ARTICLE 20. SUBDIVISION CONTROL ORDINANCE

DIVISION I.

PURPOSE AND JURISDICTION.

Sec. 10-496 Short Title.

This ordinance shall be known and may be cited as the Subdivision Control Ordinance of the City of Greenwood, Indiana.

Sec. 10-497 Purpose.

The subdivision of land is the first step in the process of urban development. The arrangement of land parcels in the community for residential, commercial, and industrial uses and for streets, alleys, schools, parks and other public purposes, will determine to large degree, the conditions of health, safety, economy and amenity that prevail in the urban area. The quality of these conditions is of public interest. These regulations and standards for the subdivision and improvement of land for urban use are to make provisions for adequate light, air, open spaces, drainage, transportation, public utilities and other needs, to insure the development and maintenance of a healthy, attractive and efficient community that provided for the conservation and protection of its human and natural resources. These regulations are designed, intended and should be administered in a manner to:

1. Implement the Comprehensive Development Plan, and complement the Stormwater Drainage and Sediment Control Ordinance and the Zoning Ordinance;
2. Provide neighborhood conservation and prevent the development of slums and blight;
3. Harmoniously relate the development of the various tracts of land to the existing community and facilitate the future development of adjoining tracts;
4. Ensure quality installation of improvements that shall be later maintained by the City;
5. Provide the best possible design for the tract; and
6. Establish adequate and accurate records of land subdivision.

Sec. 10-498 Jurisdiction and Application.

The regulations and standards of this ordinance shall apply to the division of land within the territorial jurisdiction of the Plan Commission as hereby defined:

1. "Subdivision" shall be defined as any land, vacant or improved, which is divided or proposed to be divided, into two or more lots, parcels, sites, units, plots, or interests for the purpose of offer, sale, lease, or development either on the installment plan or upon any and all other plans, terms, and conditions, including re-subdivision. Subdivision includes the division or development of either residential or non-residential zoned land, whether by deed, metes and bounds description, or other recorded instrument.
2. Exemptions From Platting Requirements. For the purpose of these regulations, the following are exempt as implying subdivision, and thereby exempted from the platting requirements of this ordinance:
   a. An adjustment of lot lines as shown on a recorded plat which does not reduce the area, frontage, width, depth, or building setback lines of each building site below the minimum

zoning requirements, and does not change the original number of lots in any block of the recorded plat;

b. A division of land into two or more tracts for an agricultural use;
c. An allocation of land in the settlement of an estate of a descendent or a court decree for the distribution of property;
d. The unwilling sale of land as a result of legal condemnations as defined and allowed in the Indiana State Law;
e. Widening of existing streets to conform to the Comprehensive Plan;
f. The acquisition of street rights-of-way by a public agency in conformance with the Comprehensive Plan;
g. The exchange of land for the purpose of straightening property boundary lines which does not result in the change of the present land usage; or
h. A division of land for the sale or exchange of tracts between adjoining landowners, provided that no additional building sites other than for accessory buildings are created by the division.

Sec. 10-499 Authority and Administration.

These subdivision regulations and minimum standard for land developments are adopted by ordinance passed by the Common Council under the authority granted in Indiana Code (IC 36-700, et. Seq.).

No plat of a subdivision of land within the territorial jurisdiction of the Plan Commission shall be filed with the Auditor or recorded in the Recorder's Office until it has been duly approved by the Plan Commission, in accordance with the requirements, standards and specifications of this ordinance.

The Plan Commission may grant waivers to the requirements, standards and specifications of this ordinance as set forth herein in accordance with the provisions Section 10-501 of this ordinance.

DIVISION II.

ADMINISTRATION AND ENFORCEMENT.

Sec. 10-500 Administration.

20.01.01. Severability Clause.

If any section, clause, paragraph, provision, portion of these regulations shall be held invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other section, clause, paragraph, provision, or portion of these regulations.

20.01.02. Repeals.

All other subdivision ordinances or regulations, or part thereof, in conflict with the provisions of this ordinance, are hereby repealed.

20.01.03. Administration and Amendment.

The Common Council may, from time to time, adopt, amend, and make public rules and regulations for the administration of these regulations to the end that the public be informed and that approval of plats be expedited. These regulations may be enlarged or amended by the Common Council after public hearing, due notice of which shall be given as required by law.

20.01.04. Resubdivision (Replat).

Resubdivision shall be required if, in the opinion of the Director, there has been a substantive change in a map of an approved or recorded subdivision plat. Substantive changes may include changes to street layout, any area reserved thereon for public use, any lot line, or changes which affect any map or plan legally recorded prior to the adoption of any regulations controlling subdivisions. The same procedure and regulations as for a subdivision shall approve such change

If, in the opinion of the Plan Commission, there are indications that future resubdivision will occur, including the presence of parcels containing more than one acre of land, the Plan Commission may require that the initial plat allow for the future opening of streets and the ultimate extension of adjacent streets. Easements or rights-of-way providing for the future opening and extension of such streets may be made a requirement of the plat. See Section 10-504 (B) for further regulations governing resubdivision of multi-family, industrial and commercial plats.

Sec. 10-501 Waivers.

20.02.01. Waivers from these Regulations.

Where the Plan Commission finds that extraordinary hardships or practical difficulties may result from strict compliance with these regulations and/or the purposes and intent of these regulations may be served to a greater extent by an alternative proposal, it may approved waivers to these subdivision regulations so that substantial justice may be done and the public interest secured, provided that such waivers shall not have the effect of nullifying the intent and purpose of these regulations. Such waivers may be granted upon written request of the subdivider stating the reason(s) for each waiver and may be waived by two-thirds of the regular membership of the Plan Commission.

20.02.02. Waiver Guidelines.

The Plan Commission shall not approve waivers unless it shall make findings based upon the evidence presented to it by the applicant, as addressed on the prescribed Plan Commission form, in each specific case that:

1. The granting of the waiver will not be detrimental to the public safety, health, or welfare, or injurious to other property;
2. The conditions upon which the request for a waiver is based are unique to the property for which a waiver is sought and are not applicable generally to other property;
3. Because of the particular physical surroundings, shape, or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations are carried out. Financial hardship does not constitute grounds for a waiver;

4. The waiver will not in any manner vary the provisions of the Zoning Ordinance, Stormwater, Drainage and Sedment Control Ordinance, Comprehensive Development Plan, or Thoroughfare Plan of the City of Greenwood;
5. Where the waiver impacts on design and construction of public facilities, all appropriate public agencies will be given ample time to comment in writing to the Plan Commission; and
   The requested waiver is the minimum amount necessary.

20.02.03. Waiver Procedures.

In order to request a waiver, the subdivider shall submit the proper application form at the time when the plat is filed for consideration in the Plan Commission office. The contents of the form shall state fully the grounds for the application and all of the facts relied upon by the petitioner.

20.02.04. Jurisdiction.

It is not within the jurisdiction of the Board of Zoning Appeals to grant waivers to these subdivision regulations. Likewise, it is not within the jurisdiction of the Plan Commission to grant variance to the Zoning Ordinance.

20.02.05. Appeals.

Any person aggrieved by a decision of the Plan Commission relating to the Subdivision Control Ordinance may appeal said decision to the Johnson County Circuit Court as provided by Indiana law. The appeal shall be filed within 30 days of the date of the decision upon which the grievance is based.

Sec. 10-502 Improvement Location Permits (ILP).

20.03.01. General.

No ILP shall be issued for any new structure and its location on platted or unplatted lands unless the structure and its location conform to the Comprehensive Development Plan, Zoning, Ordinance, and Subdivision Control Ordinance. Under not circumstances shall an ILP be issued for any structure proposed to be located upon any lot or parcel within a subdivision prior to a reproducible copy of the property signed and recorded plat of that subdivision, or part thereof, being filed with the Plan Commission office. Recorded plats shall be submitted on material and in quantities specified by the Plan Commission Rules of Procedure.

20.03.02. ILP Application.

After all necessary approvals have been granted by the Plan Commission, the Building Commissioner may issue an ILP upon written application when the proposed structure and its location conform to the Comprehensive Development Plan, the Zoning Ordinance, the Subdivision Control Ordinance, and the appropriate state and local building code.

20.03.03. Submission Data.

Upon application for an ILP, the applicant shall provide drawings, maps, reports, and plans of sufficient detail as determined by the Building Commissioner in order to ascertain compliance with the Comprehensive Development Plan, Zoning Ordinance and Subdivision Control Ordinance.

20.03.04. Combining of Permits.

The Plan Commission is hereby authorized to coordinate the issuance of permits with other departments and agencies which may be required by these subdivision regulations as well as previously or subsequently adopted ordinances or regulations. This regulation shall include, but not be limited to, permits for sanitary sewer hook-ons, storm sewer hook-ons (from homes or other sources), curb cuts, street cuts, required approvals of county, state, or federal agencies, or other permits that may be required.

20.03.05. Withholding of Final Permits.

No Building Permit shall be issued for the last 10% of lots in a final recorded subdivision plat or section thereof of if 10% be less than two, for the last two lots of a subdivision or section thereof, until all public improvements required by the City for the plat (with the exception of sidewalks) have been fully completed and accepted for maintenance guarantee by the appropriate jurisdiction.

20.03.06. Additional Construction Regulations.

After issuance of a Land Alteration Permit, and during any period when construction is still underway, the developer or his representative shall contain all trash and debris on the site, and shall take measures to ensure that mud or gravel are not tracked from the site onto public streets. Contractors constructing buildings on individual lots within a subdivision shall contain trash and debris on the lot and shall take measures to ensure that mud and gravel are not tracked from the site onto public streets. Trash, debris, mud, and gravel tracked onto public streets shall be promptly cleaned up.

20.03.07. Model Homes/Sales Offices, Conditional ILP.

Model Homes

1. After secondary approval or the plat and plans, and prior to recording of the plat, the Plan Commission and/or its duly authorized representative(s) may conditionally authorize the issuance of conditional ILPs for show models. The conditional ILPs shall be valid for a period of one year; however, the Plan Commission may choose to renew the ILPs at one-year intervals. The Plan Commission shall adopt written Rules of Procedure for the issuance and administration of conditional model home ILPs. (Ord. 03-41, § 10, 10-20-03)
2. A model home shall serve as temporary sales office only for homes sold within the subdivision in which it is located. A model home shall not be used as a real estate sales office for properties located outside the boundaries of the Primary Plat of the subdivision in which it is located.
3. Two ILPs shall be require initially. A standard ILP shall be required for construction of the dwelling. A one-year permit for use as a model home/sales office shall be required and may be renewed on an annual basis.
4. The number of show model permits issued (per primary plat) shall be limited to the following:
   a. Single-Family Dwelling Subdivision: maximum of five dwellings;

b. Two-Family Dwelling Subdivision: maximum of four dwellings (two buildings)
c. Multi-Family Dwelling Subdivision: maximum of four dwellings units. Multi-Family dwellings may have more than four units in a single building, but no more than four units may be used as show models.

5. Prior to issuance of a permit for a model home, one of the following conditions shall be met:
   a. Stabilized access surface and stone base for streets, and municipal water with fire hydrant in service shall be in lace or;
   b. Applicant shall provide the city with writing verification of indemnification/hold-harmless provision provided by applicant's insurance coverage.

6. A show model shall not be occupied until the subdivision plat has been recorded.

(Ord. 03-41, § 10, 10-20-03)

NEXT PAGE IN THIS BOOK IS 1089.5

Temporary Sales Offices, Conditional ILP

1. After recording of the plat, the Plan Commission and/or its duly authorized representative(s) may conditionally authorize the issuance of conditional ILPs for a temporary sales office for placement in a residential, commercial, or industrial subdivision. The conditional ILPs shall be valid for a period of one year for residential subdivisions, and two years for commercial or industrial subdivisions, however, the Plan Commission may choose to renew the ILPs at one-year intervals. The Plan Commission shall adopt written Rules of Procedure for the issuance and administration of temporary sales office conditional ILPs.
2. A temporary sales office shall serve as temporary sales office only for buildings and lots sold within the subdivision in which it is located. A temporary sales office shall not be used as a real estate sales office for properties located outside the boundaries of the Primary Plat of the subdivision in which it is located.
3. A temporary sales office shall be a transportable (and removable) structure including, but not necessarily limited to, a manufactured home or modular building.

Sec. 10-503 Enforcement and Violations.

20.04.01. Civil Subdivision Control Violations.

Any person who is in violation of the Subdivision Control Ordinance of Greenwood shall be deemed to have committed a civil subdivision control violation and may be issued a citation by the designated enforcement entity. The Subdivision Control Ordinance of Greenwood is included under a list of ordinances scheduled for the jurisdiction of the Ordinance Violations Bureau.

Each day a violation remains uncorrected is a distinct and separate civil subdivision control violation subject to an additional citation and fine in the amount prescribed below, provided a warning ticket has first been issued.

The monetary fine for each civil subdivision control violation shall be $50.00, except that for a repeated subdivision control violation, the following fines shall apply:

Second Citation: $75.00
Each Citation in Excess of Two: $100.00

All fines prescribed by this section for civil subdivision control violations shall be paid within 72 hours to the Violations Clerk of the Ordinance Violations Bureau, who shall render to the person making the payment a receipt stating the amount and purpose for which the fine has been paid, and duplicate of which shall be made a part of the records of the Plan Commission. All fines thus received shall be deposited with the City of Greenwood Clerk-Treasurer.

20.04.02. Citation for Civil Subdivision Control Violations.

The Director and/or his duly authorized designees, as designated at a Board of Public Works and Safety meeting, may issue a civil subdivision control violation to a person who commits a civil subdivision control violation to the legal owner, the contract vendee, or any person or entity with a possessory interest in the real estate upon which the violation occurs. The citation may be served by personal service, by

certified mail, or by placement in a conspicuous place on the property where the violation occurs and shall serve as notice to a person that he or she has committed a civil Subdivision Control Ordinance violation.

No citation shall be issued for the first offense unless the person who commits a civil subdivision control violation, or the legal owner, the contract vendee, or any person or entity with a possessory interest in the real estate upon which the violation occurs has been issued a warning ticket before the issuance of the citation to allow said person to correct the violation to come into compliance with the prescribed Subdivision Control Ordinance or regulations.

A person who receives a warning ticket or a citation may either choose to abate the violation or file a petition for a subdivision plat, a Subdivision Control Ordinance waiver, or other means provided by this section to correct the violation. A person who elects to file such a petition shall indicate this intent in writing to the issuing agency A person shall have 10 working days after issuance of the warning ticket to file the petition, and additional monetary fines as prescribed in Section 10-503 shall be stayed upon the filing of such petition, as long as the violation does not continue at the real estate. A person who files the petition within said time period shall pursue the petition in an expeditious fashion. If the petition is denied, withdrawn, or dismissed for want of prosecution, and the civil subdivision control violation continues at the real estate, then a lawsuit will be commenced by the designated enforcement entity in a court of competent jurisdiction in Johnson County, Indiana.

If a person believes that the warning ticket or citation received results from an incorrect interpretation of the Greenwood Municipal Code by a municipal official, the aggrieved person may file an administrative appeal of the decision for a hearing by the Board of Zoning Appeals. Said appeal shall be on the form prescribed and shall include payment of the appropriate filing fee. A person who elects to file such an appeal shall indicate this intent in writing to the issuing agency. A person shall have 10 working days after issuance of the warning ticket to file the appeal, and additional monetary fines as prescribed in Section 10-503 shall be stayed upon the filing of such appeal, as long as the violation does not continue at the real estate. A person who files the appeal within said time period shall pursue the appeal in an expeditious fashion. If the Board of Zoning Appeals upholds the interpretation of the Subdivision Control Ordinance that led to issuance of the warning ticket or citation, and the civil subdivision control violation continues at the real estate, then a lawsuit will be commenced by the designated enforcement entity in a court of competent jurisdiction in Johnson County, Indiana.

If the violation is determined be the Director or his designee to be a threat to public health or safety, the Director or his designee may order the land use or activity to cease and desist immediately, regardless of whether a warning ticket or citation has been issued..

The warning ticket shall be in the form prescribed by the Plan Commission.

The Citation shall appear on serialized, designed form and be in the form prescribed by the Plan Commission.

20.04.03. Trial for Civil Zoning Violations.

A person who receives a citation may elect to stand trial for the offence by indicating on the citation his intent to stand trial and returning a copy of the citation to the Director. The returned copy of the citation

shall serve as notice of the person's intent to stand trial, and additional monetary fines prescribed in Section 10-501 shall be stayed upon receipt of the notice. On receipt of the notice of intention to stand trial, a lawsuit will be commenced by the city attorney in a court of competent jurisdiction in Johnson County, Indiana. The matter shall be scheduled for trial, and a Summons and Order to Appear shall be served upon the Defendant.

If a person who receives a citation fails to pay the assessed fine within 72 hours and fails to give notice of his intention to either file a petition as prescribed in Section 10-501), file an appeal as prescribed in Section 10-501, or stand trial as prescribed in Section 10-501, the city attorney may file a civil lawsuit as prescribed by applicable laws and ordinances, and seek penalties as prescribed in this section.

A person adjudged to have committed a civil subdivision control violation is liable for the court costs and fees. No cost shall be assessed against the enforcement agency in any such action. Any person who violates this ordinance or fails to comply with any of its requirements shall, upon conviction, thereof be fined $50.00 and, in addition, shall pay all costs and expenses involved in the case, including but not limited to mediation costs, court costs, coverage of reasonable attorney fees, short-term and long-term mitigation of damages, and restoration and restitution. Each day such violation continues shall constitute a separate offense.

In proceedings before the court for a civil subdivision control violation, the Indiana Rules of Trial Procedure shall govern. The designated enforcement entity has the burden of proving the civil subdivision control violation by a preponderance of the evidence.

Seeking a civil penalty as authorized by this section does not preclude the city from seeking alternative relief from the court in the same action, or from seeking injunctive relief or other remedy in a separate action for the enforcement of this Code.

A change of venue from Johnson County shall not be granted in such a case, as provided in IC 36-7-4-1014.

DIVISION III

APPLICATION AND APPROVAL PROCESS.

Sec. 10-504 Procedural Guidelines.

The review and approval processes as set forth in this chapter (Chapter 3, Sections 10-504 through 10-506, inclusive) may be performed by City staff members or private consultants or a combination of both, as jointly determined by the Greenwood Advisory Plan Commission ("PC") and the Greenwood Board of Public Works and Safety ("BPWS"). Applicants shall follow rules of procedure adopted by the PC and the BPWS. (Ord. No. 06-24, § 13, 9-18-06)

20.05.01. Subdivision Procedural Outline.

1. Primary Plat – Plan Commission
   a. Required Pre-filing Consultations:
      i. Planning Director
      ii. City Engineer
      iii. Fire Department

b. File application, primary plat plans (including preliminary drainage plans and calculations) and supporting documents per published schedule deadline. The Planning Department reserves the right not to docket incomplete submittals.
c. Technical Review Committee meeting
d. Overlay Committee (if applicable)
e. Sanitation clearance letter
f. Johnson County Drainage Board (if applicable)
g. Miscellaneous agency approvals/notifications
h. Plan Commission public hearing – Primary Determination. Plan Commission's Primary Determination of Approval is required prior to filing secondary application. Indiana State Code requires a minimum ten-day period between primary and secondary approvals. Submission deadlines shall be pursuant to Plan Commission Rules of Procedure.

2. Secondary Plat – Plan Commission.
   a. File application, secondary plat plans (including final drainage plans and calculations) and supporting documents per published schedule deadline. The Planning Department reserves the right not to docket incomplete submittals.
   b. Technical Review Committee meeting (street names shall be submitted for review and approval before this meeting occurs).
   c. Overlay Committee (if applicable).
   d. Sanitary Sewer -- outside consultant review, if applicable.
   e. Submit six copies of final revised secondary plat and development plans to Plan Commission office.
   f. Plan Commission or Designated Official-- Secondary Determination.
3. Secondary Plat – Board of Public Works and Safety
   a. File documents with City Engineer
      i. Secondary Plat with rights-of-ways, easements, covenants
      ii. Performance Guarantees
      iii. Off-site easements if applicable
      iv. Inspection/Testing agreement.
   b. Acceptance of performance guarantees and inspection/testing agreements by Board of Public Works and Safety or its designee. Posting of performance guarantee for erosion control shall be mandatory prior to issuance of a land alteration permit.
4. Land Alteration Permit – Plan Commission.
   a. Submit one copy of inspection/testing agreement executed with Board of Public Works and Safety.
   b. Land Alteration permit – authorization to commence work. A copy of the Land Alteration Permit and stamped approved final plans shall be kept on site during the course of construction.
5. Installation and Acceptance of Improvements – Board of Public Works and Safety – The developer shall install the associated infrastructure improvements (public and private), and gain the City's acceptance before recording the Secondary Plat for a single-family or two-family residential subdivision.

   For commercial or industrial subdivisions the developer shall have the option of posting performace guatantees with the Board of Public Works and Safety and recording the Secondary Plat prior to the installation of the associated infrastructure improvements. (Ord. No. 05-10, §2, 8-15-05).

a. Install infrastructure improvements.
b. Inspection of improvements as required by ordinance.
c. Prepare and submit Record Drawings of improvements.
d. Post maintenance guarantees and submit original final plat.
e. Board of Public Works and Safety acceptance of improvements, release of performance guarantees, and acceptance of maintenance guarantees.
f. Board of Public Works and Safety signatures on recordable plat and acceptance of other easements and dedications.

NEXT PAGE IN THIS BOOK IS 1089.9

6. Plan Commission Designated Official – Plat Recording & Submittal.
    a. Submit plat with Board of Public Works and Safety signatures to the Designated Official for final signatures.
    b. Record secondary plat.
    c. Submit one electronic disc copy and two reproducible recorded secondary plats to the Plan Commission Office.
    d. Eligible for improvement location permit application.

20.05.02. Resubdivision of Multi-family, Industrial and Commercial Plats.

Land zoned for multi-family, industrial or commercial use may initially be platted into blocks, with the understanding that these blocks may eventually be resubdivided into lots, and recorded, without completing a new primary plat. If, in the opinion of the Plan Commission, there are indications that such future resubdivision will occur, including the presence of parcels containing more than one acre of land, the Plan Commission may require that the initial plat allow for the future opening of streets and the ultimate extension of adjacent streets. Easements or right-of-ways providing for the future opening and extension of such streets may be made a requirement of the plat.

Sec. 10-505 Submittal and Contents of Plat and Plans.

20.06.01. Initial Consultation/Conceptual Plan.

The applicant's first step shall be to consult with the staff of the Planning Department, the Fire Department and the City Engineer to provide general information concerning the proposed plat, as well as to familiarize the applicant with the procedures and requirements of the Commission and appropriate Greenwood ordinances.

20.06.02. Drainage Plan Review.

Drainage plan review shall conform to the process outlined in the Stormwater Drainage and Sediment Control Ordinance of the City of Greenwood. The General (Preliminary) Drainage Plan shall be incorporated into the Primary Plat Plans. The Detailed (Final) Drainage Plan shall be incorporated into the Secondary Plat Plans.

20.06.03. Utility Service Clearance.

The applicant shall obtain written clearances from the appropriate agency providing utility services, which confirms that the utility has adequate access and capacity to serve the proposed subdivision.

20.06.04. Submittal of Plats and Development Plans.

In compliance with the process and deadlines adopted by the Greenwood Advisory Plan Commission, as part of their Rules of Procedure, for "Primary Approval", the applicant shall file in required form and numbers the required documents.

All submittals are subject to a cursory review. Applicants with incomplete submittals will not be granted a place on the public hearing docket.

Prior to or at the meeting of the Technical Review Committee, the applicant shall file the County Drainage Board Report (Preliminary).

20.06.05. Licensed Professional Required.

All plats and development/construction plans shall be prepared by a qualified professional licensed in the state of Indiana.

20.06.06. Contents of Primary Plat.

As set forth herein, plats and plans shall be submitted under the seal and signature of a professional. All sheets for plats and development/construction plans shall be 24" x 36" size drawn to scale at a minimum 1"=50' and a maximum 1"=10' with the exception of the maps on Sheet One, unless otherwise approved by the City Engineer. Each sheet of the plat plans shall be sealed and signed. Plans submitted for review shall observe the following format:

1. All sheets shall contain the following information:
   a. The proposed name by which the project shall be legally and commonly known;
   b. Date of survey, scale, and north point;
   c. All lots or outlots intended for sale or lease shall be designated with boundary lines and numbered or labeled for identification purposes;
   d. Private parks, common areas, or excluded parcels shall be designated as such and clearly labeled on the plans;
   e. Such other information as may be deemed necessary for proper review of the primary plat by the administrator, city engineer, or Plan Commission; and
   f. All necessary reference points tying the subject property to the appropriate section corners.
   g. Each sheet shall be sealed and signed by the professional preparing the drawings.
   h. All sheets shall be tied to state plane coordinates for horizontal and vertical controls.
2. Sheet One (Title Sheet). The following information shall be submitted as part of Sheet One:
   a. Full legal description with sufficient reference to section corners and boundary map of the subject project, including appropriate benchmark references;
   b. Name of the Project;
   c. Name and address of the owner, developer, and person who prepared the plans;
   d. Total acreage within the project and the number of residential dwelling units or the gross square footage of non-residential buildings whichever is applicable;
   e. Existing zoning of the subject land and all adjacent lands;
   f. Boundary lines of adjacent tracts of land, showing owners of record;
   g. A key or vicinity map at a scale of one inch equals four hundred feet or less, showing the boundaries of the proposed project and covering the general area within which it is to be located;
   h. A statement of the proposed uses, stating the type and size of residential and non-residential buildings, and the type of business, commercial or industry, so as to reveal the effect of the project on traffic, fire hazards, or congestion of population;

i. Proposed covenants, restrictions, by-laws, or articles of incorporation affecting property owners and/or homeowners associations; and

j. Statement of proposed starting and completion dates for the project, including any proposed phasing and sequencing;

3. Sheet Two (Existing Site Conditions): Note that the General (Preliminary) Drainage Plan information must be incorporated onto this sheet. The following information shall be submitted as part of Sheet Two:

   a. Location, widths, and type of construction of all existing streets, street names, alleys, or other public ways and easements, street classifications as per the Thoroughfare Plan, railroad and utility rights-of-way or easements, parks, wooded areas, trails, cemeteries, watercourses, drainage ditches, designated wetlands, low areas subject to flooding, permanent buildings, bridges, and the locations of all existing stormwater facilities. Storm drains, manholes and other structures shall be located by dimensions on the plans, in relation to surrounding physical features. Show the direction of flow, elevation of inverts, gradient, materials and size of existing storm drains. Other data may be added which is considered pertinent by the commission or the administrator for the subject land. Existing site conditions shall include all land within 300 feet of the proposed project.

   b. Existing water mains, fire hydrants, storm sewers, sanitary sewers, culverts, bridges, and other utility structures or facilities within, adjacent to, or serving the subject land, including pipe sizes, grades, and exact locations, as can best be obtained from public or private records;

   c. Existing contours based in U.S.G.S. datum with intervals of not more than five feet where the slope is greater than 10% and not more than two feet where the slope is less than 10%. Off-site watershed boundary maps can be submitted at an appropriate contour interval sufficient to depict drainage areas and slopes. A benchmark, which is easily accessible and re-locatable, shall be shown. The benchmark shall be determined by use of NAVD 88 datum (vertical), and elevations shall be based on sea level datum; and

   d. The water elevation at the date of the survey of lakes, streams, or designated wetlands within the project or affecting it, as well as the approximate high and low water elevation of such lakes, streams, or designated wetlands. The plan shall also show the contour line of the regulatory flood (100-year flood) elevation and the contour line for the floodway fringe boundary. All elevations shall be based on sea level datum;

4. Sheet Three (Proposed Site Conditions) Note that the General (Preliminary) Drainage Plan information must be incorporated onto this sheet. The following information shall be submitted as part of Sheet Three:

   a. Location, widths, and type of construction of all existing and proposed streets, street names, alleys, or other public ways and easements, railroad and utility rights-of-way or easements, parks, wooded areas, trails, cemeteries, watercourses, drainage ditches, designated wetlands, low areas subject to flooding, permanent buildings, bridges, and other data considered pertinent by the commission or the administrator for the subject land, and within 300 feet of the proposed project;

   b. Existing and proposed water mains, fire hydrants, storm sewers, sanitary sewers, culverts, bridges, and other utility structures or facilities within, adjacent to, or serving the subject land, including pipe sizes, grades, and exact locations, as can best be obtained from public or private records;

   c. Building setback lines, showing dimensions;

d. Full description and details, including engineering calculations, for provision of storm water drainage plans and facilities, including basin mapping. The standard for drainage detention is that the run-off rate of a 100-year post-development event cannot exceed the rate for a 10-year pre-development event;
e. Internal and perimeter sidewalk system/pedestrian circulation plan; and
f. Proposed contours with intervals of not more than five feet where the slope is greater than 10% and not more than two feet where the slope is less than 10%. The plan shall also show the contour line for the floodway fringe boundary.
g. Show the location and detail plans for all trash dumpsters.

5. Sheet Four (Erosion Control Plan) – not required with this submittal erosion control plan shall be required as part of secondary plat submittal.
6. Sheet Five (Landscape Plan) – not required with primary plat submittal; landscape plan shall be required as part of secondary plat submittal.
7. Sheet Six (Plat-like dedication sheet, if necessary) – not required with this submittal; plat-like dedication sheet shall be required as part of secondary plat submittal.
8. Sheet Seven (Storm Plan and Profile) – not required with this submittal storm plan and profile shall be required as part of secondary plat submittal.
9. Standard Detail Sheets – not required with this submittal; standard detail sheets shall be required as part of secondary plat submittal.

Sec. 10-506 Review and Approval Process.

20.07.01. Technical Review Committee.

At such time as the documents required in paragraph 3.02.04 have been submitted in proper form and numbers, the applicant will be notified of the time and date of meeting with the Technical Review Committee. For Primary Plats, the Technical Review Committee shall meet prior to the Plan Commission meeting at which the subdivision plat or other development plan is to have "Primary Hearing". For secondary plats, the Technical Review Committee shall meet prior to action being taken by the Plan Commission or designated official. The committee shall review the design and construction aspects of the proposed development or subdivision with emphasis placed on public improvements, utilities, drainage, and related standards of the Zoning and Subdivision Ordinances of the City. The Committee shall then submit its review comments in writing to the Plan Commission, or the designated official, where applicable. For Primary Plats, the applicant may make the recommended revisions to the plans before said plans are submitted to the Plan Commission at the primary public hearing, however, such revisions are considered voluntary. For Secondary Plats, if the Plan Commission, or designated official (where applicable), adopts the recommendations of the Technical Review Committee, all revisions must be made to the secondary plat before final approval is granted.

20.07.02. "Primary" Public Hearing.

The Plan Commission shall hold the primary public hearing for a subdivision plat not less than 10 days following proper submittal by the applicant. After the Plan Commission has reviewed the primary plan, Technical Review Committee report, other agency reports, and heard testimony submitted at the public hearing, the Commission shall then advise the applicant of its findings within 45 days of the hearing. If not approved within this time limit it is deemed automatically approved.

20.07.03. Written Finding of Facts -- Primary Plat.

1. If "primary approval" is granted the plat, then the Plan Commission shall:
   a. render its findings and decision in writing on the Notice of Determination form and
   b. it shall be signed by the "Designated Official".
2. If approval is denied at primary hearing, then the Plan Commission shall:
   a. state its finding in writing on the Notice of Determination form, citing the reasons for denial,
   b. the findings must be signed by the "Designated Official", and
   c. presented to the applicant.

   If primary approval is denied, the applicant shall correct all deficiencies noted by the Plan Commission prior to re-submitting for primary approval.

20.07.04. Period of Remonstrance.

"Secondary" approval may be granted by the Plan Commission no sooner than 15 calendar days following official notice of primary approval. During such period, an applicant or other interested party may appeal to the Plan Commission the primary approval or disapproval of a plat or the imposition of a condition on primary approval. The primary approval or disapproval of a plat by the Plan Commission or the imposition of a condition on primary approval is a final decision of the Plan Commission that may be appealed to the Johnson County Circuit Court.

20.07.05. Prerequisites for Filing Secondary Application.

Following primary approval by the Plan Commission, and prior to applying for secondary approval, the applicant shall complete the following requirements and obtain the following approvals, and submit same along with the secondary application:

1. Submit the take-off sheets for estimates for the financial guarantees for the public (and private when applicable) improvements.
2. Submit to the City Engineer the proposed dollar amounts for the financial guarantee for the required public improvements;
3. Satisfy any other conditions of primary approval as required by the Plan Commission.
4. Submit written documentation of the following, when applicable:
   a. Utility encroachment approvals;
   b. Johnson County Drainage Board approval and approval of the General (Preliminary) Drainage Plan by the City Engineer;
   c. Other local, state, and federal approvals, including other City boards, commissions, or departments;
   d. Outside reviews as required by the City.

<u>Contents of Secondary Plat.</u>

The secondary plat shall show all items required for the primary plat, as listed in Section 10-503.

20.07.07. Contents of Final Development and Construction Plans.

All final development and construction plans shall be submitted under the seal and signature of a qualified professional licensed in the state of Indiana. All sheets shall be 24" x 36" size drawn to scale at a minimum 1"=50' and a maximum 1"=10' with the exception of the maps on Sheet One, unless otherwise approved by the City Engineer. Plans submitted for review shall observe the following format:

1. All sheets shall contain the following information:
   a. The proposed name by which the project shall be legally and commonly known;
   b. Date of survey, scale, and north point;
   c. All lots or outlots intended for sale or lease shall be designated with boundary lines and numbered or labeled for identification purposes;
   d. Private parks, common areas, or excluded parcels shall be designated as such and clearly labeled on the plans;
   e. Such other information as may be deemed necessary for proper review of the primary plat by the administrator, city engineer, or commission; and
   f. All necessary reference points tying the subject property to the appropriate section corners.
   g. Each sheet shall be sealed and signed by the professional preparing the drawings.
   h. All sheets shall be tied to state plane coordinates for horizontal and vertical controls.
2. Sheet One (Title Sheet). The following information shall be submitted as part of Sheet One:
   a. Full legal description with sufficient reference to section corners and boundary map of the subject project, including appropriate benchmark references;
   b. Name of the Project;
   c. Name and address of the owner, developer, and person who prepared the plans;
   d. Total acreage within the project and the number of residential dwelling units or the gross square footage of non-residential buildings whichever is applicable;
   e. Existing zoning of the subject land and all adjacent lands;
   f. Boundary lines of adjacent tracts of land, showing owners of record;
   g. A key or vicinity map at a scale of one inch equals four hundred feet or less, showing the boundaries of the proposed project and covering the general area within which it is to be located;
   h. A statement of the proposed uses, stating the type and size of residential and non-residential buildings, and the type of business, commercial or industry, so as to reveal the effect of the project on traffic, fire hazards, or congestion of population;
   i. Proposed covenants, restrictions, by-laws, or articles of incorporation affecting property owners and/or homeowners associations; and
   j. Statement of proposed starting and completion dates for the project, including any proposed phasing and sequencing;
3. Sheet Two (Existing Site Conditions) Note that the Detailed (Final) Drainage Plan information must be incorporated onto this sheet. The following information shall be submitted as part of Sheet Two:
   a. Location, widths, and type of construction of all existing streets, street names, alleys, or other public ways and easements, street classifications as per the Thoroughfare Plan, railroad and utility rights-of-way or easements, parks, wooded areas, trails, cemeteries, watercourses, drainage ditches, designated wetlands, low areas subject to flooding, permanent buildings, bridges, and the locations of all existing stormwater facilities. Storm drains, manholes and

other structures shall be located by dimensions on the plans, in relation to surrounding physical features. Show the direction of flow, elevation of inverts, gradient, materials and size of existing storm drains. Other data may be added which is considered pertinent by the commission or the administrator for the subject land. Existing site conditions shall include all land within 300 feet of the proposed project.

b. Existing water mains, fire hydrants, storm sewers, sanitary sewers, culverts, bridges, and other utility structures or facilities within, adjacent to, or serving the subject land, including pipe sizes, grades, and exact locations, as can best be obtained from public or private records;

c. Existing contours based in U.S.G.S. datum with intervals of not more than five feet where the slope is greater than 10% and not more than two feet where the slope is less than 10%. Off-site watershed boundary maps can be submitted at an appropriate contour interval sufficient to depict drainage areas and slopes. A benchmark, which is easily accessible and re-locatable, shall be shown. The benchmark shall be determined by use of NAVD 88 datum (vertical), and elevations shall be based on sea level datum; and

d. The water elevation at the date of the survey of lakes, streams, or designated wetlands within the project or affecting it, as well as the approximate high and low water elevation of such lakes, streams, or designated wetlands. The plan shall also show the contour line of the regulatory flood (100-year flood) elevation and the contour line for the floodway fringe boundary. All elevations shall be based on sea level datum;

4. Sheet Three (Proposed Site Conditions) Note that the Detailed (Final) Drainage Plan information must be incorporated onto this sheet. The following information shall be submitted as part of Sheet Three:

a. Location, widths, grades and type of construction of all existing and proposed streets, street names, alleys, or other public ways and easements, railroad and utility rights-of-way or easements, parks, wooded areas, trails, cemeteries, watercourses, drainage ditches, designated wetlands, low areas subject to flooding, permanent buildings, bridges, and other data considered pertinent by the commission or the administrator for the subject land, and within 300 feet of the proposed project;

b. Existing and proposed water mains, fire hydrants, storm sewers, sanitary sewers, culverts, bridges, and other utility structures or facilities within, adjacent to, or serving the subject land, including pipe sizes, grades, and exact locations, as can best be obtained from public or private records;

c. Building setback lines, showing dimensions;

d. Full description and details, including engineering calculations, for provision of storm water drainage plans and facilities, including basin mapping. The standard for drainage detention is that the run-off rate of a 100-year post-development event cannot exceed the rate for a 10-year pre-development event;

e. Internal and perimeter sidewalk system/pedestrian circulation plan; and

f. Proposed contours with intervals of not more than five feet where the slope is greater than 10% and not more than two feet where the slope is less than 10%. The plan shall also show the contour line for the floodway fringe boundary.

g. Show the location and detail plans for all trash dumpsters.

5. Sheet Four (Erosion Control Plan). The following information shall be submitted as part of Sheet Four:

a. Location, widths, and type of construction of all existing and proposed streets, street names, alleys, or other public ways and easements, railroad and utility rights-of-way or easements,

parks, wooded areas, trails, cemeteries, watercourses, drainage ditches, designated wetlands, low areas subject to flooding, permanent buildings, bridges, and other data considered pertinent by the commission or the administrator for the subject land, and within 300 feet of the proposed project;

b. Proposed contours with intervals of not more than five feet where the slope is greater than 10% and not more than two feet where the slope is less than 10%.

c. Details of terrain and area drainage, including the identity and location of watercourses, intermittent and perennial streams, receiving waters, and springs, and the total acreage of land that will be disturbed.

d. The direction of drainage flow and the approximate grade of all existing or proposed streets.

e. Detailed plans and locations of all surface and subsurface drainage devices, walls, dams, sediment basins, storage reservoirs, and other protective devices to be constructed with, or as part of, the proposed project, together with a map showing drainage area, the complete drainage network, including outfall lines and natural drainage ways which may be affected by the proposed development, and the estimated runoff of the area served by the drains.

f. A description of the methods to be employed in disposing of soil and other material that is removed from the grading site, including the location of the disposal site.

g. Measures for soil erosion and sediment control which must meet of exceed the methods and standards adopted by the Indiana Department of Natural Resources and/or set forth in the Indiana Handbook For Erosion Control in Developing Areas and which must comply with the design principles, performance standards, and requirements set forth in this chapter.

h. A schedule of the sequence of installation of planned erosion and sediment control measures as related to the progress of the project, including the total area of soil surface that is to be disturbed during each stage, the anticipated starting and completion dates, and a schedule for the maintenance of such measures.

i. Include the following notes on the sheet:

   i. "All erosion control practices shall be in accordance with the IDNR "Indiana Handbook For Erosion Control In Developing Areas" dated October 1992 and the SCS "Field Office Technical Guide."

   ii. "The City Engineer has the right to require additional erosion control measures in the field as conditions warrant."

j. Copies of the letter of intent and response from the Johnson County Soil and Water Conservation District office for Rule 5 compliance, when required.

k. Any other information reasonably required by the commission or administrator to properly evaluate the plan.

6. Sheet Five (Landscape Plan). A landscape plan shall conform to the following requirements:

   a. It is recommended that the landscape plan be prepared by a landscape architect, nurseryman, or other professional experienced in landscape design and the installation and care of plant materials. The name and address of the plan preparer shall be included on the plan;

   b. All plans shall show the entire lot to scale;

   c. Show the location and dimensions of all existing and proposed structures, parking lots and drives, roadways and right-of-way, sidewalks, bicycle paths, ground signs, refuse disposal areas, bicycle parking areas, freestanding electrical equipment, recreation facilities, utility lines and easements, freestanding structural features, and other landscape improvements, such as earth berms, walls, fences, screens, sculptures, fountains, street furniture, lights and courts or paved areas;

d. The location, quantity, size, and name – both botanical and common – of all proposed planting materials;
e. The location, size and common name of existing trees and individual shrubs, areas of dense trees or shrubs, and other natural features, indicating which are to be preserved and which are to be removed;
f. The approximate location and generic identification of existing structures and plant materials within the yard of adjoining properties;
g. Existing and proposed grading of the site, including proposed berming, indicating contours at no more than two-foot intervals;
h. Specification of the type and boundaries of all proposed vegetative ground cover;
i. Design of fences and other significant accessory structures;
j. The location of barriers to be placed at or beyond the drip line of any trees to be preserved, and the type of material to be used for the barrier;
k. Planting and installation details as necessary to ensure conformance with all required standards;
l. Details indicating specific grading measures or other protective devices where trees are to be preserved in areas of cut and fill; and
m. A tabulation clearly displaying the relevant statistical information necessary for the Plan Commission to evaluate compliance with the provisions of this ordinance.

7. Sheet Six (Plat-like dedication sheet, if necessary). The following information shall be submitted as part of Sheet Five if a plat-like dedication document for easements and rights-of-way is deemed necessary by the Plan Commission or its authorized designee:
   a. Parcels of land proposed to be dedicated or reserved for public use, or reserved for common use of all property owners within the project, with the proposed conditions and maintenance requirements, if any, shall be designated as such and clearly labeled on the plans;
   b. Radii, internal angles, points of curvature; tangent bearings and lengths of all arcs, chord, and chord bearings; and
   c. Accurate location of all survey monuments erected, corners and other points established in the field in their proper places.
8. Sheet Seven (Storm Plan and Profile). For all pipe, a storm drain plan and profile shall be submitted. The plan shall be shown on the upper portion of the drawing. The plan, generally, shall be drawn on a scale that is clear and legible and not greater than 1"=50'. The plan shall show appropriate right-of-way and easement limits. The profile shall be shown under the plan and shall extend a sufficient distance downstream of the outlet to allow any pertinent information concerning the outfall channel to be shown. All invert elevations and pipe slopes shall be listed. For each pipe, the length, size, material and class shall be annotated on the profile sheet near the dimension line. Detail title and/or number references shall be called out on the profile plan.

   The storm drain and inlet profile shall generally be drawn on a scale of 1"=50' horizontal and 1"=5' vertical. Where a storm drain is located inside the limits of an existing or proposed pavement or shoulder, the centerline grade of the road shall be shown. Where a storm drain is located outside pavement or shoulder, the existing ground over the storm drain with proposed grading shall be shown. If the storm drain is to be constructed on fill, the profile of the undisturbed earth, at the storm drain location shall be shown. All utility locations at intersections with the storm drain shall be shown.

a. Size of pipe or channel cross-section.
b. Pipe or channel invert's slope in percent.
c. Material and roughness coefficient.
d. Flowing velocities in feet per second.
e. Design capacity in cubic feet per second.

9. Standard Detail Sheets. Standard detail sheets as adopted by the Greenwood Board of Public Works and Safety, shall be included as part of the submittal.

20.07.08. "Secondary" Approval.

The Plan Commission or its "Designated Official" may grant secondary approval and issue a Notice of Determination of Secondary Plat/Plan Approval only after the following requirements have been satisfied:

1. Conditions and requirements set forth by the Plan Commission for primary approval;
2. Submittal of
   a. the final revised secondary plat in which contents and form comply with this ordinance,
   b. general development plans, and
   c. final construction plans.
3. Required Performance Guarantees and inspection/testing agreement have been submitted and approved by the BPWS. Posting of performance guarantee for erosion control shall be mandatory prior to issuance of a land alteration permit.
4. Detailed (Final) Drainage Plans have been submitted to and written approval obtained from the Office of the City Engineer (as granted by the Greenwood Board of Public Works and Safety). The Plan Commission shall establish in its written Rules of Procedure the manner in which Secondary Approval is to be administered.

20.07.09. Applicability to a PUD.

Following adoption of an ordinance by the Common Council providing for a planned unit development, the procedure for platting within such districts shall be the same as that prescribed for subdivisions in this Article and in compliance with the procedures and regulations set forth in Article 20 of the Greenwood Municipal Code.

20.07.10. Land Alteration Permit.

A Land Alteration Permit to begin site development may be granted by the Planning Department office provided that:

1. The applicant has fulfilled all requirements of Paragraph (h) above and received Secondary Approval from the Designated Official;
2. The applicant has filed with the Planning Department office copies of the final revised secondary plat, and final development and construction plans.

20.07.11. Complete Installation of Improvements.

Residential Subdivisons. Infrastructure improvements, whether public or private, including but not limited to streets, curbs, manholes, catch basins, swales, storm and sanitary sewers, off-site or area

drainage, street signs, survey monumentation, and park and recreation facilities, shall be installed and accepted by the Board of Public Works and Safety prior to the recording of the Secondary Plat or issuance of Improvement Location Permits (Building Permits) for single-family or two-family residential subdivision. Erosion control measures need to be in place, but need not be green and growing if installed outside the normal growing season. Erosion control shall be covered by a performance guarantee until such time that 85% of the lots have been built upon.

Commercial or Industrial Subdivisons. For commercial or industrial subdivisions the developer shall have the option of posting performance guatantees with the Board of Public Works and Safety and recording of the Secondary Plat prior to the installation of the associated infrastructure improvements. (Ord. No. 05-10, §4, 8-15-05)

DIVISION IV.

PROVISIONS FOR COMPLETION & MAINTENANCE OF IMPROVEMENTS

Sec. 10-507 Financial Guarantee Requirements.

20.08.01. Board of Public Works and Safety Approval.

The developer shall submit separate financial guarantees for each public or private improvement. The financial guarantees shall be in the form and amount prescribed by the City of Greenwood. Once the form and amounts of a financial guarantee have been officially approved, said financial guarantee shall be filed with the Board of Public Works and Safety or its designee. The authority for administration and enforcement of said financial guarantee shall then lie with the Greenwood Board of Public Works and Safety.

20.08.02. Types of Performance Guarantees.

The following types of performance guarantees may be filed with the City of Greenwood:

1. Insurance Bond - The Insurance Bond must be securable to the City of Greenwood in the amount equivalent to 110% of the estimated cost of completion of the required public improvements.
2. Letter of Credit - The Letter of Credit must be irrevocable on behalf of the applicant and securable to the City of Greenwood in an amount equivalent to 110% of the estimated cost of completion of the required public improvements. In the event an irrevocable letter of credit is utilized, it shall be written for a maximum length of one year, but shall be automatically renewed for additional one-year periods. The Board of Public Works and Safety shall after a period of 10 months determine if the public improvements have been accepted for maintenance by the governmental unit have jurisdiction over the public improvement. If they have not been accepted, the Board shall so notify the developer of intent to secure the funds and then commence procedures to secure the funds pledged by such letter of credit. At its discretion the Board of Public Works and Safety may grant an extension for such period fixed by the Board, not to exceed one year. In which case the subdivider shall file with the Board a new letter of credit for the period so fixed. The Board may require the filing of a financial statement in determining whether or not to accept a Letter of Credit.

3. Certificate of Deposit - The certificate of deposit must be made out to the City of Greenwood and the developer, in an amount equivalent to 110% of the cost of completion of the required public improvements. All interest accrued on the certificate of deposit shall be payable to the applicant.
4. Miscellaneous – Other types of financial guarantees may be used, if approved by the Board of Public Works and Safety.

NEXT PAGE IS THIS BOOK IS 1089.20

20.08.03. Force and Forfeiture of Performance Guarantee / Time Limit for Installation of Improvements.

A performance guarantee shall be deemed by the City of Greenwood to be in full force and effect until such time said guarantee is released by official action and written notice by the Greenwood Board of Public Works and Safety. Any public improvements must be completed and accepted within two years of secondary approval (the date the Notice of Determination of Secondary Approval is issued), unless an extension of time is granted by official action of the Board of Public Works and Safety. Failure to complete improvements within said time limits may result in forfeiture of financial guarantee without additional notice to financially responsible party to secure completion of said improvements.

20.08.04. Performance Guarantee Released/Maintenance Guarantee Received.

1. Upon completion of the public improvements within a subdivision or development (or sections thereof), the developer shall request inspection of construction improvements and release of performance guarantee by the City. Upon receipt of such request the Board of Public Works and Safety shall instruct the City Engineer and other appropriate city representatives to inspect said improvements and submit recommendations to the Board of Public Works and Safety. Any deficiencies found in the design and workmanship of public improvements shall be corrected by the developer prior to release of the performance guarantee. At such time as the public improvements are acceptable to the Board of Public Works and Safety, the Board shall release the performance guarantee in lieu of the three-year maintenance guarantee. The amount of the maintenance guarantee shall be equal to or greater than 20% of the corresponding performance guarantee. Performance guarantees may only expire in months of April through November. Improvements shall only be accepted in the months of April through November.
2. Performance guarantee for erosion control shall remain in full force and effect until such time that 85% of the lots have been built upon.

20.08.05. Record Drawings Required.

As a condition for release of a performance guarantee, the developer shall submit to the City Engineer two complete sets of record drawings of all public improvements covered by said guarantee. Final record drawings shall not be accepted until the Board of Public Works and Safety accepts the improvements. Record drawings shall be initially submitted as paper copies, while the final record drawings shall be submitted as original Mylar copies, and in an electronic format compatible with the City of Greenwood's database.

20.08.06. Types of Maintenance Guarantees.

Maintenance guarantees shall be of one of the forms as deemed acceptable for financial guarantees in Section 10-505 (C) above.

20.08.07. Release of Maintenance Guarantee.

Maintenance guarantees may only expire in months of April through November. Improvements shall only be accepted in the months of April through November.

NEXT PAGE IN THIS BOOK IS 1089.21

At least 60 days prior to the expiration date of a maintenance guarantee it shall be the responsibility of the developer to make a written request to the Board of Public Works and Safety for final inspection and full acceptance of responsibility of the public improvement. Failure to comply will result in immediate forfeiture of guarantee. Upon receipt of such request the Board of Public Works and Safety shall instruct the City Engineer and other appropriate representatives to inspect said improvements and submit recommendations to the Board of Public Works and Safety. Any deficiencies found in the workmanship or materials shall be corrected by the developer prior to release of the maintenance guarantee. At such time as the improvements are acceptable to the Board of Public Works and Safety, the Board shall release the maintenance guarantee and the city thereby assumes full and permanent responsibility for maintenance of the public improvement.

20.08.08. Official Board Action Required.

Construction and maintenance of a public improvement shall be deemed as the full responsibility of the developer until said public improvement is accepted by official action and written notice by the Greenwood Board of Public Works and Safety. Expiration of a maintenance guarantee does not relieve a developer from the responsibility of having the public improvements meet city standards and specifications prior to official acceptance by the city.

Sec. 10-508 General Inspection Procedures.

20.09.01. Execution of Contractual Agreement.

As a condition for secondary approval the developer shall enter into a contractual agreement with and as prescribed by the Board of Public Works and Safety to provide for the inspection and testing services in accordance with the standards and procedures of this ordinance, and subject to terms, conditions, and amendments as may be imposed by the Board of Public Works and Safety.

20.09.02. Duties and Powers of Inspectors.

The City Engineer or his designated representative shall be responsible for adequate inspection and review of all public improvements constructed within the jurisdiction of the City of Greenwood. Private improvements (including, but not limited to, drainage, streets, grading, erosion) are also subject to inspection when they have the potential to impact adjacent property. Inspector shall perform, but not necessarily be limited to the following duties:

1. monitor work being performed to insure that it complies with the standards and specifications of this ordinance;
2. maintain an accurate log of his inspections and findings;
3. issue directives or stop-work orders when necessary to assure compliance with this ordinance; and
4. make reports to the Board of Public Works and Safety when necessary or when requested.

20.09.03. Installation and Inspection of Improvements.

Improvements shall be installed per approved plans. The developer shall be responsible for notifying the City Engineer for inspection of all improvements at least two working days in advance.

1. Street Sub-Grade: When the sub-grade has been graded to proper elevation and compacted in compliance with City specification, the developer shall request inspection. The developer shall not proceed with any stoning or paving until having received approval to proceed from the inspector.
2. Street Sub-Base: When the stone sub-base has been graded and compacted in compliance with City specifications the developer shall request inspection. The developer shall not proceed with any paving until having received approval to proceed from the inspector.
3. Street Paving: When ready to begin paving the developer shall give the City Engineer at least 48 hours notice so that the inspector may be present during the time of paving.
4. Drainage Roughed-In: When the land has been cut to grade and properly sloped in compliance with the approved plans, then the developer shall request an inspection.
5. Open Trench Storm Sewer Rough-In: When all conduits or storm sewer structures that are to be at or below grade level are in place in the open trench, the developer shall call for an inspection.
6. Open Trench Sanitary Sewer Rough-In: When all conduits or sanitary sewer structures that are to be at or below grade level are in place in the open trench, the developer shall call for an inspection. In addition, the developer shall be responsible for providing the City Engineer with documentation for the appropriate tests and certification as required in this ordinance for sanitary sewers.
7. Block or Street Sections of Sidewalks: If the developer installs sidewalks in relatively large sections such as sections of blocks or streets involving several lots, the developer shall notify the City Engineer for inspection at such time as a given section of sidewalk has been poured and all forms removed. The developer shall not proceed with backfilling or grading until having received approval to proceed from the inspector.
8. Sidewalks on a Lot-By-Lot Basis: If the developer installs sidewalks on a lot-by-lot basis he may perform all work necessary for complete installation of the sidewalk, including backfilling. The City Engineer may make periodic inspections of such sidewalks to assure compliance with standards and specifications. The developer may request a one-time reduction in the amount of the performance guarantee posted, in relation to the amount of sidewalk that has been completed. The Board of Public Works and safety shall rely on the recommendation of the City Engineer when considering this request.
9. Final: When all work for said improvement in a given subdivision (or section thereof) has been completed, and record drawings have been submitted, the developer shall then request a final inspection, before a reduction of the performance guarantee is requested.

DIVISION V.

DESIGN STANDARDS.

Sec. 10-509 General.

In determining whether an application for approval shall be granted, the Plan Commission shall determine that the plat is in accordance with the Comprehensive Development Plan and conforms to the principles and standards required in this portion of the regulations; and whenever the applicable requirements of the zoning ordinance or the requirements of any other governmental unit or agency thereof are higher or more restrictive, those requirements shall control any application for plat approval.

Nothing in this ordinance shall be construed as a rule or regulation that would prevent or restrain the complete use of any material resources by the owner. Due consideration shall be given to the preservation of natural features, including large trees, forests, waterways, scenic and historic points of interest and other community assets.

Land subject to flooding or otherwise uninhabitable shall not be platted for any use or in any manner tending to increase the danger to the public health, safety or welfare.

Sec. 10-510 Urban Design Principles.

20.10.01. General Guidelines.

The quality of design of the urban area is dependent on the quality of design of the individual subdivisions that compose it. Good community design requires the coordination of the efforts of each subdivider and developer of land within the urban area. Therefore, the design of each subdivision shall be prepared in accordance with the principles established by the Comprehensive Development Plan for land use, circulation, community facilities and public utility services and in accordance with the following general principles:

1. It is intended that the urban area shall be designed as a group of integrated residential neighborhoods and appropriate commercial and industrial and public facilities. The neighborhood, as a planning unit, is intended as an area principally for residential use. Space for religious, recreational and educational facilities to serve the residents of the neighborhood should be provided and designed as an integral part of each neighborhood.
2. The size of lots and blocks and other areas for residential, commercial, industrial and public uses should be designed to provide adequate light, air, open space, landscaping and off-street parking and loading facilities.
3. The arrangement of lots and blocks and the street system should be designed to make the most advantageous use of topography and natural physical features. Tree masses and large individual trees should be preserved. The system of sidewalks and roadways and the lot layout should be designed to take advantage of visual qualities of the area.
4. Circulation within the urban area shall be provided in accordance with the following design criteria:

a. Each subdivision should provide for the continuation of all arterial streets and highways as shown on the Comprehensive Thoroughfare Plan Map. Arterial streets should be located on the perimeter of the residential neighborhood.
b. Minor streets should be designed to provide access to each parcel of land within a subdivision or development, to adjoining undeveloped tracts, and in a manner that will discourage use by through traffic. They should be planned so that future urban expansion will not require the conversion of minor streets to arterial routes.
c. Collector streets should be designed to provide a direct route from other minor streets to the major street expressway system. Each subdivision shall provide for the continuation of collector streets as shown on the Comprehensive Thoroughfare Plan Map.
d. Ingress and egress to residential properties should be provided only to minor and collector streets.
e. Pedestrian ways should be separated from roadways used by vehicular traffic and to provide anticipated pedestrian traffic within all residential building sites with access to neighborhood facilities, such as schools, parks and playgrounds, churches and shopping centers. An internal trail system shall be provided to connect common areas to the public sidewalks within the subdivision as well as to connect to perimeter sidewalk and trail systems.

5. Minimum standards for development are contained in the zoning ordinance, the building code and in these regulations. However, the Comprehensive Development Plan expresses policies designed to achieve an optimum quality of development in the urban area. If only the minimum standards are followed, as expressed by the various ordinances regulating land development, a standardization of development will occur. This will produce a monotonous urban setting. Subdivision design should be of a quality to carry out the purpose and spirit of the policies expressed in the Comprehensive Development Plan and in these regulations rather than be limited to the minimum standards required herein.

Sec. 10-511 Subdivision Design Standards.

20.11.01. Streets.

The arrangement, character, extent, width, grade and location of all streets shall conform to all of the elements of the Comprehensive Thoroughfare Plan Map.

1. Major streets and collector streets shall be planned to conform with the Comprehensive Thoroughfare Plan Map.
2. Whenever a subdivision abuts or contains an existing or proposed major street, the Plan Commission may require service streets, reverse frontage with screen planting contained in a non-access reservation along the rear property line deep lots, or such other treatment as may be necessary for adequate protection of residential properties and to afford separation of through and local traffic. The Plan Commission may require trails along abutting streets or within the subdivision in conformance with the Comprehensive Plan.
3. Residential and cul-de-sac streets shall be laid out so that their use by through traffic will be discouraged.
4. Where a subdivision borders on or contains a railroad right-of-way or limited access highway right-of-way the Plan Commission may require a street approximately parallel to and on each side of such right-of-way at a distance suitable for the appropriate use of the intervening land. Such distances also shall be determined with due regard for the requirements of approach grades and future grades separation structures.

5. Easements providing access to streets shall be prohibited except where their control and maintenance is defined in a manner approved by the Plan Commission.
6. Where the plat to be submitted includes only part of the tract owned or intended for development by the subdivider, a preliminary plan of a proposed future collector street system for the unsubdivided portion shall be prepared and submitted by the subdivider.
7. When a tract is subdivided into larger than normal building lots or parcels, such lots or parcels shall be so arranged as to permit the logical location and opening of future streets and appropriate subdivision, with provision for adequate utility easements and connections for such resubdivision.
8. Street intersections shall not be closer than 150 feet centerline to centerline. This provision does not apply to frontage roads.
9. Street right-of-way widths shall be in accordance with the Comprehensive Development Plan MAP, with the following standards intended as minimum guidelines -- actual street right-of-way widths may be more. Where not designated in the Comprehensive Development Plan MAP, street right-of-way widths, shall be not less than the following:
   a. Major Streets:
      i. Arterial - 120 feet minimum
      ii. Primary - 100 feet minimum
      iii. Secondary - 80 feet minimum
   b. Minor Streets:
      i. Collector - 70 feet minimum
      ii. Residential Service - 60 feet minimum
      iii. Cul-de-sac - 60 feet minimum
10. The grades of all streets shall not exceed the following, except where unusual topographic conditions justify in the opinion of the Plan Commission, a modification of these standards.
    a. Major Streets:
       i. Arterial - 5%
       ii. Primary - 5%
       iii. Secondary - 7%
    b. Minor Streets:
       i. Collector - 10%
       ii. Residential Service - 10%
       iii. Cul-de-sac - 10%

       The minimum street grade shall not be less than 0.5%.
11. The horizontal and vertical alignment for all streets shall conform to the following:
    a. Horizontal Alignment - center line radius

Major Streets (40mph design speed)	
Arterial	Refer to AASHTO Design Tables
Primary	Chapter 3 – Elements of Design
Secondary	(Superelevation 0.08)

Minor Streets	
Street	*Minimum Radius (no super)*
Collector	150 feet
Local	150 feet
Cul-de-sac	100 feet

(Ord. No. 06-24, § 15, 9-18-06)

b. Vertical Alignment – minimum k-value for sag and crest vertical curves. Sight distance for vertical alignment shall be determined by measuring from a point 4.0 feet above the roadway surface along a line of sight to a point 4.0 inches above the roadway surface.

Major Streets			
Street	*Design Speed*	*AASHTO k-value Sag Crest*	
Arterial	40 mph	60	60
Primary	40 mph	60	60
Secondary	40 mph	60	60

Minor Streets		
Street	*AASHTO k-value Sag Crest*	
Collector	40	30
Local	40	30
Cul-de-sac	30	20

(Ord. No. 06-24, § 15, 9-18-06)

12. The paved width of all streets shall be adequate to serve the existing and future estimated traffic load for the facility. Lane widths for streets shall be as follows:
    a. All major streets shall have lanes for traffic movement of not less than 11 feet or more than 12 feet in width, and lanes for parallel parking or emergency stopping of not less than 10 feet in width.
    b. All minor streets shall have lanes for traffic movement of not less than 10 feet or more than 12 feet in width and lanes for parallel parking of not less than eight feet in width.
13. A cul-de-sac should street shall not exceed six (600) feet in length, measured from the entrance to the center of the turnaround. The right-of-way radius of the cul-de-sac shall be a minimum of 60 feet. The paved area of the cul-de-sac shall have a minimum radius of 45 feet.
14. Construction of half streets shall be prohibited. However, the plan commission as deemed necessary may require partial right-of-way dedication.
15. The arrangement of streets shall be such as to cause no hardship in the subdividing of adjacent properties. The Plan Commission may require the dedication of street right-of-ways to facilitate the development of adjoining properties or to facilitate future improvement or expansion of streets in accordance with the Comprehensive Development Plan.
16. Permanent dead-end streets shall be prohibited. When permitted, stub streets shall have approved barricades. Right-of-way shall be dedicated to provide for future cul-de-sac turnaround to comply with City of Greenwood Street Standards. Design Standards for streets are illustrated on the Standard Detail Sheets adopted by the Board of Public Works and Safety.

17. Vehicular Traffice shall be protected from bodies of water and from topographic or geologic hazards, including, but not necessarily limited to, streams, lakes, detention ponds, ditches, ravines, rock outcrops, hillsides, or walls by one of the following:

    a) "W" Beam guardrail to be installed per Indiana Department of Transportation specifications.
    b) Stell Backed Timber Guardrail per U.S. Department of Transportation Federal Highway Administration Bederal Lands Highway Office Standards listed in Section 617 of the Federal Highway Adinistration Website or approved equal as supplied by the Cor-Tenn Company of Knoxville, Tennessee.
    c) Mounding of Dirt at least eight (8) feet in height with maximum slopes of 3:1.

(Ord. No. 05-10, §6, 8-15-05)

NEXT PAGE INTHIS BOOK IS 1089.27

20.11.02. Alleys.

1. Pavement width.
   a. Two-way traffic. Minimum pavement width shall not be less than 24 feet for alleys designed for two-way traffic.
   b. One-way traffic. Minimum pavement width shall not be less than 12 feet for alleys designed for one-way traffic.

2. Alley intersections and sharp changes in alignment shall be avoided, but where unavoidable, the corners shall be a minimum 25-foot radius.

3. Permanent dead-end alleys shall be prohibited, but if unavoidable shall be provided with adequate turnaround facilities at the dead-end, as determined by the Plan Commission.

4. Alley pavement cross-section shall meet or exceed minimum standards and specifications for a residential public street. Performance guarantees and inspection agreement shall be required. Maintenance guarantees shall not be required for privately owned and maintained alleys.

5. Sufficient area shall be provided by either right-of-way or easement along both sides of alleys to allow safe and sufficient maneuvering of vehicles and maintain a clear area of visibility.

20.11.03. Blocks.

1. The lengths, widths and shapes of blocks shall be determined with due regard for the following:
   a. Provision of adequate building sites suitable to the special needs of the type of use contemplated.
   b. Zoning requirements as to lot sizes and dimension.
   c. Needs for convenient access, circulation, control and safety of street traffic.
   d. Limitations and opportunities of topography.
2. Blocks for residential use shall not be longer than 1,200 feet, measured along the centerline of the block. The Plan Commission may require a dedicated common area easement not less than 15 feet in width and paved crosswalk not less than four feet in width to provide pedestrian access across the block.
3. Blocks used for residential purposes should be of sufficient width to allow for two tiers of lots of appropriate depth. Blocks intended for business and industrial use should be of a width suitable for the intended use, with due allowance for off-street parking and loading facilities.

20.11.04. Street Names.

1. Street names and number shall conform to the established pattern in the City and shall be subject to the approval of the Commission.
2. Street names shall not duplicate or too closely resemble, phonetically or in spelling, the name of any existing street within the City of Greenwood or within the service area of the Greenwood Post Office.
3. Streets which are logical extensions or continuations of, or obviously in alignment with, any existing streets, either constructed or appearing on any validly recorded plat shall bear the names of such existing streets.
4. Street names shall be finalized and approved by the Planning Director prior to submission of Secondary Plat.

5. All buildings and premises shall have street numbers clearly marked in characters not less than four inches high, on a contrasting background, clearly visible on the face of the building. When the numbers of a building or of each individual occupancy within a building are not visible from the street or when more than one building is on site or uses an access driveway, provision shall be made to clearly identify which driveway serves the appropriate address, and a sign shall be provided at the street indicating the numbers of the premises served.

20.11.05. Subdivision Names.

Subdivision or project names shall not duplicate or too closely resemble, phonetically or in spelling, the name of an existing subdivision or development project in Johnson County. Subdivision names shall be finalized and approved by the Planning Director prior to submission of Secondary Plat.

20.11.06. Intersections.

1. Street curbs shall be rounded by radii of sufficient length to permit the smooth flow of traffic, but in no case shall said curb radii be less than 25 feet for minor streets, or a minimum of 40 feet for major streets and subdivision entrances.
2. Street intersections shall be as nearly at right angles as is possible, and no intersection shall be at an angle of less than 60 degrees.
3. Street intersections shall be designed to avoid the simultaneous intersection of more than two streets carrying traffic from more than four directions.

20.11.07. Sight Distance at Intersections.

The following paragraphs shall be required as a provision of the covenants of all secondary plats.

1. No fence, wall, hedge, tree or shrub planting or other similar item which obstructs sight lines at elevation between 2.5 and 8 feet above the street, shall be permitted to remain on any corner lot within the triangular area formed by the street right-of-way lines and a line connecting points 25 feet from the intersection of said street lines (25 feet for minor streets and 50 feet for arterial streets), or in the case of a rounded property corner, from the intersection of the street right-of-way lines extended.
2. The same sight line limitations shall apply to any lot within 10 feet from the intersection of a street right-of-way line with the edge of a driveway pavement or alley line. No driveway shall be located within 70 feet of the intersection of two street centerlines. If the available distance is less than 70 feet, the driveway shall be located at the greatest distance from the intersection of street centerlines.

20.11.08. Lots.

Subdivision lots shall be adequate for the type of development and land use proposed, and shall be in conformity with zoning ordinance provisions applicable thereto.

1. A developer may request, at the time of submittal of a preliminary plat, use of the "20/20" option in accordance with Greenwood Zoning Ordinance No. 82-1. This option allows 20% reduction of the lot area and lot width requirements for a maximum of 20% of the total number of lots. Such

reduced lots must be so noted on the primary plat plans. The "20/20" option shall not be applied to R-2B residential zoning districts or in Zero Lot Line subdivisions.

2. Whenever individual sewage or water systems are authorized, increased lot areas may be required in order to insure the public welfare against health hazard.
3. The lot size, width, depth and shape, grade, location and orientation, shall be in proper relation to street and block design and to existing and proper topographical conditions.
4. Every lot or parcel shall have sufficient frontage and access to a public street designated, designed and improved in accordance with the terms of this ordinance, provided, however, the Commission may modify this requirement to include a private street. Frontage for lots facing a cul-de-sac turnaround shall be as approved by the Plan Commission.
5. As a general principle:
   a. Side lot lines shall be approximately at right angles or radial to street lines.
   b. Corner lots shall be of sufficient size to permit required building setback and orientation to both streets.
   c. Excessive lot depth in relation to width, or more than a proportion of 3.5 to 1, shall be avoided
   d. Lots shall be graded to provide positive drainage away from building sites.
   e. Lot driveways shall be so located, designed, and constructed as to provide a reasonable sight distance at intersections of a car behind the right-of-way line.
   f. Where difficult problems of driveway curvature and excessive grades are likely to be present, the subdivider shall submit for Commission approval the details of driveway location and grade before lot lines and building sites are finally determined.
   g. Double frontage and reverse frontage lots shall not be permitted, except where the purpose according to this ordinance is to buffer residential development from adverse influences or to minimize the number of intersections with arterial streets. A screen planting buffer strip, across which there shall be no right of access, shall be provided along the lot lines adjoining such adverse influence.

20.11.09. Building Lines.

1. The setback provisions of the zoning ordinance applicable to said area proposed to be platted shall regulate building setback lines on lots.
2. There shall be a minimum 10-foot separation between the edge of any utility or drainage easement and the front or back wall of any structure.

20.11.10. Easements and Dedications.

1. Where alleys are not provided, easements not less than 15 feet in total width (minimum 7 ½ feet each side) shall be provided along each rear lot line, and along side lot lines where necessary, for use by public and private utilities where it is deemed necessary. Larger easements may be required for storm or sanitary sewer lines.

20.11.11. Sidewalks and Pathways.

Sidewalks and Pathways shall be labeled upon the improvement plans and installed by the subdivider in subdivisions, as follows: (Ord. No. 06-24, § 15, 9-18-06)

1. Sidewalks and Pathways shall be installed in all subdivisions, according to the following:
   a. Along both sides of all streets within the subdivision, in which case the outside edge of sidewalks and pathways shall normally be placed a minimum of one ft. from the right-of-way line, and the area between the sidewalk and curb or street pavement shall constitute a grass strip. Sidewalks shall be placed a minimum of six (6) feet from curb except on cul-de-sac turnarounds they shall be placed a minimum of five feet.
   b. In mid-block locations for purpose of pedestrian circulation, as required by the Commission.
   c. In instances where pedestrian access to schools, parks, or other community facilities is necessary, as required by the Commission.
   d. In a planned unit development sidewalk and pathway location may be adjusted to the pedestrian circulation element of the design, as approved by the Commission.
   e. The Plan Commission shall require sidewalks and pathways along an existing street bordering a subdivision.
   f. The Commission may waive the requirements of this sub-section in instances where a park, railroad, extreme topographical conditions or other unusual conditions make sidewalk and pathway installation difficult on both sides of the street.
   g. Along the streets within a subdivision minimum sidewalk width shall be four (4) feet. Integral sidewalk and curb, which must be chairback or standing curb, shall be five (5) feet in width. Within multi-family residential development and non-residential development said sidewalks shall be of a width determined by the PC. Additional widths may be required by schools, churches, etc. Handicap ramps must be provided at all corners, and mid-block whenever there is an intersection with a perpendicular street. (Ord. No. 06-24, § 15, 9-18-06)
   h. Adjacent to the perimeter of a subdivision (residential and non-residential) the sidewalk along the abutting thoroughfare shall be a minimum width of six (6) feet. (Ord. No. 06-24, § 15, 9-18-06)
   i. Pathways identified in the Comprehensive Plan shall take precedent over standard sidewalk widths and specifications. Where identified, Loop Route pathways shall be minimum ten (10) feet in width and Segment Route pathways shall be minimum eight (8) feet in width. The City Engineer may reduce the width of these pathways due to slope, grade, topography, or other restrictions encountered in the field. (Ord. No. 06-24, § 15, 9-18-06)
2. Minimum sidewalk and pathway width shall be four feet. Integral sidewalk and pathway and curb, which must be chairback or standing curb, shall be five feet in width. In multi-family residential development and non-residential development said sidewalks shall be of a width determined by the Commission. Additional widths may be required by schools, churches, etc. Handicap ramps must be provided at all corners, and mid-block whenever there is an intersection with a perpendicular street.

(Ord. No. 06-24, § 15, 9-18-06)

20.11.12. Public Sites.

All proposed subdivision submitted for Commission approval under the provisions of this ordinance shall allocate adequate areas for park, school, recreational and other public and semi-public sites, wherever necessary in order to conform with the Comprehensive Plan, or as required by the Commission in planned unit development plans. The location, shape, extent and orientation of such areas shall be consistent with existing and proposed topographical and other conditions, and public and semi-public

needs created by said proposed subdivision.

20.11.13. Underground Utilities.

All proposed installations for the transmission of water, sewage, gas, electricity, telecommunications, and storm water and similar facilities providing service to and used by the public shall be installed underground unless otherwise authorized by the City.

20.11.14. Trail Systems.

All proposed subdivisions shall provide for trail systems at two levels:

1. Internal trail system within the subdivision to link common areas with the public sidewalk system and to link to perimeter or abutting regional trails; and
2. Regional trail systems that abut or traverse the subdivision in conformance with the Comprehensive Plan. Although easements across private property may be necessary in some instances, the preferred locations for trails are common areas, public rights-of-way, or easements abutting/paralleling such areas.

20.11.15. Driveways.

1. Residential. Driveways providing ingress and egress for single-family or one side of a two-family dwelling shall not exceed a maximum width of twenty (20) feet within the public street right-of-way (or private street if applicable), excluding turning radii. Turning radii shall not exceed three (3) feet in width on either side of the driveway.
2. Non-Residential. The maximum width for a driveway providing ingress and egress for a non-residential use (office, commercial, industrial, multi-family) shall be determined by the city during the time of review of the plats or the site development plans. The city will consider the type and volume of traffic anticipated, traffic signals required, thoroughfare classification, and other pertinent information regarding each specific location.

(Ord. No. 06-24, § 17, 9-18-06)

DIVISION VI.

IMPROVEMENTS.

Sec. 10-512 General Provisions.

20.12.01. General Provisions.

All improvements shall be designed and installed in accordance with all of the elements of the Comprehensive Development Plan and shall meet the minimum standards established by the Zoning and Subdivision Control Ordinances.

20.12.02. Plan Preparation.

Plans for the improvements herein required shall be prepared and certified by a qualified professional licensed in the state of Indiana. Prints of the proposed plat plan, construction drawings and specifications for all improvements shall be filed with the Plan Commission. One set of "record drawings" and specifications, certified and signed by a professional engineer or land surveyor registered in the State of Indiana shall be filed with the Greenwood Board of Public Works and Safety prior to the acceptance of any improvement installed by the subdivider.

20.12.03. Permanent Markers and Monuments.

1. Elevation Control: Permanent monuments in each subdivision shall be installed to establish elevation control where required by Plan Commission. This marker shall:
   a. Be 4" x 4" x 48" concrete with the top 12" above grade.
   b. Contain the elevation based on U.S.G.S. datum to the nearest one-hundredth of a foot.
   c. Be installed prior to acceptance of maintenance guarantee on that section.
   d. Have its location and elevation of the monument filed with the Board of Public Works and Safety and the office of the City Engineer prior to acceptance of maintenance guarantee on that section.
2. Streets: Permanent markers consisting of steel pipes or pins not less than 3/4 inch in diameter and 18 inches in length shall be installed at:
   a. The intersection of all street centerlines within the plat.
   b. The beginning and ending of all curves in street center lines.
   c. The center point of each cul-de-sac turnaround.

   Street markers shall be at least one inch below finished grade.
3. Plat Boundaries. All outside boundary corners and angle points of the primary plat of each subdivision shall be marked with permanent concrete markers with not less than ¾-inch diameter steel rod 36 inches in length. Top of markers shall be at or up to six inches above final grade.

Sec. 10-513 Streets - General.

20.13.01. Street Improvements.

The subdivider of any subdivision designed to be used for residential, commercial, industrial or other purposes shall layout, grade, and otherwise improve all streets that are designated on the approved plat or that directly serve the subdivision in accordance with the following provisions:

1. The design of an improvement of an intersection of any new street with an existing State or Federal highway shall be in accordance with the specifications of the Indiana State Highway Department.
2. All driveways that connect with city streets shall be constructed in accordance with the standards and regulations of the City of Greenwood.
3. All driveways that connect with Federal or State streets shall be constructed in accordance with the standards and regulations of the Indiana Department of Transportation.
4. Curb and gutters shall conform to Standard Details as per city specifications.
5. In the event that City standards and regulations fail to address a situation, the Indiana Department of Transportation standard specifications and details shall be enforced.
6. Vehicluar Traffic shall be protected from bodies of water and from topographic or geologic hazards, including, but not limited to, streams, lakes, detention ponds, ditches, ravines, rock outcrops, hillsides, or walls by one of the following:
   a) "W" Beam guardrail to be installed per Indiana Department of Transportation specifications.
   b) Steel Bcked Timber Gaurdrail per U.S. Department of Transportation Federal Highway Administration Federal Lands Hgihway Office Standards listed in Section 617 of the Federal Highway Adminstration Website or approved equial as supplied by the Cor-Tenn Company of Knoxville, Tennessee.
   c) Mounding of Dirt at least eight (8) feet in height with maximum slopes of 3:1.

(Ord. No. 05-10, §8, 8-15-05)

20.13.02. Requirements for Private Streets.

It is the intent and purpose of this paragraph to encourage streets and right-of-ways to be dedicated to the proper governmental agency for ownership and maintenance whenever possible. It is a long-range benefit to the entire community for streets and right-of-ways to be owned and maintained publicly rather than privately. There may be, however, situations in which privately owned and maintained streets are a more reasonable alternative. In any development in which private streets are allowed, said streets shall conform to the requirements of this paragraph:

1. A private street shall meet or exceed the minimum width, depth, and other City of Greenwood construction standards and specifications.
2. The right-of-way width of a private street shall not be less than 60 feet.
3. Private streets shall not be permitted which interfere or conflict with the Comprehensive
4. Thoroughfare Plan of the City of Greenwood.
5. Higher street classification standards and specifications (than those in items A and B above) may be applied at the discretion of the Plan Commission if the street is of such length or of such design as to actually serve as a higher classified street.
6. The covenants of a plat shall contain the following statement: "The streets and public right-of-ways shown hereon are to be privately owned and maintained by the homeowners association pursuant to the articles of incorporation of said association. The streets and right-of-ways shown

hereon may become publicly owned and maintained streets only upon the express written consent by the governmental body having jurisdiction."

7. A performance guarantee and inspection agreement shall be executed by the developer with the City of Greenwood. A maintenance guarantee shall not be required for an approved private street.
8. Private streets shall be posted with the appropriate signage so that the street may be identified as a private street.
9. Vehicular Traffice shall be protected from bodies of water and from topographic and geologic hazards, including, but not necessarily limited to, streams, lakes, detention ponds, ditches, reavines, rock outcrops, hillsides, or walls by one of the following:
   a) "W" Beam guardrail to be installed per Indiana Department of Transportation specifications.
   b) Steel Backed Timber Gaurdrail per U.S. Department of Transporation Federal Highway Adminstration Federal Lands Highway Office Standards listed in Section 617 of the Federal Highway Adminstration Website of approbal equal as supplied by the Cor-Tenn Company of Knoxville, Tennessee.
   c) Munding of Dirt at least eight (8) feet in height with maximum slopes of 3:1.

(Ord. No. 05-10, §10, 8-15-05)

NEXT PAGE IN THIS BOOK IS 1089.33

Sec. 10-514 Street Construction Standards.

20.14.01. General.

Construction Standards for reinforced concrete streets and asphaltic concrete streets are illustrated on Standard Detail Sheets adopted by the Board of Public Works and Safety. Note that drawings are for illustrative purposes only. The City Engineer shall provide clarification when necessary. Refer to Section 10-509 for Street Design Standards.

20.14.02. Compliance with Standards.

The Greenwood Board of Public Works and Safety may choose to reject any or all improvements not complying with City of Greenwood Standards.
6
20.14.03. Coring Provisions for Reinforced Concrete Streets and Asphaltic Concrete Streets.

The Board of Public Works and Safety shall, when it seems necessary and prudent, and at the developer's expense, have cores taken from the finished structures, subject to the approval or inspection of said Board, at locations designated by the Greenwood City Engineer or Board of Public Works and Safety to verify construction thickness and quality.

If the average thickness of any concrete structure as disclosed by the coring procedure is less than the required thickness, it shall be grounds for the rejection of the improvements by the Board of Public Works and Safety.

20.14.04. Certification and Affidavit.

Developer and his engineer shall, upon completion of all street construction, prepare sworn affidavits for the Board of Public Works and Safety stating that all construction has been carried out in accordance with the provisions of this section.

Sec. 10-515 Sidewalks.

20.15.01. Sidewalks and Pathways Plan.

A plan for a system of sidewalks shall be prepared that will provide every lot within a residential or commercial subdivision, or portion thereof, with reasonable access to sidewalks connecting with all of the community facilities and commercial enterprises located within or adjacent to the subdivision, and in a manner that will provide convenient pedestrian circulation throughout the neighborhood or area in which the subdivision is located. The Plan Commission may require the construction of sidewalks and pathways to connect with existing or future proposed sidewalks and pathways in areas adjacent to the subdivision where the Plan Commission approves such sidewalk system plan, and in accordance with specifications governing sidewalk construction. (Ord. No. 06-24, § 19, 9-18-06)

20.15.02. General.

Construction Standards for sidewalks are illustrated on the Standard Detail Sheets adopted by the Board of Public Works and Safety. Note that drawings are for illustrative purposes only. The City Engineer shall provide clarification when necessary.

20.15.03. Compliance with Standards.

The Greenwood Board of Public Works and Safety may choose to reject any or all improvements not complying with City of Greenwood Standards.

Sec. 10-516 Water.

20.16.01. Water Mains.

The developer/subdivider shall install water lines and installation shall be in accordance with the Indiana State Board of Health and regulations and requirements of the water utility having jurisdiction.

Water lines used for fire protection shall be a minimum of eight inches or larger. Sizing of water mains shall be reviewed and approved by the Fire Chief or his designee in conjunction with the water utility having jurisdiction. Water mains sizing shall be determined by the required fire flow of the occupancies serviced by such mains. Required fire flow shall be calculated using the National Fire Protection Association Standard on Water Supplies for Suburban and Rural Fire Fighting (NFPA 1231).

Water mains shall be in service prior to issuance of an improvement location permit for the structure.

Sec. 10-517 Fire Protection.

20.17.01. Fire Hydrants.

1. General.
   a. Fire hydrants shall be installed as per the requirements of the water utility having jurisdiction. Quantity and location of hydrants to be determined by the Fire Chief or his designee.
   b. Fire hydrant(s) shall be placed on eight inch or larger water main and outlets 18 inches above finished grade.
   c. Fire hydrants shall be located not more than eight feet from the edge of pavement.
   d. If a temporary water system is to be used, prior approval shall be given by the Fire Chief or his designee.
   e. Fire hydrants out of service shall be covered with a bag indicating "Out of Service".
   f. Fire hydrants shall only be used for Fire Protection, or as so directed by the water utility having jurisdiction.
   g. Fire hydrants shall be kept clear and accessible at all times. There shall be no obstructions of any kind within a four-foot radius of any fire hydrant.
   h. Fire hydrants shall be in service prior to any issuance of an improvement location permit for the structure.

2. Multiple Family, Commercial and Industrial Development. Fire hydrants shall be installed no more than 300 feet apart on a public or private road. When any portion of a building being protected is in excess of 150 feet from a water supply on a public or private road, there shall be provided on site, mains and hydrants capable of supplying the required fire flow as required by the Fire Chief or his designee. Required fire flow shall be calculated in accordance with National Fire Protection Association Standard 1231.
3. Single Family Residential Development. Fire hydrants shall be installed no more than 500 feet apart on a public or private road.
4. Sprinkler Systems or Standpipes. Fire hydrants installed to service sprinkler systems or standpipes shall be installed within 50 feet of Fire Department Connection or as required by the Fire Chief or his designee.
5. Dry Hydrants. Dry hydrants are required to be installed when an available static water supply is available in the development to be used as an additional water supply for fire protection. Dry hydrant(s) are to be placed within eight feet of the roadway and thirty-two inches above grade. The connection is to be a six-inch male connection National Standard Thread with cap. Specifications of required installations are available through the Greenwood Fire Department, Fire Prevention Division.
6. Public and Private Fire Hydrants. Public fire hydrants shall be painted SAFETY YELLOW in accordance with the regulations of the water utility having jurisdiction.

   Private fire hydrants shall be painted per NFPA 291 (Fire Flow Testing and Marking of Hydrants). Barrel to be painted SAFETY YELLOW. The top portion (bonnet) and nozzle caps to be painted with the following color scheme to indicate flow capacity.

Class	**Capacity**	Color
Class AA	1500 gom or greater	Light blue
Class A	1000 gpm to 1400 gpm	Green
Class B	500 gpm to 999 gpm	Orange
Class C	499 gpm or less	Red

   The type and model of fire hydrants to be installed shall be in accordance with the requirements of the water utility having jurisdiction.

20.17.02. Fire Department Access.

A minimum of two means of access shall be provided for:

1. Any subdivision with 50 or more one or two family residential lots.
2. Any development having one or more commercial, multi family, or industrial structures, three stories or greater in height.
3. Any development having three or more commercial, multi family, or industrial structures of any height.

20.17.03. Fire Department Access Roads.

Fire Department or emergency access roads shall be a minimum 20 feet in width, with a minimum 10-inch sub-grade base, and shall be subject to approval by the Fire Chief.

Sec. 10-518 Sanitary Sewers.

20.18.01. General.

The subdivider shall install sanitary sewers as determined by the City. Sanitary sewers shall be installed in compliance with the standards and specifications adopted by the city in the ordinance and written policies of the Greenwood Sanitation Department and Board of Public Works and Safety.

20.18.02. Compliance with Standards.

The Greenwood Board of Public Works and Safety may choose to reject any or all improvements not complying with City of Greenwood Standards.

Sec. 10-519 Storm Water.

20.19.01. Storm Sewers and Drainage.

Storm sewers and drainage shall be provided in accordance with the specifications of the Stormwater Drainage and Sediment Control Ordinance of the City of Greenwood.

20.19.02. Compliance with Standards.

The Greenwood Board of Public Works and Safety may choose to reject any or all improvements not complying with City of Greenwood Standards.

Sec. 10-520 Maintenance & Supervision.

Where the subdivision contains sewers, sewage treatment plants, water supply systems, or other physical facilities necessary or desirable for the welfare of the area, or that are of common use or benefit which are not or cannot be satisfactorily maintained by an existing public agency, provision shall be made which is acceptable to the agency having jurisdiction over the location and maintenance of such facilities for the proper and continuous operation, maintenance and supervision of such facilities.

Sec. 10-521 Traffic Control Devices.

20.20.01. Street Name Signs.

The developer shall install street name signs in accordance with local standards and the Manual on Uniform Traffic Control Devices of Indiana. One sign shall be installed at each intersection and at each point where street names change indicating the name of each street and hundred blocks. Street name signs shall be installed prior to acceptance of the streets in a residential subdivision or primary buildings in a non-residential subdivision or project. The location of street name signs shall be shown as part of the primary plat submittal.

20.20.02. Regulatory Signs.

Speed limit, stop, yield, and other necessary regulatory signs in accordance with the Manual on Uniform Traffic Control Devices of Indiana shall be provided by the developer in the type and quantity approved as part of the development plans. Installation of regulatory signs shall be the responsibility of the developer.

20.20.03. Warning Signs and Other Devices.

The local government having jurisdiction over same shall be responsible for the installation of all warning signs, traffic lights, and other traffic control devices, except when warranted in industrial and commercial areas, the developer and/or owner may be required to pay the cost of traffic signal installation in interconnection. Warning signs and other devices shall be in accordance with the Manual on Uniform Traffic Control Devices of Indiana.

20.20.04. Building Numbering & Street Addresses.

All buildings shall display street address numbers large enough to be visible from the street (minimum four inches tall) as per Section 10-509(D) of this ordinance. Numbers shall be clearly visible on the front wall of the house, building, or garage.

DIVISION VII.

VACATION OF PUBLIC WAYS OR PUBLIC PLACES.

Petitions requesting the vacation of an existing public way or public place shall comply with the requirements and procedures established in the "Greenwood Ordinance for Vacation of Public Ways and Public Places" Ordinance No. 84-1, as adopted and amended by the Greenwood Common Council.

DIVISION VIII.

LAND ALTERATION STANDARDS.

Sec. 10-522 General.

20.21.01. Conformance to this Article.

Any land alteration must be accomplished in conformity with the regulations of this Article. However, where any apparent conflict exists between this article and similar regulations of the Indiana Department of Natural Resources, Federal Emergency Management Agency, or other local, state or federal agencies of competent jurisdiction, the more stringent requirements shall apply.

20.21.02. Deviation from the Plan.

Any significant deviation or change in the detailed plans and specifications after the granting of a land alteration permit shall be filed in duplicate with the Planning Department office prior to the time land alteration involving the change occurs. The developer may proceed with the change only upon the written approval of the Planning Director. Copies thereof, if approved, shall be attached to the original plans and specifications.

20.21.03. Dedication of Easements.

The Plan Commission may, as a prerequisite to the secondary approval of a plat or development plan, require the dedication of easements to the City of Greenwood and to owners of other affected lands by the owner of a parcel (relative to which application for a land alteration permit has been obtained) where such is necessary to achieve satisfactory present and future drainage of the parcel and the area surrounding the parcel.

Sec. 10-523 Minimum Standards for Land Alterations –
Accomplished relative to a one or two-family dwelling or accessory structure.

20.22.01. Conformance with Minimum Standards.

Land alteration accomplished in conjunction with the construction, enlargement, or location, on a permanent foundation, in a non-impacted area, of a one-family dwelling, two-family dwelling or accessory structure appurtenant to either a one or two-family dwelling, shall be in accordance with the Stormwater Drainage and Sediment Control Ordinance and in accordance with regulations adopted by the Plan Commission which are pertinent to these standards.

20.22.02. Conformity to Other Legal Requirements.

Land alteration shall be carried out in conformity with written commitments executed in connection with rezoning cases, variances, subdivision plat restrictions and covenants, and building code standards.

20.22.04. Slopes Within 100 Feet of Building Foundation.

All final grades shall slope away from building foundations:

1. Around each permanent building foundation there shall be a slope with a minimum vertical fall of six inches for the area measured from the foundation to a point 10 feet from the foundation or to the property line, whichever is closer; thereafter;
2. A slope with a minimum vertical fall of ¼ inch per foot (2%) for previous surfaces and a slope with a minimum vertical fall of 1/16 inch per foot (1/2%) for concrete, asphalt, or other impervious surfaces for the area from the perimeter of the area subject to (1) above to a point 100 feet from the building foundation or into a drainage facility or to the property line, whichever is closer.

20.22.04. Permanency of Grade.

Land alteration shall be accomplished in such a way that the grades left at the time that the work is completed will be permanent and stable. Vegetative materials may be buried in the ground only if placement will clearly not interfere with the stability of all areas and cause settlement or erosion.

Sec. 10-524 Storm Sewer Tap-ons.

20.23.01. Tap-On Permit Required.

No person or persons shall connect to a public storm sewer without first submitting plans and obtaining a permit to do so from the City. Such plans and application shall show in detail the manner in which the proposed connection is to be made, the exact location, and other pertinent details as may be necessary to insure a proper connection.

20.23.02. Applicability.

The requirements of this Section apply to both residential and non-residential buildings and structures.

Sec. 10-525 Minimum Standards for Land Alteration to Control Erosion and Sediment.

Conformance with Minimum Standards. Land alterations shall be accomplished in accordance with standards found in the Stormwater Drainage and Sediment Control Ordinance of the City of Greenwood.

DIVISION IX.

DEFINITIONS.

For applicable definitions, refer to Article 22 of the Greenwood Zoning Ordinance No. 82-1 and Greenwood Municipal Code, as amended.

Sec. 10-526 through Sec. 10-532 Reserved for future use.

ARTICLE 21 STORMWATER DRAINAGE & SEDIMENT CONTROL ORDINANCE

Sec. 10-533 Policies and Procedures.

21.01.01. Purpose.

This ordinance establishes minimum standards for the planning and design of drainage systems and stormwater management facilities within the jurisdiction of the City of Greenwood. The purpose of this Ordinance is to control stormwater drainage facilities, grading, excavation, clearing, and other alterations of the land in order to limit the dangers of personal injury or property damage that may be caused by stormwater runoff and to comply with the standards set forth in 327 IAC 15-13. Also, these provisions are needed to secure the eligibility for flood insurance under Public Law 1016 and thereby promote the public health, safety, and general welfare of the citizens of Greenwood. This Ordinance regulates: