determined by the Tennessee Department of Transportation (TDOT).
- (2) Urban Minor Arterial streets shall have an ADT between 2,501 and 5,000. Right-of-way widths shall be at least eighty (80) feet and pavement widths shall be as determined by Tennessee Department of Transportation (TDOT).

**Collector Streets** - Collector streets are used more for movement of vehicles than for providing access to adjoining properties. Access to adjacent property should be planned and controlled so that minimum disturbance is made to the traffic-moving efficiency of the collector street. This classification of street has an average daily traffic projection of 500 to 2,500. Right-of-way widths shall be at least sixty (60) feet and pavement widths shall be at least twenty-six (26) feet.

**Dead-End Streets** - Dead-end streets are streets having only one opening and providing no access to another street. The closed end provides a turn-around for vehicles.

**Expressways** - An expressway is a limited access facility designed for traffic requiring relative high operating speeds and having relatively long operating distances.

**Limited Access Highway** - An expressway, arterial or collector street serving a primary function of efficient and expedient traffic flow. Access by driveways onto limited access highways shall be prohibited. Public streets, frontage roads or other means onto streets classified by the Planning Commission as "Limited Access" shall be restricted to distances of at least five (500) feet apart or as otherwise approved by the Planning Commission.

**Local Streets** - This class of street is primarily a residential street that serves the internal traffic movement within an area of the City such as a subdivision and connects this area with a higher classification of the street system. This classification has an average daily traffic projection of 0 to 500. Right-of-way widths shall be at least fifty (50) feet and pavement widths shall be at least twenty-two (22) feet.

**Marginal Access Streets** - Marginal access streets are local or residential streets which are parallel to and adjacent to arterial streets and expressways. These streets provide access to abutting properties and protection from through traffic.

**Nonresidential Streets** - Nonresidential streets are to be constructed in areas appropriately zoned and proposed to be developed for uses other than residential. Right-of-way widths shall be at least sixty (60) feet and pavement widths shall be at least thirty (30) feet.

**STREET FURNITURE** - Any improvements placed within the street right-of-way such as utility poles, street signs, benches, etc.

**SUBDIVIDER** - An individual, partnership, corporation or other legal entity or agent, thereof, which undertakes the activities covered by these regulations. Inasmuch as the subdivision plat and plan drawings are a necessary means to the end of assuring satisfactory development, the term includes "owner" or "builder" even though the persons and their precise interests may vary at different project stages.

**SUBDIVISION** - The division of a tract or parcel of land as defined by the Tennessee Code, Section 13-4-301.

**SURVEYOR** - An individual licensed and registered by the State of Tennessee to practice surveying in the State of Tennessee.

**TRACT** - A portion of land with definite and ascertainable limits or boundaries.

**TRAFFIC PROJECTIONS** - For the purpose of these regulations, average daily traffic (ADT) projections shall be six (6) trips for each single family residential lot and ten (10) trips for each multi-family residential unit (including duplexes, triplexes, garden apartments, townhouses, condominiums, apartments, group homes, etc.).

The formula for calculating ADT for the purposes of these regulations shall be:

(Number of Proposed Dwelling Units) X (ADT Factor per Type of Dwelling Unit)

The ADT of all other land uses shall be determined by trip generation models as defined in Trip Generation, 5th Edition, Institute of Transportation Engineers, Washington, D. C., 1991.

**UTILITIES** - Gas lines, water lines, sewer lines, light and electric poles, electric conduit, fire hydrants.

**ZONING ORDINANCE** - The duly adopted zoning regulations enacted by the City of Ridgetop, Tennessee.

**ARTICLE II**  
**PROCEDURE FOR PLAT APPROVAL**

**201. PROCEDURE**

In order to secure review and approval of proposed subdivisions by the Planning Commission, any owner of land lying within the City of Ridgetop, Tennessee who wishes to subdivide such land shall prior to making any improvements, grading or installations follow certain procedures as described below.

The review and approval of a Subdivision Plat consists of four (4) separate steps:

- 201.1** The initial step is the early, informal consultation with the Planning Commission technical staff for advice and assistance followed by the submittal of a Concept Plan or Sketch Plan and informational consultations with the planning staff. Except as per Section 412, Minor Subdivision Procedure.
- 201.2** The second step involves the preparation and submission to the Planning Commission of a Preliminary Plat and Construction Plans, of the proposed subdivision.
- 201.3** Following the approval of the Preliminary Plat by the Planning Commission, the subdivider shall install or guarantee the installation of improvements as required in Articles V and VI.
- 201.4** Following the guarantee of or installation of improvements, the Final Plat shall be submitted to the Planning Commission in accordance with the requirements of Article IV, hereof. The Planning Commission shall examine said plat and if:
  - 1. it is in accordance with the approved Preliminary Plat or any approved revisions thereof, and
  - 2. the Planning Commission has at hand the appropriate written approval of the installation of improvements or of the preferred guarantee of said installation by the developer with proper bonds or deposits, then the Planning Commission shall approve said plat within thirty-five (35) days after initial consideration of the plat. This Final Plat becomes the instrument to be recorded in the County Register's Office when duly signed by the Secretary of the Planning Commission. Said instrument shall be recorded by the Secretary of the Planning Commission.

**202. GENERAL**

- A. Any owner of land lying within the area of jurisdiction of the Planning Commission who wishes to divide land into two (2) or more lots, sites or other divisions requiring any new street or utility construction or any division of less

than five (5) acres for the purpose, whether immediate or future of sale or building development or who wishes to resubdivide an exiting subdivision lot(s) for this purpose, shall submit a plan of such proposed subdivision to the Planning Commission for approval and shall obtain such approval prior to the filing of his/her subdivision plat for record and prior to selling or giving a deed for any lot. Any such plat of subdivision shall conform to the minimum standards of design for the subdivision of land as set forth in Article III, of these standards and shall be presented in the manner specified in the following section of this Article. No plat of a subdivision of land within the area of planning jurisdiction shall be filed or recorded by the County Register without the approval of the Planning Commission as specified herein.

- B. In order to secure review and approval by the Planning Commission of a proposed subdivision, the prospective subdivider shall prior to the making of any street improvements or installation of utilities, submit to the Planning Commission a Preliminary Plat as provided in Section 204, of this Article. On approval of said Preliminary Plat, he/she may proceed with the construction of improvements as set forth in Article III, and preparation of the Final Plat and other documents as required. In no case shall a Preliminary Plat be presented in sections.

### **202.1 Concept Sketch Plan Submission**

The subdivider shall consult with the City Zoning Administrator and discuss the effects of the official planning literature as well as general design standards, zoning and other related matters which might affect the proposed subdivision. In addition, the subdivider may submit pre-application plans and data for review, advice and assistance by the Planning Commission city staff, County Highway Superintendent, Health Department or appropriate utility agency. Such professional assistance at this early stage may save time and prevent costly revisions to making formal application for plat approval. The concept/sketch plan shall also be submitted to the Planning Commission for approval. A Preliminary Plat and set of Construction Plan can be prepared and approved based on the Concept/Sketch Plan within two years of its approval.

### **202.2 The Concept Sketch Plan Content**

The Concept Sketch Plan should show the entire tract and contain the following:

1. The location of the proposed subdivision in relation to the neighborhood in which it is located;
2. A simple plan showing general layout of lots and streets, major drainage-ways and other features relevant to existing conditions on the site and adjoining street system;
3. General subdivision data including land characteristics, proposed community facilities and subdivider-installed utilities, typical building sites, street widths, street cross sections, and contours where necessary.

**203. PREREQUISITES TO OMITTING THE PRELIMINARY PLAT**

A subdivider may omit the submission of a Preliminary Plat and submit only a Final Plat, IF **ALL** OF THE FOLLOWING CONDITIONS ARE MET:

- 203.1 The proposed subdivision does not contain more than two (2) lots, sites, tracts or divisions.
- 203.2 All public improvements as set forth in Article 5 and 6 are already installed; (any construction, installation or improvement of public improvements shall require the submission of a Preliminary Plat); The Health Department has approved the lots for septic systems, if applicable.
- 203.3 The subdivider has consulted informally with the Planning Commission technical staff for advice and assistance and it is agreed upon by the Planning Commission that a Preliminary Plat is unnecessary prior to submission of the Final Plat and Its formal application for approval.

**204. OWNER MUST BE PRESENT AT PRELIMINARY PLAT CONSIDERATION**

- 204.1 The owner of his/her authorized representative must be present at Preliminary Plat review and approval and Final Plat review and approval. In his/her absence, the property owner may be represented by his/her agent or representative who shall present written authorization in the form of the Affidavit shown in Appendix H.
- 204.2 No final subdivision plat shall be approved by the Planning Commission or accepted for record by the Robertson County Register of Deeds until the required improvements listed shall be constructed in a satisfactory manner and approved by the local approving agent. In lieu of such prior construction, the Planning Commission may accept certain forms of financial guarantees ( See Section 410, of Article IV) in amounts equal to the estimated cost of installation of the required improvements whereby improvements may be made and utilities installed without cost to the City of Ridgetop in the event of default by the subdivider.
- 204.3 For the purpose of these regulations, the date of the regular meeting of the Planning Commission at which consideration of approval for a subdivision plat shall constitute the date of official submittal. The statutory period required for formal approval or disapproval of the plat shall commence at this meeting.

**ARTICLE III**  
**PRELIMINARY PLAT**

**301. PURPOSE**

The purpose of the Preliminary Plat is to safeguard the subdivider from unnecessary loss of time and expense of preparing a Subdivision Plat which does not conform to the specifications of the minimum standards for subdivision development. Public agencies having jurisdiction will review the Preliminary Plat regarding matters within their jurisdiction.

**302. PRELIMINARY PLAT: WHERE FILED**

The subdivider shall submit to the Planning staff nine (9) copies of the Preliminary Plat and nine (9) copies of the Construction Plans, signed and stamped by the design professional for distribution to reviewing agencies as determined by the location of site and to the Planning Commission. The appropriate copies must be stamped by the design professional responsible for the work.

**303. PRELIMINARY PLAT: SCALE AND SIZE**

Preliminary Plats shall be drawn to a scale of one inch equals one hundred feet (1" = 100") on sheets thirty-six inches by twenty-four inches (36" x 24"). The use of an appropriate smaller scale is permitted for projects larger than one acre. When more than one sheet is required, an index sheet of the same size shall also be filed showing the entire subdivision with the sheets lettered in alphabetical order as a key.

**304. PRELIMINARY PLAT: GENERAL REQUIREMENTS**

The Preliminary Plat shall meet the standards of design set forth in Article V, and the general requirements for the construction of public improvements as set for in Article VI.

- A. Submission shall be at least ten (10) business days prior to the date on which the Planning Commission shall schedule a meeting to consider the plat.
- B. The Preliminary Plat and Construction Plans shall be reviewed by the Planning Commission and the City Engineer.
- C. The following agencies may review the Preliminary Plat and Construction Plans where applicable:

**County Agencies**

**Emergency Communications Department (911)**  
**Health Department**  
**Highway Department**

**Public Utilities**

**Cable Television Company  
Natural Gas Company  
Power Company  
Telephone Company  
Utility District**

**305. PRELIMINARY PLAT AND CONSTRUCTION PLANS CONTENT**

- A. The Preliminary Plat shall be prepared by a licensed land surveyor certified to practice in the State of Tennessee.
- B. Construction Plans shall be prepared by a licensed civil engineer certified to practice in the State of Tennessee. The Construction Plans shall be submitted with the Preliminary Plat.
- C. All submittals for preliminary approval shall be stamped by the design professional(s) preparing the plat and Construction Plans. Plats and/or plans that do not clearly display the surveyor's stamp and signature or engineer's stamp and signature shall immediately be deemed incomplete and unreviewable by the staff and Planning Commission in accordance with the established deadlines for plat submittal.

**305.1 Required Data**

- 1. Subdivision name, date, location map showing the relationship of the subdivision site to area, and total acreage of tract or parcel to be subdivided
- 2. Present tax map and parcel designation according to official records in the office of the Robertson County Property Assessor
- 3. Name(s) and address(es) of the owner(s) of the land to be subdivided
- 4. Surveyor's name, address, stamp and signature
- 5. Graphic scale and north point
- 6. Location and sizes of existing physical features such as storm drains, sanitary sewers, power lines, gas lines, water lines, buildings and water bodies and the location of fire hydrants
- 7. Names, location, widths and other dimensions of proposed streets, alleys, easements and lot lines adjoining property
- 8. Current Zoning classification of property to be subdivided and of adjacent properties, building setbacks and lot numbers which shall be consecutive
- 9. Names of adjoining property owners of unplatted property and of adjoining developers and subdivisions



10. Contours at not more than two (2) foot intervals and note stating where the contours were derived
11. **Boundary of Floodplain and Floodway as established by Federal Emergency Management Agency Maps:** Flood Hazard Boundary Map or Flood Insurance Rate Map
12. The proposed location of all concrete monuments
13. Location of any planting strips, signage, street plantings, sidewalks or other features proposed as part of the public right-of-way.
14. Typical street cross sections
15. Proposed utility easements
16. Proposed water and waste water systems, showing connections to the exiting or any proposed utility systems, including line sizes, connections to existing systems and location of proposed fire hydrants.
17. Subsurface conditions on property to be subdivided
18. The location of cemeteries, parks and open areas. Existing features shall be distinguished from those which are proposed.
19. The lack of information under any of the above specified items or improper information supplied by the developer shall constitute grounds for disapproval of the Preliminary Plat.

### **305.2 Required Data**

1. Street Construction Plan shall include the following:
  - (a) Plan and profile(s) of proposed streets
  - (b) Detail plans plotted on plan and profile sheets to a minimum scale of one inch equals one hundred feet (1" = 100') horizontal and one inch equals ten feet (1" = 10') vertical
  - (c) Plan section including the street and right of way plotted to the proper scale with stationing shown which should match that of the profile as nearly as possible
  - (d) Where conventional sections are used the stabilization required for the roadside ditches including the linear extent and type of stabilization required
  - (e) Typical roadway sections as appropriate
  - (f) Profile section plotted to the same scale as identified above and including the proposed center line finish grade profile in addition to the existing center line profile

- (g) All vertical control points on or pertaining to the proposed center line profile such as P.V.C., P.V.I., P.V.T., all low points, street intersections, all percent grade and vertical curve data.
  - (h) All horizontal control points on or pertaining to the proposed center line alignment such as P.C., P.I., P.T., radii, and angle of intersections.
2. Storm Drainage Plan including the following:
- (a) Proposed and existing drainage structures including inlets, catch basins, junction boxes, culverts, cross drains, headwalls and outlet facilities with size, type and slope.
  - (b) The location, size and capacity of the first drainage structure downstream of the development. This may be shown on a vicinity map not less than one inch equals two thousand feet (1" = 2000').
  - (c) Invert and top of grade elevations on all catch basins and inlets in addition to flow line elevations, stations and percent grade of all cross drains and between inlets and catch basins.
  - (d) Hydrologic and hydraulic calculations for appropriate design conditions and facilities. When sizing tiles and cross drains the contributing drainage basin shall be delineated on appropriate topographic maps.
  - (e) Concrete curbs or curb and gutter with stormwater systems are required on all public ways serving an area with a density of two (2) or more dwelling units per acre.
3. Grading and Erosion Control Plans including the following:
- (a) All cut and fill areas indicated as such and the limits, thereof
  - (b) Temporary erosion and sediment control measures to be implemented before and during construction (straw bales, silt fences and sediment ponds)
  - (c) Any proposed swale ditches, channel changes or improvements with typical section and length of change indicated.
4. The following Sinkhole and Drainage Well Plan information or approval from the appropriate regulating agency must be provided prior to the alteration or increase of the natural drainage for watershed discharging to such features as sinkholes and drainage wells.
- (a) Proposed onsite and offsite drainage channels that are tributary to a sinkhole throat or drainage well inlet shall be delineated along with appropriate hydraulic calculations to define the exiting and altered (if appropriate) 100-year floodplain and to confirm that offsite flood will not be increased.

- (b) Detailed contours are to be shown for all sinkholes that are to receive stormwater runoff from the site. These contours are to have a maximum interval of two (2) feet and are to be verified by field surveys.
  - (c) A geologic investigation of all sinkholes receiving stormwater runoff from the site shall be performed. The report from this investigation shall be signed and sealed by a registered professional experienced in geology and groundwater hydrology and shall contain the following:
    - (i) Location and nature of aquifers
    - (ii) Potential for siltation problems
    - (iii) Foundation problems that may be expected around sinkholes
    - (iv) Details of drainage structures to be build in sinkholes
    - (v) Any other factors relevant to the design of drainage from sinkholes
    - (vi) Plans showing the 100-year floodplain
    - (vii) Floodplain shall be designated as a drainage easement on the Final Subdivision Plat.
    - (viii) Details of plan for grading and clearing vegetation within the 100-year floodplain
  - (d) Compliance with any and all conditions that may be required by the Federal Government or the State of Tennessee shall be documented. The Tennessee Division of Ground Water is the preliminary regulatory agency for sinkholes and drainage wells. Drainage into a sinkhole may require a permit for a Class V, well under rules for Underground Injection Control (UIC).
  - (e) Demonstration that development will not occur within the area flooded by the 100-year flood. The 100-year elevation may be lowered by construction of a detention pond. Calculations that document a lowering of the 100-year flood elevation shall be based on the 100-year, twenty-four (24) hour storm using an appropriate safety factor for discharge into the sinkhole.
5. Plan and Profile(s) of water utilities and calculations.
  6. Plan and Profile(s) of sewer utilities and calculations.

7. Plan for underground street lighting system if applicable, prepared by the appropriate power company. Underground street lighting conduit plan shall be developed by the Electric Department in conjunction with electric conduit plan and design per Electric Department specifications prior to construction.
8. Plan for natural gas utilities. The City of Ridgetop carries out the construction of the natural gas distribution. In general, the natural gas system is constructed at the expense of the gas department.
  - (a) The developer may be assess a fee from the gas department for materials.
  - (b) It shall be the responsibility of the subdivider to inform the Director of the Gas Department if he/she wishes the proposed subdivision to be considered for natural gas service. The provision of the requested service and the fees to be assessed for the service shall be determined by the current operating policies of the gas utility.
  - (c) Any and all easements whether existing or proposed shall be shown on the Preliminary Plat of the proposed subdivision and through the final platting process, be dedicated to the public. All such easements shall be noted on said plat as "utility easement" and be available for the installation of any public utility.
9. Plan for Electrical Utilities
  - (a) The developer may be assessed a fee from the electric department for materials
  - (b) It shall be the responsibility of the subdivider to inform the Director of the Electric Department if he/she wishes the proposed subdivision to be considered for underground electrical service. If underground electricity is desired, the electric department shall specify and design the conduit plan with the subdivider prior to construction. The provision of the requested service and the fees assessed for the service shall be determined by the current operating policies of the electric utility.
  - (c) Any and all easements whether existing or proposed shall be shown on the Preliminary Plat of the proposed subdivision and through the final platting process. be dedicated to the public. All such easements shall be noted on said plat as a "utility easement" and be available for the installation of any public utility.

### **306. COPIES**

Copies of the Preliminary Plat shall be distributed as follows:

- A. Planning Commission Secretary
- B. Subdivider

- C. Fire Department
- D. Technical Staff Planner, State of Tennessee, Department of Economic and Community Development, Local Planning Assistance Office

**307. FAILURE TO ACT TO CONSTITUTE APPROVAL**

Failure of the Planning Commission to act on the Preliminary Plat within thirty (30) days will be deemed approval of its submission provided that the applicant may waive this requirement and consent to the extension of such period. Submission of the plat shall be considered complete upon verification by the Planning Department staff that it meets all of the requirements of this Article. The thirty (30) day time period for approval or disapproval shall commence upon the receipt of the Preliminary Plat and a complete application and notification thereof has been sent by the applicant to the Planning Commission. **(Amended by Resolution No. 1, March 11, 1999)**

**308. APPROVAL NOT TO CONSTITUTE APPROVAL OF FINAL PLAT**

The approval of the Preliminary Plat by the Planning Commission does not constitute acceptance of the Final Plat.

**309. TERM**

The Planning Commission approval of the Preliminary Plat shall lapse, unless a Final Plat based thereon is submitted within twelve (12) months from the date of such approval. An extension of time may be applied for by the owner and granted by the Planning Commission for up to twelve (12) additional months after which the plat must be submitted for approval again and shall be subject to the current rules and regulations as though no previous plat had been submitted.

**310. NEW PLAT: WHEN PERMITTED, REQUIRED**

- 310.1** If a plat is disapproved a new plat may be presented as though no previous plat has been submitted. If a plat is approved or approved subject to modification and the subdivider desires to make substantial modifications as determined by the Planning Commission other than those already required by the Planning Commission, a new Preliminary Plat must be submitted and is subject to the same regulations and procedures as though no previous plat has been submitted except that a certification to the effect that the previous plat has been withdrawn must be submitted.
- 310.2** The lack of information under any item specified herein or improper information supplies by the developer shall be grounds for disapproval of the Preliminary Plat.
- 310.3** The approval of a Preliminary Plat shall terminate after one (1) year, provided however, that an extension of time can be applied for by the developer and granted at the option of the Planning Commission. If after twelve (12) months no work has begun to install the required improvements and the Ridgetop Municipal Subdivision Regulations have been amended, the subdivision must meet the new regulations.

**ARTICLE IV**  
**FINAL PLAT**

**401. GENERAL**

- 401.1** The Final Plat shall conform substantially to the Preliminary Plat as approved and if desired by the subdivider, it may constitute only that portion of the approved Preliminary Plat which he/she proposes to record and develop at the time, provided however, that such portion conforms to all requirements of these standards and that the water mains, storm sewers, stormwater detention facilities, trunk sewers and any sewage treatment plants shall be designed and built minimally serve the entire areas owned by the subdivider or designed and built in such a manner that they can easily be expanded or extended to serve the entire area. The portions or sections must be identified by alphabetical characters following the name of the subdivision as initially submitted or as approved on the Preliminary Plat.
- 401.2** If the subdivision is to be developed in phases and the Final Plats submitted as portions or sections of the Preliminary Plat, the sections must be identified by alphabetical characters or Roman Numerals following the name of the subdivision.
- 401.3** A Final Plat shall show all property lines and other dimensions important for the accurate and legal transfer of property and records the location of street rights-of-way, property lines, utility easements, drainage easements, and improvements.

**402. SUBMISSION DEADLINE: COPIES**

Subsequently to the Preliminary Plat with Construction Plans approval and installation or bonding of improvements, the subdivider shall submit to the Planning Staff, nine (9) paper copies of the Final Plat for distribution to reviewing agencies as determined by the location of the site and as directed by the Planning Commission. Submission shall not be less than ten (10) business days prior to the Planning Commission meeting at which the plat shall be considered for approval and shall include an application for bonding the required improvements if necessary.

**City Agencies**

**Engineering Department**  
**Fire Department**  
**Gas Department**  
**Public Works Department**  
**Water/Wastewater Department**

The following agencies may review the Final Plat:

**County Agencies**

**Cable Television Company  
Emergency Communications Department (911)  
Highway Department  
Natural Gas Company  
Power Company  
Public Utilities  
Telephone Company  
Utility District**

**403. SCALE**

The original Final Plat shall be drawn on one (1) mil reproducible mylar film to a scale of one inch equals one hundred feet (1" = 100") on sheets eighteen by twenty-four inches (18" x 24"). The use of an appropriate smaller scale is permitted for projects larger than one (1) acre. When more than one sheet is required, an index sheet of the same size shall also be filed showing the entire subdivision with the sheets lettered in alphabetical order as a key and reference appropriate project information.

**404. DISPOSITION OF ORIGINAL AND COPIES**

Upon the approval of the Planning Commission certified thereon, the plat shall be filed by the Ridgetop Building Administrator with the County Register as the official plat of record. Copies of the official plat shall be distributed to the:

- A. Subdivider
- B. Planning Commission Secretary

**405. TIME LIMIT FOR APPROVAL OR DISAPPROVAL**

**405.1** The Planning Commission shall approve or disapproved the Final Plat within thirty (30) days after Its submission provided that the applicant may waive this requirement and consent to the extension of such period. Submission of the plat shall be considered complete upon verification by Planning Commission Staff that it meets the requirements of this Article. The thirty (30) days time period for approval shall commence upon receipt of the Final Plat and a complete application and notification thereof has been sent to the applicant by the Planning Department. If the plat is disapproved the grounds for disapproval shall be stated in the records of the Planning Commission.

**405.2** The developer shall also submit evidence to the Planning Commission that copies of the plat have been submitted to and reviewed by the appropriate municipal street and utility departments and the water service utility district, electric utility and telephone companies. All street profiles and other plans that may have been required should be submitted.

**405.3** The developer or his/her authorized representative shall be present to answer questions and provide information.

**406. APPROVAL NOT TO CONSTITUTE ACCEPTANCE OF STREETS, etc.**

Approval of the Final Plat by the Planning Commission shall not constitute the acceptance by the City of Ridgetop of the dedication of any streets or other public way or ground. For acceptance of public streets, the developer should contact the Ridgetop Board of Mayor and Aldermen. The acceptance of streets requires the official action of the Board of Mayor and Aldermen.

**407. CONTENTS**

The Final Plat shall show:

- A. Subdivision name, date, acreage of site, location map, north point arrow and owners name, address, and tax map designation.
- B. A graphic scale and/or numerical scale
- C. Surveyor's name and stamp, address and registration number
- D. Streets on adjacent land.
- E. Location sketch map showing relation to area
- F. Name and locations of adjoining properties
- G. Boundary lines of tracts as follows:
  - (1) Boundary lines of tract distinguished from adjacent property; length of courses to the nearest hundredth of a foot, and angles to the nearest twenty (20) second
  - (2) In all cases where the tract subdivided, either in whole or in part thereof consists of less than five acres, the entire boundary of the tract including all exterior lot lines as well as new interior subdivision lines, shall be shown on the plat to the nearest hundredth of a foot. (Z-Bars permitted on larger tracts.)
- H. Location and SGRN Station Number of any reference monument whose use may be required by any provision contained, herein
- I. Right-of-way and pavement widths of all installed streets, street names, bearings, angles of intersection and width
- J. Arc-length, radii, point of curvature and tangent distances
- K. Locations, widths, name and purpose of all easements



- L. All lot line distances expressed to the nearest one-hundredth of a foot and all lot line bearings expressed to the nearest minute of arc. There shall be an indication of the origin of the bearings used. For subdivisions that lie within two thousand (2,000) feet as measured along the nearest public right-of-way of an existing SGRN monument there shall be a ground distance tie to that SGRN monument. The tie may be made using SGRN bearing or SGRN coordinates of two (2) or more points within the subdivision. If SGRN bearings are used, there must be a statement as to whether or not the tie line has been reduced to sea level distances and if a scale factor has been applied. If SGRN coordinates are used, they must be reduced to sea level and have the proper scale factor applied with accompanying notation on the plat stating that these correction have been made
- M. Reservations and dedications indicated as to purpose in tract
- N. Lot numbers and block numbers, set-back lines with dimensions or notation that all lots conform to the exiting Ridgetop Zoning Ordinance.
- O. Closure error if 1/7500 or better
- P. Any and all portions of the property lying within a floodable area as determined by an Official Flood Hazard Boundary Map or Flood Insurance Rate Map shall be so indicated.
- Q. Location of existing street, water bodies, streams and other pertinent features such as swamps, sinkholes, railroads, buildings, parks, cemeteries and bridges
- R. Right-of-way and pavement widths of all installed street, names of all streets
- S. Location and size of all installed and/or pre-existing water mains and/or sewer mains and all fire hydrant locations. Fire hydrants must be located within five hundred (500') feet from dwellings and seven hundred (700') from other uses.
- T. Location of easements for rights-of-way for public services, utilities and the disposal of surface water, the limitation and/or dimensions of all easements, any areas to be dedicated for public use, and any sites for other than residential use with notes stating their purpose and limitations.
- U. If this is a resubdivision of a previously recorded subdivision, provide plat book and page of the last subdivision plat being amended.
- V. Private restrictions should be referenced on the plat only.
- W. Sufficient data to determine readily and to reproduce on the ground the location, bearing and length of every street line, lot line, boundary line, block line, and building setback whether curved or straight. This shall include the radius, central angle, and tangent distance for the center line of curved streets and curved property lines that are not the boundary of curved streets.

**407.1** The lack of information under any item specified herein or improper information supplied by the developer shall be grounds for disapproval of the Final Plat.

**407.2** The Planning Commission shall require that an accurate map ("as built" drawing) of all water lines, valves, fire hydrants and sewer lines be supplied by the developer to the City of Ridgetop, as a condition for final approval of any plat. Plans and specifications of all water and wastewater facilities shall be prepared by a registered engineer and approved by the Tennessee Department of Health and Environment. A copy of such plans shall be forwarded by the developer to the Ridgetop Water and Sewer Department Supervisor. **(Amended by Resolution No. 1, March 11, 1999)**

**407.3** Approval of the Final Plat cannot be given until completion and approval of construction of required improvements or guarantee in lieu of completed improvements as per Section 410, has been met.. These improvements are to be installed in accordance with Article III. The required improvements must be approved by a representative of the appropriate utility or street department and then be reported to the Planning Commission. The required improvements include: **(Amended by Resolution No. 1, March 11, 1999)**

1. Monuments
2. Storm drainage system
3. Street grading and paving
4. Sewer Lines
5. Water supply system lines and laterals
6. Fire hydrants
7. Driveway cuts with culverts (homes to be built by developer)
8. Street name signs and traffic control signs
9. Any other improvements that may be required by the Planning Commission

#### **408. ACCOMPANYING CERTIFICATES**

The following certificates shall be present on the Final Plat:

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

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

- Form 3A**     **Certificate of General Approval for Installation of Subsurface Sewage Disposal Systems.** This certification is to be used of any lot will use septic tanks and must be signed by the appropriate State Health Department Representative for Robertson County before presentation to the Planning Commission for final approval.
- Form 3B**     **Certificate of Approval of Sewage Collection Facilities.** This certificate is to be used for any lots where new sewerage collection facilities have been or will be installed. Part (1) pertains to public sewage collection facilities installed. Part (2) pertains to acceptance of a financial guarantee to assure completion of all required improvements in the case of default. The signature of the Ridgetop Sewer Department Supervisor is required.
- Form 4A**     **Certificate of Approval of Water Lines and/or Hydrants.** This certification is to be used for any lots where new water lines or hydrants have been or will be installed. Part (1) pertains to water facilities installed. Part (2) pertains to acceptance of a financial guarantee in lieu of improvements. The signature of the Ridgetop Water Department Supervisor is required.
- Form 4B**     **Certificate of Existing Water Lines and/or Sewer Lines.** This certification is to be used for any lots served by and connected to previously existing water and/or sewer lines. The signature of the Ridgetop Water and Sewer Department Supervisor is required.
- Form 5A**     **Certificate of Streets and Drainage Systems.** This certification is to be used for any lots served by new streets, drainage system, etc., recently installed or to be installed in conformance to Subdivision Regulations. The signature of the Ridgetop Street Department Supervisor is required.
- Form 5B**     **Certificate of Existing Street(s).** This certification is to be used for a subdivision which does not involve new street construction but which fronts on an existing street. That street may not meet Planning Commission requirements but is an accepted street by the City of Ridgetop. The signature of the Ridgetop Street Department Supervisor is required.
- Form 6**       **Certificate of Approval for Recording.** Certification by the Ridgetop Planning Commission Secretary that the plat has been duly approved by the Planning Commission. In all cases this certification will be signed only after all other certificates have been signed and after final approval has been granted by the Ridgetop Planning Commission.

#### **409. INSPECTIONS PROCEDURES**

The developer shall notify the Ridgetop Street or Utility Department Supervisor or Water Service Utility District Supervisor when work on streets and/or utilities is to begin and the anticipated schedule for the preparation of subgrade and road base, installation

of drainage and underground utilities, and final surfacing of the street. Since the inspections need to be made periodically during the entire process, communication with the Ridgetop Street or Utility Department Supervisors is essential to make the process move as smoothly as possible.

The developer shall notify the Ridgetop Street or Utility Department Supervisors at least twenty-four (24) hours in advance of the needed inspection on the following:

- A. Street grading, preparation of subgrade and installation of the drainage system.
- B. Installation and pressure testing of water mains, water stubs, hydrants, sewer mains and manholes and any other underground utility lines.
- C. Pavement base. Inspection includes checking thickness of grave every five hundred (500) feet at random points across width.
- D. Final Paving and Drainage System

Throughout the construction period, the Ridgetop Street or Utility Department Supervisors will keep a log of findings and periodically report the status to the Planning Commission Staff. Problems should be brought to the attention of the Planning Commission immediately. Upon completion of construction and inspection, the inspector(s) will submit a written report to the Planning Commission. These inspection reports will become part of the official records of the Planning Commission. If a financial guarantee is posted by the developer in lieu of required improvements, funds shall not be released until all streets and utilities meet all required standards and the Planning Commission has received written reports to that effect.

#### **410. GUARANTEES IN LIEU OF COMPLETED IMPROVEMENTS**

- A. Conditions may exist whereby a developer may be unable to install improvements before requesting Final Plat approval. In lieu of the installation of all improvements the Planning Commission may accept one of the following forms of financial guarantees whereby in the event of default by the developer improvements and utilities can be made without cost to the municipality.
  - (1) The establishment of cash in a bank escrow account in the full amount of the estimated cost of required improvements plus ten (10) percent yearly inflation factor.
  - (2) An Irrevocable Letter of Credit issued by a bank or saving and loan, signed by two (2) officers, to cover the full amount of the estimated cost of improvements plus ten (10) percent yearly inflation factor.
  - (3) A performance bond from a surety bonding company to cover the full amount of the estimated cost of required improvements plus ten (10) percent yearly inflation factor.

- B. In determining the basic cost of improvements the Planning Commission may use a formula using a base cost per linear foot for each required improvement. That being a cost standard in the construction industry that particular year. The Planning Commission may determine the base cost by receiving information and/or bids from recognized contractors. If the developer provides the bid or estimated cost of improvements, the Planning Commission must determine that the contractor will guarantee the cost for at least the term of the guarantee plus two (2) months.
- C. At the time of acceptance of a guarantee, the Planning Commission shall specify the specific length of time for a bond or escrow account before the City of Ridgetop would take legal steps to cash it but this time cannot exceed two (2) years.
- D. None of the financial guarantees may be partially withdrawn by the developer during the construction period to pay for development costs, except in the case of a final payment made after final inspection and approval by the Planning Commission, or except in the case where a developer is postponing final paving on a road until after a winter settling period for the completed and approved base roadway.
- E. Forms and Agreements to be used for financial guarantees in lieu of completed improvements are found in Appendix B, C and D, of these Subdivision Regulations.

**411. VOIDANCE OF APPROVAL FOR FAILURE TO CONSTRUCT PUBLIC IMPROVEMENTS OR CONTINUE**

If, in the opinion of the Planning Commission, construction of public improvements is not substantially underway in the subdivision within one (1) year of the Final Plat approval, or if the approved construction is suspended or abandoned for a period of one (1) year after the time the work is commenced, the Planning Commission may void the Final Plat approval and require the Final Plat to be resubmitted for approval. Such resubmittal shall conform to the Ordinances and Subdivision Regulations in place at the time of resubmittal.

**412. MINOR SUBDIVISION PROCEDURE**

Procedure for submitting Minor Subdivisions as defined in Article II, Section 202, is as follows:

**412.1 Submission**

- 1. The subdivider shall submit the Final Plat to the Tennessee Department of Economic and Community Development, Local Planning Division at least forty-five (45) days prior to the Planning Commission meeting at which it is to be considered for approval.
- 2. Submission to the Planning Commission shall consist of one (1) mylar type and nine (9) paper copies.

#### **412.2 Review**

The platting information shall be the same as required for Final Plat approval. Under special circumstances where unusual topographic problems exist, the Planning Commission may require topographic information, a drainage plan or a map showing existing utilities. If the staff determines that the subdivision complies with such regulations governing a subdivision of land as adopted by the Planning Commission, the plat will be presented for approval.

#### **412.3 Field Trips**

The appropriate Ridgetop City Hall Staff or the Secretary of the Planning Commission shall arrange for and conduct conferences with developers and field trips necessary for proper investigation of the Preliminary and Final Plats by affected City Department or area agencies and the Planning Commission. **(Amended by Resolution No. 1, March 11, 1999)**

#### **412.4 Notifications**

The Secretary of the Planning Commission shall notify the developer by mail of the time and place of the public meeting to consider approval of the Preliminary and Final Plats. Notification shall take place at least ten (10) days prior to the meeting of the Planning Commission. The subdivider or his/her legally authorized representative shall attend the meeting at which the plat is to be considered. The Planning Commission will not entertain the plat, unless the subdivider or his/her legal representative are in attendance and may deny approval due to improper representation. **(Amended by Resolution No. 1, March 11, 1999)**

#### **412.5 Approval or Disapproval**

The Planning Commission shall receive the recommendation(s) of the Planning Staff and approve or disapprove the plat. In the event that the Planning Commission fails to either approve or disapprove a plat within thirty (30) days of its presentation to the Planning Commission, said plat shall be deemed approved. If a plat is disapproved, reason for such disapproval shall be stated in the records of the Planning Commission. **(Amended by Resolution No. 1, March 11, 1999)**

#### **412.6 Records**

The Secretary of the Planning Commission shall keep a record of all plats and Planning Commission actions pertaining thereto. **(Amended by Resolution No. 1, March 11, 1999)**

## ARTICLE V

### SUITABILITY OF LAND FLOODABLE AREA SPECIFICATIONS

#### 501. SUITABILITY OF THE LAND

##### 501.1 Land Physically Unsuitable for Subdivision

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

##### 501.2 Land Unsuitably Located for Subdivision

1. The Planning Commission shall not approve what it considers to be scattered or premature subdivision of land which would endanger health, safety or property because of lack or adverse effect on water supply, schools, proper drainage, good transportation or other public services or which would necessitate an excessive expenditure of public funds for the supply or maintenance of such services.
2. Land unsuitable for subdividing is also that located in close proximity to potentially hazardous commercial or industrial operations which may endanger health, life or property of the residents of the proposed subdivision.
3. Fill may not be used to eliminate a sinkhole or to raise land in areas designated as floodways. In areas subject to poor drainage, fill shall not restrict the flow of water and unduly increase flood heights.
4. No building site can be located within a sinkhole or within twenty (20) feet of the top of the bank of a stream.

#### 502. SPECIAL REQUIREMENTS FOR FLOODABLE AREAS

##### 502.1 Definition of Land Subject to Flooding

For the purpose of these regulations, land subject to flooding shall be defined as the Special Flood Hazard Area as shown on the Flood Boundary and Floodway Map, and the Flood Insurance Rate Map (FIRM) for Ridgetop or Floodplain Information, Ridgetop, Tennessee, Nashville District, Corps of Engineers, 1970.

## **502.2 Regulations for Subdivisions Containing Land Subject to Flooding**

The regulations of the Ridgetop Floodplain Zoning Ordinance and any revisions thereto shall apply to all subdivisions with the corporate limits of Ridgetop.

In addition, the following regulations shall apply to all subdivisions:

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

### 7. Flood Prevention

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



## ARTICLE VI

### GENERAL REQUIREMENTS AND MINIMUM STANDARDS OF DESIGN

The purpose of this section is to assure that sound subdivision development will take place within the jurisdiction of the Ridgetop Municipal Planning Commission by establishing minimum standards for use in the design of subdivision.

A perfectly prepared and recorded subdivision plat means little to a prospective lot buyer until he/she can see actual physical transformation of raw acreage into lots suitable for building purposes and human habitation. Improvements by the subdivider can spare the community and taxpayers a potential tax liability. Therefore the suitability of land is of prime importance in the overall development project. In addition adhering to the requirements found in Chapter V dealing with the suitability of land and the treatment of floodable areas, certain design standards must be followed.

#### 601. STREETS AND ROADS

##### 601.1 Conformity to the Major Thoroughfare Plan

The subdivision of land and the design of roads servicing such land shall be undertaken in conformity with the Major Thoroughfare Plan adopted by the Ridgetop Municipal Planning Commission..

##### 601.2 Relation to Adjoining Road Systems

The proposed road systems of a subdivision shall provide for the continuation of exiting or platted streets in adjoining or nearby tracts. Where in the opinion of the Planning Commission it is desirable to provide for street access to adjoining property, streets shall be extended to the boundary of such property. Multiple access points for subdivisions shall be provided whenever possible.

##### 601.3 Widths of Rights-of-Way and Pavements

Widths of rights-of-way and pavement shall be as follows:

1. Freeways and Expressways: As specified by the Tennessee Department of Transportation.
2. Arterial Streets: As specified by the Tennessee Department of Transportation.
3. Collector Streets: Collector streets are those shown on the Major Thoroughfare Plan for the city of Ridgetop and shall have a minimum rights-of-way of sixty (60) feet and minimum pavement widths of twenty-six (26) feet.
4. Nonresidential Streets: Nonresidential streets shall have a minimum right-of-way of sixty feet (60) feet and a minimum pavement width of twenty-six (26) feet.

5. **Local Streets**: Local streets are not shown on the adopted Major Thoroughfare Plan. They are designed primarily for the purpose described in its definition. This type street shall have a right-of-way width of fifty (50) feet and a minimum pavement width of twenty-two (22) feet.
6. **Marginal Access Streets**: When a tract fronts on an arterial street, collector street or expressway, the Planning Commission may require such lots to be provided with frontage on a marginal access street or may require reverse frontage lots. Marginal Access streets or frontal road where required will be designed on a case by case basis.
7. **Alleys**: Alleys shall have a minimum right-of-way width of twenty (20) feet and a minimum pavement width of twenty (20) feet.
  - (a) Alleys shall not be provided in residential areas except where the developer produces evidence satisfactory to the Planning Commission of their need.
  - (b) Alleys shall be provided in commercial and industrial subdivisions. The Planning Commission may waive these requirements provided that definite and assured provisions are made for service access such as off-street loading, unloading and parking consistent with and adequate for the uses proposed.
  - (c) Dead-end alleys shall be prohibited unless a turn-around capable of allowing the projected traffic is provided.
8. **Dead-End Streets**: Permanent Dead End Streets shall be no longer than one thousand two hundred fifty (1,250) feet measured along the center line from the entrance street right-of-way to the center of the cul-de-sac. For local streets a cul-de-sac shall have a right-of-way radius of not less than fifty (50) feet and the radius of the paved area shall be forty (40) feet. A transition curve radius of not less than seventy-five (75) feet for connecting the turnaround with the end of the street is required and the maximum grade of the turnaround shall not exceed eight (8) percent. When unusual topographic or other conditions exist, the length of the cul-de-sac or type of turnaround may be varied by the Planning Commission. The Planning Commission may require additional rights-of-ways and roadway improvements if variances are granted.
9. **Temporary Dead-End Street**: Where a street is provided to give access to adjoining property, the street shall be constructed to the property line. Such streets shall be provided with a paved, temporary turnaround which will be dedicated as public. The turnaround will have a roadway diameter of sixty (60) feet. When the adjoining property is subdivided and the streets extended, that adjacent property owner shall be required to eliminate the temporary turnaround and install curbing to join the streets together. Where a street is provided to give access to adjoining property and does not have any lots with frontage on said street, the street shall be constructed to the property line. Such streets shall not be required to provide a turnaround.

10. **Additional Width on Existing Streets**: Subdivisions that adjoin existing streets shall dedicate additional right-of-way to meet minimum street or width requirements or requirements specified in the Major Thoroughfare Plan. The entire right-of-way shall be provided where any part of the subdivision is located on both sides of the existing street. When the subdivision is located on only one (1) side of an existing street, one-half (1/2) of the required right-of-way measured from the center line of the existing roadway shall be provided.

#### **601.4 Grades of Streets and Roads**

Grades of streets and roads shall be as follows:

1. **Freeway and Expressway Maximum Grade** - As specified by the Tennessee Department of Transportation. **(Amended by Resolution No. 1, March 11, 1999)**
2. **Arterial Maximum Grade** - As specified by the Tennessee Department of Transportation.
3. **Collector and Nonresidential Maximum Grade** - The maximum grade on Collector and Industrial Streets shall not exceed twelve (12) percent.
4. **Local Residential and Marginal Access Maximum Grade** - The maximum grade on Minor Collector, Marginal Access and Local Streets shall not exceed twelve (12) percent.
5. **Minimum Grade** The minimum grade of any street or road provided with curbs shall be no less than one-half of one (55) percent.

#### **601.5 Horizontal Curves, Vertical Curves and Tangents**

The following standards shall apply to horizontal curbs, vertical curves and tangents:

1. **Horizontal Curves** - Where the deflection angle of more than ten (10) degrees in the alignment of a street occurs, radii shall be introduced according to the following standards:
  - (a) On freeways and expressways as specified by the Tennessee Department of Transportation.
  - (b) On arterial streets, as specified by the Tennessee Department of Transportation.
  - (c) On collector and nonresidential streets, the minimum allowable horizontal radius of curvature at the center line of the proposed road right-of-way shall be three hundred-two (302) feet.
  - (d) On local streets, the minimum allowable horizontal radius of curvature at the center line of the proposed road right-of-way shall not be less than one hundred sixty-five (165) feet in length.

2. **Vertical Curves** - All changes in grade shall be connected by a vertical curve. The vertical alignment should ensure that drivers can negotiate hills in adverse weather and that sight distances are adequate for safety. The following formulas shall apply to permitted vertical curves:
- (a) On collector and nonresidential streets, changes in grade requiring a crest vertical curve shall have a minimum length in feet equal to thirty (30) times the algebraic difference in percent of grade.
  - (b) On collector and nonresidential streets, changes in grade requiring a sag vertical curve shall have a minimum length in feet equal to forty (40) times the algebraic difference in percent of grade.
  - (c) On local streets, changes in grade requiring a crest vertical curve shall have a minimum length in feet equal to twenty (20) times the algebraic difference in percent of grade.
  - (d) On local streets, changes in grade requiring a sag vertical curve shall have a minimum length in feet equal to twenty (30) times the algebraic difference in percent of grade.
  - (e) On residential streets, changes in grade requiring a crest vertical curve shall have a minimum length in feet equal to ten (10) times the algebraic difference in percent of grade.
  - (f) On residential streets, changes in grade requiring a sag vertical curve shall have a minimum length in feet equal to twenty (20) times the algebraic difference in percent of grade.
3. **Tangents** - All reverse curves and broken back curves shall have tangents as outlined, below:
- (a) **Tangents for Expressways and Arterial Streets** - Reverse curves to broken back curves in road right-of-way shall be connected by tangents as specified by the Tennessee Department of Transportation.
  - (b) **Tangents for Reverse Curves** - Reverse curves in road rights-of-way shall be connected by tangents of not less than one hundred twenty (120) feet for collector and nonresidential streets, one hundred ten (110) feet for local, and fifty (50) feet for residential streets.
  - (c) **Tangents for Broken Back Curves** - Broken back curves in road rights-of-way shall be connected by tangents of not less than one hundred-ninety (190) feet for collector and nonresidential streets, one hundred-thirty (130) feet for local streets, and fifty (50) feet for residential streets.

## **601.6 Intersections, Street Offsets, and Radii at Intersections**

Requirements for intersection and street offsets shall be as follows:

1. **Angle of Intersection** - Streets shall be as nearly as possible at right angles, and in no case shall the intersection of street yield angles of less than sixty (60) degrees.
2. **Grades at Intersections** - The maximum grade of any street at the approach to an intersection shall not exceed five (5) percent for twenty-five (25) feet. This distance shall be measured from the nearest edge of pavement of the adjacent street. A vertical curve must be used to connect the five (5) percent or less grade at the approach with subsequent changes in grade, and shall begin at twenty-five (25) feet from the nearest edge of pavement of the intersecting street. The grade on the through street should remain constant.
3. **Sight Distance at Intersections** - Intersections of new streets should provide a minimum corner site distance of three hundred-ten (310) feet on arterial and collector streets, and one hundred-sixty-five (165) feet on local, residential streets, and nonresidential streets. Minimum corner sight distance shall be measured from a point on the minor road at least fifteen (15) feet from the edge of the major road pavement, and measured from the pavement surface to a height of eye at three and one-half (3 1/2) feet on the minor road to a height of object at four and one-fourth (4 1/4) feet above the pavement surface or the major road.
4. **Street Offsets** - A residential or local street entering opposite another similar street shall be designed directly opposite or with a minimum offset of one hundred and twenty-five (125) feet between their center lines. Collector street shall have an offset of two hundred (200) feet and arterials shall have an offset of three hundred (300) feet.
5. **Radii of Property Lines at Intersections** - Radii of property lines at road intersection shall not be less than twenty (20) feet residential and local streets and thirty (30) feet for collectors and nonresidential streets. Where an acute angle of less than seventy-five (75) degrees occurs between roads at their intersection, the radii of property lines may be required to be increased. Property line radii at intersections for expressways and arterial streets shall be as specified by the Tennessee Department of Transportation.

## **601.7 Other Street and Road Specifications**

1. **Street Names** - Streets which are in alignment with existing streets shall bear the name of the existing streets. Street names shall not duplicate or closely approximate the names of existing streets within the local postal zip code region or as defined by the appointed representative of the Robertson County E-911, service area responsible for street addressing. The number of characters, including spaces, should not exceed twenty (20). Suffixes for street names may include Street, Avenue, Drive, Way, Lane, Place, Court, Boulevard, Parkway, Crossing, Glen, Green, Path, Trail, Terrace, Trace, Square, Point, Loop, or Circle, as appropriate.

2. **Street Lights** - Decorative, ornamental street lights, if desired, shall be purchased and installed by the developer or owner of the subdivision in accordance with the Electric Department specifications.
3. **Reserve Strips** - Reserve strips controlling access to streets or utilities shall be prohibited.
4. **Permanent Easements** - Permanent easements may be used for access within Planned Developments, Condominium Projects, and Apartment Complexes. The easements shall be a minimum of fifty (50) feet in width, private streets within the permanent easement shall have the same design and construction standards as public streets, and be inspected by the City Engineering Department or County Highway Department, as appropriate.
5. **Flood Elevation** - Streets located within a Flood Hazard area shall be constructed at least one (1) foot above the identified 100-year flood elevation for their entire length.

## **602. BLOCKS**

The design of blocks in regard to length, width, and shape should provide adequate provision for building sites, needs to access and circulation, and limitations created by topographic features.

### **602.1 Length**

Blocks shall be no less than three hundred (300) feet in length, except as the Planning Commission considers necessary to secure efficient use of land, or desired features of street pattern.

### **602.2 Width**

Blocks shall be wide enough to provide two (2) tiers of lots minimum depth, except where abutting or adjacent to marginal access roads and major streets, or prevented by topographical conditions or size of property.

## **603. LOTS**

Land for subdivision purposes shall be so selected as to provide sound building sites on suitable lots. The design and preparation of lots shall be undertaken, and the approval of such lots shall be based on the following standards.

### **603.1 Flood-Free Building Site**

Each lot in a subdivision shall contain a flood-free building site outside the limits of any existing easement and/or building setback lines as required by any applicable regulations. Building sites, and sites for drain fields shall not be traversed by water and/or drainage courses and ditches.

### **603.2 Lot Arrangement**

Insofar as practical, side lot lines shall be air right angles to straight street lines or radial to curved street lines. The shape and orientation of lots shall be such as the Planning Commission deems appropriate for the type of development and use contemplated.

### **603.3 Conformance to Zoning**

Minimum requirements for lot size and setback requirements shall conform to those established under any zoning ordinance in effect. In no instance shall lot frontage be less than fifty (50) feet along a public street, road or permanent easement or a thirty (30) feet private permanent easement with limitations as listed in the Zoning Ordinance. **(Added by Amendment No. 2, January 26, 2012)**

### **603.4 Commercial or Industrial Properties**

Size of properties reserve or laid out for commercial or industrial properties shall be adequate to provide for the off-street service and parking facilities required by the type of use and development contemplated. Platting of individual lots should be avoided in favor of an overall design of the land to be used for such purposes.

### **603.5 Building Setback Lines**

The minimum depth of building setback lines shall conform to those established under the applicable Zoning Ordinance. Minimum side yard requirements shall be not less than eight (8) feet on one side for all lots and a total minimum distance of fifteen (15) feet between building lines. Corner lots shall be sufficiently wider and larger to permit the additional side yard requirements of not less than thirty (30) feet from the side street right-of-way line to the building line.

### **603.6 Double Frontage and Reverse Frontage Lots**

Double frontage lots may be employed to prevent excessive vehicular driveway access to streets, or to separate residential areas from other areas of conflicting land use or traffic use.

### **603.7 Lot Shape**

Excessive depth in relation to width or very irregular shaped lots shall not be permitted.

### **603.8 Reservations and Dedications on Tract**

The accurate outline of all property which is either offered for dedication to the public use or which is reserved by covenant in the deeds for the common use of the property owners in the subdivision shall be shown on the plat with the purpose printed, thereon.

### **603.9 Lot Numbers, Block Numbers and Setback Lines**

Lot numbers shall be in numerical order. Block numbers may be assigned by the City Planning Staff. The front yard setback building lines with dimensions may be shown on the plat or noted to refer to zoning designations.

### **603.10 Lot Size**

A maximum of ten (10) percent of the total number of lots in the development shall be a minimum area of thirteen thousand-three hundred (13,300) square feet. A minimum of ten (10) percent of the total number of lots in the development shall be twenty thousand (20,000) square feet or greater.

### **603.11 Access to Lots by Public Way or Private Easement**

Pursuant to Sections 13-4-308, Tennessee Code, no building permit shall be issued and no building or structure shall be erected on any lot within the jurisdictional area, unless the public way giving access to the lot upon which the building or structure is proposed to be placed shall have been accepted or opened or shall have otherwise received the legal status of a public way as provided by law; provided, that the provisions of this section relating to access shall not apply to subdivisions of property zoned commercial or industrial and that no building permit shall be withheld in such cases of noncompliance with this section.

Provided, further, that when a permanent public or private easement to a public way is used as access to a lot or tract of land having been or being separated by deed or plat from other property, such easement shall be at least fifty (50) feet for a public easement and thirty (30) feet for a private easement in width from and after the time of adoption of these regulations and shall not be used to provide access to more than one (1) lot or tract of land.

The above section shall not be constructed to prohibit the development of buildings on lots or tracts with permanent access or provided by private ways when such development is in the form of condominium ownership of such private improvements which have been approved by the planning commission and will be in private ownership and control in perpetuity. **(Added by Resolution No. 1, March 11, 1999 and Amendment No. 1, January 26, 2012)**



**ARTICLE VII**  
**REQUIRED IMPROVEMENTS**

These standards for the design and construction of streets and utilities are established to ensure that all proposed subdivisions are provided with adequate, safe and sufficient services.

**701. STREET AND ROAD CONSTRUCTION**

**701.1 Street Plans**

Street construction plans shall be provided by the developer for approval by the City Engineer and Director of Public Works. These plans will show plans and profiles of all streets (vertical and horizontal alignments), typical cross sections, natural and finished grades, vertical curves, horizontal curves, tangents, grades at intersections, angle of intersection, property line radii, street offsets, and sidewalk width and position. Plans must be approved prior to street construction. **(Added by Resolution No. 1, March 11, 1999)**

**701.2 Center**

The centerline of proposed streets that intersect existing roadways shall be marked or flagged in the right-of-way of the existing roadway prior to preliminary approval.

**701.3 Grading**

The subdivider shall grade or fill horizontally all streets, roads, and alleys to the full width of base construction plus seven feet which may be located on one side of the roadway. Due to special topographical conditions, deviation from the above will be allowed only with specific approval of the Planning Commission.

1. **Preparation** - Before grading is started the entire right-of-way area shall be cleared of all trees, stumps, roots, brush and other objectional materials.
2. **Cuts** - All tree stumps, boulders and other obstructions shall be removed to a depth of two (2) feet below the subgrade. Rock, when encountered shall be scarified to the subgrade.
3. **Fill** - All suitable material from the roadway cuts may be used in the construction of fills, approaches or at the other places as needed. Excess materials including organic materials, soft clays, etc., shall be removed from the development site. The fill shall be spread in layers not to exceed six (6) inches loose and then Section 207, "Standard Specification for Road and Bridge Construction", Tennessee Department of Highways - **March 1, 1995**, and latest revisions thereto.

#### 701.4 Base Construction

1. A compacted base course six (6) inches deep and four (4) feet wider than the width of the pavement on all new residential subdivision streets shall be required. For non-residential streets, ten (10) inches deep and six (6) feet wider shall be required. The types of base placed on roads and streets shall not be of a lower classification than TRAFFIC BOUND MINERAL AGGREGATE SURFACE ROADWAY, as specified under Section 303, "Standard Specification for Road and Bridge Construction", Tennessee Department of Highways - **March, 1995**, and latest revisions, thereto.
2. The center line of the roadway shall coincide with the center line of the right-of-way dedicated for such road or street.
3. The subdivider shall submit all subgrade tests to the Department of Public Works for approval prior to placing stone in the right-of-way. The Engineering Official shall inspect all subgrade samples prior to issuing approval.
4. After preparation of the subgrade, the roadbed shall be surfaced with crushed stone. The crushed stone shall be a TDOT Type "A: grading "D" in Section 903, Standard Specifications for Road and Bridge Construction.
5. Spreading of the stone shall be done uniformly over the area to be covered in a maximum of three (3) inch lifts and shall not be dumped in piles.
6. After spreading, the stone shall be rolled until thoroughly compacted. The compacted thickness of the stone shall be no less than the minimum for that particular street classification.
7. Reference is made to Section 307, latest edition of the Standard Specifications For Road and Bridge Construction, Tennessee Department of Transportation, for accepted materials, equipment and construction requirements.

#### 701.5 Binder

After a thoroughly compacted base has been established, an asphalt binder course shall be constructed in one layer not less than two (2) inches thick for local streets and three (3) inches for non-residential streets, as specified under Section 307, Standard Specifications for Road and Bridge Construction, Tennessee Department of Highways, **March 1, 1995**, and latest revisions.

1. Prior to apply the binder, the base shall be sprinkled with water to create a dustless environment.
2. A bituminous coat shall be applied uniformly over the surface of the base by use of an approved bituminous distributor.

3. In the event that the bituminous material fails to penetrate the base, crushed stone chips (Size 7 and 8) shall be applied at a rate of between eight (8) and twelve (12) pounds per square yard before the roadway will be open for traffic. The stone chips shall be applied in such manner as to prevent traffic from tracking over fresh bituminous material.
4. Reference is made to Section 307, latest edition of the Standard Specifications for Road and Bridge Construction, Tennessee Department of Transportation for accepted materials, equipment and construction requirements.

#### **701.6 Surface Course**

The surface course shall consist of a course constructed with asphaltic concrete pared with mineral aggregate, laid hot as specified under Section 407, Standard Specifications for Road and Bridge Construction, Tennessee Department of Highways, **March 1, 1995**, and latest revisions thereto. It shall be constructed in one layer not less than one and one-half (1 1/2) inch. A six (6) inch crown shall also be provided.

The final asphalt surface layer shall not be placed until:

1. Eighty (80) percent of the residences or buildings for construction are completed and Certificates of Occupancy have been issued by the City or the City of Ridgetop Board of Mayor and Aldermen requests that the paving be done or eight (18) months after the binder layer has been placed.
2. The asphaltic concrete surface shall consist of a binder course as defined in Section 307, Grade B-M, latest edition of the Standard Specifications for Road and Bridge Construction, Tennessee Department of Transportation, for accepted materials, equipment and construction requirements.
3. The asphaltic concrete surface shall consist of a surface course as defined in Section 411, Grade E or C-W, latest edition of the Standard Specifications for Road and Bridge Construction, Tennessee Department of Transportation, for accepted materials, equipment and construction requirements.
4. Reference is made to the latest edition of the Standard Specifications for Road And Bridge Construction, Tennessee Department of Transportation, for accepted materials, equipment and construction requirements.

No final surface layer shall be placed without the prior written approval of the Department of Public Works.

### **701.7 Tack Coat**

A tack coat shall be applied to old or existing pavement surfaces or to a previously prepared base or surface to provide bond for an overlaid course. The tack coat shall be applied at the rate of 0.05 gallon per square yard using materials and methods of installation as set forth by the City Engineer or Public Works Engineer.

### **701.8 Testing Required**

1. Testing of the sub-grade crushed stone base and asphaltic concrete installed shall be performed according to the latest procedures adopted by the City Engineer and the Department of Public Works.
2. It shall be the responsibility of the subdivider to contact the Public Works Department and City Engineer at least 48 hours prior to construction of each of the following phases:
  - (a) Earthwork
  - (b) Placing of the crushed stone base
  - (c) Placing of the asphalt, and
  - (d) Bedding and backfilling of culverts
3. All testing shall be performed by a laboratory approved by the Tennessee Department of Transportation at the time the road is constructed. The developer shall pay all costs associated with testing requirements. The selection of test points shall be determined by the Public Works Engineer or City Engineer.

### **701.9 Testing Procedures**

#### **1. General**

All tests to determine quality of materials shall be representative of the actual material to be used on the project. Previous tests of materials are acceptable only if performed within twelve (12) months after the adoption of these Subdivision Regulations.

#### **2. Soil**

- (a) Proof-roll with loaded tandem dump truck in presence of the construction inspector assigned by the Engineering Official of the City of Ridgetop.
- (b) One (1) Standard Proctor Compaction Test shall be taken every six hundred (600) feet. There shall be a minimum of two (2) of these tests taken on all streets.

- (c) One (1) in-place field density test shall be taken every three hundred (300) linear feet of roadway constructed. There shall be a minimum of two (2) of these tests taken on all streets. Minimum density required is ninety-five (95) percent within three (3) percent of optimum moisture content according to ASTM D 698.

3. Crushed Stone Base

- (a) One (1) Standard Proctor Compaction Test shall be taken every six hundred (600) feet. There shall be a minimum of two (2) of these test taken on all streets.
- (b) One (1) In-place field density test shall be taken every three hundred (300) linear feet of roadway constructed. There shall be a minimum of two (2) of these tests taken on all streets. Minimum density required is eighty (80) percent of solid volume, as defined in Section 303, of Tennessee Department of Transportation specifications.

4. Asphalt

- (a) Submit asphalt mix design for review and approval by the Public Works Engineer for City Engineer.
- (b) One Core test to determine final compacted thickness and density every three hundred (300) linear feet of roadway constructed. There shall be a minimum of two (2) of these tests taken on all streets.
- (c) Perform at least one (1) extraction test per day or a minimum of one test per five hundred (500) tons or portion thereof asphalt mix placed. Asphalt mixes that do not conform with the tolerances allowed in the approved asphalt mix design shall be rejected. This test shall be performed by a technician currently certified by TDOT as a Certified Asphalt Plant Technician.

**701.10 Curbs**

Concrete curbs shall be installed on both sides of all new streets. The curbs shall be backfilled and the fill shall slope into the storm drainage system. Where access streets to adjoining properties are provided and they provide no frontage for lots, they shall be curbed to the property line. Where a temporary turnaround is provided, curbs shall end at the transition curve. In all cases the curbs shall be no lower classification than machine formed concrete extruded curbs twelve (12) inches wide at the base and eight (8) inches high and shall be installed to the specification of the City Engineer, Director of Public Works or County Highway Department.

**701.11 Sidewalks**

Sidewalks measuring five feet in width may be required by the Planning Commission based on the density of the subdivision on at least one side of all new streets with the following exceptions:

1. Sidewalks are not required in minor subdivisions.
2. In a dead end street, sidewalks shall end at the transition of the cul-de-sac.
3. Sidewalks shall be constructed of concrete having a 28-day compression strength of four thousand (4,000) PSI and shall be located in public rights-of-way adjoining property lines. Sidewalks shall be four (4) inches thick with a two (2) inch stone leveling base. At a driveway crossing the thickness shall increase to six (6) inches and shall be reinforced with welded wire fabric mesh or an equivalent. Expansion joints shall be spaced as needed.
4. Handicap ramps are required at all intersections.
5. Sidewalks may be bonded as with other subdivision improvements.

### **701.12 Street Signs**

Street signs shall be provided by the Ridgetop Department of Public Works and purchased by the subdivider for all subdivisions within the corporate limits. The installation of these signs shall be coordinated with the Public Works Street Division. If the subdivider chooses to use other than City standard street signs they must be approved by the Planning Commission. Installation and maintenance of such signs prior to acceptance of the street by the City of Ridgetop shall be the responsibility of the subdivider.

## **702. SANITARY SEWERAGE SYSTEMS**

### **702.1 Public Sewerage Systems**

When the proposed subdivision or development is located within the service area of the City's public sewerage system, sanitary sewers shall be designed and constructed by the developer and connected to the City's public sewerage system. The design and construction shall be in accordance with the City of Ridgetop specifications.

### **702.2 Individual Sewerage Systems**

When the proposed subdivision or development is not located within reasonable distance of the City's public sewerage system, as determined by the City Engineer, the developer may utilize private subsurface sewage treatment systems (septic tanks) provided the systems meet the standards of the Tennessee Department of Environment and Conservation, Division of Ground Water Protection, Chapter 1200-1-6. The private subsurface sewage treatment system must be located on the lot it serves.

In the event that the individual sewerage systems are approved, and that a City public sewerage system extension is later constructed making connection reasonable, the developer agrees that future connections to the public sewerage system will be made at the property owners' sole expense, including any connection fees. This agreement shall be placed on the recorded Final Plat.

### **703. WATER SUPPLY SYSTEMS**

When the subdivision is located within the service area of the City's public water system, potable water mains shall be designed and constructed by the developer and connected to the City's public water system. The design and construction shall be in accordance with the City of Ridgetop specifications.

### **704. STORM DRAINAGE SYSTEM**

The standards for the design of storm drainage systems are established to forestall flooding and ponding of water on streets, lots, building sites, dwellings, and sites for drain fields of individual subsurface sewerage disposal systems and to prevent erosion. In addition, these standards are designed to prevent damage from increased storm water runoff and changed drainage patterns created by subdivision of the land.

A storm drainage plan shall be provided by the developer which includes accurate existing and finished contours; indications of existing and proposed water courses; the system of open channels, pipes, culverts, drainage, inlets, catch basins, and similar facilities designed to handle storm water in times of rainstorms. The calculations used in the design of such systems and plans shall clearly indicate the easements required in the construction and maintenance of the drainage system. Said easements, however, shall not be less than twenty (20) feet in width and shall be shown on the construction plans and the final plat. The minimum diameter for all storm drains shall be eighteen (18) inches. Reinforced concrete pipe, Class III, ASTM C76, shall be used under all streets. A headwall shall be used at both ends of pipe. All storm drainage plans shall be certified by a licensed engineer.

#### **704.1 Technical Guidelines and Criteria**

All drainage systems shall:

1. Account for both onsite and offsite stormwater.
2. Maintain natural drainage divides.
3. Convey stormwater to a stream, channel, natural drainageway, or other existing facility at admissible velocities and existing locations.
4. Energy dispersion systems shall be used where flows will be of sufficient velocities to cause erosion damage.
5. The design must not adversely affect adjacent or neighboring properties.
6. It is the responsibility of the developer or property owner to pick up or acceptably handle the runoff as it flows onto the property from the watershed above and conduct it through his property to an adequate drainage outfall at his lower property line. The outfall must be of sufficient capacity to receive the runoff without deterioration of the downstream drainage way.

7. The plan must show all proposed discharge structures and points of stormwater discharge from the site with the accompanying calculations illustrating the flow of stormwater from each existing and proposed discharge point expressed as cubic feet per second (FS).

#### **7.04.2 Determination of Stormwater Flow Rates**

A consideration of peak runoff rates for design conditions is generally adequate for conveyance systems such as storm sewers or open channels. However, if the design must include flood routing (e.g., storage basins and timing of peak runoff) a flood hydrograph is required.

In selecting the design frequency storm, the following criteria shall be used:

1. Longitudinal storm drains shall be designed for a 25-year frequency flood, provided that no residential or commercial structures are flooded by a 100-year frequency flood.
2. Roadway cross drains shall be designed for a 25-year storm frequency flood for a local street and 100-year storm frequency flood for a collector street, provided no residential or commercial structures are flooded by the 100-year frequency floor for a local street and 100-year storm frequency flood for a collector street, provided no residential or commercial structures are flooded by the 100-year frequency flood. All tiles lying under the roadway shall be reinforced concrete pipe, Class III, ASTM C76.
3. All structure or fill located in floodways designated by the Federal Flood Insurance Study shall be designed to pass a 100-year frequency flood.
4. Stormwater detention/retention ponds facilities shall be designed to discharge at the 25-year frequency flood rate associated with original pre-development conditions. Overflow or by-pass capability shall be designed for a 100-year frequency flood. The limits of the detention area shall be recorded as a platted drainage easement.
5. Should the proposed development (with contributing watershed) be less than one hundred (100) acres, then the Rational and Modified Rational methods should be used to determine peak flow rates and storage requirements respectively. If the development (with contributing watershed) exceeds one hundred (100) acres, then the Soil Conservation Service Technical Release 55 (SCS TR-55 1986, Edition) should be used.
6. All supporting hydrologic and hydraulic calculations shall be submitted, as well as all maps and references used in calculations.

#### **704.3 Driveway Culverts**

Driveway culverts shall be a minimum of fifteen (15) inches ID and a minimum length of sixteen (16) feet or as indicated on the Driveway Permit required for



connection to a public street and shall be made of the materials indicated on said permit issued by the City. PVC, HDPE or Plastic pipe shall not be used as a driveway, unless special conditions allow for their usage and are duly indicated on the Driveway Permit.

#### **704.4 Cross Drains**

1. All cross drains shall be a minimum of eighteen (18) ID and shall consist of Reinforced Concrete Pipe, Class III, ASTM C76. **ALL** cross drains shall be designed for a minimum of a twenty-five (25) year flood event. A design event greater than the 25-year design may be required when topography, infrastructure or other physical conditions exist in a fashion which requires an upgraded cross drain.
2. Corrugated Metal, Steel, PVC, HDPE, or Plastic pipe shall not be used without the written approval of the Director of Public Works.
3. Pipes that are smaller than forty-eight (48) inches in diameter shall require a minimum cover of one (1) foot, exclusive of base and paving from top of the pipe to finished subgrade. A minimum cover of two (2) feet is required for pipes forty-eight (48) inches and larger. All pipes shall be built on straight line and grade and shall be laid with the spigot end pointing in the direction of the flow, with the ends fitted with a butyl sealant or mortar and matched to provide tight joints and a smooth uniform invert.
4. Pipes shall be bedded on a six (6) inch thickness of Class "B" materials and backfilled. Recesses shall be dug in the bedding materials to accommodate the bell. Class "B" bedding shall be Size No. 7 or 57. Culverts and storm drains in existing roadways shall be backfilled to the depth of the cut.

#### **705. OTHER UTILITIES (Amended by Resolution, May 29, 2009)**

All utility services shall be so designed as to conform with all appropriate state, local, and utility agency requirements.

##### **705.1 Electric Power, Telephone, & Cable Services**

In all subdivisions where new public ways are constructed, the developer will be required to have all primary and secondary service lines for electric power, telephone service and cable television be placed underground. These underground utilities shall be constructed to standards set forth by the local utility provider. The commission shall have adequate documentation from the utility provider ensuring that these lines will be so located prior to any plat being signed by the Secretary of the Planning Commission.

##### **705.2 Street Lights**

Subdivisions within the City of Ridgetop shall be served with street lights furnished and installed by the Electric Department, which shall be the only overhead electricity permitted. Decorative, ornamental street lights, if desired,

shall be purchased and installed by the subdivider in accordance with the Electric Department specifications. Prior to submission of a subdivision plat for preliminary approval, the developer shall determine and advise the Planning Commission whether decorative or ornamental lights are desired.

### **705.3 Easements**

Easements for new, or the continuation of existing, utilities shall be provided for all subdivisions with the width and other characteristics as required by the Planning Commission. Generally, easement widths shall be twenty (20) feet, and may run completely through one lot, or split along side or rear lot lines with ten (10) feet on both sides of such common lot line. The limits of easements shall include the stated width, location and bearings and distances a necessary for the reasonable exercise and use. Easements shall be provided outside the public right-of-way for maintenance of public streets when deemed necessary by the Department of Public Works, City Engineer or County Road Superintendent.

## **706. MONUMENTS**

**706.1** All new subdivisions which include improvements to the infrastructure (i.e., roads, water lines, sewer lines, etc.) shall have a minimum of two (2) permanent reference concrete monuments. These monuments shall be tied to the current SGRN reference grid by either of the methods defined in Article III, of the Regulations. An alternative to these methods shall be to directly tie the required monuments by utilizing a Global Positioning System (GPS) and providing the established state plane coordinates to the City Engineer for incorporation into SGRN. Each of the set monuments must be made of concrete and must have a ferrous metal core. An alternative to these materials may be commercial cast iron or cast aluminum with imbedded magnet monuments if approved by the City Engineer prior to Final Approval. Each monument shall be at least thirty (30) inches in length, and shall be at least four (4) inches in diameter or four (4) inches square. The top of the monuments shall be flush with the finished grade and shall have a disc, provided by or approved by the City Engineering Department and stamped with the appropriate SGRN station number. These monuments shall be placed after all grading and paving is complete, shall be accessible from public streets, and preferably in sight from one another. If possible, each monument should be placed a minimum of two hundred (200) feet apart.

**706.2** The proposed locations for the required monuments shall be shown on the preliminary plat.

- 706.3**
1. Monuments shall be located on public right-of-way lines, at public way intersections, and at the beginning and ending points on all curves. All corners in the subdivision shall be identified with iron pins which comply with the Minimum Standards of Practice of the Tennessee State Board of Examiners for Land Surveyors.
  2. The external boundaries of a subdivision, including all corners, breaks at each end of curves and at distances of not more than fourteen hundred (1,400) feet apart in any straight line. Monuments shall be installed at all angle points and at points not

less than twenty (20) feet from any stream, except that when such corners or points fall within a public way or proposed future public way, the monuments shall be placed on the side line of the public way.

- 706.4** In the event that an existing SGRN reference monument is to be displaced by the construction of the proposed improvements, the developer shall show the monument on the preliminary plat and notify the City Engineering Department in writing prior to disturbing the monument.
- 706.5** Prior to Final Approval of the subdivision plat, the developer shall pay the City three hundred dollars (\$300.00) for each required new reference monument to cover the cost of locating and incorporating the monuments within the City of Ridgetop. This fee does not apply to those surveyors who established the coordinate locations of the permanent monuments using GPS themselves and provided the City Engineering Department with that information.
- 706.6** All required permanent monuments and required pins shall be in place after final grading is completed and/or prior to release of any Performance Bond established by the Ridgetop Municipal Planning Commission.

## **707. PUBLIC OPEN SPACES**

The Planning Commission may require the reservation for public open space up to a total of ten (10) percent of the area of the subdivision.

### **A. Parks, Open Spaces, and Natural Features**

#### **(1) Recreation Areas Shown on City Plan**

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

#### **(2) Parks and Playgrounds Not Shown on City Plan**

- a. The Planning Commission may require that the plat show site(s) of a character, extent, and location suitable for the development of a park, playground, or other recreation purpose. The Planning Commission may require that the developer satisfactorily grade any such recreation areas shown on the plat.
- b. The developer may want to set aside lot(s) or acreage for public open space or a public park. In such case the developer should discuss his ideas and/or plans with the

Planning Commission and the applicable Parks and Recreation Board to determine if the appropriate governing body would consider accepting such dedications and if the municipality would require improvements by the developer.

- c. Within one (1) year from the date the subdivision improvements (water, sewer, roads) are completed, the developer may submit to the appropriate local governing body, a proposal to dedicate land area to the public as a park, playground or other open space. In such case the developer should notify the Planning Commission by letter of his intention and plan. The Planning Commission will review the proposal and recommend for or against approval to the appropriate governing body. The Planning Commission encourages the governing body to act on such proposals within ninety (90) days. The developer is reminded that the city has the right to accept or reject any dedication and may impose additional requirements.

(3) Information to be Submitted

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

(4) Waiver of Plat Designation of Area for Park and Playground

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

(5) Preservation of Natural Features

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

**708. INSTALLATION OF IMPROVEMENTS**

All of the underground works and all service connections shall be installed completely, and approved by the appropriate agency throughout the length of the road and across the right-of-way section. All utilities crossing future streets must be backfilled with crushed limestone, TDOT #57. All utilities shall be developed in accordance with the appropriate state, local, and utility agency requirements, and meet the design standards contained in Articles V and VI, of these regulations.

**709. INSPECTION OF IMPROVEMENTS**

All subdivisions shall be inspected by the City Engineer, the Department of Public Works, or the County Highway Department as appropriate. Sufficient inspections shall be made to ensure compliance with the specifications set forth in these regulations. The developer should notify the appropriate agency of his intention to begin work five (5) days prior to commencing. This will provide time for scheduling inspections.

**710. BUILDING PERMITS**

No building permit shall be issued to any lot within an approved subdivision prior to the posting of a guarantee or the completion of the required improvements for streets and utilities as set forth in these regulations to the extent that: **(Added by Resolution No. 1, March 11, 1999)**

- A. (1) All City-required utilities (i.e., water, sewer, electricity, fire hydrants, and gas as designed) are installed and have been approved by the appropriate official; (2) the approving authorities dated signatures are certified upon the subdivision plat; and (3) the plat is recorded in the Robertson County Register's Office.
- B. All streets and designated turn-around areas are constructed to the minimum standards for base material and binder as set forth in these regulations, including all required tests established in these regulations, and approved by the Director of Public Works and the City Engineer.
- C. All drainage improvements are installed in accordance with the minimum standards set forth in these regulations and are approved by the Director of Public Works and City Engineer.

- D. All erosion control measures are installed in accordance with the minimum standards set forth in these regulations and are approved by the Director of Public Works and City Engineer.

**711. PERFORMANCE BOND**

A performance bond, irrevocable letter of credit or other surety approved by the City Attorney may be established by the approving authorities and approved by the Planning Commission to cover the cost of the final layer of asphalt and other infrastructure improvements in a subdivision. All performance bonds shall also be approved by resolution of the elected Board of Mayor and Aldermen. The City Attorney shall have the authority to revoke any performance or maintenance bond found by the elected governing body to be in default. Bonds found to be in default shall be revoked in order for the City of Ridgetop to pursue the needed improvements and/or maintenance in an approved subdivision.

**712. MAINTENANCE BONDS**

A maintenance bond, irrevocable letter of credit or other surety approved by the City Attorney may be established by the approving authorities and approved by the Board of Mayor and Aldermen to cover the cost of maintenance for the infrastructure improvements in a subdivision for a minimum period not to exceed one (1) year. All maintenance bonds shall also be approved by resolution of the elected Board of Mayor and Aldermen. The City Attorney shall have the authority to revoke any performance or maintenance bond found by the elected governing body to be in default. Bonds found to be in default shall be revoked in order for the City of Ridgetop to pursue the needed improvements and/or maintenance in an approved subdivision.

**713. TIME LIMITS**

Prior to granting final plat approval the subdivider and the Ridgetop Municipal Planning Commission shall agree upon a deadline of the completion of all required improvements, such a deadline not to exceed two (2) years from the date of final approval. The Planning Commission shall have the power to extend that deadline for one (1) additional year where the subdivider can present substantial reasons for doing so.

**714. FORFEITURE OF GUARANTEE**

If any portion of the required improvements fail to be accepted for dedication within the allocated time period, either for reasons of incompleteness or for reasons of substandard construction, the subdivider will be notified that one of the following actions will be taken:

**714.1 Declaration of Forfeiture**

Where improvements have been guaranteed under provisions of the subdivision regulations, the Planning Commission shall declare whatever security has been pledged as a guarantee to be forfeited.

### **714.2 Possession of Securities**

Where the Planning Commission is not already in possession of said guarantee It shall immediately take the actions necessary to obtain it. Upon receipt of these securities the Planning Commission shall use them or receipts from their sale if that is necessary to finance the completion of the contract and improvements for the rebuilding of such improvements to proper specifications.

### **714.3 Unused Securities**

Unused portions of these securities shall be returned to the subdivider, bonding company or credit institution as is appropriate.

## **715. REDUCTION OF GUARANTEE**

In cases where partial improvements have been made under provisions of the Subdivision Regulations the amount of the guarantee may be reduced upon compliance with the inspections and certifications by the City Engineer, Public Works Engineer or County Road Superintendent and the dedication of a portion of the required improvements. The amount of the reduction shall not exceed the percentage of the improvement guarantees to less than fifty (50) percent of the original amount until all work is complete.

## **716. RELEASE OF GUARANTEE**

The Planning Commission shall formally release the guarantee once all required improvements are installed and approved by the appropriate agency.

## **717. DEDICATION OF IMPROVEMENTS**

Upon the expiration date of the maintenance bond and upon certification by the approving authorities that all improvements meet the minimum standards of design, the Board of Mayor and Aldermen may accept by Resolution the improvements dedicated by the developer. **(Amended by Resolution No. 1, March 11, 1999)**

## ARTICLE VIII

### ENFORCEMENT, PENALTIES, FEES, AND REPEALER

#### 801. ENFORCEMENT AND PENALTIES FOR VIOLATIONS

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

##### A. Recording

No plat or plan of a subdivision of land into two or more lots located within the area of planning jurisdiction shall be admitted to the land records of the county nor received or recorded by the County Register of Deeds until said plat or plan has received final certified approval of the Planning Commission as provided by Section 13-4-302, Tennessee Code.

No county register shall receive, file or record a plat of a subdivision within the City of Ridgetop without the Approval of the Ridgetop Planning Commission as required by Section 13-4-302, Tennessee Code, and any county register so doing shall be deemed guilty of a misdemeanor, punishable as other misdemeanors as provided by law.

##### B. Transfer or Sale of Land

Section 13-4-306, Tennessee Code, Provides that whoever being the owner, or agent of the owner, of any land, transfers or sells or agrees to sell or negotiates to sell such land by reference to or exhibition of or by other use of a plat of subdivision of such land without having submitted a plat of such subdivision to the Planning Commission and obtained its approval and the certification of the other approving authorities as required before such plat is recorded in the office of the appropriate county register, shall be deemed guilty of a misdemeanor.

The description by metes and bounds in an instrument of transfer or other document used in the process of selling or transferring a lot in an unapproved subdivision shall not exempt the transaction from being a subdivision of two (2) or more lots are being created and does not exempt such transaction from misdemeanor penalties as provided in Section 13-4-306, Tennessee Code.

##### C. Acceptance of Streets and Utilities

No Board, public officer or authority shall light any street, lay or authorize the laying of water mains or sewers or the construction of other facilities or utilities in any street located within the City of Ridgetop, unless such street shall have been accepted, opened or otherwise received the legal status of a public street prior to the adoption of these regulations or, unless such street corresponds in its location and lines to a street shown on a subdivision plat approved by the Planning Commission or on a thoroughfare plan made and adopted by the Planning Commission as provided in Section 13-3-307, Tennessee Code.



Final acceptance of a new street shall not be complete until approved by the Planning Commission on a subdivision plat, certified by all the required approving authorities and approved by the Chief Legislative Body by formal Resolution.

D. Erection of Structures

Any building or structure erected in violation of the subdivision regulations shall be deemed an unlawful building or structure, and the City Attorney or other official designated by the Chief Legislative Body may bring action to enjoin such erection or cause it to be vacated or removed as provided in Section 13-3-308.

**802. FEES**

The subdivider shall, at the time of submission of the preliminary plat, pay a Review Fee of one hundred dollars (\$100.00) plus ten dollars (\$10.00). Additional fees may be charged to cover the expense, if required, of making prints of the original plat and for distribution to the appropriate officials and agencies. **(Amended by Resolution No. 1, March 11, 1999)**

**803. REPEALER**

All regulations in conflict with the provisions of these requirements are hereby repealed except that all plats having preliminary approval prior to the adoption of these regulations will be governed by all previous regulations for a period of twelve (12) months from the date of preliminary approval. At the end of that period, all preliminary approvals granted will be subject to the requirements of these regulations.

**(Amended by Deleting Old Article VIII; Replaced with New Article VIII, by Resolution No. 1, March 11, 1999)**

**ARTICLE IX**

**ADOPTION, AMENDMENTS AND EFFECTIVE DATE**

**901.** Before adoption of these Subdivision Regulations, a public hearing as required by Section 13-4-303, Tennessee Code, was afforded any interested person or persons and was held on **April 7, 1998**. Notice of such hearing was announced in the **Robertson County Times**, being a newspaper of general circulation within the area of planning jurisdiction, on **March 18, 1998**.

**902.** These regulations shall be in full force and effect from and after their adoption and effective date.

Adopted: **April 14, 1998**

Effective: **April 14, 1998**

McCaw Johnson  
Vice-Chairman, Ridgetop Municipal  
Planning Commission

Selene Bennett  
Secretary, Ridgetop Municipal  
Planning Commission

**903.** Before amendments to the Ridgetop Subdivision Regulations are approved, a public hearing (as required by Section 13-4-303, Tennessee Code) was afforded any interested person or persons and was held on **March 11, 1999**, with notice having been run in the **Robertson County Times**, on **March 3, 1999**.

Amended by Planning Commission

March 11, 1999  
Date

McCaw Johnson  
Chairman, Ridgetop Municipal  
Planning Commission

Martha Frederick  
Secretary, Ridgetop Municipal  
Planning Commission

**(Amended by Deleting Article IX; Article X, Becomes Article IX, by Resolution No. 1, March 11, 1999)**

## **APPENDICES**

**APPENDIX A**

**FORMS**

**APPENDIX A**  
**FINAL PLAT CERTIFICATION FORMS**  
**RIDGETOP PLANNING COMMISSION**

**Form 1**      **CERTIFICATION OF OWNERSHIP AND DEDICATION**

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date Signed

Owner(s) Signature(s)

**APPENDIX A**  
**FINAL PLAT CERTIFICATION FORMS**  
**RIDGETOP PLANNING COMMISSION**

**Form 2**      **CERTIFICATE OF ACCURACY AND PRECISION**

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

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Surveyor's Signature

**APPENDIX A**  
**FINAL PLAT CERTIFICATION FORMS**  
**RIDGETOP PLANNING COMMISSION**

**Form 3A**      **CERTIFICATE OF GENERAL APPROVAL FOR INSTALLATION OF**  
**SUBSURFACE SEWAGE DISPOSAL SYSTEMS WITH RESTRICTIONS**

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

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Environmentalist,  
Robertson County, Tennessee

**APPENDIX A**  
**FINAL PLAT CERTIFICATION FORMS**  
**RIDGETOP PLANNING COMMISSION**

**Form 3B\***      **CERTIFICATE OF APPROVAL OF SEWAGE COLLECTION FACILITIES**

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

_____	_____
Date Signed	Ridgetop Sewer Department Supervisor

**\*If no new sewer lines are to be installed because existing lines are used, put Certificate #4B, on the Final Plat instead of 3A or 3B.**



**APPENDIX A**  
**FINAL PLAT CERTIFICATION FORMS**  
**RIDGETOP PLANNING COMMISSION**

**Form 4A**      **CERTIFICATE OF APPROVAL OF WATER LINES AND/OR HYDRANTS**

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

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Ridgetop Water Department Supervisor

**APPENDIX A**  
**FINAL PLAT CERTIFICATION FORMS**  
**RIDGETOP PLANNING COMMISSION**

**Form 4B**      **CERTIFICATION OF EXISTING WATER LINES AND/OR SEWER LINES**

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

\_\_\_\_\_

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Ridgetop Sewer Department Supervisor

**APPENDIX A**  
**FINAL PLAT CERTIFICATION FORMS**  
**RIDGETOP PLANNING COMMISSION**

**Form 5A**      **CERTIFICATE OF APPROVAL OF STREETS AND DRAINAGE SYSTEM**

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

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Ridgetop Street Department Supervisor

**APPENDIX A**  
**FINAL PLAT CERTIFICATION FORMS**  
**RIDGETOP PLANNING COMMISSION**

**Form 5B**      **CERTIFICATION OF EXISTING STREET(S)**

I hereby certify that the street(s) shown on this plat has (have) the status of an accepted public street(s) regardless of current condition.

\_\_\_\_\_

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Ridgetop Street Department Supervisor

**APPENDIX A**  
**FINAL PLAT CERTIFICATION FORMS**  
**RIDGETOP PLANNING COMMISSION**

**Form 6**      **CERTIFICATE OF APPROVAL FOR RECORDING**

I hereby certify that the Subdivision Plat shown hereon has been found to comply with the Subdivision Regulations of the Ridgetop Planning Commission with the exception of such variances, if any, as are noted in the Official Minutes of the Ridgetop Planning Commission, and that said plat has been approved for recording in the Office of the Register of Robertson County, Tennessee.

\_\_\_\_\_

Date Signed

\_\_\_\_\_

Secretary, Ridgetop Municipal  
Planning Commission

## **APPENDIX B**

**APPENDIX B**  
**RIDGETOP MUNICIPAL PLANNING COMMISSION**  
**PERFORMANCE BOND**

**KNOW ALL MEN BY THESE PRESENTS**, That We, \_\_\_\_\_,  
as Principals, \_\_\_\_\_, State of \_\_\_\_\_,  
and the \_\_\_\_\_ INSURANCE COMPANY,  
a \_\_\_\_\_ Corporation authorized to do business in the  
State of Tennessee, having an office and place of business at  
\_\_\_\_\_, as Surety, are held and firmly bound unto the  
City of Ridgetop, as obligee, in the sum of \_\_\_\_\_  
Dollars (\$\_\_\_\_\_) lawful money of the United States, for the payment,  
whereof, to the Obligee, the Principal and the Surety bind themselves, their heirs,  
executors, administrators, successors, and assigns, jointly and severally, firmly to these  
presents:

**SIGNED, SEALED, AND DATED**, This \_\_\_\_ day of \_\_\_\_\_, 19\_\_.

**WHEREAS**, application was made to the Ridgetop Municipal Planning Commission for approval of a subdivision shown on plat, entitled, "\_\_\_\_\_", filed with the chief enforcing officer of the City of Ridgetop on \_\_\_\_\_, 19\_\_\_\_, said final plat being approved by the Ridgetop Municipal Planning Commission upon certain conditions, one of which is that a performance bond amount of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) is to be filed with the planning commission and accepted by the local governing body to guarantee certain improvements in the subdivision named above.

**NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION** is such that if the above named principal shall within one (1) year from the date hereof (time may be extended for one (1) year only beyond this period by the local governing body upon the recommendation of the planning commission with the consent of the parties) will and truly make and perform the required improvements and construction of public improvements in said subdivision in accordance with the local government specifications and the resolution of \_\_\_\_\_, 19\_\_\_\_, then this obligation is to be void; otherwise to remain in full force and effect.

It is hereby understood and agreed that in the event that any required improvements have not been installed as provided by said resolution, within the term of this performance bond, the governing body may thereupon declare this bond to be in default and collect the sum remaining payable thereunder, and upon receipt of the proceeds thereof, the local government shall install such improvements as covered by this bond and commensurate with the extent of building development that has taken place in the subdivision but not exceeding the amount of such proceeds.

\_\_\_\_\_

\_\_\_\_\_  
Principal

\_\_\_\_\_

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Insurance Company

BY

\_\_\_\_\_  
Attorney-in-Fact

BOND NO. \_\_\_\_\_



**ACKNOWLEDGEMENT:  
COPARTNERSHIP**

STATE OF TENNESSEE

(COUNTY OF \_\_\_\_\_) SS.:

On this \_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, before me personally appeared \_\_\_\_\_, to me known and known to me to be one of the firm of \_\_\_\_\_, described in and who executed the foregoing instrument, and he thereupon acknowledged to me that he executed such instrument as and for the act and deed of said firm.

\_\_\_\_\_

**CORPORATE**

STATE OF TENNESSEE

(COUNTY OF \_\_\_\_\_) SS.:

On this \_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, before me personally appeared \_\_\_\_\_, to me known, who, being by me first duly sworn, did depose and say that he resides in \_\_\_\_\_; that he is the \_\_\_\_\_ of \_\_\_\_\_ corporation described in and which executed the foregoing instrument; that he knows the corporate seal of said corporation; that the corporate seal affixed to said instrument is such corporate seal; that it was so affixed by order and authority of the Board of Directors of said corporation, and that he signed his name thereto by like order and authority.

\_\_\_\_\_

**INDIVIDUAL**

STATE OF TENNESSEE

(COUNTY OF \_\_\_\_\_) SS.:

On this \_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, before me personally appeared \_\_\_\_\_ to me known and known to me to be the individual described in and who executed the foregoing instrument, and he acknowledged to me that he executed the same.

\_\_\_\_\_

**APPENDIX B**

**IRREVOCABLE LETTER OF CREDIT AGREEMENT**

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

**WITNESSETH:**

**WHEREAS**, Developer is subdividing a tract of land located in the City of Ridgetop, Tennessee, containing \_\_\_\_\_ acres more or less, into \_\_\_\_\_ residential lots, which subdivision is known as \_\_\_\_\_

\_\_\_\_\_;

**WHEREAS**, in accordance with the requirements of the Commission, Developer is required to insure the completion of certain improvements required by the Ridgetop Subdivision Regulations, specifically: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_;

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

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

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

- 1) In consideration of the Commission giving final approval to the final plat of \_\_\_\_\_

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

- 2) The Developer covenants with and warrants to the Planning Commission that said amount shall cover the full amount of the estimated cost of improvement(s), plus an inflationary contingency of ten (10) percent per year, as determined by a bonded contractor's bid or by the City of Ridgetop and approved by the Commission. A copy of said contractor's bid or the City of Ridgetop's estimate shall be attached to this Agreement. Installation of the following improvements are required by the Planning Commission: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.
- 3) There can be no withdrawal or expenditure of funds from said Irrevocable Letter of Credit until the expiration of the period specified in this Agreement.
- 4) The specified period of this Agreement shall be \_\_\_\_\_ years and \_\_\_\_\_ months after the date of execution of this Agreement by all parties; the Irrevocable Letter of Credit will expire not less than sixty (60) days **following** the expiration of this Agreement.
- 5) At such time of expiration of this Agreement, the Commission shall undertake one of the following courses of action:
- a) If all improvements required by said subdivision regulations are completed and approved within said period, the Commission shall approve termination of the Irrevocable Letter of Credit Agreement and notify the Bank that the Commission no longer has an interest in the Letter of Credit. Completion of improvements shall be determined by the appropriate Ridgetop Street or Utility Department Supervisors and such determination reported to the Commission in writing.
  - b) If upon the expiration of the specified period of this Agreement, it is determined (as above) that required improvements have not been made, the Commission shall direct the City Attorney to enforce this Irrevocable Letter of Credit Agreement, to withdraw the said funds from said Irrevocable Letter of Credit and forward said funds to appropriate jurisdiction for the construction of said improvements.
  - c) If said Developer can prove in writing within thirty (30) days prior to the expiration of this Agreement that unusual circumstances have prevented the completion of required improvements, the Commission may review the case and, if the situation warrants, may grant an extension. All parties will execute an addendum to this agreement.
- 6) It is understood and agreed, however, that nothing herein contained shall relieve the Developer from completing the improvements required by the Commission, but said Irrevocable Letter of Credit shall be construed as being merely an assurance of creating a fund from which said improvements can be constructed and completed.

- 7) The Bank agrees that is shall not allow the withdrawal of funds or release of said Irrevocable Letter of Credit except upon the conditions hereinabove set out in the preceding paragraphs.

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

\_\_\_\_\_

\_\_\_\_\_

Developer's Signature

\_\_\_\_\_

\_\_\_\_\_

Financial Institution (Name)

By:

\_\_\_\_\_

\_\_\_\_\_

Officer's Signature

Ridgetop Municipal Planning Commission

By:

\_\_\_\_\_

\_\_\_\_\_

Secretary's Signature

**ACKNOWLEDGEMENTS**

State of Tennessee)  
Robertson County)

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

Witness my hand and seal of office on this the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires:

State of Tennessee)  
Robertson County)

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

Witness my hand and seal of office on this the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires:

State of Tennessee)  
Robertson County)

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

Witness my hand and seal of office this the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires:

Notary Public

**APPENDIX B**  
**RIDGETOP MUNICIPAL PLANNING COMMISSION**  
**IRREVOCABLE DOCUMENTARY LETTER OF CREDIT**

- 1. DATE OF ISSUE \_\_\_\_\_  
—
- 2. CREDIT NO. OF ISSUING BANK \_\_\_\_\_  
—
- 3. CREDIT NO. OF ADVISING BANK \_\_\_\_\_  
—
- 4. ADVISING BANK \_\_\_\_\_  
—
- 5. ACCOUNTEE \_\_\_\_\_  
—
- 6. BENEFICIARY, MAIL TO \_\_\_\_\_  
—
- 7. LATEST PERFORMANCE DATE \_\_\_\_\_  
—
- 8. LATEST DATE FOR NEGOTIATION \_\_\_\_\_  
—
- 9. MAXIMUM AMOUNT \_\_\_\_\_

10. We hereby issue this documentary letter of credit in your (the beneficiary's) favor which is available against your drafts at \_\_\_\_\_ drawn on \_\_\_\_\_ Bank, Credit No. \_\_\_\_\_" accompanied by the following document: A certificate of default signed under oath by the Chairman of the Ridgetop Municipal Planning Commission and the Mayor, of the City of Ridgetop, certifying that the accountee has not complied with the terms of the agreement between the planning commission and the accountee and the amount of approximate damage to the local government, which amount shall be identical to the face amount of the accompanying draft.

11. **SPECIAL CONDITIONS**

We hereby engage with the bona-fide holders of all drafts or documents presented under and in compliance with the terms of this letter of credit that such drafts or documents will be duly honored upon presentation to us.

The amount of each drawing must be endorsed on the reverse of this letter of credit by the negotiating bank.

The advising bank is requested to advise this letter of credit without engagement of their part.

\_\_\_\_\_  
\_\_\_\_\_ Bank

\_\_\_\_\_

\_\_\_\_\_  
**Authorized Signature, Issuing Bank**

\_\_\_\_\_

\_\_\_\_\_  
**Authorized Signature, Issuing Bank**



## APPENDIX C

**APPENDIX C**

**ESCROW AGREEMENT**

This escrow agreement made and entered into on this \_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, by and between \_\_\_\_\_ (hereinafter referred to as Developer) and the Ridgetop Municipal Planning Commission (hereinafter referred to as the Commission), and the \_\_\_\_\_, of Tennessee (hereinafter referred to as Bank).

**WITNESSETH:**

**WHEREAS**, Developer is subdividing a tract of land in the City of Ridgetop, Tennessee, containing \_\_\_\_\_ acres more or less, into \_\_\_\_\_ residential lots which subdivision is known as \_\_\_\_\_; and

**WHEREAS**, in accordance with the requirements of the Commission, Developer is required to insure the completion of certain improvements required by the Ridgetop Subdivision Regulations; specifically \_\_\_\_\_; and

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

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

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

- 1) In consideration of Commission giving final approval to the final plat of \_\_\_\_\_ Subdivision, Developer covenants and warrants to Commission that he has placed in an escrow account with Bank the amount of \$\_\_\_\_\_. A letter from said Bank signed by an officer of the Bank, stating that said escrow account has been established with Bank, shall be attached to this Agreement.
  
- 2) The funds placed in said escrow account shall be used solely for labor, materials and other costs related directly to the installation of the following improvements required by the Commission: \_\_\_\_\_

- 3) Developer covenants with and warrants to Commission that said amount has been deposited with Bank consists of the full amount of the estimated cost of improvement, plus an inflationary contingency of ten (10) percent per year, as determined and approved by the Ridgetop Municipal Planning Commission. If this approval was based on a contractor's bid, that bid shall be attached to this document.
- 4) The specified period shall be for \_\_\_\_\_ years, \_\_\_\_\_ months, ending on \_\_\_\_\_ and counting from date of final approval by Commission of the final plat for this subdivision. (Final approval given on \_\_\_\_\_).
- 5) The Developer and the Commission will mutually agree as to the type of savings account to be used for escrowed funds. Should the Developer prefer some type of C.D., the term of the C.D., can be no longer than that of the Escrow Agreement.
- 6) Interest accumulated on the Escrow Account will be managed as follows:
  - a) There will be no withdrawal of accumulated interest during the escrow period, until the escrow agreement and account are released by the Commission upon completion of and approval of improvements, at which time such funds belong to the Developer.
  - b) Prior to expiration of the agreement and/or a declaration of default due to non-completion of improvements, accumulated interest belongs to the Developer.
  - c) Upon expiration of the agreement and/or upon declaration of default due to non-completion of improvements, accumulated interest belongs to the Planning Commission.
- 7) Any withdrawal and/or reduction of funds from said escrow account shall require a majority vote of approval of the full Commission and the joint written approval of Developer and Commission, signed by two (2) officers of the Commission, until the expiration of said period specified in this Agreement, at which time only the approval of Commission shall be required.
- 8) If said Developer can prove in writing that unusual circumstances have precluded the completion of required improvements by the expiration of the specified period, the Commission may review the case and, if the situation warrants, may grant an extension of the specified time period.
- 9) At such time of expiration of this Agreement, Commission shall undertake one of the two following courses of action:
  - a) If all improvements required by said Subdivision Regulations are completed within said period, Commission shall approve termination of the escrow agreement. Completion of improvements shall be determined by **person(s) charged with responsibility for inspection of required improvements** and such determination reported to Commission in writing.

- b) If upon the expiration of specified period, it is determined (as above) that required improvements have not been made, Commission shall direct the City Attorney to enforce this escrow agreement, to withdraw the said funds from the escrow account and forward funds to the appropriate jurisdiction for the construction of said improvements.
- 10) It is understood and agreed, however, that nothing herein contained shall relieve Developer from completing the improvements required by Commission, but said agreement shall be construed as being merely an assurance of creating a fund from which said improvements can be constructed and completed.
- 11) Bank agrees that it shall not allow the withdrawal of funds from said account, except upon the conditions hereinabove set out in the preceding paragraphs.

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

\_\_\_\_\_  
Developer

\_\_\_\_\_  
Name of Financial Institution

By:

\_\_\_\_\_  
Officer's Signature

Ridgetop Municipal Planning Commission

By:

\_\_\_\_\_  
Secretary's Signature

**ACKNOWLEDGEMENTS**

State of Tennessee)  
Robertson County)

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

Witness my hand and seal of office on this the \_\_\_\_ day of \_\_\_\_\_, 19 \_\_\_\_.

\_\_\_\_\_

\_\_\_\_\_

Notary Public

My Commission Expires:

State of Tennessee)  
Robertson County)

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

Witness this my hand and seal of office this the \_\_\_\_\_ day of \_\_\_\_\_, 19 \_\_\_\_.

\_\_\_\_\_

\_\_\_\_\_

Notary Public

My Commission Expires:

## APPENDIX D

**APPENDIX D**

**AGREEMENT FOR CERTIFIED CHECK IN LIEU OF COMPLETED IMPROVEMENTS**

In order to obtain final approval from the Ridgetop Municipal Planning Commission of a Subdivision Plat, known as \_\_\_\_\_, for the purpose of recording and sale of \_\_\_\_\_ lots before completion of the required improvements, \_\_\_\_\_ (Developer) has provided a Cashier's or Certified Check, drawn on \_\_\_\_\_ (lending institution) and made payable to the City of Ridgetop, in the amount of \$ \_\_\_\_\_ in order to guarantee construction of the following required improvements: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

This has been done in accordance with terms approved by majority vote of the Ridgetop Municipal Planning Commission, at their meeting of \_\_\_\_\_ (date). This check will be held in the City's safe by the City Recorder of Ridgetop until **one** of the two following conditions are met:

1. If all improvements required by the Ridgetop Municipal Planning Commission are completed within the specified time period of \_\_\_\_\_, and have been inspected and approved during the construction period by the City of Ridgetop, the check will be returned to the Developer. Completion of improvements will be determined by the appropriate Ridgetop Street or Utility Supervisor and reported in writing to the Ridgetop Planning Commission at their next meeting, at which time release of the check can be made. The Planning Commission shall then direct the City Recorder to return said Certified or Cashier's Check to the Developer.
2. If upon expiration of the specified period given in **Item #1**, above, (\_\_\_\_\_), the required improvements listed above are not completed, the Planning Commission shall direct the City Attorney to negotiate said Certified or Cashier's Check for the purpose of construction (or completion of construction) of required improvements. If Developer can prove in writing that unusual circumstances have precluded completion of required improvements by the expiration of the specified period, the Ridgetop Municipal Planning Commission may review the case and, if the situation warrants, may grant an extension of the time period.

**IN WITNESS THEREOF**, the parties hereto have executed this agreement on this the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

**SIGNATURES:**

\_\_\_\_\_  
Developer

\_\_\_\_\_  
Developer

\_\_\_\_\_  
Secretary, Ridgetop Municipal Planning  
Commission

State of Tennessee)  
Robertson County)

Before me, the undersigned authority, a Notary Public in and for said State and County, personally appeared \_\_\_\_\_, the within named Developer, with whom I am personally acquainted and who acknowledges that he executed the within and foregoing instrument for the purposes therein expressed and contained.

Witness my hand and seal of office on this the \_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_

\_\_\_\_\_

Notary Public

My Commission Expires:

State of Tennessee)  
Robertson County)

Before me, the undersigned authority, a Notary Public in and for said State and County, personally appeared \_\_\_\_\_, with whom I am personally acquainted and who upon oath acknowledges himself to be the Secretary of the Ridgetop Municipal Planning Commission and being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the Planning Commission by himself as Secretary.

Witness this my hand and seal of office this the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_

\_\_\_\_\_

Notary Public

My Commission Expires:

THIS AGREEMENT RELEASED ON \_\_\_\_\_, UPON APPROVAL OF RIDGETOP MUNICIPAL PLANNING COMMISSION.



## APPENDIX E

**APPENDIX E**  
**PRELIMINARY CHECKLIST**  
**Form Number 1**  
**RIDGETOP, TENNESSEE**

**Name of Subdivision** \_\_\_\_\_  
\_\_\_\_\_

**Location** \_\_\_\_\_ **Civil District** \_\_\_\_\_ **Zoning** \_\_\_\_\_  
\_\_\_\_\_

**Owner** \_\_\_\_\_ **Address** \_\_\_\_\_ **Tel.** \_  
\_\_\_\_\_

**Agent** \_\_\_\_\_ **Address** \_\_\_\_\_ **Tel.** \_  
\_\_\_\_\_

**Date Submitted for Preliminary Approval** \_\_\_\_\_  
\_\_\_\_\_

**CHECK LIST**

- Subdivision Name and date of submission
- Location map showing the relationship of the subdivision site to the area
- Total acreage of tract to be subdivided
- Present tax map and parcel designation
- Name(s) and address(es) of the owner(s)
- Surveyor's name, address, stamp and signature
- Graphic scale and north point
- Location and sizes of existing physical features such as: fire hydrants, buildings, storm drains, sanitary sewers, power lines, gas lines, water lines, buildings, water bodies, drainage ditches, bridges, etc.
- Names, location, widths and other dimension of proposed streets, alleys, easements, utilities and lot lines adjoining property
- Current zoning classification of property to be subdivided and adjacent properties
- Building setbacks and lot numbers which shall be consecutive
- Names of adjoining property owners of unplatted property
- Names of adjoining developers and subdivisions
- Contours at not more than 2" intervals and note stating where they were derived
- Boundary of FLOODPLAIN and Floodway as established by Federal Emergency Management Agency Maps: Flood Hazard Boundary Map or Flood Insurance Rate Map
- The proposed location of all concrete monuments
- Location of any planting strips, signage, street planting, sidewalks or other features proposed as part of the public right-of-way
- Typical street cross sections
- Proposed utility easements
- Proposed water and waste water systems showing connections to the existing or any proposed utility systems, including line sizes, connections to existing systems and location of proposed fire hydrants
- Subsurface conditions on property to be subdivided
- Location of existing cemeteries, parks and open areas

- Location of proposed cemeteries, parks and open areas

Appendix E (Continued)  
Preliminary Checklist  
Form 1, Ridgetop, Tennessee  
Page 2

**THE LACK OF INFORMATION UNDER ANY OF THE ABOVE SPECIFIED ITEMS OR IMPROPER INFORMATION SUPPLIED BY THE DEVELOPER SHALL CONSTITUTE GROUNDS FOR DISAPPROVAL OF THE PRELIMINARY PLAT.**

## APPENDIX F

## APPENDIX F

### FINAL CHECKLIST

#### Form Number 2

#### RIDGETOP, TENNESSEE

- Subdivision name
- Date
- Total acreage prior to subdivision
- Location map showing relation to area
- North arrow
- Owner's name and address
- Developer's name and address if different from owner
- Tax map designation
- Graphic scale and/or numeric scale
- Engineers or Surveyors name
  - A. Address
  - B. Registration number and stamp
- Name and locations of adjoining properties
- Nearest reference monument with distance and location
- Boundary lines of tracts as follows:
  - 1. Boundary lines of tract distinguished from adjacent property; length at courses to the nearest hundredth of a foot; angles to the nearest twenty (20) second;
  - 2. In all cases where the tract subdivided, either in whole or in part, thereof, consists of less than five (5) acres, the entire boundary of the tract including all exterior lot lines as well as new interior subdivision lines, shall be shown on the plat to the nearest hundredth of a foot. (Z-bars permitted on larger tracts)
- Right-of-way and pavement widths of all installed streets, street names, bearings, angles of intersection and width
- Arc-length, radii, point of curvature and tangent distances
- Locations, widths, name and purpose of all easements
- Reservations and dedications indicated as to purpose in tract
- Lot numbers and block numbers, set-back lines with dimensions or notation that all lots conform to the existing Ridgetop Zoning Ordinance
- Closure error: 1/10,000
- Any and all portions of the property lying within a floodable areas as determined by an Official Flood Hazard Boundary Map or Flood Insurance Rate Map shall be so indicated
- Date and Panel Number of Flood Hazard Boundary Map or Flood Insurance Rate Map
- Location and width of existing street, water bodies, streams and other pertinent features such as swamps, sinkholes, railroads, buildings, parks, cemeteries and bridges
- Location and size of all existing and proposed utilities
- Rights-of-way and pavement widths of all installed streets
- Names of all streets
- Easements for public service rights-of-way, utilities and the disposal of surface water
- Fire hydrants must be located within five hundred (500) feet from dwellings and seven hundred (700) feet from other uses
- If this is a resubdivision of a previously recorded subdivision, provide plat book and page of the last subdivision plat being amended
- Sufficient data to determine readily and to reproduce on the ground the location, bearing and length of every street line, lot line, boundary line, block line, and building setback whether curved or straight. This shall include the radius, central angle, and tangent distance for the center line of curved streets and curved property lines that are not the boundary of curved streets

**PERFORMANCE BOND:** Must be provided prior to secretary signing the plat for recording:

**Water:** \_\_\_\_\_  
**Sewer:** \_\_\_\_\_  
**Streets:** \_\_\_\_\_  
**Miscellaneous:** \_\_\_\_\_  
e.g., sidewalk and other improvements: \_\_\_\_\_

**Forms of Performance Bond** - The form of the performance bond required by these Subdivision Regulations shall be as one of those (Forms 3 and 4) reproduced in this section and approved by the city attorney.

**PLAT CERTIFICATES**

- Ownership and Dedication
- Accuracy
- Utility Systems
- Water
- Sewer
- Approval by County Health Department (if septic)
- Approval of Streets
- Approval for Recording

## APPENDIX G



**APPENDIX G**

**Form Number 3**

**RIDGETOP MUNICIPAL PLANNING COMMISSION INSPECTION FORM**

Date: \_\_\_\_\_

\_\_\_\_\_ **Roadway Stage:**

\_\_\_\_\_  
(Subgrade, stone base, final paving)

Approved \_\_\_\_\_  
\_\_\_\_\_

Unapproved \_\_\_\_\_

(See remarks)

**Water Line:**

Approved \_\_\_\_\_  
\_\_\_\_\_

Unapproved \_\_\_\_\_

(See remarks)

**Sewer Line:**

Approved \_\_\_\_\_  
\_\_\_\_\_

Unapproved \_\_\_\_\_

(See remarks)

Remarks: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

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\_\_\_\_\_  
City Engineer, or Ridgetop Street and Utilities  
Supervisor(s) or Authorized Representative

## APPENDIX H

**APPENDIX H**

**Form Number 4**

**AFFIDAVIT**

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

This \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_  
Owner(s)

\_\_\_\_\_  
Address(es)

\_\_\_\_\_  
Phone(s)

**ACKNOWLEDGEMENT**

State of Tennessee)  
Robertson County)

Before me, the undersigned authority, a Notary Public in and for said State and County, personally appeared \_\_\_\_\_, the within named person, with whom I am personally acquainted and who acknowledges that he executed the within and foregoing instrument for the purposes therein expressed and contained.

Witness my hand and seal of office on this the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

My Commission Expires: \_\_\_\_\_  
\_\_\_\_\_  
Notary Public

As the authorized agent for the owner(s), I certify that I am retained and/or appointed to represent the owner(s) throughout the process of the matter currently before the Ridgetop Municipal Planning Commission concerning the above referenced real property. I further certify that I have familiarized myself with the property and the Ridgetop Subdivision Regulations, and can adequately and completely act in the owner(s) name, place and stead before said Commission. This \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_  
Agent

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Address

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Phone

**ACKNOWLEDGEMENT**

State of Tennessee)  
Robertson County)

Before me, the undersigned authority, a Notary Public in and for said State and County, personally appeared \_\_\_\_\_, the within named person, with whom I am personally acquainted and who acknowledges that he executed the within and foregoing instrument for the purposes therein expressed and contained.

Witness my hand and seal of office on this the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_

\_\_\_\_\_

Notary Public

My Commission Expires:

## **APPENDIX I**

## APPENDIX I

### SUBDIVISION REGULATION DRAWINGS

#### GRAPHICS 1

1. WHAT IS A SUBDIVISION?
2. WHO'S INVOLVED IN LAND SUBDIVISION STANDARDS?
3. PRELIMINARY PLAT
4. FINAL PLAT
5. "Y" TURN-AROUND FOR PRIVATE ROADS
6. SLOPE CALCULATION
7. CUT AND FILL CROSS SECTION
8. ROAD TYPES
9. TYPES OF LOTS
10. STREET JOGS & INTERSECTIONS
11. MAJOR STREET
12. SETBACKS & YARDS
13. SUBDIVISION DESIGNS
14. GRADE AT INTERSECTIONS

#### GRAPHICS 2

1. ALTERNATE TURN-AROUND DESIGNS
2. PRIVATE ROADS
3. SEPTIC SYSTEM
4. INTERSECTIONS, STREET JOGS & DEAD-END STREETS
5. CURB DESIGN ALTERNATIVES
6. LOT ARRANGEMENT, MINIMUM LOT SIZE, BUILDING SETBACK LINE, CORNER LOTS
7. PUBLIC OPEN SPACES, UTILITY EASEMENTS, COMMUNITY ASSETS, SUITABILITY OF THE LAND

#### GRAPHICS 3

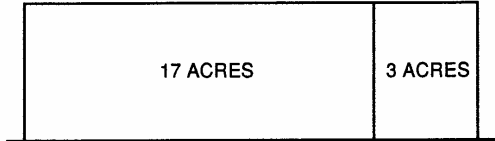
1. 100-YEAR FLOODPLAIN SCHEMATIC
2. DETAILS OF CONCRETE ROADS
3. TYPICAL TANGENT SECTION--TYPE ONE
4. TYPICAL TANGENT SECTION--TYPE TWO
5. TYPICAL TANGENT SECTION--TYPE THREE
6. HORIZONTAL CURVE & STREET PROFILE
7. TANGENTS, MAXIMUM GRADES, HORIZONTAL & VERTICAL CURVES
8. CUL-DE-SAC, HORIZONTAL, STREET PROFILE
9. GRADES AND CURVES
10. TANGENTS, INTERSECTIONS, STREET JOGS



## **GRAPHICS 1**

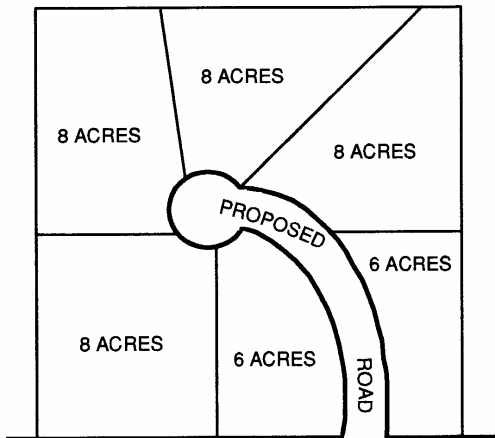
- 1. WHAT IS A SUBDIVISION?**
- 2. WHO'S INVOLVED IN LAND SUBDIVISION STANDARDS?**
- 3. PRELIMINARY PLAT**
- 4. FINAL PLAT**
- 5. "Y" TURN-AROUND FOR PRIVATE ROADS**
- 6. SLOPE CALCULATION**
- 7. CUT AND FILL CROSS SECTION**
- 8. ROAD TYPES**
- 9. TYPES OF LOTS**
- 10. STREET JOGS & INTERSECTIONS**
- 11. MAJOR STREET**
- 12. SETBACKS & YARDS**
- 13. SUBDIVISION DESIGNS**
- 14. GRADE AT INTERSECTIONS**

# WHAT IS A SUBDIVISION?



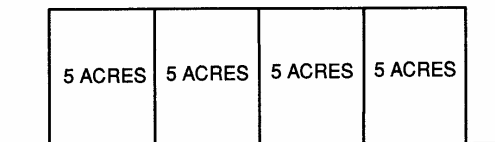
**THIS IS A SUBDIVISION  
BECAUSE ONE LOT IS LESS  
THAN FIVE (5) ACRES.**

COUNTY ROAD



**THIS IS A SUBDIVISION  
BECAUSE A NEW ROAD  
IS NEEDED FOR ACCESS.**

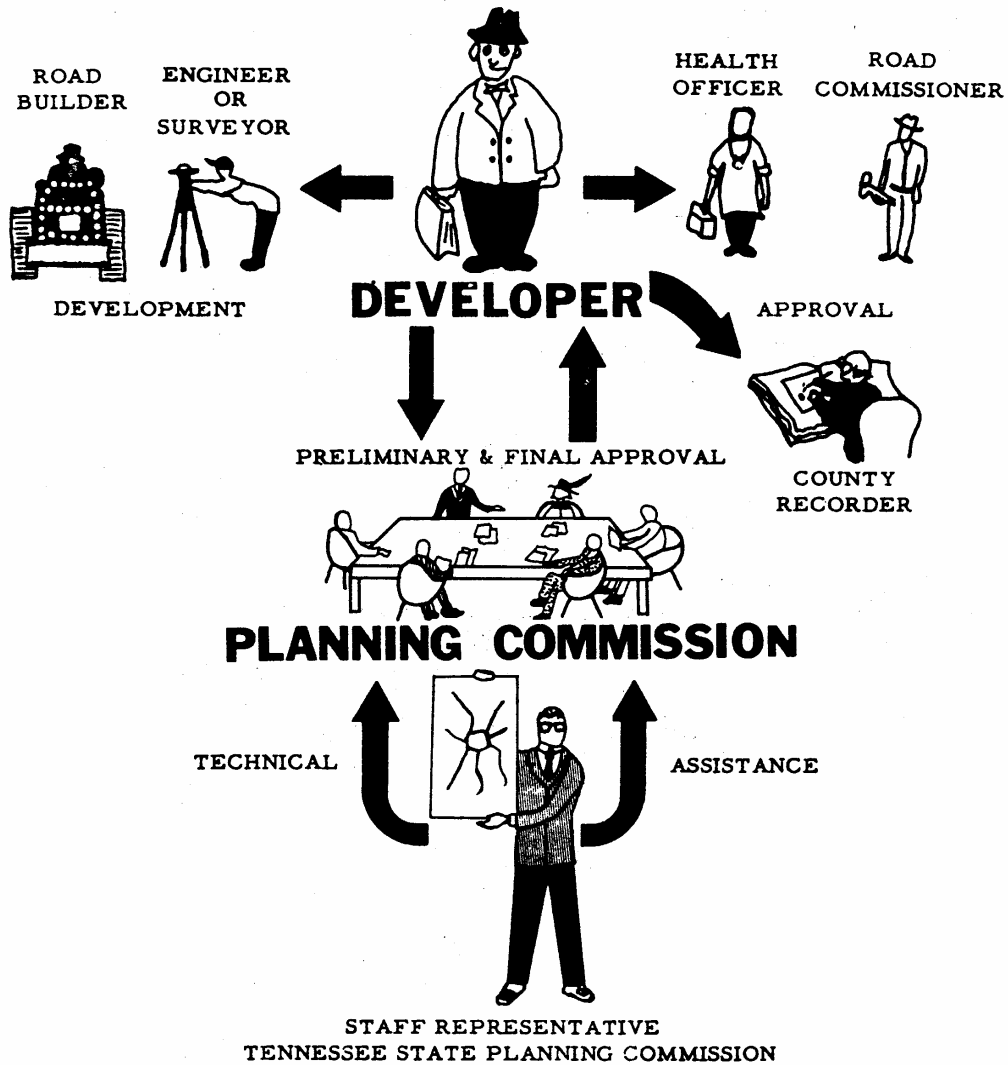
COUNTY ROAD



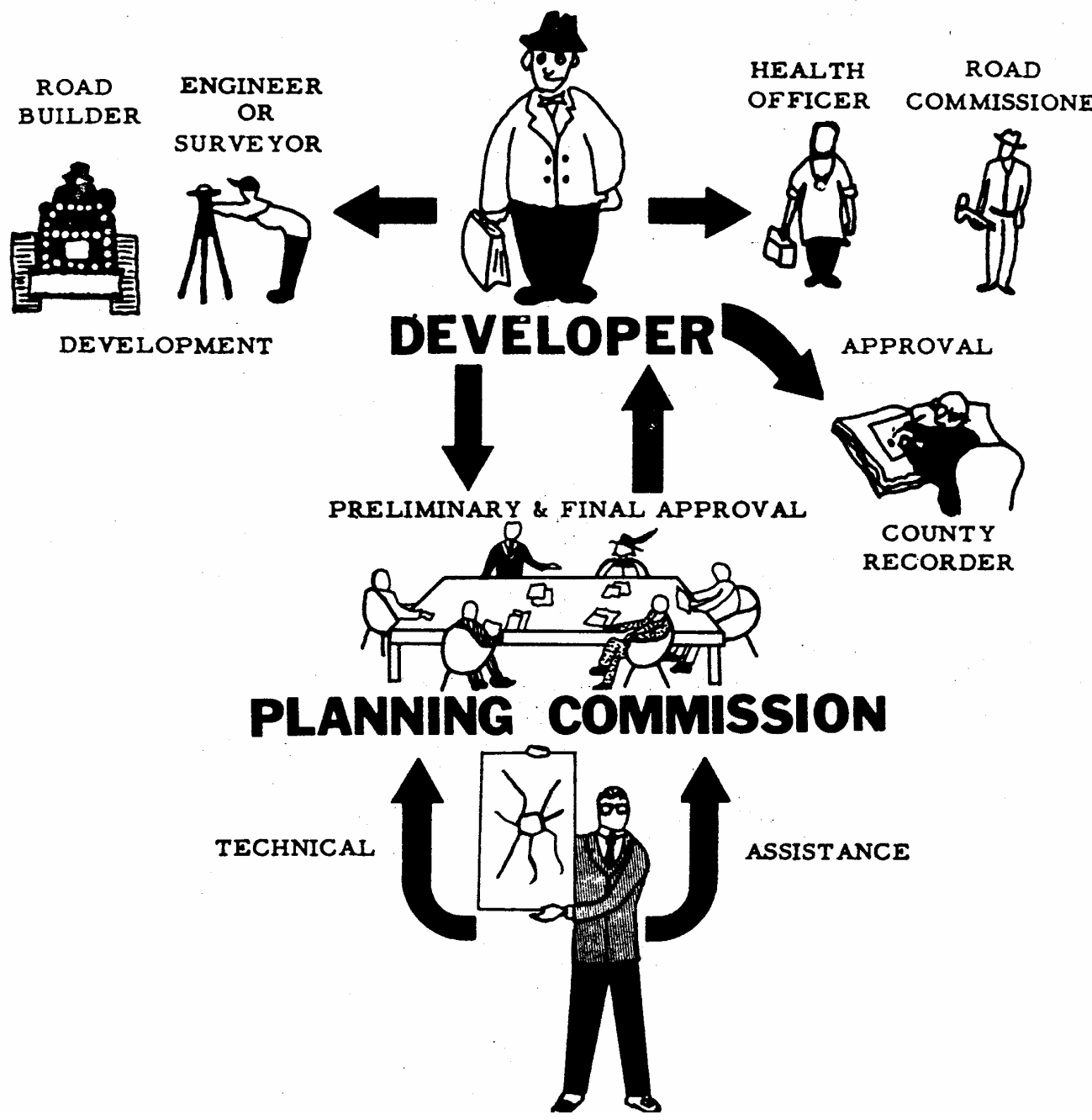
**THIS IS NOT A SUBDIVISION  
BECAUSE ALL LOTS ARE FIVE  
(5) ACRES AND NO NEW ROADS  
OR PUBLIC UTILITIES ARE  
REQUIRED.**

COUNTY ROAD

# WHO'S INVOLVED IN LAND SUBDIVISION STANDARDS



# WHO'S INVOLVED IN LAND SUBDIVISION STANDARDS



**THE  
FINAL PLAT  
SHALL SHOW:**

Streets, lots, setback lines,  
lot numbers, etc.

Sufficient engineering data to  
reproduce any line on the  
ground.

Dimensions, angles, and  
bearings.

Monuments

Names of adjoining properties

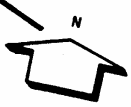
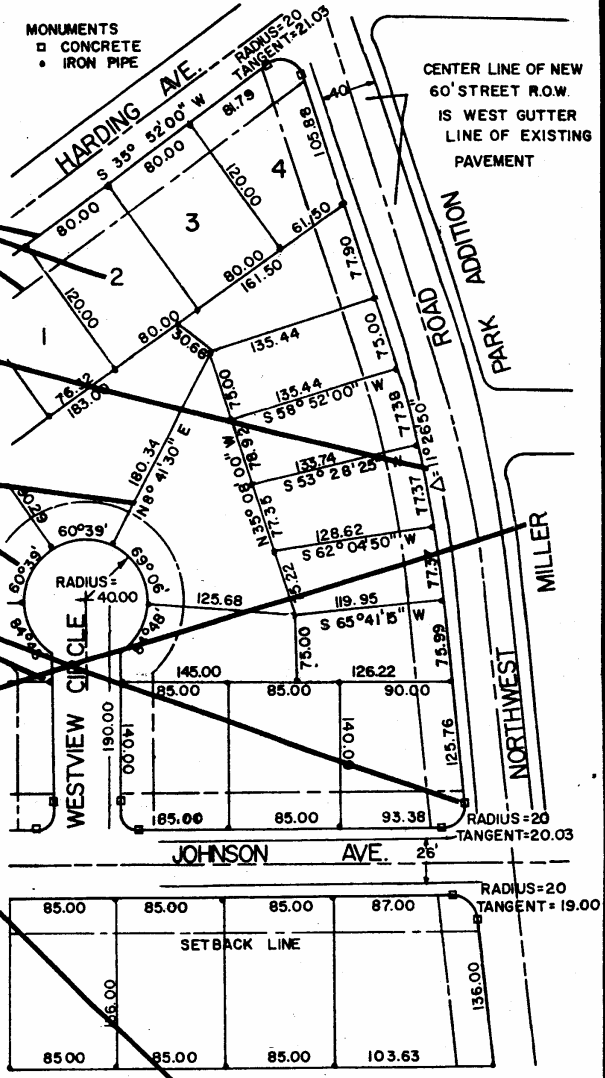
Date, title, name and location  
of subdivision

Graphic scale and true north  
point

Location sketch map and  
certificates as required

MONUMENTS  
□ CONCRETE  
• IRON PIPE

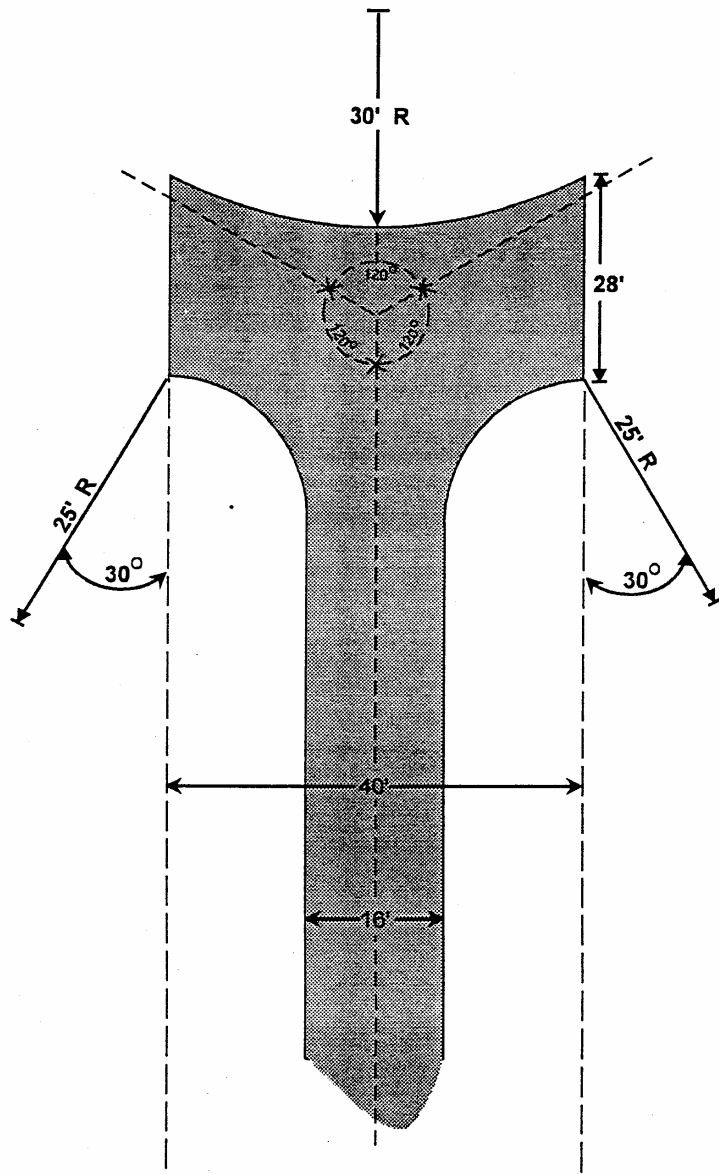
CENTER LINE OF NEW  
60' STREET R.O.W.  
IS WEST GUTTER  
LINE OF EXISTING  
PAVEMENT



**SECTION "A"**  
**WEST HILLS ADDITION**  
**TENNACITY, TENN.**

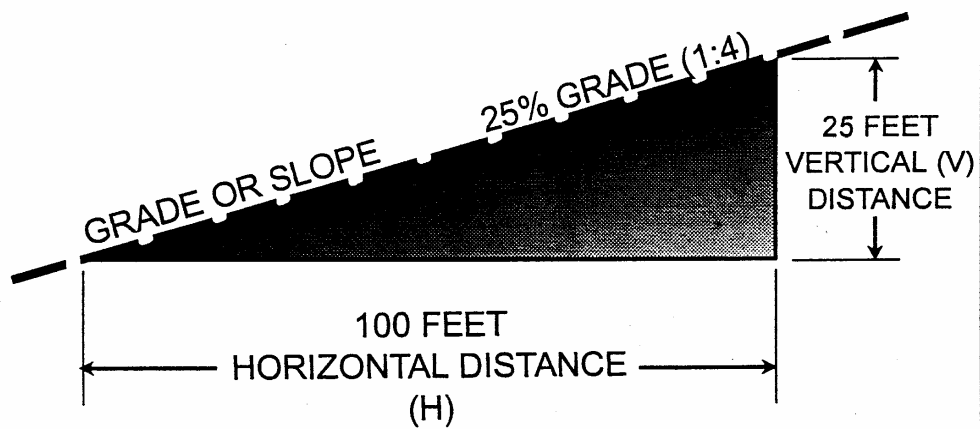


JANUARY, 1964



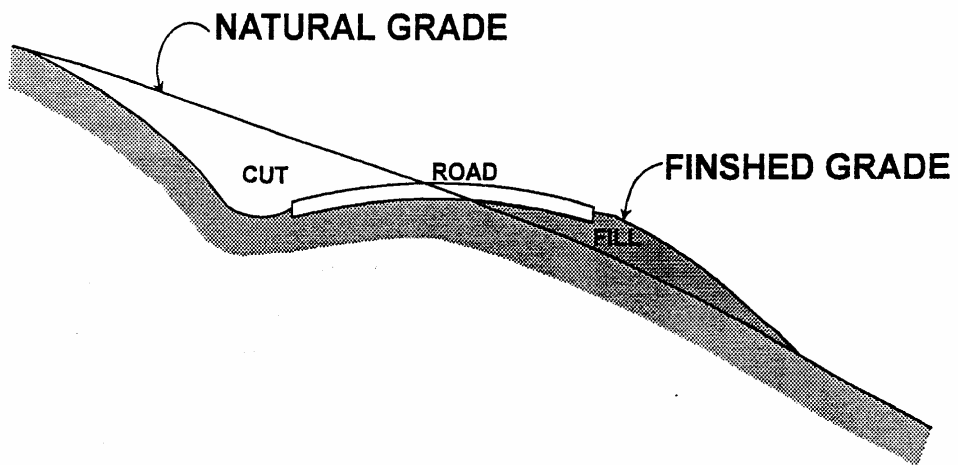
**"Y" TURN-AROUND FOR PRIVATE ROADS**

# SLOPE CALCULATION

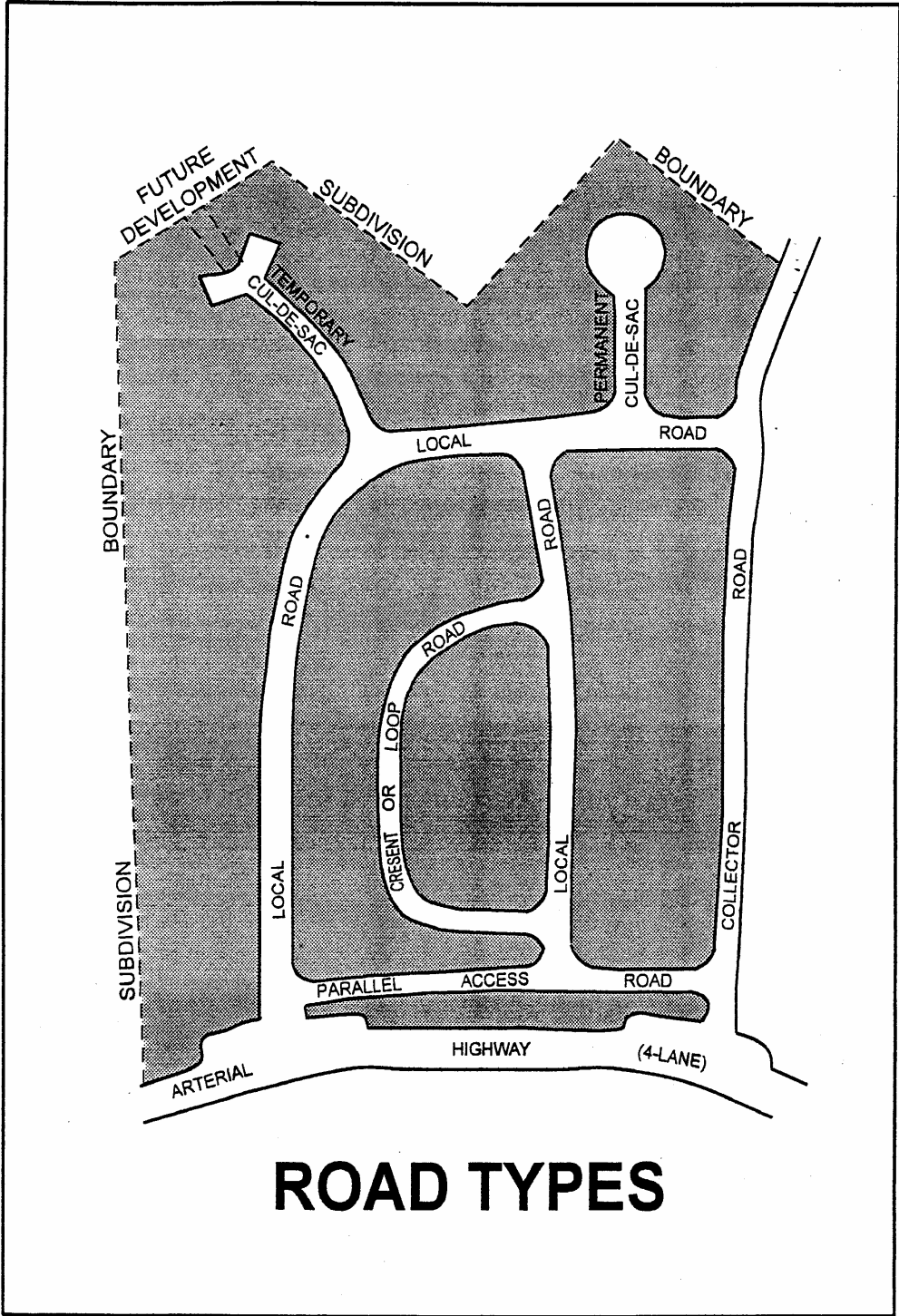


GRADE (SLOPE) FORMULA:  $\text{SLOPE} = \frac{V}{H}$

# CUT AND FILL CROSS SECTION

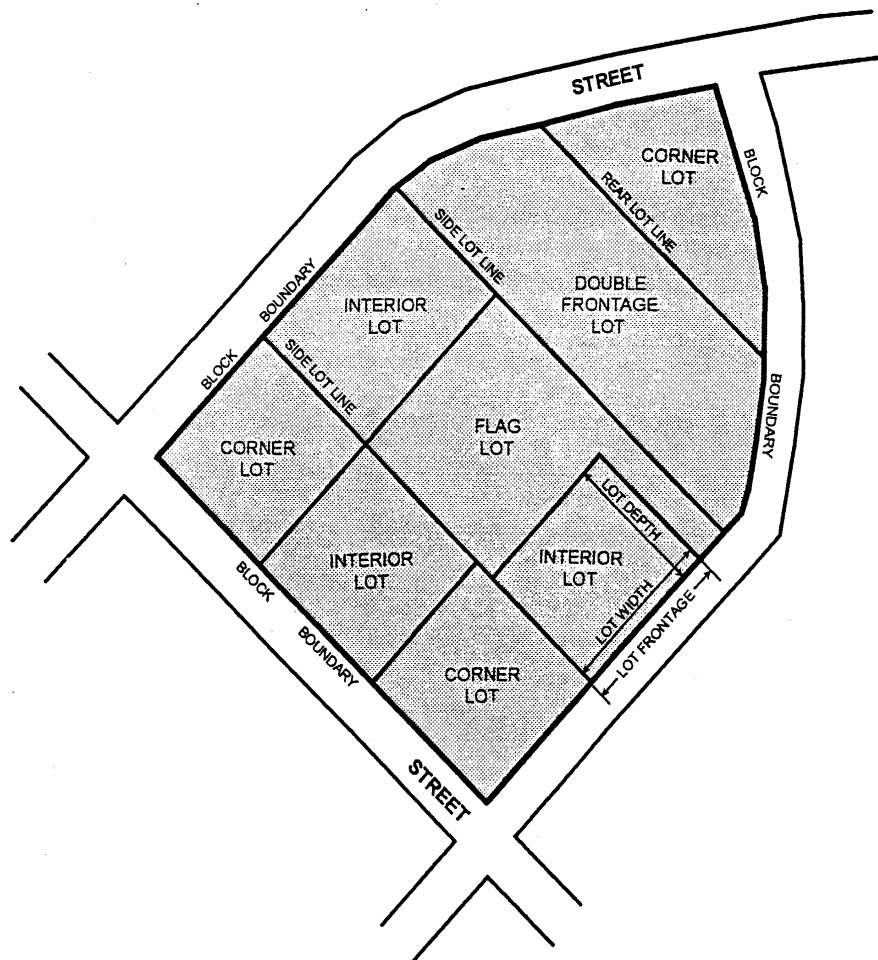


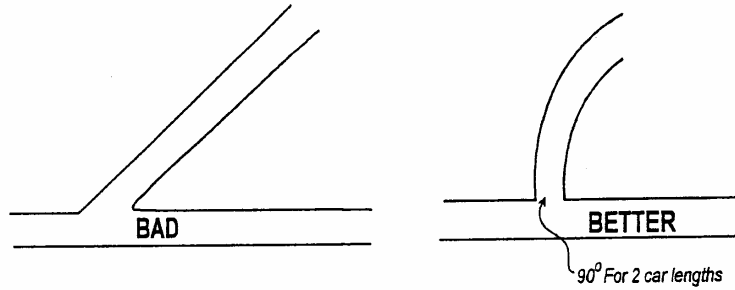




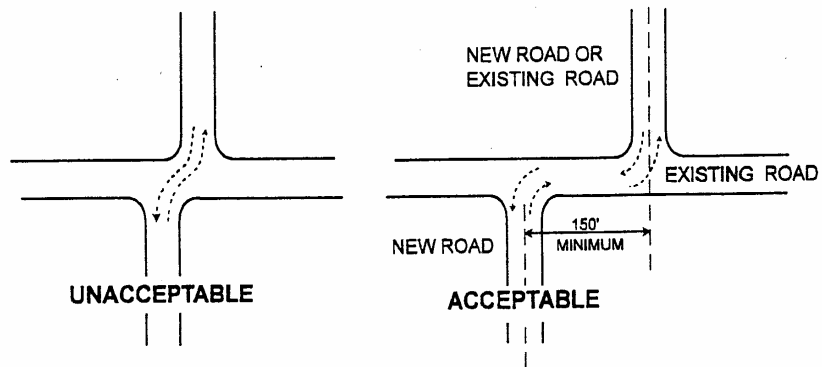
# ROAD TYPES

# TYPES OF LOTS



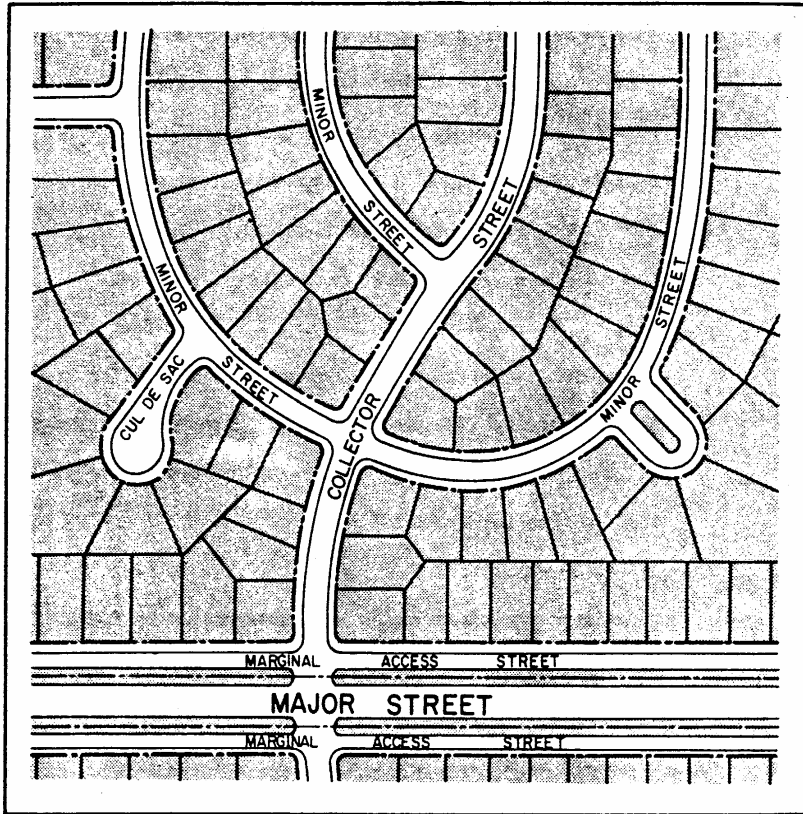


## INTERSECTIONS

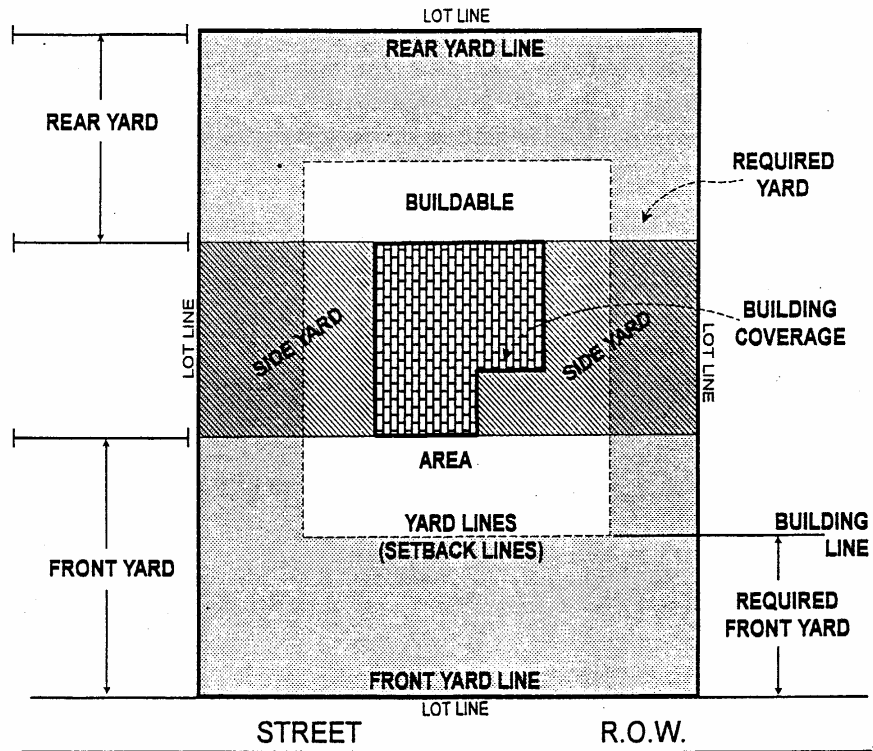


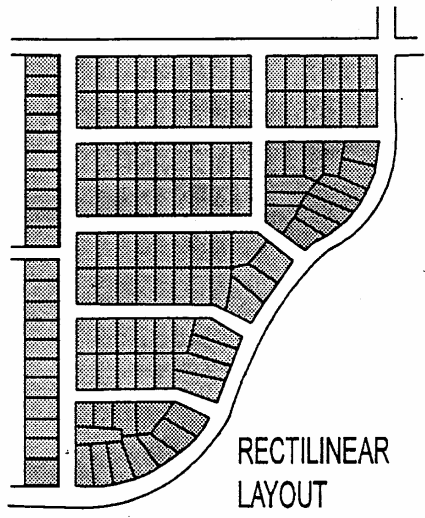
## STREET JOGS

# INTERSECTIONS STREET JOGS

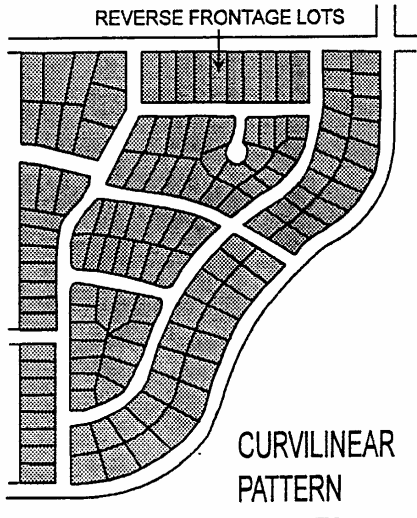


# SETBACKS AND YARDS

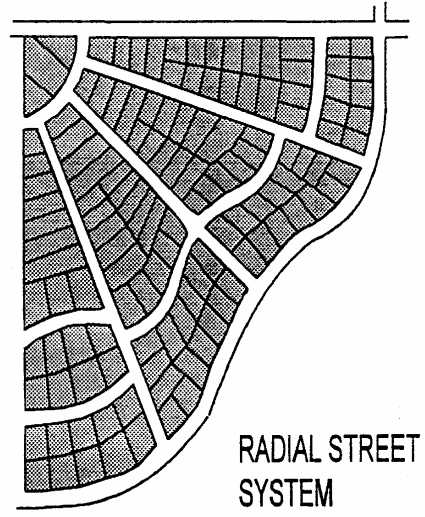




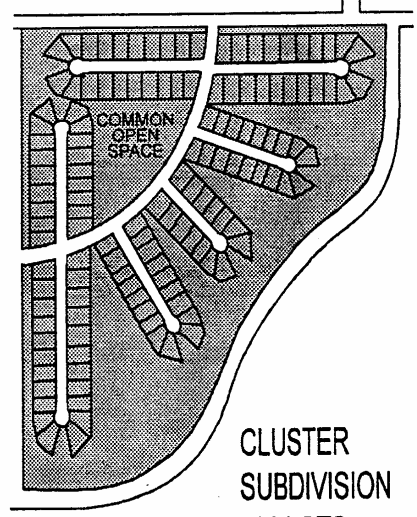
RECTILINEAR  
LAYOUT  
130 LOTS



CURVILINEAR  
PATTERN  
130 LOTS

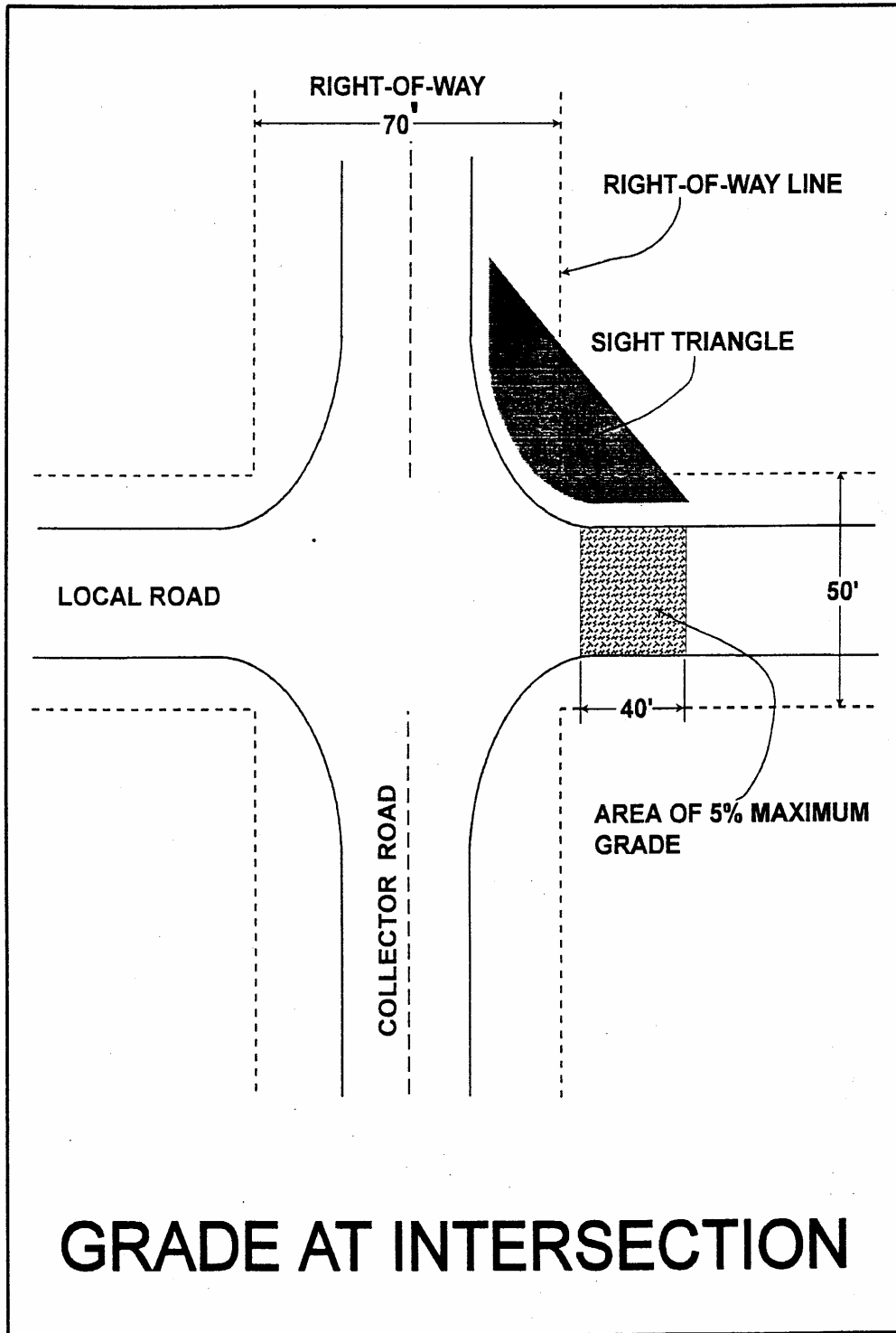


RADIAL STREET  
SYSTEM  
130 LOTS



CLUSTER  
SUBDIVISION  
130 LOTS

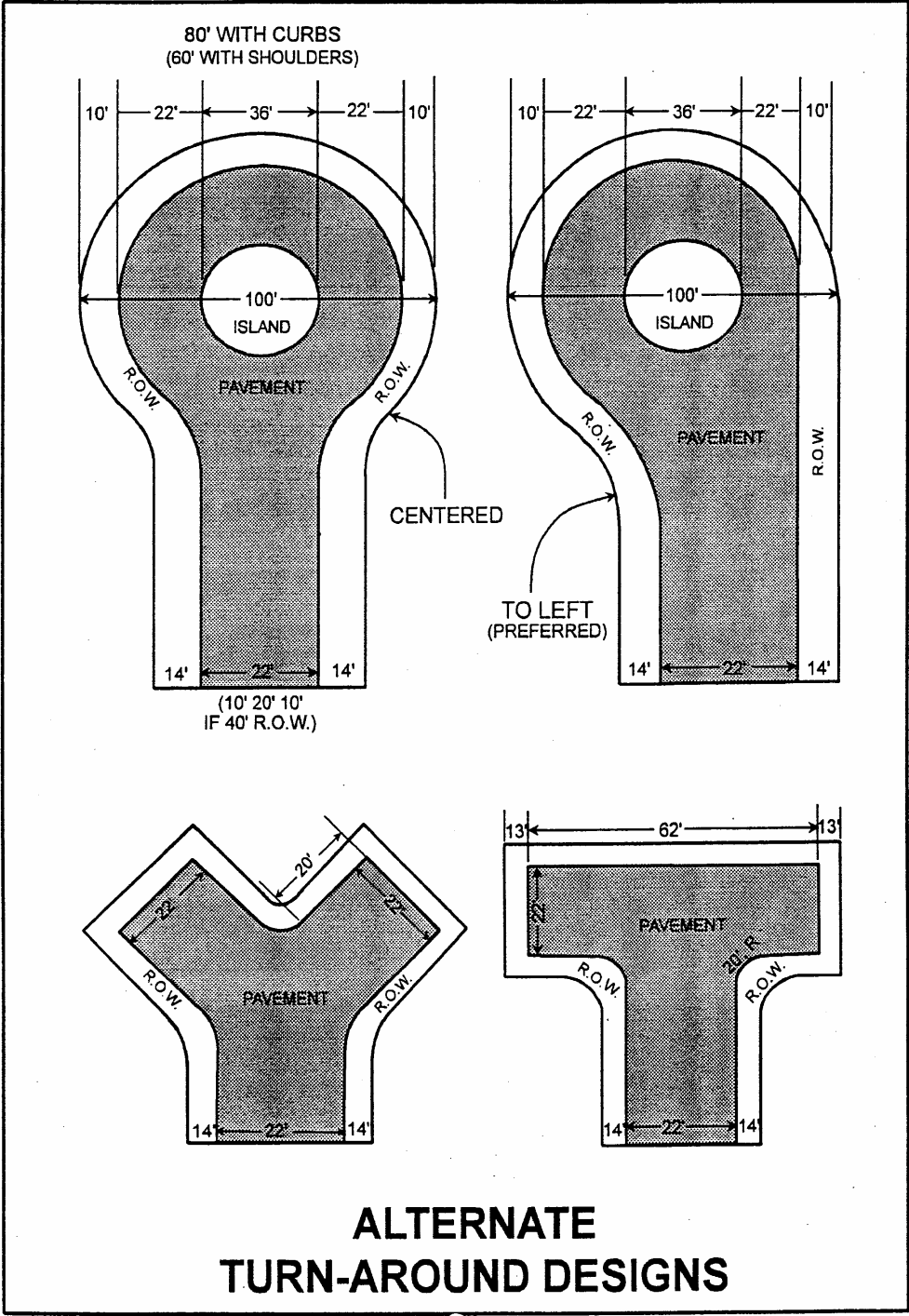
# SUBDIVISION DESIGNS

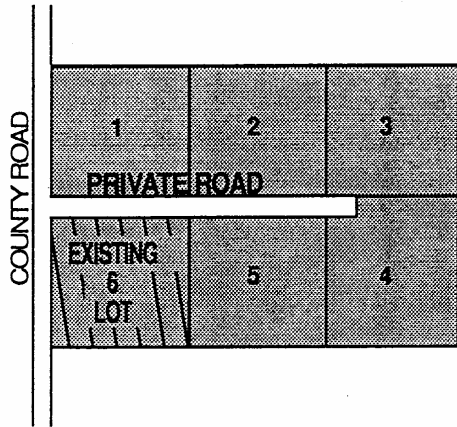


## **GRAPHICS 2**

- 1. ALTERNATE TURN-AROUND DESIGNS**
- 2. PRIVATE ROADS**
- 3. SEPTIC SYSTEM**
- 4. INTERSECTIONS, STREET JOGS & DEAD-END STREETS**
- 5. CURB DESIGN ALTERNATIVES**
- 6. LOT ARRANGEMENT, MINIMUM LOT SIZE, BUILDING SETBACK LINE, CORNER LOTS**
- 7. PUBLIC OPEN SPACES, UTILITY EASEMENTS, COMMUNITY ASSETS, SUITABILITY OF THE LAND**

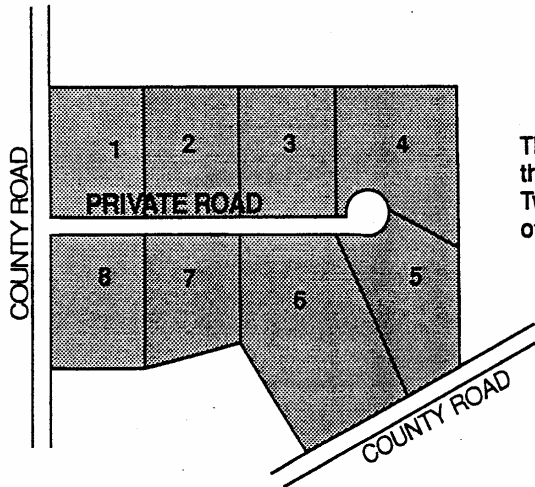
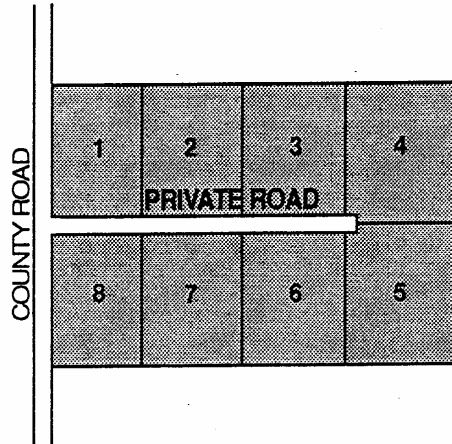






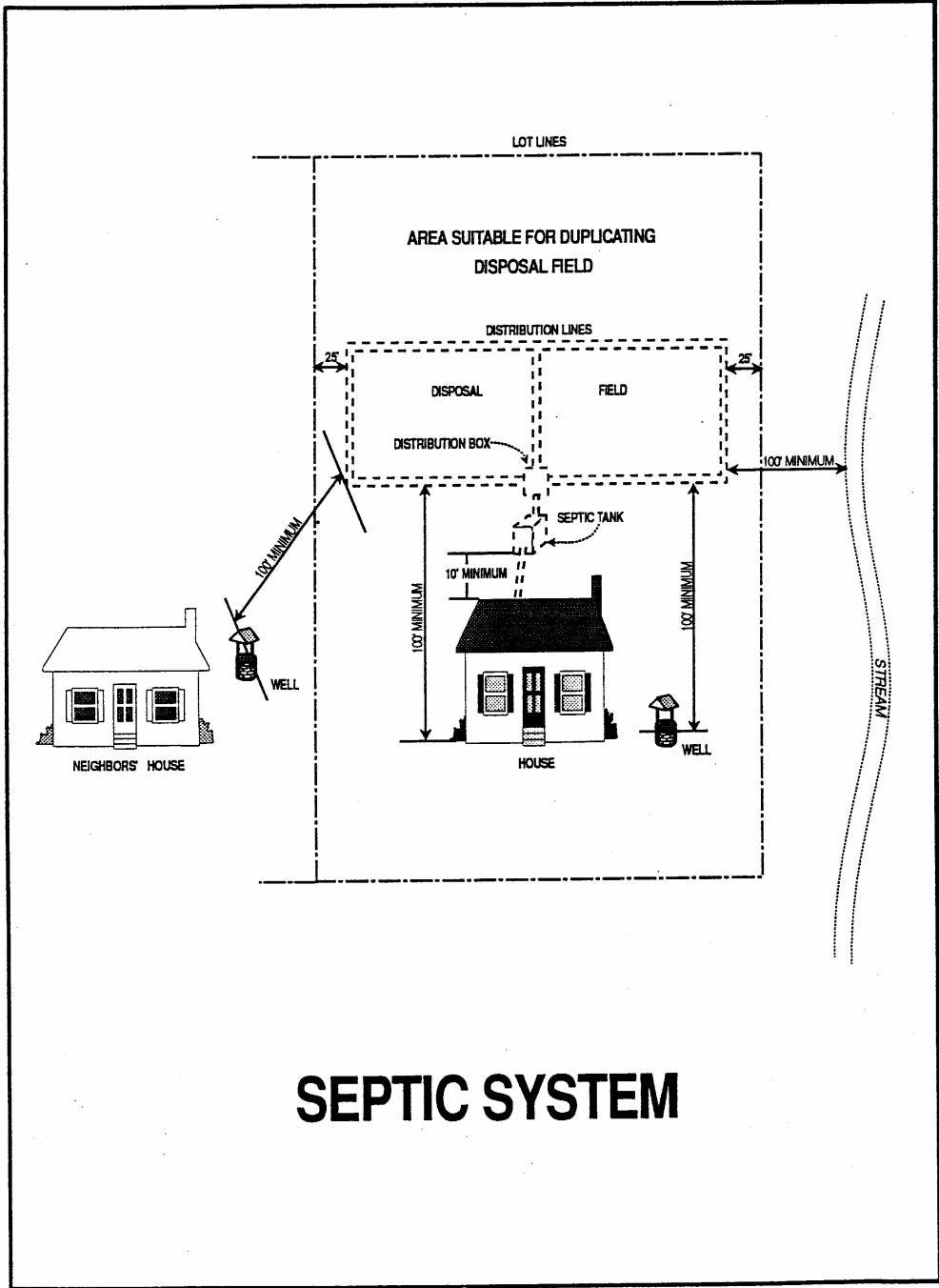
This proposed private road may meet the minimum standards. Only six lots are abutting it, two of which are corner lots. One of the corner lots is a lot of record.

This proposed private road must meet the higher standards. Eight lots about the road including two corner lots.

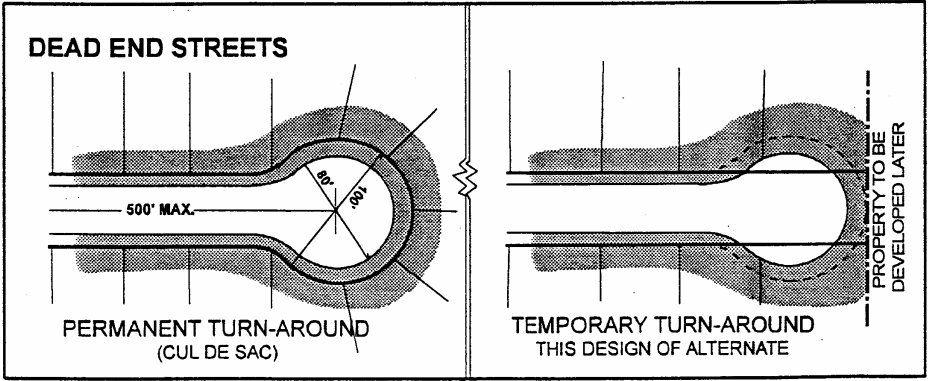
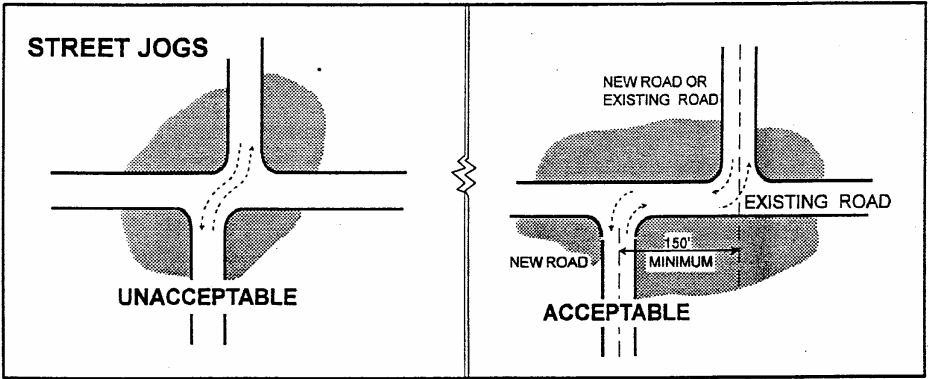
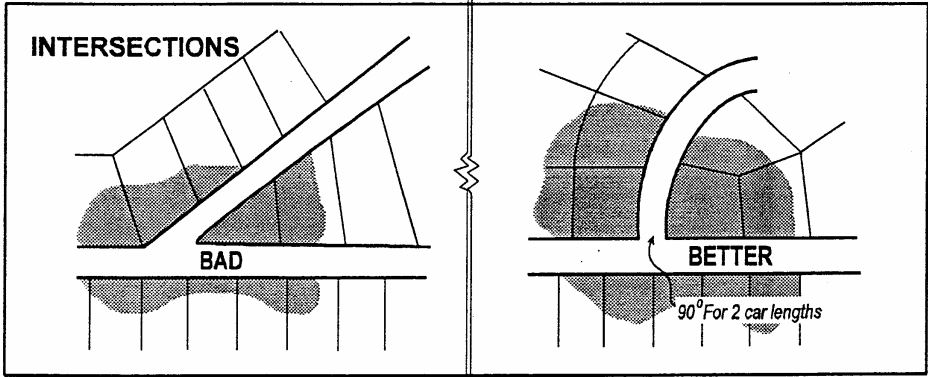


This proposed private road must meet the higher standards. Eight lots about it. Two of the lots are corner lots and two others are double-frontage lots.

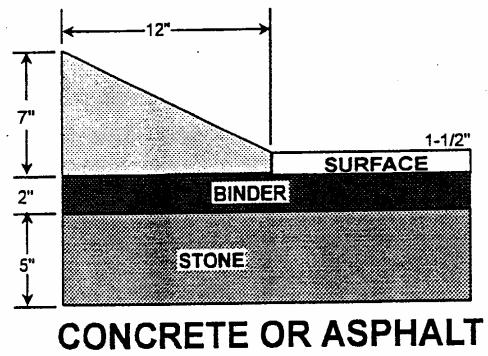
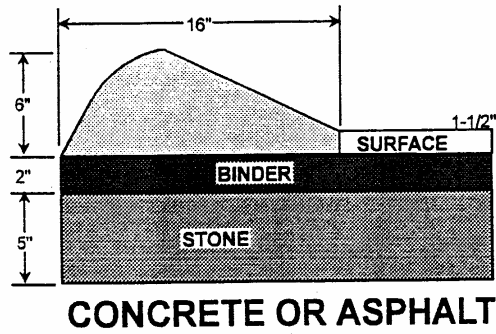
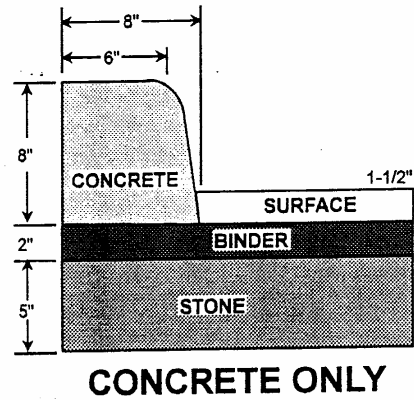
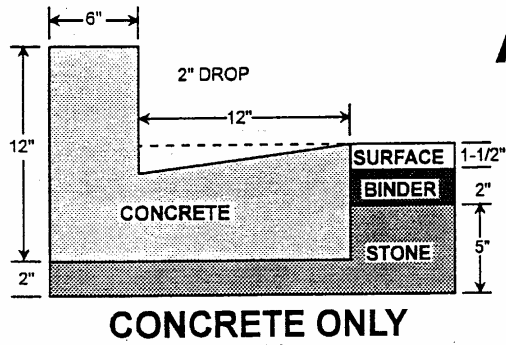
# PRIVATE ROADS

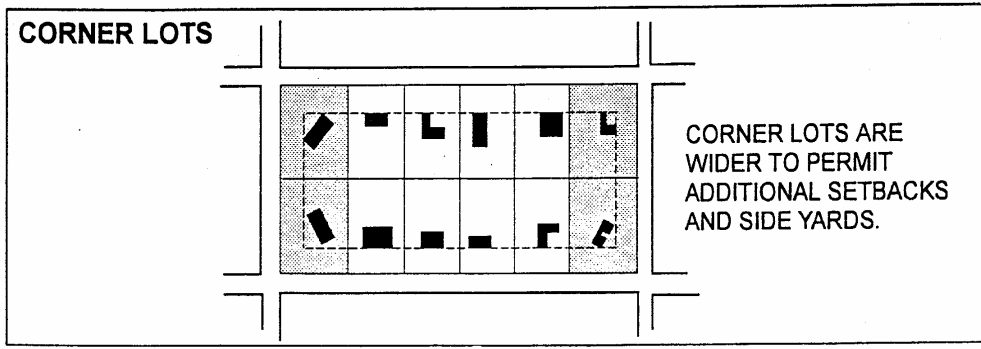
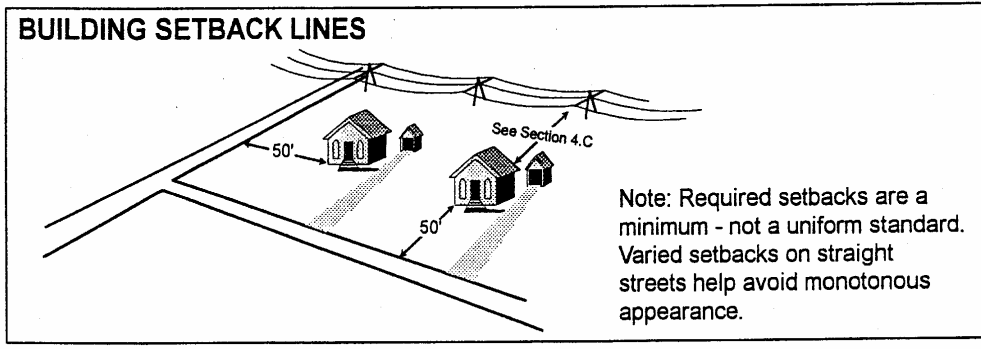
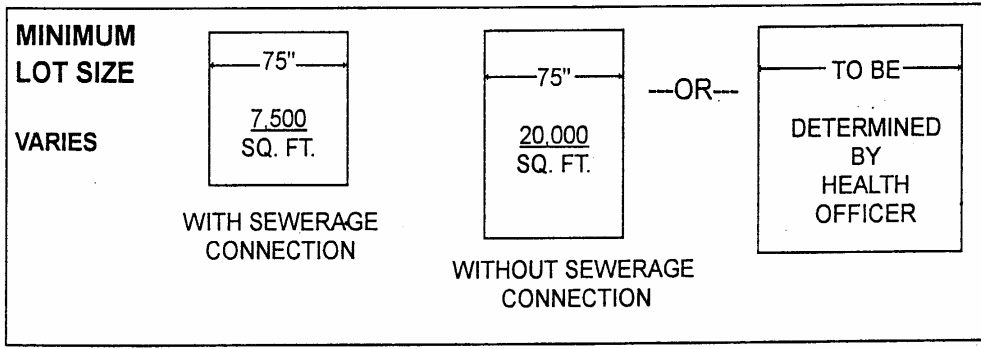
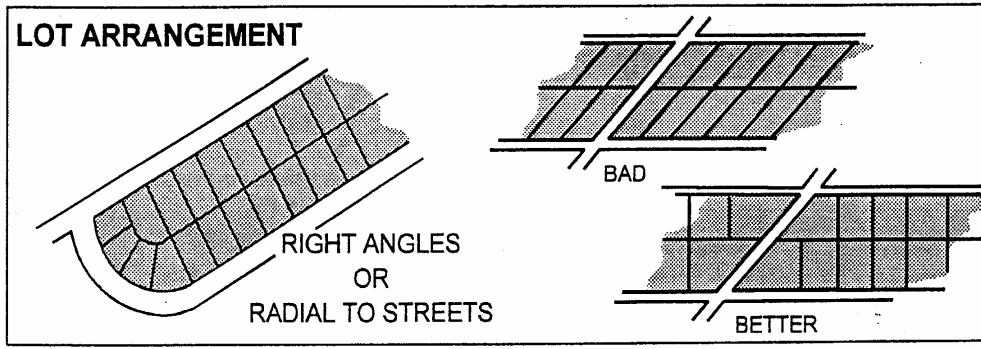


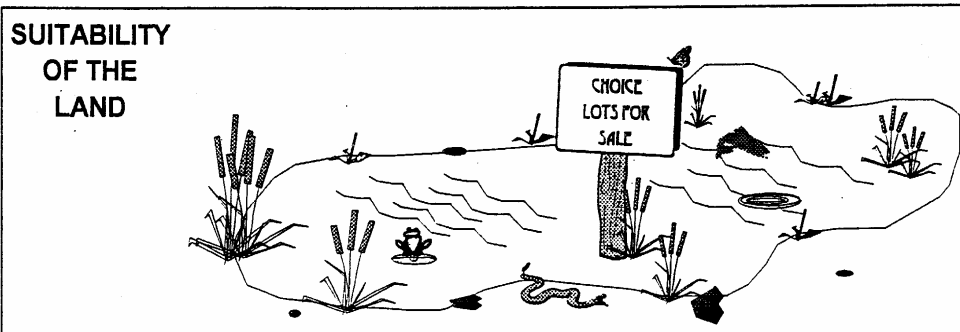
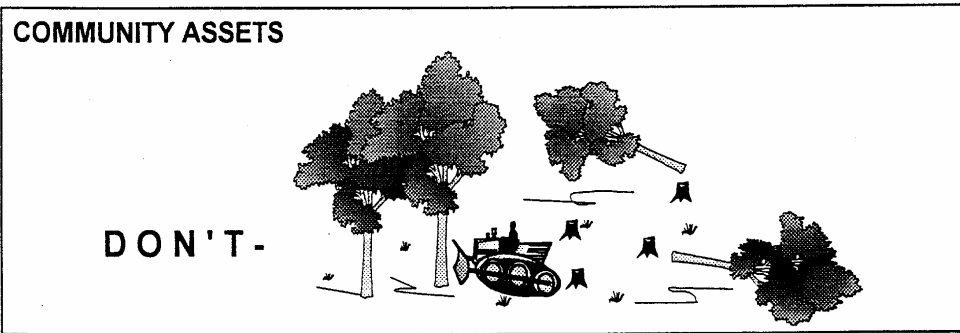
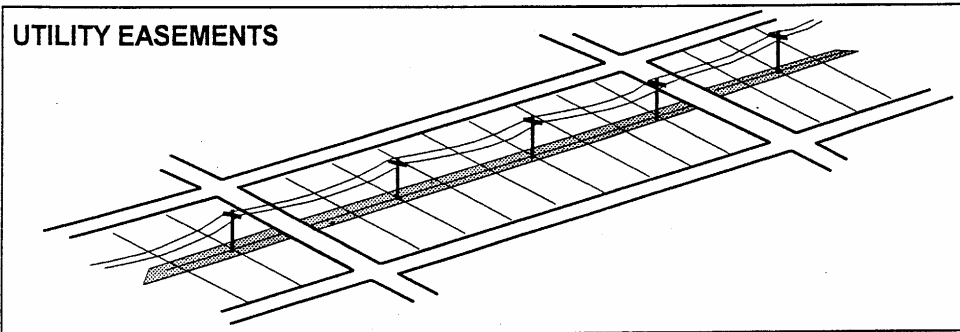
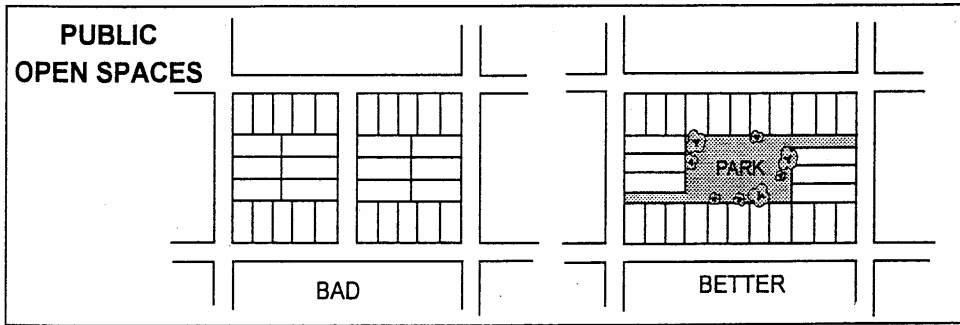
# SEPTIC SYSTEM



# CURB DESIGN ALTERNATIVES



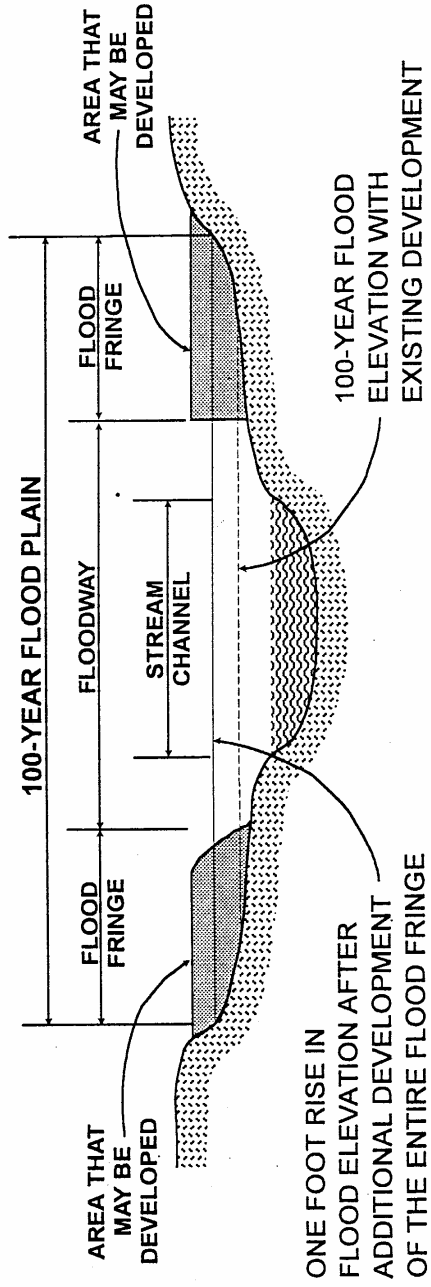




## **GRAPHICS 3**

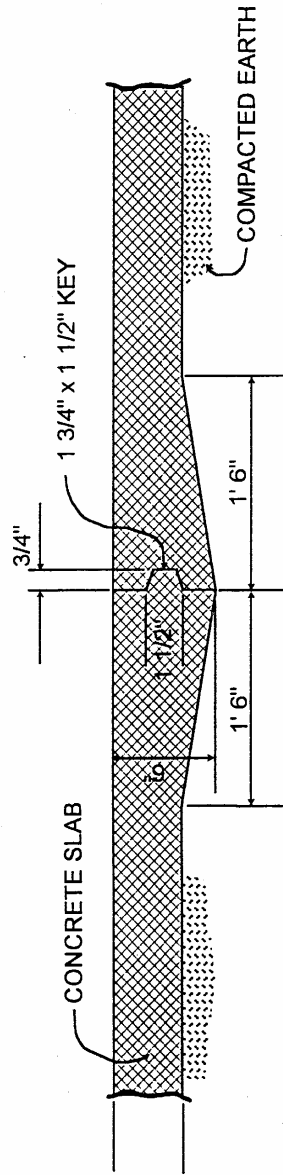
- 1. 100-YEAR FLOODPLAIN SCHEMATIC**
- 2. DETAILS OF CONCRETE ROADS**
- 3. TYPICAL TANGENT SECTION--TYPE ONE**
- 4. TYPICAL TANGENT SECTION--TYPE TWO**
- 5. TYPICAL TANGENT SECTION--TYPE THREE**
- 6. HORIZONTAL CURVE & STREET PROFILE**
- 7. TANGENTS, MAXIMUM GRADES, HORIZONTAL & VERTICAL CURVES**
- 8. CUL-DE-SAC, HORIZONTAL, STREET PROFILE**
- 9. GRADES AND CURVES**
- 10. TANGENTS, INTERSECTIONS, STREET JOGS**



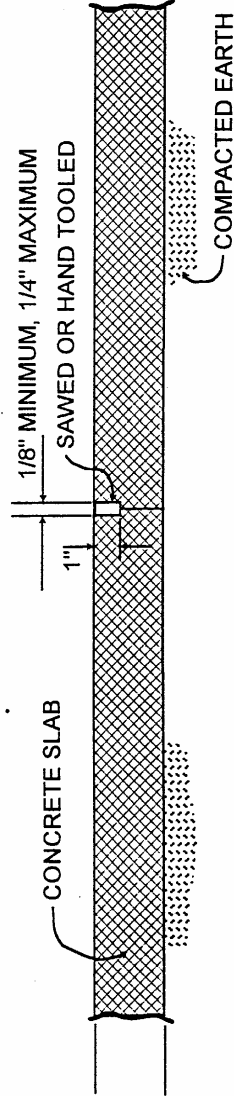


## 100-YEAR FLOOD PLAIN SCHEMATIC

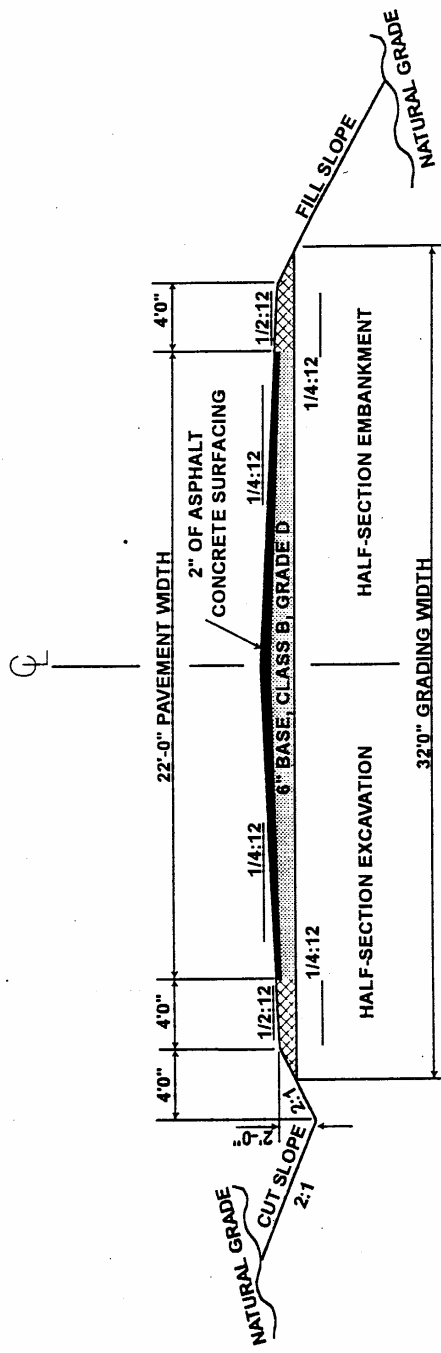
### TYPICAL CONSTRUCTION JOINT



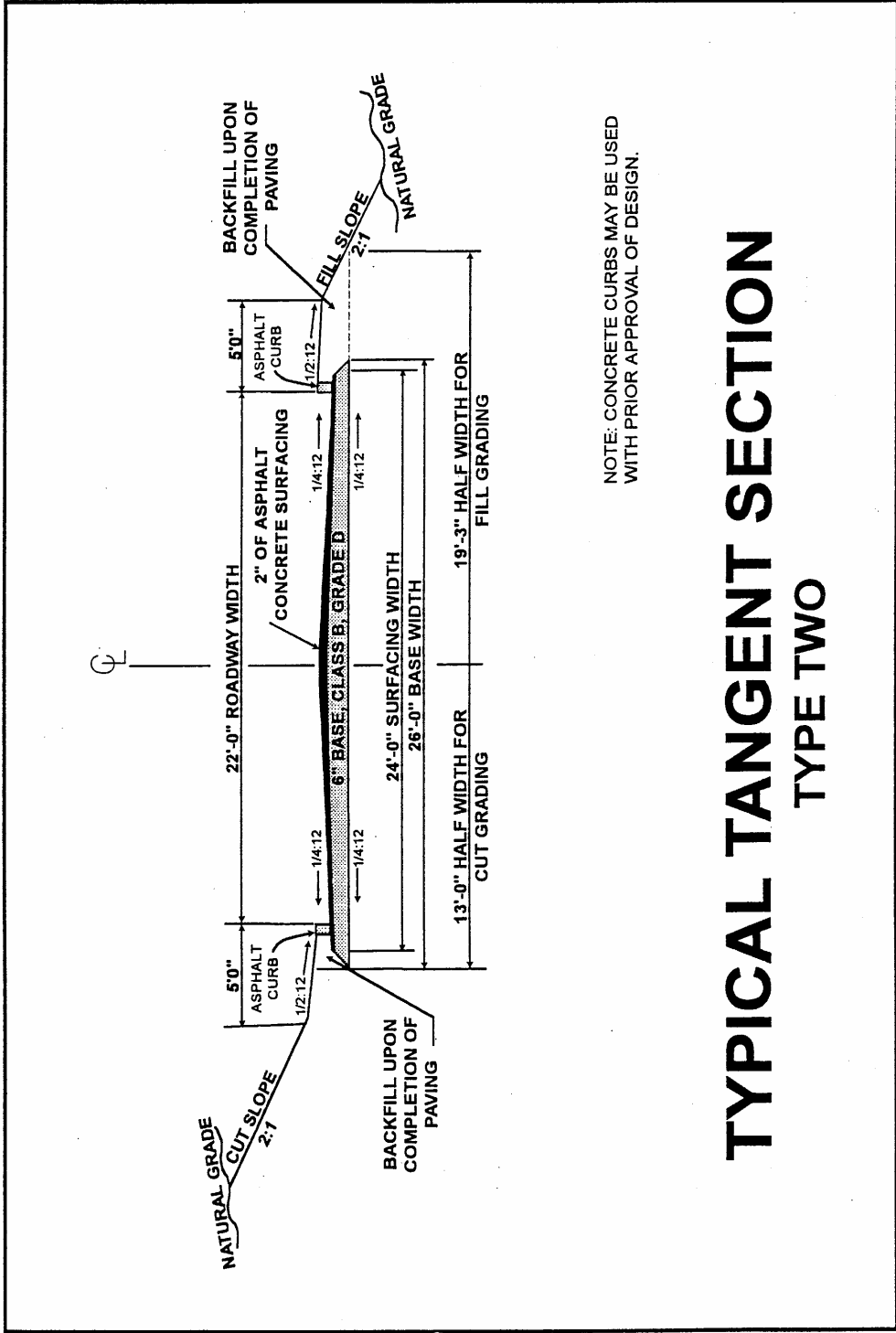
### TYPICAL TRANSVERSE CONTRACTION JOINT



## DETAILS OF CONCRETE ROADS

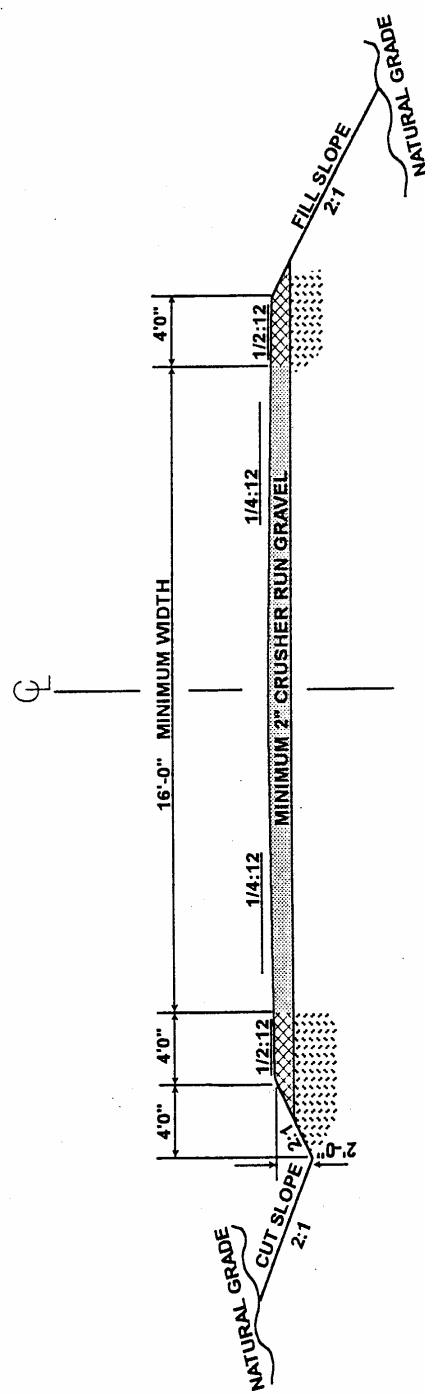


# TYPICAL TANGENT SECTION TYPE ONE



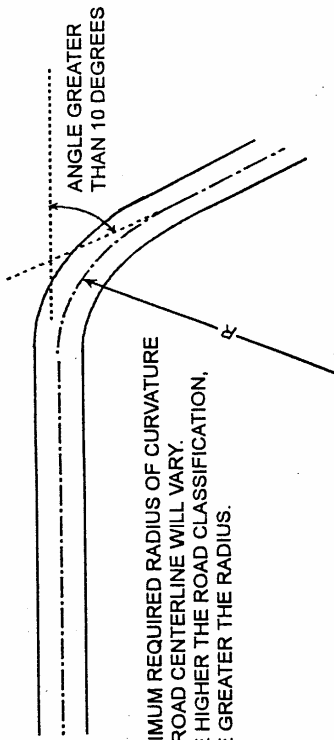
NOTE: CONCRETE CURBS MAY BE USED WITH PRIOR APPROVAL OF DESIGN.

# TYPICAL TANGENT SECTION TYPE TWO



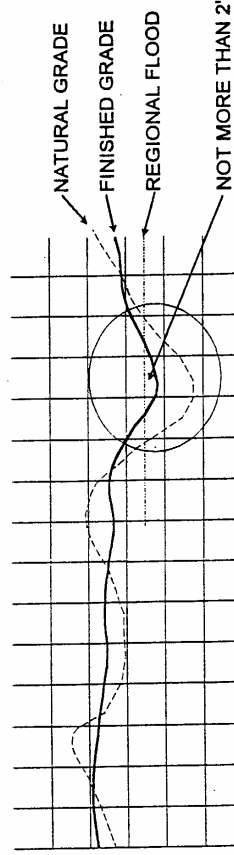
NOTE: These are the minimum standards allowed for Private Roads.

# TYPICAL TANGENT SECTION TYPE THREE



MINIMUM REQUIRED RADIUS OF CURVATURE OF ROAD CENTERLINE WILL VARY. THE HIGHER THE ROAD CLASSIFICATION, THE GREATER THE RADIUS.

## HORIZONTAL CURVE

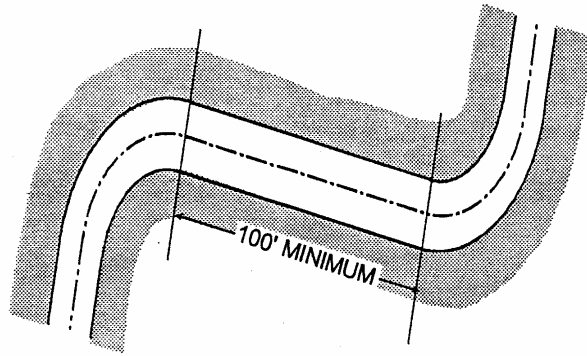


SCALE: 1"=20'  
(MINIMUM)

SCALE: 1"=100'  
(MINIMUM)

## STREET PROFILE

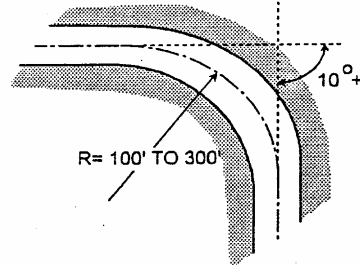
## TANGENTS



## MAXIMUM GRADES

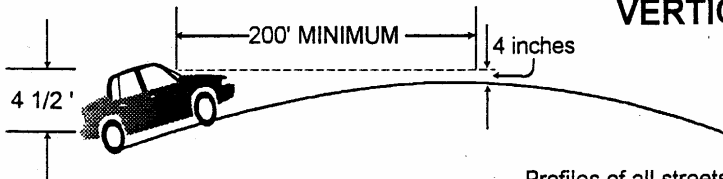


## HORIZONTAL CURVES



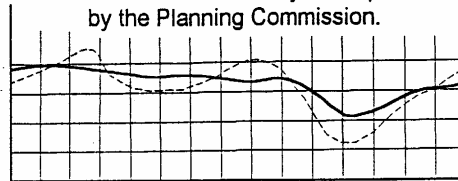
Radius of Curvature shall be not less than 300' on streets 60' or more in width, and not less than 100'.

## VERTICAL CURVES



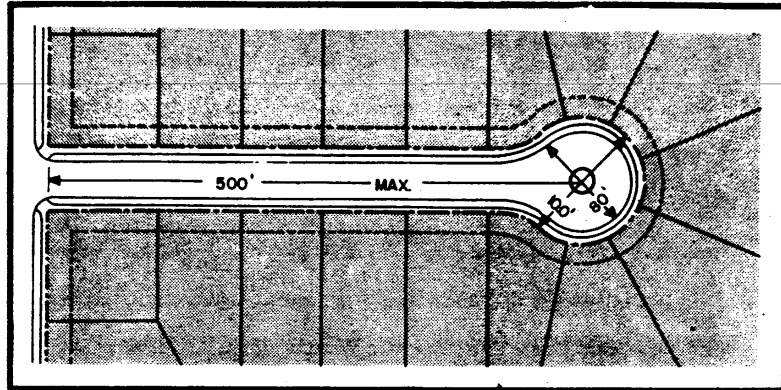
Profiles of all streets may be required by the Planning Commission.

SCALE: 1"=20'  
(MINIMUM)

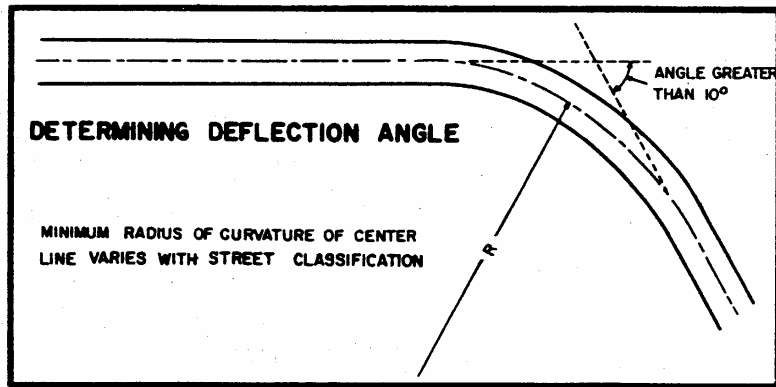


SCALE: 1"=100' (MINIMUM)

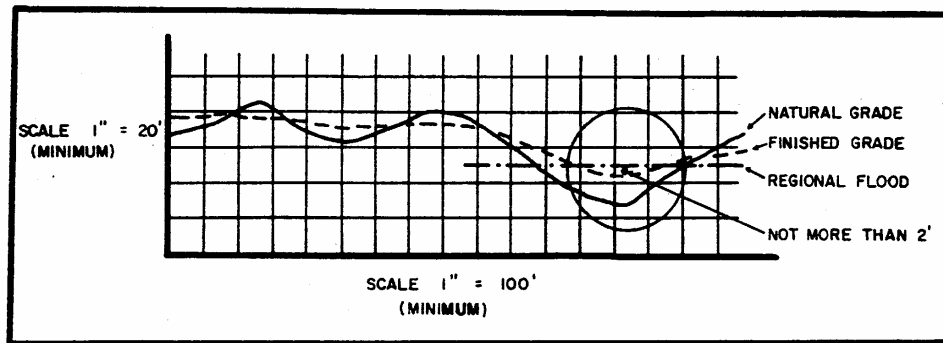
# CUL DE SAC



# HORIZONTAL CURVE

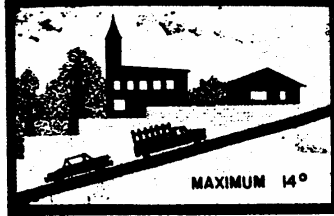


# STREET PROFILE





excessive grades on city street create traffic and drainage problems



steep grades at intersections reduce sight distances and hinder vehicle control



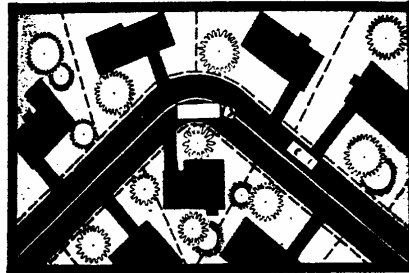
street grades should be flattened out within 100 feet of intersections



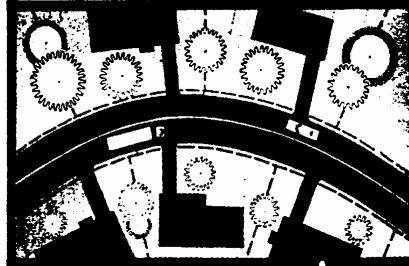
# G R A D E S

# C U R V E S

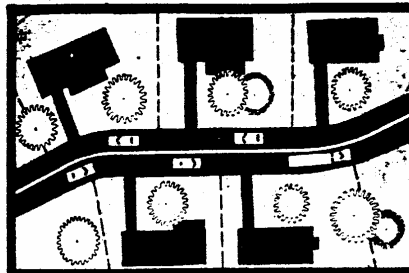
sharp curves reduce sight distances and difficult shaped lots result

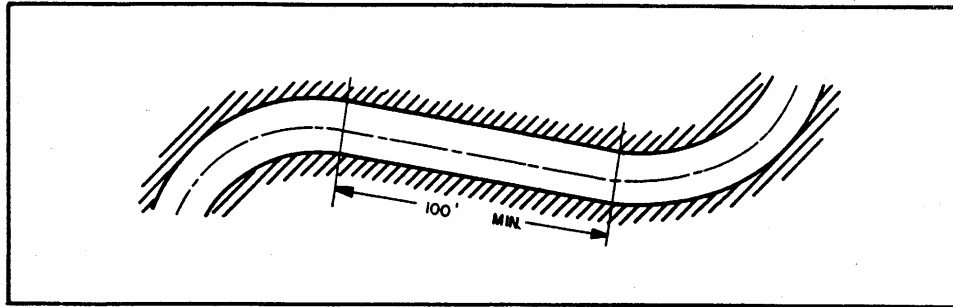


proper curvature results in ample sight distances and good lotting

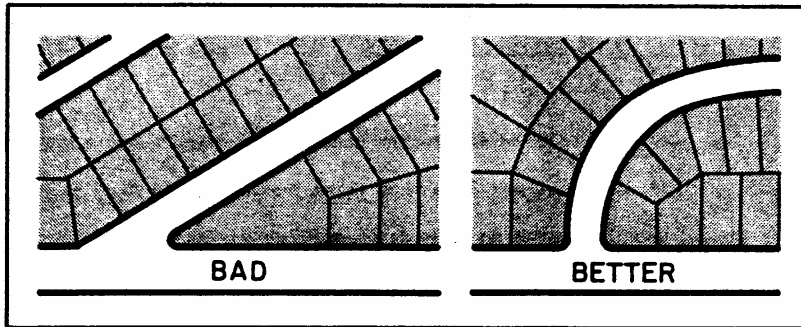


a tangent between reverse curves produces longer sight distances

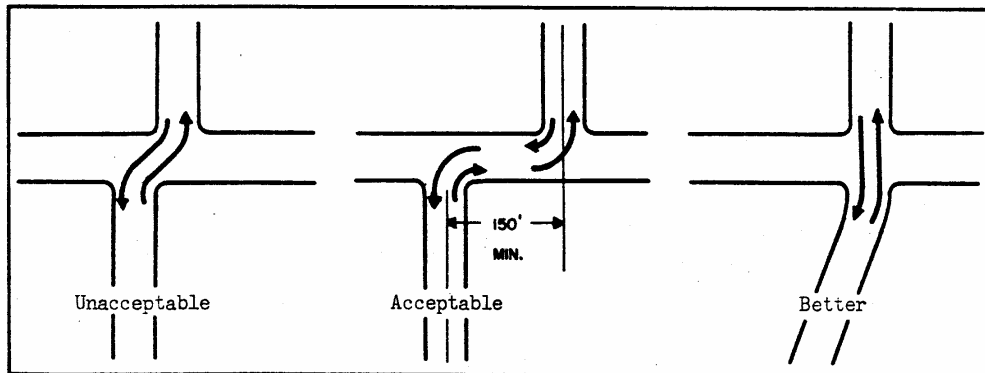




**TANGENTS**



**INTERSECTIONS**



**STREET JOGS**