

TITLE 15

SUBDIVISION REGULATIONS

Chapters:

15.04 Subdivision Regulations

CHAPTER 15.04

SUBDIVISION REGULATIONS

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15.04.01 General provisions

- A. Purpose The purpose of these regulations is to control the development of land within the planning jurisdiction of the city of Huntsville, Arkansas. These regulations are to set forth procedures, requirements and minimum standards governing the subdivision of land. Development of land includes, but is not limited to, the provision of access to lots and parcels, the extension or provision of utilities, the subdividing of land into lots and blocks, and the parceling of land for non-agricultural purposes resulting in the need for access and utilities.
- B. Authority These subdivision regulations are adopted in accordance with the authority granted by A.C.A. 14-56-401, et seq.
- C. Intent These regulations are intended to guide the future development of land in and around the city of Huntsville and to promote the health, safety and general welfare of its citizens. These regulations are also intended to assist in safeguarding owners, lessees and tenants as to the proper location of property lines, buildings, and setback lines and easements.

- D. Applicability These regulations apply to subdivision, property line adjustments, large scale developments and dedications.
- E. Jurisdiction The territorial jurisdiction of these regulations includes the land within the corporate limits of the city of Huntsville, Arkansas, and the surrounding area designated on the planning area map adopted by the Huntsville Planning Commission. The planning area map is defined in the Zoning Code, Section 2.(g), and is available at the City Clerk's office.
- F. Approval required No subdivider proposing to make or having made a subdivision within the planning area of the city of Huntsville shall proceed with any construction work on the proposed subdivision prior to obtaining a Planning Commission approval, and shall not convey title to any lot or lots before obtaining from the Planning Commission a Certificate of Final Plat Approval and the acceptance and filing of said plat with the County Recorder. Clearing of land shall not be considered construction.
- G. Conformance to official plans Subdivision shall conform to official plans and regulations that are in effect.
- H. Enforcement No plat of any tract of land within the planning area jurisdiction of the Planning Commission shall be accepted by the County Recorder for filing of record unless the plat has been approved by the Planning Commission.
- I. Penalty Any person, firm or corporation which violates any provisions of these regulations or amendments thereto shall be guilty of a misdemeanor and on conviction shall be subject to penalties provided by law.
- J. Reservation of land The developer shall reserve all land designated for public use on an adopted official plan for six (6) months following date of approval of Preliminary Plat to permit the public body having jurisdiction or financial responsibility to acquire the property. The responsible public body shall be required to take an option on the designated land with ninety (90) days from the date of approval of the Preliminary Plat. However, the developer may be released from the reservation requirement in less than six (6) months if the public body having jurisdiction notifies the Planning Commission that it no longer desires to have the land held.
- K. Suitability of land All land proposed for residential use shall be suitable for development free from flood and topographic conditions that would endanger health, life or property.

- L. Metes and bounds No conveyance by metes and bounds of tracts or lots coming under the definition of a subdivision without compliance with the applicable provisions of these regulations or amendments thereto shall be permitted. this provision is aimed at preventing an attempt to circumvent these regulations by conveying by metes and bounds without taking the necessary steps for filing an approved plat.
- M. Severability If any section, paragraph, clause, phrase or part of these subdivision regulations is for any reason invalid, such decision shall not affect the validity of the remaining provisions of these regulations and the applications of these provisions to any persons or circumstances shall not be affected thereby.
- N. Amendments On any proposed amendments to these regulations, the Planning Commission shall hold a public hearing, for which fifteen (15) days' advance notice in a local newspaper of general distribution has been published. Following such hearing, the City Council may adopt the amendment or amendments as recommended by the Planning Commission.
- O. Fees For each Preliminary Plat submitted, the fee shall be One Hundred Dollars (\$100.00) for the first ten (10) lots, and Ten Dollars (\$10.00) a lot for additional lots. For each Final Plat submitted, the fee shall be One Hundred Dollars (\$100.00) for the first ten (10) lots and Ten Dollars (\$10.00) a lot for additional lots. All of the fees shall be paid to the City Clerk.
- P. Conflict of ordinances Should any ordinance or parts of any ordinance be in conflict herewith, the more restrictive ordinance shall apply. These regulations shall be in full force and effect from and after their final passage and publication as provided by law. (Ord. No. 2014-1, Sec. 1.)

15.04.02 Definitions For the purpose of these regulations, certain terms used herein are defined as follows:

Alley A minor public way used for utility easements and vehicular service access to the back or the side of properties abutting a street.

All-weather road Unpaved road that is constructed of a material that does not create mud during rainfall.

Building set-back line A line parallel to the street right-of-way, indicating the limit beyond which buildings or structures may not be erected.

Cul-de-sac A street having one end open to the traffic and being terminated at the other end by a vehicular turnaround.

Dedications The dedication of any street or alley right-of-way, utility easement, drainage easement through any tract of land regardless of the area involved.

Double frontage A lot having access on two non-intersecting streets.

Easement A grant by a property owner to the public, a corporation or persons for the use of a strip of land for specific purposes.

Improvements Street grading and surfacing, curbs and gutters, water mains and lines, sanitary and storm sewers, culverts and bridges, and other utilities and related items.

Large scale development All development other than single-family and duplex.

Lot A portion of a subdivision or any parcel of land intended as a unit of transfer of ownership or for development.

Lot line adjustment The process that is used to change property lines of existing parcels. The process can be used to do a number of things, such as: combine up to four (4) adjacent parcels into one (1) parcel, alter the boundary between up to four (4) parcels, or reconfigure the shapes of up to four (4) parcels. In every instance, the lot line adjustment process will yield the same number of parcels that you begin with, or fewer. The lot line adjustment process is not used to create additional parcels.

Lot split Defined as the division of a lot tract, lot or parcel into no more than three(3) lots in the planning area. A typical split is one in which the parcel has the required frontage on a public street or approved private street based on the zoning of that parcel.

Plan, city The Comprehensive Development Plan made and adopted by the Planning Commission and accepted by resolution by the City Council indicating the general location recommended for the various land uses, major streets, parks, public buildings, zoning districts and other public improvements.

Planned Unit Development (PUD) It is a designed grouping of both varied and compatible land uses, such as housing, recreation, commercial centers and industrial parks all within in one contained development or subdivision.

Plat A map or drawing and accompanying material indicating the layout and design of a proposed subdivision or lot-split prepared by a developer for consideration and approval by the Planning Commission. Such plats may be the Sketch Plat, the Preliminary Plat or the Final Plat.

Property line adjustment A transfer or adjustment of a property line which does not create a separate, new lot. A property line adjustment may or may not dedicate right-of-way or utility easements.

Reverse frontage Reverse-frontage lots means a double-frontage lot for which the boundary along one of the streets is established as the front lot line and the boundary along the other street is established as the rear lot line and over the rear of which is an screening easement. The rear lot line of the lot shall be that boundary abutting a traffic artery or other disadvantageous use.

Site plan A graphic representation of the arrangement of buildings, parking, drives, landscaping, all utilities, contours, right of ways, easements, building setbacks, lighting, sign location and drainage plans.

Site plan review Review by the planning commission of a site plan.

Street A dedicated public right-of-way which provides vehicular and pedestrian access to adjacent properties.

- A. **Arterial street** A street of greater continuity which serves or is intended to serve as a major traffic way, and is designated as a limited access highway to identify those streets comprising the basic structure of the street plan.
- B. **Collector street** A feeder route which carries vehicles from minor and local-service streets to thoroughfares.
- C. **Local street** A non-through neighborhood street within a particular area mainly used for access to properties.

Street, dead-end A street, similar to a cul-de-sac, but providing no turnaround at its closed end. Permanent dead-end streets shall not be allowed. (See Chapter 5, Sec. 2,#5)

Subdivider A person, firm or corporation undertaking to develop a subdivision as defined in these regulations.

Subdivision A division of a lot, tract or parcel of land into two or more lots or other division of land for the purpose of transfer of ownership or development, extension of utilities, dedication of easements or right-of-ways, whether immediate or future, including all changes in street or lot lines, provided, however, that where no new street or easements of access are involved, the following shall not be included in this definition and may be processed as an informal plat:

- A. The combination or recombination of portions of previously platted lots where the total number of lots is not increased and the original lot areas are not decreased below the minimum lots sizes as prescribed by the Huntsville Zoning Code.
- B. The division of land into parcels greater than five acres and not involving a new street.
- C. The subdivision or resubdivision of land where public water supply, sewers and improved streets are available, and the resultant lots comply with the requirements of the zoning ordinance.
- D. Property divided in a will or trust of five acres or more. Family divisions involving transfers between fathers and mothers and their descendants and brothers and sisters and their descendants for the purpose of constructing one's own home on the parcel conveyed.

Tandem lot split A lot split that does not have required frontage on a public street or approved private street, and which is located behind a lot or a portion of a lot which does have frontage on a public street or approved private street.

15.04.03 Procedure for plat approval

- A. Objective To establish a uniform procedure the developer shall follow to obtain plat approval. Normally, the approval process involves the preparation by the developer and the approval by the Planning Commission of a Preliminary Plat and Final Plat for the land proposed for development.

In the event the plat as submitted by the applicant is disapproved by the Planning Commission, the applicant may petition the City Council for a review of the Planning Commission action. The City Council may sustain the disapproval of the Commission or refer the plat back to the Planning Commission for restudy.

- B. Preplatting preparation The developer should consult with the Planning Commission or its representative prior to the preparation of Preliminary Plat. In connection with such consultations, the developer should indicate on a pencil sketch plan his subdivision proposal, and request check lists and instructions to guide him in the preparation of the plat. He should also familiarize himself with the regulations, the major street plan and with other official plans and policies.

- C. Preliminary Plat approval procedure The following actions and conditions relate to the Preliminary Plat approval procedure:
1. Submission to the Planning Commission The developer shall submit fifteen (15) copies of a Preliminary Plat to the Planning Commission or its representative. Upon receipt of the plats, one copy shall be dated and signed for the Planning Commission files. Those receiving Preliminary Plat and Final Plats include the Huntsville Water and Sewer Department, Huntsville Street Department, Huntsville Police Department, Huntsville Fire Department, Madison County 911, Madison County Telephone and Cable, Carroll Electric, Source Gas, AR Highway Department (if a highway is involved), Huntsville City Engineer, the Huntsville Planning Commissioners.
 2. Technical plat review Within fifteen (15) working days after receiving the Preliminary Plat, the technical Review Committee shall meet. The Review Committee consist of city department, utilities, city engineer, highway department (if a highway is involved) and chairman of the Planning Commission. the plat will be reviewed and comments made by each member of the Committee. The developer will obtain comments and suggestions from each Committee member. The developer will then revise the Preliminary Plat.
 3. Action by Planning Commission The developer will submit Fifteen (15) copies of the revised Preliminary Plat to the City Clerk at least fifteen (15) working days prior to the next regularly scheduled Planning Commission meeting. The plats will be distributed to the technical Review Committee. The Mayor and City Council will be invited to this Planning Commission meeting for their comments. It is suggested the Planning Commission meet with the city engineer prior to this meeting to become better acquainted with the Preliminary Plat. The Planning Commission shall indicate its recommendation for approval, disapproval or conditional approval of the Preliminary Plat. The reasons for disapproval or conditional approval shall be stated in writing. If the Commission approves the plat or approves the plat conditionally, then the developer may proceed with construction plans and installation of improvements. If revision is necessary, the revised Preliminary Plat can be submitted at the next Planning Commission meeting.
 4. Expiration of approval The approval of the Preliminary Plat shall lapse unless a Final Plat of the subdivision is submitted to the Planning Commission within two (2) years following date of approval. The approval of the Preliminary plat shall lapse if construction doesn't begin within one (2) year. Application for an extension is possible.

5. Approval as authorization to develop construction plans The approval of the Preliminary Plat does not constitute approval for filing the Final Plat with the County Recorder. It is, however, authorization for the developer to proceed with the development and approval of construction plans and installation of the improvements.
 6. Preliminary Plat must show layout of entire development The developer may develop the subdivision in phases but a Preliminary Plat of the entire area shall be required, so that each phase may be properly related to the total area.
- D. Final Plat approval procedures The following actions and conditions relate to the Final Plat approval procedures.
1. Submission to Planning Commission After approval of the Preliminary Plat, and after the required improvements have been installed or provisions for their installation have been made (see Chapter II, Improvements, #7), the developer shall submit fifteen (15) copies of a Final Plat to the technical Plat Committee. Within fifteen (15) working days, the technical Plat Committee shall review the Final Plat. Comments by the Committee shall be given to the developer. After the developer has addressed the comments on the Final Plat, the developer shall submit fifteen (15) copies of the Final Plat to the Planning Commission at least fifteen (15) days prior to the next Planning Commission meeting.
 2. Action by Planning Commission The Planning Commission shall approve, disapprove or conditionally approve the plat. If disapproved, the reasons shall be recorded in the Planning Commission minutes and transmitted to the developer in writing.
 3. Final Plat for a portion of a subdivision If a subdivider desires to develop only a portion of the area for which the Preliminary Plat has been approved, the Planning Commission may approve a Final Plat for a portion of the Preliminary Plat area. (See Chapter 3, Section 3 #6)
 4. City Council action Upon approval of a Final Plat of a subdivision located within the corporate limits or the planning area of the city, the Planning Commission shall transmit a copy of the plat to the City Council for its acceptance of the dedication of public street right-of-ways, utility easements and other public spaces.
 5. Recording of Final Plat A cop of the City council approved Final Plat shall be filed with the County Recorder. Pursuant to Section 5-3,

Arkansas Planning Law 86 of 1957, as amended. Evidence of approval shall be the signature of both the chairman of the Planning Commission and the Mayor on the Plat. At the same time the Final Plat is recorded any restrictive covenants shall also be filed with the County Recorder.

- 6. Performance bond Should the developer need to record a Final Plat before the improvements are completed in the subdivision, he may request approval by the Planning Commission for the submission to the city of a performance bond in the amount of one hundred fifty (150%) of the estimated cost of the unfinished improvements. (Ord. No. 2014-1, Sec. 3.)

15.04.04 Plat requirements

- A. Objective To set forth the minimum information that is needed on a subdivision plat, and to specify supplementary data that should accompany the plat, to assist the Planning commission to determine if the subdivision complies with the land development regulations and meets the legal requirements for filing and recording purposes.
- B. Plat size and scale The scale of the Preliminary Plat shall be not less than one (1) inch equals one hundred (100) feet. The Final Plat shall be prepared on sheets no larger than 18x24 inches, or on medium meeting requirements for a survey filing for County of Madison, Arkansas.
- C. Plat information Whenever the letter “x” appears opposite an item, that information shall be shown on the plat at the time the plat is presented to the Planning commission. At the time the Final Plat is submitted any restrictive covenants shall also be presented to the Planning commission for their approval.

	Preliminary Plat	Final Plat
1. Name of subdivision (including city, county and state)	x	x
2. Boundary, legal description and acreage of tract signed by an Arkansas registered surveyor.	x	x
3. Names and addresses of owners, surveyor and engineer	x	x
4. Names of adjacent subdivision and owners of adjacent property within 200 feet	x	
5. Vicinity map at a legible scale	x	x
6. Contour lines at 2 feet intervals when legible on drawing	x	
7. Date, graphic and stated scale, and north arrow	x	x
8. Location of all streets, alleys and easements within the subdivision	x	x

9. Dimensions of streets, alleys, easements lots and blocks.		
Lots and blocks shall be numbered consecutively.	x	x
10. Bearings and distance on all lot, block or street lines	x	x
11. Location of monuments and corner pins		x
12. Location and dimension of any non-residential property	x	x
13. Certifications		
Approval by Planning Commission		x
Ownership and dedication		x
Certification by licensed engineer		x
14. Accompanying information		
Approval of water and sanitary sewer by the city Water Department and the State Health Department		x
Approval of street and storm drainage by the city Street Department and a registered engineer		x
Approval of street system by registered engineer or a qualified surveyor approved by the City Council.		x
Approval of all other utilities by respective utility (Ord. No. 2014-1, Sec. 4.)		x

15.04.05 Design and layout

- A. Objective To identify those physical features that affect the internal arrangements of subdivision and to set forth design and layout standards that will assure the development of safe, attractive, efficient and economical urban residential areas.
- B. Streets
1. Arterial streets Arterial streets are designed to provide for a high level of traffic, from and to major traffic generators within the city and for intra-city traffic.
 2. Collector streets Collector streets in a subdivision shall conform to the master street plan and be a projection of existing streets in adjacent areas and conform to current street specifications.
 3. Local streets Local streets shall be laid out in a manner that will discourage through traffic.

4. Street intersections Streets shall be laid out so as to intersect as nearly as possible at right angles, and no street shall intersect any other street at an angle of less than 60°. Property lines at intersections shall be rounded with a radius of not less than twenty-five (25) feet. No shrubs or other obstructions shall not be permitted in the right-of-way within thirty (30) feet of the intersection to ensure adequate sight distance.
5. Cul-de-sac streets They shall not be longer than six hundred sixty (660) feet and shall be provided at the closed end with a turn-around having a right-of-way diameter of at least eighty (80) feet. A temporary turnaround shall be allowed in a phased subdivision. The turnaround shall be paved with asphalt to meet the street specification. The diameter of the temporary turnaround shall be sixty (60) feet.
6. Planting or obstruction No planting or obstruction shall be permitted in the right-of-way.
7. Street width Street right-of-way width and pavement widths shall be as shown on the construction plans and according to typical sections (minimum standards).

**Typical Sections
(minimum standards)**

	<u>Right-of-way</u>	<u>Pavement Back to back</u>
Arterial	60 feet	36 feet
Collector	50 feet	30 feet
Local	50 feet	28 feet

Arterial street Arterial streets are designed to provide for a high level of traffic, from and to major traffic generators within the city and for intra-city traffic. See detail Arterial Street Drawing (pg. 27).

Collector street Collector streets form the backbone of the local street system. They provide traffic channels to and from higher level highways and between local traffic generators. Sidewalks shall be installed on all streets except where they are deemed unnecessary by the Planning Commission. See Appendix 06b Collector Street Drawing detail, and Appendix 02 Sidewalk detail (pg. 23).

Local street A non-through neighborhood street within a particular area mainly used for access to properties. Sidewalks shall be installed on both sides of the street on all streets except where they are deemed unnecessary by the Planning Commission. See Appendix 06c Local Street detail (pg. 28) and Appendix 02 Sidewalk detail (pg. 23).

8. Clearsight triangle See Appendix 05 Clearsight Triangle (pg. 26).
9. Curb and gutter All streets shall be curbed and guttered. The curb shall be six (6) inches high and the gutter eighteen (18) inches in width. It shall be constructed of 3500 psi (5.5 sack concrete). Lay down curb shall be allowed where appropriate. See Appendix 07 Curb detail (pg. 30), and Appendix 08 Composite Pavement section (pg. 31).
10. Street surface The street surface shall be a hard, all-weather surface such as a bituminous mixture. If a bituminous mixture is used, the minimum thickness shall be a three (3) inch bituminous macadam wearing surface over eight (8) inches SB2 (Class 7) limestone base compacted to 95% of modified proctor, over a subgrade compacted to 95% of a standard proctor or if above is inadequate for soil conditions. See Appendix 09 Minimum Pavement section by Street and Soil Classification (pg. 32). Other street surfaces will be considered by the city's registered professional engineer and city Planning Commission. See Appendix 09 Minimum Pavement section by Street and Soil Classification (Pg. 32.)
11. Street grades The minimum grade shall be that grade required to provide minimum drainage for the street. The maximum allowable grade for local streets shall be 10 percent with a provision for 15 percent grade for a maximum distance of 300 feet in the case of hilly terrain. For the arterial and collector streets the maximum grade shall be 8 percent with a provision for 12 percent grade for no more than 300 feet.
12. Street jogs Street jogs with centerline offsets of less than one hundred and twenty-five (125) feet shall be avoided.

13. Street curves Horizontal curves shall be circular curves with a minimum centerline radii of not less than one hundred fifty (150) feet for local streets and two hundred (200) feet for collector streets. Curves on streets with higher classifications shall be designed on an individual basis. A tangent of at least one hundred (100) feet shall separate reverse curves. All vertical curves shall be parabolic type curves. Minimum vertical curve lengths (L) shall depend on the design speed and shall be equal to K times A where K equals the coefficient as shown in the table below, and A equals the algebraic difference in grades when the grades are expressed as a percentage.

Vertical curve coefficient (K)

Speed (mph)	K values	
	Crest	Sag
25	20	30
30	30	40
35	40-50	50

14. Subdivision with arterial streets Where a subdivision abuts or contains an arterial street, the Planning Commission may require such improvements as may be necessary for adequate protection of residential properties.
15. Half streets Half streets shall be prohibited.
16. Street repair See Appendix 01 Existing Street Trench Repair detail (Pg. 22)
17. Sidewalks, crosswalks and ramps Handicapped curb ramps shall be provided wherever a sidewalk crosses a curb at crosswalks and street intersections. Sidewalks shall be constructed on a compacted subgrade which is free from dust pockets, ruts and other defects. Expansion joints shall be twenty-five (25) feet apart. Travers joints between expansion shall be scored at five (5) foot intervals. Sidewalks shall be finished with a float to a smooth and even light-broomed surface. Sidewalk sub-grades shall be inspected prior to pouring the sidewalk. The Planning Commission shall have discretion to grant exceptions to accomplish reasonable continuity in sidewalks. See Appendix 02 Sidewalk detail (ph. 23). Appendix 03 Wheelchair Ramp detail (pg. 24) and Appendix 04 Typical Crosswalk Marking detail (pg. 25). Truncated dome shall be installed according to 2010 A.D.A. Standards.
18. Street names Names of existing streets shall not be used for new streets and there shall be only one (1) name for each street. Street names shall be subject to the approval of the Street Department, Fire and Police Department, Madison County EMS, 911 Coordinator and the Planning Commission. Two (2) street signs shall be placed on opposite corners of each intersection. See clear sight triangle detail for placement.
19. Street lights The electric utility will install and maintain the street lights. The most energy efficient street lights, at the time of installation, shall be installed at each intersection and along the street at intervals of three hundred (300) to three hundred fifty (350) feet as measured along the centerline. The developer will pay for the street lights.

20. Sight distance Sight distance is the length of roadway visible. The minimum sight distance shall be the distance a driver needs to stop for an object in the roadway, if the driver is driving at design speed. Minimum sight distance for local streets shall be two hundred fifty (250) feet under ordinary conditions and two hundred (200) feet under hilly conditions. Design speed for local streets is 25 mph. Arterial and collector streets shall have a minimum sight distance of 250-350 feet, depending on the topography. The design speed shall be 25 to 35 mph.

C. Blocks

1. Length, width and shape The length, width and shape of blocks shall be determined with due regard to:
 - a. Adequate building sites suitable to the type of use contemplated.
 - b. Zoning requirements.
 - c. Needs for convenient access, circulation, control and safety of street traffic.
 - d. Topography.
2. Residential use Residential blocks shall be wide enough to provide two (2) tiers of lots of minimum depth except where fronting on arterial streets or prevented by topographical constraints in which the Planning Commission may approve a single tier of lots of minimum depth. When a block exceeds six hundred sixty (660) feet in length, the Planning Commission may require a dedicated easement not less than fifteen (15) feet in width and a paved sidewalk of not less than five (5) feet in width to provide pedestrian access across the block.
3. Business and industrial use Blocks intended for business or industrial use should be of a width suitable for the intended purpose with due allowance for off-street parking and loading facilities.

D. Lots

1. Lot size and shape The lot size, width, depth, shape and orientation and the minimum building setback lines shall be appropriate for the location of the subdivision and for the type of development and use contemplated.

2. Lot dimensions Lot dimensions shall conform to the requirements of the zoning regulations. Where no zoning ordinance is in effect (i.e., within the planning area outside the corporate limits) the lot dimensions shall be as follows:
 - a. Residential lots where served by public sewer shall be not less than seventy (70) feet wide at the building setback line nor less than nine thousand (9,000) square feet in area.
 - b. Widths and area of residential lots not served by public sewer shall be determined with respect to soil conditions and state and local health regulations and standards.
3. Corner lots Such lots shall have extra width to permit appropriate building setback from and orientation to both streets. Driveways shall be placed as far as possible from the intersection.
4. Street access Each lot shall be provided satisfactory access to a public local-service street, except where private streets are explicitly approved by the Planning Commission in Planned Unit Developments. Lots fronting on or having direct access to an arterial street shall be discouraged.
5. Double and reverse frontage Double frontage and reverse frontage lots shall be avoided except where essential to provide separation of residential development from arterial streets or to overcome specific disadvantages of topography and orientation. A planting screen easement of at least ten (10) feet, and across which there shall be no right of access, shall be provided along the line of lots abutting such arterial street or other undesirable use. Fencing may be a substitute for planting screen easements.
6. Side lot lines These lines shall be substantially at right angles or radial to street right-of-way lines.
7. Building setback lines Where no zoning ordinance is in effect, the front building setback line shall not be less than thirty (30) feet and the side line not less than ten (10) feet from the respective property lines. The rear setback shall not be less than twenty-five (25) feet.
8. Floodways A minimum building setback line shall be established on the plat not less than twenty-five (25) feet from any floodway boundary.

9. Slope and drainage Every lot must slope to a street or stormwater collection system.

E. Easements and public dedications

1. Utility Easements across lots or centered on rear or side lot lines shall be provided where necessary and shall be at least ten (10) feet wide, unless altered by the technical Plat Review Committee.
2. Drainage Easements adequate in width shall be provided where necessary for water courses and stormwater drainage, and shall include at least twenty (20) feet on both sides of the centerline of the water course.
3. Public dedication All land held for public use shall be approved by the Planning Commission.

F. Grade and profiles

1. Streets The subdivider shall provide profile sheets indicating present and finished street grades at centerline of right-of-way.
2. Utilities Profile sheets indicating the grades for storm and sanitary sewers shall be submitted when installation of the same is required.
3. Cuts and fills When cuts and fills are to be made to lots, the subdivider shall present a grading plan. This map shall be in the Preliminary Plat. (Ord. No. 2014-1, Sec. 5.)

15.04.06 Improvements In order to protect new land owners and to reduce maintenance costs to the city of Huntsville, the sub-divider shall provide for the installation of the following improvements at his own expense in accordance with standards and specifications adopted by the City Council.

A. Required improvements

1. Water distribution system Where it is determined by the Planning Commission that public water is available to the subdivision, each lot in the subdivision shall be served with an adequate supply of water from the public water system.
2. Sanitary sewer system Where it is determined by the Planning Commission that the sanitary sewer system is available to the subdivision, each lot in the subdivision shall be provided with sanitary sewer service.

3. Sanitation Where it is determined by the Planning Commission that a public water supply and/or sanitary sewer system is not available, then evidence shall be shown by the subdivider that an alternate water supply has been provided and that arrangements have been made for the provisions of satisfactory sewer disposal facilities. Such evidence shall include the results of water tests and percolation tests by county or state health authorities.
4. Storm water drainage Where it is determined by the Planning Commission that an underground storm water drainage system is available and that connection thereto is feasible, then the entire subdivision shall be provided with underground storm water drainage facilities and connected with the existing system. Where an underground storm water drainage system is installed, emergency surface drainage overflows shall be provided to prevent possible flooding in the event of failure of the underground drainage system. Diversion of storm water flow shall be avoided, if at all possible. If storm water is to be diverted from its natural course, the plat shall show the location of the existing waterway and the location of the proposed channel. Provisions shall be made for the sodding or paving of open waterways to prevent erosion or silting.
5. Streets Streets shall be installed and surfaced in accordance with right-of-way widths set forth in the Master Street Plan and Chapter 5, Section 3 of these regulations.
6. Sidewalks See typical street sections in the Appendix 06, a, b, c (pg. 27, 28, 29) and Chapter 5, Section 2#17 of these regulations.
7. Monuments Concrete monuments four (4) inches in diameter or square and three (3) feet long with one-half ($\frac{1}{2}$) inch metal reinforcing rod running the length of the monument shall be placed with the top flush to the ground at all quarter section corners within and on the boundary of the subdivision and at all points where the subdivision boundary changes directions.

Metal rods $\frac{5}{8}$ " in diameter and twenty-four (24) inches long, shall be placed with the top flush to the ground at each corner of every block, at points of curvature and points of tangency on street lines, and at all lot corners.

In situations where conditions prohibit the placing of markers in the locations prescribed, off-set markers shall be permitted.

B. Standards for improvements and approval of plans for improvements

1. The standards for water, sanitary sewers and street and storm water improvements shall be as adopted by the city.
2. The review and approval of all plans relating to water, sanitary sewers or sewage disposal, street improvements and storm drainage shall be by individuals designated by the city.

C. Off-site improvements

1. General improvements

- a. The subdivider shall be required to install off-site improvements where the need for such improvements is created in whole or in part by the proposed subdivision. An off-site improvement shall mean improvements installed outside the proposed subdivision boundaries and with the planning area.
- b. Any required off-site improvement shall be installed according to city standards
- c. At the time the Planning Commission grants Preliminary Plat approval, the Planning Commission shall determine whether the proposed subdivision creates a need for off-site improvements and the portion of the cost of any needed off-site improvements which the sub-divider shall be required to bear. In determining that portion of the cost of off-site improvements which the sub-divider shall be required to bear, the Planning Commission shall consider the acreage within the proposed subdivision as a percentage of all the acreage which when fully developed will benefit from the off-site improvement. The Planning Commission may use a different method if it determines the acreage method will not give a rational portion of the cost the sub-divider shall bear.

2. Determining necessity of off-site improvements

- a. When a proposed subdivision has access to paved streets or roads only by way of substandard or unimproved roads or streets leading from the subdivision to paved streets or roads, the sub-divider shall be responsible for contributing his proportionate share of the costs

of improving the substandard streets or roads to city standards. The proportionate share shall be determined by the Planning Commission.

- b. Direct access to substandard streets When a proposed subdivision within the city limits has direct access to or fronts on, an existing road or street which is below current standards, the sub-divider shall be responsible for contributing his proportionate share of improving the substandard street or road to city standards. The proportionate share shall be determined by the Planning Commission.
 - c. Off-site drainage Off-site drainage improvements shall be required whenever a proposed subdivision causes a need for such improvements.
3. Fee-in lieu for delayed improvements If the Planning Commission determines that off-site improvements cannot be built until future development occurs, the sub-divider shall pay to the city an amount determined by the Planning Commission in accordance with the above standards. The sub-divider shall pay his proportionate share before the Final Plat is approved. The city shall deposit the money in an interest bearing escrow account until off-site improvements are completed. If the off-site improvements are not completed within five (5) years of the first payment to the escrow account, the Planning Commission shall hold a public meeting, after notification to all affected property owners to determine the disposition of all money in the escrow account. The Planning commission may:
- a. Determine that the off-site improvements is still necessary and feasible and can be built in a reasonable time, in which case the escrow account can be continued for a reasonable time determined by the Planning Commission.
 - b. Determine that the off-site improvement is not necessary or will not be feasible or that insufficient development has occurred to render the improvement likely in the foreseeable future, in which case the Planning Commission shall either
 - (1) Distribute the money in the escrow account on pro rata basis to property owners who purchased lots in the subdivision and the sub-divider.

- (2) With written consent of a majority of the property owners who purchased lots and the sub-divider, direct the money in the escrow account to a different purpose that benefits the subdivision.
4. Waivers A sub-divider may petition the Planning Commission for a waiver of off-site improvements requirements on one or more of the following grounds:
- a. No plans for upgrading The city has no plans to upgrade the substandard street or road on which off-site improvements are required of the sub-divider.
 - b. Primary access to improved streets The subdivision has primary access to improved streets and the portion of the frontage on a substandard streets or roads is small or remote with little anticipated effect on future traffic patterns, thus causing an undue hardship on the sub-divider.
 - c. Alternate off-site improvement The sub-divider proposed alternate off-site improvements which will be of equal benefit to the subdivision and neighboring land. (Ord. No. 2014-1, Sec. 6.)

15.04.07 Miscellaneous

A. Lot line adjustments

1. Lot line adjustment may be obtained by the following procedure:
 - a. Request lot line adjustment application from the City Clerk.
 - b. Obtain Survey.
 - c. Create a plat, showing new line versus old.
 - d. Present to the planning commission.
 - e. With the planning commission's conditional approval, a public hearing will be held at next regularly scheduled meeting.
 - f. Publish notice in the local newspaper 10 days prior to public hearing.
 - g. Notify adjacent property owners of public hearing.

- h. Property owner or agent should present request at the public hearing.
- i. Upon approval the request is sent on to the city council for approval.
- j. If not approved, reason shall be stated by the planning commission.
- k. If approved by the city council, record updated plat at the county clerk's office.
- l. Present copy of recorded plat to the city clerk.

B. Lot Splits

- 1. The first split of the lot or parcel
 - a. Request a lot split application.
 - b. Obtain survey.
 - c. Create a plat.
 - d. Submit plat to planning commission for review.
 - e. Record plat at circuit clerk's office.
- 2. Second or third lot splits
 - a. Request a lot split application from the city clerk.
 - b. Obtain a survey.
 - c. Obtain a copy of warranty deed.
 - d. Create a plat.
 - e. Submit plat to the planning commission for review.
 - f. Schedule a public meeting.
 - g. Give public notice of public hearing in a local paper at least 10 days prior to the meeting, send certified mail to adjacent landowners (including across roadways) notifying them of public hearing.

- h. Upon approval of the planning commission the lot split application is sent to the city council for approval.
- i. With approval of city council file plat with circuit court.

C. Tandem lot splits

- 1. The tandem lot, in areas zoned residential, will have access to a public street or an approved private street by an access easement with a minimum width of 25 feet. In districts zoned commercial or industrial, the planning commission shall have the discretion to require an access easement in excess of 25 feet as the planning commission determines is sufficient and necessary for the reasonable ingress and egress of traffic and public safety, including emergency and service vehicles, installation of all utilities, and required setbacks. The private drive contained in the access easement shall be an all weather road. All tandem lot owners shall be responsible for maintaining the access easement so that all vehicles have safe access to the structure located on the lot. The tandem lot owners shall have title to, or a perpetual easement for the access easement.
 - a. The tandem lot, excluding the access easement, will conform to the minimum lot width and lot area requirements of the zoning district in which it is located. Lot area calculations to determine whether a tandem lot meets minimum lot area requirements shall not include any portions of the lot having less than the required minimum width. No structure shall be placed on any portion of a tandem lot having less than the required minimum width.
 - b. To obtain a tandem lot split:
 - (1) Request a lot split application from the city clerk.
 - (2) Obtain a survey.
 - (3) Obtain a copy of warranty deed.
 - (4) Create a plat.
 - (5) Submit plat to the planning commission for review.
 - (6) Schedule a public meeting.
 - (7) Give public notice of public meeting in the local paper at least 10 days prior to the meeting and contact adjacent landowners (including across roadways) by certified mail informing them of the meeting.

- (8) Hold public meeting.
- (9) With approval by planning commission send to city council for approval.
- (10) With approval of city council file plat with circuit court.

D. Vacating Easements

- 1. Vacating easements
 - a. Applications are available at the City Clerk's office.
 - b. Need address and legal description of the property (warranty deed or survey or plat).
 - c. Type of easement (ally, street, utility, drainage, public access, other).
 - d. Reason for vacation.
 - e. Written approval of responsible parties.
 - f. Review by planning commission and schedule public meeting.
 - g. Notice in local paper at least ten days before the public hearing.
 - h. Notification of the meeting to adjacent landowners (including across roadways) by certified mail.
 - i. Approval by the planning commission.
 - j. Approval by the city council.
 - k. File documentation with the circuit court.
 - l. Present filed copy to the city clerk.

15.04.08 Site Plan Reviews

- A. Purpose The purpose of the site plan review is for the Planning Commission to review the arrangement of building or buildings, parking, drives, landscaping, all utilities, contours, right of ways, easements, building setbacks, outside lighting, sign locations and drainage plans.
- B. Situations Where Site Plan is Needed The following are situations in which a Site Plan Review is necessary:

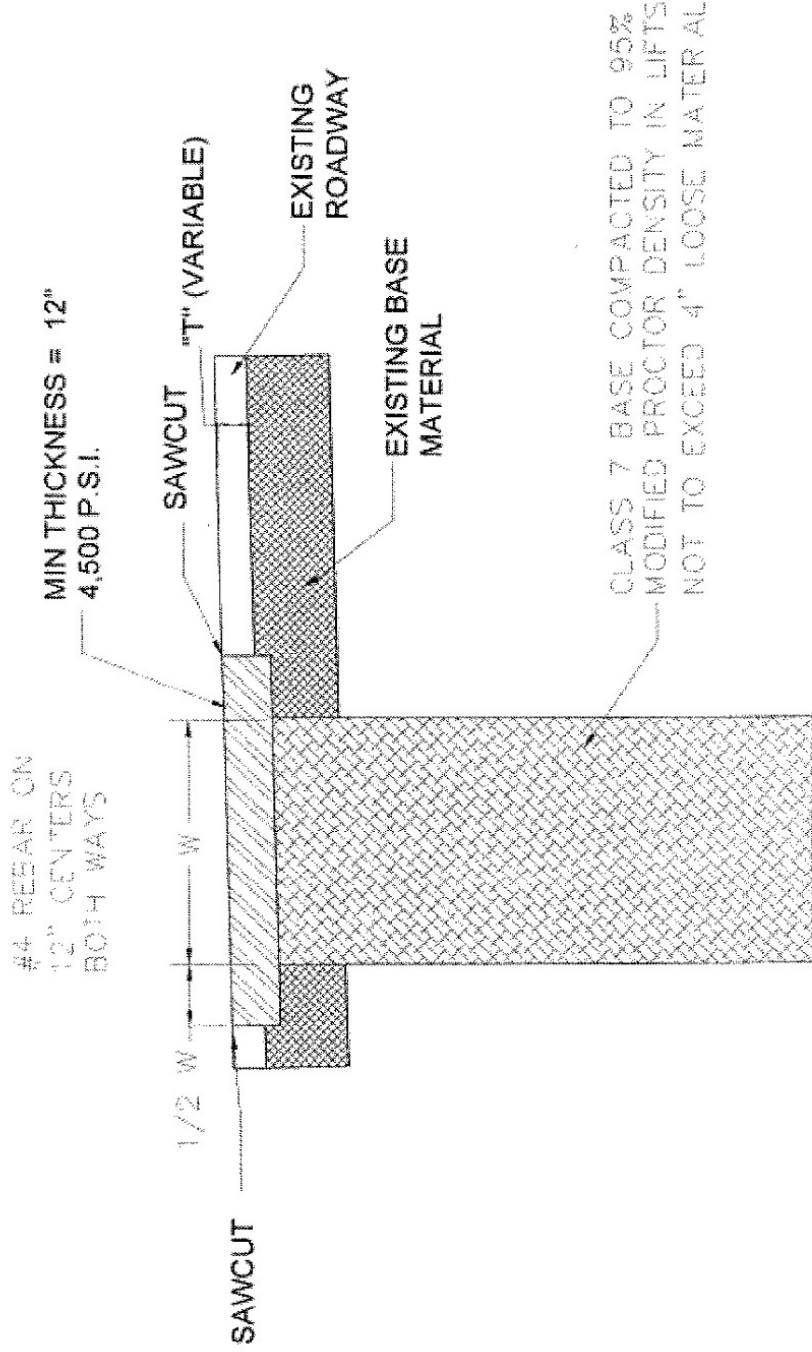
1. New commercial construction.
2. Change of commercial use.
3. Remodel in which the code enforcement official deems it necessary.
4. The code enforcement official can suggest a site plan review for a residential use.

C. Procedure The procedure for the site plan review is as follows:

1. The developer shall present 15 copies of the site plan to the planning commission at a regularly scheduled meetings.
2. The planning commission shall then distribute copies to the tech plat committee. Those receiving site plans include the Huntsville Water and Sewer Dept., Huntsville Street Dept., Huntsville Police Dept., Huntsville Fire Dept., Madison County EMS, Madison County Telephone and Cable, Carroll Electric, Source Gas, AR Highway Dept. (if a highway is involved), Huntsville City Engineer, Huntsville City Clerk and Huntsville Planning Commissioners.
3. Tech plat committee members shall fill out a form commenting on the site plan. They may approve the plan or offer written comments to the developer.
4. Just prior to the City Council meeting the Tech Plat committee will meet. Forms will be due with approval or critical comments. Those with comments need to be present for a brief discussion. The Chairman of the Planning Commission and the City Engineer shall be present.
5. The Chairman of the planning commission will then present the comments to the developer. After the meeting, the developer shall then respond to the comments in a letter to the Chairman of the Planning Commission. A revised site plan is also due if necessary. This letter and revised site plan needs to be received by the Friday before the Monday meeting of the Planning Commission.
6. The Chairman may then put the developer on the agenda for the Planning Commission meeting.
7. All those Tech Plat committee persons with unresolved comments shall be present at the Huntsville Planning Commission meeting or have an informed substitute. Unresolved comments shall be addressed at the meeting.

8. The Planning Commission can then approve or disapprove the Site Plan Review. The Planning Commission shall make a written statement of reasons for disapproval.

Appendix 01



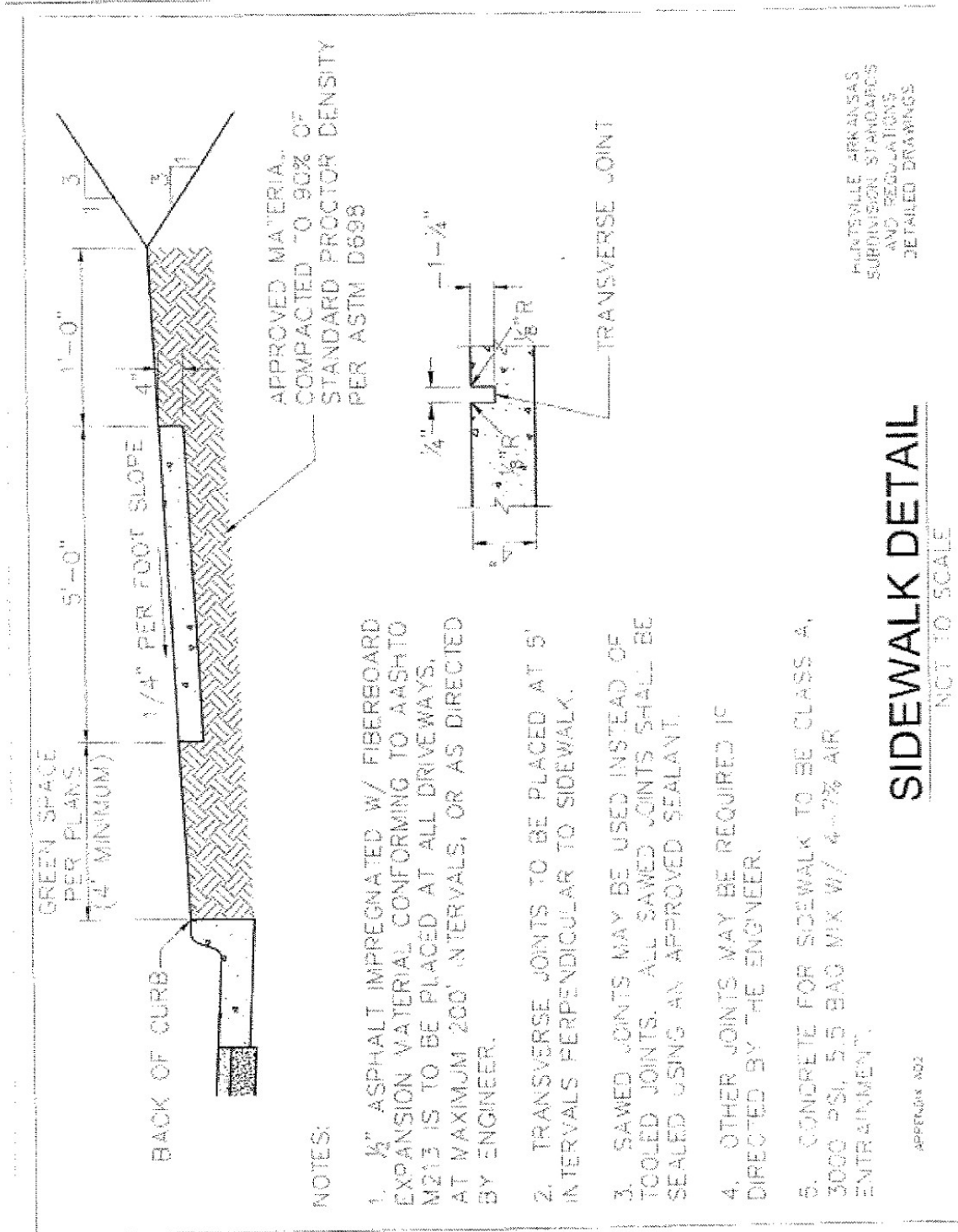
HUNTSVILLE ARKANSAS
SUBDIVISION STANDARDS
AND REGULATIONS
DETAILED DRAWINGS

EXISTING STREET TRENCH REPAIR DETAIL

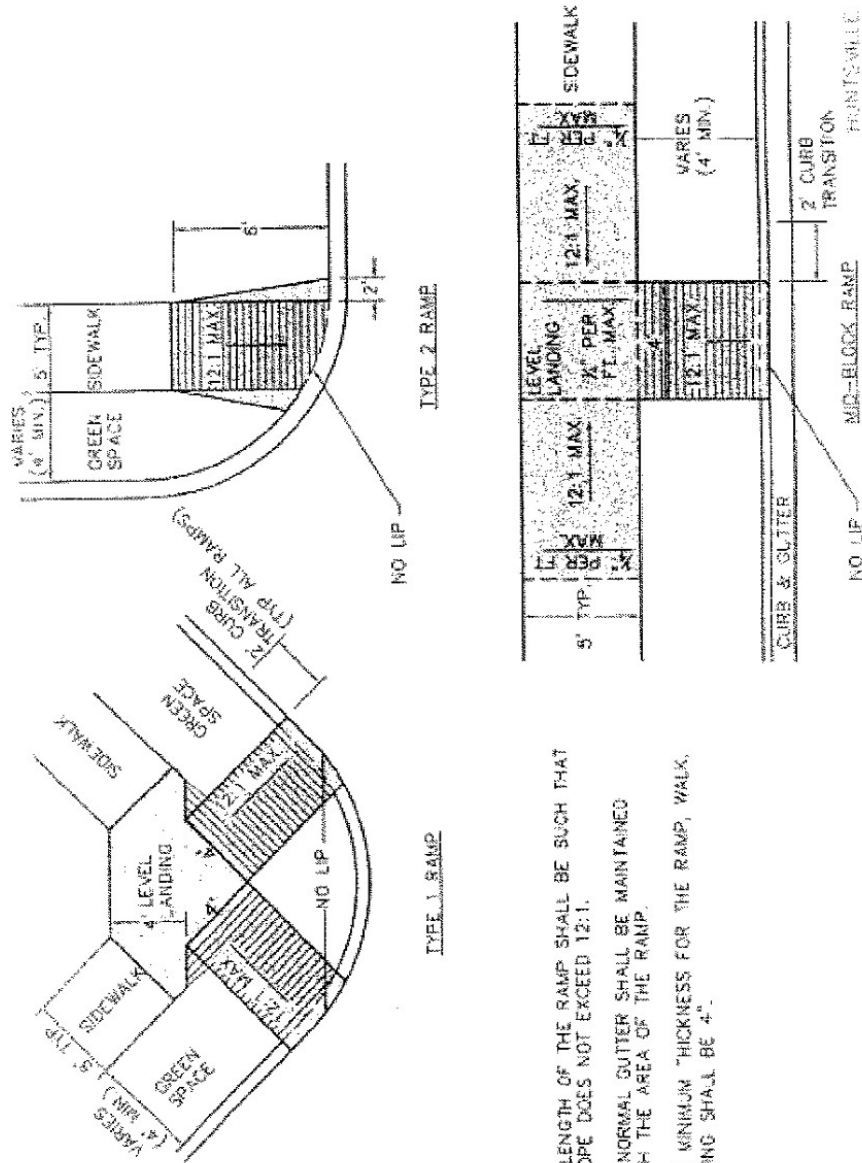
NTS.

APPROVED AND

Appendix 02



Appendix 03



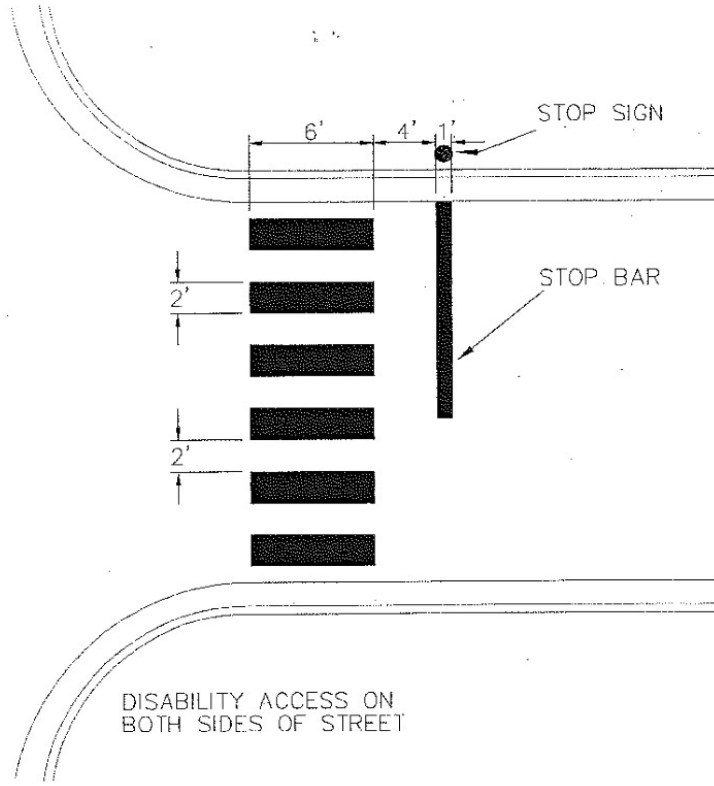
- NOTES:
1. THE LENGTH OF THE RAMP SHALL BE SUCH THAT THE SLOPE DOES NOT EXCEED 12:1.
 2. THE NORMAL GUTTER SHALL BE MAINTAINED THROUGH THE AREA OF THE RAMP.
 3. THE MINIMUM THICKNESS FOR THE RAMP, WALK, & LANDING SHALL BE 4".

WHEELCHAIR RAMP DETAILS

NOT TO SCALE

FRONTISVILLE ARCHITECTS
 500 W. 10TH ST. #100
 DETROIT, MI 48226

Appendix 04



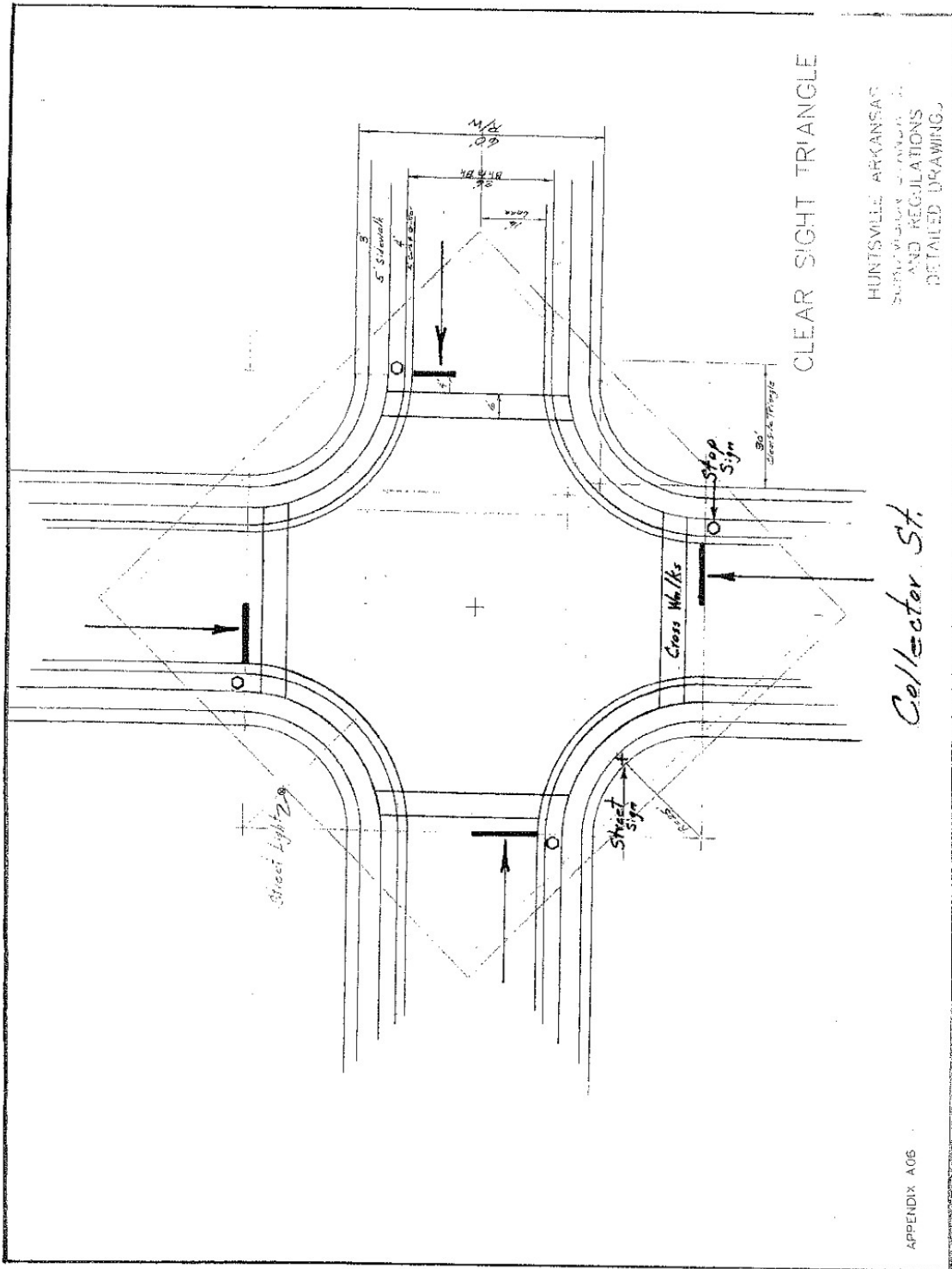
NOTES:

- 1. ALL CROSSWALKS & STOP BARS TO BE THERMOPLASTIC MATERIAL.
- 2. CROSSWALK TO BE CENTERED ON HANDICAP RAMP AND BE PERPENDICULAR TO STREET CENTERLINE.

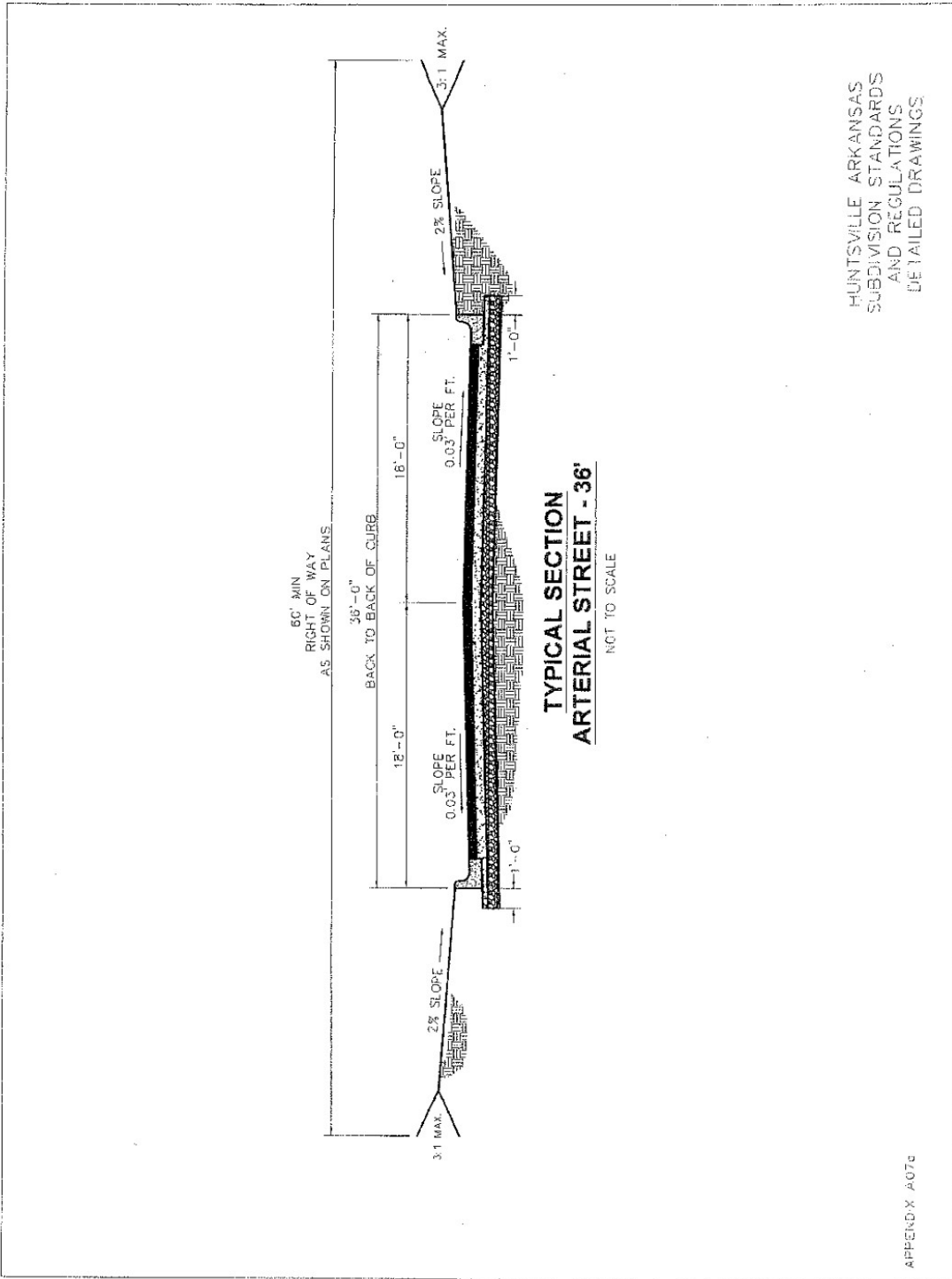
TYPICAL CROSSWALK MARKING DETAIL

NOT TO SCALE

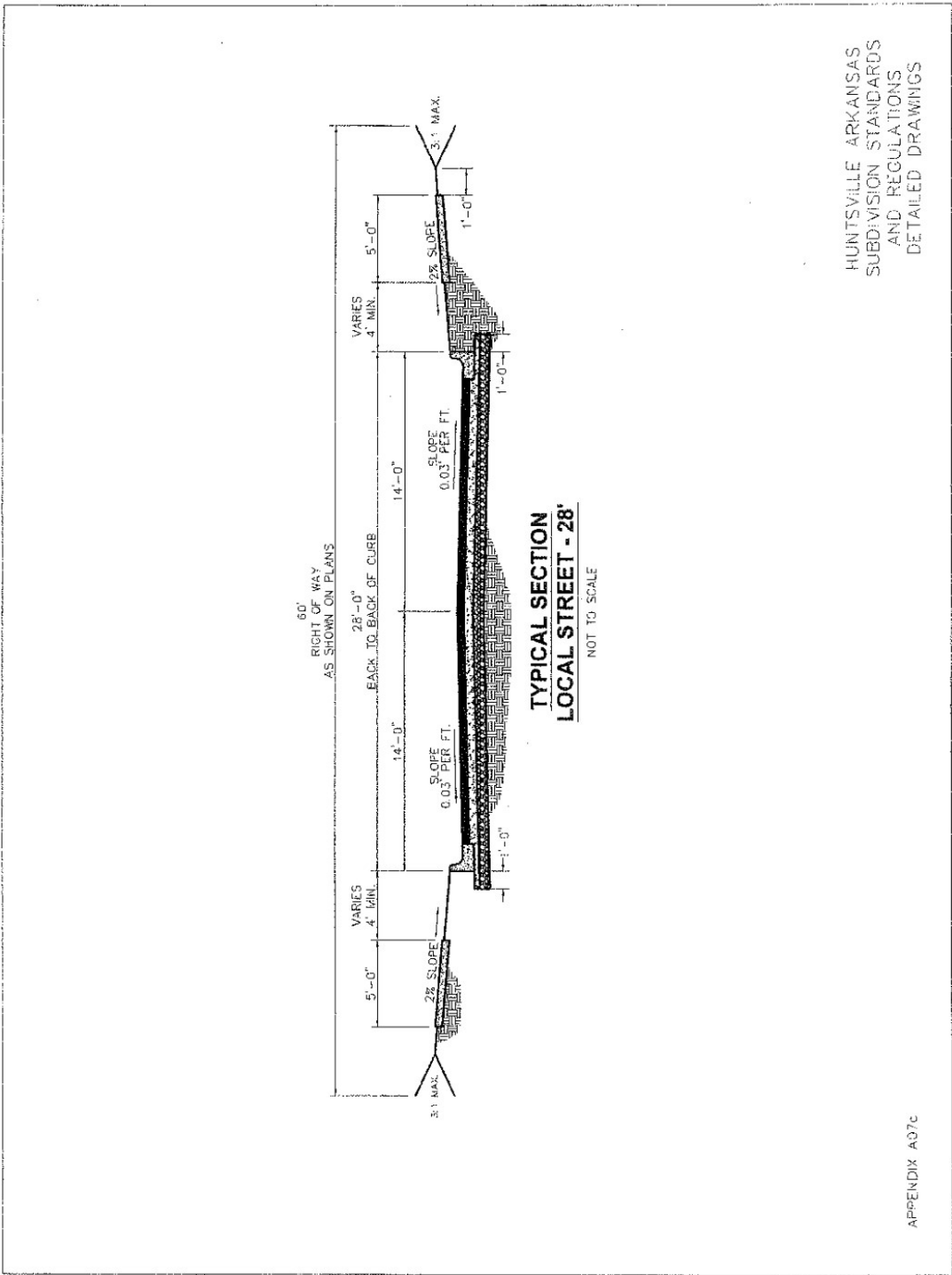
Appendix 05



Appendix 06a



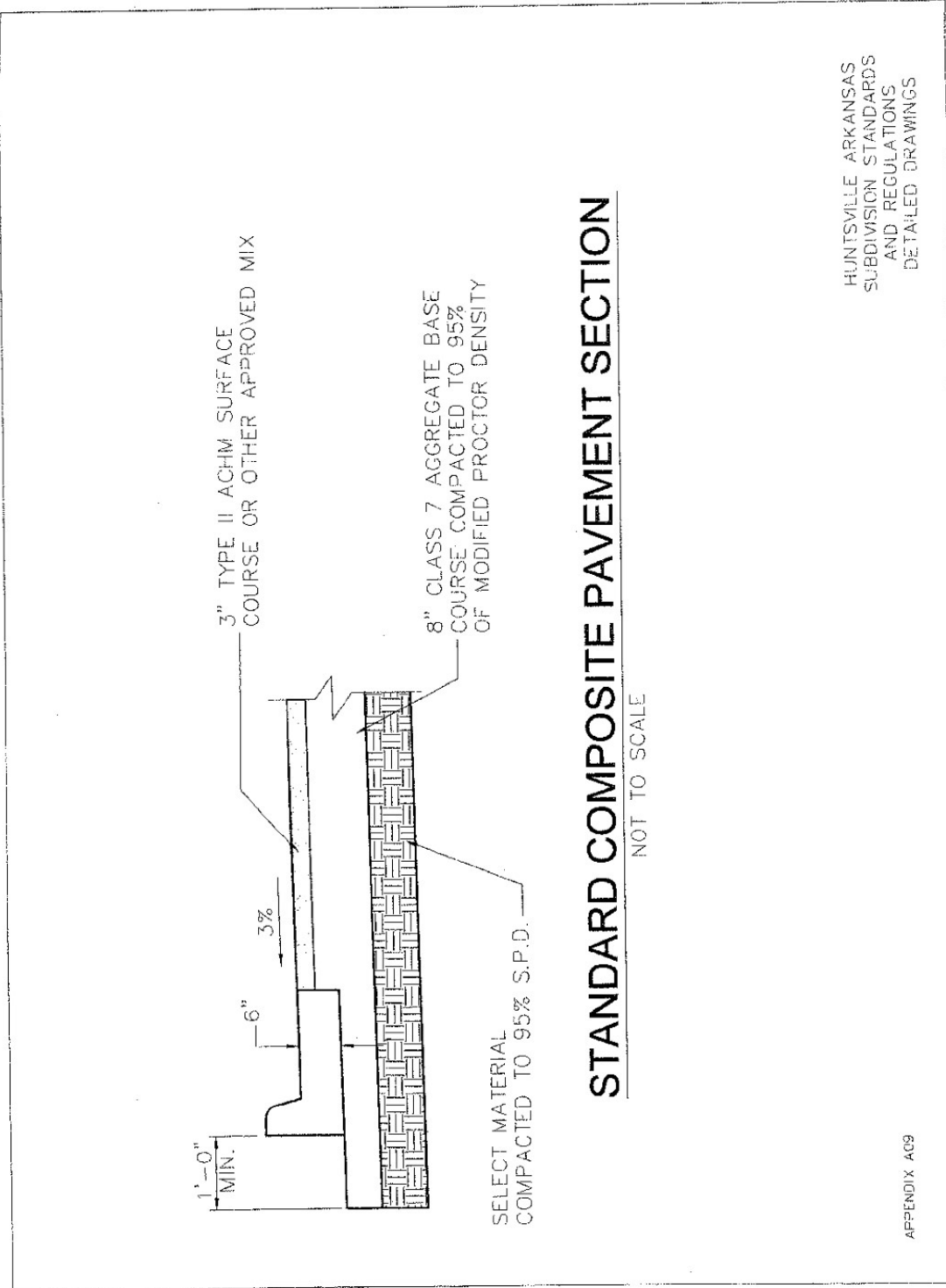
Appendix 06c



HUNTSVILLE ARKANSAS
SUBDIVISION STANDARDS
AND REGULATIONS
DETAILED DRAWINGS

APPENDIX A07c

Appendix 08



HUNTSVILLE ARKANSAS
SUBDIVISION STANDARDS
AND REGULATIONS
DETAILED DRAWINGS

APPENDIX 409

Appendix 09

CLASS OF STREET	GROUP INDEX	SOIL DESCRIPTION	SN REQUIRED	COMPOSITE FLEXIBLE (SN)	COMPOSITE FLEXIBLE (SN)	FULL DEPTH ASPHALT (SN)	CONCRETE PAVEMENT
I/II	A-1	GRAVEL/SAND	1.70	2" SURF.	2" SURF.	2" SURF.	5" CONCRETE
	A-2	NO CLAY		6" BASE	4" CT. BASE	4" B. BASE	2" DRAINAGE BLANKET
	A-3			(1.72)	(1.88)	(1.88)	
I/II	A-4	SILT, SILTY	1.85	2" SURF.	2" SURF.	2" SURF.	5½" CONCRETE
	A-6	SAND, SANDY SILTY CLAY		7" BASE	4" CT. BASE	4" B. BASE	2" DRAINAGE BLANKET
				(1.85)	(1.88)	(1.88)	
I/II	A-5	CLAYS	2.35	3" SURF.	2" SURF.	2" SURF.	6" CONCRETE
	A-7	LL OVER 40		8" BASE	6" CT. BASE	6" B. BASE	2" DRAINAGE BLANKET
	A-7-6	PI OVER 10		(2.44)	(2.38)	(2.38)	
III	A-1	GRAVEL/SAND	1.85	2½" SURF.	2" SURF.	2" SURF.	5½" CONCRETE
	A-2	NO CLAY		6" BASE	4" CT. BASE	4" B. BASE	2" DRAINAGE BLANKET
	A-3			(1.94)	(1.88)	(1.88)	
III	A-4	SILT, SILTY	2.30	2" SURF.	2" SURF.	2" SURF.	6" CONCRETE
	A-6	SAND, SANDY SILTY CLAY		2" BINDER	6" CT. BASE	6" B. BASE	2" DRAINAGE BLANKET
				4" BASE	(2.38)	(2.38)	
				(2.32)			
III	A-5	CLAYS	3.15	2" SURF.	2" SURF.	2" SURF.	6½" CONCRETE
	A-7	LL OVER 40		3" BINDER	2" BINDER	2" BINDER	2" DRAINAGE BLANKET
	A-7-6	PI OVER 10		7" BASE	6" CT. BASE	6" B. BASE	
				(3.18)	(3.26)	(3.26)	
IV	A-1	GRAVEL/SAND	2.30	2" SURF.	2" SURF.	2" SURF.	6½" CONCRETE
	A-2	NO CLAY		2" BINDER	6" CT. BASE	6" B. BASE	2" DRAINAGE BLANKET
	A-3			4" BASE	(2.38)	(2.38)	
				(2.32)			
IV	A-4	SILT, SILTY	2.75	2" SURF.	2" SURF.	2" SURF.	7" CONCRETE
	A-6	SAND, SANDY SILTY CLAY		3" BINDER	2" BINDER	2" BINDER	2" DRAINAGE BLANKET
				4" BASE	4" CT. BASE	4" B. BASE	
				(2.76)	(2.76)	(2.76)	
IV	A-5	CLAYS	3.45	2" SURF.	2" SURF.	2" SURF.	7½" CONCRETE
	A-7	LL OVER 40		4" BINDER	3" BINDER	3" BINDER	2" DRAINAGE BLANKET
	A-7-6	PI OVER 10		6" BASE	5" CT. BASE	5" B. BASE	
				(3.48)	(3.45)	(3.45)	
V OR HIGHER		BY FORMAL DESIGN ONLY.					
<p>NOTE: INFORMATION IN THE TABLE REPRESENTS MINIMUM PAVEMENT SECTIONS FOR EACH STREET CLASSIFICATION AS SPECIFIED IN THE SPRINGDALE CITY CODE. ACTUAL PAVEMENT SECTIONS WILL BE DESIGNED AND/OR SELECTED ON A PROJECT-SPECIFIC BASIS AND APPROVED BY THE CITY.</p>							
MINIMUM PAVEMENT SECTION BY STREET AND SOIL CLASSIFICATION						HUNTSVILLE ARKANSAS SUBDIVISION STANDARDS AND REGULATIONS DETAILED DRAWINGS	
APPENDIX A10							