City of Columbus, Indiana

Subdivision Control Ordinance

(Columbus Municipal Code Title 16 – Subdivisions)

Adoption:
This Subdivision Control Ordinance was effective December 7, 1982. It was adopted by the Common Council of the City of Columbus, Indiana as Ordinance Number 3056, 1982 on December 7, 1982. Its authority was extended to also include the City of Columbus extra-territorial jurisdiction through mutual agreement of the City and County Plan Commissions on October 6, 1993.

Revisions:
Ordinance Number 22, 2010 adopted November 3, 2010.
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This document includes all revisions up to and including those noted above.

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CHAPTER 16.04
GENERAL PROVISIONS

Section 16.04.010 Title for citation
This title shall be known and may be cited as the "Subdivision Control Ordinance of Columbus, Indiana." (Prior code § 28-1)

Section 16.04.020 Authority
This title is adopted pursuant to Indiana Code, 36-7-4, and all amendments thereto. (Prior code § 28-2)

Section 16.04.030 Purpose
This chapter is adopted for the following purposes:
A. To establish uniform rules, procedures and standards governing the subdivision of land;
B. To assure the public that necessary public facilities will be provided in the new subdivision, in an amount and size commensurate with the size of the subdivision and the land uses to which the land will be allocated;
C. To secure suitable sites for building purposes and protect the property values thereof;
D. To provide the public with the assurance that future plats, subdivisions and dedications will be improved in accordance with an established public policy;
E. To coordinate development policy with the master plan in the laying out of public ways, structures, utilities and other services;
F. To supply proper land records for the convenience of the public and for appropriate identification and permanent location of real estate boundaries. (Prior code § 28-3)
G. To implement the Comprehensive Plan (Ord. No. 24, 1999, §3, 9-7-99)

Section 16.04.040 Applicability
This title shall apply to all incorporated land within the city. (Prior code § 28-4) *Note: See also Columbus Plan Commission Resolution RR-93-31 adopted 10.6.93 that extended the authority of the subdivision control ordinance to also include the City's extra-territorial jurisdiction.*

Section 16.04.050 Compliance
A. No lot in a subdivision shall be sold; no permit to erect, alter or repair any building upon land in a subdivision shall be issued; and no building shall be erected in a subdivision, unless and until a final subdivision plat or minor plat has been approved and recorded, and until the improvements required by the plan commission in connection therewith have been guaranteed, as provided in this title. (Prior code § 28-5)
B. For subdivisions recorded after a financial guarantee is posted for the improvements, no building shall be occupied until the following improvements are in place:
   1. Streets having a hard, durable pavement
   2. Traffic control signs and street signs

These improvements need not be in place for the entire subdivision, but they must provide for safe access to the building(s) for the occupants and for emergency vehicles.

CHAPTER 16.08
DEFINITIONS
(revised per Ord. #23, 2013 (10.15.13))

Section 16.08.010 Definitions
For the purpose of this title certain terms or words used herein shall be interpreted or defined as follows: words used in the present tense include the future tense. The term "shall" is always mandatory:

Access Point: A driveway or other means of physical connection for the movement of vehicles between a property and an adjacent property, street or road.

Adjacent Property Owners: The owners of property contiguous to the subject property, excluding those who are also the owners of the subject property, ignoring all intervening streams, street and railroad rights-of-way and other similar features.

Agricultural Purpose: Farming, dairying, pasturing, agriculture, horticulture, floriculture, and animal and poultry husbandry.

Agricultural Remainder: The portion of the parent tract that remains as the result of an Administrative Subdivision by which a new lot(s) for an existing home has been created. The building rights are transferred to the new Administrative Lot created, leaving the Agricultural Remainder "unbuildable." The remainder does not have to be surveyed, but must have an agriculture affidavit.

Agricultural Tract: A tract created only through the Agricultural Subdivision process (possibly combined with an Administrative or Minor Subdivision on the same property) only for agriculture purposes and is therefore "unbuildable." The tract does not have to be surveyed, but must have an agriculture affidavit.

Alley: A public or private way primarily designed to provide vehicle access to the side or rear of those properties which have their principal frontage and pedestrian access on a street.

Applicant: See *petitioner*.

Approval, Administrative: An approval granted to an Administrative or Agricultural Subdivision by the Planning Director indicating that the subdivision complies with the applicable standards.

Approval, Primary: An approval (or approval with conditions) granted to a subdivision by the Commission indicating that it has determined that the subdivision complies with the applicable standards.

Approval, Secondary: An approval by the official designated by the Commission indicating that all conditions of primary approval and other applicable standards have been met.

Bicycle and Pedestrian Plan: The part of the comprehensive plan, now or hereafter adopted, which includes a roadmap for the creation of a system of bicycle and pedestrian facilities providing access to and connectivity between all areas of the City of Columbus and/or Bartholomew County.

Block: Property abutting on one side of a street, and lying between the two nearest intersecting or intercepting streets, or between the nearest intersection of intercepting street and railroad right-of-way, waterway or other definite barrier.

Board: The Board of Public Works and Safety of Columbus, Indiana for the City of Columbus jurisdiction and the Board of Commissioners of Bartholomew County for the Bartholomew County jurisdiction.

Board of Health: The Indiana State Board of Health.

Chord Bearing: The bearing from the start point of the curve to the end point of the curve.

Chord Distance: The distance of a line that links two points on a curve.

City Engineer: The City of Columbus City Engineer.

City: The City of Columbus, Indiana.

Closure: The process of measurement in a closed figure for a check on horizontal or vertical precision.

Columbus City Utilities: The Columbus city sewer and water utilities department primarily serving properties within the City of Columbus.

Commission: The Columbus Plan Commission or the Bartholomew County Plan Commission, with authority for the jurisdiction in which the subdivision is located.

Common Area: Land within a development which is not individually owned or dedicated to the public, but which is designed and intended for the use, enjoyment, and maintenance of the property owners within that development or other specific area.

Comprehensive Plan: A document, consistent with the requirements of the Indiana Code, which is a compilation of policy statements, goals and objectives, standards, maps, and statistical data for the physical, social, and economic development of the community.

Construction Plans: *Also referred to as Improvement Plans.* Any maps or drawings accompanying a subdivision plat and showing the specific location and design of improvements to be installed for the subdivision in accordance with the applicable standards and as a condition of the approval of the plat.

Cost Estimate: An exhibit in association with construction plans that provides a detailed cost estimate of the individual improvements as required for a Major Subdivision.

County: Bartholomew County, Indiana.

County Engineer: The Bartholomew County Highway Engineer.

County Surveyor: The Bartholomew County Surveyor.

Covenant: A private agreement between property owners which places a restriction on the development of land through a written, recorded document.

Cul-De-Sac: A street or road with a single common ingress and egress and with a circular turn-around at the end.

Curve: A line or outline that gradually deviates from being straight for some or all of its length.

Department: The City of Columbus – Bartholomew County Planning Department or any agency officially designated as a successor thereto.

Drainage Board: The Bartholomew County Drainage Board.

Drainage Swale: A natural or constructed waterway, usually broad and shallow, covered with erosion-resistant grasses, used to conduct surface water from a field, diversion or other site feature.

Drainage System: Any combination of surface and/or subsurface drainage components fulfilling the drainage requirements of this Article.

Easement: A grant by a property owner, for the use by another person or entity, of any designated part of their property for a clearly specific purpose.

Easement, Access: An easement which provides access to lots, tracts or parcels of land across an adjoining parcel or parcels.

Easement, Drainage: An easement granted for the purpose of maintaining drainage. The drainage easement may include a culvert or drain which feeds into a drainage system or for drainage of runoff over an area of the property.

Easement, Landscape: An easement used specifically for the installation and maintenance of a required Landscape Buffer. See *Landscape Buffer*.

Easement, Pedestrian: An easement used specifically for the purpose of providing a public sidewalk or other pedestrian facility that could not be located in the public right-of-way.

Easement, Street Tree: An easement used specifically for the installation and maintenance of required street trees that could not planted in the public right-of-way due to substantial conflicts.

Easement, Utility: An easement used specifically for the installation and maintenance of a utility.

Engineering Department: The Columbus, Indiana City Engineer's Office.

Erosion: The wearing away of the land surface by the action of wind, water or gravity.

Erosion Control Handbook: A handbook adopted by the Board of Public Works and Safety or the County Commissioners, as applicable, detailing erosion control methods.

Fire Department: The fire department having jurisdiction over the subject property and/or the Bartholomew County Fire Inspector acting on their behalf.

Flood Protection Grade: The elevation of the regulatory flood plus two feet at any given location in the Flood Hazard Area.

Floodplain (Flood Hazard Area): The relatively flat area or low land adjoining the channel of a river or stream which has been or may be covered by the regulatory flood. The flood plain includes the channel, floodway, and floodway fringe. Floodplain boundaries are to be determined by using the Floodway-Flood Boundary Maps of the Federal Insurance Administration/Federal Emergency Management Administration (FEMA) and/or any supplements adopted by the jurisdiction.

Floodway: The channel of a river or stream and those portions of the floodplains adjoining the channel which are reasonably required to efficiently carry and discharge the peak flood flow of the regulatory flood of any river or stream.

Floodway Fringe: Portions of the floodplain lying outside the floodway.

Frontage: The width of a lot measured along a straight line connecting the side lot lines at points where said side lot lines intersect the right-of-way line of a public or private street from which such lot has legal access. For purposes of determining compliance with minimum frontage requirements, the frontage shall be continuous on a single street.

Grading: Any stripping, cutting, filling, stockpiling or any combination thereof and shall include the land in its cut or filled condition.

Health Department: The Bartholomew County Health Department.

Improvement Plans: See C*onstruction Plans.*

Individual Sewage Disposal System: A sewage disposal system for a single parcel or structure, usually but not necessarily a septic tank filter field.

Interested Parties: Those parties who are to be notified by mail of a public hearing on a proposed subdivision of land. Interested parties shall be those parties so defined in the Plan Commission Rules of Procedure.

Jurisdiction of the Commission: The area over which the Plan Commission has authority.

Landscape Buffer: Any combination of fences, walls, hedges, shrubs, trees and other landscape materials which effectively provide a solid, dense and opaque mass, to prohibit view, absorb sound and provide site delineation. Such screen shall provide total opacity throughout the year. Landscape buffers shall comply with the definition of a "Type A Buffer" contained in the Columbus and Bartholomew County Zoning Ordinance.

Legal Access: A platted access easement or the minimum required frontage on a street.

Legal Description: A description recognized by law which definitely describes property by reference to government surveys, coordinate systems or recorded maps; a description which is sufficient to locate the property without oral testimony.

Legal Drain: Any drainage system consisting of an open drain, a tiled drain, or any- combination of the two, that is under the jurisdiction of the County drainage board as provided by **I.C. 36-9-27**.

Legend: A key located on a plat used to explain what the symbols within the drawing mean.

Location Map: *See Vicinity Map*

Lot: A parcel of land created only through the Major or Minor Subdivision process that is buildable. The label "lot" signifies the parcel has been surveyed, monumented, dedicated the required amount of right-of-way, verified as having acceptable means of sewage disposal and otherwise reviewed and found to comply with the requirements of this ordinance.

Lot, Administrative: A parcel of land documented only through the Administrative Subdivision process that is buildable. The label "administrative lot" signifies the parcel has been surveyed, monumented, and otherwise reviewed and found to comply with the requirements of this ordinance, but has not been verified as having acceptable means of sewage disposal or otherwise reviewed or had dedicated the required amount of right-of-way.

Lot Width: The distance between side lot lines as measured at and along the front setback line.

Marker or Monument: A pipe, rod, nail, or any other object which is intended to be a permanent survey point for record purposes.

No Access Notation: A notation placed on a plat or subdivision drawing indicating an area in which property access to a public right-of-way is not permitted.

Offsite: Any premises not located within the area of the property to be subdivided, whether or not such premises are in the same ownership as the property to be subdivided.

Owner: Any person, firm, corporation, or other legal entity listed in the records of the county auditor having title to land sought to be subdivided under these regulations.

Parent Tract: The buildable land from which a new lot(s) or tract(s) of land are being taken from as recorded in the Recorder's Office.

Parent Tract Remainder: The portion of the parent tract that remains as the result of a subdivision by which new lots or tracts are created through the Minor Subdivision process or as used to label future phases of a Major Subdivision. The parent tract remainder retains the original parent tract's status as a "buildable" parcel without being surveyed. The label "lot" shall not be applied to the parent tract remainder on any plat unless it has been surveyed, monumented, verified as having acceptable means of sewage disposal, and otherwise reviewed and found to comply with the requirements of this Ordinance to the same extent as new "lots" that are created. A parent tract remainder does not need to be surveyed, but it must meet the minimum requirements of the Zoning Ordinance.

Person: includes an individual, corporation, firm, partnership, association, organization or any other unit or legal entity.

Petitioner: means the owner(s) of land proposed to be subdivided or his/her representative. This includes potential future owners or developers. Surveyors, designers, or other professionals involved in the project should not be considered petitioners.

Plat: The map, drawing, or plan a subdivision.

Plat Committee: The Plat Committee, appointed by the Plan Commission, consistent with its Rules of Procedure.

Plat, Final: A drawing prepared in accordance with the provisions of this ordinance, submitted for secondary approval and intended for recording.

Plat, Preliminary: A drawing indicating the proposed manner or layout of a subdivision to be submitted to the Commission for primary approval in accordance with this ordinance.

Primary Approval: Approval granted by the plan Commission to a preliminary plat.

Radius: The distance from the center of the curve to any point on the circular curve.

Regulated Drain: Any drainage system over which the county drainage board has legal control.

Relative Positional Accuracy: The value expressed in feet or meters that represents the uncertainty due to random errors in measurements in the location of any point on a survey relative to any other point on the same survey at the 95% confidence level.

Replat: Any change in an approved preliminary or final plat.

Right-of-Way: A strip of land, other than an easement, dedicated for public use and to be occupied or intended to be occupied by a street, pedestrian way, crosswalk, railroad, electric transmission line, oil or gas pipeline, water main, sanitary or storm sewer main, drainage swale, or for another special use. The boundaries of such rights-of-way are considered to be the lot lines of adjoining property from which setback distances are measured.

Road: See *Street*.

Secondary Approval: The final approval granted to a subdivision by the commission or a designated representative. This approval authorizes the owner or agent to record the plat.

Section Corner: A corner established as part of the United States Public Land Survey System used for horizontal control in describing land.

Street: A right-of-way dedicated or otherwise legally established which affords the principal means of access to abutting property. A street may be designated as a highway, thoroughfare, parkway, boulevard, road, avenue, lane, drive or other appropriate name. A street also is classified according to function as defined in the Official Thoroughfare Plan.

Street, Marginal Access: Local roads which are parallel to and separated by a limited access landscape buffer strip from arterial streets and highways. These roads provide for access to abutting property on one side only.

Street, Private: Streets which serve the same function as local streets but which are not dedicated to nor maintained by any unit of government.

Subdivider: See *Petitioner.*

Subdivision: The division of a parcel of land into two or more lots, parcels, or other similar units.

Subdivision, Administrative: Is the platting process that includes one or more of the following:

1. The removal of interior lot lines, with the outside perimeter of the property remaining unchanged, resulting in fewer parcels than were contained in the original parcel;
2. The removal or relocation of easements on the property;
3. The changing of notations written on the plat or correction of errors thereon;
4. A division of land pursuant to an allocation of land by court decree;

5. To correct errors in an existing legal description, provided that no additional building lots are created;
6. A division of land for the sale or exchange of tracts between adjoining land owners, provided that no additional building sites are created;
7. A division or resubdivision of land for the acquisition by the public or by a utility for street right-of-way or easement; or
8. A division of a building site containing an existing dwelling which has been located on the site for at least three years from an agricultural parent tract.

Subdivision, Agricultural: Is the subdivision of land to create a parcel for agricultural purposes, not for building, which meets the following criteria:
1. All parcels, including the parent tract have legal access; and
2. The land is being divided for agricultural purpose and not for the purpose, whether immediate or future, of use, building development, or other improvement for residential, commercial, industrial, recreational or other nonagricultural purposes; and
3. Contains at least seventy-five percent Class I or Class II soils as shown in and defined by the Soil Survey of Bartholomew County; or
4. At least seventy-five percent of the land is planted with fruit-or-nut-bearing trees, vines, bushes or crops which have a nonbearing period of less than five years; or
5. At least seventy-five percent of the land is planted with ornamental plants or trees for sale for use in landscaping; or
6. Has at least seventy-five percent of its area planted with trees of the species, Pinus, Picea, or Abies (pine, spruce or fir) grown for the purpose of sale as Christmas trees; or
7. Which has been used in three of the last five years for the cultivation and harvesting of crops, grazing by livestock, production of dairy products, the raising of poultry and production of eggs, or the raising of livestock.

Subdivision Benchmark: A permanent monument of known elevation, tied to the U.S.G.S. Benchmark System, installed at ground level.

Subdivision, Major: A division of land involving new streets, alleys, roads, other public infrastructure or the extension of utilities. This should not include those minor subdivisions that require the installation of sidewalks.

Subdivision, Minor: A division of land fronting an existing public right-of-way, not involving any new streets, alleys, roads, other public infrastructure (other than sidewalks), or not requiring the extension of utilities.

Subdivision Improvement Agreement: A document which establishes the contractual relationship between the developer of a subdivision and the local government of jurisdiction for the installation of improvements in accordance with the applicable standards and specifications.

Subdivision Review Committee: A committee established by the commission to assist with the technical evaluation of subdivisions and to make appropriate technical recommendations to the commission.

Subsurface Drainage: A system of pipes, tile, conduit or tubing installed beneath the ground surface used to collect ground water from individual parcels, lots or building footings.

Surface Drainage: A system by which the storm water run-off is conducted to an outlet. This would include the proper grading of parking lots, streets, driveways, yards, etc. so that storm water runoff is removed without ponding and flows to a drainage swale, open ditch or a storm sewer.

Thoroughfare Plan: The part of the comprehensive plan, now or hereafter adopted, which includes a major street and highway plan and sets forth the location, alignment, dimensions, identification, and classification of existing and proposed public streets, highways and other thoroughfares.

Tract: See *Parent Tract* or *Agricultural Tract*.

Unbuildable: A parcel of land with no building rights. To gain building rights the parcel must be surveyed, verified as having acceptable means of sewage disposal, and otherwise reviewed and found to comply with the subdivision control requirements.

Vicinity Map: A map showing the location of a subdivision in relation to a larger area. This may include major thoroughfares related to the subdivision, nearby community facilities such as parks, schools, fire stations, etc. and adjoining property. This may also show the parent tract.

Witness Marker: A marker or monument that is set as a reference to the actual corner when it is not possible or practical to set actual corner.

Zoning Ordinance: An ordinance and maps, which divide the area within the territorial zoning jurisdiction into zoning districts. The zoning ordinance prescribes and establishes regulations and procedures for the establishment of land use controls.

CHAPTER 16.11
APPROVAL

Section 16.11.010 Primary and secondary approval required
All minor and major subdivisions require primary approval by the Commission or Plat Committee and secondary approval by the staff. Secondary approval of a final plat shall be granted only if the plat conforms to the approved preliminary plat and with the requirements of this ordinance.

CHAPTER 16.12
MINOR SUBDIVISIONS

Section 16.12.010 Purpose
The purpose of a minor plat is to permit a simplified procedure for certain subdivisions of land. (Prior code § 28-10)

Section 16.12.020 Applicability
A proposed subdivision of land may be processed under the provisions of this chapter if it is determined that the following conditions exist:

A. No new streets: that there will be no opening of new public ways.
B. Adequate utilities and drainage: that necessary and adequate utilities and drainage facilities exist.
C. Adequate ingress and egress: that adequate ingress and egress to the remainder of the parcel and surrounding properties will be provided.
D. Not detrimental: that the subdivision will not be detrimental to or endanger public health, safety or general welfare.
E. Access. All parcels in the subdivision and adjacent land will have adequate ingress and egress without the construction of any new streets or substantial improvement to existing streets.
    1. All lots will have legal access to a platted private street or to a public street which has been accepted for maintenance by, or has been continuously maintained for a period of ten years immediately preceding the filing of the subdivision, by a public agency regularly having responsibility for such maintenance. Such public street also has hard surface suitable for vehicular traffic which is at least sixteen feet in width, is in good repair, and has a geometry which is suitable for the traffic which it will carry after the proposed subdivision.
    2. Frontage on limited access streets on which driveways cannot open shall not constitute legal access.
    3. If by reason of topography, natural or man-made features, or other conditions relating to the property requested for subdivision, better access can be provided through construction of a new street, the petition shall be considered as a major subdivision.
    4. All lots will have driveway locations which will provide for adequate sight distance and will be properly spaced according to city standards.
    5. Land adjacent to the property involved in the subdivision also will have adequate access according to the criteria contained in this section.

F. Suitability. All lots in the subdivision will provide suitable building sites for the purposes for which the land is to be used. (Ord. 94-5 § 3 (part), 1994; prior code § 28-11)
G. In the AG, Agriculture District, no more than two lots may be subdivided from a single parent tract over any period of time. (Ord. No. 24, 1999, §3, 9-7-99)

Section 16.12.030 Minor plat--composition

The subdivider shall submit a plat prepared by a land surveyor licensed to practice in Indiana. The plat shall be a reproducible drawing no larger than thirty-six inches by twenty-four inches at a scale of fifty feet to the inch or larger and twelve prints of the plat showing:

A. Name and legal description of the minor plat;
B. Lot numbers, location of monuments, and area for each lot. All lots shall meet the minimum requirement for area, width and frontage set forth in the zoning ordinance;
C. Easements;
D. Regulated drains;
E. Right-of-way widths as established by the official thoroughfare plan;
F. Land surveyor's certificate and seal (see Section 16.36.010);
G. Owner's certificate (see Section 16.36.020);
H. Notary seal;
I. Approval certificate (see Section 16.36.030);
J. Board of public works and safety certificate, when required;
K. Graphic scale, north point and date;
L. County treasurer's certificate (see Section 16.36.050);
M. Other notations as needed (see Section 16.36.090);
N. Vicinity map. (Ord. 98-10 § 3 (part), 1998; prior code § 28-12 Ord. No. 24, 1999, §3, 9-7-99)

Section 16.12.040 Supporting data required

In addition to the plat, the subdivider shall submit the following:

A. One executed application, as provided by the department;
B. A dimensioned drawing noting the location(s) of any existing building(s) on the site;
C. A map noting significant physical and topographical features of the tract. For plats containing more than two lots, over any period of time, a topographical map shall be submitted. This map shall show the direction of the flow of surface water runoff from the site;
D. Any geotechnical or environmental reports relating to the property of project. The Commission may require these reports (see Section 16.25.020). (Ord. 98-10 § 3 (part), 1998; Ord. No. 24, 1999, §3, 9-7-99; prior code § 28-13)

Section 16.12.045 Subdivision design principles and standards

All plats and the accompanying improvement plans shall conform to the requirements and specifications of Chapter 16.24. (Ord. No. 24, 1999, §3, 9-7-99)

Section 16.12.050 Length of approval

A. Primary approval shall be valid for 120 days. Unless the plat meets all the requirements for and receives secondary approval within that time, the approval shall be null and void. (Ord. No. 24, 1999, §3, 9-7-99)
B. The subdivider shall record the plat within one year of secondary approval. If not recorded within one year, the approval shall become null and void. (Ord. 89-60 § 3 (part), 1989: Ord. No. 24, 1999, §3, 9-7-99; prior code § 28-14)

Section 16.12.060 Administrative subdivisions

A. General. Administrative subdivisions are subject only to a certification by the official designed in Section 16.40.020 that such subdivision is within one of the categories included in the definition of administrative subdivision in Section 16.08.010. Replats which meet the conditions of administrative or agricultural subdivisions also may be considered under the terms of this chapter.
B. Filing Fee. A request for department review of a subdivision shall be accompanied by the filing fee as established by the commission.
C. Submission Materials. The following materials shall be submitted by an applicant for approval of an administrative subdivision:
    1. Application signed by the owner(s) of record of all property involved in the subdivision;

2. A drawing prepared in accordance with all applicable standards set forth in Section 16.12.070 showing the property involved in the subdivision indicating the area of each lot or parcel in acres (for parcels larger than twenty thousand square feet in area) or square feet and indicating the configuration of the property and any easements thereon before and after the proposed administrative subdivision. This drawing is not required for those applications covered by subsections (C)(5), (6),(8), (9)(c), (10) and (11) of this section;
3. Approval certificates (see Chapter 16.36);
4. For removal of interior lot lines, a legal description of the property and the new lot number(s);
5. For removal of platted easements, signed and notarized letters of approval of the proposed action by all utilities having an interest in such easements, and in the case of drainage easements, any neighboring property owners affected by such easements. A notation shall be placed on the plat indicating that the easement has been vacated;
6. For changes in the notations on a previously approved plat, an explanation of the reason(s) for the changes. If the department finds that such changes have a significant effect on the subdivision as approved by the commission, the department may require such change to be decided by the commission;
7. For divisions by court decree, a copy of the decree showing by legal description how the land is to be divided;
8. For sale or exchange of adjoining land where one or more the affected parcels is platted, a legal description and indication on the drawing of the tract to be divided and the tract to be added and certification by a registered land surveyor that monuments have been or will be set to indicate the relocated property lines. If no land involved in the subdivision has not been monumented, no monumentation is required,
9. For sale or exchange of adjoining unplatted land, a legal description and indication on the drawing of the tract to be divided and the tract to be added,
10. For subdivisions where the purpose is to resolve a boundary dispute or to establish a mutually agreed-upon boundary line, an affidavit signed by all affected property owners stating the purpose of the subdivision,
11. At the time that an administrative subdivision as defined in Section 16.08.010 (administrative subdivision) is submitted for approval, the submission shall include quitclaim or warranty deed(s) containing the legal description for each parcel of property for which ownership is transferred within and by said administrative subdivision;
12. For corrections of legal descriptions, an affidavit signed by the affected owners stating that the description was in error and a corrected legal description. Such correction shall be recorded, and an appropriate notation shall be placed on the recorded plat;
13. For dedication or granting of easements for purposes other than access, a legal description. Such easements shall be recorded, and an appropriate notation shall be placed on the recorded plat;
14. For dedication of right-of-way or access easements, a legal description and a drawing showing the parcels and the location of the right-of-way or easement. In addition, for right-of-way dedication, certification by a registered land surveyor that monuments will be set indicating the relocated property lines;
15. For division of a building site containing an existing dwelling from an agricultural parent tract, evidence that the dwelling has been on the site for at least three years, and a survey by a registered land surveyor meeting the minimum standards contained in Section 16.12.070 and monumentation as required in Section 16.24.210.

D. Review Procedure. See Chapter 16.40.

E. Length of Approval.
1. The approved administrative subdivision shall be recorded in the county recorder's office within one hundred twenty days of certification by the department. Any such subdivision and certification not recorded within that period shall become null and void.
2. The approved administrative subdivision and any deeds as required by this section shall be recorded concurrently in the county recorder's office within one hundred twenty days of certification of the department. Any such subdivision, deed(s) and certification not recorded within that period shall become null and void. (Ord. 94-5 § 3 (part),1994)

Section 16.12.070 Administrative and agricultural subdivision requirements

A. Administrative and agricultural subdivisions are not subject to the same requirements for monumentation, certificates and drafting as other subdivisions. The requirements below apply.
1. Administrative and agricultural subdivisions may be drawn on white paper of any standard size not smaller than eight and one-half inches by eleven inches.

2. If the land involved in the subdivision has been surveyed and monumented, the plat must contain certification by a registered land surveyor that monuments have been or will be set to indicate relocated property lines. If the land has been previously platted, a note shall be added to the most recent recorded plat indicating that a change has been made and that a drawing indicating such change has been recorded in the appropriate book.
3. The requirements of Section 16.24.210 notwithstanding, if the land involved in the subdivision has not been monumented, no monumentation is required. In this case, the source of the property description shall be indicated in the surveyor's certificate (see Section 16.36.010).
4. The plat shall contain a legal description of property to be added to or subtracted from each lot involved in the subdivision.
5. At the time that an administrative or agricultural subdivision as described in Section 16.08.010 is submitted for approval, the submission shall include a quitclaim or warranty deed(s) containing the legal description for each parcel of property for which ownership is transferred within and by said administrative or agricultural subdivision.
6. The lot size of any proposed lot created as part of an administrative subdivision must meet the minimum lot size of the applicable zoning district exclusive of any right-of-way shown in the thoroughfare plan.
7. The drawing shall contain a vicinity map.

B. Administrative and agricultural subdivisions shall be recorded within one hundred twenty days of approval, or the plat shall be null and void. (Ord. No. 24, 1999, §3, 9-7-99)

C. Administrative and agricultural subdivisions and any deeds as required by subsection (A) (5) of this section shall be recorded concurrently within one hundred twenty days of approval, or the plat shall be null and void. (Ord. 98-10 § 3 (part), 1998; Ord. 94-5 § 3 (part), 1994; Ord. 89-60 § 3 (part), 1989; Ord. No. 24, 1999, §3, 9-7-99)

CHAPTER 16.16
MAJOR SUBDIVISION PRELIMINARY PLAT

Section 16.16.010 General purpose of primary approval

The purpose of granting primary approval to a preliminary plat is to allow the general public to comment on the technical merits of the plat and to provide a formal review of the plan for development. The primary approval shall serve as the approval of the lot layout, vehicular and pedestrian circulation plans and utility plans for the subdivision. Subsequent final plats shall be in substantial conformance with the approved preliminary plat. (Prior code § 28-18)

Section 16.16.020 Sketch plan

The subdivider is encouraged to submit a sketch plan and informally consult with the department prior to the submission of a major plat. This consultation will enable the subdivider to become familiar with the general requirements and conditions which might affect the subdivision and thus avoid unnecessary revisions. The sketch plan should be in a tentative form with the sufficient detail for review and comment. (Prior code § 28-19)

Section 16.16.030 Preliminary plat--composition

The subdivider shall submit the preliminary plat drawn to a scale of fifty feet to one inch, or one hundred feet to one inch. The number of copies shall be specified by the staff. However, if the resulting drawing would be over thirty-six inches in the shortest dimensions, a smaller scale may be used, if approved by the commission. The preliminary plat shall show:

A. Proposed name of subdivision (which shall be subject to commission review);
B. Location by township, range and section, or by other legal description;
C. Name and address of subdivider;
D. Name and address of surveyor;
E. Scale, northpoint and date;
F. Boundary line of subdivision;
G. Boundary lines of adjacent tracts showing ownership;
H. Existing zoning of proposed subdivision and adjacent tracts;
I. Topographic contours at vertical intervals of two feet if the general slope of the site and adjacent roadways is less than ten percent. Topographic contours at vertical intervals of five feet will be permitted where the general slope is greater or equal to ten percent.

J. All existing permanent fixtures either natural or manmade that may influence the design of the subdivision, such as: water courses, regulated drains, tree groves, swamps, outstanding natural topographic features, power transmission towers, scenic or historic areas, existing buildings, sewers, water mains, storm sewers, dry wells, utility lines and fire hydrants. The location and pipe size of any water mains, sanitary sewers, storm sewers and natural gas mains that exist on the site shall be noted in their approximate location. The direction of the flow shall be noted for sanitary sewers and storm sewers; (Ord. No. 24, 1999, §3, 9-7-99)
K. Locations, dimensions and names of all existing or prior platted streets or other public ways, railroad and utility rights-of-way, parks and other public open spaces, permanent buildings and structures, and section and municipal corporation lines, within and adjoining the proposed plat;
L. The scalar layout of all proposed and existing lots with appropriate dimensions and the minimum area in square feet for each lot and proposed front yard setback lines;
M. Layout of all proposed streets, widths of right-of-way, and the widths of cross walkways and easements;
N. Parcels of land intended to be dedicated or temporarily reserved for public use or set aside for use of property owners in the subdivision;
O. The proposed location, size and grade of all sanitary sewers and the location of all manholes and service connections;
P. The proposed location and size of all water mains and the location of all fire hydrants and valves;
Q. Typical street cross-sections for each proposed street width in the subdivision;
R. Plan commission certificate. (Prior code § 28-20)
S. Vicinity Map (Ord. 98-10)

Section 16.16.040 Supporting data

In addition to the map, the subdivider shall submit the following:
A. One legal description;
B. A description of the protective or private restrictions to be incorporated in the plat of the subdivision. (Ord. 98-10 § 3 (part), 1998; prior code § 28-21)
C. A landscape plan, specifying the type, size, and location of all plants and other landscape materials.
D. A description of the protective or private restrictions to be incorporated in the plat of the subdivision. When necessary to ensure compliance with a provision of this ordinance or a condition of subdivision approval imposed by the Plan Commission, the Commission may require that the city be a party to or have enforcement authority over specified covenants or restrictions.
E. Any geotechnical or environmental reports relating to the property or project. The Commission may require these reports (see Section 16.24.020) (Ord. No. 24, 1999, §3, 9-7-99)

Section 16.16.050 Preliminary drainage plan

A plan for the drainage of the parcel to be subdivided shall be submitted showing:
A. The delineation of the drainage area in which the subdivision is located, and the location of drainage courses and surface water flow within the drainage area. This information may be shown on USGS topographic maps;
B. The existing on-site drainage facilities and a plan for storm water drainage for the parcel showing a method of dispersion or retention. The plan shall take into account water entering the subdivision from adjacent lands and water within the boundaries of the subdivision. This information shall be noted on a map drawn at the same scale as the plat. (Prior code § 28-22)

Section 16.16.060 Status of approval

Approval of a preliminary plat shall not constitute approval of a final plat. The preliminary plat shall be deemed an expression of approval of the plat layout as a guide to the preparation of the final plat. Subsequent approval will be required of the detailed improvement plans pertaining to water supply, storm drainage, sewerage, grading and gradients, roadway widths and surfaces. The developer or owner shall assume the risk that any or all improvements constructed prior to final plat approval may not be accepted or approved. (Prior code § 28-23)

Section 16.16.070 Length of approval

Approval of the preliminary plat shall be for two years after the date of approval by the plan commission. The staff may approve extensions of preliminary plats upon a written request from the property owner provided that the proposal does not violate ordinance provisions adopted after primary approval (i.e., amendments to the thoroughfare plan, subdivision control ordinance, or zoning ordinance). The preliminary plat shall remain in effect with no expiration if any of the following conditions apply:
A. The city has accepted completed public improvements in the subdivision;

B. A final plat has been recorded for any phase of the development. (Ord. 97-15 § 3, 1997: prior code § 28-24)

Section 16.16.080 Major subdivisions with agricultural remainders

A major subdivision which has a parent tract remainder meeting the criteria for an agricultural subdivision may be subdivided under the provisions of this chapter, with the agricultural portion of the property shown on the drawing to be recorded based upon an existing deed description. If the size and configuration of the property make it impractical to show the agricultural remainder at the same scale as the major subdivision, a larger scale may be used, provided that except in extreme circumstances, the scale shall be no larger than one inch equals one hundred feet. The staff may approve a larger scale only when the applicant demonstrates that unusual conditions exist related to the size and configuration of the property which make it impractical to use the required scale. (Ord. 94-5 § 3 (part), 1994)

CHAPTER 16.20
MAJOR SUBDIVISION FINAL PLATS

Section 16.20.010 Generally

A. Having approved the preliminary plat, the plan director may consider the final plat. The final plat shall substantially conform to the approved preliminary plat and shall incorporate all required changes.
B. The final plat may consist of all or any portion of the approved preliminary plat. The commission shall consider the effect of final platting a portion of the entire development and may require additional areas to be included in the final plat. (Prior code §§ 28-28, 28-29)

Section 16.20.020 Final plat--composition

The subdivider shall submit the application for final plat approval, the original drawing(s), and the improvement plans to the department. The required number of copies of the plat shall be specified by the staff. The original drawing(s) shall be at a scale of fifty feet to one inch. When necessary, the final plat may be on several sheets. The particular number of the sheet shall be clearly indicated by a small key map on each sheet. No sheet shall be larger than twenty-four inches by thirty-six inches. The following basic information shall be shown: (Ord. No. 24, 1999, §3, 9-7-99)

A. Accurate boundary lines, with dimensions and angles, or bearings which provide a legal description of the tract, closing with an error of no more than one foot in ten thousand feet;
B. Accurate distances and directions to the nearest established street corners or official monuments. Reference corners shall be accurately described on the plat;
C. Accurate distances and angles or bearings from an established monument or property corner to the subdivision benchmark(s);
D. Accurate locations of all existing and recorded streets intersecting the boundaries of the tract;
E. Source of title of the applicant to the land as shown by the last entry in the books of the county records;
F. Street names;
G. Complete curve notes for each curve including the following: delta, radius, tangent distance, arc length and chord distance;
H. Street lines with accurate dimensions in feet and hundredths of feet, with angles, or bearings, to street, alley and lot lines;
I. Lot numbers, dimensions and size in square feet;
J. Accurate locations of easements for utilities, drainage, regulated drains, and any limitations on such semi-public or community use;
K. Accurate dimensions for any property to be dedicated or reserved for public, semi-public or community use;
L. Location, type, material and size of all monuments and lot markers;
M. Restrictions of all types which will run with the land and become covenants in the deeds for lots;
N. Name of the subdivision;
O. Name and address of the owner and subdivider;
P. North point, scale and date;
Q. Certification by a registered land surveyor;
R. Owner's certificate (see Section 16.36.020);
S. Approval certificate (see Section 16.36.030);
T. Certificate for approval by the board (see Section 16.36.040);
U. County treasurer's certificate (see Section 16.36.050);

V. Recording notations (see Section 16.36.080);
W. Other notations as needed;
X. Vicinity map. (Ord. 98-10 § 3 (part), 1998; prior code § 28-30)

Section 16.20.030 Subdivision design principles and standards
All final plats and the accompanying improvement plans shall conform to the requirements and specifications of Chapter 16.24. (Prior code § 28-31)

Section 16.20.040 Public improvement installation guarantees
Guarantees that all required improvements will be constructed according to approved plans shall be a prerequisite to the recording of a final plat. Department approval of a final plat shall be subject to the improvements being constructed and accepted for dedication or the appropriate financial guarantee being posted with the board of public works and safety before recording. Copies of these agreements shall be on file at the clerk-treasurer's office. (See also, Chapter 16.28) (Prior code § 28-32)

Section 16.20.050 Length of approval
The final plat shall be approved for a period of one year from the date of approval of the department. Any approved final plat that is not recorded within that one year period shall be void and not be entitled to recording without reapproval by the department. Reapproval shall follow the same procedures as new application. (Prior code § 28-33)

CHAPTER 16.24
DESIGN STANDARDS
(revised per Ord. #22, 2010 (11.10.10))

Section 16.24.010 Determination of applicable standards
The standards contained in this Chapter are minimum requirements, which shall be applied as follows:

A. **Major Subdivisions:** These design standards shall apply in their entirety to major subdivisions.

B. **Minor Subdivisions:** Minor Subdivisions shall be subject to Sections 16.24.020, 025, 050, and 060; as well as the following:
   1. Improvement of Existing Streets: Minor Subdivisions shall be required to (1) dedicate right-of-way and (2) install any required sidewalks along the frontage of all new lots, with each consistent with the Thoroughfare Plan classification of adjacent streets and either the specifications of this Ordinance (for local and collector streets) or the specifications of the City Engineer (for arterial streets). The sidewalk requirement shall be determined by the Design Element Tables (Tables 16.24-1 and 16.24-2) for local and collector streets and by the Plan Commission for arterial streets. For local and collector streets the right-of-way dedication shall either (1) provide a width consistent with the design elements of the remainder of the street if those elements meet the requirements of this Ordinance or (2) provide the minimum width.
   2. Future Connections: No minor subdivision shall result in any lot or arrangement of lots that would prevent the future connections identified in the Thoroughfare Plan.

C. **Agricultural and Administrative Subdivisions:** Agricultural and administrative subdivisions shall be exempt from the requirements of this Chapter. However, no resulting lot or arrangement of lots shall prevent the future connections identified in the Thoroughfare Plan.

Section 16.24.015 Privately funded improvements & orderly community growth
All improvements required by this Ordinance shall be funded by the subdivider; except for those improvements funded through public economic development incentives or agreements. However, the Commission shall not permit or accept the installation of privately funded street or utility extensions that would address existing limitations for subdivision development on a particular property or in a particular area if that development would constitute scattered or “leapfrog” development which would place an undue burden on other municipal services (such as fire and police protection, parks, etc.).

Section 16.24.020 Endangerment to health, life or property

A. **Land Suitability:** If the Commission and/or Plat Committee finds that land is unsuitable for subdivision due to drainage, topography, inadequate water supply, inadequate sewage disposal, inadequate or unsafe streets or access, documented flood hazards, or other such conditions which may endanger health, life or property it shall not approve the land for subdivision unless acceptable methods are developed for solving the problems. A determination under this section shall be based on investigations conducted by the public agencies concerned and the following criteria:

1. Water: All buildable lots shall be served by a water source capable of providing water for health and emergency purposes, including fire protection. Within the Columbus city boundaries this shall be a public water utility with fire fighting capacity acceptable to the Columbus Fire Department; no such specification shall apply outside of the City limits. Compliance with the utility requirements of the Zoning Ordinance shall also be required.
2. Wastewater: All buildable lots shall be served by a means of wastewater collection and treatment acceptable to the Bartholomew County Health Department and/or the Indiana Department of Health, as appropriate. Within the Columbus city boundaries this shall be a public sewer utility; no such specification shall apply outside of the City limits. Compliance with the utility requirements of the Zoning Ordinance shall also be required.
3. Storm Water Management: Drainage improvements shall accommodate potential runoff from the entire upstream drainage area and shall be designed to prevent increases in downstream flooding. The Plan Commission may require the use of control methods such as retention or detention, and/or the construction of off-site drainage improvements to mitigate the impacts of the proposed development.
4. Streets: The existing street system and proposed new roads shall provide a safe, convenient and functional system for vehicular circulation; shall be consistent with the Comprehensive Plan (specifically the Thoroughfare Plan and Bicycle & Pedestrian Plan elements), and shall be appropriate for the traffic characteristics and land use context of the subdivision.

B. **Environmental Impact Assessment:** The Plan Commission and/or Plat Committee may require an environmental impact assessment of property proposed for subdivision. Conditions necessitating the investigation include but are not limited to (1) information that the property has been filled or used for dumping of refuse or (2) previous use for any purpose which would be likely to cause environmental problems. If the assessment indicates the possibility of environmental problems, a detailed study may be required and the plat shall include acceptable means of mitigating the problems.

C. **Geotechnical Investigation:** The Plan Commission and/or Plat Committee may require a geotechnical investigation of the general soil characteristics of property proposed for subdivision. Conditions necessitating the investigation include but are not limited to high water table, wet soils, or low-lying land. If the assessment indicates the possibility of geotechnical problems, a detailed study may be required and the plat shall include acceptable means of mitigating the problems.

D. **Traffic Impact Study:** The Plan Commission and/or Plat Committee may require a traffic impact study conducted by a qualified professional traffic engineer. The Commission and/or Committee shall specify the aspects of traffic and/or issues to be studied (such as capacity, safety, speed control, sight distance, etc.) For major subdivisions, the Plan Commission may require improvements in excess of those otherwise required by this Ordinance if such improvements are identified during the preparation or review of the traffic impact study.

Section 16.24.025 Site design principles & modifications

A. **Site Analysis Required:** An analysis of the characteristics of the subdivision site by the subdivider is required. This analysis shall include geology and soil; topography; existing vegetation, structures and street/road networks; and water courses, water bodies, natural drainage, flood hazard areas, and wetlands. Design of the subdivision shall be based on the site analysis. To the maximum extent practicable, the subdivision shall be designed to preserve the natural features of the site, to avoid areas of environmental sensitivity, and to minimize negative impacts and alteration of natural features.

B. **Modifications:** To facilitate the preservation of natural features and to promote creativity in subdivision design, the Plan Commission shall have the authority to modify any requirements of this Chapter; provided that such modification is consistent with the spirit and intent of this Chapter, the Zoning Ordinance, and the

Comprehensive Plan. All modifications to any applicable requirement of this Ordinance must be specifically approved by the Plan Commission consistent with Chapter 16.32.

Section 16.24.030 Street design standards

All streets shall conform to the requirements of this Ordinance. Further, the type, arrangement, and character (functional and contextual classification) of all streets shall conform to the Thoroughfare Plan. The Plan Commission shall have the authority to interpret the Thoroughfare Plan Map and to assign street classifications and character types to all streets in circumstances where this specific information is not shown on the Thoroughfare Plan Map (this will most typically be local streets in areas of new development).

A. **Thoroughfare Plan Proposed New Streets and Street Alignments**: Whenever the Thoroughfare Plan indicates the need for re-alignment of existing streets or the construction of new streets any alignments shown by the Plan shall be considered conceptual. The exact alignments shall be determined by the Plan Commission based on engineering feasibility; the arrangement of lots, parcels, and other streets in the area; topography; and the options for best providing the connection indicated by the Thoroughfare Plan. Intersection spacing is of primary importance, especially along arterial and collector streets. Streets and street networks described by the Thoroughfare Plan shall be implemented by the subdivider. Whenever a parcel of land is to be subdivided and the Thoroughfare Plan indicates the need for a new street connection or re-alignment that clearly involves that parcel, the subdivider of such land shall be required to dedicate the required right-of-way and construct that street on that parcel as part of the subdivision development.

B. **Design Elements for all New Streets:** The Design Elements Tables (Tables 16.24-1 and 16.24-2) indicate the design elements that are required and optional for each local and collector functional and contextual street classification. Any variations from these design standards shall require a modification approved by the Plan Commission. Arterial street design elements shall be specified by the Plan Commission (based on the recommendation of the City Engineer) and shall be consistent with the Thoroughfare Plan.
   1. Typical Street Design Elements: The minimum right-of-way for each street type is based on a set of "typical" street design elements. Table 16.24-3 below identifies the street design elements considered as typical. This table is provided as information to be referenced by the Plan Commission and subdividers.
   2. Bicycle Lanes: Where specified by the Design Element Tables, an adopted Bicycle & Pedestrian Comprehensive Plan Element, and/or the Plan Commission the subdivider shall include bicycle lanes in the design and construction of any new streets and the improvement of any existing streets.
   3. On-street Parking: On street parking shall be at the discretion of the Plan Commission, based on the recommendations of the City Engineer and Planning Director and the following guidelines:
      a. *Residential Streets without Parking:* Local and collector residential streets should not require on-street parking where the average lot size along that street (determined on a block by block basis) exceeds 1 acre.
      b. *Residential Streets with Parking on One Side:* Local and collector residential streets should require parking on one side where the average lot size along that street (determined on a block by block basis) is between 1 acre and 10,000 square feet.
      c. *Residential Streets with Parking on Both Sides:* Local and collector residential streets should require parking on both sides where the average lot size along that street (determined on a block by block basis) is less than 10,000 square feet.
   4. Maximum Grade Exceptions: The maximum grades for collector and local streets may be increased by 2% for a maximum distance of 200 feet where necessary to conform to the natural topography. The maximum grade within 200 feet of an intersection or railroad grade crossing shall not exceed ½ of the maximum grade listed on the Design Elements Tables.
   5. Vertical Curve Determination: Vertical curve lengths shall be determined according to INDOT or AASHTO design standards for stopping sight distance for the anticipated vehicular speed.

Design Elements for Local Streets (Table 16.24-1)

Design Elements	Street Classification: Local								
	Rural			Suburban			Urban		
	Residential	Commercial	Industrial	Residential	Commercial	Industrial	Residential	Commercial	Industrial
Medians:	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted
Minimum Width	8'	8'	8'	8'	8'	8'	8'	8'	8'
Maximum Width	16'	16'	16'	16'	16'	16'	16'	16'	16'
Curbs (vertical curb)	Permitted	Required	Required	Permitted	Required	Required	Permitted	Required	Required
Median Trees	Permitted	Permitted	Permitted	Required	Permitted	Permitted	Required	Permitted	Permitted
Drainage	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted
Lighting (in median)	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted
Traffic Lanes:									
Lane width (excluding curb & gutter)	9'	11'	12'	8.5'	11'	12'	8.5'	11'	12'
Number of Lanes	2	2	2	2	2	2	2	2	2
Cross slope from crown	2%	2%	2%	2%	2%	2%	2%	2%	2%
Superelevation	-	-	-	-	-	-	-	-	-
Paving material	A or C	A or C	A or C	A or C	A or C	A or C	A or C	A or C	A or C
Bicycle Lanes:	Conditional	Conditional	Conditional	-	Conditional	Conditional	-	Conditional	Conditional
Minimum Width	4'	4'	4'	-	4'	4'	-	4'	4'
Pavement Markings	Required	Required	Required	-	Required	Required	-	Required	Required
Parking (one/both sides):	Conditional	-	-	Permitted	Permitted	-	Required (both)	Required (both)	-
Parallel parking (width per side)	Shoulder	-	-	4' Wide	8' wide	-	4' Wide	8' Wide	-
Angle parking	-	-	-	-	-	-	Conditional	Conditional	-
Cross slope	2% Max.	2% Max.	-	2% Max.	2% Max.	-	2% Max.	2% Max.	-
Curb / Curb and Gutter:	Permitted	Permitted	Permitted	Required	Required	Required	Required	Required	Required
6" Curb and Gutter (2' wide)	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted
8" Curb and Gutter (2' wide)	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional
Stand-up (6") (1)	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional
Stand-up (8") (1)	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional
Roll curb (2' wide)	Permitted	Conditional	Conditional	Permitted	Conditional	Conditional	-	-	-
Shoulder (4):	Required if no curb & gutter			-	-	-	-	-	-
Total Width	4'	4'	4'	-	-	-	-	-	-
Paved Width	-	-	-	-	-	-	-	-	-
Paving material	Stone	Stone	Stone	-	-	-	-	-	-
Cross slope	4%	4%	4%	-	-	-	-	-	-
Ditch:	Required if no curb & gutter			-	-	-	-	-	-
Minimum Width (excluding tree lawn)	12'	12'	9'	-	-	-	-	-	-
Minimum Depth	18"	18"	18"	-	-	-	-	-	-
Maximum Side Slopes	4:1	4:1	3:1	-	-	-	-	-	-
Tree Lawn:	Permitted	Permitted	Permitted	Required	Required	Permitted (2)	Required	Required (3)	Permitted (2)
Width	5'	5'	5'	5'	5'	5'	5'	5'	5'
Street Trees	Permitted	Permitted	Permitted	Required	Required	Permitted (2)	Required	Required (3)	Permitted (2)
Sidewalk:	Conditional	Conditional	Conditional	Required	Required	Permitted	Required	Required	Permitted
Width	5'	5'	5'	5'	5'	5'	5'	6'	5'
Material - Concrete	Required	Required	Required	Required	Required	Required	Required	Required	Required
Material - Asphalt, Brick, Pavers	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional
Pavement Grade:									
Minimum	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%
Maximum	10%	10%	10%	10%	10%	10%	10%	10%	10%
Lighting:	Permitted	Permitted	Permitted	Required	Required	Required	Required	Required	Required
Pavement Markings:									
Centerlines	-	Required	Required	-	Required	Required	-	Required	Required
Edge lines	Required with shoulder			-	Permitted	Permitted	-	Permitted	Permitted
Parking spaces	-	-	-	-	-	-	-	-	-
Stop bars	Required	Required	Required	Required	Required	Required	Required	Required	Required
Right-of-Way Width:									
Minimum Width	One foot wider than the sum of all elements in this table.								
Not less than:	55'	55'	55'	50'	50'	40'	50'	65'	50'

Legend & Notes:
Design elements are listed in their relative locations from centerline to R/W line.
All numbers & dimensions shown are minimums unless otherwise stated.
Inverted crown or one directional crown streets are not allowed except when draining to a median.
Minimum ditch width is from top of bank to top of bank.

"-" = Not Allowed
"Permitted" = An optional condition
"Conditional" = Allowed with Plan Commission approval
"Required" = A mandatory condition
"ABC" = Asphalt, pavers, or concrete
"A or C" = Asphalt or Concrete
"B or C" = Pavers or Concrete
"Tree lawn" = The space between the curb and sidewalk

(1) = To be used only where pavement drains away from curb to a grassy median.
(2) = Permitted, but required if a sidewalk is provided.
(3) = Required as a grass strip or as planters
(4) = A paved shoulder may be used as bicycle lane, but must meet bicycle lane width.

Cul De Sacs (the following apply to all Local Streets):	
Maximum Length	650 ft.
Maximum No. of Lots	30
Minimum Outside Radius	40 ft.
Maximum Outside Radius	50 ft.
Minimum Radius	50 ft.
Minimum Tangent	0 ft.
Maximum Grade	10.0%
Minimum Grade	0.5%

Design Elements for Collector Streets (Table 16.24-2)

Design Elements	Street Classification: Collector								
	Rural			Suburban			Urban		
	Residential	Commercial	Industrial	Residential	Commercial	Industrial	Residential	Commercial	Industrial
Medians:	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted
Minimum Width	12'	12'	12'	12'	12'	12'	12'	12'	12'
Maximum Width	20'	20'	20'	20'	20'	20'	20'	20'	20'
Curbs (vertical curb)	Permitted	Permitted	Permitted	Permitted	Required	Required	Permitted	Required	Required
Median Trees	Permitted	Permitted	Permitted	Required	Permitted	Permitted	Required	Permitted	Permitted
Drainage	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted
Lighting (in median)	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted
Traffic Lanes:									
Lane width (excluding curb & gutter)	10'	11'	12'	10'	11'	12'	10'	11'	12'
Number of Lanes	2	2	2	2	2	2	2	2	2
Cross slope from crown	2%	2%	2%	2%	2%	2%	2%	2%	2%
Superelevation	-	4% Max.	4% Max.	-	4% Max.	4% Max.	-	-	-
Paving material	A or C	A or C	A or C	A or C	A or C	A or C	A or C	A or C	A or C
Bicycle Lanes:	Conditional	Conditional	Conditional	Required	Required	Required	Required	Conditional	Conditional
Bike lanes (min. width)	4'	4'	4'	4'	4'	4'	4'	4'	4'
Pavement Markings	Required	Required	Required	Required	Required	Required	Required	Required	Required
Parking (one/both sides):				Permitted			Required (both)	Required (both)	
Parallel parking (width per side)	-	-	-	8'	-	-	8'	8'	-
Angle parking	-	-	-	-	-	-	-	-	-
Cross slope	-	-	-	2% Max.	-	-	2% Max.	2% Max.	-
Curb / Curb and Gutter:	Permitted	Permitted	Permitted	Required	Required	Required	Required	Required	Required
6" Curb and Gutter (2' wide)	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted	Permitted
8" Curb and Gutter (2' wide)	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional
Stand-up (6") (1)	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional
Stand-up (8") (1)	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional
Roll curb (2' wide)	Conditional	Conditional	Conditional	Permitted	Conditional	Conditional	-	-	-
Shoulder (4):	Required if no curb & gutter			-	-	-	-	-	-
Total Width	6'	6'	6'	-	-	-	-	-	-
Paved Width	2'	2'	2'	-	-	-	-	-	-
Paving material	A or C	A or C	A or C	-	-	-	-	-	-
Cross slope	4%	4%	4%	-	-	-	-	-	-
Ditch:	Required if no curb & gutter			-	-	-	-	-	-
Minimum Width (excluding tree lawn)	12'	12'	9'	-	-	-	-	-	-
Minimum Depth	18"	18"	18"	-	-	-	-	-	-
Maximum Side Slopes	4:1	4:1	3:1	-	-	-	-	-	-
Tree Lawn:	Permitted	Permitted	Permitted	Required	Required	Permitted	Required	Required (3)	Required
Width	5'	5'	5'	5'	5'	5'	5'	5'	5'
Street Trees	Permitted	Permitted	Permitted	Required	Required	Permitted	Required	Required (3)	Permitted
Sidewalk:	Permitted	Permitted	Permitted	Required	Required	Required	Required	Required	Required
Width	5'	5'	5'	5'	5'	5'	5'	6'	5'
Material - Concrete	Required	Required	Required	Required	Required	Required	Required	Required	Required
Material - Asphalt, Brick, Pavers	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional
Pavement Grade:									
Minimum	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%
Maximum	10%	10%	10%	10%	10%	10%	10%	10%	10%
Lighting:	Permitted	Permitted	Permitted	Required	Required	Required	Required	Required	Required
Pavement Markings:									
Centerlines	Required	Required	Required	Required	Required	Required	Required	Required	Required
Edge lines	Required with shoulder			-	Permitted	Permitted	-	Permitted	Permitted
Parking spaces	-	-	-	-	-	-	-	-	-
Stop bars	Required	Required	Required	Required	Required	Required	Required	Required	Required
Right-of-Way Width:									
Minimum Width	One foot wider than the sum of all elements in this table.								
Not less than:	60'	60'	55'	65'	55'	60'	70'	75'	60'

Legend & Notes:
Design elements are listed in their relative locations from centerline to R/W line.
All numbers & dimensions shown are minimums unless otherwise stated.
Inverted crown or one directional crown streets are not allowed except when draining to a median.
Minimum ditch width is from top of bank to top of bank.

"-" = Not Allowed
"Permitted" = An optional condition
"Conditional" = Allowed with Plan Commission approval
"Required" = A mandatory condition
"ABC" = Asphalt, pavers, or concrete
"A or C" = Asphalt or Concrete
"B or C" = Pavers or Concrete
"Tree lawn" = The space between the curb and sidewalk

(1) = To be used only where pavement drains away from curb to a grassy median.
(2) = Permitted, but required if a sidewalk is provided.
(3) = Required as a grass strip or as planters
(4) = A paved shoulder may be used as bicycle lane, but must meet bicycle lane width.

Cul De Sacs (the following apply to all Collector Streets):	
Maximum Length	-
Maximum No. of Lots	-
Minimum Outside Radius	-
Maximum Outside Radius	-
Minimum Radius	300 ft.
Minimum Tangent	100 ft.
Maximum Grade	8.0%
Minimum Grade	0.5%

Typical Street Design Elements (Table 16.24-3)

This table is intended to describe the basic design elements that are considered as typical. This table is provided for information purposes only.

Local Streets

Street Design Elements…		Traffic Lanes	Bicycle Lanes	On-street Parking	Curb & Gutter	Shoulder	Ditch	Tree Lawn	Sidewalk	Median	Right-of-Way Width
Rural	Residential	2	no	no	no	yes	yes	no	no	no	55 feet
	Commercial	2	no	no	no	yes	yes	no	no	no	55 feet
	Industrial	2	no	no	no	yes	yes	no	no	no	55 feet
Suburban	Residential	2	no	1 side	yes	no	no	yes	yes	no	50 feet
	Commercial	2	no	no	yes	no	no	yes	yes	no	50 feet
	Industrial	2	no	no	yes	no	no	no	no	no	40 feet
Urban	Residential	2	no	2 sides	yes	no	no	yes	yes	no	50 feet
	Commercial	2	no	2 sides	yes	no	no	yes	yes	no	65 feet
	Industrial	2	no	no	yes	no	no	no	no	no	50 feet

Collector Streets

Street Design Elements…		Traffic Lanes	Bicycle Lanes	On-street Parking	Curb & Gutter	Shoulder	Ditch	Tree Lawn	Sidewalk	Median	Right-of-Way Width
Rural	Residential	2	no	no	no	yes	yes	no	no	no	60 feet
	Commercial	2	no	no	no	yes	yes	no	no	no	60 feet
	Industrial	2	no	no	no	yes	yes	no	no	no	55 feet
Suburban	Residential	2	yes	1 side	yes	no	no	yes	yes	no	65 feet
	Commercial	2	yes	no	yes	no	no	yes	yes	no	55 feet
	Industrial	2	yes	no	yes	no	no	yes	yes	no	60 feet
Urban	Residential	2	yes	2 sides	yes	no	no	yes	yes	no	70 feet
	Commercial	2	yes	2 sides	yes	no	no	yes	yes	no	75 feet
	Industrial	2	yes	no	yes	no	no	yes	yes	no	60 feet

C. **Improvement of Existing Streets:** The frontage of all existing streets bordering or adjacent to a parcel of land which is being subdivided shall be improved in all respects (including right-of-way dedication, widening, street trees, sidewalks, etc.) based on the street classification established by the Thoroughfare Plan for that street. For the purpose of this requirement, "frontage" shall include all components of the street beginning at the centerline of that street and extending to the property being subdivided for the entire extent of the subdivision. It shall be the responsibility of the subdivider to design, construct and pay for said improvements. The required design elements and corresponding right-of-way for these streets shall be as specified by this Ordinance (for local and collector streets) and as determined by the Plan Commission, based on a recommendation from the City Engineer (for arterial streets). For local and collector streets the right-of-way dedication and design elements shall either (1) be consistent with the remainder of the street if that street meets the requirements of this Ordinance or (2) provide the typical design elements and minimum right-of-way. All intersection improvements shall comply with Section 16.24.045(C).

D. **Dedication of Additional Right-of-Way:** Where necessary, right-of-way in addition to that which is specified by this Ordinance shall be provided by the subdivider for turning radii, turn lanes, street continuation, or street alignment as specified by the Thoroughfare Plan.

E. **Connectivity:** Streets shall be designed to provide connections between neighboring subdivisions to allow for efficient movement of local traffic, multiple routes of access for emergency services, and a well connected community with new subdivisions integrated into the existing city.

1. Local Street Connections Required: Local streets shall extend to a subdivision's boundary lines in all directions, specifically when (1) the adjoining property is likely to develop with a similar or generally compatible land use and (2) the adjoining parcel is large enough to support a street.
2. Local Street Connection Exemptions: The Plan Commission may allow specific local street connections to be omitted from the subdivision design when:
   a. natural topographic features exist at or near the subdivision property boundary which would make such a connection infeasible (such as a stream which would require a bridge),

b. other features exist at or near the property line which would make such a connection infeasible (such as a railroad), and/or
c. the existing development pattern of adjoining properties prohibits the possibility of a future street extension.

3. Collector Street Connections: Collector street connections shall be provided when shown on the Thoroughfare Plan Map regardless of natural or other features which may be present. Collector streets shall also be provided consistent with the street network recommendations and other policy content of the Thoroughfare Plan, as interpreted and applied by the Plan Commission.
4. Arterial Street Connections: Minor and principle arterial street connections shall be provided when shown on the Thoroughfare Plan Map regardless of natural or other features which may be present.
5. Extending Previous Connections: Land to be subdivided adjacent to existing subdivisions where previous street extensions have been provided (pavement and/or right-of-way) shall have street patterns which connect to these extensions. Extensions of previously constructed streets shall meet the standards of this Ordinance.
6. Postponed Street Extensions: The subdivider of land may elect not to construct a required street connection to the subdivision property line only upon the request of and with the permission of the adjoining property owner and subject to the following conditions:
   a. The subdivider shall dedicate the required right-of-way for the connection,
   b. Signs shall be installed which meet the requirements for Dead End Streets (Section 16.24.030(F)), and
   c. The subdivider shall record a document referenced to the adjoining property stating that the adjoining owner and their heirs in title shall be responsible for the street extension's construction when that adjoining land is developed.

F. **Dead End Streets:** Permanent dead end streets shall not be permitted. Temporary dead end streets ("stub streets") may be permitted only as part of a continuing street plan and as required by Section 16.24.030(E) above. In cases where a temporary dead end street is permitted or required as part of a continuing street plan, the street shall be constructed according the standards of this ordinance.
1. Maximum Length: The maximum length of a temporary dead end street shall be 150 feet.
2. Notice Sign Required: A public notice sign shall be installed and maintained at the end of all temporary dead end streets which contains the following information in a similar format:

PUBLIC NOTICE
Future Street Connection
For more information call the
City Engineer at 812-376-2540

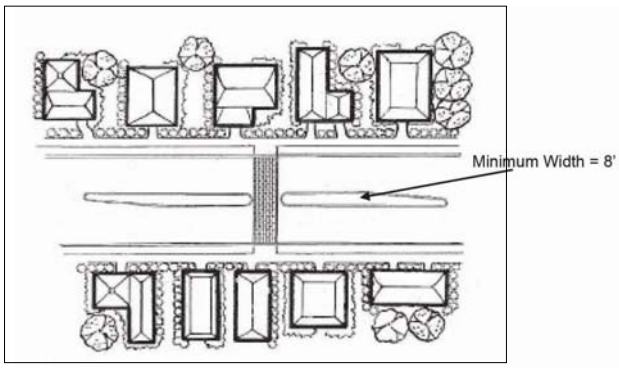
G. **Cul de Sacs:** Any street network or portion of a street network which has only one access point shall be considered a cul-de-sac. The maximum length and the maximum number of lots fronting on a cul de sac shall be determined according to the Design Elements Tables (Tables 16.24-1 and 16.24-2). In no instance shall an arterial street terminate in a cul-de-sac.

H. **Half Streets:** Half streets shall not be permitted. Streets shall be laid out so that both frontages of all streets are useable by adjoining lots. Where a previously dedicated or platted half-street is adjacent to a tract being subdivided, the other half of the street shall be platted, dedicated, and constructed.

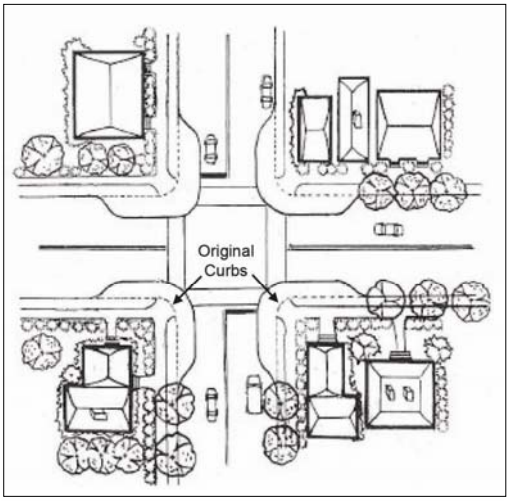
I. **Traffic Calming:** Local and collector residential streets shall be planned to minimize the need for specific traffic calming measures by being designed to encourage lower speeds, minimize unnecessary through traffic, provide safe pedestrian facilities and routes, and provide connections between adjoining neighborhoods and/or subdivisions. Approved additional traffic calming measures included in this section may be used on local and collector residential streets. Traffic calming shall be considered as an area-wide plan, as opposed to addressing individual intersections or streets, in order to minimize the diversion of traffic to other streets. All traffic calming devices shall be designed to allow safe and efficient movement of all types of vehicles and pedestrians.
1. Traffic Calming Criteria: Traffic calming devices may be considered based on the following criteria:

a. *Street Classification:* Traffic calming devices shall be limited to streets classified as Local or Collector and in areas designated as residential on the Thoroughfare Plan Map.
b. *Traffic Volumes:* Traffic calming devices shall be installed only on streets with expected traffic volumes less than 4,000 vehicles per day.
c. *Traffic Speeds:* Traffic calming devices shall be installed only on streets where the speed limit is 30 mph or less. Speed limits shall not be reduced as a traffic calming measure.

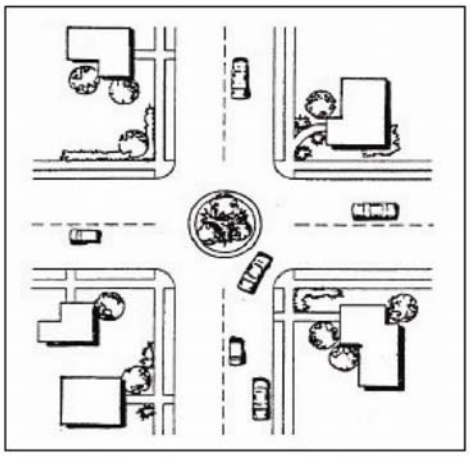
2. Prohibited Traffic Calming Devices: The following traffic calming devices shall not be used on public streets:
   a. Speed bumps
   b. Speed humps
   c. Speed tables
   d. Chicanes
   e. Neckdowns and chokers
   f. Street closures
   g. Diagonal diverters
3. Acceptable Traffic Calming Devices: The following is a list of acceptable traffic calming devices that may be considered in proposed new subdivisions.
   a. *Stop Signs:* The use and locations of stop signs shall be carefully considered to achieve the desired reduction of cut-through traffic and to provide breaks in long sections of a street. Four-way or all-way stops shall not be used for traffic calming, unless the warrants in the MUTCD are met. Stop signs shall not be used for the primary purpose of reducing speeds. Proposed stop sign locations shall be shown on the traffic control plan as part of the improvement plans.
   b. *Change in Roadway Surface:* Changes in road surface, or textured pavement, can be effective in reducing speeds. In order to minimize the effects of increased noise levels, locations shall be carefully selected. Changes in roadway surface may be installed on entire streets or may be strategically placed on short sections of streets. Changes in roadway surface shall meet bicycle safety and accessibility requirements.
   c. *Raised Intersections:* Raised intersections are flat, raised areas covering entire intersections, with ramps on all approaches and often with brick or other textured pavement on the flat section. Raised Intersections are most effective if used at multiple locations along a street, and shall be spaced no closer than 200 feet. Pavement markings and signs shall be provided which comply with the MUTCD.
   d. *Pedestrian Refuge Island:* Pedestrian refuge islands provide protected areas for pedestrians when crossing the street and can be used to narrow wide streets. Some parking restrictions may be required in order to implement pedestrian refuge islands. Pedestrian refuge islands shall be a minimum width of 8 feet.
   e. *Intersection or Midblock Curb Extensions:* Intersection or Midblock Curb Extensions at intersections or midblock crossings reduce the crossing distance for pedestrians and make the pedestrian crossing more visible to motorists. Some parking restrictions may be required in order to install curb extensions.
   f. *Medians:* Medians may be used to narrow wide streets, to prohibit passing, and to control turning movements. Medians shall be as continuous as possible with no more than two openings per 300 feet. Medians shall be sized, designed, and marked to conform to the Design Elements Tables (Tables 16.24-1 and 16.24-2). Medians shall be designed to allow passage and turning of emergency vehicles.
   g. *Roundabouts:* Roundabouts are raised large islands placed in an intersection. Their primary purpose is to reduce vehicle speeds and discourage cut through traffic in neighborhoods. Roundabouts shall be designed to accommodate emergency and delivery vehicles. Roundabouts may be installed at four way or “T” intersections.
   h. *Mini-Roundabouts:* Mini-roundabouts or traffic circles are small raised islands placed in an intersection. Their primary purpose is to reduce vehicle speeds and discourage cut through traffic in neighborhoods. Mini-roundabouts shall be designed to accommodate emergency and delivery vehicles. Mini-roundabouts may be installed only at four way intersections. Some parking restrictions may be required on approaches to intersections where mini-roundabouts are installed.



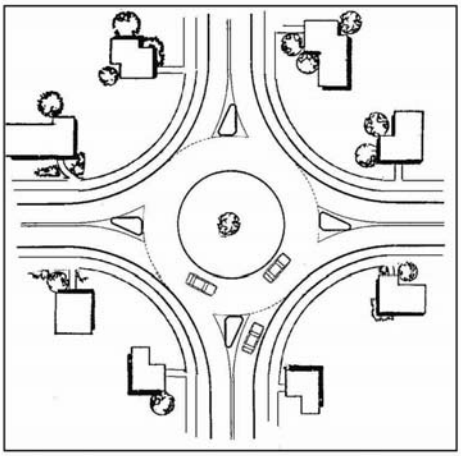
Pedestrian Refuge Island



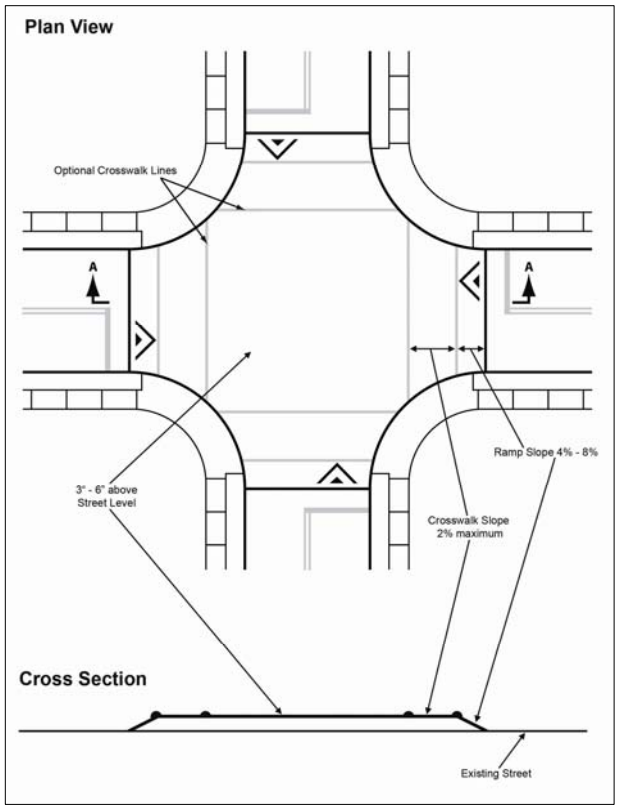
Curb Extensions



Mini-Roundabout



Roundabout



Raised Intersection

Section 16.24.040 Street construction standards

All street construction shall comply with the Columbus Engineering Office Policies as adopted by the Board of Public Works and Safety, in addition to the following:

A. **Pavement Thickness Determination:** The minimum pavement thickness for all new streets or for the widening and repaving of existing streets shall be determined using the following procedure.
   1. Step 1 - Determine Soil Type: The "USDA NRCS Web Soil Survey of Bartholomew County", current edition, shall be used to determine the soil types which exist on the site.
   2. Step 2 - Determine the AASHTO Soil Classification: The AASHTO Soil Classification Table (Table 16.24-4) shall be used to determine the AASHTO Soil Classification for the soil types
   3. Step 3 - Determine the Context: The Thoroughfare Plan Map shall be used to determine the development characteristics (rural, suburban, or urban) and land use (residential, commercial, or industrial) for the streets on the site.
   4. Step 4 - Determine the Pavement Type: The pavement type shall be determined using the Pavement Types Table (Table 16.24-5) based on the AASHTO Soil Classification and context of each street as determined in previous steps.
   5. Step 5 - Determine Pavement Thickness: The pavement thickness shall be determined using the Pavement Thickness Table (Table 16.24-6) for the pavement type.
   6. Exceptions & Alternates: The following alternates shall apply to the determination of pavement thickness:
      a. *Increased Standards:* Higher standards than indicated in this section may be required to provide suitable pavement for unusual soil conditions, extraordinary traffic conditions (either volume or weight) or other abnormal conditions.
      b. *Geotechnical Evaluation Required:* The City Engineer may require a determination of the appropriate CBR by a qualified geotechnical engineer in any case in which there is concern about the validity of the soil type or AASHTO Soil Classification based upon the "USDA NRCS Web Soil Survey of Bartholomew County", current edition.
      c. *Geotechnical Evaluation Option:* If soil sampling, testing, and inspection have been completed by a qualified geotechnical engineer, the CBR value determined by the geotechnical engineer may be utilized in lieu of the AASHTO Soil Classification Table value.
      d. *Multiple Soil Types:* If multiple soil types are present on the site, the design of the pavement thickness shall be based on the soil type which yields the thickest pavement section.
      e. *Stabilization & Reinforcement:* The use of subgrade stabilization or geotextile reinforcement may be allowed only if based upon recommendations by a qualified geotechnical engineer, subject to review by the City Engineer. In cases where subgrade stabilization or geotextile reinforcement is approved, the City Engineer may approve a reduction of the pavement thickness. Minimum pavement thickness shall not be less than those shown in the Pavement Thickness Table. Subgrade stabilization shall be defined as the mixing of lime or cement into the soil subgrade to a depth of at least twelve inches which causes a chemical reaction to occur resulting in higher compressive strength. Geotextile reinforcement shall be defined as the use of woven or unwoven fabrics or grids beneath the pavement which are able to distribute applied loads. Geotextile reinforcement may also act as a barrier to prevent small soil particles from migrating into the pavement and may also enhance drainage of the subgrade. Depth, number of layers, and material specifications for stabilization and reinforcement shall be determined by a qualified geotechnical engineer, subject to review by the City Engineer.

AASHTO Soil Classifications (Table 16.24-4)

Soil Type	AASHTO Class.	Soil Type	AASHTO Class.	Soil Type	AASHTO Class.	Soil Type	AASHTO Class.
Alvin	A-4	Cyclone	A-6	Milton	A-4	Sloan	A-6
Avonburg	A-4	Deam	A-4	Nabb	A-4	Spickert	A-4
Ayrshire	A-4	Eel	A-6	Nineveh	A-3	Steff	A-4
Bartle	A-4	Elkinsville	A-6	Ockley	A-3	Stendal	A-4
Beanblossom	A-4	Fincastle	A-6	Oldenburg	A-4	Stonehead	A-6
Bellcreek	A-6	Fox	A-6	Pekin	A-4	Stonelick	A-2
Birds	A-4	Genesee	A-4	Peoga	A-6	Treaty	A-6
Blocher	A-6	Gilwood	A-4	Pike	A-6	Wakeland	A-4
Bloomfield	A-2	Gnawbone	A-4	Piopolis	A-7	Wawaka	A-4
Bonnell	A-6	Haymond	A-4	Princeton	A-4	Wellrock	A-6
Bonnie	A-6	Hickory	A-6	Rainsville	A-6	Westland	A-6
Brownstown	A-4	Holton	A-4	Rarden	A-7	Whitaker	A-4
Casco	A-6	Kendallville	A-4	Rensselaer	A-6	Wilbur	A-4
Chetwynd	A-6	Kurtz	A-4	Rodman	A-1	Wilhite	A-7

Pavement Types (Table 16.24-5)

Local Pavement Type

AASHTO Classification	Rural			Suburban			Urban			Equivalent CBR
	Residential	Commercial	Industrial	Residential	Commercial	Industrial	Residential	Commercial	Industrial	
A-1, A-2	A	B	C	A	B	C	A	B	C	More than 6
A-3, A-4, A-5	A	C	D	A	C	D	A	C	D	4 to 6
A-6, A-7	B	D	E	B	D	E	B	D	E	Less than 4

Collector Pavement Type

AASHTO Classification	Rural			Suburban			Urban			Equivalent CBR
	Residential	Commercial	Industrial	Residential	Commercial	Industrial	Residential	Commercial	Industrial	
A-1, A-2	A	C	D	A	C	D	A	C	D	More than 6
A-3, A-4, A-5	B	C	D	B	C	D	B	C	D	4 to 6
A-6, A-7	C	D	E	D	D	E	D	D	E	Less than 4

Minor Arterial Pavement Type

AASHTO Classification	Rural			Suburban			Urban			Equivalent CBR
	Residential	Commercial	Industrial	Residential	Commercial	Industrial	Residential	Commercial	Industrial	
A-1, A-2	B	C	D	B	C	D	B	C	D	More than 6
A-3, A-4, A-5	C	C	D	C	C	D	C	C	D	4 to 6
A-6, A-7	C	D	E	C	D	E	C	D	E	Less than 4

Principal Arterial Pavement Type

AASHTO Classification	Rural			Suburban			Urban			Equivalent CBR
	Residential	Commercial	Industrial	Residential	Commercial	Industrial	Residential	Commercial	Industrial	
A-1, A-2	C	C	D	C	C	D	C	C	D	More than 6
A-3, A-4, A-5	C	C	D	D	C	D	D	C	D	4 to 6
A-6, A-7	D	D	E	D	D	E	D	D	E	Less than 4

Pavement Thickness (Table 16.24-6)

Standard Thickness

Pavement Type	Full Depth Asphalt	Asphalt on Stone		Plain Concrete
		Asphalt	Stone	
A	7"	4"	7"	6"
B	8"	4"	9"	8"
C	9"	4"	10"	9"
D	10"	4"	12"	10"
E	11"	4"	14"	10"

Thickness with Stabilazation or Reinforcement

Pavement Type	Full Depth Asphalt	Asphalt on Stone		Plain Concrete
		Asphalt	Stone	
A	6"	4"	5"	6"
B	7"	4"	7"	6"
C	8"	4"	8"	9"
D	9"	4"	10"	8"
E	10"	4"	12"	8"

B. **Bridges:** The City shall not approve any subdivision improvement plans or Subdivision Improvement Agreement for any new streets with bridges without receipt of written documentation that said bridge design is acceptable to the Bartholomew County Commissioners and that the County is willing to own and maintain the bridge. For the purpose of this requirement, a bridge shall be defined as any structure which has a total span length of 20 feet or more, which carries traffic over a ditch, river, lake, canal, stream, railroad, or any other obstruction.

C. **Utility Locations:** The right-of-way widths shown in the Design Elements Tables assume that some utility lines will be installed within the street right-of-way. If additional area is necessary for the installation or maintenance of utilities, the Plan Commission may require additional right-of-way width or easements for that purpose (see also the Preferred Utility Placement Graphic in Section 16.24.070).

D. **Guard Rail:** All new streets and street improvements shall be designed so that the use of guard rail is not required except in extreme situations, where its use shall be minimized. When guard rail is to be installed, it shall be designed and constructed in accordance with INDOT and AASHTO design standards.

E. **Ditches:** The design of all ditches shall take into account the volumes and flows of water identified in the drainage report. Where necessary, as determined by the City Engineer, culverts shall be required to be installed under the streets. The size of the culvert shall be determined by the stormwater flow, but shall not be less than 12 inches in diameter. All culverts shall extend a minimum 5 feet beyond the edge of pavement on each side of the street and shall terminate with flared-end sections or other protective devices acceptable to the City Engineer.

F. **Traffic Control Devices:** All traffic control devices which are warranted as a result of the subdivision shall be installed and paid for by the subdivider.
   1. During construction or improvement of all streets, construction signs, barricades, and other warning devices shall be installed in conformance with the Indiana Manual on Uniform Traffic Control Devices (MUTCD).
   2. All city street intersections, including all private streets and access easements where they intersect with public streets, shall have some form of traffic control. The traffic control shall be stop signs, yield signs, or traffic signals. All traffic control devices shall be in conformance with the MUTCD.

3. All permanent traffic control devices shall be shown on a traffic control plan which shall be part of the improvement plans. Prior to any new street being accepted by the City, all traffic signs and pavement markings, as shown on the approved traffic control plan shall be installed.

G. **Street Lighting:** All street lights shall be a 100 watt sodium vapor light with a mounting height of 30 feet, or an equivalent approved by the City Engineer. Street lights shall be required at the following locations and any costs to install street lights shall be borne by the subdivider:
   1. All city street intersections;
   2. The ends of all cul-de-sacs that exceed 150 feet in length;
   3. All other potentially hazardous locations identified by the Plan Commission and/or City Engineer; and
   4. All other locations along collector and arterial streets deemed necessary to provide more continuous lighting by the Plan Commission and/or City Engineer.

Section 16.24.045 Access management & intersection standards

A. **Driveway Locations:** All subdivision lots shall be planned so that each lot shall have at least one driveway location meeting the standards of the Zoning Ordinance.

B. **Reserve Strips Prohibited:** The creation of reserve strips (also known as "spite strips") shall not be permitted adjacent to a proposed street in such a manner as to deny access from adjacent property to that street.

C. **Intersections:** The location and improvement of intersections shall comply with the following specifications:
   1. Location and Spacing: The location of intersections and the minimum spacing between intersections shall be determined by the Intersection Spacing Table (Table 16.24-7). All spacing measurements shall be from centerline to centerline of the streets.

Intersection Spacing (Table 16.24-7)

Street Classification	Minimum Separation between Intersections
Local	200 feet
Collector	300 feet
Minor Arterial	400 feet
Principle Arterial	600 feet

   2. Number of Approaches: A maximum of 2 streets (4 total approaches) shall intersect at any point.
   3. Curb Radius: The minimum curb radius shall be 25 feet for all local street to local street and local street to collector street intersections and 30 feet for all collector street to collector street intersections. The curb radii for all other intersections shall be determined by the Plan Commission upon the recommendation of the City Engineer.
   4. Arterial Signals & Progressive Movement: The spacing of intersections along principle and minor arterials shall also consider future signal spacing and progressive movement.
   5. Supplementary Lanes: A supplementary lane shall be defined as the portion of roadway adjoining the traveled way including passing blisters; tapers for acceleration, deceleration, and speed change; and additional lanes for turning movements or other purposes supplementary to through traffic movement. Supplementary lanes may be required by the Plan Commission at street intersections consistent with the policies of the Thoroughfare Plan and the recommendations of the City Engineer.
      a. *Existing Street Intersections:* Where a public street is adjacent to a property being subdivided, the subdivider shall be responsible for supplementary lanes and intersection improvements on the same side of the street at all new and existing intersections.
      b. *Passing Blisters:* All passing blisters shall have a 150 foot minimum inbound taper, a 200 foot minimum passing lane, and a 150 foot outbound taper.

i. *Passing Blisters at New Intersections with Existing Streets:* The subdivider shall be responsible for passing blisters opposite new intersections with existing streets where adequate right-of-way exists for that feature's installation and maintenance.

ii. *Passing Blisters at Existing Intersections*: The subdivider shall be responsible for installing a passing blister and dedicating appropriate right-of-way on the property being subdivided if it is opposite an existing intersection that requires a passing blister, but for which that feature could not be installed when the intersection was originally constructed.

c. *Left-turn Lanes:* All left turn lanes shall be designed to meet AASHTO standards for the anticipated traffic volumes at full development.

d. *Deceleration Lanes:* Deceleration lanes shall have a 100 foot minimum inbound taper, a 100 foot minimum deceleration lane, and a 150 foot minimum outbound taper.

6. Stopping Sight Distance: All street intersections shall meet the visibility requirements in A Policy on Geometric Design of Highways and Streets, American Association of State Highway and Transportation Officials (AASHTO), latest edition.

7. Round-abouts*:* Based on the recommendation of the City Engineer, the Plan Commission may require a subdivider to dedicate right-of-way appropriate for installation of a future round-about at any intersection or intersections. If that right-of-way dedication either by itself or in combination with previously dedicated right-of-way provides adequate area, the Plan Commission may also require the subdivider to construct the roundabout or roundabouts. However, the subdivider shall not be responsible for any actual construction that would result in a partial round-about.

Section 16.24.050 Access easement & private street standards

A. **Access Easement Limitations:** Any access easement (required or optional) serving more than two lots shall require approval of the Plan Commission; with the decision based on topography, traffic safety, or other conditions peculiar to the property and/or subdivision. The Plat Committee shall forward any Minor Subdivision that includes such easement to the Commission.

B. **Required Access Easements:** Access easements required to provide legal access to properties shall be at least fifty feet in width and shall have the capability of providing suitable locations for future public streets meeting the standards set forth in this Chapter. Parking and maneuvering in required access easements shall not be allowed. All required access easements shall be identified on the plat as "Required Access Easement". It shall be clearly indicated on the plat that said easement was required for compliance with Zoning and/or Subdivision Control Ordinance regulations.

C. **Private Streets:** The Plan Commission may authorize the use of private streets to provide access to properties, subject to the following stipulations:

1. Design & Construction: Any private streets which are developed shall be designed, constructed and inspected in compliance with the standards of this Ordinance for public streets. The street shall be placed in an easement or common area that meets the dimensions of the right-of-way that would be required for a similar public street.

2. Conversion to a Public Street: The City shall not accept the conversion of any private street to a public street if that street was not designed, constructed and inspected in compliance with City standards for public streets or unless sufficient sampling and testing has been completed, under the supervision of the City Engineer, to ensure that the private street complies with City standards. Prior to acceptance by the City, the owner of the private street shall make all necessary repairs and upgrades, which may include repaving, curb repairs, curb ramp installations, storm water infrastructure, sidewalks, or other required public infrastructure necessary to make the street meet current standards.

3. Plat Notations: The subdivision plat shall include a clear and prominent indication that the street is private and that maintenance will be a private, not a public responsibility. Further, it shall indicate that municipal services relating to streets, such as snow removal, will not be provided.

Section 16.24.055 Alley standards

A. **Alley Use:** Alleys may be developed as the primary vehicle access to residential lots. The primary function of alleys is to provide direct access to adjoining properties and to consolidate utility fixtures, trash pickup, and garages at the rear of residential properties. Alleys should be constructed in new residential subdivisions only when the following conditions are met:

1. Utility Locations: Utility lines can be located in the alley rights-of-way or adjacent rear-yard utility easements, eliminating or reducing the need for separate easements for such purposes;
2. Length between Streets: Alleys will not exceed 500 feet in length between public streets;
3. Service Vehicles: Alleys will accommodate standard trucks as commonly used for trash pickup and utility maintenance;
4. Driveway Reduction: The use of alleys will reduce the number of driveways accessing adjacent streets; and
5. Limitations on Use: Alley designs will minimize their use for cross-town and cross-neighborhood trips by passenger vehicles traveling at moderate to high-speeds while also providing for efficient utility maintenance, trash collection, etc.

B. **Parking & Maneuvering:** Parking shall not be permitted in alleys, but maneuvering for parking in adjacent driveways and garages is acceptable.

C. **Construction Specifications:** All alleys shall have a minimum of 20 feet of right-of-way and a paved surface at least 12 feet in width. The pavement section shall be as determined by the City Engineer, based on the specifications of this Ordinance for local streets intended for similar use.

Section 16.24.060 Sidewalk & pedestrian system standards

A. **Sidewalk Requirements:** Sidewalks shall be installed along both sides of all streets as required in the Design Elements Tables (Tables 16.24-1 and 16.24-2) of this Ordinance. Sidewalks shall also meet the following specifications:
   1. Location: Sidewalks shall be located either in the right-of-way or in a platted pedestrian easement. The right-of-way is the preferred location, with an easement being used only when necessary for sidewalks to avoid impassible topography or preserve natural features. Sidewalks may meander within the right-of-way or easement rather than be placed exactly parallel to the street in order to avoid hazards, preserve topography and other natural features, or create a certain design aesthetic. In no instance shall a sidewalk encroach into the minimum tree lawn width required in the Design Elements Tables (Tables 16.24-1 and 16.24-2).
      a. *Supplemental Pedestrian Connections:* In addition to the street-side sidewalks, pedestrian connections meeting the sidewalks construction specifications for local streets shall be provided at midblock locations where blocks exceed 900 feet in length. Additional connections may be required by the Plan Commission where necessary to provide pedestrian connections to schools, churches, parks or recreational areas, shopping areas, adjacent neighborhoods, or other similar facilities.
      b. *Sidewalks at Intersections:* Sidewalks shall extend to all streets at all intersections, including all three sides of "T" intersections. All street crossings shall include curb ramps.
      c. *Sidewalks Connecting Cul-de-sacs*: Pedestrian connections may be required by the Plan Commission to connect adjacent cul-de-sacs and other similar features where vehicular through traffic is discouraged, but pedestrian connections would be desired. These pedestrian connections shall meet the sidewalk construction specifications for local streets.
   2. General Engineering & Design Requirements: All public sidewalks, curb ramps, crosswalks, and drainage inlet castings shall comply with the Americans with Disabilities Act (ADA), the Indiana Accessibility Code, and any specifications adopted by the Board of Public Works and Safety. All crosswalks shall be designed consistent with the Pedestrian Crossing Treatment Guide provided by the adopted Bicycle & Pedestrian Plan Element of the Columbus Comprehensive Plan.

B. **Alternate Pedestrian Systems:** As an alternate to sidewalks, the Plan Commission may approve another pedestrian system that satisfies the intent of this Ordinance and the Comprehensive Plan. Alternate pedestrian systems include multi-use paths, and sidepaths. Any such alternate system should provide pedestrian facilities (sidewalks, sidepaths, etc.) on both sides of all streets.

C. **Required Additional Bicycle & Pedestrian Facilities**: Whenever a parcel of land is to be subdivided and a bicycle or pedestrian facility shown on an adopted Bicycle and Pedestrian Comprehensive Plan Element crosses that parcel, the subdivider shall be required to construct that facility (sidepath, multi-use path, etc.) and to incorporate that facility into the pedestrian system of the subdivision through the use of connecting sidewalks and paths. These facilities shall be considered alternates to sidewalks where they serve a similar function on

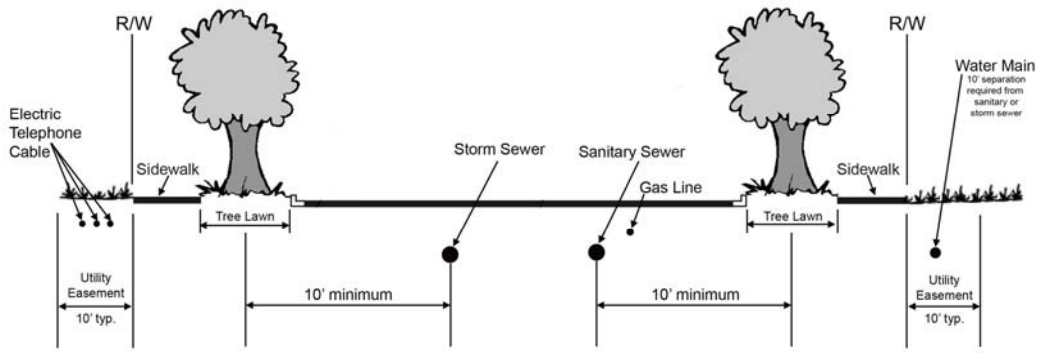
the same side of a street. A required sidepath or multi-use path on one side of a street shall not be considered as a substitute for the sidewalk on the opposite side of the street.

Section 16.24.070 Street trees standards

A. **General Street Tree Requirements:** Street trees shall be a required component of the public improvements in all major subdivisions as specified by the Design Elements Tables (Tables 16.24-1 and 16.24-2) for local and collector streets and the Thoroughfare Plan for arterial streets. The number and spacing of trees shall be determined using tables 16.24-8 and 16.24-9 below. The number of street trees required shall be calculated by dividing the total street frontage, measured at the right-of-way line, by the maximum spacing specified by Table 16.24-8. Street tree species and locations shall be selected so that sight distance, utilities, sidewalks, and maintenance needs are adequately addressed.

B. **Tree Specifications:** All street trees shall be 2.5 inches in diameter measured 4.5 feet from the top of the root ball at the time of planting. All street trees shall conform to the standards set forth in the current American Standard for Nursery Stock approved by the American National Standards Institute, Inc. (ANSI).

C. **Street Tree Locations:** Street trees shall be planted in the public right-of-way unless there are substantial conflicts, in which case they may be placed in an adjacent platted street tree easement. The minimum width for street tree easements shall be twice the amount of the tree lawn width specified for that street.
   1. No street trees shall be planted within 10 feet of a fire hydrant or underground utilities (consistent with the preferred infrastructure placement graphic).
   2. No street trees shall be planted within 20 feet of an overhead utility. In cases where street trees within the street right-of-way would be within 20 feet of an overhead utility parallel to the street the trees shall be provided in an easement located behind the right-of-way.
   3. Any street trees shall be selected and placed such that the effectiveness of all traffic control devices and street lights shall not be compromised.
   4. Trees shall not be planted within any sight visibility triangle areas as defined by the Zoning Ordinance.
   5. In commercial areas, street trees may be placed in appropriately designed planters constructed within the sidewalk areas.



Preferred Infrastructure Placement

D. **Planting Plan Requirements:** A planting concept shall be shown on the typical cross section of the preliminary plat and a planting plan shall be submitted as part of the construction improvement plans for the subdivision. The planting plan shall show all proposed street trees to be installed in the right-of-way on the typical cross sections and the construction plans. The plan shall also show areas where street trees are restricted for visibility and sight distance. The planting plan shall address potential conflicts with drainage, lighting, utilities, and traffic signs.

Street Tree Requirements (Table 16.24-8)

Tree Lawn Areas

Tree Lawn Width	Trees Allowed	Min. Spacing	Max. Spacing
5' - 7.9'	Group 1	30'	90'
8' and greater	Group 1	30'	90'
	Group 2	40'	90'

Median Areas

Median Width	Trees Allowed	Min. Spacing	Max. Spacing
5' - 7.9'	Group 1	30'	90'
8' - 16'	Group 1	30'	90'
	Group 2	35'	90'
	Combination of Group 1 and 2	30'	90'
Over 16'	Group 1	30'	90'
	Group 2	35'	90'
	Combination of Group 1 and 2	40'	90'

Acceptable Street Trees (Table 16.24-9)

Group 1 Trees

Common Name	Latin Name	Comments
Hedge Maple	Acer campestre	
Sugar Hackberry	Celtis laevigata	
European Hornbeam	Carpinus betulus	
American Yellowwood	Cladrastis kentuckea	
Ginkgo or Maidenhair Tree	Ginkgo biloba	males only
Golden-Rain Tree	Koelreuteria paniculata	
Black Gum	Nyssa sylvatica	
Japanese Pagoda Tree or Chinese Scholar Tree	Styphnolobium japonicum	
Littleleaf Linden	Tilia cordata	
Chinese or Lacebark Elm	Ulmus parvifolia	
Japanese Zelkova	Zelkova japonica	

Group 2 Trees

Common Name	Latin Name	Comments
Northern Catalpa	Catalpa speciosa	
Common Hackberry	Celtis occidentalis	
Honeylocust	Gleditsia tricanthos	thornless and seedless only
Kentucky Coffeetree	Gymnocladus dioicus	males only
Dawns Redwood	Metasequoia glyptostroboides	
Oaks	Quercus spp.	except Pin Oaks
Bald Cypress	Taxodium distichum	
American Elm	Ulmus americana	disease resistant varieties only
Hybrid Elms	Ulmus spp.	disease resistant varieties only, with the exception of Ulmus pumila (Siberian) hybrids

Section 16.24.080 Street name standards

A. **Street Names Generally:** The use of street names which duplicate or closely resemble, phonetically or in spelling, the name of any existing street in Bartholomew County is not allowed. Street names shall be continuous for streets which are continuous or are logical extensions. The use of the same street name for a discontinuous street is prohibited.

B. **Prohibited Street Names:** The following shall be prohibited from street names:
   1. The primary part of the street name containing any of the words commonly utilized as a street name suffix.
   2. Special characters such as punctuation, hyphens, and apostrophes.
   3. Sound-alike names.
   4. The use of any directional terms such as north, south, east, or west.

C. **Street Name Suffix Standards:** Street names shall be informative as to the use and character of the streets. The following street name suffixes shall be used for new streets in conjunction with the use and character listed:
   1. Street - a through street.
   2. Avenue - a through street.
   3. Boulevard or Parkway - a through street with a landscaped median.
   4. Court - a cul-de-sac street.
   5. Circle - a street with a closed horizontal (roughly circular) alignment.
   6. Drive - a through street less than 1350 feet in total length.
   7. Square - a street with a horizontal alignment which is roughly square shaped.
   8. Lane
   9. Trace
   10. Road - reserved for streets outside of the city limits.
   11. Trail
   12. Highway - reserved for state or federal roads.
   13. Way
   14. Pass
   15. Run
   16. Point
   17. Alley
   18. Ridge
   19. Overlook
   20. Crescent
   21. Place

Examples of Prohibited Street Names:

<u>Contain Street Suffix</u>
Circle Street
Avenue Drive
Kings Court Avenue

<u>Special Characters</u>
Bill's Court
Bee-Bop Square
J. B. Doe Street

<u>Sound-Alike Names</u>
Bay View Drive
Bayview Drive
Hayward Drive
Heywood Drive

<u>Similar Spelling</u>
Brainard Street
Barnard Street

Section 16.24.090 Flood hazard area

No subdivision of lots located in a flood hazard area shall be approved unless:

A. Improvement plans are submitted detailing the required lowest floor elevations;
B. If necessary, acquire a permit to construct from Indiana Natural Resources Commission. Subdivisions in flood hazard areas shall include the notation listed in Section 16.36.060 on the face of the plat. (Prior code § 28-45)

Section 16.24.100 Drainage system

The drainage system shall be designed and constructed to provide for the proper drainage of the subdivision. The following items shall be provided:

A. Drainage Report. This report shall address the existing and proposed drainage conditions and shall evaluate the ability of the proposed water course, channels, drainage tiles, farm tiles, storm sewers, culverts and other improvements to handle the run-off. A registered professional engineer or land surveyor shall prepare this report. The report shall include:
   1. Estimates of the water entering the subdivision;
   2. Conditions of the watershed that may affect run-off such as subsoil type, positive drainage channels, obstructions and so forth;
   3. Quantities of flow at each pick-up point, or culvert;
   4. Description of minor and major drainage systems. The minor system will usually consist of storm sewers, drainage ditches, grassed swales, storm inlets or infiltration structures. The minor system shall be designed to handle a ten-year storm. The major system will usually consist of roadways, culverts, bridges or overflow drainage flow-ways. The major system shall be designed to handle a one-hundred year storm;
   5. The location of all existing subsurface drainage tiles and a plan to preserve or relocate the tiles;
   6. Proposals which include detention, retention or infiltration facilities shall include data coordinating field tests with design assumptions and estimates of expected annual maintenance costs.
B. Street Drainage System Standards. The streets shall serve as the primary drainage system and be designed to carry at least the street, adjacent land and building stormwater. The following standards shall be followed:
   1. The system shall consist of curbs, gutters, dry wells and storm sewers. Side ditches and culverts may be used in agricultural and administrative subdivisions.
   2. For subdivisions with curbs and gutters, drainage inlets shall be spaced and capacity shall be adequate to limit the water onto the street per the specifications of the City Engineer. *(Revised per Ord. 22, 2010 (11.10.10)*

3. For subdivisions without curbs and gutters, the swales, culverts and inlets shall be adequate to accommodate all water during a ten-year storm. For a one-hundred-year storm, all water shall be contained within the right-of-way.
4. Bicycle safe protective gratings shall be placed over all inlets.
5. Proposals which include detention or retention ponds or infiltration facilities shall include data coordinating field tests with design assumptions and estimates of expected annual maintenance costs.
6. All streets having curb and gutter on which stormwater flows across intersections and/or driveways, shall be provided with concrete cross-gutter at such intersections and driveways. (Prior code § 28-46)

Section 16.24.110 Soil erosion

Since considerable soil erosion can take place during the subdivision construction, development plans shall contain proposed erosion and sediment control measures. These measures shall be incorporated into the final plan and final construction drawings. Erosion and sediment control measures shall conform to the standards and specifications established by the engineering department. The measures shall apply to all features of the construction site, including street and utility installations as well as to the protection of individual lots. Measures shall also be instituted to prevent or control erosion and sedimentation during various stages of development. Practical combinations of the following general principles will provide effective sediment control when property planned and applied:

A. The development plan shall be fitted to the topography and soils so as to create the least erosion potential.
B. Removal of existing vegetation and groundcover from an area shall be done as shortly as possible before the construction of improvements, such as streets, storm sewers or other features of the development.
C. Wherever feasible, natural vegetation shall be retained and protected.
D. Where inadequate vegetation (groundcover) exists, temporary or permanent vegetation shall be established.
E. The smallest practical area of land shall be exposed at any one time during development.
F. When land is exposed during development, the exposure shall be kept to the shortest practical period of time.
G. Critical areas exposed during construction shall be protected with temporary mulching and/or temporary vegetation, such as winter wheat or rye.
H. Sediment basins shall be installed and maintained to remove sediment from runoff waters from land undergoing development.
I. Provisions shall be made to accommodate effectively the increased runoff caused by changed soil and surface conditions during and after development.
J. The final permanent vegetation and structures shall be installed as soon as practical in the development. (Prior code § 28-47)

Section 16.24.120 Water system

A water distribution system shall be designed and constructed by the subdivider to provide water for all lots in the proposed subdivision. The distribution system shall be connected to the public water system unless otherwise authorized by the plan commission. The flow and pressure provided shall be adequate for domestic service and fire protection service.

A. Plans for a public distribution system must be approved by the Columbus city utilities. Plans for a distribution system (public or private) also require approval by the Indiana Department of Environmental Management.
B. The water system shall provide flows acceptable to the Columbus Fire Department and shall have flows and levels of service sufficient to maintain an Insurance Services Organization rating at least equivalent to that held by the City of Columbus.
C. The commission's seal shall not be affixed to the plat until the written approval from the Columbus city utilities is transmitted to the department. (Ord. No. 24, 1999, §3, 9-7-99)
D. Improvement plans for a permanent water system shall be provided showing pipe line sizes, type of pipe, location of hydrants and valves and if applicable, supply facilities, booster pumps, elevated or ground level storage tanks and other appurtenances. The following standards shall apply to all water systems:
    1. Minimum size pipe will be determined by the type of district being served. Generally, water lines that are to supply water for emergency and fire fighting purposes shall be a minimum of six inches in diameter.
    2. The maximum distance between fire hydrants shall be determined by the fire department. In no event though, shall any buildable area of the subdivision be located more than two hundred fifty feet from a fire hydrant.
    3. All valves shall be so located so that no single break in the distribution system will cause more than five hundred feet of water main in the high value districts or more than eight hundred feet of water main in other

districts, to be out of service. These valves shall be located so that a break in the secondary distribution system will not shut down major distribution mains.

4. All hydrants shall be individually valved.

E. For properties not served by a public or semi-public water supply system: Each lot must have an adequate supply of potable water by an individual well. (Ord. 94-5 § 3 (part), 1994; Ord. No. 24, 1999, §3, 9-7-99; prior code § 28-48)

Section 16.24.130 Sanitary sewage disposal

A. A sanitary sewage disposal system shall be designed and constructed by the subdivider to provide adequate sewage service for all lots in the subdivision. Except for administrative or agricultural subdivisions, sewage treatment shall be provided by a municipally owned or controlled sewage treatment plant.

B. Reserved

C. Improvement plans for a permanent sewage system shall be provided showing pipe sizes, gradients, type of pipe, invert and finished grade elevations, location and type of manholes, service line locations, and the location, type and size of all lift or pumping stations. The following standards shall apply to all sewer systems:

1. At least eight-inch sewer lines will be installed whenever more than one single-family residence is to be served. If force mains are to be used, the line shall be sized to provide adequate service to the proposed development.
2. At least six-inch service connections from the sewer line to the property line of each lot will be installed with the location marked.
3. Manholes or inspection holes, will be provided at all interceptor and lateral junctions, at the end of each line, and at all changes in direction, grade and size.

D. For properties unable to be served by public sewer collection systems: each lot must be served by an individual subsurface disposal system of sufficient size to accommodate the wastewater generated by the uses permitted on the property. The permeability ratings contained in the Soil Survey of Bartholomew County shall be used as a basis for determining land suitability for subsurface disposal systems, unless an on-site soil evaluation by a qualified soil scientist shows that other soil types are found on the property. The department or commission may request that any such evaluation be reviewed by the Soil Conservation Service. (Ord. 94-5 § 3 (part), 1994; prior code § 28-49).

Section 16.24.140 Easements and utilities

Adequate areas of suitable size and location shall be allocated for all required easements.

A. Utility Easements. Utility easements shall provide reasonable continuity within the subdivision. There shall be at least fifteen feet in width when located at rear lot lines and at least ten feet in width when located along side lot lines. The commission or plat committee may require larger easements when deemed necessary.

B. Drainage Easements. Drainage easements shall be provided where necessary within the subdivision to drain water away from building sites and to channel the flow of stormwater runoff. All drainage easements shall conform to the specifications of the board. No permanent structure, including fences and any vegetation that will impede the natural flow of the runoff, shall be permitted in a drainage easement unless specifically accepted by the engineering department.

C. Access Easements. Access easements providing legal access to land shall be at least fifty feet in width and shall have the capability of providing suitable locations for future public streets meeting the standards set forth in this chapter. Generally, no more than two lots shall receive access from a private access easement. If, by reason of topography, traffic safety, or other condition peculiar to the property, the commission finds it appropriate, as many as four lots may be served by such easement.

D. Utility Location.

1. All electric, telephone, television, and other communication lines, both main and service connections, shall be placed underground. Main lines shall be located within appropriate easements.
2. Lots that abut existing easements of public rights-of-way where overhead electric or telephone distribution supply lines and service connections have previously been installed may be supplied with electric and telephone service from those overhead lines, but the service connections from the utilities' overhead lines shall be installed underground. In the case of existing overhead utilities, should a road widening or an extension of service or other such condition occur as a result of the subdivision and necessitate the replacement or relocation of such utilities, such replacement or relocation shall be underground.
3. Where overhead lines are permitted as the exception, the placement and alignment of poles shall be designed to lessen the visual impact of overhead lines. Alignments and pole locations shall be carefully

routed to avoid locations interfering with views. Clearing swaths through wooded areas or farm fields shall be avoided. (Ord. 94-5 § 3 (part), 1994; Ord. No. 24, 1999, §3, 1999; prior code § 28-50)49)

Section 16.24.150 Blocks

A. Configuration. The lengths, widths and shapes of blocks shall be determined with due regard to the provision of building sites suitable to accommodate the needs of the type of use contemplated, and the zoning requirements as to lot sizes and dimensions.
B. Shape. Irregularly shaped blocks, those intended for cul-de-sacs or loop streets, and those containing interior parks or playgrounds, may be approved by the commission if properly designed and located and if the maintenance of interior public places is covered by agreements.
C. Length. No block shall be longer than fifteen hundred feet.
D. Walkways. Where blocks are over nine hundred feet in length a sidewalk in an easement not less than ten feet in width at or near the halfway point may be required, if necessary, to provide proper access to schools, recreational areas, shopping centers, and other facilities. (See Section 16.24.060) (Prior code § 28-51)

Section 16.24.160 Lots

A. Arrangement. The lot arrangement and design shall be such that all lots will provide satisfactory building sites, properly related to topography and the character of surrounding development.
B. Frontage. Each lot shall have its full frontage on a public or private street. The minimum frontage shall be as specified in the zoning ordinance.
C. Depth. The depth to width ratio of any single-family residential lot shall not be greater than three to one.
D. Side Lot Lines. Except where it is determined that an exception to the following would provide a better lot layout, all side lot lines shall be at nearly right angles to streets; where streets are curved, the lot lines shall be radial to the street.
E. Double Frontage Lots.
    1. Residential lots with frontage on two parallel streets shall be avoided except where the commission determines that it is essential to provide separation of the residential development from arterial or collector roads. A Type A buffer, as defined in the zoning ordinance, shall be provided along one of the street frontages.
    2. Nonresidential lots with frontage on two parallel streets are acceptable, however, the plan commission may require a Type A buffer defined in the zoning ordinance along one of the street frontages.
F. Corner Lots. Corner lot shall be sufficiently larger than interior lots to allow maintenance of setback lines on both streets.
G. Lots Fronting Arterial or Collector Roads. Whenever possible, a major subdivision which fronts arterial or collector roads shall be designed so that all lots are provided access through the development of local subdivision streets. Access standards for property abutting collector and arterial streets are found in Table II. (Ord. 97-48 § 3 (part), 1997; Ord. 89-60 § 3 (part), 1989; Ord. No. 24, 1999, §3, 9-7-99) prior code § 28-52)

Section 16.24.165 Reserved (Revised per Ord. 22, 2010 (11.10.10))

Section 16.24.170 Public open spaces and sites

Where a park, playground, school or public access to water frontage which is shown in the comprehensive plan is located in whole or in part in the proposed subdivision, the commission shall request the dedication of such area within the subdivision. The subdivider shall pay for only that portion of the cost of the public site that benefits his subdivision as determined by the commission. The commission shall, whenever possible, establish the preservation of all natural features which add value to residential developments and to the community, such as large wooded areas, water courses, beaches, areas of historical significance, and similar irreplaceable assets. (Prior code § 28-53)

Section 16.24.180 Subdivision name

The name of the subdivision shall not closely resemble that of any existing subdivision in Bartholomew County, Indiana. (Prior code § 28-54)

Section 16.24.190 Reserved (Revised per Ord. 22, 2010 (11.10.10))

Section 16.24.200 Street signs

The developer shall be responsible for the cost of street sign materials. (Ord. No. 24, 1999, §3, 9-7-99; Prior code § 28-56)

Section 16.24.210 Monuments and markers

Monuments and markers shall be placed so that the center of the pipe or marked point shall coincide exactly with the intersection of lines to be marked, and shall be set so that the top of the monument or marker is nearly level with the surface of the surrounding ground after grading.

A. Monuments shall be set at points where the outside boundary lines of the subdivision intersects with existing and proposed street right-of-way lines.
B. Markers shall be set:
   1. At the beginning and ending of all curves along street property lines;
   2. At all points where lot lines intersect curves, either front or rear;
   3. At all angles in property lines or lots;
   4. At all other lot corners not established by a monument;
   5. At all required points in minor plats.
C. Type. Monuments shall consist of iron pipes or steel bars at least thirty-six inches long, and five-eighths inch in diameter. Markers shall consist of iron pipes or steel bars at least thirty inches long, and five-eighths inch in diameter. (Ord. 97-48 § 3 (part), 1997: prior code § 28-57)

Section 16.24.220 Benchmarks

One benchmark shall be set in each subdivision containing up to one hundred lots. One additional benchmark will be required for each additional one hundred lots, or fraction thereof. The location of the benchmark(s) shall be approved by the engineering department.

A. The developer's land surveyor shall establish elevation deviation by a closed level circuit from the nearest USGS benchmark.
B. Each benchmark shall be installed behind the curb line at an intersection so that the top thereof is level with the top of the curb, unless otherwise excluded by the engineering department. Standard details are on file with the engineering department.
C. The benchmarks shall be concrete (possessing a twenty-eight-day compressive strength of 4000 p.s.i. and six percent air entrainment), precast or poured in place. The minimum dimensions shall be twelve inches square by thirty-six inches. The benchmarks shall be marked on top with a three-inch diameter, curved head, brass marker set flush with the top of the monument. The brass markers shall be supplied at cost by the engineering department. (Prior code § 28-58)

Section 16.24.225 Resubdivision of land

A. Procedure for Resubdivision. Whenever a land owner desires to resubdivide an already approved major subdivision plat, the land owner shall apply for the resubdivision using the same procedure prescribed for the subdivision of land.
B. For any resubdivision where the proposed changes may have an impact on the existing subdivision, the application shall include the signed consent of 75% of the owners of property in the existing subdivision. Such changes include the following:
   1. Any change in street circulation pattern or other significant change in a public improvement;
   2. The addition of one or more buildable lots;
   3. Any change in the amount of land reserved for public use or the common use by lot owners;
   4. Any other change which would have an adverse effect on the use and enjoyment of property in the existing subdivision.
C. The staff shall make a determination as to whether a proposed change will have a significant impact as defined in Subsection B. The staff decision may be appealed to the Commission.
D. Waiver. A property owner may request a waiver from the requirements of Subsection B. The Commission may waive the requirement for the consent of 75% of the property owners in the subdivision if it finds that the proposed change will not have a significant impact on the existing subdivision. The Commission, after receiving an application for resubdivision that includes an express request for waiver, shall consider the request after a public hearing. Notice of the hearing shall be given to interested parties as defined in the Rules of Procedure.
E. Covenants. Any new lots created by a resubdivision shall be subject to any covenants and restrictions that applied to the original subdivision plat.

F. This section shall not apply to land or parcels shown and clearly labeled on the preliminary or final plat as reserved or intended for future development. (Ord. No. 24, 1999, §3, 9-7-99)

CHAPTER 16.28
IMPROVEMENTS

Section 16.28.010 Certification

A. Plats and surveys shall be prepared and certified by a registered land surveyor who shall be responsible for the required monumentation.

B. Improvements shall be constructed in accordance with plans and specifications prepared by a licensed engineer or land surveyor and approved by the commission. Unless otherwise specified in the subdivision agreement, the licensed person who prepared the improvement drawings shall be responsible for the stakeout, inspection and certification of completion in accordance therewith. If the person specified in the subdivision improvement agreement is not able to perform this duty, he shall give notice by registered mail to the department and like notice to any person, firm or corporation guaranteeing the installation of the improvements. No work on such improvements shall commence until a subdivision improvement agreement has been duly executed. (Prior code § 28-61)

Section 16.28.020 Inspection

A. Preconstruction. Prior to beginning any work within the subdivision, the person or persons designated in the subdivision improvement agreement to be responsible for the installation of improvements shall meet on the site with representatives of the city as specified in said agreement.

B. Construction. The city representatives designated in the subdivision improvement agreement shall inspect and require that the installation of all improvements take place in accordance with plans approved by the commission. The city representatives shall have authority as specified in the subdivision improvement agreement over the schedule of construction, materials used, methods of construction, and workmanship to ensure compliance with the approved plans and terms of the agreement. (Prior code § 28-62)

Section 16.28.030 Time limit, subdivision improvement agreement and financial guarantee

A. All improvements required by the plan commission must be shown on the improvement plans and must be completed within two years from the date that the subdivision improvement agreement is signed, with the following exceptions:

   1. If sidewalks and street trees are to be installed as lots are developed, the staff may approve time extensions for sidewalk and street tree installation with the submission of an appropriate financial guarantee. Each extension shall be for a maximum of two years, and no more than two such extensions may be granted. In deciding whether to grant the extension, the staff shall consider the degree of completion of construction in the subdivision, the effect of the extension on property owners in the subdivision, and weather or other conditions affecting construction. The staff's decision to deny an extension may be appealed to the plan commission. *(Revised per Ord. 22, 2010 (11.10.10))*

   2. The staff may approve a time extension for installing the final paving course (surface coat) with the submission of an appropriate financial guarantee. The time extension shall be for a maximum of two years, and only one such extension may be granted. In deciding whether to grant the extension, the staff shall consider the degree of the completion of the subdivision, the effect of the extension on property owners in the subdivision, and weather or other conditions affecting the construction. The staff's decision to deny an extension may be appealed to the plan commission.

   3. Other extensions of time may be approved by the staff with the submission of an appropriate financial guarantee if unusual conditions exist that impede timely completion. In deciding whether to grant the extension, the staff shall consider the degree of the completion of the subdivision, the effect of the extension on property owners in the subdivision, and weather or other conditions affecting the construction. The staff's decision to deny an extension may be appealed to the plan commission.

B. A subdivision improvement agreement must be executed between the developer and the city prior to the commencement of work on any subdivision. Such agreement shall set forth the improvements to be completed, which shall include, but are not limited to, grading, street construction, sanitary sewers, storm sewers, sidewalks, street trees, drainage, landscaping and erosion control. It also shall set forth the terms and conditions under which the work is to be performed. A subdivision plat may be recorded only after secondary

approval has been given as specified in this chapter. Secondary approval shall not be given until one of the following has been accomplished: *(Revised per Ord. 22, 2010 (11.10.10))*

1. The acceptance for perpetual maintenance of all required public improvements and satisfactory completion of all improvements in accordance with the approved plans and subdivision improvement agreement;
2. The posting of financial guarantees in an amount equal to one hundred twenty-five percent of the cost of the improvements as specified by the subdivision improvement agreement. The form and length of the guarantees must be acceptable to the city attorney and shall be specified in the subdivision improvement agreement. If time extensions are granted under subsection A of this section, the cost estimate must be reviewed and the amount of the guarantee increased if necessary.

C. As a condition of the acceptance of improvements and/or release of financial guarantees posted under the terms of this section, the subdivider shall post with the board and/or utilities service board financial guarantees ensuring maintenance of the improvements in good repair. These guarantees shall be in an amount equal to twenty-five percent of the estimated cost of all improvements as specified in the subdivision improvement agreement. The form and length of the guarantee shall be specified in the subdivision improvement agreement, but in no case shall the guarantee be for less than one year nor more than five years.

D. The board may grant a partial release from a financial guarantee for portions of the improvements which are complete and accepted by such board, provided that the maintenance guarantee as specified in subsection B of this section is posted for such portion of the improvements. The conditions under which partial release of the guarantees will be permitted shall be specified in the subdivision improvement agreement. (Ord. 97-48 § 3 (part), 1997: prior code 28-63)

Section 16.28.040 As-built plans

After completion of all public improvements and prior to the release of the performance bond on the improvements, the subdivider shall provide drawings showing the actual location of all installed street improvements, sanitary and storm sewer improvements, water mains, fire hydrants, improvements, valves and stubs, monuments and markers, drainage facilities and other installed permanent improvements. This map shall be certified by a registered engineer or land surveyor. One copy of these plans shall be submitted to the engineering department and one copy shall be submitted to the fire department. (Prior code § 28-64)

CHAPTER 16.32
MODIFICATIONS

Section 16.32.010 Allowed when

The commission is authorized to grant such modifications to the design and improvement standards of this title as will not be contrary to the public interest, where owing to extraordinary conditions, fully demonstrated on the basis of the facts presented, strict compliance with specific provisions of this title will result in extreme practical difficulties or undue misuse of property. (Prior code § 28-67)

Section 16.32.020 Criteria

A. In the exercise of this section, the commission shall grant such modification or exception only upon the determination that:
   1. The grant will not be detrimental to the public, health, safety and general welfare;
   2. Adjacent property will not be adversely affected;
   3. The grant is justified because of exceptional topographic or other physical conditions unique to the property involved as opposed to mere inconvenience or financial disadvantage;
   4. The grant is consistent with the intent of this and other applicable ordinances and the comprehensive plan;
   5. The grant will not conflict with the requirements of the zoning ordinance, including but not limited to lot area, lot frontage, lot width and setback(s).

B. A request for a modification shall be submitted in writing and state the grounds for the request. If approved by the commission, the minutes of the commission shall reflect the decision and reason. The commission may attach such conditions as will reasonably secure the objectives and requirements of this chapter. (Prior code § 28-68)

Section 16.32.030 Planned unit development
The standards of design and requirements of this title may be modified in the case of a planned unit development. The subject parcel must be zoned PD, planned unit development to qualify for modifications under this section. (Prior code § 28-69)

Section 16.32.040 Reserved

CHAPTER 16.36
PLAT CERTIFICATES AND NOTATIONS

Section 16.36.010 Surveyor certificate

A. The following certificate shall appear on all plats except those substituting the certificate in subsection B of this section:

> I,_____(name)_____hereby certify that I am a professional land surveyor, licensed in compliance with the laws of the State of Indiana; that, to the best of my knowledge, this plat correctly represents a survey completed by me, or under my direct supervision, on _____(date)_____; that any changes from the description appearing on the last record transfer of the land contained in the final plat are so indicated; that all monuments shown thereon actually exist or will be installed (before the release of the financial guarantees) and their position is correctly shown, and, that all dimensional and geodetic data are correct.
>
> _____
> (Signature) (Seal)

B. The following certificate shall appear on administrative and agricultural subdivisions not containing new monumentation:

> I,_____(name)_____hereby certify that I am a professional land surveyor, licensed in compliance with the laws of the State of Indiana; that, except as otherwise indicated, this plat has been prepared in accordance with property descriptions in the following deeds, without the benefit of a field survey: (list deed book and page numbers); that the land shown on this plat is not monumented, and no additional monuments have been or will be set under my supervision.
>
> _____
> (Signature) (Seal)

Section 16.36.020 Owner certificate
The applicable portions of this certificate shall appear on all plats.

> We, the undersigned_____(names)_____owners of the real estate shown and described herein, do hereby certify that we have laid off, platted and subdivided, and do hereby lay off, plat and subdivide, said real estate in accordance with the within plat.
>
> The subdivision shall be known and designated as _____ consisting of _____ lots and _____ blocks and containing _____ acres.
>
> All streets and alleys shown and not heretofore dedicated are hereby dedicated to the public. Other public lands shown and not heretofore dedicated are hereby reserved for public use.
>
> Clear title to the land contained in this plat is guaranteed. (Any encumbrances and special assessments are explained as follows):
>
> The setback lines shall be determined by the regulations of the Columbus, Indiana Zoning Ordinance of current adoption.
>
> There are strips of ground shown on this plat and marked easement, reserved for the use of public utilities and subject to the paramount right of the utility or City to install, repair, maintain or replace its installation.
>
> All drainage easements identified on the plat are specifically authorized to be used for drainage purposes. All grades shall be maintained as constructed. Additional cut and fill work within drainage easement areas is prohibited unless authorized by the Engineering Department.
>
> WITNESS OUR HANDS AND SEALS this _____ day of _____, __.
>
> Before me, the undersigned Notary Public, in and for the County and State, personally appeared _____ and each separately and severally acknowledged the execution of the foregoing instrument as his or her voluntary act and deed, for the purposes therein expressed.

Witness my hand and Notarial Seal this _____ day of _____, _____.

_____
Notary Public (Seal)
(Prior code § 28-74)

Section 16.36.030 Approval certificate

A. Plan commission primary approval certificate (for all plats which are approved by the full plan commission).

PRIMARY APPROVAL

Under authority provided by IC 36-7-4-700, Subdivision Control, and any amendments thereto, this plat was given PRIMARY APPROVAL by the City of Columbus, Indiana, as follows:

Approved by the City Plan Commission at a meeting held _____, _____.

_____ _____
President Secretary

Void unless secondary approval is received by _____ , _____.

B. Secondary approval certificate (for all plats except administrative subdivisions and agricultural subdivisions).

SECONDARY APPROVAL

All conditions of primary approval have been met and this plat is granted SECONDARY APPROVAL.
Approved by the Planning Department _____ , _____.

_____
Planning Director

Void unless Recorded by _____ _____.

C. Plat committee minor plat approval.

PRIMARY APPROVAL

Under authority provided by IC 36-7-4-700, Subdivision Control, and any amendments thereto, this plat was given PRIMARY APPROVAL by the City of Columbus, Indiana, as follows:

Approved by the Plat Committee at a meeting held _____, _____.

_____ _____
Chairman Secretary

Void unless secondary approval is received by _____, _____.

D. Improvement Plans Certificate.

IMPROVEMENT PLANS

This document contains or is a part of the approved improvement plans for the following subdivision: _____. The improvements to be installed in this subdivision will not be accepted for maintenance by the Board of Public Works and Safety unless and until all improvements shown hereon have been installed and are in substantial compliance with these plans.

_____ _____
Planning Director Date

E. Administrative and agricultural subdivision approval certificates.
1. Administrative Subdivision Approval.

This plat has been determined to be an administrative subdivision and is eligible for recording as such.

Approved by the Planning Director

_____, _____.

_____
Planning Director

Void unless recorded by _____, _____.

2. Agricultural Subdivision Approval.

This subdivision has been determined to be an agricultural subdivision and is eligible for recording as such. No building permits shall be issued for property contained in this subdivision.

Approved by the Planning Director

_____, _____

_____
Planning Director

Void unless recorded by _____, _____.

3. Agricultural Subdivision, in Combination with another Plat or Subdivision. Major subdivisions and subdivisions which have an agricultural subdivision as a remainder parcel shall contain the following certificate:

This plat shows land which is marked as an agricultural subdivision. This land was not included in the survey and is shown based upon a _____ description as shown in Book _____ , Page _____.

(Ord. 94-5 § 3 (part), 1994; Ord. 89-60 § 3 (part), 1989: prior code § 28-75)

Section 16.36.040 Board of public works and safety certificate

When right-of-way is to be dedicated or when public improvements are to be made, the following certificate shall be on the plat.

BOARD OF PUBLIC WORKS & SAFETY APPROVAL

Be it resolved by the Board of Public Works and Safety, City of Columbus, Indiana, that the dedications shown on this plat are hereby approved and accepted this _____ day of _____.

_____
Chairman

_____
Member

_____
Member

Attest:
_____

(Ord. 93-35 § 3 (part), 1993; prior code § 28-76)

Section 16.36.050 Tax certificate

The following certificate shall appear on all plats:

TAX CERTIFICATE

The real property has been duly entered for taxation and transferred on the records of the Auditor of Bartholomew County.
This _____ day of _____, _____.

_____
Bartholomew County Auditor

(Ord. 93-35 § 3 (part), 1993; prior code § 28-77)

Section 16.36.060 Flood hazard notation

All plats located within or partially within the flood hazard area shall add the following notation to the owner's certificate:

Minimum flood protection. The minimum flood protection grade in _____ is set at or above _____ feet, M.S.L., which is two (2) feet above the 100 year frequency flood.

The above certificate is not required for administrative and agricultural plats in zone A (elevation undetermined); however, the extent of the floodplain as show on the FIRM or FBFM must still be shown on the plat. (Ord. 95-26 § 3, 1995: prior code § 28-78)

Section 16.36.070 Private access easement notation

Those plats containing private access easements shall add the following notation to the owner's certificate:

The private access easements shown on this plat are places. The responsibility for maintenance and snow removal shall be assumed by the property owners and not by the city. (Prior code § 28-79)

Section 16.36.080 Recording notations

(a) Recording is hereby authorized by the owners: _____.

(b) Entered for taxation this _____ day of _____ , _____.

(c) Recorded in Plat Book _____ , page number _____ , this the _____ day of _____ , _____, at _____ O'clock. Instrument No. _____ Fee Paid .
_____, Recorder, Bartholomew County.

(d) Copy of plat received by _____ , Assessor.

(Ord. 89-60 § 3 (part), 1989; prior code § 28-80)

Section 16.36.090 Replat notation

Replats and plat amendments shall contain the following notation to be included as part of Section 16.36.080 of the recording notation.

Notation made on the original plat of _____ , Plat Book _____ , Page _____.

(Prior code § 28-81)

Section 16.36.100 Primary and secondary approval for certain subdivision plats

All subdivision plats approved and recorded under the terms of this title from September 1, 1982 until the effective date of the ordinance codified in this chapter are deemed to have primary and secondary approval as defined by this title and Indiana Code, 36-7-4-700. (Prior code § 28-82)

Section 16.36.110 Deed notation

Administrative and agricultural subdivisions as described in Section 16.08.010 shall contain the following notation to be included as part of Section 16.36.080 of the recording notation:

Deed recorded this the _____ day of _____ , _____ , at _____ O'clock _____. Instrument No. _____.
Fee Paid _____ .

_____, Recorder, Bartholomew County.

(Ord. 94-5 § 3 (part), 1994; Ord. 89-60 § 3 (part), 1989)78)1994; prior code § 28-82)

CHAPTER 16.40
REVIEW PROCEDURES

Section 16.40.010 Purpose

The purpose of this chapter is to establish consistent review procedures for subdivisions of land. (Prior code § 28-85)

Section 16.40.020 Plat approval authority

The commission shall have exclusive control over the approval of plats and replats of land within the jurisdictional area of the commission. The commission delegates approval of subdivisions to the plat committee and administrative subdivisions, agricultural subdivisions, and final plats to the department. (Ord. 94-5 § 3 (part), 1994: prior code § 28-86)

Section 16.40.030 Plat committee established

The plan commission establishes a plat committee to review and decide petitions for minor plats.

A. Membership. Committee membership shall be divided into two classes.
   1. Official Members. Official members shall consist of three or five members. One of the members shall be an officer of the department; one shall be a member of the engineering department; and, the remaining members shall be members of the plan commission who are not otherwise receiving compensation from the city, its subdivisions or instrumentalities.
   2. Ex-Officio Members. Ex-officio members shall be the subdivision review committee.
   3. Appointment. Each member shall be appointed by the commission for one year.
   4. Removal. The commission may remove a member from the committee upon mailing written reasons for removal to the member.

B. Decisions. The committee may take action only upon a majority vote.

C. Voting. Only official members of the plat committee shall be entitled to vote on action requiring official action by the plat committee.

D. Meetings. The plat committee shall meet at least as often as once each calendar month but not more than once per calendar week. (Prior code § 28-89)

Section 16.40.040 Review procedure

All subdivisions of land as defined by this title shall be reviewed according to the following:

A. Minor Plat.
   1. Application and Fees. The application and supporting material, as listed in Section 16.12.030, shall be filed with the plan department. The fee, as set by the commission, shall be paid at the time of the filing.
   2. Review. The committee shall review the plat for compliance with the subdivision control ordinance.
   3. Action. Action by the committee shall be by majority vote.
   4. Public Notification. Approval may be granted by the plat committee without public notice and hearing. Within ten days after approval staff shall provide due notice by mail to adjacent property owners and the petitioners. Such notice shall include a notification of the right to appeal the committee's decision.
   5. Comment Period. A notice of appeal must be filed with the plan department within ten days after a copy of the notice is mailed.
   6. Appeal. Appeal shall be governed in accordance with Section 16.44.090.
   7. Approval Certificate. The plan director or assistant director is authorized to sign the secondary approval certificate only after all conditions of approval imposed by the commission or committee have been met.

B. Preliminary Plat—Major Subdivision.
   1. Application and Fees. The application and supporting material, as listed in Chapter 16.16 shall be filed with the department. The fee, as established by the commission, shall be paid at the time of filing.
   2. Review. Upon receipt of an application for primary approval, the department staff shall review the application for technical conformity with the standards fixed in the subdivision control ordinance. Within thirty days after receipt, the department shall announce the date for a hearing before the plan commission and provide for notice.
   3. Public Notice. After the department shall announce the date for a hearing before the plan commission, the staff shall:
      a. Notify the applicant in writing;
      b. Give notice in the newspaper;
      c. Send written notice to adjacent property owners at least ten days before the meeting.
   4. Action. After the hearing the commission shall take action by majority vote.
   5. Appeal. Appeal shall be governed in accordance with Section 16.44.090.
   6. Approval Certificate. Two of the three executive officers of the commission shall sign the approved plat. (See Section 16.36.030)

C. Final Plat.
   1. Application and Fees. The application and supporting material as listed in Section 16.20.020 shall be filed with the department. The fee, as set by the commission, shall be paid at the time of filing.
   2. Review. The department shall review the plat for compliance with the primary plat. The department shall request appropriate representatives of the engineering department, fire department and Columbus city utilities to review the plat. The department shall have the plat reviewed by such other departments as it deems prudent and necessary under the circumstances.
   3. Public Notification. No notice of hearing is required, and the provisions concerning notice and hearing do not apply to secondary approvals for final plats.

4. Appeal. Appeal shall be governed in accordance with Section 16.44.090.
5. Approval Certificate. The plan director or assistant director is authorized to sign the secondary approval certificate only after the subdivision improvement agreement has been executed and all conditions of approval imposed by the commission have been met.

D. Replats.
1. Application and Fees. The application and supporting material shall be filed with the department. The fee, as established by the commission, shall be paid at the time of the filing.
2. Consideration. Unless new streets or street widening is required, replats shall be considered as minor plats. A replat petition shall be considered as a plat vacation and a replat. (Prior code § 28-87)

Section 16.40.050 Action by authority

A. Upon holding the public hearing, when required, and reviewing the plat the appropriate authority shall:
1. Determine that the petition is in compliance with the subdivision control ordinance and approve the petition; or
2. Determine that with certain modifications the petition would comply with the subdivision control ordinance and approve the petition subject to certain modifications; or
3. Determine that the petition does not comply with the subdivision control ordinance and disapprove the plat.

B. Action taken by the approval authority shall then be transmitted by the department to petitioner and the interested parties. (Prior code § 28-88)

Section 16.40.060 Agricultural and administrative subdivisions

A. Application. An application for approval of an administrative or agricultural subdivisions shall be filed at the department on forms specified by the department together with all required materials.
B. Administrative Review. The department will review the application for compliance with this chapter.
C. Field Trip. The department and its representatives, at its discretion, may visit the site any time during the review process.
D. Consultation. The department shall consult with any other persons and agencies necessary to an accurate determination of the compliance of the application with the terms of this chapter. In the event of any uncertainty by the staff as to compliance or proper classification of any subdivision, the staff shall place such subdivision on the agenda of the commission for consideration.
E. Written Notice. After the department has made a determination on the application's compliance with the criteria for an agricultural or administrative subdivision, written notice will be sent to the applicant. Notice will be sent within ten working days.
F. Signature. After the department has determined that the agricultural or administrative subdivision complies with the criteria for such subdivision, the plan director or assistant director shall sign the drawing.
G. Recording of an Agricultural or Administrative Subdivision. The approval drawing must be recorded in the county recorder's office prior to the expiration date or the approval will be null and void. (Ord. 94-5 § 3 (part), 1994)

CHAPTER 16.44
ADMINISTRATION AND ENFORCEMENT

Section 16.44.010 Amendments to title

Amendment to this title may be initiated by the commission, common council, or by a citizen petition in accordance with state statutes. Any proposed amendment shall be referred to the commission for action. (Prior code § 28-92)

Section 16.44.020 Interpretation

It is the intent of this title that any interpretation of the title shall be accomplished by the plan commission. (Prior code § 28-101)

Section 16.44.030 Plat validity

A. No plat of any subdivision of land, as defined by this title, shall be entitled to record in the county recorder's office or have any validity until approval is granted under the terms of this title.
B. Any such plat not properly approved shall not be entitled to an improvement location permit or a building permit. (Prior code § 28-93)

Section 16.44.040 Revision of plat after approval
No changes, erasures, modifications or revision shall be made in any plat of a subdivision after approval has been given by the plan commission and endorsed in writing on the plat, unless the plat is first resubmitted to the commission. (Prior code § 28-94)

Section 16.44.050 Record of plats
All plats of subdivisions upon approval according to this title shall be recorded in the office of the county recorder within one year of approval by the commission unless an extension is granted. (Prior code § 28-95)

Section 16.44.060 Sale of land within subdivisions
No owner or agent may sell any land within a subdivision before such plat has been approved and recorded in the manner prescribed in this chapter. (Prior code § 28-96)

Section 16.44.070 Fees
The commission shall establish a uniform schedule of fees for filing applications. These fees shall be proportioned to the cost of checking, verifying and advertising the proposed plat. The fee schedule shall be on display at the office of the planning department. (Prior code § 28-99)

Section 16.44.080 Effect of conflicting provisions
All ordinances or part of ordinances in conflict with the provisions of this title shall not be repealed by the passage of this title except where such repeal is specifically designated by ordinance, but the ordinance with the more restrictive provisions shall apply. (Prior code § 28-100)

Section 16.44.090 Appeal
A. Any final decision of the plat committee or the department may be appealed to the commission. The notice of final decision shall contain the date of mailing thereon. The appeal may be initiated by the petitioner or and adjacent property owner affected by such final decision. The appeal shall be directed to the commission and shall be filed with the department. Such appeal must be made within ten days of the mailing of such final decision to the petitioner or adjacent property owner, as the case may be. If the expiration of such ten days occurs on a Saturday, Sunday or legal holiday, then such expiration date shall be extended to include the next business day thereafter following.
B. An appeal of a plat committee or department final decision shall be heard by the plan commission at a regularly scheduled session or special session of the commission within forty-five days after the filing of an appeal petition with the department, and the plan commission shall render its written final decision within fifteen days after such hearing. With the consent of the petition and commission, the hearing date may be extended.
C. A final decision of the commission may be appealed to the circuit court or superior court of Bartholomew County, Indiana. The appeal shall be through a petition for writ of certiorari filed with the clerk of the appropriate court within thirty days after the date of such final decision. The petition shall, in all respects, conform with Indiana Law. (Prior code § 28-102)

Section 16.44.100 Violation, remedies and enforcement
A. Any land within the city which is subdivided in violation of this title is declared to be a common nuisance. Failure, by any person, to abide by any provision of this title shall be deemed a violation of this title and shall be guilty of a Class C Infraction which, upon conviction, shall carry a fine of not less than one hundred dollars and not more than three hundred dollars per violation, and for each day that the violation continues unabated a separate offense shall be deemed to have been committed.
B. For and on behalf of the commission, plat committee, department or the city, as their interests may appear, the department, by any of its officers, may institute, in a court of appropriate jurisdiction, causes of action against any person who violates any of the terms of this title. The causes of action shall include, but not be limited to, the filing of a charge of a Class C infraction; filing suit for temporary or permanent restraining order; or, filing suit against the maintenance of a common nuisance. In addition, the department may pursue any other remedy authorized by the Laws of Indiana. All of the foregoing actions shall be cumulative.
C. The department shall be responsible for the enforcement of the terms of this title and the department is authorized to do all things and to take all action necessary and prudent, under the circumstances, to enforce the provisions hereof.

D. The department is authorized, as deemed prudent or necessary under the circumstances, to enter into any compromise or settlement involving a violation of this title, providing such compromise or settlement is in the best interests of the enforcement of this title. (Prior code § 28-98)