



GEORGETOWN-SCOTT COUNTY SUBDIVISION & DEVELOPMENT REGULATIONS

In effect in the City of Georgetown Only.

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*Produced and Maintained by the Georgetown-Scott County
Planning Commission*

230 East Main Street, Georgetown KY 40324

SUBDIVISION & DEVELOPMENT REGULATIONS

SCOTT COUNTY, KENTUCKY

and the cities of

Georgetown

Sadieville

Stamping Ground

Georgetown-Scott County
Subdivision & Development Regulations
City of Georgetown Edition

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ARTICLE I

GENERAL PROVISIONS

1.1 TITLE, AUTHORITY, AND ADMINISTRATION

1. These regulations shall be known, referred to, and cited as "The Subdivision and Development Regulations of Georgetown, Sadieville, Stamping Ground, and Scott County, Kentucky" and shall hereinafter be referred to as "these regulations".
2. The following Subdivision and Development Regulations are hereby enacted and adopted by the Georgetown – Scott County Joint Planning Commission in accordance with KRS 100.273 – 100.292. The regulations include all Appendices. These regulations shall be administered by the Georgetown – Scott County Joint Planning Commission (hereinafter, "The Commission") and the staff of the Commission.

1.2 PURPOSE AND POLICY

1. These regulations are adopted in order to implement the Georgetown – Scott County Comprehensive Plan and to ensure the protection of public health, safety, and welfare. These regulations ensure that the Goals and Objectives of the Comprehensive Plan, insofar as they relate to subdivision and development, are substantially implemented.

1.3 JURISDICTION

1. Pursuant to KRS 100.273, these regulations shall apply to all development within the boundaries of Scott County, Kentucky, including the incorporated areas of Sadieville, Stamping Ground, and Georgetown, and all the unincorporated portions of the County.
2. It shall be unlawful for any person, being the owner, agent, or person having control of any land in Georgetown, Sadieville, Stamping Ground, and/or the unincorporated areas of Scott County, to develop or subdivide such land before securing approval of the Commission of a plan or plat designating the areas to be developed or subdivided. Pursuant to KRS 100.277 and other applicable statutes, no property shall be subdivided without Commission approval as required by these regulations. No plat of a subdivision of land shall be recorded by the County Court Clerk until the plat has been approved by the Planning Commission and the approval entered thereon in writing by the Chairman, secretary or other duly authorized officer of the Planning Commission; and no building permit shall be issued for any project requiring a development plan until the plan has been approved by the Planning Commission and the approval entered thereon in writing by the Chairman, secretary or other duly authorized officer of the Planning Commission.

1.4 APPLICANTS' DUTY TO ABIDE BY THESE REGULATIONS

1. Protection of the public health, safety, and welfare requires compliance with these regulations. The developer is not relieved of duty to fulfill the requirements of these regulations, absent a specific variance or waiver as permitted herein.

1.5 ENFORCEMENT

1. All violations of these regulations, including the sale or offer to sell any lot, tract, or property which does not conform to the requirements of these Regulations shall be subject to the sanctions provided under KRS 100.991. The Planning Commission may apply for an injunction against any type of development or subdivision by the subdivider, developer, or the landowner where these Subdivision and Development Regulations have been violated.
2. The Planning Commission may take action in accordance with KRS 100.991 to fine any person or entity who is in violation of these provisions or any of the regulations adopted pursuant hereunder for which no other penalty is provided.
3. If the Commission Engineer finds that work performed as required by these regulations fails to conform to the approved plan and specifications, he may, by written order, direct conformance, direct suspension of other work until conformance has been achieved, or direct such other measures that will achieve conformance with the intent of these regulations. The Planning Commission may, on recommendation of the Commission Engineer, enforce the provisions of any bonds or letters of credit submitted to secure installation of required improvements.

1.6 PROVISIONS FOR THE REVIEW OF SUBDIVISION PLATS & DEVELOPMENT PLANS

1. Pursuant to KRS 100.275, henceforth, all subdivision plats & development plans shall be re-viewed ministerially except as provided for in Section 1(2) of the above referenced Statute.

1.7 INCONSISTENCY WITH OTHER REGULATIONS

1. Wherever there is a discrepancy between minimum standards set forth in these regulations and those of any other lawfully adopted rule, regulation, ordinance, or resolution, the most restrictive or highest standard shall apply.
2. Nothing in these regulations shall prohibit the subdivider/developer from placing self-imposed restrictions, or imposing higher standards than required by these regulations, but not in violation of these regulations, on the development. Such deed restrictions or covenants shall be indicated on or attached to the plat or plan for processing by the Commission and filing with the County Clerk.

1.8 AMENDMENTS

1. Any requirements or provisions of these Regulations may be changed and amended from time to time upon action by the Planning Commission in accordance with applicable State Statutes.

1.9 VARIANCES FROM SUBDIVISION AND DEVELOPMENT REGULATIONS

1. The Planning Commission may grant variances from strict application of these Subdivision and Development Regulations. Variances shall be reviewed according to the procedures and findings required of the Board of Adjustment for zoning variances, as set forth in KRS 100.243.

1.10 SEVERABILITY

1. If any Article, section, sentence, clause, or phrase of these Regulations is, for any reason, held to be unconstitutional or void, such decision shall not affect the validity of the remaining portions of these Regulations.

1.11 FEES

1. Each filing or submission to the Planning Commission for Review under these Regulations shall be accompanied by a filing fee, the schedule for which is available at the Planning Commission office.

1.12 DEADLINES

1. Filing and submittal deadlines must be observed by applicants for approvals to proceed as indicated in these Regulations. The Planning Commission must make determinations on Preliminary Plats or Plans within ninety days of the first day of the month following submittal, unless waived in writing by the applicant, and must make determinations on Final Plats or Plans that do not require reconsideration by the Planning Commission within thirty days of submittal.

1.13 POST – APPROVAL AMENDMENT OF FINAL PLATS OR PLANS

1. All projects shall be constructed according to the approved construction plans for plats or final development plan and all notes and conditions of the plat or plan unless an amended plat or development plan is approved. Amended plats or plans shall be filed according to the procedure for filing Final Plats or Plans and planning staff shall determine whether the amendment is major or minor. Major amendments are those that substantially change the plat or plan as approved by the Commission, such as an increase in number of units or square footage, change in building footprint or parking

configuration, or change in streets, open space, or other public facilities. Major amendments shall follow the same process as preliminary plats or plans. Minor amendments shall follow the same process as for minor plats and plans.

1.14 APPEALS

1. Any action by the Planning Commission staff, including but not limited to staff comments and recommendations, determinations of status as a major or minor plat or plan, approvals of site improvements, and orders pursuant to, may be appealed according to the appeals process set forth per KRS 100 and this document.

1.15 SUFFICIENCY OF INFRASTRUCTURE

1. The Planning Commission shall deny approval of any proposed development for which infrastructure sufficient to serve the needs generated by the proposed development is neither available nor planned to be constructed as part of the proposal or as part of the capital improvement program of the providing agency.

1.16 ANNEXATION AND URBAN SERVICE BOUNDARIES

1. All new urban development located within Urban Service Boundaries as shown in the Comprehensive Plan shall be annexed to the appropriate city. Existing development that requires subdivision or development plan approval under these regulations shall also be approved only upon condition of annexation.
2. Prior to final plat or development plan approval, the applicant for development of property not previously annexed shall submit a copy of the plat or plan containing the following certificate of Annexation signed by the Mayor of the appropriate city stating:
 - a. "I HEREBY CERTIFY THAT THIS PROPERTY HAS BEEN INCORPORATED INTO THE CITY OF _____."

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ARTICLE II

DEFINITIONS

For the purpose of these Regulations, certain words and terms used in these Regulations are defined in this Article. In these Regulations, words used in the present tense include the future, the singular includes the plural and the plural includes the singular, the word “shall” is a mandatory requirement, the word “may” is permissive, the word “structure” includes the word “building”; and the word “person” includes a firm, association, organization, partnership, trust, company, or cooperation as well as an individual. Any words or phrases not defined in these Regulations shall be given the definition provided in the Georgetown – Scott County Zoning Ordinance or KRS Chapter 100. Words neither defined in these Regulations nor in the Zoning Ordinance nor in KRS Chapter 100 shall be given their ordinary meaning and usage.

1. **ACCESS:** A point at which provisions are made for vehicular entrance to or exit from a street, to or from a lot or other street. Also applies to the means by which pedestrian traffic is moved along streets and through developed areas.
2. **ADMINISTRATIVE OFFICER:** That individual appointed by the City Council of Georgetown and the Fiscal Court of Scott County to administer the Georgetown – Scott County Zoning Ordinance.
3. **AGRICULTURAL OR HORTICULTURAL USE:** For the purpose of this regulation, Agricultural and Horticultural use shall be defined as agricultural uses are defined in the Zoning Ordinance,
4. **APPLICANT:** Any person seeking approval under these regulations for a subdivision or development.
5. **AQUIFER RECHARGE AREA:** The land from which surface water percolates through rock and soil to feed underground water resources or as demonstrated by topography, geology, dye tracing, or other accepted means. See ARTICLE XII for further definition and limitations.
6. **AASHTO:** American Association of State Highway and Transportation Officials
7. **AS-BUILT PLANS:** Engineering plans of public facilities prepared after construction by the developer and certified by an engineer, to show the exact location and dimensions of the system as it has actually been installed.
8. **BIKEWAY:** A way or portion of a way intended and designated primarily for bicycle traffic.
9. **BLOCK:** A unit of land bounded by streets or by a combination of streets and public land, railroad rights-of-way, waterways, or any other barrier to the continuity to development. The length of a block shall be the greatest distance between right-of-way lines on opposite sides of the block.

10. **BUILDING:** Any structure constructed or used for residence, business, or industry, or other public or private purpose, or any part or accessory thereto, including tents, lunch wagons, dining cars, trailers, billboards, signs, fences, and similar structures, whether stationary or movable.
11. **BUILDING LINE:** A line in the interior of a lot which is generally parallel to and a specified distance from the street right-of-way line or lines. No building or structure shall be placed in the space between the building line and the street right-of-way line(s).
12. **BUILDING NUMBER:** The number, letter, or other designation assigned to a principal building. Where there is more than one principal building on a property, each principal building will be assigned a building number, letter or other designation in addition to the building number. Where only one principal building is located upon a property, the property number shall serve as the building number for said structure.
13. **BUILDING PERMIT:** A permit issued by the Building Inspector allowing a property owner or his agent to construct, alter, or remove a building, or engage in similar activity which would alter the character of the lot in question.
14. **CERTIFICATE OF OCCUPANCY:** A certificate issued by the Enforcement Officer after building has taken place which certifies that the building meets minimum standards for human occupancy and the site meet requirements of the Zoning Ordinance and these regulations.
15. **CLUSTER SUBDIVISION:** A major subdivision of agriculturally zoned land that separates dwelling lot from agricultural reserve at a ratio of one acre to four acres minimum with a total density not to exceed 1 unit per 5 acres.
16. **COMMISSION:** The Scott Joint Planning Commission; also referred to as the Georgetown – Scott County Joint Planning Commission and/or the Planning Commission.
17. **COMPREHENSIVE PLAN:** The Georgetown – Scott County Comprehensive Plan prepared and adopted by the Planning Commission reflecting the community plan for the future location of streets, parks, public buildings, land uses, and other similar information; including all special or Area Plans adopted as part of the Comprehensive Plan.
18. **CONCEPTUAL PLAN:** A conceptual plan indicating the developer's general objectives and desires in regard to the future development of his land presented to the Planning Commission and/or staff for informal consideration, or for the formal consideration required for zone changes (see ARTICLE VIII)
19. **CONSTRUCTION PLANS AND SPECIFICATIONS:** Also "Construction Plans" or "Construction Documents." Those Plans required by these Regulations to be submitted for approval by the Commission Engineer, which include detailed plans for the

construction of streets, curbs and gutters, and sidewalks, as well as stormwater management plans, and grading and water quality protection plans as required in ARTICLE XI.

20. **COUNTY:** Scott County, Kentucky; when referring to jurisdiction the term “County” or “Scott County” shall imply the cities of Georgetown, Sadieville, and Stamping Ground and the unincorporated areas of Scott County.
21. **COVERAGE:** Coverage shall mean the total area of the footprint of the building divided by the total area of the lot.
22. **CREEK CONSERVATION CORRIDOR:** Those areas so designated in the Comprehensive Plan and zoned C-1. Minor waterways are defined as all U.S.G.S. blue line streams.
23. **CUL-DE-SAC:** A permanent dead-end street or court culminated by a turnaround and not intended to be extended in the future.
24. **CURRENT CONSTRUCTION OR DEVELOPMENT:** Building construction or project development currently underway pursuant to building permit, preliminary or final development plans or preliminary or final subdivision plats.
25. **DAY:** For the purpose of submittal procedures, “day” shall refer to calendar day rather than working day, unless otherwise noted.
26. **DENSITY:** The number of dwelling units per acre. “Gross density” refers to acreage of the entire property; “net density” refers to number of units per net acre. See Zoning Ordinance.
27. **DEVELOPER:** Any individual, firm, association, corporation, governmental agency, or any other legal entity commencing proceedings under these regulations, to carry out the division and/or development of land as defined herein, for himself or for another; including subdividers.
28. **DEVELOPMENT:** Any construction, redevelopment, change in use or intensity of use of a property, or renovation involving such a change, with the exception of single-family construction and multi-family construction not involving an increase in the number of units, provided that the standards in regulations are met by all proposed improvements and existing features. In some contexts, in these regulations, the term “development” includes a subdivision of land, but generally applies only to single tracts.
29. **DEVELOPMENT, MAJOR:** All development, as defined above, that does not fall within the definition of Minor Development.
30. **DEVELOPMENT, MINOR:** Any development that adds no new buildings or parking lots of greater than 20 spaces. In industrial areas, minor developments include building or outdoor storage expansion of up to 10% of the total square footage or 10,000 square feet, whichever is less.

- 31. **DEVELOPMENT PLAN:** A presentation in the form of sketches, maps, and drawings (plans and profiles) of a proposed use and/or structure by the owner or developer of the land which sets forth in detail the intended development, according to the standards and procedures in ARTICLE IV (Development Approval Procedure), and Articles V through VIII. See Article IX for Minor Development Plan Approval Procedure.
- 32. **DRIVEWAY:** Driveway shall mean that access which is generally intended to serve private single-family residences.
- 33. **EASEMENT:** Authorization by a property owner for the use by others of any designated part of his property, for a specified purpose and time as described in the conveyance of limited rights to land by such easement.
- 34. **ENFORCEMENT OFFICER:** Generally refers to the Building Inspector. See Administrative Officer.
- 35. **ENFORCEMENT ORDER:** All orders or notices authorized by law, including, but not limited to, Kentucky Building Code, Georgetown – Scott County Zoning Ordinance and Subdivision Regulations.
- 36. **ENGINEER:** A licensed, professional civil engineer appointed or requested by the Planning Commission or retained by the developer.
- 37. **ENVIRONMENTALLY SENSITIVE AREAS:** See Article XII.
- 38. **FENCEROWS:** Generally refers to lines of trees and shrubbery that have grown along existing fence lines to form a natural hedge.
- 39. **FILING DEADLINE AND REVIEW SCHEDULE:** The schedule adopted periodically by the Planning Commission which governs filing and review deadlines and schedules for the following six-month period. Generally, submissions are due to be filed on the first working day of the month for review at the Planning Commission meeting the following month.
- 40. **FILL:** Natural material which may be added to or moved on a site during the grading process to provide developable building areas and adequate drainage.
- 41. **FLOODPLAIN:** An area along a stream or watercourse which would be under water as the result of rainfall with a one hundred (100) year return period. The floodplain shall be as shown on the FEMA Firm Flood Insurance Rate maps, for those stream segments included in the maps, or as designated in the Comprehensive Plan for Creek Conservation Corridors not on the FEMA maps.
- 42. **FLOODWAY:** The channel of a stream and those portions of the floodplain adjoining the channel that are required to carry and discharge the flood water within designated heights and velocities; including, but not limited to, flood flows associate with the regulatory flood. The floodway is intended to carry the deep and fast-moving flood

water, and the two principal factors in its determination are the selection of the flood discharge and the permitted increase in flood heights.

43. **GOVERNING AUTHORITY:** The Scott County Fiscal Court, Sadieville City Council, Stamping Ground City Council, and/or Georgetown City Council; also referred to as Legislative Body.
44. **GRADING:** Any stripping, cutting, filling, stockpiling, or any combination thereof and including the land in its cut or filled condition.
45. **HAZARDOUS MATERIALS:** For purposes of these Regulations, this definition is consistent with State and Federal definitions of hazardous materials.
46. **IMMEDIATE SINKHOLE DRAINAGE AREA:** any area that contributes surface water directly to the sinkhole(s) not including areas which contribute surface water indirectly to a sinkhole (via streams or other means).
47. **ITE:** Institute of Transportation Engineers
48. **KRS:** Kentucky Revised Statutes
49. **KYTC:** Kentucky Transportation Cabinet
50. **LEGISLATIVE BODY:** See Governing Authority.
51. **LOT:** A piece, parcel, or plat of land occupied by or to be occupied by one principal building and its accessory buildings and including the open spaces required under this regulation and having its principal frontage on a street.
 - a. **CORNER LOT:** A lot which abuts upon two intersecting streets at their intersection, or upon two parts of the same street forming an interior angle of less than 135 degrees.
 - b. **LOT DEPTH:** The distance between the front yard and rear yard property lines of a lot, generally measured perpendicular from the street.
 - c. **LOT FRONTAGE:** The front of a lot is that portion nearest to the street. For the purpose of determining yard requirements for corner and through lots, all sides of a lot adjacent to a street shall be considered frontage.
 - d. **LOT-OF-RECORD:** A lot which is part of a subdivision or development recorded in the office of the County Clerk, or a lot or parcel described by metes and bounds, the description of which has also been recorded prior to April 1958 (for the city of Georgetown) and prior to February 1970 (for the unincorporated area and the cities of Stamping Ground and Sadieville).
 - e. **LOT, THROUGH OR DOUBLE FRONTAGE:** Any lot other than a corner lot which abuts on two (2) streets.
 - f. **LOT WIDTH:** The distance between the two side property lines of a lot, generally measured parallel to the street.

- 52. **MAJOR STREET PLAN:** That portion of the Comprehensive Plan pertaining to transportation and existing and proposed streets. Also, Transportation Master Plan or Transportation Element.
- 53. **MOBILE HOME:** Any portable or mobile vehicle used or designated to be used for living purposes, whether or not its wheels, rollers, or skids are in place.
- 54. **MOBILE HOME PARK:** A single tract of land on which two or more mobile home lots are occupied or intended for occupancy by mobile homes.
- 55. **MOBILE HOME SUBDIVISION:** A subdivision used exclusively for placement of mobile homes for residential use. Lots in a mobile home subdivision shall be available for lease or sale to the general public. Nothing herein shall prohibit the purchaser of an individual lot from placing a mobile home upon the lot purchased from the subdivision developer and renting the subdivision lot and mobile home thereon. The procedure for subdividing land for mobile home subdivision shall be the same as that for subdividing land for conventional dwellings.
- 56. **MULTI-BUILDING DEVELOPMENT:** Multi-Building development is the construction of two or more buildings on a single plot of ground which is under single ownership, and which will not be divided and sold into smaller parcels.
- 57. **OWNER:** Any individual, firm, association, corporation, governmental agency, or any other legal entity whose name last appears on the tax rolls as owner of the land proposed to be subdivided and/or developed.
- 58. **PACKAGE SEWAGE TREATMENT PLANTS:** This term refers generally to private, developer-installed, sewage treatment plants. See requirements and limitations in APPENDIX V: PRIVATE SEWAGE TREATMENT SYSTEMS.
- 59. **PERMITS/APPROVALS:** Permits/approvals include building permits, approvals of preliminary or final development plans, approvals of preliminary or final subdivision plats, approvals of construction plans and any other permits or approvals that would otherwise authorize the applicant to begin construction at a new location or intensify construction at a current location. Approval/permits include those given by Building Inspection and Planning and Zoning.
- 60. **PLANNING COMMISSION:** The Scott Joint Planning Commission; also, referred to as the Georgetown – Scott County Joint Planning Commission, or the Commission.
- 61. **PLANNING COMMISSION STAFF:** The technical staff employed by the Planning Commission to advise and make recommendations under these regulations, among other duties. The Planning Commission staff includes, but is not limited to, the Planning Director, Planner, and the Commission Engineer.
- 62. **PLAN:** This term refers to a Development Plan, as defined above.
- 63. **PLAT:** This term refers to a Subdivision Plat, as defined below.

- 64. **PLAT, MORTGAGE:** A mortgage plat shall consist of a surveyed boundary of a property showing no division lines for the express purpose of providing a lending institution a record of the property.
- 65. **PRESERVED AREA:** As it relates to cluster regulations, the 3.0 – 4.5 acres remaining from each cluster dwelling unit that must be maintained for agricultural use.
- 66. **PRINCIPAL BUILDING:** A structure such as an office building, apartment building, retail structure or other similar structure wherein the primary or major activity on the property takes place. The term as used in this section does not include accessory or incidental structures such as garages, storage sheds or similar structures. The Georgetown – Scott County Planning Commission shall determine whether for purposes of this section only, a structure constitutes a principal building.
- 67. **PRIVATE STREET:** Any street that is privately owned and maintained. Private streets cannot be through streets.
- 68. **PROJECT:** The term “project” when used throughout this document shall refer to any and all subdivisions or developments.
- 69. **PROPERTY NUMBER:** The number or street address assigned to a parcel of land.
- 70. **RESERVOIR PROTECTION AREA:** The area designated in the Growth and Land Use Element of the Comprehensive Plan that drains into the planned reservoir.
- 71. **RIGHT-OF-WAY:** Land used generally for streets, sidewalks, alleys, or other public uses. Right-of-way also refers to the distance between lot property lines across a street from each other which generally contains not only the street pavement, but also sidewalks, grass area, storm drainage, and underground and above-ground utilities.
- 72. **RURAL PLANNED UNIT DEVELOPMENT:** Planned Unit Developments in the rural area, generally limited to the northern half of Scott County and defined in the Zoning Ordinance according to the provisions of the Comprehensive Plan. Referred to as Rural PUD.
- 73. **SALE OR LEASE:** Any immediate or future transfer of ownership, or any possessory interest in land, including contract of sale, lease, or transfer, of any interest in a development or part thereof, whether by metes and bounds, deed, contract, plat, map, lease, or written document.
- 74. **SCOTT COUNTY RESERVOIR PROTECTION AREA:** Areas that drain to the future reservoir.
- 75. **SEPTIC SYSTEM:** On-site sewage treatment facility consisting of a septic tank and leach field or lagoon, and any additional installation required by the Scott County Health Department. See ARTICLE X.
- 76. **SIDEWALK:** A way or portion of a way intended primarily for pedestrian traffic.

77. **SIGHT DISTANCE:** A straight line of unobstructed view measured along the normal path of the roadway. See Article X, Section 1000, paragraph P. Intersection Standards, subparagraph 8; and Appendix VII (A) for required distances and method of measurement. (amended by City of Georgetown Ordinance 1998-004, 3/19/1998)
78. **SIGHT TRIANGLE:** A triangular shaped portion of land established at street intersections in which nothing is erected, placed, planted, or allowed to grow in such a manner as to limit or obstruct the sight distance of motorists entering or leaving the intersection.
79. **SIGNIFICANT TREES:** As used in these Regulations, significant trees include those trees of specific species, size, and habitat location that are distinctly characteristic to the Bluegrass Region.
80. **SINKHOLE:** Any closed depression formed by removal (typically underground) by water of surface soil, rock, or other material. The existence of a sinkhole shall be as indicated by the closed depression contour lines on the U.S.G.S. topographic maps, S.C.S. Soil Survey Maps, KGS, GSCPC-GIS Section mapping or other documents as approved by the Planning Commission Engineer and/or City Engineer, as applicable. or other documents approved by the Engineer. Its actual limits may, however, be determined by field measurements with concurrence of the Engineer. Sinkholes may be either circular in plan or irregular, depending upon structural control.
81. **SINKHOLE CLUSTER AREA:** any area that contributes surface water other than by way of a stream to a sinkhole that is located in a group of two or more sinkholes clustering together or in a line.
82. **SINKHOLE DRAINAGE AREA:** Any area that contributes surface water directly to one or more sinkholes; this does not include areas which contribute surface water indirectly to a sinkhole (via streams).
83. **STREET:** A way set aside for vehicular traffic, regardless of size or designation, but excluding private driveways serving only one parcel or land. The following are definitions of classifications of streets; these are based upon the classifications of streets in the Transportation Element of the Comprehensive Plan.
- a. **ALLEYS:** Streets used primarily for vehicular service access to the backs or to the side of properties which otherwise abut on streets.
 - b. **ARTERIAL STREETS:** Streets designed or utilized primarily for high vehicular speeds or for heavy volumes of traffic. See the Transportation Element of the Comprehensive Plan for definitions of principal and minor arterials.
 - c. **COLLECTOR STREETS:** Streets which carry or will carry intermediate volumes of traffic from local streets to arterial streets. See Exhibit 10-1, Article X, for definition of collector and sub-collector streets.

- d. **CUL-DE-SACS:** A minor street which has only one outlet to other streets; a street which dead ends.
 - e. **LOCAL STREETS:** Streets used primarily for access to abutting properties and which carry or will carry limited volumes of traffic.
 - f. **PRIVATE STREETS/ACCESS EASEMENT:** A privately owned/private maintained access for a commercial, industrial, or residential development.
84. **STRUCTURE:** See Building.
85. **SUBDIVIDER:** Any individual, firm, association, corporation, governmental agency, or any other legal entity commencing proceedings under these regulations, to create a subdivision of land as defined herein for himself or for another.
86. **SUBDIVISION:** The division of a parcel of land into two (2) or more lots or parcels for the purpose, whether immediate or future, of sale, lease, or building development, or if construction of a new street or street extension, widening, or improvement is involved, any division of a parcel of land; provided that a division of land into a parcel greater than fifty (50) acres in size for agricultural use and not involving a new street, extension, or widening shall not be deemed a subdivision. The term includes re-subdivision and when appropriate to the context, shall relate to the process of subdivision or to the land subdivided.
87. **SUBDIVISION, MAJOR:** Any subdivision of land for multi-family residential, commercial, industrial, professional, or institutional uses; or into four (4) or more single-family residential lots; or any subdivision of land, including for agricultural or horticultural use, that requires the construction, improvement, extension, or widening of streets or other public improvements; or that requires new off-site utility easements.
88. **SUBDIVISION, MINOR:**
- a. The division of a tract of land into three (3) or fewer single-family residential, non-agricultural lots, including the remainder of the original tract. Such lots shall front on an existing public street, except where a single lot is added behind an existing lot that fronts on such a street, and shall involve no new street construction, widening, or extending of an existing street, or any other major public improvements.
 - b. Only one (1) minor subdivision plat may be submitted and approved per parent tract. The parent tract shall be identified as any property in existence at the time of the adoption of this requirement, using the records contained in the Property Valuation Administrators Office, the Scott County Clerk's Office, and the Planning Commission Office. Subsequent subdivision of such property shall be classified as a Major Subdivision, regardless of the number of lots, and require the submission of a Preliminary Subdivision Plat in accordance with Article III.
 - c. The following are also classified as a minor subdivision:

- i. A subdivision for the purpose of the transfer of land between adjacent property owners and not involving the creation of any new lots or building sites;
 - ii. A subdivision for the purpose of enlarging the size of any previously subdivided lot or parcel of land;
 - iii. The consolidation of up to five lots of record to create a lesser number of parcels and involving no new public improvements;
 - iv. Five or less condominium units or previously built developments; and
 - v. Technical revisions to a recorded final plat of an engineering or drafting nature or similar small discrepancy, but not including the altering of any property lines or public improvement requirements.
- 89. **SUBDIVISION PLAT:** A detailed drawing showing the lot and street arrangement, or other details of the area being subdivided, as required in these Regulations for preliminary and final approval and recording in Articles III, V, VI, and VII.
- 90. **SUBDIVISION PLAT, FINAL:** The final map or drawing upon which the subdivider's plan of subdivision is presented to the Planning Staff and Commission Chair, Secretary, or designate for approval, and which, if approved, will be submitted to the County Clerk for recording (See Article VII).
- 91. **SUBDIVISION PLAT, PRELIMINARY:** The drawings and supplementary material indicating the proposed layout of the subdivision to be submitted to the Planning Commission for its consideration pursuant to ARTICLE V.
- 92. **TECHNICAL REVIEW COMMITTEE:** A Committee consisting of the Planning Commission Staff, representatives of utility and infrastructure providers, and the Scott County Soil Conservation Service, that meets monthly according to the Planning Commission's Adopted Filing and Review Schedule to discuss and review all major plats and plans submitted for approval. Referred to in these Regulations as TRC.
- 93. **TIS:** Traffic Impact Study.
- 94. **URBAN SERVICES AREA:** That area designated as such in the Comprehensive Plan, planned to be the limitation of future urban development and urban services.
- 95. **VIOLATION OF ENFORCEMENT ORDER:** The violation of an enforcement order occurs when: a builder or developer is served with formal written notice of violations; that notice contains the specified violations which are to be corrected; that notice states a specific deadline before which the corrections or other specified actions are to be completed; and the builder or developer served by the notice fails to comply with the notice within the time allotted.
- 96. **WETLANDS:** See ARTICLE XII

ARTICLE III

MAJOR SUBDIVISION APPROVAL PROCEDURE

All Major Subdivision Plats shall receive both Preliminary Plat approval and Final Plat approval according to the procedure described in this Article.

3.1 OPTIONAL INITIAL STEP

1. Applicants may file a conceptual plan of the proposed subdivision in accordance with ARTICLE VIII (Concept Plans) to provide for consultation with Planning Staff regarding site feasibility and status of the subdivision as major or minor. See [ARTICLE II](#) (Definitions).

3.2 ALL APPLICANTS FOR MAJOR SUBDIVISION PLAT APPROVAL SHALL OBTAIN PRELIMINARY PLAT APPROVAL PURSUANT TO THE PROCEDURE OUTLINED BELOW.

1. Applicants must file seven copies of the Preliminary Plat for the Major Subdivision, the preliminary subdivision plat application form (found on the Planning Commission website), and required fee ("Major Subdivision Plat Package"). The Major Subdivision Plat package must:
 - a. Be filed by the first working day of the month pursuant to the adopted Filing Deadlines and Review Schedule in the Planning Commission Office
 - b. Conform to the Content and Format Standards in ARTICLE V.
 - c. Provide for adequate circulation, parking, and utilities pursuant to ARTICLE X.
 - d. Address the following requirements:
 - i. Public Facilities Dedication and Private Maintenance of Improvements. See ARTICLE XII
 - ii. Standards for Environmentally Sensitive Areas and Hazardous Materials Uses. See ARTICLE XII.
 - iii. Standards for any proposed Private Utilities (ARTICLE X and APPENDIX V: PRIVATE SEWAGE TREATMENT SYSTEMS) and Annexation.
 - iv. Miscellaneous Site Design Standards in ARTICLE X.
 - v. Traffic Impact Study when the proposed subdivision plat meets or exceeds 100 peak hour trips in either the AM peak hour window (7am to 9am) or PM peak hour window (4pm to 6pm).

2. For concurrent review and approval of Construction Plans, within ten days of Filing the Preliminary Plat, Applicants shall also file for approval by the commission engineer Construction Plans and Specifications, which shall contain:
 - a. A description of all proposed new streets in accordance with the ARTICLE X, Section 1000 requirements and standards, and
 - b. The proposed Site Preparation Plan, which includes the grading plan, water quality protection plan, and stormwater management plan in accordance with ARTICLE XI requirements and standards.
 - c. **NOTE:** Planning staff, including engineer, review of the preliminary plat and construction plans and specifications shall require revision of submitted documents if any of the above-noted standards have not been met (except where a variance has been requested).
3. All Applicants shall meet with Staff and members of the Technical Review Committee (TRC) at the scheduled meeting of the TRC (see Filing Deadline and Review Schedule) to discuss the submitted plat and construction plans and receive staff comments.
4. By the "Public Notice Deadline" in the Filing Deadline and Review Schedule, applicants shall:
 - a. Submit the "Compliance with Notification Policy" document, including all items referenced therein. The Notification Policy document is found on the Planning Commission website or in the office.
5. By the "Corrections Deadline" in the Filing Deadline and Review Schedule, applicants shall:
 - a. Respond to staff and TRC comments, in writing or in a meeting prior to the response date;
 - b. Submit three (3) 18" x 24" copies of the Preliminary Plat, as revised, reduced to 11" x 17" to the Planning Commission office for mailing to Commission members.
 - c. Submit all supplementary items the Applicant requests to be included in the staff packet or per the request or requirement of the Planning Commission or any attendee of the Technical Review Committee
6. Formal Staff review of preliminary plat shall be mailed to all Planning Commissioners and applicants one week prior to the regular meeting.

7. For applications requiring public meeting, the following is applicable:
 - a. Planning commission shall consider the application for Preliminary Plat approval at its regularly scheduled meeting.
 - i. If requirements have been met, the Planning Commission shall approve the Preliminary Plat with Conditions of Approval, which must be met before the Preliminary Plat can be signed and the Final Subdivision Plat submitted for approval.
 - ii. If requirements have not been met, the Planning Commission shall not approve the Preliminary Plat.
8. For applications reviewed ministerially, the following is applicable:
 - a. Planning commission staff shall review the plat and issue determination on plat compliance with all regulations.
 - i. If the requirements have been met, the Planning Commission staff shall approve the Preliminary Plat.
 - ii. If the requirements have not been met, the Planning Commission staff shall not approve the Preliminary Plat.
9. Applicants shall provide at least three copies of the approved Preliminary Plat to the Planning Commission, which the Planning Commission chairman or designee shall sign, and one of which shall be returned to the applicant as the "owner's copy." The remaining copy shall be retained by the Planning Commission.
10. No installation of improvements shall begin until the Construction Plans have been approved and signed.

3.3 PRELIMINARY PLATS SHALL BE VALID FOR A PERIOD OF TWO (2) YEARS

1. If street or utility improvements are involved, approval of construction plans for a proposed subdivision or phase of a subdivision shall extend the preliminary plat approval an additional two (2) years from the date of the construction plan approval.
2. If street or utility improvements are not involved, the approval of the Final Plat for a phase or section of a subdivision shall extend the overall Preliminary Plat approval an additional two (2) years from the date of the Final Plat approval.
3. An applicant may extend the approval of the Preliminary Plat for one (1) year upon written request, subject to the Planning Commission's Planning Director determination that appreciable changes in the vicinity of the approved Preliminary Plat have not occurred. If the Planning Director determines that changes have occurred in the area that warrant resubmission of the Preliminary Plat to the Commission, such findings shall be in writing and subject to review by the full Commission.

3.4 ALL APPLICANTS FOR MAJOR SUBDIVISION PLAT APPROVAL MUST OBTAIN FINAL PLAT APPROVAL PURSUANT TO THE PROCEDURE OUTLINED BELOW.

1. Prior to submission of Final Plat for approval and signature, applicants must install, file as-built plans for, and have field inspected by the Planning Commission Engineer, all water quality protection measures, followed by stormwater management installations, streets, sanitary sewers, water systems, and other improvements; and file sufficient security pursuant to Article VI.
2. Applicant must file one original with original signatures and six copies of the Final Plat for approval, accompanied by the required fee. There is no filing deadline for Final Subdivision Plats.
3. Final Plats must be in conformity with the Contents and Format standards in Article VII and all changes from the approved Preliminary Plat must be noted.
4. Any significant changes to a preliminary subdivision plat shall result in the amendments returning to the Planning Commission for review. The amended subdivision plat shall follow the procedures set forth for preliminary subdivision plats, including all timelines, fees, and forms.
 - a. For the purposes of this section, “significant changes” shall mean any deviation from the approved preliminary subdivision plats that results in a 10% or greater change in a measured development metric including but not limited to average lot sizes, impervious surface percentage, average lot coverage, dwelling unit type or percentage, or average overall height of structures proposed. Any change in connections to existing roadway infrastructure, including but not limited to the number of connections to existing roadway(s) or shift in intersection location between new and existing roadways shall also constitute a significant change. Significant changes shall also include any variances or waivers from regulations which were not requested at the time of preliminary development plan approval.
5. If the submitted Final Plat substantially conforms to the approved Preliminary Plat, all certificates have been signed, and all requirements of this regulations have been met, the Planning Director shall deem the plat as eligible for approval. A determination that a significant change requires Planning Commission review shall likewise be in writing to the developer.

6. Final Plats recommended for approval by the Planning Director or approved by the Planning Commission shall be certified as approved by the Planning Commission chair or designee on at least three copies of the Final Plat. One copy shall be designated "record plat" and shall be recorded and kept in the Scott County Clerk's office. An additional copy shall be designated "owner's copy" and shall be furnished to the property owner.
7. The "record plat" along with any Certificate of Land Use Restrictions must be recorded in the Office of the County Court Clerk.

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ARTICLE IV

DEVELOPMENT APPROVAL PROCEDURE

All major developments shall receive both Preliminary Development Plan approval and Final Development Plan approval according to the procedure described in this Article.

4.1 OPTIONAL INITIAL STEP

1. Applicants may file a conceptual plan of the proposed development in accordance with Article VIII to provide for consultation with Planning Staff regarding site feasibility and status of the development as major or minor.

4.2 PROCEDURE

1. All applicants for major Development Plan approval shall obtain Preliminary Plan approval pursuant to the procedure outlined below.
2. Applicants must file seven copies of the Preliminary Plan for Planning Commission review, preliminary development plan application form (found on the Planning Commission website), and required fee ("Preliminary Plan Package"). Be filed by the first working day of the month pursuant to the adopted Filing Deadlines and Review Schedule in the Planning Commission Office (generally six weeks prior to consideration by Planning Commission). The Preliminary Plan package must include:
 - a. Conform to the Content and Format Standards in Article V.
 - b. Provide for adequate circulation and parking pursuant to the Site Design Standards in Article X.
 - c. Include, for approval by the commission engineer, Construction Plans, and Specifications, which shall contain:
 - i. A description of all proposed new streets, parking lots, utilities, and access in accordance with the Article X, requirements and standards, and
 - ii. The proposed Site Preparation Plan, which includes the grading plan, water quality protection plan, and stormwater management plan in accordance with the Article XI requirements and standards.
 - iii. Landscaping Plan pursuant to the Landscape and Buffer Ordinance.
 - d. Address the following requirements:
 - i. Public Facilities Dedication and Private Maintenance of Improvements. See Article XIII.
 - ii. Standards for Environmentally Sensitive Areas and Hazardous Materials Uses. See Article XII.

- iii. Annexation.
 - iv. Miscellaneous Site Design Standards, Article X,.
 - v. Traffic Impact Study when the proposed development plan meets or exceeds 100 peak hour trips in either the AM peak hour window (7am to 9am) or PM peak hour window (4pm to 6pm). Traffic impact studies shall also be required for the rezoning of any property which had a traffic impact study performed previously. Traffic impact studies shall use whichever metric results in the greatest number of trips for the use and Project Site.
 - 1. **Note:** Planning staff, including engineer, review of the preliminary plan shall require revision of submitted documents if any of the above-noted standards have not been met.
3. All applicants shall meet with Staff and members of the Technical Review Committee (TRC) at the scheduled meeting of the TRC (see Filing Deadline and Review Schedule) to discuss the submitted plan and receive comments.
 4. By the "Public Notice Deadline" in the Filing Deadline and Review Schedule, applicants shall:
 - a. Submit the "Compliance with Notification Policy" document, including all items reference therein. The Notification Policy document is found on the Planning Commission website or in the office.
 5. By the "Corrections Deadline" in the Filing Deadline and Review Schedule, applicants shall:
 - a. Respond to staff and TRC comments, in writing or in a meeting prior to the response date;
 - b. Submit three (3) 18" x 24" copies of the Preliminary Plan, as revised, reduced to 11" x 17" to the Planning Commission office for mailing to Commission members.
 - c. Submit all supplementary items the Applicant requests to be included in the staff packet or per the request or requirement of the Planning Commission or any attendee of the Technical Review Committee.
 6. Formal staff review of preliminary plan shall be mailed to all Planning Commissioners and applicants one week prior to the regular meeting.
 7. Planning Commission shall consider the application for Preliminary Plan approval at its regularly scheduled meeting.
 - a. If certain minor requirements have not been met, the Planning Commission may approve the Preliminary Plan with Conditions of Approval, which must be met before it can be signed or the Final Development Plan submitted for approval.

8. Applicants shall provide two copies of the approved Preliminary Plan to the Planning Commission, which the Planning Commission chairman or designee shall sign, and one of which shall be returned to the applicant as the "owner's copies."

4.3 PRELIMINARY PLANS SHALL BE VALID FOR A PERIOD OF TWO (2) YEARS.

1. An applicant may extend the approval of the Preliminary Plan for one (1) year upon written request, subject to the Planning Commission's Planning Director determination that appreciable changes in the vicinity of the approved Preliminary Plan have not occurred. If the Planning Director determines that changes have occurred in the area that warrant resubmission of the Preliminary Plan to the Commission, such findings shall be in writing and subject to review by the full Commission.

4.4 ALL APPLICANTS FOR MAJOR DEVELOPMENT PLAN APPROVAL MUST OBTAIN FINAL PLAN APPROVAL PURSUANT TO THE PROCEDURE OUTLINED BELOW.

1. Applicant must file six prints with original signatures of the Final Plan for approval, accompanied by the required fee. There is no filing deadline for Final Development Plans.
2. Final Plans must be in conformity with the Contents and Format standards in Article VII and all changes from the approved Preliminary Plan must be noted thereon.
3. Any significant changes to a preliminary development plan shall result in the amendments returning to the Planning Commission for review. The amended development plan shall follow the procedures set forth for preliminary development plans, including all timelines, fees, and forms.
 - a. For the purposes of this section, "significant changes" shall mean any deviation from the approved preliminary development plans that results in a 10% or greater change in a measured development metric including but not limited to average lot sizes, impervious surface percentage, average lot coverage, dwelling unit type or percentage, or average overall height of structures proposed. Any change in connections to existing roadway infrastructure, including but not limited to the number of connections to existing roadway(s) or shift in intersection location between new and existing roadways shall also constitute a significant change. Significant changes shall also include any variances or waivers from regulations which were not requested at the time of preliminary development plan approval.

4. If the submitted Final Plan substantially conforms to the approved Preliminary Plan, all certificates have been signed, and all requirements of this regulations have been met, the Planning Director shall recommend approval of the Final Plan. Determination that a significant change requires Planning commission review shall be in writing to the applicant, using the Final Plan review form.
5. Final Plans recommended for approval by the Planning Director or approved by the Planning commission shall be certified as approved by the Planning Commission chair or designee on the six copies of the Final Plan. One shall be designated the "official copy" and shall be retained in the files of the Planning Commission. One copy shall be designated "owner's copy" and shall be furnished to the property owner or applicant. Other copies shall be distributed to the building inspector, and to utilities providers as applicable.
6. No building permit shall be issued until the Final Plan has been signed. No Certificate of Occupancy shall be issued by the building inspector until all the improvements shown on the approved plan are completed, inspected, and certified as approved by the Planning Commission Engineer and a security is provided to secure the installation of landscaping (see Article VI for bond and release provisions).

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ARTICLE V

PRELIMINARY SUBDIVISION PLATS AND DEVELOPMENT PLANS CONTENT AND FORMAT

Both Preliminary Subdivision Plats and Preliminary Development Plans have certain basic common requirements:

5.1 CONTENT AND FORMAT

1. All plats and plans submitted for Planning Commission review by either staff or board must be performed by a licensed engineer or land surveyor and shall bear the seal or stamp and registration number for the individual responsible for the plat or plan. All items submitted must meet the minimum standards for production set forth by the issuing authority of the professional license.
2. The preliminary plat or plan and accompanying documents shall be submitted on uniform size sheets, 18" x 24". If more than one sheet is required to show the subdivision plat or development plan, an index of the same size listing all the sheets of the plan shall also be submitted. The following requirements are separated to show the basic information required for both subdivision plats and development plans, the additional information required for plats only, and the additional information for plans only.

5.2 BASIC REQUIREMENTS FOR BOTH PLATS AND PLANS:

1. A title block to include:
 - a. Name of the proposed development, followed by the city name, if appropriate, and followed by the county name;
 - b. Names, addresses, and phone numbers of the landowner(s) and developer(s);
 - c. Name, address, phone number, and seal or stamp of the licensed engineer and/or registration number of the land surveyor responsible for the plat;
 - d. The title "Preliminary Subdivision Plat" or "Preliminary Development Plan" as appropriate.
2. A legend to include, at a minimum:
 - a. Approximate true north arrow;
 - b. Graphic scale (not more than 200 feet to the inch);
 - c. Date of original submittal and date of any revisions;
 - d. Total acreage to a hundredth of an acre of the land to be subdivided/developed.

3. Vicinity map at a scale of 2,000 feet to the inch or greater showing the relationship of the proposed development to the surrounding areas and to the existing nearby facilities that serve it. USGS maps or 1000 scale topographic maps available from the Planning Commission may be used.
4. An information block containing the following:
 - a. Zoning classification or proposed zoning (if applicable) of land to be subdivided or developed.
 - b. Statistics:
 - i. Total gross acreage of site
 - ii. Acreage in R.O.W.
 - iii. Net acreage of site by zone (not including streets, public land, etc.)
 - iv. Number of housing units by zone
 - v. Number of units per net acre by zone
 - vi. Acreage of remaining property after development
5. All certifications as required in Appendix II and Appendix III.
6. A drawing of the proposed subdivision or development at a scale of not more than 100' to one inch, showing the following:
 - a. Existing contours at vertical intervals of not more than five (5) feet for the site and adjacent land up to 50 feet from the site boundary in urban areas and 25 feet from the site boundary in rural areas; contours of not more than two feet must be shown for level areas or to show abrupt grade changes.
 - b. The names of landowners and subdivisions or developments and zoning classification of all adjacent subdivisions and lots of record.
 - c. The bearings and distances of original property lines of area to be developed, location of existing intersecting adjacent property lines, existing streets (including rights-of-way and names), easements, buildings, water courses, including floodplains and any stream courses and sinkholes, significant individual trees or stands of trees in the southern half of the County, and other existing physical features or environmentally sensitive areas (see Article XII) within the area to be developed and similar information regarding existing conditions of all land within 200 feet of the boundary of the proposed development, except for trees which must be shown on land within 50 feet. Other off-site sinkholes which received surface run-off from the existing site and/or proposed development shall be labeled and their low point marked.

- d. The proposed location and dimensions of all new streets, alleys, lots, building lines and easements, including typical sections of each existing and proposed street keyed to the plat or plan.
- e. Location of existing sanitary and storm sewers, water mains, culverts, electric, gas, cable television, and telephone lines, and other above ground and underground structures within the tract or immediately adjacent and proposed to be connected thereto. The location and size of the nearest water main and sanitary sewer. The location and size of the nearest fire hydrants on all sides up to 500 feet from the proposed development. See Article X, Section 1010 (Utilities).
- f. Location and type of existing and new monuments and pins, which shall be placed at the intersection of property lines, the intersection of street center lines, changes in street direction, and the intersections and angles of the development boundary.
 - i. **NOTE:** All survey information shall be to the “Minimum Standards of Practice for Land Surveying in Kentucky”.
- g. Additional Requested Information
 - i. Digital Submittals of Plans and Plats in accordance with (Remainder of page left intentionally blank)

5.3 ADDITIONAL INFORMATION REQUIRED FOR PRELIMINARY PLATS

1. In addition to the requirements listed above for both preliminary subdivision plats and preliminary development plans, the following items shall also be included:
 - a. Add to the Statistics in Section D above:
 - i. Typical and minimum lot acreage or square feet (for 5-acre lots, provide this for all lots);
 - ii. Typical and minimum lot frontage widths at the building line and at the street right-of-way (for 5-acre lots, provide this for all lots);
 - b. Show on the drawing of the proposed subdivision:
 - i. Layout of proposed parcels of land including dimensions of lot lines, lot numbers, and building setback lines.
 - ii. Note required side and rear setback dimensions for each zone and all requested variances. (Variances may be in a separate attachment.)

- iii. For all existing buildings to be retained show surveyed location of buildings to demonstrate that minimum setback lines are met.
- iv. Designation and acreage of each lot and area to be used for non-residential purposes including lots reserved or dedicated for public use, utility installations, and common areas. All such lots shall be clearly designated.
- c. For cluster subdivisions, the boundaries of the entire farm must be shown on the plat.

5.4 CONSTRUCTION PLANS AND SPECIFICATIONS

1. For Subdivision Plat approval, plat shall contain the following on documents of identical size and scale as the Preliminary Plat:
 - a. Proposed location, right-of-way, pavement width, grade and plans of new streets pursuant to the standards in Article X, including radii of proposed streets, points of curvature, lengths of arcs, typical section, curbs and gutters, sidewalks, changes to existing streets, and street names and addresses for all lots.
 - b. Proposed location of water lines and sanitary sewers.
 - i. **Note:** Profiles may be required where potential conflicts between underground piping may occur.
 - c. Site Preparation Plan, pursuant to Article XI.
 - d. Plans for proposed improvements such as plantings, parking areas, parks, and fences.

5.5 ADDITIONAL INFORMATION REQUIRED FOR PRELIMINARY DEVELOPMENT PLANS

1. In addition to the requirements listed above for both preliminary subdivision plats and preliminary development plans, the following items shall also be included:
 - a. Add to information block:
 - i. The number of units or, when possible, the number of establishments to be contained within;
 - ii. Square footage of non-residential buildings; and
 - iii. Percent of lot area covered by non-residential buildings by zone.

- b. Show on the drawing of the proposed development:
- i. Proposed location, right-of-way, pavement width, and plans of new streets or driveways pursuant to Article X, including entrances or access points, typical section, curbs and gutters, sidewalks, changes to existing streets, and street names, including a statement whether KYTC encroachment permit is required.
 1. **Note:** KYTC encroachment permit, if needed, must be received prior to final plan approval.
 - ii. Location and width of sidewalks or other walkways, showing handicapped accessibility, slope, and material type.
 - iii. All parking areas including required and provided parking calculations, dimensions of spaces and aisles, vehicular use area calculations pursuant to Article X and the Landscape and Buffer Ordinance, location and dimensions of islands, handicapped spaces, and striping.
 - iv. Building foot print, entrances, and heights, loading and service areas for all buildings;
 - v. Proposed sign locations, lighting, dumpster locations and screening, and any traffic control devices such as stop signs, stop bars, and arrows indicating direction of movement.
2. Site Preparation Plan pursuant to Article XI (includes Water Quality Protection Plan, Grading Plan, and Stormwater Management Plan) on documents of identical size and scale as Preliminary Development Plan.

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ARTICLE VI

SECURITY FOR DEVELOPMENT IMPROVEMENTS AND MAINTENANCE

6.1 SECURITY REQUIREMENTS

1. All references to “security”, “bond”, or “letter of credit” include standby letters of credit, bank certificates of deposit, U.S. Treasury bills or short – term notes, or other acceptable means of security as described below.
2. Security shall be provided both for unfinished improvements and for warranty and maintenance of public improvements; and shall be maintained until completion of all requirements and acceptance by the applicable city or county; and shall be established prior to final approval and recording of the final subdivision plat or, in the case of development plans, final approval and building occupancy or project use.
3. **SECURITY FOR UNFINISHED IMPROVEMENTS**
 - a. The developer shall provide and maintain security in an amount equal to one hundred twenty-five percent (125%) of the estimated cost of constructing the unfinished improvements in favor of the Planning Commission. Said security shall be for the construction and installation of unfinished improvements, and shall further serve as security against faulty materials and poor workmanship.
 - b. The estimated cost of constructing the unfinished improvements shall be determined by a written estimate prepared by a professional engineer and confirmed by the Planning Commission Engineer. Costs shall be based on current unit price estimate established and maintained by the Engineering Department of the Planning Commission.
 - c. Only the following items are eligible to remain unfinished contingent on posting of sufficient security for the amount of time specified;
 - i. **SUBDIVISIONS** – the final surface course of asphalt, sidewalk, and any required landscaping not installed prior to approval of the Final Subdivision Plat. Said items shall be secured for a period of one (1) year from the date of recordation of the Final Subdivision Plat, subject to the developer’s requests for extension.
 - ii. **DEVELOPMENTS** – any required landscaping not installed prior to issuance of a Certificate of Occupancy, or final approval by Planning Commission staff, shall be secured consistent with the requirements of the Landscape and Buffer Ordinance. Said items shall be secured for a period of one (1) year for the date of recordation of the Final Subdivision Plat, subject to the developer’s requests for renewal.

- iii. Other items may be allowed to be unfinished contingent on sufficient security for a period of one (1) year from the date of recordation of the Final Subdivision Plat, subject to the developer's requests for renewal, if recommended by the Planning Commission Engineer and approved by the Planning Commission, but in no circumstance shall any item be unfinished that is deemed necessary for the safety of the public or purchaser of a lot.

4. WARRANTY AND MAINTENANCE SECURITY

- a. The developer shall post warranty and maintenance security as a guarantee of the improvements against faulty materials or poor workmanship and as a guarantee for maintenance of the improvements until after public acceptance as specified in these regulations, including, but not limited to: cleaning of streets and stormwater piping; signage; landscaping, erosion and sediment control (in addition to any security required pursuant to regulations); and compliance with the stormwater management plan or water quality protection measures. This security or portions thereof shall be posted in favor of both the Planning Commission and the applicable city council/city commission/fiscal court, and may be called if it is determined that such maintenance has not occurred by either:
 - i. The Planning Commission Engineer, in consultation with the applicable city council/city commission/fiscal court or its designee; and
 - ii. The applicable city council/city commission/fiscal court or its designee, in consultation with the Planning Commission Engineer.
- b. **THIS SECURITY SHALL BE FOR ALL IMPROVEMENTS;**
 - i. Intended to be dedicated to a city in Scott County or to the Scott County Fiscal Court for public maintenance, or
 - ii. Improvements that serve four (4) or more single-family residential units that may be dedicated to a city in Scott County or to the Scott County Fiscal Court for public maintenance.
- c. This security shall be in an amount equal to 10% of the estimated cost of all required public and/or shared improvements shown on an approved subdivision plat and located in a right-of-way and/or easement. The estimated cost shall be determined by a written estimate prepared by a professional engineer and confirmed by the Planning Commission Engineer based on current unit price estimate (established and maintained by the engineering office of the Planning Commission). The security shall remain in effect for a period of;

- i. One (1) year after the date of acceptance of the completed improvements by the applicable city or county, subject to the developer's requests for extension; or,
- ii. One (1) year after the date of final completion as acknowledged by the Planning Commission Engineer, subject to requests for renewal for improvements not to be maintained by a public entity at that time.

5. EXTENSIONS ON SECURITY MAY BE REQUESTED PURSUANT TO THIS ARTICLE.

6. SECURITY SUFFICIENCY REQUIREMENTS.

- a. Except where cash security is permitted as stated, below, the Planning Commission will only accept irrevocable standby letters of credit in favor of the Planning Commission and/or the applicable city council/city commission/fiscal court, in accordance with either subsection above, as applicable.
 - i. Such standby letters of credit are subject to the current International Standby Practice 98. Such standby letters of credit must be posted with terms and conditions satisfactory to the attorney for the Planning Commission before final plats are approved. Further, in addition to and notwithstanding any provision of ISP 98 or any other applicable document or provision to the contrary, standby letters of credit must be written upon a bank or other appropriate financial institution that has office(s) located within 120 miles of Georgetown, Kentucky that are authorized and able to receive presentation of demands on such letters of credit.
- b. The Planning Commission shall review the posted security each year for adequacy according to the current unit price estimate established and maintained by the engineering department. The Planning Commission shall require an increase in the principal amount secured up to the percentage of increase in the consumer price index published by the U.S. Department of Labor, Bureau of Labor Statistics for the Hamilton County, Ohio/Kentucky/Indiana area or closest market area, if that index is discontinued.
- c. It is the developer's responsibility to notify the Planning Commission when public improvements are complete and to schedule final inspections.
- d. In lieu of a standby letter of credit, the developer may post cash as security. For purposes of this provision, cash security includes certificates of deposit, Treasury certificates, certified checks, and cashier's checks. Said cash security shall be immediately deposited by the Planning Commission into an escrow account for the benefit of the Planning Commission and/or the applicable city council/city commission/fiscal court, in accordance with either Subsection A.1. or Subsection B.1., above, as applicable. The developer shall submit with the

cash security a letter specifically describing the improvements, warranties, and/or maintenance to be secured. The Planning Commission may use this cash security to pay for the timely and satisfactory completion of improvements or for the performance of maintenance or for other things covered by the cash security. The Planning Commission shall refund any unused portion of the cash security when the project is satisfactorily completed.

- e. Any developer who posts security under these regulations shall sign a statement that he/she has read and understands Article VI and all subsections thereunder and that he/she will abide by its terms. The developer must further acknowledge in writing that he/she is aware of the expiration date of the security and that he/she shall not attempt to hold either the Planning Commission or the applicable city council/city commission/fiscal court, nor any employees of the same, liable for any damages that may result from strict enforcement of the Article VI and related regulations.

6.2 INSTALLATION OF PART OF IMPROVEMENTS IN PHASED DEVELOPMENTS

1. The owners of a tract may prepare and secure approval of a preliminary plat for the entire tract and may install the required improvements in only a portion of such tract, but the improvements must be installed or provision made for their installation pursuant to the above paragraphs in any portion of the area for which a final plat is approved for recording; provided, however, that any gas mains, storm sewers, truck sewers, roads, and any sewage treatment plants shall be designed and built in such a manner that they can be expanded or extended to serve the entire area, and provided further that all other requirements of these regulations have been met.
2. If the proposed development is a phased development, and heavy construction equipment must cross public roads constructed in earlier phases within the development, the developer shall post security equal to 5% of the total current cost of final surfacing and concrete work for the streets, which may be called by the Commission if necessary to repair any damage done to surface pavement, curbs, storm water inlets, or other concrete work. This amount shall be retained until the project is completed or until construction traffic is limited to use of an alternative route.
3. The requirements of this section are separate from and in addition to the maintenance and repair requirements set out in these regulations.

6.3 RELEASE, REDUCTION, EXTENSION, OR CALLING OF LETTER OF CREDIT

The standby letter of credit shall provide all release, extension, and call provisions and shall be in agreement with the procedures below.

1. RELEASE OF SECURITY

- a. Security shall be released by written certification of the Planning Commission Director pursuant to the following procedures:
 - i. **SECURITY FOR UNFINISHED IMPROVEMENTS** – proper installation of all improvements, with final subdivision plat and as-built plans furnished to the Planning Commission and inspection of work by Planning Commission’s engineer.
 - ii. **WARRANTY AND MAINTENANCE SECURITY** –
 1. One (1) year from date of acceptance by the city or county of public improvements and with concurrence from the city council/city commission/fiscal court responsible for public maintenance; or
 2. One (1) year after the date of final completion, inspection, and certification by the design engineer has been provided to the Planning Commission Engineer and the developer or current owners provide acknowledgement of future maintenance needs by the submission of a Maintenance Agreement executed by owners of all benefitted lots, if the completed improvements are serving four (4) or more single-family residential units and are not to be dedicated or are choosing to remain private.

2. REDUCTION OF SECURITY

- a. Reductions in the amount of a security may be made only under the following circumstances:
 - a. Reductions must be requested in writing by the owner/developer, and must state:
 1. The name of the subdivision or development project;
 2. The current amount of the security being held for unfinished improvements;
 3. The amount of reduction being requested;
 4. An itemized list of the original unfinished items that documents what has been completed as of the date of the request and

compares the original cost estimates with their current estimated costs;

5. The projected schedule of completion of remaining improvements; and
 6. The amount for the warranty and maintenance security if such security was required.
- ii. No more than two reductions shall be approved for the duration of the project.
 - iii. Reductions shall be made following completion of specific required improvements, e.g., water lines, sewer lines, retention basins, etc.
 - iv. Reductions shall only be made after written approval of the improvements is made by the Planning Commission Engineer.
 - v. Security for warranty and maintenance shall not be allowed to be reduced. Security for unfinished improvements shall not be reduced below the calculated amount of the security for warranty and maintenance.

3. EXTENSIONS OF TIME

- a. **PROCEDURE.** The Planning Commission staff shall maintain a calendar of security expiration dates and carefully monitor the valid dates of the security and, if a portion of the security is still being held 60 days prior to its ending date, (either they the amount of time granted or lesser date established by the security document) the Commission shall notify the developer and the applicable city or county's designee that the developer has 30 days to submit as-built plans and/or request a final inspection, or request an extension of time on the construction of the improvements and related security, stating specifically the factors delaying construction. If an extension is granted, the extended security must be received at least one (1) day prior to the expiration of the previous security. If extended security has not been received one day prior, the Planning Commission shall notify the bank of its intent to call the security, shall redeem the balance of the security and shall perform the work secured.
- b. **LENGTH.** The Planning Commission, with approval from the applicable city council/city commission/fiscal court or its designee, may grant an extension of up to, but not more than, one (1) calendar year from the security's original date of expiration. The Planning Commission may grant a second and final extension pursuant to the same procedures, requirements, and limitations for a first extension. Requests for extension shall be evaluated based on the best interests of the applicable city or county.

- c. **NO RIGHT TO EXTENSION.** Nothing about these provisions for extension requests shall obligate the Planning Commission to grant such requests nor shall they obligate the applicable city council/city commission/fiscal court (or designee) to give its approval. If a request for extension is denied or if no extension is requested, the Planning Commission may call the security pursuant to these regulations.

4. **CALLING OF SECURITY**

- a. The required security for unfinished improvements or warranty and maintenance security shall remain in effect until it is officially released as described above. If the improvements are not satisfactorily completed within the time specified above or stated in the security documents, the Planning Commission may proceed against the developer and the projects security. If at any time the Planning Commission is required to notify the bank or financial institution of its intention to call the security, this shall be deemed as a Violation of these regulations and the following shall apply:
 - a. The owner or developer of the subdivision or development shall be notified of the violation and means to remedy such violation and shall be subject to all applicable rules of enforcement contained in these regulations or associated regulatory bodies, and
 - b. The entire amount of the security shall be drawn regardless of the improvements completed up to the date of draw request. Any funds not used after completion of all required work by the Planning Commission shall be returned to the bank or financial institution one (1) year after acceptance by public entity or final approval of all work, less five hundred dollars (\$500) or such greater amount if documented as an amount necessary to be expended by the Planning Commission in procuring completion of all work, but not to exceed one thousand dollars (\$1,000) in any case.
 - c. A fee in the amount of two hundred fifty dollars (\$250) shall be paid to the Georgetown – Scott County Planning Commission prior to acceptance of replacement security if it is determined that a replacement security other than cash security may be accepted. The replacement security amount shall be evaluated by the Planning Commission Engineer and an increase in the amount may be required. This evaluation shall be determined according to the most recent engineering cost estimate, status of project completion, and/or maintenance or repairs needed, and current unit price estimate (established and maintained by the engineering office).

6.4 MAINTENANCE AND REPAIR OF IMPROVEMENTS

1. The developer shall be responsible for all maintenance and repair of the improvements installed for one year after final acceptance by the city or county, (with the exception of snow removal for streets proposed for acceptance by the City of Georgetown). The developer shall be responsible for any damage done to the improvements by construction traffic, local traffic, or by any other means, and shall insure the accessibility to all occupied lots during this time period. Upon completion of work and prior to public acceptance, the developer shall clean up all ground occupied or affected with his work. Failure to maintain or repair improvement may result in withholding approval of subsequent development, or the billing of the developer for such cleanup services performed by the city or county. The requirements of this section are separate from and in addition to the maintenance and repair requirements set out in these regulations.

6.5 LIABILITY INSURANCE

1. The developer shall furnish proof of liability insurance as required and approved by the governing body which shall indemnify and save harmless the Planning Commission and the applicable city council/city commission/fiscal court from any and all liability arising from any conditions related to the construction or installation of improvements by the developer. The insurance shall not be allowed to expire earlier than one (1) calendar year from the date of final acceptance of the improvements for maintenance by the city or county. A copy of the policy shall be filed with the City or County Clerk.

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ARTICLE VII

MAJOR FINAL SUBDIVISION PLATS AND DEVELOPMENT PLANS CONTENT AND FORMAT

7.1 CONTENT AND FORMAT

1. The final plat or plan and accompanying documents shall be submitted on uniform 18" x 24" sheets. If more than one sheet is required to show the subdivision plat or development plan, an index of the same size listing all the sheets shall also be submitted. The following requirements are separated to show the basic information required for both Final Subdivision Plats and Final Development Plans, the additional information required for Plats only, and the additional information required for Plans only.

7.2 BASIC REQUIREMENTS FOR BOTH FINAL PLATS AND FINAL PLANS

1. **A TITLE BLOCK TO INCLUDE:**
 - a. The information in the title block of the approved Preliminary Plat or Plan, except for the label, which shall read "Final Subdivision Plat" or "Final Development Plan" as appropriate.
2. **ADDITION TO THE LEGEND:**
 - a. The date of the original drawing, and any revision dates.
3. **ADDITION TO THE INFORMATION BLOCK:**
 - a. Individual lot acreage for all lots in A-1 zones (for plats only)
 - b. Individual lot dimensions and acreage or square footage for any lots receiving variances (for plats only).
4. **ALL CERTIFICATIONS CONFIRMING SERVICE PROVISION, OWNERSHIP, AND ALL OTHERS.** The list of certifications are available on the Planning Commission website.
5. **SHOW ALL ACCESS POINTS AND NOTE ALL LIMITATIONS TO ACCESS.**
6. **LIST ANY SPECIAL CONDITIONS THAT RUN WITH THE PLAT OR PLAN.**

7.3 ADDITIONAL REQUIREMENTS FOR FINAL DEVELOPMENT PLANS

1. All final street or private road plans including profiles, sections, grades, curve data, length of arcs, radii, and all other street, parking area, or access information required by these regulations.
2. All final storm sewer plans and sanitary sewer and water information required by these regulations.
3. Finalized utility easement locations as per these regulations and designed in cooperation with the appropriate utility company, if different from those shown on the Preliminary Plan.
4. Final calculations for site acreage, building square footage, and vehicular use area calculations.
5. A complete landscape plan pursuant to the Landscape and Buffer Ordinance in the Zoning Ordinance.

7.4 ADDITIONAL REQUIREMENTS FOR FINAL SUBDIVISION PLATS

1. **ADD TO THE INFORMATION BLOCK:**
 - a. Site data including total gross and net acreage, number of lots, typical and minimum lot area if different from preliminary plat, typical lot frontage widths at the building line and at the street right-of-way (provide this for all A-1 subdivision lots), lot number and minimum width building line on the typical lot, square feet of area or acres in parks and other public uses.
 - b. The correct legal description of the property being subdivided shall be on the plat, or on an accompanying certificate, and shall include the source of the title.
2. **PLACE A NOTE ON THE PLAT:**
 - a. If deed restrictions or covenants or homeowner's association requirements apply. Provide a copy of such restrictions, where required by these regulations.
 - b. For cluster subdivisions, stating all remaining acreage outside of cluster lots and not that this total cannot be further subdivided.
 - c. For cluster subdivisions, stating that a Certificate of Land Use Restriction has been filed in the County Clerk's office.

3. **ADD TO THE PLAT DRAWING:**

- a. The boundary lines of the area being subdivided with accurate distances and angles, according to the Minimum Standards of Practice for Land Surveying in Kentucky.
- b. The bearings and distances of all proposed streets and alleys, all street widths, typical sections of all new streets, all street names and the addresses of all parcels or units assigned by the developer according to local ordinance and the adopted Planning Commission guidelines. The radii, arcs or chords, points of tangency and central angles for all curvilinear streets and radii for rounded corners; sections and corner data.
- c. The location, area, and dimensions of any portions of the property or rights-of-way intended to be dedicated or granted for public use, with a statement of dedication thereon. See Article XIII.
- d. Location of lots and blocks showing dimensions to nearest hundredth of a foot, bearings of lot lines, building set-backs and identification by consecutive lot number or letter designation. Location of front building lines and their distance from right-of-way lines or monuments for all lots located on curves.
- e. The location and dimensions of all easements provided for public use, services or utilities, with the limitations of their rights stated on the plat, and easement descriptions.
 - i. **NOTE:** Application for KYTC encroachment permit, if needed shall have been submitted prior to Construction Plan approval and shall be received prior to final plat approval or issuance of Certificate of Occupancy in the case of Development Plans.

7.5 CONTENT & FORMAT REQUIREMENTS FOR SUBDIVISION PLATS AND DEVELOPMENT PLANS IN DIGITAL FORM

1. **PURPOSE**

- a. The purpose is to describe the minimum content and format of digital files of minor and major subdivision plats and development plans before they are officially filed.
- b. Submittals of preliminary and construction plans for the subdivision plat or development plan are an optional delivery (requested), but not required.
- c. This document applies to major and minor subdivision plats and development plans that are being officially filed with the Planning Commission.

2. SUPPORTED CAD DRAWING FILE FORMATS

- a. MicroStation® stores its drawing in a design file format with the.dgn extension. The GSCPC will accept files generated by MicroStation®.
- b. AutoCAD® stores its drawing in a proprietary drawing file format with the.dwg extension. The GSCPC will accept files generated by AutoCAD® Release 14 and higher.
- c. In addition to.dwg files, AutoCAD® supports DXF (Drawing Interchange file) format, and industry standard interchange file format used to transfer data between CAD and GIS applications. However, when using this format the information put into the drawing may not completely transfer as it was drawn. The GSCPC will accept files generated by AutoCAD® DXF.
- d. The preferred format for digital submissions to the GIS office will be.dwg. The GSCPC may waive or adjust this requirement as specified herein.
- e. File names will logically correspond to the project name, followed by the drawing software's extension.
- f. The GIS software, ESRI® ArcGIS for Desktop, can read the.dgn,.dwg, and.dxf file formats. Any ESRI® file formats will be accepted as well.

3. DATA LAYERING & SUBMISSION REQUIREMENTS

- a. **DATA FEATURE/LAYER REQUIREMENT**
 - i. Parcel Line – required to be snapped at common/shared feature
 - ii. Buildings – required to be “closed” with closed command as performed by AutoCAD or similar software.
- b. **ANNOTATION REQUIREMENT:** Annotation submitted digitally will be identical to annotation submitted on the hard copy maps.
- c. **COORDINATES DISPLAYED AS TEXT REQUIREMENT:** When displaying x and y (and z) coordinates, the whole number for the coordinate will be shown to two (2) decimal positions, i.e., no constants will be applied.
- d. The layer names must be identifiable by another person. Valid layer names are listed in the table below.
- e. Each layer must have only its element on it. For example, a water line must be on a water line layer versus the stormwater line or right-of-way line layers. In addition, with Microstation®, each layer number needs to have a layer name associated with it.
- f. All External reference files (xref) must be “bound” into the CAD file prior to submittal or included with the submittal.

- g. Public domain and custom AutoCAD® (shx) fonts are permitted in the drawing files only if the latest copies of each of these fonts are provided to the Georgetown – Scott County Planning Commission with the submittal of the.dwg file.
- h. Text for any layer will be on its own layer. The layer name is requested to end in “txt.”
- i. The following table displays the data features, elements, and requirements *REQUIRED* in a digital submittal. Additional layers are encouraged, but must be on separate layers.
- j. If appropriately named layers cannot be provided, GSCPC will accept an ASCII text file that specifically designates each layer within the file to a specific name.
- k. Text layers will be used to provide attribute data on each structure where text is requested. These layers are designated by a superscript numeral (example1). The specifications are listed below the following table.

<u>Layer Name</u>	<u>Data Feature/Layer</u>	<u>Element</u>	<u>**Preliminary** Plan or Plat Requirements</u>	<u>Final Plan or Plat Requirements</u>
ADDNUM_TXT	Address Numbers	Text		X
BEARING	Bearings	Text	X	X
STREET_TXT	Street Names	Text	X	X
BLDG	Structure (Buildings)	Polygon	X	X
CITY_LIMIT	City Limits (Annexations)	Line or Polygon	X	X
MONUMENT	Monument (Control and others)	Point symbol	X	X
MON_TXT	Monument Description (x,y,z)	Text	X	X
BNDY	Boundary/Lot Lines	Line	X	X
SETBACK	Building Set Back Line	Line	X	X
LOTNUM_TXT	Lot Numbers	Text	X	X
STARTPOINT	Starting Point of Legal Description	Text	X	X
CL	Centerline	Line	X	X
CBL	Curb Line	Line	X	X
EDGE_PAVE	Edge of Pavement	Line	X	X
ROW	Right of Way	Line	X	X
STREET_NAME_TXT	Street Name (proposed to, accepted by GSCPC)	Text	X	X

<u>Layer Name</u>	<u>Data Feature/Layer</u>	<u>Element</u>	<u>**Preliminary** Plan or Plat Requirements</u>	<u>Final Plan or Plat Requirements</u>
STREET_SIGN	Street Signs	Point Symbol	X	X
STREET_SIGN_TXT	Street Sign Text ¹	Text	X	X
SDWLKCL	Sidewalks	Polygon	X	X
SDWLK_TXT	Sidewalk Text ²	Text	X	X
HNDI_RMP	Handicap Ramps	Point	X	X
DRNG_AREA	Drainage Area	Polygon	X	X
DRNG_ESMT	Drainage Easements	Line or Polygon	X	X
DRNG_BASIN	Drainage Basins (retention/detention)	Polygon	X	X
OUTLET_CTRL	Outlet Control Structures	Point Symbol	X	X
OUTLET_CTRL_TXT	Outlet Control Structures Text	Point Symbol	X	X
EXIST_ESMT	Existing Easements	Line		X
SANITARY_ESMT	Sanitary Easements	Line or Polygon	X	X
SANITARY_MAIN	Sanitary Sewer Main	Line	X	X
SANITARY_MNHL	Sanitary Sewer Manhole	Point symbol	X	X
STORM_INLET	Stormwater Catch Basins & Inlets	Point symbol	X	X
STORM_PIPE	Stormwater Pipe	Line	X	X
STORM_PIPE_TXT	Stormwater Pipe Text ³	Text	X	X
STORM_HDWLL	Stormwater Headwalls	Point Symbol	X	X
STORM_BMP	Stormwater BMPs	Point Symbol	X	X
STORM_BMP_TXT	Stormwater BMP Text ⁴	Text	X	X
STORM_SWALE	Stormwater Swale/Ditch	Line	X	X

¹ Street Sign Text should label the type of street sign.

² Sidewalk descriptions should label the width of the sidewalk.

³ Stormwater Pipe Descriptions should label pipe diameter.

⁴ Stormwater BMP descriptions should label the BMP type. If the BMP is mechanical, include the brand and model number. If the BMP is not mechanical, designate its type, examples are: sand filter, vegetated swale, detention basin, retention basin, wetlands, etc.

<u>Layer Name</u>	<u>Data Feature/Layer</u>	<u>Element</u>	<u>**Preliminary** Plan or Plat Requirements</u>	<u>Final Plan or Plat Requirements</u>
UTILITY_POLE	Utility/Street Poles	Point symbol	X	X
UTILITY_ESMT	Utility Easements		X	X
WATER_HYDRANT	Water Hydrants	Point symbol	X	X
WATER_LINE	Water Lines		X	X
WATER_METER	Water Meter	Point symbol	X	X
TREE	Trees	Point symbol	X	X

4. MEDIA REQUIREMENTS

a. **THE FOLLOWING MEDIA ARE CONSIDERED ACCEPTABLE FOR DIGITAL SUBMISSION OF SUBDIVISION PLATS AND DEVELOPMENT PLANS.**

- i. CD-R - Data Disk (650 – 700 MB)
- ii. DVD- Digital Versatile Disk (4.7 GB)
- iii. USB Flash Drive

b. **CONSIDERATIONS**

- i. Files may be electronically submitted via email to the GIS personnel or to the main email address for the GSCPC office.
- ii. No other files will exist on the media.
- iii. No additional information will exist in the file aside from the data being specifically transmitted to the GSCPC office.

c. It is understood by GSCPC that the digital data is not a certified, legal document (201 KAR 18:102 as it relates to KRS 322.340). It is the responsibility of the GSCPC staff to refer to the recorded map for the corrected information.

d. The media delivered to GSCPC can be returned upon request.

e. **MEDIA SUBMISSION TIMELINE**

- i. The digital file must be submitted at the time the GSCPC certifies the plat/plan for recording in the County Clerk's Office.

5. CONVENTIONAL HARD COPY SUBMISSION REQUIREMENTS

- a. The following requirements pertain to hard copy maps that are submitted in conjunction with a digital submittal. In order to facilitate the map checking process and to enable direct correlation between the hard copy map and the digital submission, the following points should be noted.
 - i. Any distance, on or internal to, the boundary of the map must meet National Map Accuracy Standards.
 - ii. The following convention for symbolization of monumentation is the preferred and recommended convention. Three monument symbols will be used.
 - 1. Control points (represented by a solid triangle)
 - 2. Found monuments (represented by a solid circle)
 - 3. Set monuments (represented by a solid square)
 - iii. A control or set monument description (x, y, and z) will be called out separately as required by the Kentucky State Plane Coordinate System North Zone DAD 1983 in U.S. survey feet.

6. DATA INTEGRITY REQUIREMENTS

- a. The following requirements pertain to the mathematical integrity of the geometric data.
 - i. REQUIRED STANDARD:**
 - 1. The requirement is to follow the 201 KAR 18.150 "The Standards of Practice for Professional Land Surveyors," Section 7, Measurement Specifications, (5) Table of Specifications by Class: Classification of Surveys, or current edition (latest).
 - ii. RECOMMENDED STANDARDS:**
 - 1. The maximum error allowable between theoretically coincident points will be 9 mm (0.03 feet).
 - 2. The maximum error allowable between points on line and the line will be 6 mm (0.02 feet).
 - 3. The difference between distances calculated by inverting between the coordinates of points in the digital submission and the annotated distances shall not exceed 3 mm (0.01 feet).

4. The difference in seconds between bearings calculated by inverting between the coordinates of points in the digital submission and the annotated bearings shall not exceed the maximum of $(1031/\text{dist. (ft)}, 1'')$.

5. **Examples:**

Distance	Allowable Error in Bearing (seconds)
50	21
100	11
200	6
1200	1

7. **TIES TO HORIZONTAL CONTROL**

- a. GSCPC will provide a DWG file of the control monument locations and point identification text. A control monument book of the monuments located in Scott County is available for viewing in the GSCPC office. These monuments use the horizontal datum NAD83 and vertical datum 1929 unless otherwise noted.
 - i. The surveyor or engineer will be required to reference horizontal control monuments in accordance with the Subdivision and Development Regulations. Coordinates for these control monuments shall be shown on the digital file as required by the Data Layering and Submission Requirements section of this document.
 1. In areas where the minimum control monuments are not available, the use of two (2) boundary monuments located in opposite sides of the plan/plat can be referenced for horizontal control and x/y position.
 2. Upon review with the surveyor/engineer, GSCPC may waive this requirement.
- b. The boundary of the submitted plan shall be tied into the Kentucky State Plane Coordinate System North Zone NAD 1983 in U.S. survey feet in at least two (2) locations or on opposite sides of the subdivision boundary as agreed upon by GSCPC staff.
- c. The basis of bearings of the plat shall be the Kentucky State Plane Coordinate System North Zone NAD 1983 in U.S. survey feet, or latest revision of adjustment in at least two locations, preferable on opposite sides of the subdivision boundary as mutually agreed upon by the GSCPC staff.

- d. If the boundary of the development is a parcel or lot of a plat already tied to the Kentucky State Plane Coordinate System North Zone NAD 1983, the requirements of paragraph (3) shall be waived with the stipulation that the surveyor or engineer be required to show existing monumentation and coordinates on the plan/plat.

8. CHECKING DIGITAL DATA

a. THE DIGITAL DATA WILL BE CHECKED FOR THE FOLLOWING CRITERIA:

- i. Identifiable layer names
 - ii. Closure or the geometry of the features in the submittal
 - iii. Verification that digital and hard copy maps are consistent
 - iv. Correct geographic/geodetic position, i.e. correct coordinate system
- b. The developer will be given ten (10) working days from the day of notification of errors to correct and resubmit the corrected digital file.
- i. Once the digital data is corrected, resubmitted, and verified to be in accordance with the "Specifications for Digital Submittals and Requirements for Content and Format" document through GSCPC's GIS Office, GSCPC staff will be issued a copy of the plat generated by the digital submittal. GSCPC staff will check it against the hard copy received to verify they coincide, and then proceed with the process of ensuring the information complies with the Subdivision and Development Regulations for Georgetown, Sadieville, Stamping Ground, and Scott County, Kentucky and make a recommendation to the Planning Commission.

9. ADJUSTMENTS TO THESE REQUIREMENTS

- a. The Georgetown – Scott County Planning Commission may waive or adjust requirements specified herein upon a finding that the strict adherence to the requirements creates an undue hardship, or where the cost to benefit ratio is disproportionate, or where it is contrary to the long-term maintenance of the GIS of Georgetown and Scott County.
- i. For example: For minor plats, waiver may be appropriate on easement plats, mortgage plats, plats where lot lines are being shifted, or plats where lots are being consolidated. For development plans, waiver may be appropriate on minor amendments where the original development plan is not in digital format, in which case only the portion of the amended plan that is created using a CAD system would be submitted.

- b. The GSCPC staff may, upon review of the subdivision or development, require submittal of the 'as-built' in accordance with these regulations based on minor or major amendments.

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ARTICLE VIII

CONCEPTUAL PLANS & ZONE CHANGES

8.1 PROVISIONS

1. Conceptual plan approval by the Planning Commission shall be required for zone changes.
2. Conceptual Plans may be submitted for Planning Staff review of proposed subdivision or development of properties already zoned, for advice as to general workability of layout and stormwater management, classification as a Major or Minor Subdivision or Development, existence of environmentally sensitive resources, and guidance through the approval process, in addition to information as to the application of Planning Commission Regulations and the Comprehensive Plan to the project.

8.2 PROCEDURE FOR ZONE CHANGE WITH CONCEPTUAL PLAN REVIEW

1. The procedure for a zoning map amendment or zone change outlined in KRS 100 shall be followed in its entirety. In addition to those requirements, all applications for a zone change with concept shall adhere to the requirements below.
 - a. Applicants must file seven copies of the concept Plan for Planning Commission, zone change application form (found on the Planning Commission website), and required zone change and concept plan review fees.
 1. Be filed by the first working day of the month pursuant to the adopted Filing Deadlines and Review Schedule in the Planning Commission Office (generally six weeks prior to consideration by Planning Commission).
 1. The submitted concept plan shall conform to the Content and Format Standards set forth in the following section.
 2. The application shall also include the following:
 - a. Traffic Impact Study when the proposed development plan meets or exceeds 100 peak hour trips in either the AM peak hour window (7am to 9am) or PM peak hour window (4pm to 6pm). Traffic impact studies shall also be required for the rezoning of any property which had a traffic impact study performed previously. Traffic impact studies shall use whichever metric results in the greatest number of trips for the use and Project Site.

- b. A supplemental letter detailing how the application aligns with all requirements for zone change consideration as outlined in KRS 100.213.
 - c. A statement regarding annexation, when the subject property directly adjoins city limits or is within an Urban Service Boundary as defined by the latest Comprehensive Plan.
- b. All applicants shall meet with Staff and members of the Technical Review Committee (TRC) at the scheduled meeting of the TRC (see Filing Deadline and Review Schedule) to discuss the submitted plan and receive comments. See

- c. ARTICLE II (Definitions).
- d. By the "Public Notice Deadline" in the Filing Deadline and Review Schedule, applicants shall:
 - 1. Submit the "Compliance with Notification Policy" document, including all items reference therein. The Notification Policy document is found on the Planning Commission website or in the office.
- e. By the "Corrections Deadline" in the Filing Deadline and Review Schedule, applicants shall:
 - 1. Respond to staff and TRC comments, in writing or in a meeting prior to the response date;
- f. Submit three revised preliminary plans to scale ;
 - 1. Submit three (3) 18" x 24" copies of the Preliminary Plan, as revised, reduced to 11" x 17" to the Planning Commission office for mailing to Commission members.
- g. Submit all supplementary items the Applicant requests to be included in the staff packet or per the request or requirement of the Planning Commission or any attendee of the Technical Review Committee Formal staff review of zone changes with concept plan shall be mailed to all Planning Commissioners and applicants one week prior to the regular meeting.
- h. Planning Commission shall consider the application for a zone change with concept plan at its regularly scheduled meeting.
 - 1. Approval of the conceptual plan by the Planning Commission demonstrates that the site design proposal will be acceptable if all applicable regulations are satisfied, but is not approval of a final development plan or subdivision plat or approval to begin construction, nor does it guarantee the number of lots, units, or square footage.
- i. Upon public hearing by the Planning Commission, the zone change with concept plan shall follow all requirements for a legislative body consideration of a zoning map amendment as outlined by KRS 100.

8.3 CONTENT AND FORMAT OF ZONE CHANGE CONCEPTUAL PLANS

- 1. For zone changes, the conceptual plan shall be on material capable of reproduction, and on 18" x 24" uniform size sheets. The following information shall be required:
 - a. A vicinity map at a scale of two-thousand feet to the inch, indicating the boundaries of the proposed development and significant nearby public facilities, such as roads, schools, parks, shopping centers, and hospitals.

- b. On a U.S.G.S. or comparable topographic map of the area proposed development, a simple plan showing:
 - i. The proposed layout of streets, entrances, rights-of-way, blocks, or interior use areas, utility easements, existing utility lines, and buffers;
 - ii. Approximate proposed location and size of areas to be designated open space, conservation, and/or floodplain;
 - iii. Direction of drainage and drainage management plan, including the location of retention and/or detention basins;
 - iv. Location of proposed public facilities such as schools, parks, fire stations; and
 - v. Any other significant features.
- c. Either on the conceptual plan in an information block or by separate document, statistics regarding the total acreage and approximate net acreage of the proposed development, existing and proposed zoning classification, zoning classification of surrounding properties, proposed typical lot size, lots or units/net acre, total number of lots or units proposed, approximate proposed area of impervious surfaces, and a statement regarding the proposed source of treated water and disposal of sanitary sewage.
- d. A title block providing the proposed name of the development, name and address of the landowner, name and address of the engineer, name and address of possible subdivider/developer, the title or "Conceptual Plan for Zone Change of _____ Property", and a scale.
- e. Any additional information necessary to explain and/or supplement the vicinity map and conceptual plan may also be submitted.

8.4 PROCEDURE FOR FILING AND REVIEW OF OPTIONAL CONCEPTUAL PLANS

- 1. Submit Conceptual Plan containing the following information, and schedule a meeting with the Planning Staff for review. Filing fee is required only when Planning Commission review is requested.
 - a. The Plan shall be at a scale of 200 feet to one inch or greater and must show:
 - i. The conceptual street and lot layout;
 - ii. the conceptual drainage plan as described in Section 8.1 above;
 - iii. and proposed building locations, parking, public facilities, and landscape/buffer areas.

2. At staff review meeting, the development will be classified a Major or Minor Subdivision or Development Plan and the developer will be advised of the proper procedure to follow and of any obvious defects in the plan, which shall be remedied on the preliminary plat or plan.
3. Optional conceptual plans receive no formal approval. They are not requested by the Planning Commission unless required by the applicant, in which case the more formal procedures in Section 805 above must be followed.

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ARTICLE IX

MINOR SUBDIVISION PLAT AND DEVELOPMENT PLAN APPROVAL PROCEDURE

9.1 PROCEDURES FOR MINOR SUBDIVISION PLAT APPROVAL

1. IF A SUBDIVISION CONFORMS TO THE DEFINITION OF MINOR SUBDIVISION IN ARTICLE II, APPLICANTS SHALL OBTAIN APPROVAL PURSUANT TO THE FOLLOWING PROCEDURE.

a. PLAN PREPARATION

- i. A plat suitable for recording shall be prepared by a licensed surveyor, engineer, or other qualified person, after the developer has communicated with the Planning Office to determine if the proposed development qualifies as a minor subdivision.
- ii. If any utility lines exist on said property, the utility companies shall be contacted for utility easement widths on the existing lines.

b. SUBMISSION AND FIRST REVIEW

- i. The developer shall submit one copy of the original plat measuring 18" x 24" to the Planning Office for review and comment. All fees must be paid at time of submittal.
- ii. After initial review, the Planning Office shall return the copy with corrections marked on the plat or on a separate comment form.
- iii. After all comments are addressed, the developer/applicant shall submit three (3) copies of the original plat with original signatures on all required certifications to the Planning Office.

c. FINAL REVIEW

- i. The Planning staff shall review the plat for conformance to all applicable regulations and to all previous mark-up comments.
- ii. When the plat conforms to these regulations, the Planner shall notify the Planning Commission Chairman, and the Chairman or designee shall sign the Commission's certifications of the plat to signify its approval and make the plat eligible for recording.
- iii. After the Chairman or designee signs the plat, one copy shall be returned to the developer and one copy shall be recorded in the Office of the County Clerk by the Developer within thirty days.

- iv. One copy of the Certificate of Land Use Restrictions, if required, shall be filed by the Planning staff at the owner/developer's expense.
 - v. The third copy of the signed plat shall be retained by the Planning Commission as the "official copy".
 - vi. If necessary, plats and plans will be distributed to the Technical Review Committee for their review.
- d. The applicant shall allow twenty days for review and approval or to receive comments that will make the submission acceptable for approval. These comments, if any, must be addressed and returned before the signing of the minor plat.

9.2 CONTENT AND FORMAT OF MINOR SUBDIVISION PLAT MATERIAL

1. MINOR SUBDIVISION PLATS SHALL BE PREPARED ACCORDING TO THE FOLLOWING SPECIFICATIONS:

a. MATERIALS AND SIZE

- i. Plats submitted shall be eighteen (18) inches by twenty-four (24) inches.

b. TITLE BLOCK

- i. The title block shall include the name of the development,
- ii. the purpose of the plat,
- iii. the names, mailing addresses, and telephone numbers of the owner,
- iv. the engineer or surveyor,
- v. graphic scale,
- vi. north arrow, and
- vii. date of preparation.

c. SUBDIVISION PLAT

- i. A minor plat shall contain all information required for major subdivision plats, and include the following information:
- ii. In rural or unincorporated areas, a diagram showing the lot, or lots, being created by the plat and their relation to the remaining parent tract.
- i. In rural or unincorporated areas, the surveyor shall certify, on the plat in the form of a diagram or drawing, the number of lots with access to each access easement/driveway.

1. In rural or unincorporated areas, in relation to any lot(s) whose access is provided by an access easement/driveway, the following notes shall be placed on the plat:
 - a. "The driveway (or access easement) shown on this plat shall serve a maximum of three (3) lots."
 - b. "Further subdivision of lots with access to this driveway (or access easement) must be approved by the Planning Commission and can require improvement to public street standards, including an approved road name in accordance with the *Street Name and Numbering Guide*."
 - c. "The driveway (or access easement) is not a public road and will not be maintained by Scott County (or Georgetown, if applicable)."

9.3 REVIEW OF PLATS

1. The Planning staff is and shall be authorized to review plats filed under this Article for compliance and to recommend approval of the same for and on behalf of the Commission. The Chairman of the Commission or designee will be contacted to sign the Commission's certificate of approval for recording.

9.4 FINAL APPROVED PLATS

1. A final approved plat shall be sent to all utility companies within fifteen (15) days of approval.
2. A final minor plat shall contain all required certifications, the language of which can be found on the Planning Commission website.

9.5 PROCEDURES FOR MINOR DEVELOPMENT PLAN APPROVAL

1. **PLAN PREPARATION**
 - a. The plan shall be prepared by an engineer or other qualified person, after the developer has communicated with the Planning Office to determine if the proposed development qualifies as a minor development.
 - b. If any utility lines exist on said property, the utility companies shall be contacted for utility easement widths on the existing lines.
2. **SUBMISSION AND REVIEW**
 - a. The developer shall submit six (6) copies of the original plan to the Planning Office on the first working day of the month. These plans will be distributed to

the Technical Review Committee for their review and comment. Planning Staff will review and comment on the plans and shall provide comments by the time of the technical review meeting.

- b. The Planning staff shall review the plan for conformance to all applicable regulations. When the plan conforms to these regulations, the Planner shall notify the Planning Commission chairman, and the Chairman or his designee shall sign the Commission's certification of the plan to signify its approval and the ability to begin construction. After the plan is signed, three copies shall be returned to the developer, one copy shall be given to the Building Inspector, and two copies retained by the Planning Commission.

9.6 CONTENT AND FORMAT OF MINOR DEVELOPMENT PLANS

1. Minor development plans shall contain all pertinent information and certifications required for major development plans, including but not limited to access and circulation, drainage, grading, existing and proposed utilities, and landscaping standards. The Planning Director and the Commission Engineer may waive these submittal requirements not necessary for review of the minor development plan.

9.7 REVIEW OF MINOR DEVELOPMENT PLANS

1. The Planning Commission staff shall be authorized to review plans filed under this Article for compliance and to recommend approval of the same for and on behalf of the Commission. The Chairman, his designee, or Secretary of the Commission will be contacted to sign the Commission's certificate of approval.

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ARTICLE X

SITE DESIGN STANDARDS FOR SUBDIVISION AND DEVELOPMENT

10.1 CIRCULATION SYSTEM DESIGN

1. GENERAL

- a. The provision, arrangement, construction, and phasing of streets shall substantially conform to the Comprehensive Plan.
- b. No street shall be approved which will be subject to flooding.
- c. Traffic from higher intensity residential uses shall not pass through lower intensity residential uses, except where the road is classified or designed as a collector or greater.
- d. Traffic calming is required for blocks greater than 1,000 feet, or as required by Planning Commission Engineer. See AASHTO, LFUCG, FHWA and/or ITE traffic calming documents for acceptable designs.

2. PUBLIC STREET CLASSIFICATION

- a. Streets shall be classified pursuant to Exhibit 10-1.
- b. Existing street classifications shall be as defined by the Transportation Element of the Comprehensive Plan.
- c. Each new street (residential and non-residential) shall be designed for its entire length to meet the standards for its classification.
- d. The applicant be required to provide a traffic analysis to demonstrate to the Planning Commission's satisfaction that the distribution of traffic to the existing or proposed street system will not exceed the adopted Transportation Element standards for any street.

3. ROADWAY WIDTHS

- a. Except for privately owned streets, roadway width standards are shown in *EXHIBIT 1: CITY OF GEORGETOWN STREET CROSS SECTION(S)*, and *EXHIBIT 2: SCOTT COUNTY STREET CROSS SECTION* and shall apply to all developments with urban density, with the following exception.
 - i. For developments in A-1 zones, minimum roadway widths for new roads shall be 20 feet between face of curb or edge of pavement.
 - ii. Shoulders, where needed, shall be 2 feet each side with trapezoidal or parabolic ditches designed per local regulations for open channel design.

4. CURBS AND GUTTERS

a. **CITY OF GEORGETOWN**

- i. Curbing is required on all urban streets for the purposes of drainage, safety, and delineation and protection of pavement edge.

b. **SCOTT COUNTY**

- i. Curbing is required on all streets in urban-style developments (i.e., those developments with a density greater than one dwelling unit per acre and not zoned A-1 Agriculture. Urban-style developments exclude rural cluster residential developments) for the purposes of drainage, safety, and delineation and protection of pavement edge.

- c. Curbing shall be designed to provide ramps for wheelchairs at all street intersections with sidewalks with a minimum of one for every corner, and as required by state law.

d. **CURBS AND GUTTERS ARE TO BE BUILT TO THE FOLLOWING SPECIFICATIONS:**

- i. Construct all curb and gutter on a prepared subgrade to the dimensions and design as in the approved construction plans and/or standard drawings.
- ii. All Concrete shall have class "A" specifications.
- iii. Sawed contraction joints shall be constructed every 20 feet with a minimum depth of 3 inches in accordance with the Kentucky Department of Highways Standard Specifications, Current Edition.
- iv. Expansion joints shall be constructed at all breaks in alignment, at contact with new or existing concrete, at all drainage inlets, at the beginning and ending points of curves, and not to exceed 200' maximum spacing for slip form application and 30' maximum spacing for hand placed.
- v. Maintain concrete at a minimum temperature of 45 degrees Fahrenheit for 3 calendar days after placement and at a minimum temperature of 40 degrees Fahrenheit for an additional 4 calendar days. When the Planning Commission Engineer requires, submit a written outline of the method to be used for protecting concrete. The Planning Commission Engineer, and or Development Inspector reserve the right to discontinue concrete placement when the means of protection or method of placement does not produce satisfactory results. Do not place concrete during times of the year that the temperatures may be expected to drop below the 45 or

40 degrees Fahrenheit limits, unless there are adequate provisions at the job site for maintaining concrete at the specified temperature.

- vi. Immediately after completing finishing operations and the concrete has set sufficiently to prevent marring the surface, cure the entire surface of the newly placed concrete, including the face of all construction joints. Cure according to one of the following methods:
1. White Membrane Curing: (Type 2, Class "A" or "B") Ensure that all curing compounds conform to AASHTO M 148.
 2. Wet Burlap: Thoroughly wet the burlap before placing. Carefully place the burlap over the finished surface to completely cover the surface and sides of the slab. Clean the burlap of all coating of earth or other deleterious substances before using it. Soak new burlap in water for 12 hours before using. During the first six hours a single thickness of burlap will be required. After the first six hours, use a double thickness. Overlap adjacent burlap strips at least 3 inches. Keep the burlap thoroughly saturated and in place for at least 72 hours even when required strength is attained.
 3. Curing Blankets: Keep the concrete continuously damp for the period of time specified for the item being constructed, beginning immediately after placing and finishing. As soon as possible, without damaging the concrete surface, moisten the concrete by applying water, and immediately cover the surface with the curing blankets. Place the blankets so that the adjoining blankets overlap at least 18 inches. Weight all alps and outside edges to prevent displacement of the blankets before completing curing. Ensure intimate contact between the blankets and the concrete surface. Use curing blankets that consist of a top layer of white copolymer material and a bottom layer of absorbent, non-woven, synthetic fabric. Ensure that the layers are securely bonded together so there will be no separation of the layers during handling and curing of the concrete. When tested according to AASHTO M 171, ensure that moisture loss does not exceed 0.010 grams per square centimeter and that reflectance is at least 70 percent.
 4. Wet Curing: Cure concrete for a period of at least 7 calendar days, beginning immediately after placement and finishing, by frequently applying water to all surfaces to keep them continuously damp during the full 7-calendar day curing period or until the required strength is attained. Protect exposed concrete surfaces from drying by application of a double thickness of wet burlap or similar approved material and keep the burlap or other

approved material continuously wet for a period of 7 or more days.
Soak new burlap in water for at least 12 hours before the first use.

vii. ***PROPOSED CURBING TO BE DEDICATED TO THE CITY OF GEORGETOWN SHALL BE:***

1. Box curb
2. Shall be placed on a minimum of 6 inches of granular base material (DGA/CSB).

5. SHOULDERS

a. **SHOULDERS AND DRAINAGE SWALES MAY BE PERMITTED INSTEAD OF CURBS WHEN:**

- i. Shoulders are required by state law;
- ii. Soil or topography makes the use of shoulders and/or drainage swales preferable;
- iii. It is in the best interest of the community to preserve its rural character or natural drainage systems by using shoulders and/or drainage swales instead of curbs.

b. **WHERE SHOULDERS AND DITCHES ARE USED, THERE SHALL BE ADEQUATE CROSS DRAIN MEASURES AT ALL DRIVEWAYS AND INTERSECTIONS.**

- i. Shoulders shall measure four (4) feet in width on each side for all streets and roads less than 24 feet, 2 feet in width, both sides, for all streets and roads 24 feet or greater, and shall be located within the right-of-way as shown in *Table 1: Right-of-Way, Pavement, & Shoulder Width Standards*. The width of swales shall be determined by calculation of storm water flow according to local regulations and approved by Planning Commission Engineer.
- ii. Shoulder subgrades shall be constructed concurrently with roadway subgrades to ensure uniform compaction throughout the street cross sections.

c. **WHERE SHOULDERS ARE USED, THE FOLLOWING STANDARDS APPLY:**

Table 1: Right-of-Way, Pavement, & Shoulder Width Standards

Street Type	Right of Way Width (ft.)	Pavement Width (ft.)	Shoulder Width (ft.)
Local	50	22	4
Continuous	50	24	2
Collector ⁵	60	28	2
Collector ⁶	60	32	2

i. Notes:

1. Pavement cross slope to be ¼ inch per foot fall.

6. PRIVATE STREETS

- a. The purpose of this section is to specifically define the design, inspection, certification and maintenance issues and requirements for private streets/access easements.
- b. **COMMERCIAL/INDUSTRIAL DEVELOPMENTS:** Commercial and industrial developments include shopping centers, professional business parks and factories. The private street/access easement to these developments shall be clearly shown on all plans/plats and shall conform to the following standards:
 - i. **DESIGN:**
 1. **Pavement Structure:** Designed according to guidelines established in TABLE 2: FLEXIBLE PAVEMENT DESIGN PARAMETERS.
 2. **Width:** Minimum pavement width of twenty-five (25) feet or greater width if required by Emergency Services or Public Works
 3. **Curb & Gutter:** Not required
 4. **Sidewalks:** Not required
 5. **Street Signs:** Shall contain the designation: Private
 - ii. **INSPECTION:** The design engineer is responsible for inspecting the private street/access easement. The Georgetown – Scott County Planning Commission will not be responsible for any inspections.
 - iii. **CERTIFICATION:** For commercial/industrial developments, there is no certification required for private streets/access easements.

⁵ Parking permitted on one side.

⁶ No parking on street

- c. **RESIDENTIAL DEVELOPMENTS:** There are several types of residential developments. Each will be defined and guidelines will be specified for each type.
- i. **UNSUBDIVIDED RESIDENTIAL DEVELOPMENTS:** Examples of this type of development include apartment complexes and townhouse developments. The private street/access road shall be clearly shown on all plans/plats and shall conform to the following standards:
1. **Design:**
 - a. **Pavement Structure:** Designed according to guidelines established in *TABLE 3: DESIGN STREET CHARACTERISTICS*
 - b. **Width:** Minimum pavement width of twenty-five (25) feet or greater width if required by Emergency Services or Public Works.
 - c. **Curb & Gutter:** Not required
 - d. **Sidewalks:** Not required
 - e. **Street Signs:** Shall contain the designation: Private
 - f. **On street parking:** prohibited
 2. **Inspection:** The design engineer is responsible for inspecting the street/access easement. The Georgetown – Scott County Planning Commission will not be responsible for any inspections.
 3. **Certification:** The design engineer must provide certification to the Georgetown – Scott County Planning Commission Engineer stating that construction of the private street/access easement complies with the approved design. The certifications shall also state that the construction was inspected and found to be in compliance with local regulations. The certification must be submitted prior to a certificate of occupancy.
- ii. **SUBDIVIDED RESIDENTIAL DEVELOPMENTS (CITY) HIGH DENSITY RESIDENTIAL:** Examples of this type of development include townhomes, triplexes and four-plexes. The private street/access easement shall be clearly shown on all plans/plats and shall conform to the following standards:
1. **Design:**
 - a. **Pavement Structure:** Designed according to guidelines established in *TABLE 3: DESIGN STREET CHARACTERISTICS*

- b. **Width:** Minimum pavement width of twenty-five (25) feet or greater width if required by Emergency Services or Public Works.
 - c. **Curb & Gutter:** Required
 - d. **Sidewalks:** Required on both sides
 - e. **Street Signs:** Shall contain the designation: Private
 - f. **On street parking:** prohibited
 - 2. **Inspection:** The design engineer is responsible for inspecting the street/access easement. The Georgetown – Scott County Planning Commission will not be responsible for any inspections.
 - 3. **Certification:** The design engineer must provide certification to the Georgetown – Scott County Planning Commission Engineer stating that construction of the private street/access easement complies with the approved design. The certifications shall also state that the construction was inspected and found to be in compliance with local regulations. The certification must be submitted prior to recording a final record plat.
- iii. **SINGLE FAMILY RESIDENTIAL (CITY):** Single family residential shall include duplexes. The private street/access easement shall be clearly shown on all plans/plats and shall conform to the following standards:
 - 1. **Design:**
 - a. **Pavement Structure:** Designed according to guidelines established in TABLE 3: DESIGN STREET CHARACTERISTICS
 - b. **Width:** Minimum pavement width of twenty-five (25) feet or greater width if required by Emergency Services or Public Works.
 - c. **Curb & Gutter:** Required
 - d. **Sidewalks:** Required on both sides
 - e. **Street Signs:** Shall contain the designation: Private
 - f. **On street parking:** prohibited
 - 2. **Inspection:** The design engineer is responsible for inspecting the street/access easement. The Georgetown – Scott County Planning Commission will not be responsible for any inspections.
 - 3. **Certification:** The design engineer must provide certification to the Georgetown – Scott County Planning Commission Engineer

stating that construction of the private street/access easement complies with the approved design. The certifications shall also state that the construction was inspected and found to be in compliance with local regulations. The certification must be submitted prior to recording a final record plat.

- iv. **RESIDENTIAL DEVELOPMENTS UTILIZING REAR ENTRY ALLEY:** The rear access alleys shall comply with the following design guidelines:

1. **Design:**

- a. **Pavement Structure:** Designed according to guidelines established in TABLE 3: DESIGN STREET CHARACTERISTICS
- b. **Width:** Minimum of sixteen (16) feet with two-way traffic or ten (10) feet with one-way traffic.
- c. **Curb & Gutter:** Not required
- d. **Sidewalks:** Not required
- e. **Street Signs:** Shall contain the designation: Private
- f. **On street parking:** prohibited

2. **Inspection:** The design engineer is responsible for inspecting the street/access easement. The Georgetown – Scott County Planning Commission will not be responsible for any inspections.

3. **Certification:** The design engineer must provide certification to the Georgetown – Scott County Planning Commission Engineer stating that construction of the private street/access easement complies with the approved design. The certifications shall also state that the construction was inspected and found to be in compliance with local regulations. The certification must be submitted prior to recording a final record plat.

4. Emergency vehicles and other services such as trash collection shall not use rear alleys for access. Access for these services must be provided on abutting public streets or private streets/access easements.

v. **SUBDIVIDED SINGLE-FAMILY RESIDENTIAL DEVELOPMENTS**

(COUNTY): These developments include cluster developments and 5-acre developments. The private street/access easement shall be clearly shown on all plan/plats and shall conform to the following standards:

1. **Design:**

- a. **Pavement Structure:** Designed according to guidelines established in *TABLE 3: DESIGN STREET CHARACTERISTICS*
 - b. **Width:** Minimum width of eighteen (18) feet or greater width if required by Emergency Services.
 - c. **Curb & Gutter:** Not required
 - d. **Sidewalks:** Not required
 - e. **Street Signs:** Shall contain the designation: Private
 - f. **On street parking:** prohibited
 - 2. **Inspection:** The design engineer is responsible for inspecting the street/access easement. The Georgetown – Scott County Planning Commission will not be responsible for any inspections.
 - 3. **Certification:** The design engineer must provide certification to the Georgetown – Scott County Planning Commission Engineer stating that construction of the private street/access easement complies with the approved design. The certifications shall also state that the construction was inspected and found to be in compliance with local regulations. The certification must be submitted prior to recording a final record plat.
- d. **PROVISIONS APPLICABLE TO ALL PRIVATE STREETS/ACCESS EASEMENTS:**
- i. Private streets/access easements will not be bonded.
 - ii. The final surface does not have to be down prior to recording a plat/obtaining a Certificate of Occupancy. If the surface is not down prior to recording a final plat/obtaining a Certificate of Occupancy, a letter must be submitted to the Georgetown – Scott County Planning Commission Engineer prior to recording a plat/obtaining a Certificate of Occupancy establishing the party/parties responsible for putting down the surface.
 - iii. Parking areas outside the private street/access easement will not be subject to any design standards or certifications. These parking areas shall be subject to the requirements of the sections of the Zoning Ordinance and Subdivision and Development Regulations applicable to the use of the property [i.e. number of spaces, dimension of spaces, etc.]

7. PEDESTRIAN ACCESS

- a. All developments shall be required to provide pedestrian access to parking lots, off-site sidewalks, and facilities commonly used by residents.
 - i. In all urban subdivisions or subdivisions with urban densities (lot sizes of up to 1.0 acre or provide for densities greater than 1 dwelling unit per acre), sidewalks shall be installed on both sides of all proposed roads, public or private.
 - ii. Sidewalks shall be extended around the full length of any cul-de-sac or other approved turnaround.
 - iii. Sidewalks shall be placed in the right-of-way, parallel to the street, unless an exception has been permitted to preserve historically significant, topographical or natural features or to provide visual interest, or unless the applicant shows that an alternative pedestrian system provides safe and convenient circulation.
 - iv. The Planning Commission may waive this requirement and permit the installation of the sidewalk on only one side with the location to be reviewed and approved by the Planning Director and/or Planning Commission Engineer.
 - v. The Planning Commission may permit an exception to allow sidewalks to abut the curb where the intent is to create an urban atmosphere in townhouse, or similar, development and in neighborhood or downtown business zones, if the arrangement ensures pedestrian safety.
- b. Pedestrian-way easements ten (10) feet wide may be required by the Planning Commission to provide circulation or access to schools, parks, shopping, or other community facilities.
- c. **SIDEWALK CONSTRUCTION** – For the safety of pedestrians in residential and commercial developments the developer shall build Portland Cement sidewalks within the street right-of-way to meet the following specifications:
 - i. Required Width and Size (add one foot where parked vehicles will overhang private sidewalk)
 - 1. Single-Family or Duplex Housing Developments – Four (4) feet wide and four (4) inches thick.
 - 2. Multi-Family Developments – Four (4) feet wide and four (4) inches thick.
 - 3. Commercial Developments – Six (6) feet wide and four (4) inches thick.

4. Downtown Business Area – Width shall conform to the sidewalk width in the immediate area.

d. **SIDEWALKS AND PEDESTRIAN WAYS SHALL BE CONSTRUCTED ACCORDING TO THE SPECIFICATIONS:**

- i. Construct all sidewalks on a prepared subgrade to the dimensions and design as in the approved construction plans and/or standard drawings.
- ii. Expansion joints shall be placed at thirty-two foot intervals. In existing neighborhoods, expansion material shall be placed at the beginning and end of newly constructed areas (sidewalk/curb and gutter with grass utility strip). When the sidewalk is constructed integral with the curb, ensure that the width and spacing of the joints conform to that in the curb. Round the edges of the sidewalk at all expansion joints with an approved edging tool to a $\frac{1}{4}$ inch radius. Install $\frac{1}{2}$ inch pre-molded expansion joint material to the full depth of the sidewalk where the sidewalk abuts any rigid structure or fixture, such as curbs, columns, castings, buildings, and light standards.
- iii. Divide the surfaces of sidewalks into rectangular areas by means of a jointer having a radius of $\frac{1}{4}$ inch and forming a groove no less than one inch in depth for the full width of the walk. Ensure that the length of the rectangles formed does not exceed the width to the sidewalk being constructed. Sawed joints will need to be completed not later than one day following the end of the curing period.
- iv. The sidewalks shall be placed adjacent to the street right-of-way line. Slope toward curb shall be one quarter ($\frac{1}{4}$) of an inch to the foot. Construction in existing neighborhoods requires the contractor to match existing grade and sidewalk width unless specified otherwise by the Planning Commission Engineer. Distance will vary with road cross-section when conforming to detail of (sidewalk/curb and gutter with grass utility strip).
- v. All concrete shall have class “A” specifications.
- vi. Concrete curing for sidewalks and pedestrian ways are to conform to the specifications listed in these regulations.

e. **SIDEWALKS ADJACENT TO STREETS**

- i. Sidewalks within five (5) feet of the pavement shall be built at an elevation at or above the elevation of the top of the curb. In residential areas, the sidewalks shall be constructed at least four (4) feet from the curb except at street intersections.

f. **SIDEWALK CONSTRUCTION WHERE CURB AND GUTTERS ARE WAIVED**

- i. Sidewalks shall be constructed between the ditch and the right-of-way line where curb and gutters have been waived. The sidewalks shall be built at least two (2) feet from the ditch line and shall not be built in the ditch or so as to impede the flow of water in the ditch or as to cause erosion or flooding.

g. **BIKEWAYS**

i. ***BICYCLE PATHS***

1. Dimensions and construction specifications of bicycle paths shall be determined by the number and type of users and the location and purpose of the bicycle path. A minimum 8-foot paved width should be provided for two-way bicycle traffic and a 5-foot width for one-way traffic.
2. Choice of surface materials, including bituminous mixes, concrete, gravel, soil cement, stabilized earth and wood planking, shall depend on use and users of the path.
3. Gradients of bike paths should generally not exceed a grade of 5 percent, except for short distances.

- ii. ***BICYCLE LANES*** – Lanes shall be 4 feet wide, or wide enough to allow safe passage of bicycles and motorists.

h. **DRAINAGE**

- i. In the event that surface drainage is towards the street right-of-way, the drainage shall be controlled so as not to flow over the public sidewalk area. The water shall be intercepted in a suitable manner and piped to the gutter line or storm sewer if they exist or to a ditch line if gutters or storm sewers do not exist.

8. RIGHT – OF – WAY

- a. The right-of-way shall be measured from lot line to lot line. Right-of-way requirements are shown in EXHIBIT 1: CITY OF GEORGETOWN STREET CROSS SECTION(S) or EXHIBIT 2: SCOTT COUNTY STREET CROSS SECTION.
- b. The right-of-way width shall not change along the width of any street, unless it can be demonstrated that the change will not reduce the level of service of the street or cause incompatibility of setbacks.
- c. Where development includes proposed public streets, or streets planned in the Transportation Element of the Comprehensive Plan, required right-of-way widths shall be dedicated pursuant to Article XIII (Dedication and Maintenance).

9. STREET GRADE, PAVEMENT AND INTERSECTION SPECIFICATIONS:

- a. The following items are the minimum standards for street, pavement, and intersection designs.

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EXHIBIT 1: CITY OF GEORGETOWN STREET CROSS SECTION(S)

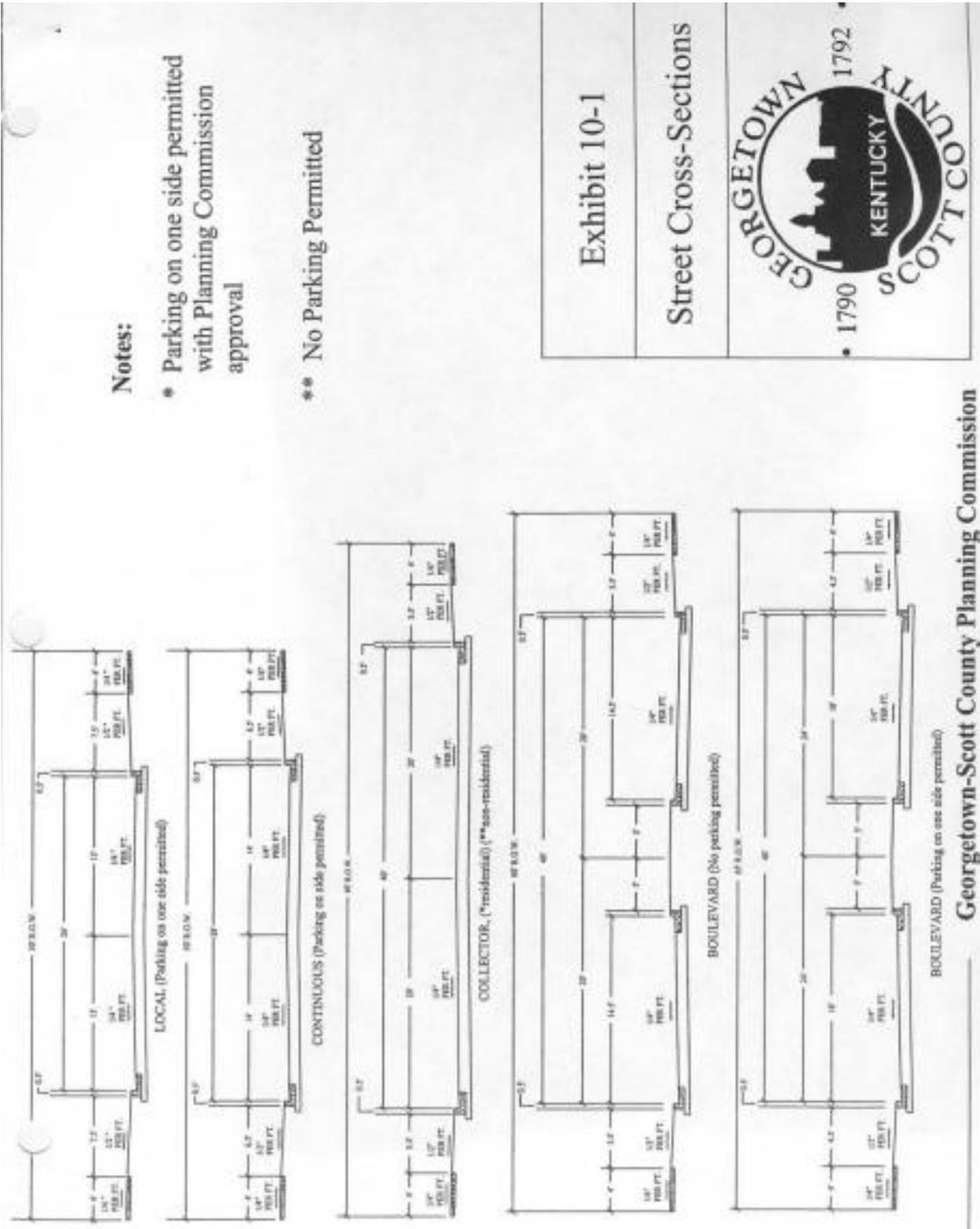
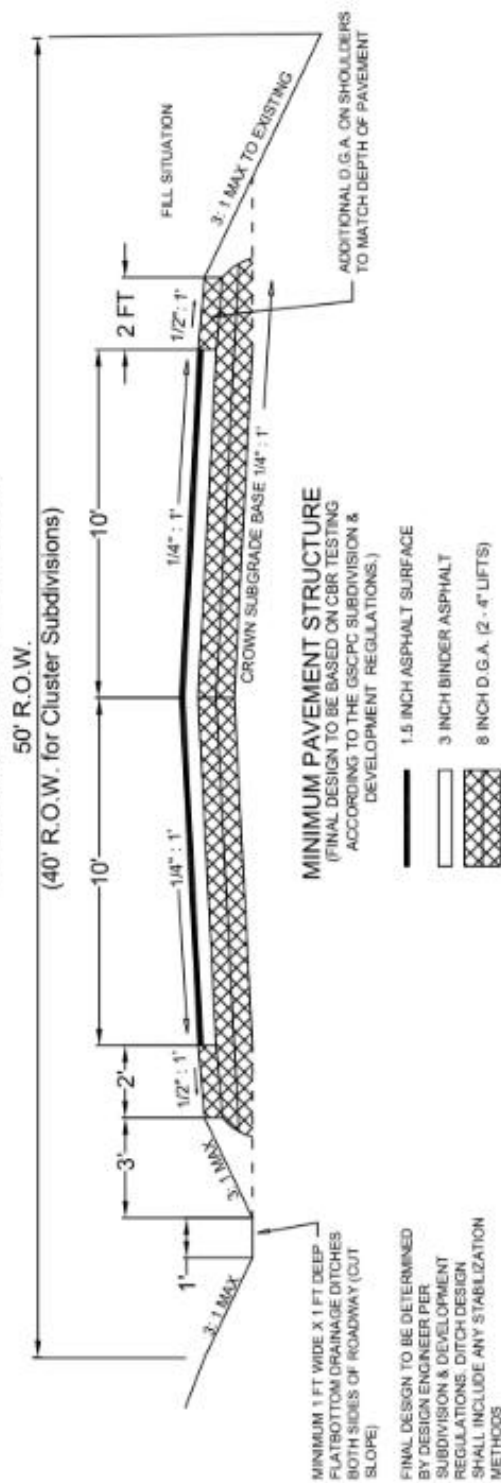


EXHIBIT 2: SCOTT COUNTY STREET CROSS SECTION

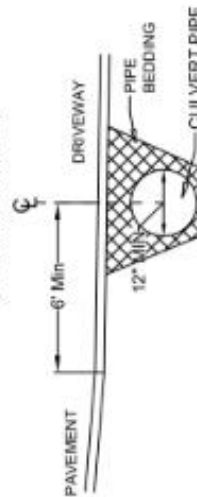
SCOTT COUNTY RURAL RESIDENTIAL ROADWAY DESIGN & SPECIFICATIONS



NOTES:

- NO PARKING TO BE ALLOWED ON EITHER SIDE AT ANY TIME.
- DESIGN, CONSTRUCTION AND TESTING SHALL BE PER THE CURRENT REQUIREMENTS OF THE GSCPC REGULATIONS.
- REMOVE ALL TOPSOIL AND CONSTRUCT (EXCAVATE OR FILL) ROADWAY BASE TO THE BOTTOM EDGE OF THE DITCH.
- INSTALL DGA THE FULL WIDTH OF THE ROADWAY (INCLUDING THE SHOULDER WIDTH), INSTALL ASPHALT BINDER AND COMPLETE SHOULDERS WITH ADDITIONAL DGA UP TO ASPHALT BINDER DEPTH. DGA TO BE BACKFILLED USING TOPSOIL AND THEN STABILIZED ALONG WITH COMPLETION OF THE DITCH OR ROADWAY SLOPES.
- FINAL COURSE OF ASPHALT SURFACE (AND ALL OTHER WORK REQUIRED BY THE GSCPC REGULATIONS) MUST BE INSTALLED WITHIN 1 YEAR (OR MAXIMUM OF 3 YEARS DEPENDING ON SURETY EXTENSIONS) OF THE DATE OF RECORDATION OF THE FINAL SUBDIVISION PLAT CREATING THE ROADWAY R.O.W.
- THE SCOTT COUNTY FISCAL COURT HAS NO OBLIGATION TO ACCEPT THE CONSTRUCTED ROAD FOR MAINTENANCE BY THE SCOTT CO ROAD DEPARTMENT. MAINTENANCE AND REPAIR OF THE ROADWAY AND RELATED INFRASTRUCTURE SHALL BE PERFORMED BY THE USERS OF THE ROAD OR BY AGREEMENT UNTIL SUCH TIME OF ACCEPTANCE.
- ROADWAY MAY BE ELIGIBLE FOR DEDICATION AFTER OCCUPANCY (AND PETITION TO THE FISCAL COURT) OF OVER 50% OF THE HOMES USING THE ROAD AND TWO YEARS AFTER THE FINAL ASPHALT SURFACE AND OTHER WORK IS COMPLETED.

DRIVEWAY CULVERT PIPE (12" MINIMUM PIPE)



HEADWALL (OPTIONAL)



- b. Proposed streets are to conform to the following standards in *TABLE 3: DESIGN STREET CHARACTERISTICS*.
- c. **ALL PROPOSED PAVEMENT THICKNESS TO ADHERE TO THE FOLLOWING STANDARDS:**
 - i. Designs are to be based on *AASHTO Guide for Design of Pavement Structures, 1993* for a 20 year design life.
 - ii. Structural numbers for residential single family detached, attached, and multi-family developments are to be based on 300 Estimated Single Axle Loadings (ESALs) per unit.
 - iii. Structural numbers for commercial and industrial areas are to meet the minimum ESALs listed in *TABLE 4: ESALS FOR INDUSTRIAL & COMMERCIAL DEVELOPMENT*.
 - iv. ***CITY OF GEORGETOWN***
 - 1. Pavement Designs are to be based on California Bearing Ratio tests (CBRs) from samples taken from the material that will be used for the road subgrade.
 - 2. The minimum pavement specification for proposed streets within the City of Georgetown is 8 inches base material, 3 inches of asphalt base or binder, and 1 inch of asphalt surface (8,3,1). For proposed roadways within Schott County the minimum pavement is 8,2,1.
 - 3. Refer to *TABLE 5: PAVEMENT DESIGN FOR THE CITY OF GEORGETOWN* for structural number and ESALs relationships.
 - v. ***SCOTT COUNTY***
 - 1. For proposed roadways serving 60 dwelling units or greater and/or and urban-style development as previously defined, pavement designs are to be based on California Bearing Ratio tests (CBRs) from samples taken from the material that will be used for the road subgrade.
 - 2. For proposed roadways within Scott County, the minimum pavement is 8 inches base material, 2 inches of asphalt binder and 1 inch of asphalt surface (8,2,1).
 - 3. Refer to *TABLE 6: PAVEMENT DESIGN FOR SCOTT COUNTY* for structural number and ESALs relationships.

- vi. **FLEXIBLE PAVEMENT DESIGN PARAMETERS ARE TO CONFORM TO THE FOLLOWING:**

TABLE 2: FLEXIBLE PAVEMENT DESIGN PARAMETERS

Initial Serviceability	4.5
Terminal Serviceability	2.0
Reliability	95%
Overall Deviation	0.45
Asphalt Surface	0.44
Asphalt Binder	0.42
Asphalt Base	0.40
DGA/CSB	0.14
Lime Stabilization	0.10
#2 Stone	0.08
Tack coat the base and curb face before applying surface coat	SS-1 or SS-1h at 0.1 gal/yd ²

- vii. **PROPOSED CONCRETE PAVEMENTS ARE TO ADHERE TO THE MINIMUM STANDARDS:**

1. Slab thickness designs are to be based on *AASHTO Guide for Design of Pavement Structures, 1993* for a 20-year design life.
2. A minimum 4 inch, base course, 5-inch slab thickness required.
3. Joint details pertaining to dimensions, types, and configurations are to be provided.
4. Reinforcement designs are to be included for all proposed rigid pavement designs.

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- viii. **CORNER SIGHT DISTANCES AT INTERSECTIONS** – The minimum standards for corner sight distances are determined by the posted speeds for the streets which intersect. For intersections where no speed limit is posted, a minimum design speed of 30 MPH shall be required. In no event shall the required sight distance be less than 250 feet. The following minimum distances are required:

EXHIBIT 3: CORNER INTERSECTION SIGHT DISTANCE

Design Speed (MPH)	Corner Intersection Sight Distance (Feet)
25 mph or less	250
30	300
35	350
40	400
45	450
50	500
55	550
60	600

1. Sight distance measured to the right and to the left of the proposed intersection (example: 20 mph design speed would require a minimum of 250 feet of sight distance to the right and a minimum of 250 feet of sight distance to the left).
2. NOTE: This table assumes right angle intersections and straight major street movement within the sight distance. Situations involving skewed intersections, curvilinear streets and other extenuating factors may be required to have additional sight distance beyond that required above, in the discretion of the Planning Commission Engineer or City Engineer.

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TABLE 3: DESIGN STREET CHARACTERISTICS

Street Characteristic	Local	Continuous	Collector ⁽¹⁾	Boulevard ⁽¹⁾	Cluster	County
Speed limit	25 mph	25 mph	25, 35 mph	25, 35 mph	25 mph	25 mph
Pavement cross slope	¼" per foot	¼" per foot	¼" per foot	¼" per foot	¼" per foot	¼" per foot
Pavement specification ⁽²⁾ , min	8,3,1, 4,5	8,3,1, 4,5	8,3,1, 4,5	8,3,1, 4,5	8,2,1, 4,5	8,2,1, 4,5
Cut/fill slopes, max	2:1	2:1	2:1	2:1	2:1	2:1
Shoulder width, min	-	-	-	-	6"	2'
Horizontal Alignment						
Curve radius, min	100'	100'	300'	300'	100'	100'
Tangent intersection length ⁽³⁾	100'	100'	100'	100'	100'	100'
Intersection angle, desired/min	90°, 75°	90°, 75°	90°, 75°	90°, 75°	90°, 75°	90°, 75°
Intersection sight distance	250'	250'	250', 350'	250, 350'	250'	250'
Vertical Alignment						
Street grade, min	0.80%	0.80%	0.80%	0.80%	0.80%	0.80%
Street grade, max	10%	10%	8%, 5%	8%, 5%	12%	12%
Intersection street grade within 50', max	3%	3%	3%	3%	3%	3%
Crest SSD ⁽⁴⁾ , min	150'	150'	200', 250'	200', 250'	150'	150'
Crest vertical curve length ⁽⁵⁾ , min	20*[A] 100'	20*[A] 100'	30*[A], 50*[A] 200', 250'	30*[A], 50*[A] 200', 250'	20*[A] 100'	20*[A] 100'
Sag HSD ⁽⁶⁾ , min	150'	150'	200', 250'	200', 250'	150'	150'
Sag vertical curve length, min	30*[A] 100'	30*[A] 100'	40*[A], 50*[A] 200', 250'	40*[A], 50*[A] 200', 250'	30*[A] 100'	30*[A] 100'
Crest/sag rate of vertical curvature, max	167'	167'	167'	167'	167'	167'

Notes:

- (1): Collector for subdivisions within the County must comply with these standards, unless otherwise approved by Planning Commission.
- (2): Inches of material for flexible; rigid pavements.
- (3): Measured from the intersection of the right of way lines.
- (4): Stopping sight distance.
- (5): "A" is the absolute value of the algebraic difference between percent grades.
- (6): Headlight sight distance.

Horizontal curves requiring superelevation cross slopes are to comply with AASHTO: A Policy on Geometric Design of Highways and Streets, current edition.

TABLE 4: ESALS FOR INDUSTRIAL & COMMERCIAL DEVELOPMENT

TABLE 3
20 Year ESAL's for Various Industrial and Commercial Developments

Land Use	Gross Floor Area (Square Feet x 1,000)											
	1	5	10	20	40	60	80	100	200	300	500	1,000
General Light Industrial (15% trucks)	80,000	115,000	159,000	245,000	416,000	586,000	752,000	915,000	1,661,000	2,370,000	3,515,000	5,020,000
	3,000	16,000	31,000	63,000	126,000	186,000	251,000	314,000	628,000	942,000	1,570,000	3,141,000
	32,000	123,000	219,000	389,000	692,000	968,000	1,229,000	1,479,000	2,629,000	3,681,000	5,623,000	9,994,000
	1,000	8,000	17,000	35,000	70,000	105,000	141,000	176,000	354,000	531,000	885,000	1,771,000
Retail ≤200,000 ft ² (2% trucks)	21,000	102,000	201,000	393,000	745,000	1,056,000	1,327,000	1,557,000	2,100,000			
Retail >200,000 ft ² (2% trucks)										2,840,000	3,923,000	6,630,000

Land Use	Number of Rooms					
	10	50	100	200	400	1,000
Hotel (1% trucks)	3,000	38,000	83,000	171,000	348,000	679,000
Hotel (1% trucks)	8,000	47,000	99,000	207,000	433,000	1,148,000

TABLE 5: PAVEMENT DESIGN FOR THE CITY OF GEORGETOWN

TABLE 4

GSCPC Pavement Design: Structural Numbers for Given ESAL's and CBR's

Georgetown			
Initial serviceability:	4.50		
Terminal serviceability:	2.00	$\Delta PSI:$	2.50
Reliability:	95%	$Z_R:$	-1.645
Overall deviation:	0.45		
Soil resilient modulus:	1500(CBR)	SN_{ESAL}	2.76

ESAL's	CBR										
	1	2	3	4	5	6	7	8	9	10	11
1,000	2.15	1.65	1.39	1.23	1.09	1.01	1.00	-	-	-	-
2,000	2.38	1.84	1.58	1.39	1.27	1.17	1.08	1.02	-	-	-
3,000	2.54	1.97	1.69	1.50	1.36	1.26	1.17	1.11	1.04	-	-
4,000	2.65	2.07	1.77	1.58	1.44	1.33	1.24	1.17	1.11	1.05	1.01
5,000	2.74	2.14	1.84	1.64	1.50	1.39	1.30	1.23	1.16	1.10	1.05
6,000	2.81	2.20	1.89	1.69	1.56	1.43	1.34	1.27	1.20	1.14	1.09
7,000	2.88	2.26	1.94	1.74	1.59	1.47	1.38	1.31	1.24	1.18	1.13
8,000	2.94	2.31	1.99	1.78	1.63	1.51	1.42	1.34	1.27	1.21	1.16
9,000	2.99	2.35	2.02	1.81	1.66	1.54	1.45	1.37	1.30	1.24	1.19
10,000	3.03	2.39	2.06	1.85	1.69	1.57	1.47	1.39	1.32	1.27	1.21
20,000	3.35	2.65	2.30	2.07	1.90	1.77	1.67	1.58	1.50	1.44	1.38
30,000	3.55	2.82	2.44	2.20	2.03	1.89	1.79	1.69	1.62	1.55	1.49
40,000	3.70	2.94	2.55	2.31	2.13	1.99	1.87	1.78	1.70	1.63	1.57
50,000	3.81	3.03	2.64	2.39	2.20	2.06	1.94	1.85	1.76	1.69	1.63
60,000	3.91	3.12	2.71	2.45	2.27	2.12	2.00	1.90	1.82	1.75	1.68
70,000	3.99	3.19	2.78	2.51	2.32	2.17	2.05	1.95	1.87	1.79	1.73
80,000	4.07	3.25	2.83	2.56	2.37	2.22	2.10	1.99	1.91	1.83	1.76
90,000	4.13	3.30	2.88	2.61	2.41	2.26	2.14	2.03	1.94	1.87	1.80
100,000	4.19	3.35	2.93	2.65	2.45	2.30	2.17	2.07	1.98	1.90	1.83
200,000	4.60	3.70	3.24	2.94	2.72	2.55	2.42	2.31	2.21	2.13	2.05
300,000	4.86	3.91	3.43	3.12	2.89	2.71	2.57	2.45	2.35	2.27	2.19
400,000	5.04	4.07	3.57	3.25	3.01	2.83	2.69	2.56	2.46	2.37	2.29
500,000	5.19	4.19	3.68	3.35	3.11	2.93	2.78	2.65	2.54	2.45	2.37
600,000	5.31	4.30	3.78	3.44	3.20	3.01	2.85	2.73	2.62	2.52	2.44
700,000	5.42	4.39	3.86	3.52	3.27	3.08	2.92	2.79	2.68	2.58	2.50
800,000	5.51	4.47	3.93	3.58	3.33	3.13	2.98	2.84	2.73	2.63	2.55
900,000	5.60	4.54	4.00	3.64	3.39	3.19	3.03	2.89	2.78	2.68	2.59
1,000,000	5.67	4.60	4.06	3.70	3.44	3.24	3.07	2.94	2.82	2.72	2.63
2,000,000	6.19	5.04	4.45	4.07	3.79	3.57	3.40	3.25	3.12	3.01	2.92
3,000,000	6.51	5.31	4.70	4.30	4.01	3.78	3.60	3.44	3.31	3.20	3.10
4,000,000	6.75	5.51	4.88	4.47	4.17	3.93	3.74	3.58	3.45	3.33	3.23
5,000,000	6.93	5.67	5.03	4.60	4.30	4.06	3.86	3.70	3.56	3.44	3.33
7,000,000	7.23	5.92	5.25	4.81	4.49	4.25	4.04	3.88	3.73	3.61	3.50
10,000,000	7.55	6.19	5.50	5.04	4.71	4.45	4.24	4.07	3.92	3.79	3.68

TABLE 6: PAVEMENT DESIGN FOR SCOTT COUNTY

TABLE 5

GSCPC Pavement Design: Structural Numbers for Given ESAL's and CBR's

Scott County			
Initial serviceability:	4.50		
Terminal serviceability:	2.00	$\Delta PSI:$	2.50
Reliability:	95%	$Z_R:$	-1.645
Overall deviation:	0.45		
Soil resilient modulus:	1500(CBR)	$SN_{\Delta PSI}$	2.36

ESAL's	CBR										
	1	2	3	4	5	6	7	8	9	10	11
1,000	2.16	1.85	1.39	1.23	1.09	1.01	1.00	-	-	-	-
2,000	2.38	1.84	1.58	1.39	1.27	1.17	1.08	1.02	-	-	-
3,000	2.54	1.97	1.69	1.50	1.36	1.26	1.17	1.11	1.04	-	-
4,000	2.65	2.07	1.77	1.58	1.44	1.33	1.24	1.17	1.11	1.05	1.01
5,000	2.74	2.14	1.84	1.64	1.50	1.39	1.30	1.23	1.16	1.10	1.05
6,000	2.81	2.20	1.89	1.69	1.55	1.43	1.34	1.27	1.20	1.14	1.09
7,000	2.88	2.28	1.94	1.74	1.59	1.47	1.38	1.31	1.24	1.18	1.13
8,000	2.94	2.31	1.99	1.78	1.63	1.51	1.42	1.34	1.27	1.21	1.16
9,000	2.99	2.35	2.02	1.81	1.66	1.54	1.45	1.37	1.30	1.24	1.19
10,000	3.03	2.39	2.06	1.85	1.69	1.57	1.47	1.39	1.32	1.27	1.21
20,000	3.35	2.65	2.30	2.07	1.90	1.77	1.67	1.58	1.50	1.44	1.38
30,000	3.55	2.82	2.44	2.20	2.03	1.89	1.79	1.68	1.62	1.55	1.49
40,000	3.70	2.94	2.55	2.31	2.13	1.99	1.87	1.78	1.70	1.63	1.57
50,000	3.81	3.03	2.64	2.39	2.20	2.06	1.94	1.85	1.76	1.69	1.63
60,000	3.91	3.12	2.71	2.45	2.27	2.12	2.00	1.90	1.82	1.75	1.68
70,000	3.99	3.19	2.78	2.51	2.32	2.17	2.05	1.95	1.87	1.79	1.73
80,000	4.07	3.25	2.83	2.56	2.37	2.22	2.10	1.99	1.91	1.83	1.76
90,000	4.13	3.30	2.88	2.61	2.41	2.26	2.14	2.03	1.94	1.87	1.80
100,000	4.19	3.35	2.93	2.65	2.45	2.30	2.17	2.07	1.98	1.90	1.83
200,000	4.60	3.70	3.24	2.94	2.72	2.55	2.42	2.31	2.21	2.13	2.05
300,000	4.86	3.91	3.43	3.12	2.89	2.71	2.57	2.45	2.35	2.27	2.19
400,000	5.04	4.07	3.57	3.25	3.01	2.83	2.69	2.56	2.46	2.37	2.29
500,000	5.19	4.19	3.68	3.35	3.11	2.93	2.78	2.65	2.54	2.45	2.37
600,000	5.31	4.30	3.78	3.44	3.20	3.01	2.85	2.73	2.62	2.52	2.44
700,000	5.42	4.39	3.86	3.52	3.27	3.08	2.92	2.79	2.68	2.58	2.50
800,000	5.51	4.47	3.93	3.58	3.33	3.13	2.98	2.84	2.73	2.63	2.55
900,000	5.60	4.54	4.00	3.64	3.39	3.19	3.03	2.89	2.78	2.68	2.59
1,000,000	5.67	4.60	4.06	3.70	3.44	3.24	3.07	2.94	2.82	2.72	2.63
2,000,000	6.19	5.04	4.45	4.07	3.79	3.57	3.40	3.25	3.12	3.01	2.92
3,000,000	6.51	5.31	4.70	4.30	4.01	3.78	3.60	3.44	3.31	3.20	3.10
4,000,000	6.75	5.51	4.88	4.47	4.17	3.93	3.74	3.58	3.45	3.33	3.23
5,000,000	6.93	5.67	5.03	4.60	4.30	4.06	3.86	3.70	3.56	3.44	3.33
7,000,000	7.23	5.92	5.25	4.81	4.49	4.25	4.04	3.88	3.73	3.61	3.50
10,000,000	7.55	6.19	5.50	5.04	4.71	4.45	4.24	4.07	3.92	3.79	3.68

d. **ALL PROPOSED ROADWAYS MUST CONFORM TO THE FOLLOWING MINIMUM CONSTRUCTION STANDARDS:**

i. **SUBGRADE CONSTRUCTION**

1. Subgrade areas for all proposed roadways are to be thoroughly compacted to the specifications listed in this Article and the approved construction drawings.
2. No organic material to be permitted in any roadway subgrade.
3. All roadway subgrades are to have California Bearing Ratio (CBR) tests performed. Tests are to be representative of the site.
4. Compact the subgrade and embankments to a density of at least 95 percent of standard proctor. During compaction, maintain the moisture content of embankment or subgrade material within ± 2 percent of the optimum moisture content. Compact each lift as required before depositing for the next lift. Soil is to be compacted in lifts not exceeding one foot unless directed otherwise by the design engineer.
5. The cross slope of the proposed subgrade is to be $\frac{1}{4}$ inch per foot fall, except in cases of super elevated crowns.
6. Finished subgrades must be proof rolled with a loaded 20 ton vehicle, minimum. All lanes and cul-de-sac areas are to be rolled tested. Proof roll test is only applicable prior to any increase in moisture content due to weather conditions or other water-related circumstances, for example, rain, snow, waterline breaks, groundwater intrusion, etc.
7. **If pumping or rutting of the subgrade occurs, then the noted area is to be remediated by one of the following means:**
 - a. **Synthetic:** geotextiles.
 - b. **Mechanical:** replacing unacceptable material with #2 stone (open graded material is to be separated with KYTC Type II fabric from the subgrade and drained off). The minimum layer thickness shall be 8 inches of #2 stone.
 - c. **Chemical:** lime stabilization, etc.
 - d. **Reworking Existing Material:** if material ruts during proof roll then this method is unacceptable; also after material is reworked it is subject to another proof roll test.

8. At any given time, the Planning Commission Engineer can require verification that the remediation method meets the design parameters based on the subgrade conditions in the field.

ii. **BASE MATERIAL**

1. Base material for all proposed roadways is to be either Dense Graded Aggregated or Crushed Stone Base (DGA/CSB), as defined by the Kentucky Transportation Cabinet (KYTC).

2. **City of Georgetown**

- a. Each lift of DGA base material is not to exceed 6" maximum. After each subsequent lift string line will be pulled back to check for proper depth and cross slope (1/4 inch per foot fall). Each lift will also require a check of the density and moisture content. The density shall be 84% of solid volume, or 140 lbs. per cubic foot. The acceptable moisture content range shall be from 3% to 5%.
- b. Before constructing a CSB base, complete a control strip to determine the level of compaction necessary to achieve the target density for the remaining base course. Construct additional control strips whenever a change is made in the source, gradation, type of subgrade, type of base aggregate, or layer thickness. Leave each control strip in place to become part of the project. Complete at least one control strip for each layer of base material. Construct a control strip a minimum length of 500 feet and to the full width of the aggregate base course. Use the same equipment and procedures intended for the construction of the remainder of the base course. After two passes the Development Inspector will require (3) density measurements at randomly selected sites, at least two feet from the edge of the base. The Development Inspector will require density measurements at the same (3) locations after subsequent passes of the compaction equipment. Compact the control strip until no further increase in density can be obtained from additional passes. The inspector will visually inspect the material after each pass to determine if the aggregate is being crushed into fine material. If the aggregate is being crushed, cracked, shoved, or shows other signs of distress, cease compaction efforts. If compaction of the base is not satisfactory, use other methods to achieve satisfactory results. After

completing compaction of the control strip, the Development Inspector will require 10 field density measurements at random locations in the control strip and require the averaging of the 10 measurements to obtain the target density for the compaction of the base. Once the target density is obtained the remaining base course, equal to that same depth of the control strip, will be checked by nuclear gage at various locations. The density of these test sections shall average 98 percent of the target density or greater with no individual measurement less than 95 percent of the target density. When the average density of a test section does not meet the required density, cease laydown operations, and either provide additional compaction effort or rework the material to obtain the required average density. Do not add fines to meet the target density.

3. **Scott County**

- a. Each lift of DGA base material is not to exceed 4" maximum. After each subsequent lift string line will be pulled to check for proper depth and cross slope (1/4 inch per foot fall). If a proposed roadway serves 60 units or greater and/or an urban-style development as previously defined, then each lift will also require a check of the density and moisture content. The density shall be 84% of solid volume, or 140 lbs. per cubic foot. The acceptable moisture content range shall be from 3% to 5%.

4. Density tests cannot be performed on any base layers that have standing water on them.

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5. During times of the year where base moisture is a concern, the designer can substitute the bottom 4 inch base layer with a 7 inch layer of #2 stone. This layer must be separated from the subgrade with KYTC Type II fabric and drained off (this layer cannot be applied toward any subgrade remediation).

a. **Asphalt Layers**

- i. All asphalt base and/or binder layers are to comply with KYTC Specifications.
- ii. Any proposed asphalt courses are to adhere to the following temperature limitations:

TABLE 7: MINIMUM AMBIENT AIR TEMPERATURE FOR PLACING

Bituminous Mixtures	Minimum Ambient Air Temperature for Placing (Degrees Fahrenheit)
Asphalt Mixture, Surface (one inch thick or less)	45
Asphalt Mixture, Surface (thicker than one inch)	40
Asphalt Mixture, Base and Bonder	35
Leveling and Wedging	45

- b. Asphalt pavement sections are to have overlapping longitudinal joints of 6 inches. This can be achieved at either the base/binder or surface coat.
- c. Proposed surface coats abutting existing surfaced roadways are to be milled and keyed into existing roadways, at least one foot.
- d. Asphalt base material may only be used with pavement specifications using a minimum base thickness of 4 inches. Excluding the use of surface material, asphalt layers less than 4 inches are to be KYTC Binder Class I materials.
- e. Tack coat of SS-1 or SS-1h (0.1 gal/yd²) required between bituminous base and surface.

10. TEMPORARY CONSTRUCTION ROADS

- a. The developer and/or his contractor shall build temporary access roads or designate specific routes to accommodate project traffic during construction. This shall be accomplished after approval of the preliminary plat and designated in the field with signage prior to the approval of the final plat and shall be subject to the provisions of Article XI. Any damage to existing paved roads due to subsequent construction activities shall be restored or repaired to the existing road standard prior to damage. See Article VI (construction of improvements) for bonding requirements for phased development. If the temporary construction traffic route is a system of proposed roadways that can be dedicated to a municipality of and including Scott County, then these roads are to be designed to accommodate the construction traffic plus the anticipated 20 year roadway traffic. These streets are to have signs directing the construction traffic through the development.
- b. **CITY OF GEORGETOWN**
 - i. Any proposed roadway to be dedicated to the City of Georgetown for maintenance shall apply final inch of asphalt in the time period defined in

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ii. ARTICLE VI.

c. **SCOTT COUNTY**

- i. Roads to be dedicated to Scott County are subject to the *Street Design and Specifications* adopted by the Fiscal Court.

11.CUL-DE-SACS

a. **NO CUL-DE-SACS SHALL EXCEED 600' IN LENGTH, EXCEPT IN RURAL PLANNED UNIT DEVELOPMENTS, AND IN THE A-1 ZONE.**

- i. Cul-de-sac turnarounds shall have a minimum roadway radius of 40 feet, face of curb to face of curb (reverse curve radius of 85 feet joining to straight line), and a right-of-way radius of 50 feet (reverse curve radius of 75 feet joining to straight line), except in the case of cul-de-sacs over 150 feet in length which shall have a minimum roadway radius of 45 feet, face of curb to face of curb, a right-of-way radius of 55 feet (reverse curve radii of 80 feet and 70 feet respectively).
- b. Alternative cul-de-sac designs may be allowed where approved by the Fire Chief and the Commission Engineer, so long as all lots have sufficient access for emergency vehicles.
- c. Temporary hammerheads shall be required where it is intended to extend a road across a property line or into a future phase of development, and where the stub road is greater than 150 feet in length.

12. UTILITY AND SHADE TREE AREAS

- a. For required utility locations, see EXHIBIT 1: CITY OF GEORGETOWN STREET CROSS SECTION(S) and/or EXHIBIT 2: SCOTT COUNTY STREET CROSS SECTION. Street trees shall not conflict with utility easements and underground utilities.
- b. Utility and street tree areas shall be planted with grass.

13. PUBLIC STREET LIGHTING

- a. Public street lighting shall be installed as pursuant to city and county ordinances.

14. STREET NAMES AND NUMBERS

- a. The developer shall propose street names and numbers on the final plat or development plan for approval by the Planning Commission in accordance with the adopted Street Names and Numbers Ordinance.

15. SIGNS

- a. All signs must comply with the locally adopted sign ordinance.

- b. Developer is responsible for placement of traffic signs and shall follow state regulations or the requirements specified in the Manual on Uniform Traffic Control Devices for Streets and Highways, published by the U.S. Department of Transportation, as approved by the Commission Engineer.
- c. The developer shall place at least two street name signs at each four-way intersection, and one at each "T" intersection. Where street lighting ordinance applies, signs shall be installed under light standards, free of visual obstruction, and easily legible.
- d. **CITY OF GEORGETOWN**
 - i. At the end of all newly constructed streets where future phases of the development are anticipated, a sign must be posted stating, "Not an End Street". This is to be done prior to the approval of the final record plat.
- e. **SCOTT COUNTY**
 - i. In developments containing 60 or more dwelling units and/or an urban-style development as previously defined, at the end of all newly constructed streets where future phases of the development are anticipated, a sign must be posted stating, "Not an End Street". This is to be done prior to the approval of the final record plat.

16. INTERSECTION STANDARDS

- a. All streets shall be aligned so as to intersect opposite other intersecting streets or in conformity with the spacing requirements below. No blocks shall be longer than 1,200 feet without a stub or cross street.
- b. Principal arterials shall have intersections only with expressways, other principal arterials, minor arterials, and collector streets. Any new arterial access to a principal arterial must be located a minimum of 1,200 feet from any other access along that principal arterial (i.e., principal arterials, minor arterials, collectors, major commercial or industrial driveway accesses).
- c. **THE SPACING OF INTERSECTIONS ALONG COLLECTORS AND SUB COLLECTORS SHALL BE AS FOLLOWS:**
 - i. Between arterials the distance shall be a minimum of 1,200 feet.
 - ii. Between an arterial and a collector – minimum 1,000 feet.
 - iii. Between collectors – minimum 800 feet.
 - iv. Between one principal or minor arterial and a local – 500 feet.
 - v. Between a collector and a local – minimum 400 feet.
 - vi. Between locals – minimum 250 feet.

- d. **THE SPACING OF INTERSECTIONS ON THE LOCAL STREETS SHALL BE AS FOLLOWS:**
- i. Between collectors – minimum 800 feet.
 - ii. Between a collector and a sub collector – minimum 250 feet.
 - iii. Between locals – minimum 250 feet.
- e. Where the development of 35 residential units or greater, or equivalent peak hour non-residential trips, accesses a minor collector or greater road, left turn lanes shall be provided at the intersection. Right turn lanes shall also be provided for intersections with collector or greater streets.
- f. Protected left and right turn lanes with sufficient storage space shall be provided at all arterial/arterial intersections, or where determined necessary by the Commission Engineer, traffic study, KYTC, or the master street plan in the Transportation Element of the Comprehensive Plan.
- g. The required corner sight triangles are shown per these regulations. There shall be no objects, manmade or natural, above ground level within the corner sight triangles.
- h. Single family developments of 200 or more units and multi-family developments of 100 or more units shall have at least two entrance intersections. add the 150 trips for mixed residential types
- i. The minimum corner sight distance requirements are set forth per EXHIBIT 3: CORNER INTERSECTION SIGHT DISTANCE and are required for traffic exiting through an intersection created by a proposed road within new development to an existing road. The minimum sight distance at that intersection shall be the line of sight between a point above the surface of the proposed road to a point above the existing road. The points at either end of the sight line shall be determined as follows:
- i. Beginning on the proposed road, along the center line of that road, measure at least fifteen feet from the edge of the existing road pavement ("Point A");
 - ii. Then from Point A, measure to the height of four and one-half feet above the pavement surface to establish the end of the sight line on the proposed road;
 - iii. Beginning on the existing road, measure along the center line of the existing road from the center of the intersection to a point in the center line of that road ("Point B");

- iv. Then from Point B, measure to the height of four and one-half feet above the pavement surface to establish the end of the sight line on the existing road.
- j. The minimum corner sight distance requirements set forth shall be met per EXHIBIT 3: CORNER INTERSECTION SIGHT DISTANCE.
- k. For the purpose of this section, the roads forming a new intersection created by a proposed road exiting new development to an existing road shall be designed as the minor and the major road. In this instance, the minor road shall be defined as the proposed road and the major road shall be defined as the existing road.

17. STREET ACCESS

a. **RESIDENTIAL:**

i. ***PERMITTED AND REQUIRED NUMBER OF DRIVEWAY ENTRANCES:***

1. A maximum of one per single-family lot, or two for corner lots, double frontage lots, or others, but only if demonstrably safe.
2. A maximum of two per duplex and fourplex.
3. Within urban service areas, incorporated areas, or rural PUDs, a maximum of five single family residential houses may share one sixteen-foot paved driveway (maximum length 150 feet) if parking is provided as required in EXHIBIT 9: OFF-STREET PARKING REQUIREMENTS BY HOUSING TYPE.
4. In rural or unincorporated areas, all lots shall have either frontage on an existing public street, private street, or an approved access easement/driveway serving a maximum of three (3) lots. Such frontage or easement shall provide readily apparent physical means of access. The minimum separation distance between access easements/driveways shall be as regulated by subparagraph v. of this section. If this distance cannot be provided, the applicant must demonstrate a suitable separation distance to be approved by the Planning Director and/or Planning Commission Engineer; or request a variance in accordance these regulations. The provision for access easements/driveways, or a series of driveways, shall not be used as part of an overall major subdivision design.

ii. ***EVERY 2 ADJACENT FIVE (5) TO TEN (10) ACRE LOTS IN ONE SUBDIVISION IN A-1 ZONED AREAS SHALL HAVE SHARED ACCESS, DIRECT ADJACENT ACCESS, OR ACCESS SEPARATION OF AT LEAST 300 FEET.***

iii. ***SPECIAL STREET ACCESS REQUIREMENTS:***

1. High density (76-500 units) private driveways shall access only a street of 28 feet in width or greater, or a state road. (See also Exhibit 10-1 for total units allowed per type of street.)
2. No lot smaller than 5 acres shall access any arterial or principal arterial street.

iv. **MINIMUM DISTANCES BETWEEN DRIVEWAYS:**

1. Distances between private driveway access and the nearest intersecting drive shall be measured from center line to center line. Distances to the nearest intersecting street shall be measured from the center line of the driveway to the right-of-way line of the street.
 - a. Between high density driveways (76-500 units) and other streets or driveways – 250 feet.
 - b. Between medium density driveways (30-75 units) and other streets or driveways – 100 feet.
 - c. All other residential accesses shall not be less than 50 feet from the end of the radius of any collector intersection.

b. **NON-RESIDENTIAL:**

- i. Non-residential uses, with the exception of neighborhood business uses, shall have access only to arterials or collectors. On non-residential streets, the first access point for private non-residential driveways shall not enter the street any closer than the beginning of the left turn taper of the nearest intersection. Accesses on opposing sides of the street shall be either opposite each other (± 5.0 feet) or at least 100 feet from center line to center line. Accesses on the same side of the street shall be at least 100 feet from center line to center line. All other accesses shall not be less than 50 feet from the end of the radius of any collector intersection.
- ii. Where no other access is physically feasible to existing properties, the applicant may request a variance in distance along with a requirement for combined entrances, right-in-only driveways, or other conditions where the KYTC and Commission Engineer approve the access point and design. If this option can not be satisfied safely then a service road leading from an approved entrance point to the non-residential site may be required, even if across intervening properties.

18. ARTERIAL BUFFERING STANDARDS

- a. Residential development along the bypass and I-75 shall be buffered by landscaping, earth mounds, or walls for visual and noise and light reduction/pollution purposes.
- b. Residential building setback requirements shall be no less than 100 feet from the bypass and I-75 rights of way. This setback requirement shall also apply to ramps along the interchanges and major intersections.

10.2 OFF-STREET PARKING

1. LAYOUT

a. SIZE OF SPACES

- i. Each standard off-street parking spaces shall measure nine (9) feet in width by eighteen (18) feet in length. Compact spaces measuring eight (8) feet by sixteen (16) feet shall not exceed 25 percent of the required parking.

b. PARKING AREAS

- i. Access to interior parking areas shall be designed so as not to obstruct free flow of traffic into, out of, and through the parking area and shall at a minimum provided an internal turnaround.
- ii. Parking areas and street entrances shall be paved in conformity with the specifications in this ordinance. Street entrances into commercial developments shall be no wider than $\frac{1}{4}$ of the lot width up to a maximum width of 40 feet.
- iii. Parked vehicles shall not overhang any street right-of-way or public sidewalk. See Article X for size of private sidewalks, where overhang occurs.
- iv. Parking areas shall be landscaped as required by the Landscape and Buffer Ordinance.
- v. Where parking areas abut a street right-of-way barriers shall be installed pursuant to all regulations.
- vi. Parking spaces for the physically handicapped shall be in accordance with EXHIBIT 8: HANDICAP SPACE REQUIREMENTS.

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c. **ONE-WAY TRAFFIC**

- i. Only one-way traffic shall be permitted in aisles serving single – row parking spaces placed at an angle other than ninety degrees. Aisles serving opposite angle parking shall be two-way. Aisles are measured to the landscape buffer strip where a single row of parking spaces is provided between a building and the street or lot line.

TABLE 8: ONE-WAY TRAFFIC & PARKING ANGLE REQUIREMENTS

Parking Angle (degrees)	Aisle Width (feet)
30	12
45	13
60	18
90	24

- ii. The following exhibits depict the minimum standards for parking, loading, and unloading areas, when permitted to occupy all or a portion of required front or street side yards.

EXHIBIT 4: 30 DEGREE PARKING LAYOUT

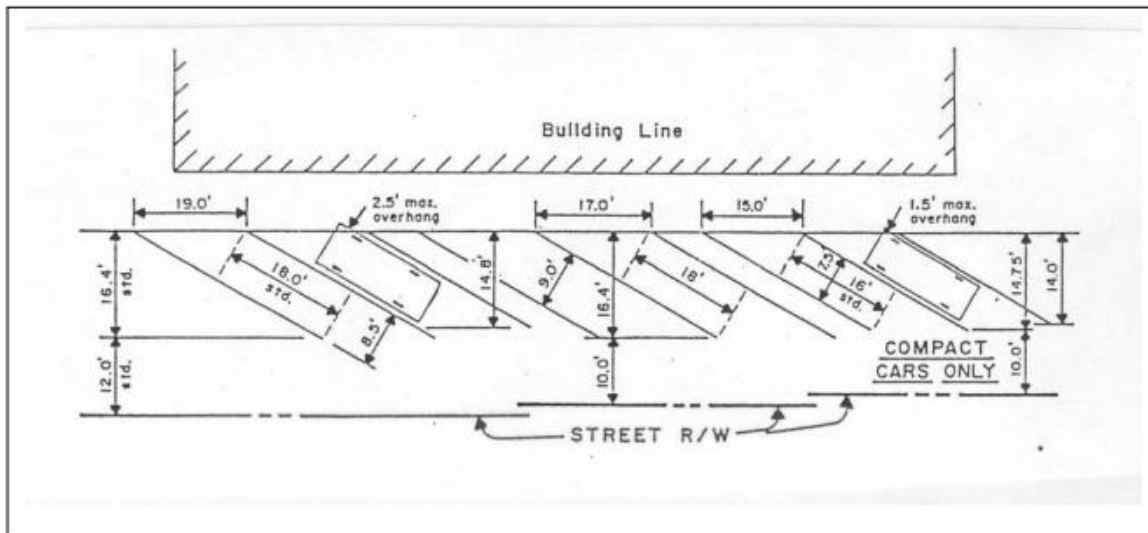


EXHIBIT 5: 45 DEGREE PARKING LAYOUT

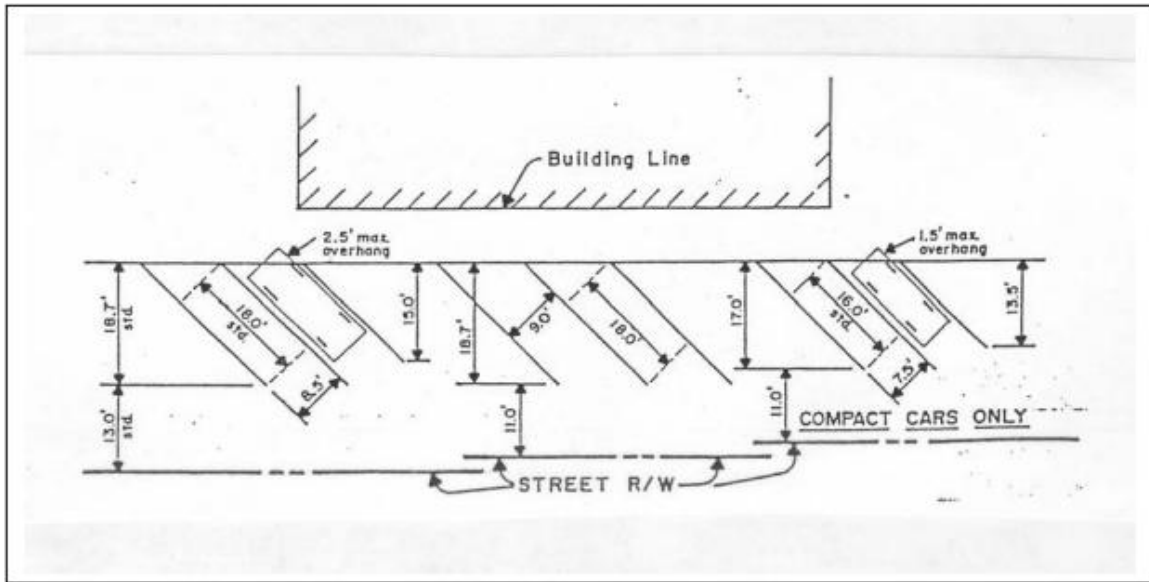


EXHIBIT 6: 60 DEGREE PARKING LAYOUT

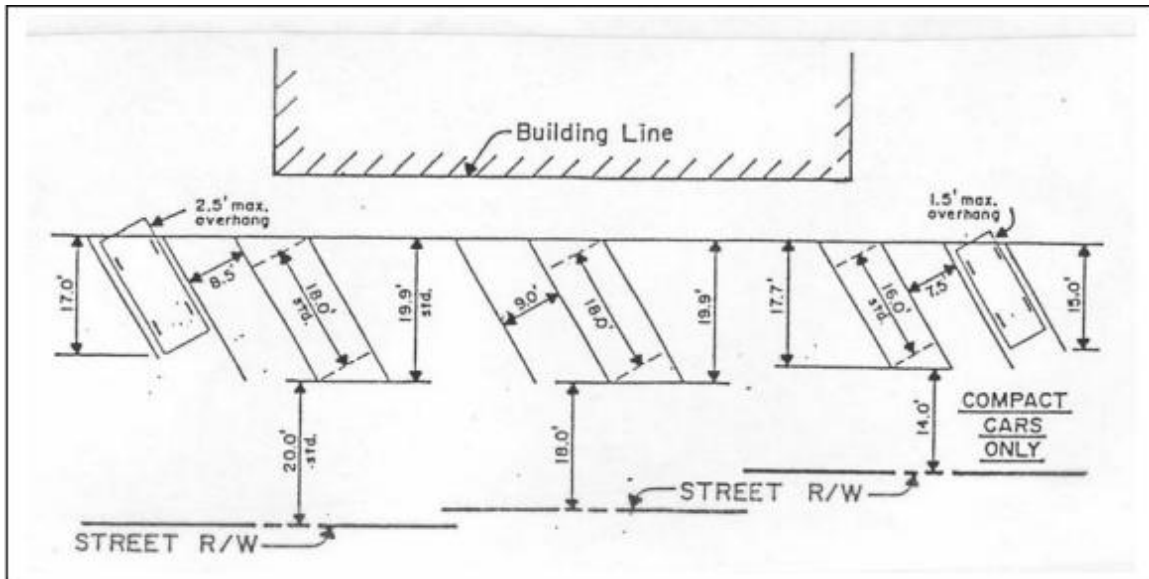
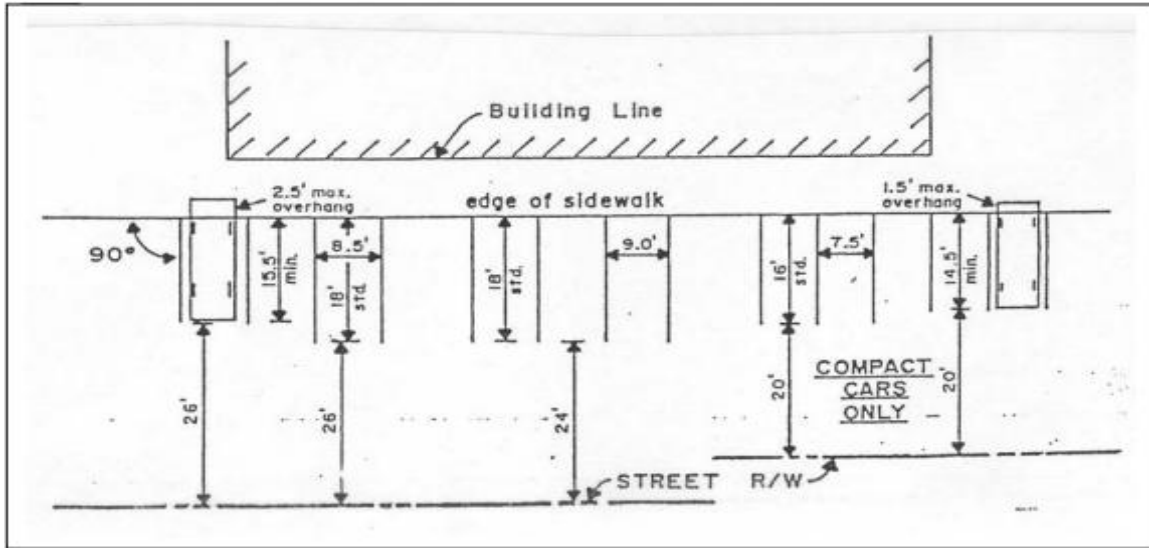


EXHIBIT 7: 90 DEGREE PARKING LAYOUT

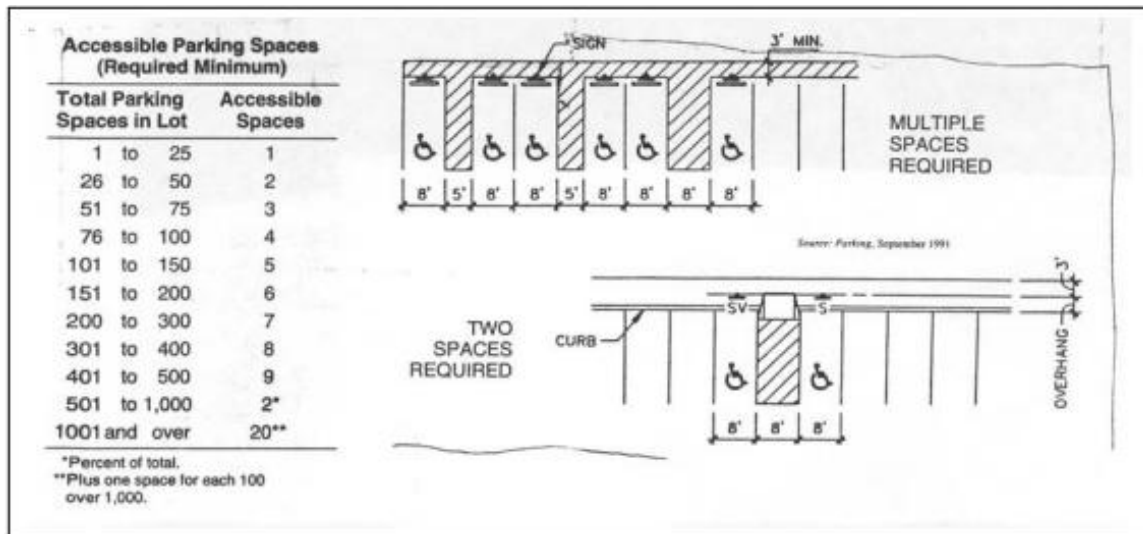


2. NUMBER OF SPACES

a. HANDICAPPED PARKING SPACES

- i. Handicapped parking shall be provided pursuant to the following table and all ADA requirements.

EXHIBIT 8: HANDICAP SPACE REQUIREMENTS



b. **RESIDENTIAL DEVELOPMENTS**

- i. For residential developments, off-street parking shall be provided as set forth below

EXHIBIT 9: OFF-STREET PARKING REQUIREMENTS BY HOUSING TYPE

Housing Unit Type and Size	Off Street Parking Requirement
Single Family Detached	
2 or 3 Bedrooms	2
4 or more Bedrooms	3
Apartment	
Studio or 1 Bedroom	1.5
2 or more Bedrooms	2.5
Townhouse	
1 Bedroom	2
2 or more Bedrooms	2.5
Mobile Home	
1 Bedroom	2
2 or more Bedrooms	2.5

- ii. All single-family development shall provide one (1) space per unit off the lot in addition to all required parking spaces per the unit size on the lot.
- iii. A one-car garage and driveway combination shall count as 2 off-street parking spaces, provided the driveway measures a minimum of 20 feet in length between the face of the garage door and the sidewalk, or 25 feet to the curb line, where there is no sidewalk. A two-car garage and driveway combination shall count as 4 off-street parking spaces, provided the minimum width of the driveway is 16 feet and its minimum length is as specified above for a one-car garage.

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c. **NON-RESIDENTIAL DEVELOPMENTS**

- i. For non-residential developments, the minimum parking space requirements below.

EXHIBIT 10: MINIMUM OFF-STREET PARKING SPACE REQUIREMENTS BY LAND USE TYPE

Land Use	Minimum Parking Required
Agricultural Service	One (1) space per 400 ft ² of gross floor area
Assisted Living Facilities	Three (3) spaces for every five (5) residential units
Asylum or Sanitarium	One (1) space for each four (4) patient beds, plus one (1) space for each staff or visiting doctor per shift, plus one (1) space for each 1.5 employees
Athletic Field	Twenty (20) spaces for every diamond or athletic field, or one (1) space for every four (4) seats, whichever is greater. One seat is equal to two feet of bench length.
Auction House	One (1) space per two (2) seats or two per 100 ft ² of gross leasable area, whichever is greater
Auto Body Shop	One (1) space per each service bay and one (1) space per mechanic per shift
Auto Parts Store	One (1) space for each 400 ft ² of leasable area, plus one (1) space for each employee on the maximum work shift.
Auto Rental	One (1) space per 400 ft ² of gross floor area
Automobile Repair	One (1) space per each service bay and one (1) space per mechanic per shift
Automobile Sales	One (1) space per 600 ft ² of floor space
Bank	One (1) space per 300 ft ²
Bank, Drive - In	One (1) space for each employee. In addition, reservoir waiting spaces at each service window or station shall be provided at the rate of three (3) for each service window or station. Each waiting space shall measure not less than 20 feet in length.
Barber Shop	Two (2) parking spaces per beauty or barber chair
Bed and Breakfast	One (1) space per guest sleeping room, plus two (2) spaces per all permanent residents plus one (1) per employee
Boarding House	Two (2) spaces for the owner occupant and one (1) space for each roomer
Bookstore	4.5 spaces for every 1,000 ft ² of gross floor area
Car Wash, Full Service	One (1) space per every two (2) employees per shift; one (1) drying space, plus two (2) stacking spaces are required per washing space

Land Use	Minimum Parking Required
Car Wash, Self Service	Three (3) spaces per wash bay, including two (2) for stacking, clear of the public right-of-way
Church or Synagogue	One (1) space for each three (3) seats in the main assembly room
Club or Lodge	3.3 spaces per 1,000 ft ² gross floor area
Community Center	One (1) space per 250 ft ² of gross floor area, plus one (1) space per employee on the largest shift
Convenience Store	One (1) space per 150 ft ²
Day Care Center	One (1) space per teacher/employee on the largest shift, plus (1) space per six (6) students
Dry Cleaning	One (1) space per 300 ft ²
Elderly Housing	-- (deleted by Scott Co. Ordinance 1998-06)
Funeral Home or Mortuary	One (1) space for each 50 ft ² of floor area in the public rooms, plus one (1) space for each vehicle maintained on the premises, plus one (1) space for each employee
Furniture Store	1.5 spaces per 1,000 ft ²
Gas Station, Full-Serve	One (1) space for every employee on the maximum shift
Gas Station, Self-Serve	One (1) for each employee. In addition, one (1) parking space shall be provided for each 50 ft ² of usable floor area in the cashier's area. In no instance shall such a facility provide less than three (3) parking spaces. In no instance shall a required parking space or its maneuvering area conflict with vehicles being fueled or awaiting fuel.
Gold Course	Four (4) spaces for each green, and one (1) for each employee on largest shift
Golf Driving Range	One (1) space for each driving tee, plus one (1) space per employee on the largest work shift
Grocery Store	One (1) space for each 250 ft ² of leasable area
Hardware Store	One (1) space per 400 ft ² of gross leasable area
Hospital	One (1) space per two (2) beds, plus one (1) space per doctor, plus one (1) space per two (2) employees on the largest shift, plus one (1) space per hospital vehicle
Hotel	One (1) space per guest room, plus specified requirements for restaurants, meeting rooms, and related facilities, plus one (1) space per every three (3) employees on the largest work shift, plus four (4) spaces per 50 rental units
Laundromat	One (1) space per two (2) washing machines
Lumberyard	One (1) space per 400 ft ² of gross leasable area for display area, plus one (1) space per 1,000 ft ² of warehouse area, plus one (1) space per company vehicle

Land Use	Minimum Parking Required
Manufacturing/Industrial	Two (2) spaces for each three (3) employees on major employment shift
Miniature Golf Course	One (1) space per employee on the largest work shift, plus 1.25 spaces for each hole
Movie Theater	For independently sited movie theaters, one (1) space per every three (3) seats
Nursery or Greenhouse	One (1) space per 1,000 ft ² of total sales area, two (2) spaces for every three (3) employees on the maximum shift, one (1) space for every vehicle customarily used in operation of the use of stored on the premises
Office	Four (4) spaces per 1,000 ft ² of gross usable floor area up to 20,000 ft ² of gross usable floor area, plus two (2) spaces per 1,000 ft ² of gross usable floor area for gross usable floor area more than 20,000 ft ²
Office, Dental	Two (2) spaces for each examination or treatment room, plus one (1) space per each dentist, plus one (1) per each employee
Office, Medical	One (1) space for each employee, plus two (2) spaces for each examining room
Oil Change Shop	Two (2) spaces per service station, plus two (2) per service bay. Service bay or pumping area is not a parking space
Plumbing and Heating Supply	One (1) space per 1,000 ft ² of floor area, plus one (1) space per employee and one (1) space per each company vehicle, plus one (1) space for each 1,000 ft ² of open lot or storage area
Printing and Publishing	One (1) space per 1,000 ft ² of gross floor area, or one (1) space per employee, whichever is greater
Research and Development Facility	Three (3) spaces per 1,000 ft ² of gross floor area
Rental of Equipment	Three (3) spaces per 1,000 ft ² of gross floor area
Repair Shop	One (1) space per two (2) employees, plus one (1) space per each 500 ft ² of floor area open to the public for customer parking, but, in all cases, a minimum of two (2) customer parking spaces. (A repair shop is defined as a use for "the repair of common household appliances such as radios, televisions, and vacuum cleaners." This is to distinguish them from automobile repair shops.)
Restaurant	One (1) space per 150 ft ²
Restaurant, Fast-Food	One (1) space per 150 ft ²
Self-Service Storage Facility	One (1) space per 10 storage units, plus one (1) space per employee on maximum shift

Land Use	Minimum Parking Required
Truck Terminal	One (1) space per 1,000 ft ² of gross floor area, or one (1) space per employee, whichever is greater
Warehouse	One (1) space for every 1.5 employees on the largest working shift

- ii. Where no specific uses are proposed, the parking standards in Exhibit 11 shall apply.

EXHIBIT 11: GUIDELINES FOR OFF-STREET PARKING REQUIREMENTS FOR GENERAL COMMERCIAL LAND USES

Square Foot Increment	Parking Requirement (Gross square feet)
0 to 10,000 square feet	1 space per 250 square feet
10,001 to 30,000 square feet	1 space per 200 square feet
30,001 to 100,000 square feet	1 space per 250 square feet
100,001 + square feet	1 space per 300 square feet

- iii. Loading requirements for non-residential development are one (1) space per vehicle operated by the facility and one (1) loading space per 10,000 square feet.

d. ADDITIONAL REQUIREMENTS:

- i. For mixed-use developments and Central Business Districts, off-street parking may be shared where it is demonstrated that peak hour parking requirements will be met (i.e. residential uses associated with commercial or professional – different uses at different times).
- ii. The Planning Commission may allow parking requirements to be met on another property, where it is proximate to the development and an easement or other agreement secures the use of that property for parking during the life of the development.
- iii. Where the total number of off-street parking spaces required are not immediately required for a particular use, a staged development plan may be permitted requiring only a portion of the parking area at that time, so long as all grading, stormwater management, and water quality protection standards are met and *Landscape & Land Use Buffers Ordinance* requirements are met or secured for the entire portion of the site constructed or affected by construction.

- iv. Because of the concentrated nature of the Georgetown, Stamping Ground, and Sadieville Central Business Districts, these standards shall not apply.

EXHIBIT 12: LOADING AREAS SHALL BE REQUIRED FOR ALL COMMERCIAL & INDUSTRIAL USES TO THE FOLLOWING STANDARDS

1. 1 Space per vehicle operated by the facility and 1 loading space per 10,000 square feet.

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10.3 UTILITIES

1. EASEMENTS

- a. Where utilities are to be located outside the street right-of-way, perpetual unobstructed easements a maximum of thirty (30) feet in width shall be provided across property outside the street right-of-way lines, away from existing tree rows, and with access to the street.
- b. Proposed easements for these utilities shall be shown on the preliminary and final plats and development plans. Reference the Planning Commission website for the required easement description.

2. WATER SUPPLY SYSTEM

- a. All developments located within an Urban Service Boundary or within rural PUDs shall be connected to an existing publicly regulated or municipally owned water supply system.
- b. All installations shall be properly connected with an approved and functioning public community water system prior to issuance of a Certificate of Occupancy.
- c. Fire hydrants shall be spaced and located to provide necessary fire flow, as approved by the City or County Fire Chief. Hydrants within urban service boundaries shall be located at every street intersection and along streets such that spacing does not exceed 500 feet. In rural areas with a public water supply, including rural PUDs, hydrants shall be spaced so that each residence shall be within 500 feet of a hydrant. Hydrants shall be located adjacent to roadways. In commercial areas, high hazard or planned building groupings, hydrants shall be located on every corner and then so located that the spacing shall not exceed 300 feet.
- d. Mobile home parks shall be served by a municipal water system and shall have fire hydrants, as required by paragraph above.

3. SEWAGE TREATMENT

- a. **ALL DEVELOPMENT ON LOTS OF LESS THAN FIVE ACRES SHALL BE CONNECTED TO A STATE REGULATED AND APPROVED SANITARY SEWER SYSTEM.**

- i. ***PUBLIC SEWAGE TREATMENT***

- 1. All development within urban service boundaries shall be connected to a public sanitary sewer system, with the exception of new development intended for septic systems under any "Environmentally Sensitive" zoning category and the Stamping Ground zoning classification for rural residential estates, which

shall be properly connected to an approved and functioning sewage treatment system prior to the issuance of a certificate of occupancy.

2. All vehicle washing facilities shall drain into a sanitary sewer.
3. For all approvals, a Certificate of Provision of Sewerage (see Planning Commission website) demonstrating that the appropriate state or local agency or utility company has approved the proposed system shall appear on the final subdivision plat or development plan.

ii. ***PRIVATE SEWAGE TREATMENT***

1. **Septic Systems**

- a. In the A-1 zone or for Environmentally Sensitive Uses on lots of five acres or more, septic tank or other individual systems may be installed, subject to the following requirements:
- b. The County Health Department must evaluate and approve the site for septic system installation. The final plat or plan must contain a certification regarding septic system installation.
- c. A letter from the Health Department evaluation must be submitted to the Planning Commission prior to final plat or development plan approval, specifying the type of system required.
- d. Where systems beyond simple single septic tank and leach line installations are required by the Health Department, a Note on the Final Plat on each affected lot shall appear stating:

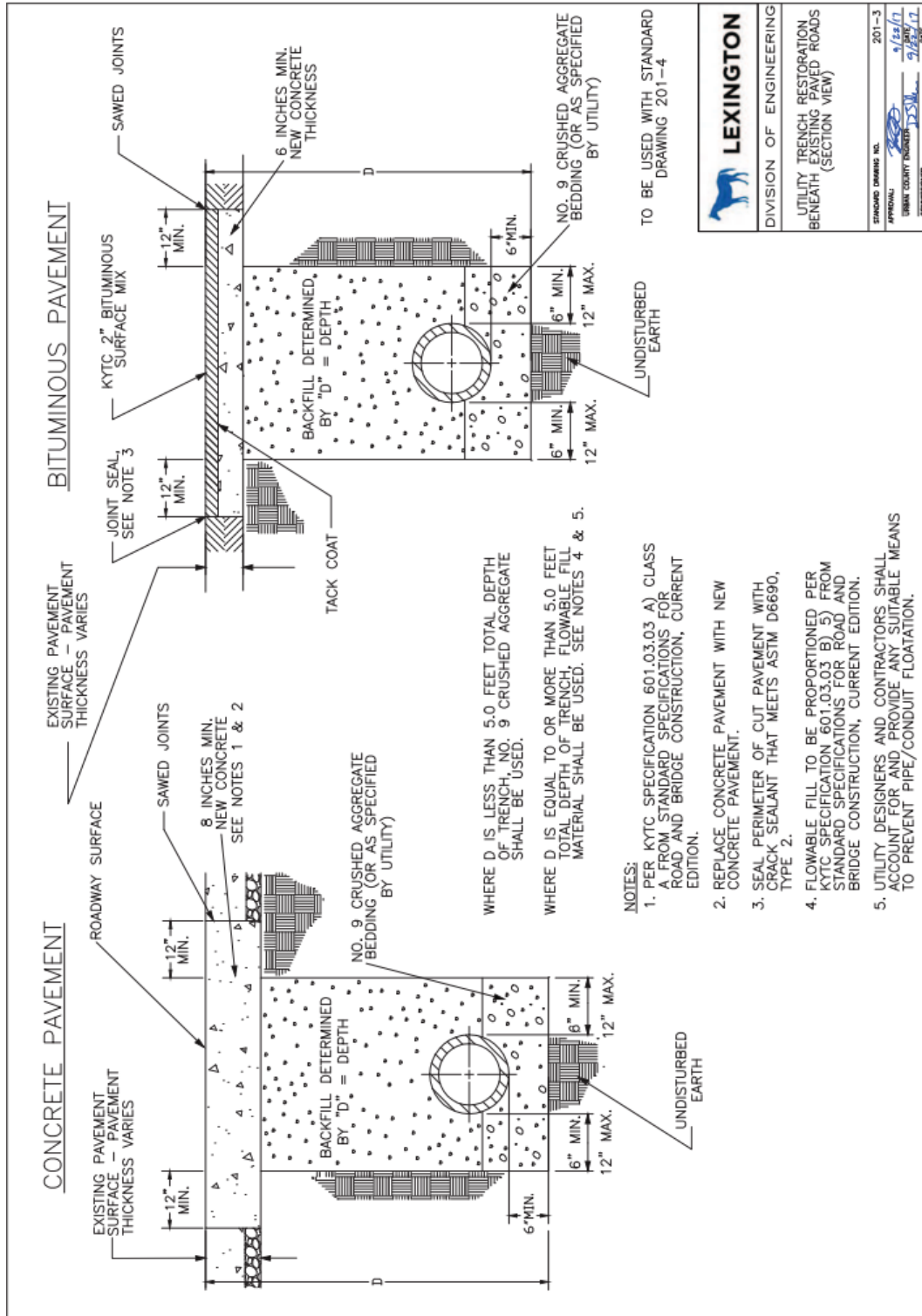
"THE SCOTT COUNTY HEALTH DEPARTMENT REQUIRES INSTALLATION OF EXTRAORDINARY SEWAGE DISPOSAL FACILITIES FOR THIS SITE. INFORMATION MUST BE OBTAINED FROM THE SCOTT COUNTY HEALTH DEPARTMENT OR FROM THE DEVELOPER."
- e. Package sewage treatment plants are not permitted.
- f. Lagoon type systems shall require be placed only in rear yards and shall have a 100-foot minimum setback to all property lines.

4. INSTALLATION OF UTILITIES/INFRASTRUCTURE

- a. All infrastructure, including utility lines, shall be installed prior to the installation of the gravel base for roads, except when reviewed and approved by the Planning Commission Engineer and City Engineer (where applicable).
- b. The City Engineer (where applicable) or the Planning Commission Engineer shall inspect the stability of the road using a roll test, density testing or both. Any area that fails inspection shall be repaired in an approved and accepted engineering manner.
- c. If a road cut is proposed after the installation of the gravel base and/or first course of asphalt, a non-fee permit shall be required to be submitted to the City Engineer (where applicable), Public Works Director (where applicable), or Planning Commission Engineer. The permit shall include specifications on the proposed cut, fill, and any necessary repair work. A security bond or other acceptable guarantee of improvements may be required upon the recommendation of the City Engineer, Public Works Director, or Planning Commission Engineer. A schedule for inspections shall also be included within the permit.
- d. Any road cut performed after the first course of asphalt shall be repaired in accordance with the requirements set forth by the legislative body within which the cut is performed. Refer to the exhibits below.

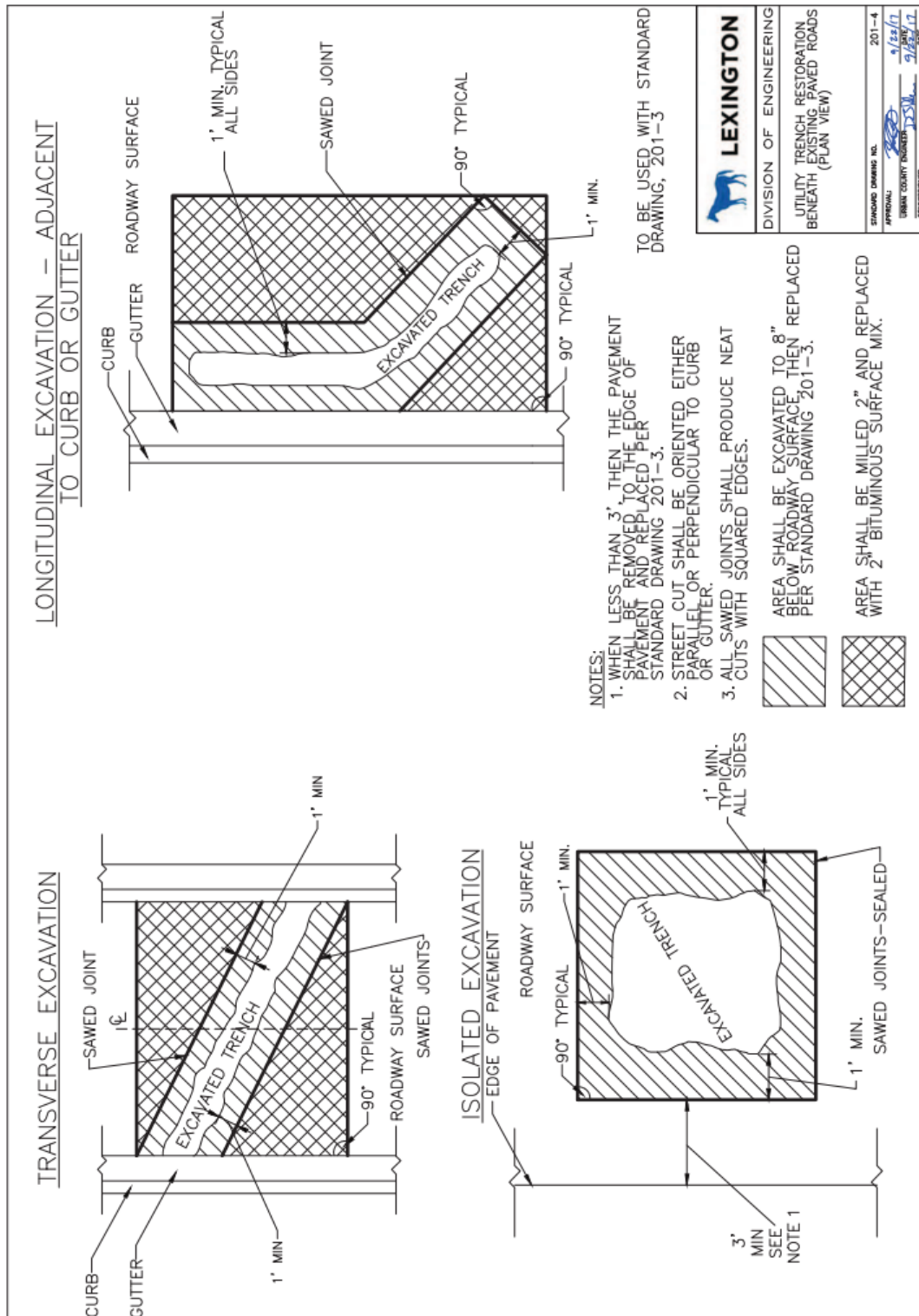
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EXHIBIT 13: UTILITY TRENCH RESTORATION BENEATH EXISTING PAVED ROADS **(SECTION VIEW)**



LEXINGTON	
DIVISION OF ENGINEERING	
UTILITY TRENCH RESTORATION BENEATH EXISTING PAVED ROADS (SECTION VIEW)	
STANDARD DRAWING NO.	201-3
APPROVAL	9/22/17
DESIGNED BY	9/22/17
CHECKED BY	9/22/17

**EXHIBIT 14: UTILITY TRENCH RESTORATION BENEATH EXISTING PAVED ROADS
(PLAN VIEW)**



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10.4 MISCELLANEOUS SITE DESIGN STANDARDS

1. STANDARDS FOR RESIDENTIAL PUD, CONDOMINIUM, AND MULTI-FAMILY DEVELOPMENT

- a. The following minimum lot design standards shall apply to lands, and buildings within condominiums, multi-family development, and residential Planned Unit Developments:
 - i. The separation between all buildings shall be 6 feet minimum and shall average 15 feet over the length of the separation.
 - ii. All multi-family buildings shall have a minimum setback of 5 feet from private drive or parking area, with an average of 10 feet over the length of the building.

2. URBAN SERVICES AREA SETBACKS AND BUFFERS

- a. All development within the North Georgetown Employment Center that abuts the Urban Service Boundary shall provide a combined building setback of 150 feet, including an open space buffer strip of 50 feet, and landscape area a minimum of 25 feet. All existing tree rows at the Urban Service Boundary shall be preserved and supplemented as necessary or new landscaping planted to provide year-round screening.

10.5 CLUSTER SUBDIVISION

1. **CLUSTER DEVELOPMENT DENSITY:** one dwelling unit per five acres (1du/5 ac).
2. **LOT SIZE:** 1.75-acre minimum, with a maximum of 2.0 acres for all lots on traditional septic fields. Developments with approved public utility septic systems may be approved for a minimum lot size of 0.5 acre. All applications for cluster residential development must receive approval by the Health Department prior to Planning Commission approval of a final plat. Areas devoted to septic treatment for cluster development with approved public utility septic systems or other community septic systems may not be counted as part of any preserved tract.
3. The remaining acreage (i.e. 3.0 – 4.5 acres per cluster lot/dwelling unit) must be preserved for agriculture or open space. The preserved acreage must be set aside in one lot and must be contiguous with the boundary of the residential lots. A note shall be placed on the Final Plat restricting future subdivision of the reserved area. Non-contiguous property cannot be tethered as preserved acreage.
4. If a property is proposed for both cluster development and 5-acre tract development, each type of development must be reviewed by the Planning Commission as a separate application.

5. The maximum number of cluster lots is based on the acreage of the farm proposed for cluster development. All property associated with a cluster development shall be under the ownership of the applicant(s) or under contract to the applicant(s), prior to preliminary approval of the cluster development by the Planning Commission.
6. For cluster developments containing 100 lots or more, accel/decal lanes, turn lanes, and secondary access points will be required..
7. **INDIVIDUAL LOT STANDARDS ARE AS FOLLOWS:**
 - a. **LOT SIZE:** 0.5-acre minimum, 2.0 acre maximum (outside the floodplain).
 - b. **LOT WIDTH:** 150-foot minimum at the building setback line (The lot cannot exceed a 2:1 depth-to-width ratio).
 - c. **FRONT YARD SETBACK:** 50-foot; however, for corner lots (or double frontage lots) the setback along an existing public road = 75-feet (from edge of pavement).
 - d. **REAR YARD SETBACK:** 100-feet, however, for lots that abut any property other than other cluster residential lots, a minimum 50-foot tree preservation easement must be established adjacent to the common property line, and within the required rear yard setback, where existing vegetation shall not be removed/disturbed, unless demonstrated to be sick or dead. The preservation area shall also include required or additional landscaping/buffering as outlined in this item.
 - e. **SIDE YARD SETBACK:** 25-feet OR 100-feet if side yard abuts any property other than another cluster lot; in such circumstance, the side yard shall be treated as a rear yard regarding building setbacks and landscape buffers.
8. Environmentally Sensitive Areas shall not be included within the cluster lot development, without a variance to increase the allowable lot size by the amount of acreage that is environmentally sensitive; otherwise, those areas must be part of the preserved acreage.
9. All cluster proposals that include more than 30 lots (includes cluster lots and preserved lots) shall submit, for review and approval, a traffic impact study (TIS) per the attached guidelines and procedures.
 - a. The TIS will be required prior to final plat review and approval of the 30th lot.
 - b. If it is determined that the parent tract has been prematurely subdivided in order to avoid this requirement, the Planning Commission may require the TIS based on the configuration of the parent tract and any existing lots at the time these regulations were adopted.

- c. The required TIS may be waived upon recommendation of the Commission staff, where the road upon which the cluster is proposed is adequate for the anticipated traffic generated by the development.
 - d. The adequacy of the road will be reviewed based on the carrying capacity of the existing roads based on the latest edition of the Institute of Traffic Engineer (ITE) Trip Generation Manual, and the latest edition of the AASHTO Policy of Geometric Design of Highways and Streets.
 - e. All cluster proposals will be subject to the road improvement policies established in the *Comprehensive Plan – Transportation Element* and subject to the carrying capacity of the existing roads based on the latest edition of the Institute of Traffic Engineer (ITE) Trip Generation Manual, and the latest edition of the AASHTO Policy of Geometric Design of Highways and Streets.
10. Cluster lots may share a common rear lot line with other cluster lots subject to all Health Department requirements.
11. **REQUIRED LANDSCAPING/BUFFERING:** Landscaping and buffering shall be required as follows:
- a. Where cluster lots abut any property other than other cluster residential lots, a minimum 50-foot tree preservation easement shall be established adjacent to the common property line, and within the required rear yard setback, where existing vegetation shall not be removed/disturbed, unless demonstrated to be sick or dead. The preservation area shall also include required or additional landscaping/buffering as determined by the following formula: there shall be a double row of evergreens/deciduous trees on 40-foot centers and fencing. The ratio of evergreens and deciduous trees shall not exceed 2:1.
 - b. Where cluster lots abut an existing road, trees shall be required on 30-foot centers along the existing road frontage of the cluster lots. The ratio to evergreens and deciduous trees shall not exceed 2:1.
 - c. All proposed landscaping shall exclude any species of trees and shrubs that are harmful to livestock.
 - d. Proposed cluster lots may be located adjacent to the public road and existing property lines subject to the Planning Commission review and approval and subject to the landscaping standards in this item.
 - e. Existing screening/trees may be used towards these requirements subject to review and approval of the Planning Commission.

12. **SUFFICIENCY OF INFRASTRUCTURE:**

a. **NEW ROAD CONSTRUCTION REQUIRED, AS FOLLOWS (ITEMS 1-8 APPLY TO BOTH PUBLIC AND PRIVATE ROADS, UNLESS OTHERWISE NOTED):**

- i. **PAVEMENT WIDTH:** 20-feet
- ii. **PAVEMENT DEPTH:** 8-inches (rock); 2-inches binder; 1-inch asphalt
- iii. **SHOULDERS:**
 1. Public Roads = 6-inches gravel plus 6-feet earth shoulders on each side
 2. Private Roads = 2-feet gravel shoulders on each side
- iv. **DITCHES & CROSS-DRAINS:** Both sides of the road must be ditched at a 2:1 slope. Cross-drains for driveways and roads (existing or new) are also required *(to allow stormwater to flow to the nearest drainage structure)*.
- v. **CUL-DE-SACS:** Cul-de-sac geometry shall conform to the requirements contained in this regulation. Alternative cul-de-sac designs may be allowed where approved by the Fire Chief and the Commission Engineer/Planning Director, so long as all lots have sufficient and safe access for emergency vehicles.
- vi. **TURN LANES/ACCEL & DECEL LANES:** For cluster developments containing 100 lots or more, accel/decel lanes, turn lanes, and secondary access points will be required.
- vii. Entrance improvements at county/state roads shall include 55-foot radii at intersections and 100-foot taper for the new street back to the edge of the public road. For accesses onto a state road, a copy of the approved entrance permit must be submitted prior to final plat review and approval.
- viii. Stub streets must be provided to adjacent property where future connectivity will enhance the overall development.
- ix. A note is required on the final plan regarding Scott County's policy on road dedication and acceptance if the roads are to be public; a homeowner's agreement is required for private roads showing ownership and maintenance.

13. Any cluster proposal for mobile homes must be located within 5-minute response time of a fire station and have adequate water pressure for fire protection, including the installation of fire hydrants per the Fire Department.

14. All cluster lots shall have municipal water. Fire hydrants shall be installed per Fire Department regulations and standards.

15. One dwelling credit must remain with the preserved acreage.

16. FENCING:

- a. Each cluster development shall be fenced at its edges prior to final plat approval, with #9 diamond mesh wire or equivalent with 16-foot fencing plank on top, and post spacing 8-feet on center. A note is required on the final plat regarding this requirement.
- b. A note is also required that prospective owners of any property are subject to any requirements of the Kentucky Fence Law (KRS 256.10 et. seq.).
- c. The required fence shall not be bonded.

17. All notice and procedure requirements outlined for major subdivision plats above shall apply.

18. All applicable standards of the *Subdivision & Development Regulations* will be required, including Erosion Control, Drainage Plans, and Construction Plans.

19. The final plat of the cluster development and reserved property including all required restrictive covenants/deed restrictions, and homeowner's association documents (if applicable), shall note and convey that the acreage reserved for agricultural/open space is restricted to its noted use.

- a. This covenant shall terminate at such time as the property is annexed into a city and approved by the appropriate legislative body of that city for a zone classification change (rezoning) to an urban use.

20. A NOTE IS REQUIRED ON THE FINAL PLAT REGARDING THE KENTUCKY RIGHT TO FARM ACT:

- a. "Prospective purchasers of residential lots are placed upon notice that hunting and fishing within accepted safety guidelines and agricultural use and production, including the use of machinery in the normal course of activity, are common and legal practices in the A-1 zone. It is understood that these uses must be expected to occur in and around A-1 developments. These practices, if conducted within accepted safety guidelines, shall not constitute a nuisance within the meaning of KRS 401.50s0 et. Seq. Also, see the Kentucky Right to Farm Act."

21. The developer must note on the preliminary and final subdivision plat(s) the types of dwellings (e.g. mobile homes, conventional frame construction, manufactured homes, etc.) which shall be permitted within this development.

22. A NOTE SHALL BE PLACED ON THE FINAL PLAT THAT THE PRESERVED AREA CANNOT BE FURTHER SUBDIVIDED.

- a. Property that is set aside as “preserved acreage,” by a recorded plat, cannot be removed from “preserved” status unless the entire cluster development is annexed.
 - b. A copy of the land use and deed restrictions, including preservation areas must be reviewed and approved by the Planning Commission and recorded with the Scott County Clerk’s Office; a note shall be placed on the final subdivision plat indicating the recording reference.
23. Preserved acreage has no Conditional Uses permitted. Those tracts are not eligible for consideration of Conditional Use Permits by the Board of Adjustment.
24. The Planning Commission shall require a master plan of the entire farm illustrating overall cluster/rural lot layout, access, internal road system, fencing, landscaping/buffering.
25. All cluster lots shall have access to internal roads only, no direct access (driveways) onto the existing public road.
26. Existing stone fences shall not be removed or altered except where the proposed road is to be installed, including the required sight triangle. Any portions of a stone fence removed for the above reasons, must be replaced elsewhere on the property.
27. All applicants for cluster residential subdivision approval must provide a copy of the soils map for the property or a soil certification from the USDA-NRCS office prior to Planning Commission review and approval. Soils that are less desirable for agriculture are preferential for cluster lot location as a means of maintaining preserved acreage for agricultural purposes.
28. A Homeowner’s Agreement is required for cluster proposals. Until such time as Scott County accepts any roads designed to public road standards, the ownership and maintenance of the roads, rights-of-way, and any drainage structures will be the responsibility of the homeowners.

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ARTICLE XI

SITE PREPARATION STANDARDS

11.1 GRADING STANDARDS

1. GENERAL

- a. No physical disturbance shall occur on any site proposed for subdivision or development, including quarries, borrow pits, and mineral processing facilities, but not including single family dwelling construction, unless a grading plan and a water quality protection plan have been submitted to and approved by the Planning Commission Engineer.
- b. The initial construction on any site shall be implementation of the approved water quality protection plan, unless otherwise authorized in writing by the Planning Commission Engineer.

2. SOIL EROSION AND SEDIMENT CONTROL

- a. The requirements for soil erosion and sediment control are outlined in the Erosion Prevention and Sediment Control (EPSC) ordinances adopted by the City of Georgetown and Scott County. All requirements of the respective ordinances shall be followed to their fullest extent.

3. GRADING PLAN FORMAT, CONTENTS AND STANDARDS

- a. **THE GRADING PLAN SHALL CONTAIN THE FOLLOWING UNLESS SPECIFICALLY EXCLUDED BY THE PLANNING COMMISSION ENGINEER:**
 - i. Existing and proposed contours and their intervals (not greater than two feet), including slope ratios in areas greater than 3:1.
 - ii. Existing and proposed spot elevations at intersections, finish floors (for development plans), high points, low points, and other points necessary to show effectiveness of grading, drainage, and tree preservation (where proposed).
 - iii. A two-foot grading setback from property lines.
 - iv. Location of existing fill.

b. **GRADING PURSUANT TO AN APPROVED GRADING PLAN SHALL CONFORM TO THE FOLLOWING STANDARDS:**

i. ***MATERIALS:***

1. Topsoil shall be removed from all areas to be disturbed;
2. The natural ground surface shall be prepared to receive fill by removing any vegetation or non-conforming fill;
3. No fill or cut or operation of heavy equipment shall occur within the drip line of the existing trees designated to be preserved;
4. No debris shall be stored in areas for roadways and/or building sites;
5. Topsoil moved during the course of construction shall be redistributed on all exposed unpaved areas to provide an even cover and shall be stabilized by seeding, planting, or mulch within 21 days.
6. Excess cur or demolition debris shall not be deposited in natural drain way, sinkhole, or in the Creek Conservation Corridor. Water quality protection measures shall be implemented on all off-site storage sites within the control of the developer.

ii. ***FILL:***

1. No organic material or topsoil shall be permitted in the fill;
2. No rock or similar irreducible material with a maximum dimension greater than twelve inches shall be buried or placed in fill unless approved by the Planning Commission Engineer.
3. Fill, including pre-existing fill, shall be compacted in no greater than one-foot layers to a minimum of 95% of maximum density (ASTM, 99, current) when supporting structures or streets are to be constructed on the fill or if that compaction is necessary as a safety measure to aid in preventing the saturation, slipping, or erosion of the fill;
4. No surface drainage shall be conveyed over fill.

iii. **SLOPE STABILITY:**

1. Cut slopes shall not exceed 2:1 without a retaining wall, unless benched into sound bedrock or other competent material, or unless it can be demonstrated that the slope is stable through bedrock outcrop or similar condition.
2. No compacted fill shall be made which creates an exposed surface steeper than 2:1.
3. Filling shall not be permitted on natural slopes steeper than 2:1 unless an analysis proving the stability of the soil is submitted to and approved by the Planning Commission Engineer.
4. On slopes exceeding 25% (15 degrees), special engineering requirements consistent with accepted engineering practices may be required. This shall also apply to soils with an excessive shrink-swell factor.
5. Where streets, foundation, or other load-bearing structures are located adjacent to creek banks or extremely steep slopes, the minimum setback of the load bearing portion of the structure shall be a 2:1 projection from the toe of the slope. Certification by a soils or foundation engineer is required for a setback variance. The Commission Engineer may require a specialized study where geologic, soil, or bank erosion conditions may necessitate a greater setback.

11.2 CONTROL OF POST-CONSTRUCTION STORMWATER RUNOFF

1. CONSIDERATION

- a. The following section is an excerpt from the stormwater management ordinances adopted by the City of Georgetown in 2010 and Scott County in 2021. The items referred to herein do not constitute the entirety of the ordinance. Copies of the regulations are available on the Planning Commission website or within the administrative offices of the City of Georgetown or Scott County.

2. AUTHORITY

- a. This section is adopted pursuant to the powers granted and limitations imposed by Kentucky laws, including the statutory authority granted to Kentucky cities in KRS Chapters 67 and 100.
- b. This section and all references made herein is adopted to the powers granted and limitations imposed by the Federal Clean Water Act, and in particular those parts that authorize local governments to require any state or federal department, or agency to comply with all local water pollution control requirements.
- c. The Georgetown Stormwater Quality Division (GSQUAD or “Issuing Authority”) and its duly authorized designees are responsible for implementing and enforcing all the provisions within and referenced by this section.

3. PURPOSE

- a. The regulations set forth in this section are intended to protect the general health, safety, and welfare of the citizens of the city by establishing a set of water quality and quantity policies to provide reasonable guidance for the regulation of stormwater runoff from all public and private developments for the purpose of preserving local water resources from degradation. This section seeks to meet that purpose through the following objectives:
 - i. To protect the municipal separate storm sewer system (MS4), community waters and waters of the Commonwealth;
 - ii. To maintain after development, as nearly as possible, the predevelopment runoff characteristics, and to reduce the adverse impacts of stream channel erosion, pollution, siltation and sedimentation, and local flooding caused by development;
 - iii. To improve stormwater quality through stormwater management controls and to ensure that these management controls are properly maintained and pose no threat to public safety; and
 - iv. To provide long-term responsibility for and maintenance of stormwater Best Management Practices (“BMPs”).

4. APPLICABILITY

- a. This section shall be applicable to all new development or redevelopment projects that disturb at least one acre, where redevelopment shall include sites that previously contained structures or parking lots. This section also applies to land development activities that are smaller than one acre if such activities are part of a larger common plan of development as established in KPDES permit number KYG20.
- b. When a site development plan is submitted that qualifies as a redevelopment project under subsection (1), decisions on permitting and on-site stormwater requirements shall be made after a review by the Issuing Authority. Each redevelopment project shall meet the stormwater requirements set forth in this section.
- c. The regulations in this section apply to the development or redevelopment of land for residential, commercial, industrial, or institutional use, but do not apply to agricultural land management practices, regardless of the number of acres distributed.

5. STORMWATER BEST MANAGEMENT PRACTICES MANUAL

- a. The Issuing Authority shall furnish additional policies, criteria, and information, including but not limited to specifications and standards for the proper implementation of the requirements for this section in the form of approved BMPs and acceptable stormwater treatment practices and specific design criteria and operation and maintenance requirements for each stormwater practice. These additional policies shall be set forth in a Stormwater Best Management Practices Manual ("the BMP Manual"). Stormwater treatment practices that are designed and constructed in accordance with the criteria in the BMP Manual will be presumed to meet the minimum water quality performance standards. Supplemental information on stormwater BMPs is available at EPA's National Menu of Stormwater Best Management Practices. However, only BMPs approved by the Issuing Authority may be used to meet the requirements of this section.

6. REQUIREMENTS FOR STORMWATER MANAGEMENT PLAN APPROVAL

- a. No final development plan or, where no final development plan is required, land disturbance permit will be approved unless it includes a stormwater management plan detailing in concept how runoff and associated water quality impacts resulting from the development or redevelopment will be controlled or managed. This plan must indicate whether stormwater will be managed on-site and the general location and type of practices. The BMP Manual shall detail

accepted design criteria and the information required for submittal in the stormwater management plan.

- b. The stormwater management plan(s) must be signed by a licensed professional engineer, who will verify that the design of all stormwater BMPs meet the submittal requirements outlined in the BMP Manual. No final development plan or, where no final development plan is required, land disturbance permit shall be issued until a satisfactory final stormwater management plan has been reviewed and approved by the issuing authority. By approving a plan under this chapter, the issuing authority does not accept responsibility for the design, installation, and operation and maintenance of stormwater BMPs.

7. PERFORMANCE SECURITY

- a. The Issuing Authority may, in its discretion, require the submission of a performance security or bond prior to issuance of a permit in order to ensure that the stormwater practices are installed by the permit holder as required by the approved stormwater management plan. The amount of the installation performance security shall be the total estimated construction cost of the stormwater management practices approved under the approved stormwater management plan, plus 25%. The performance security shall acknowledge forfeiture as a consequence for failure to complete work specified in the approved stormwater management plan.
- b. The installation performance security shall be released in full only upon submission of "as built plans" and written certification by a licensed professional engineer that the stormwater BMP has been installed in accordance with the approved stormwater management plan and other applicable provisions of this section. Prior to release, the Issuing Authority shall make a final inspection of the stormwater BMP to ensure that it is in compliance with the approved stormwater management plan and the provisions of this section. A partial pro-rata release of the performance security based on the completion of various development stages may be permitted at the discretion of the Issuing Authority.

8. LONG-TERM MAINTENANCE OF STORMWATER BEST MANAGEMENT PRACTICES

- a. Responsibility for operation and maintenance of BMPs subject to this subsection shall be borne proportionally based on the number of lots owned by the property owner over the total number of lots whose stormwater runoff is controlled or treated by the BMPs as specified in the development's stormwater management plan. This shared responsibility shall be governed by a separate legal entity (the "Responsible Entity"), such as a homeowner's association, sufficient to operate, maintain and provide for the revenue necessary to operate and maintain the

BMPs. All developments subject to this section shall be platted to indicate those BMPs for which the Responsible Entity is responsible.

- b. The Issuing Authority may waive the requirement of having a separate legal entity, in commercial developments or single lot redevelopments only, where it is in the best interests of the Issuing Authority. In this case, each property owner shall be a Responsible Entity subject to the requirements of this section, and each property owner shall bear proportionate responsibility, as set forth in subsection (1), for the maintenance and operation of the BMPs specified on the stormwater management plan. The Issuing Authority may require additional documentation to determine the viability of issuing such a waiver.
- c. Nothing in this section shall prohibit the owners of property subject to this section from entering into an agreement amongst themselves regarding equitable allocation of costs for operation and maintenance. Any such agreement shall not alter the proportionate responsibility provision of this section. The intent of this subsection is to ensure a mechanism for equitability for costs to one or more property owners.
- d. All properties within the development shall have legally binding covenants binding said properties to the operation and maintenance requirements and the requirement to participate in and be subject to the governance of the Responsible Entity, if applicable. The covenants must be approved by the Issuing Authority and recorded into the land record prior to final plat approval for new residential developments or issuance of a certificate of occupancy for commercial developments and residential redevelopments. As part of the covenant, a schedule shall be developed for when and how often maintenance will occur to ensure proper function of the stormwater BMP(s). the covenant shall also include plans for periodic inspections to ensure proper performance of the BMP(s) between scheduled cleanouts and/or maintenance activities. The covenant shall be perpetual and run with the land and be binding on all successors and assigns.
- e. The Responsible Entity shall be required to execute an enforceable operation and maintenance agreement to ensure the BMP(s) are maintained to function as designed. This agreement shall include all easements, if applicable, required to access and inspect the stormwater BMPs and to perform routine maintenance as necessary to ensure proper functioning of the BMPs. The operation and maintenance agreement shall also include provisions on enforcement and penalties consistent with this section.

- f. No application for final plat approval for new residential developments or for issuance of a certificate of occupancy for commercial development and residential redevelopments shall be approved unless it includes:
 - i. Declaration of covenants providing for operation and maintenance of BMPs through a homeowner's association or other Responsible Entity or Entities.
 - ii. Articles of incorporation for the Responsible Entity or Entities and proof of filing with the Kentucky Secretary of State.
 - iii. Executed operation and maintenance agreement(s).

9. INSPECTION

a. **CONSTRUCTION INSPECTION**

- i. The property owner or his or her designee for the development or redevelopment project shall engage a professional engineer or inspector approved by the Issuing Authority to inspect the installation of post-construction BMPs as required in the stormwater management plan. The Issuing Authority reserves the right to make independent inspections as deemed necessary.
- ii. The property owner or his or her designee for the development or redevelopment project shall notify the Issuing Authority twenty-four (24) hours in advance of placing any permanent cover over stormwater infrastructure. In the event the property owner or his or her designee for the development or redevelopment project fails to provide such notice, the Issuing Authority may require excavation, at the property owner or his or her designee's expense, to allow for inspection.
- iii. **ALL INSPECTIONS SHALL BE DOCUMENTED ON A FORM PROVIDED BY THE ISSUING AUTHORITY, WHICH SHALL CONTAIN AT A MINIMUM:**
 - 1. The project name, date, and location of the inspection;
 - 2. Whether construction is in compliance with the approved Stormwater Management Plan and the BMP Manual;
 - 3. Variations from the approved construction specifications;
 - 4. Installation date of all stormwater measures since the previous inspection, if any; and
 - 5. Any violations that exist.
 - 6. Photographs documenting the BMP as it exists during the inspection.

- iv. The engineer or inspector shall immediately notify the property owner and the Issuing Authority in writing of any violations found and the required corrective actions. The Issuing Authority reserves the right to require further or alternate corrective actions as it deems necessary.
- v. Upon completion of the construction of the BMP and prior to final plat approval for new residential developments or issuance of a certificate of occupancy for commercial development and residential redevelopments, the engineer or inspector shall submit a final inspection report and certification of completion on a form provided by the Issuing Authority.

b. **ANNUAL POST-CONSTRUCTION INSPECTION**

- i. All Stormwater BMPs subject to this section shall be inspected at least annually by the Responsible Entity or as otherwise noted in the operation and maintenance agreement. General inspection requirements for each BMP shall be set forth in the BMP Manual. Annual inspection requirements for each development or redevelopment project shall be governed by the operation and maintenance agreement referenced in subsection (G) of this section. Annual inspections shall be submitted on a form provided by the Issuing Authority and shall be due no later than September 30th. The Issuing Authority may impose additional inspection requirements for particular BMPs where circumstances warrant, and such additional requirements shall be incorporated in the operation and maintenance agreement. The Issuing Authority reserves the right to inspect any Stormwater Management System of BMP to ensure compliance with this section.

10. **ENFORCEMENT**

- a. The Issuing Authority and its duly authorized representatives shall be responsible for the enforcement of this section and shall have the authority to issue notices of violation (NOVs), citations, and levy fines as described below.
- b. **ENFORCEMENT PROCEDURES MAY BE UTILIZED IF ANY OF THE FOLLOWING CONDITIONS EXIST:**
 - i. Structural and/or non-structural BMPs are not being installed or maintained per manufacturer's specifications and/or the Stormwater BMP Manual;
 - ii. Construction is not in compliance with the approved stormwater management plan;
 - iii. Maintenance of permanent stormwater BMPs is not sufficient after construction;

- iv. Failure to inspect and/or submit an inspection report; or
- v. Any of the conditions of this section are not being met.

c. **ENFORCEMENT PROCEDURES.**

- i. For the purposes of this section, a NOV and/or citation is official by posting a copy of the notice of violation and/or citation on the BMP site is reasonable proximity to a location where the violation is taking place. Additionally, a copy of the violation and/or order shall be mailed by first class mail, postage pre-paid, to the address listed by the responsible party on the operation and maintenance agreement. In the case of work for which there is no operation and maintenance agreement, a copy of the violation and/or order shall be mailed to the person listed as the landowner of the property.
- ii. NOV's are the first level of enforcement and do not include a penalty, or fine. Only one NOV will be issued for an offense before citations are utilized. An offense of the same nature as a previous offense, even if previously corrected under a NOV, will constitute a second offense to be enforced through a citation. Offenses enforced through a NOV must be corrected within ten calendar days of the date of issuance or a citation will be issued.
- iii. ***CITATIONS SHALL INCLUDE A PENALTY, OR FINE, FOR EACH OCCURRENCE AND PAYABLE TO THE ISSUING AUTHORITY PRIOR TO RELEASE.***
 - a. First citation - \$1,000 fine.
 - b. Second citation = \$2,000 fine and notice of intent letter
- iv. For violations where no operation and maintenance agreement has been recorded, the Issuing Authority will notify the property owner or responsible party and cooperate for resolution prior to enforcement. Should the responsible party not provide stormwater structure maintenance or demonstrate a history of non-compliance of the same nature, the Issuing Authority may request the City Attorney to seek to obtain injunctive relief.
- v. Ten calendar days after issuing the citation, the Issuing Authority may issue a notice of intent to the responsible party, landowner, or land user stating the Issuing Authority's intent to perform work necessary to comply with this section. The Issuing Authority may go on the land and commence work after 14 days from issuing the notice of intent. The costs incurred by the Issuing Authority to perform this work shall be paid by the property owner or his or her designee. The cost, plus interest at the rate

authorized by the Issuing Authority, plus a reasonable administrative and attorneys fee shall be billed to the property owner. Failure to reimburse the Issuing Authority within 30 days of billing will result in a lien being placed on the property.

- vi. Compliance with the provisions of this section may also be enforced by injunction.
 - vii. The Issuing Authority is authorized to require immediate abatement of any violation of this section that constitutes an immediate threat to the health, safety, or well-being of the public. If any such violation is not abated immediately, the Issuing Authority is authorized to enter onto private or public property and to take any and all measures required to remediate the violation. Any expense related to such remediation undertaken by the Issuing Authority shall be fully reimbursed by the property owner and/or his or her designee. The cost, plus interest at the rate authorized by the Issuing Authority, plus a reasonable administrative and attorneys fee shall be billed to the property owner. Failure to reimburse the Issuing Authority within 30 days of billing will result in a lien being placed on the property.
- d. For the purpose of this section, the ultimate party responsible for assuring compliance with the conditions set forth is the property owner.

11. APPEAL OF NOTICE OF VIOLATION

- a. Any person receiving a Notice of Violation (NOV) may appeal the determination of the authorized enforcement agency to the Administrative Appeals Board. The Notice of Appeal must be received within ten (10) calendar days from the date of the service of the NOV. The Board shall hear the appeal at the next regularly scheduled Board meeting but not more than 10 days from the date that the appeal is filed. The decision of the Board shall be final, except to the extent that State law provides the further right to appeal.

12. VIOLATIONS DEEMED A PUBLIC NUISANCE

- a. In addition to the enforcement processes and penalties provided, any condition caused or permitted to exist in violation of any of the provisions of this Ordinance is a threat to public health, safety, and welfare, and is declared and deemed a nuisance, and may be summarily abated or restored at the violator's expense, and/or a civil action to abate, enjoin, or otherwise compel the cessation of such nuisance may be taken. The Issuing Authority may recover all attorneys' fees, court costs, and other expenses associated with enforcement of this Ordinance.

13. REMEDIES NOT EXCLUSIVE

- a. The remedies listed in this section are not exclusive of any other remedies available under any applicable federal, state, or local law and it is within the discretion of the Issuing Authority to seek cumulative remedies.

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ARTICLE XII

SPECIAL AREAS AND USES

12.1 ENVIRONMENTALLY SENSITIVE AREAS

1. CREEK CONSERVATION CORRIDORS AND MINOR WATERWAYS

- a. Preliminary plats/plans shall verify the actual location of the 100-year floodplain and C-1 zone on the property.
- b. Development, including but not limited to, location and design of utilities, paved areas, and structures, shall not remove or damage creekbank vegetation and shall not adversely affect the scenic and recreational character of creek conservation corridors. During development, vegetation management (selected, minor removal of trees or plants, removal of nuisance or health hazard species, new plantings, etc.) may be permitted by the Commission where it meets the overall purposes of the C-1 zone, including to substantially preserve or enhance the natural character and habitat value of the riparian area.
- c. There shall be no fill or obstruction of the 100-year floodplain in creek conservation corridors except under at least one of the following conditions:
 - i. Where minimal grading results in no net loss of floodplain storage, volumes, does not disturb or damage creekbank vegetation, and does not alter the natural flood channel or stream hydrology.
 - ii. Where, for pre-existing commercial zoning within the conservation corridor, the negative impacts of the fill or obstruction are minimal and are mitigated by contribution of significant public benefits substantially meeting the policies and objectives of the conservation corridor as stated in the Comprehensive Plan.
- d. Septic systems shall not be located within the 100-year floodplains.
- e. Flood control, storm drainage, and bridge improvements shall be designed for minimum disturbance of natural creek banks and vegetation. Where creekbanks are altered or vegetation disturbed, re-planting and bank stabilization, using bio-engineering techniques (use of natural vegetation) rather than rechannelization, concrete, riprap, etc., where feasible, shall be required.
- f. Lakes may be developed within creek conservation corridors except where unique indigenous habitats would be destroyed.
- g. See Article XI for requirements of foundation setbacks from creekbanks.

2. SCOTT COUNTY RESERVOIR PROTECTION AREA

- a. In the A-1 zone, residential construction shall be located outside of the reservoir protection area.
- b. New package sewage treatment plants and pump stations shall not be located within the protection area and shall not discharge to any land or waterway within the protection area, except for new sewage treatment plants and collector system pump stations already authorized by zoning approvals, which shall comply with Appendix IX of these regulations.

2. AQUIFER RECHARGE AREAS

- a. In the A-1 zone, if the property is partially located outside an aquifer recharge area, septic systems shall be located on that part of the property.
- b. Urban runoff and storm drainage shall be directed away from sinkholes within aquifer recharge areas, where such runoff poses a substantial risk of contaminating underground water quality.
- c. Septic systems within the drainage area of sinkholes shall be located to prevent contamination of aquifers or contamination of ponded water within the drain field. No septic systems shall be located within a sinkhole.

3. WETLANDS

- a. Wetlands are areas with a predominance of hydric soils that are saturated by surface or ground water at a frequency and duration sufficient to support hydrophytic vegetation. Known wetlands are mapped by the Scott County Soil Conservation District. They shall be shown on plats and plans.

4. SIGNIFICANT TREES AND FENCE ROWS

- a. Remaining fence rows, trees lining roads, major tree stands, and significant trees in the southern half of the County shall be preserved and incorporated in landscape plans for new development.

5. STEEP SLOPES AND CLAY SOILS

- a. See Article XI for standards for grading, fill, foundations, etc. for steep slopes and clay soils.

6. ENVIRONMENTALLY SENSITIVE AREAS

- a. Environmentally sensitive areas are defined as those features located on a property including sinkholes, cave areas, major rock formations and outcroppings, springs, floodplains/floodways, landfills/refuse areas. Properties proposed for development that include environmentally sensitive areas shall designate them as non-buildable, designing around those areas to mitigate any potential negative impact on the environmentally sensitive area.
- b. Due to the nature of portions of Georgetown and Scott County, including Stamping Ground and Sadieville, steep slope areas are referenced here but not formally included within the definition of an environmentally sensitive area. For areas with existing steep slopes (i.e. those exceeding 10 percent), those areas shall be shown on the zone change application/concept plan or master plan, preliminary development plan or subdivision plat approval, and required construction plans, as noted below. Existing steep slope areas include those areas greater than 100 feet in length and width.
- c. Applicants for development proposals and/or their representatives shall provide the Planning Commission staff with information regarding environmentally sensitive areas and existing steep slope areas as follows:
 - i. **FOR ZONE CHANGE APPLICATION/CONCEPT PLAN OR MASTER PLAN APPROVAL**, including a map showing the specific location of the environmentally sensitive feature and/or existing steep slope areas.
 - ii. **FOR PRELIMINARY DEVELOPMENT PLAN OR SUBDIVISION PLAT APPROVAL**. The information shall include at a minimum a map showing the specific location of the environmentally sensitive feature and/or existing steep slope areas that will be further studied and examined. For existing steep slopes, the maps shall include the slope of the property at 100' intervals across the slope; the Planning Commission Engineer may require intervals less than 100' if deemed necessary.
 - iii. **CONSTRUCTION PLAN APPROVAL**. The information shall include specific location and extent or boundary(s) of the environmentally sensitive feature and/or existing steep slope areas, method used to determine the extent or boundary(s) of the feature and proposed remediation, if applicable. Additional information regarding protective measures during construction, as applicable, shall be included as part of the construction plans.
 1. Examination of sinkholes, springs and other similar features shall be completed by a licensed geo-technical engineer. The Planning Commission shall require the geo-technical engineer to submit a complete report of the findings, proposed remediation and

verification of remediation (i.e., certification of inspection of the remediation materials and construction standards). Two (2) copies of the analysis and study, including any remediation methods shall be submitted to the Planning Commission Engineer for review and recordkeeping. Verification and certification of any remediation methods is required prior to final development plan or subdivision plat approval.

iv. **FINAL DEVELOPMENT PLAN OR SUBDIVISION PLAT APPROVAL.**

Environmentally sensitive areas shall be shown on the final development plan or final subdivision plat. Existing steep slope areas must be shown or referenced on the final development plan or final subdivision plat, if required by the Planning Commission or Planning Commission Engineer. The final development plan or final subdivision plat shall include certifications of environmentally sensitive areas, which shall be signed by the licensed geo-technical engineer who performed the analysis of the area. A note shall be placed on the final development plan or subdivision plat indicating these areas, referencing the required study, including the date performed.

d. **FOR AREAS WITH A SINKHOLE, MULTIPLE SINKHOLES AND/OR A SINKHOLE CLUSTER, THE FOLLOWING REQUIREMENTS SHALL APPLY:**

i. Sinkholes are natural depressions which drain a significant portion of the mid-to lower areas of Scott County, including the City of Georgetown and Stamping Ground. Sinkholes and sinkhole systems are part of a complex drainage system that is tied to caves, springs, and underground streams. Flooding, subsidence and water pollution are the major problems associated with sinkhole area developments.

ii. **REQUIREMENTS:**

1. **An applicant seeking subdivision plat or development plan approval:**

a. May divert enough of the sinkhole drainage area so that the development of the remaining area does not increase the total quantity of runoff into the sinkhole. For approval of this type of proposal, the applicant shall provide for approval, a study which must show that the development will not aggravate flooding on the proposed development, adjacent properties or lands, or connected/adjacent sinkhole clusters or systems.

- b. Where the sinkhole outlet is offsite, either the runoff leaving the subject property must be shown to be no greater in flow or in quantity than that which is exerted before the development.
- c. Sinkhole limits and non-buildable areas are to be defined by a certified geologist and/or geotechnical engineer. The sinkhole limits shall be identified as outlined in this ordinance. The plats and plans shall provide a reference to the required study detailing the method(s) of the investigation used to define said limits.
- d. Sinkhole limits and non-buildable areas are to be identified on the preliminary or final development plan, preliminary or final subdivision plat, and construction plans by shading or other means to clearly identify those areas.
- e. Post-developed discharges shall be treated prior to draining into the sinkhole limits.
- f. Structures located adjacent to the closed contour of a sinkhole or adjacent to an immediate sinkhole drainage area shall not be permitted to have a basement or first floor elevation lower than an elevation, USGS Datum or other comparable source, to be determined on a case-by-case basis, said elevation being at least one (1) foot above the 100 year 24-hour storm event (maximum) assuming no outflow from the sinkhole. Minimum Floor Elevations for such lots are to be referenced and shown on the plat.
- g. The applicant or applicant's representative shall verify any requirement of the Environmental Protection Agency (EPA) including but not limited to ground water injection permit(s).
- h. In the event that a sinkhole, immediate sinkhole drainage area, sinkhole cluster area, or portions of such items are not shown on the referenced maps and documentation but are determined or discovered during the course of construction the applicant shall:
 - i. Notify the Planning Commission Engineer and City Engineer, where applicable, immediately.
 - ii. Shall provide all documentation, studies, and any related information to the Planning Commission

Engineer and City Engineer, where applicable, as if the sinkhole, immediate sinkhole drainage area, sinkhole cluster area, or portions of such items were identified prior to approval and noted on the preliminary development plan and/or preliminary subdivision plat.

1. Upon determination of a sinkhole, immediate sinkhole drainage area, sinkhole cluster area, or portions of such items, as noted in this ordinance, any approvals of a preliminary or final development plan, preliminary or final subdivision plat, or construction plans shall not constitute automatic approval and shall not be grounds for the continuation of any construction or development activity within the identified area until such time as the required documentation, including detailed study, have been review ed and approved by the Planning Commission Engineer and City Engineer.

i. **For residential areas (i.e. single family detached, attached and multi-family developments):**

- i. A sinkhole, immediate sinkhole drainage area, sinkhole cluster area, or portions of such items shall be shown on the preliminary and final development plan and/or preliminary and final subdivision plat, and construction plans where they exist.
- ii. The sinkhole and its limits (i.e., closed contours) shall be noted as “non-buildable” and shall not be treated, filled, or enclosed. No structure, right-of-way, including roads (public or private) shall be located within the defined limits of a sinkhole.
- iii. For the purpose of calculating density for a development, areas identified as sinkholes, including its defined limits, and noted as non-buildable may be counted towards the total net acreage of the development.

j. **For non-residential developments (i.e. professional office, commercial, industrial):**

- i. A sinkhole, immediate sinkhole drainage area, sinkhole cluster area, or portions of such items shall be shown on the preliminary and final development plan and/or preliminary and final subdivision plat where they exist.
- ii. The sinkhole may be treated only upon review and approval of a study certified by a licensed geotechnical engineer as to the sinkhole limits, and proposed treatment/remediation methods. Upon completion of the treatment, certification that the proposed work was completed in accordance with the study and recommendations.

2. **Required Notes/Certifications**

- A. All preliminary and final development plans, preliminary and final subdivision plat, and construction plans shall contain a note regarding sinkholes on the Project Site. The language of the notes can be found on the Planning Commission website.

7. CLUSTER SUBDIVISIONS

- a. Cluster subdivision lots shall be located to minimize impacts on the preceding sensitive areas.

12.2 HAZARDOUS MATERIALS

1. **WHERE HAZARDOUS MATERIALS ARE ALLOWED, THE FOLLOWING SHALL BE DEMONSTRATED IN PRELIMINARY AND FINAL DEVELOPMENT PLANS, IN ADDITION TO THE MANAGEMENT PLAN:**
 - a. All interior and exterior areas where hazardous materials storage, parking, handling, loading, or use occurs shall be designed so that spills can be contained and disposed of without discharge to sanitary sewer or storm drainage systems. All such areas shall have a durable paved surface sufficient to prevent contamination of subsurface water resources from spills or leakage.
 - b. Hazardous materials storage areas shall not be exposed to weather elements that could weaken containers or affect volatile components.
2. Expansion of existing uses of this type will only be permitted if the entire facility meets current protection standards.

3. New underground storage tanks for hazardous materials shall not be located within aquifer recharge areas, sinkhole areas, or creek corridors. Existing uses of this type shall not be allowed to expand underground storage within these areas. Final or amended development plans for properties with underground storage tanks shall be approved only if certification is received that state regulations concerning registration of tanks and removal of abandoned tanks have been met.

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ARTICLE XIII

DEDICATION AND MAINTENANCE REQUIREMENTS

13.1 DEDICATION OF LAND

1. All subdivisions and developments that generate the need for public facilities such as streets, parks, schools, and fire stations, shall dedicate sufficient land to accommodate those facilities.
 - a. **A DETERMINATION OF NEED SHALL BE BASED UPON:**
 - i. ***FOR STREETS:*** the Comprehensive Plan and these Regulations.
 - ii. ***FOR PARKS:*** the Comprehensive Plan, except in the A-1 and Greenbelt Residential zones (for which no dedication shall be required).
 - iii. ***FOR OTHER PUBLIC FACILITIES:*** standards that have been adopted by the public agency responsible for providing or overseeing such facilities, or by the community, as reflected in the Community Facilities Element of the Comprehensive Plan.
 - iv. The Planning Commission may adopt or update standards for provision of public facilities, as information on applicable standards and needs becomes available to it.
2. The location of public facilities in any development shall be physically suitable for the intended purpose and shall be in accordance with the Comprehensive Plan and any other adopted master plan for the community.
3. Where adopted community – wide public facilities plans include facilities located in the proposed development and the area required is larger than necessary to meet the needs generated by the development, the additional land shall not be required to be dedicated, but shall be reserved for public acquisition for two years from the date of Final Plat or Plan approval, pursuant to K.R.S. 100.277. In the case of streets, dedication of the right-of-way width as reflected in the Transportation Element of the Comprehensive Plan, but no more than 49 feet for all streets planned for collector size or larger, shall be required.
4. Acceptance of Public Facilities dedication shall be upon formal application by the property owner, following inspection and approval by the Planning Commission, except in the case of streets. Streets which have been installed and inspected prior to Final Plat approval shall be accepted by operation of law pursuant to K.R.S. 100.277(4). Where construction of streets has been secured by bond or letter of credit as provided in these Regulations, acceptance of the street occurs forty-five days following release of the security by the appropriate legislative body, following inspection and recommendation for release by the Planning Commission.

5. Prior to dedication of required land for public facilities, the land shall be developed to the extent of grading, installing water quality protection measures and stormwater management systems and landscaped to provide permanent water quality protection.
6. For phased developments, tracts required to be dedicated but not part of current phases, shall be conveyed by temporary easement to the Planning Commission prior to approval of the final plat, said easement to terminate upon dedication of said tract or a substantially similar tract.

13.2 PRIVATE MAINTENANCE OF IMPROVEMENTS

1. In developments containing common areas and facilities, including permanent erosion control facilities, which are not to be dedicated to a public agency, the developer shall submit the proposed method for maintenance and replacement to the Planning Commission along with the Preliminary Subdivision Plat or Development Plan except for Private Sewage Treatment Plants. See Appendix IX.
2. The Planning Commission shall deny approval of any development the proposal for which does not adequately provide for maintenance and replacement of these areas and facilities.

13.3 PRIVATE STREET / ACCESS EASEMENT DEDICATION AND MAINTENANCE

1. MAINTENANCE OF A PRIVATE STREET/ACCESS EASEMENT

a. COMMERCIAL/INDUSTRIAL DEVELOPMENTS, UNSUBDIVIDED RESIDENTIAL DEVELOPMENTS, AND SUBDIVIDED RESIDENTIAL DEVELOPMENTS (CITY) HIGH DENSITY RESIDENTIAL:

- i. Maintenance of a private street/access easement is the responsibility of the owner/owners. The private street/access easement maintenance agreement shall be signed and submitted to the Georgetown – Scott County Planning Commission Engineer prior to a Certificate of Occupancy and shall be placed on the final record plat / final development plan.

b. SINGLE FAMILY RESIDENTIAL (CITY), RESIDENTIAL DEVELOPMENTS UTILIZING REAR ENTRY ALLEY, AND SUBDIVIDED SINGLE FAMILY RESIDENTIAL DEVELOPMENTS (COUNTY):

- i. Maintenance of a private street/access easement is the responsibility of the owner/owners. The private street/access easement maintenance agreement shall be signed and submitted to the Georgetown – Scott County Planning Commission Engineer and shall be placed on the final record plat / final development plan.

2. The owner/owners of a private street/access easement may seek to dedicate the private street/access easement to the City or County. Before the City or County will accept the private street/access easement, the following conditions must be met:
 - a. A time period of at least 2 years has elapsed since the surface course was laid.
 - b. The private street/access easement has been inspected by the Public Works Director, County Road Superintendent or Planning Commission Engineer and any repairs required after the inspection have been completed.
 - c. At least one (1) core sample is taken every one hundred (100) feet and found to comply with City/County specifications.
 - d. Sufficient Right-of-Way exists along with at least twenty (20) feet building line for each lot.
 - e. Sidewalks and streetlight requirements must be met within the City. It is acceptable in these situations for the sidewalk to be located at the back of the curb where there is no utility strip.
 - f. An amended record plat is prepared and recorded, which reflects dedication to the City or County of the former private street/access easement.
 - g. Note: Compliance with each of these conditions does not obligate the City or County to accept a private street/access easement for public maintenance.
3. A private street/access easement certification, found on the Planning Commission website, shall be included on the Final Development Plan / Final Record Plat for all property containing a private street/access easement.

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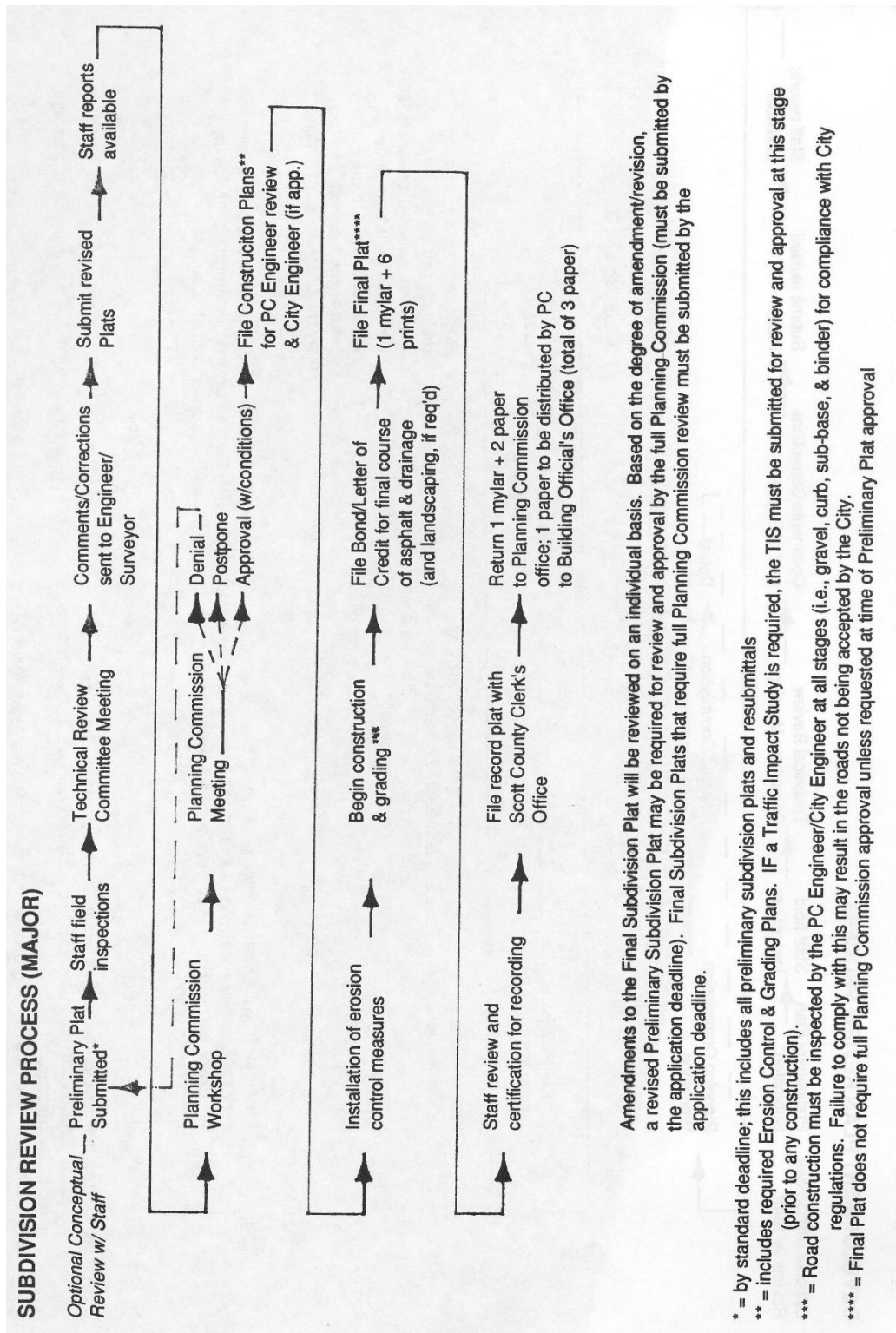
APPENDICES

<i>Appendix I</i>	<i>Plat & Plan Submittal Procedure Summary Chart</i>
<i>Appendix II</i>	<i>Staff Decision Appeal Process</i>
<i>Appendix III</i>	<i>Preliminary Plat & Plan Requirements & Checklist</i>
	<i>Item 1 Checklist for Both Plats & Plans</i>
	<i>Item 2 Supplemental Checklist for Preliminary Development Plans</i>
	<i>Item 3 Preliminary Plat Supplementary Information</i>
<i>Appendix IV</i>	<i>Final Plat & Plan Requirements & Checklist</i>
	<i>Item 1 Final Plat and Plan Requirements & Checklist</i>
	<i>Item 2 Final Plan Supplementary Information</i>
	<i>Item 3 Final Plat Supplementary Information</i>
<i>Appendix V</i>	<i>Private Sewage Treatment Systems</i>
<i>Appendix VI</i>	<i>Ordinances related to Notice of Violation</i>

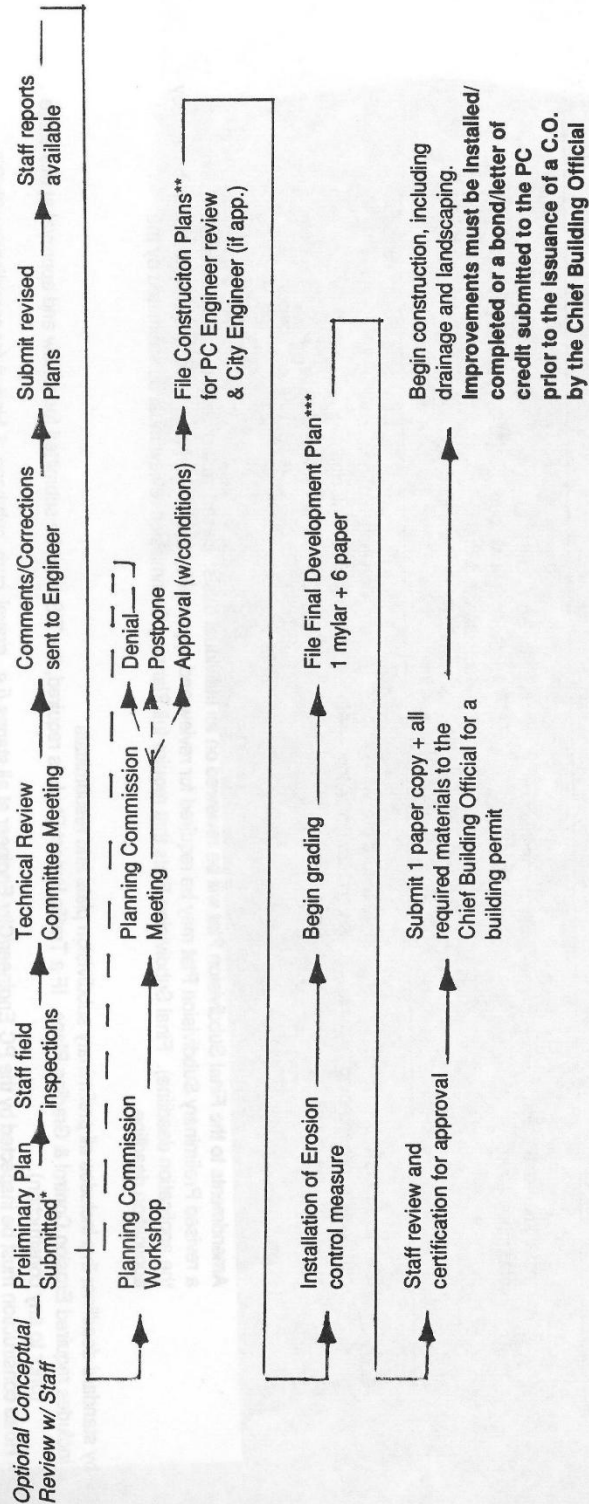
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APPENDIX I: PLAT AND PLAN SUBMITTAL PROCEDURE **SUMMARY CHART**



DEVELOPMENT PLAN REVIEW PROCESS



Amendments to the Final Development Plan will be reviewed on an individual basis. Based on the degree of amendment/revision, a revised Preliminary Development Plan may be required for review and approval by the full Planning Commission (submitted by the application deadline). Final Development Plans that require full Planning Commission review must be submitted by the application deadline.

* = by standard deadline; this includes all preliminary subdivision plats and resubmittals

** = includes required Erosion Control & Grading Plans. IF a Traffic Impact Study is required, the TIS must be submitted for review and approval at this stage (prior to any construction).

*** = Final Plat does not require full Planning Commission approval unless requested at time of Preliminary Plat approval

APPENDIX II: STAFF DECISION APPEAL PROCESS

1. The Commission Agenda Committee is re-established to review planning office procedures and to participate in general decision-making and to hear appeals of all decisions of the Planning Staff. Hearing of these appeals shall be only as provided in this regulation.
2. The Planning Staff is primarily responsible for interpretation and implementation of the *Zoning Ordinance*, Subdivision Regulations, and principles of engineering and architectural design. The Committee shall have no authority to relieve an applicant of any provisions of any ordinance or regulation. The on-going involvement of the Committee shall consist of regular meetings at which it reviews the planning and zoning process, current applications and staff recommendations. Variances from such provisions where permitted shall be granted only by the full Planning Commission.
3. The Agenda Committee shall meet on a regular basis at times and places as determined by the Chairman. At least one meeting each month shall be designated for the hearing of appeals.
4. Any person who has filed an application with the Planning Commission for review and approval pursuant to the Zoning Ordinance or Subdivision Regulations shall have the right to seek review of all decisions of the reviewing staff to the Agenda Committee.
5. **REVIEW OF STAFF DECISIONS SHALL BE OBTAINED AS FOLLOWS:**
 - a. As soon as practicable after receiving any written reports or comments from the staff, the applicant or his or her representative may request an Agenda Committee review of any staff decision to which the applicant objects. This request shall be made to the planning office and shall specify to which decision the applicant objects. The planning office shall advise the applicant of the next scheduled Agenda Committee meeting and at that meeting the matter will be reviewed.
 - b. At that meeting, the Agenda Committee shall hear the arguments of staff and applicant and shall vote whether to uphold or overrule the staff decision reviewed. The Committee shall have no authority to relieve an applicant of an obligation clearly provided by ordinance or regulation. The Committee's authority shall be limited to the interpretation of ordinances and regulations.
 - c. Decisions of the Agenda Committee shall be made prior to the adjournment of the meeting at which the appeal is heard.
 - d. Decisions of the Agenda Committee may be appealed to the full Commission. Pursuant to existing regulations of the Commission, matters which are not appealed to the full Commission shall be presumed to be agreed to by the applicant and shall not be reviewed by the full Commission.

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APPENDIX III: PRELIMINARY PLAT & PLAN REQUIREMENTS AND CHECKLISTS

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PRELIMINARY PLAT & PLAN REQUIREMENTS AND CHECK LIST

At a minimum, and in conformance with all standards found in Articles III & IV, the following information shall be included on the Preliminary Plat/Plan unless accompanied by a request for waiver. Items are discussed in more detail in Articles III and IV. This checklist shall not be considered a substitute for a careful review of Articles III and IV. The developer will be expected to comply with all applicable requirements found in these regulations.

CHECKLIST FOR BOTH PLATS AND PLANS

Note: Comments must be addressed and returned with fee and 11" x 17" reduction.

Requirement	Yes	No
Seven (7) sets of uniform size sheets, 18" x 24" or 24" x 36"; index of the same size, if necessary		
Title block:		
Name of the proposed development, city name, county name;		
Names, address, phone numbers of landowner(s) and developer(s)		
Name, address, phone number, and seal and/or stamp of the licensed engineer and/or registration number of land surveyor responsible for plat;		
Label "Preliminary Plat" or "Preliminary Plan"		
Legend		
North Arrow;		
Graphic scale (not more than 1" = 200 ft.)		
Date of original and revisions		
Acreage of land to be subdivided/developed		
Vicinity map 2,000 feet to the inch or greater		
Information Block:		
Zoning classification of land to be developed;		
Proposed zoning (if applicable);		
Typical and minimum lot acreage;		
Typical and minimum lot frontage;		
Total gross acreage;		
Acreage in right-of-way;		
Net acreage by zone;		
Number of housing units by zone;		
Number of units per net acre by zone;		
Other;		
Acreage of remaining property;		
Contours, not more than five (5) foot vertical intervals		
Names of landowners and/or subdivisions, adjoining boundaries, zoning classification of adjoining subdivisions and lots of record		

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SUPPLEMENTAL CHECKLIST FOR PRELIMINARY DEVELOPMENT PLANS

The following items of supplementary information shall be required, unless otherwise waived by the Planning Commission, and are considered part of the preliminary development plan submittal as specified in Articles III and IV.

Requirement	Yes	No
<u>Proposed</u> location, right-of-way, pavement width, of new streets or private drives, etc. as per Article VI.		
<u>Proposed</u> utility easements and other easements.		
<u>Proposed</u> water quality protection plan.		
Preliminary plans for utilities and facilities for stormwater drainage.		
All parking areas including required data.		
Building information and data.		
A preliminary landscape plan shall be provided per the requirements of the Landscape and Buffer Ordinance in the Zoning Ordinance.		
Adequate pedestrian circulation.		
A preliminary grading plan.		
Proposed sign locations, lighting, dumpster locations and screening, and any traffic control devices such as stop signs, stop bars, and arrows indicating direction of movement.		
Statement of whether KYTC entrance permit is required.		
All proper certificates.		
Appropriate lot addresses.		
Copy of completed application form and payment for development plan processing fee		

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PRELIMINARY PLAT SUPPLEMENTARY INFORMATION

The following items of supplementary information shall be required, unless otherwise waived by the Planning Commission, and are considered part of the preliminary subdivision plat submittal as specified in Articles III and IV.

Requirement	Yes	No
Copy of the completed application form and payment for subdivision plat processing fee.		
Legal description of the tract to be developed.		
Bearings and distances of original property lines, streets, street names, easements, buildings, water courses (including flood plains, streams, sinkholes), significant individual trees or stands of trees, and other existing physical features; on-site and off-site sinkholes.		
Proposed location and width of all new streets, alleys, lots, building lines, and easements (scale of 1" = 200 ft.); including typical sections of each existing and proposed street keyed to plat or plan.		
Location of existing sewers, water mains, fire hydrants, storm drains, power transmission lines, and other underground structures.		
Layout of proposed lots, including dimensions of lot lines, lot numbers, building setback line, and side and rear yard setbacks		
Acreage of:		
Each lot;		
Streets;		
Other pertinent acreages;		
The smallest lot in the development (include lot number and list area in square feet).		
Location, acreage, and lot number of all areas to be used for non-residential purposes, including lots reserved or dedicated for public use and utility installations.		
Location and type of monuments and pins.		
Industrial or commercial plats: access points, building masses, proposed entrances, loading areas, number of establishments.		
Proposal for accomplishing the installation of improvements.		
New Streets		
Location, right-of-way, and pavement width of new streets (sections and plans to be attached);		
Radii, points of curvature, lengths of arcs for proposed streets;		
Proposed changes to existing streets;		
Street names selected so as not to duplicate any other within the County;		
Appropriate lot addresses		

Requirement	Yes	No
Proposed utility and other easements (plans and profiles for utilities to be attached):		
Location, size and type of sanitary sewer or other sewage disposal facilities;		
Water mains and other utilities;		
Facilities for stormwater drainage;		
And other proposed improvements such as sidewalks, planting and parking, parks, and any grading of individual lots.		
Statement of deed restrictions and protective covenants and homeowner's association requirements, if any.		
A plan showing the provision for sanitary sewage disposal.		
A plan showing the provisions for stormwater management.		
A plan showing the provisions for domestic water supply.		
A water quality protection plan.		
Request for modification, variance or waiver of preliminary plat requirements or design standard. (Optional)		
Certification by the Planning Commission Engineer		
Septic system availability and/or approval certificate.		
Certification of ownership.		
Certification by the registered engineer or land surveyor.		
Certifications of the Utility Companies.		
Certification of approval by the Planning Commission.		

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APPENDIX IV: FINAL PLAT & PLAN REQUIREMENTS AND CHECKLISTS

FINAL PLAT AND PLAN REQUIREMENTS AND CHECKLIST

At a minimum, and in conformance with all standards found in Articles VIII, the following information shall be included on the Final Plat/Plan unless accompanied by a request for waiver. Samples of all forms for certification can be found on the Planning Commission website.

Requirement	Yes	No
Uniform size sheets, 18" x 24" or 24" x 36"; index of the same size, if necessary		
Title block:		
Name of the proposed development, city name, county name;		
Names, address, phone numbers of landowner(s) and developer(s)		
Name, address, phone number, and seal and/or stamp of the licensed engineer and/or registration number of land surveyor responsible for plat;		
Label "Final Subdivision Plat" or "Final Development Plan"		
Legend		
North Arrow;		
Graphic scale (not more than 1" = 200 ft.)		
Date of original and revisions		
Acreage of land to be subdivided/developed		
Vicinity map 2,000 feet to the inch or greater		
Information Block:		
Total gross acreage;		
Acreage in right-of-way;		
Net acreage by zone;		
Number of housing units by zone;		
Number of units per net acre by zone;		
Individual lot acreage for each lot;		
Other;		
Boundary lines of area being developed with accurate distances and angles; correct legal description of the property.		

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FINAL PLAN SUPPLEMENTARY INFORMATION

The following items of supplementary information shall be required, unless otherwise waived by the Planning Commission, and shall be included as part of the final development plan as specified in Articles VII and VIII.

Requirement	Yes	No
All street or private road plans		
Final storm and sanitary sewer plans.		
Finalized easements.		
Final calculations for site acreage, building square footage, and vehicular use area calculations, etc.		
Final landscape plan.		

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FINAL PLAT SUPPLEMENTARY INFORMATION

The following items of supplementary information shall be required, unless otherwise waived by the Planning Commission, and shall be included as part of the final subdivision plat as specified in Articles VII and VIII.

Requirement	Yes	No
Copy of the completed application form for final plat review and payment of subdivision processing fee.		
Legal description of the tract to be developed and reflecting the boundary survey.		
Total Site data:		
Acreage;		
Number of lots;		
Area and lot number of the smallest lot;		
Square feet of area or acres in parks and other public uses;		
Zone districts that apply to development.		
Lines of all proposed streets and alleys		
Widths of proposed streets		
Names of all streets;		
Addresses of all parcels or units.		
Location and dimensions of areas intended to be dedicated or granted for public use; statement of dedication.		
Lot lines, names of property owners, and right-of-way lines of all adjoining property, adjoining streets and alleys with their widths; names of all streets within 100 feet of the proposed development.		
Lot Data:		
Location of lots and blocks with dimensions;		
Bearings of lot lines;		
Building setbacks (including rear and side yard lines)		
Identification by consecutive lot number;		
Lot width at building line and front lot line for lots located on curves.		
Location of building lines, easements, or rights-of-way provided for public use, services or utilities, with the limitations of their rights stated on the plat; easement descriptions.		
Dimensions necessary for locating boundaries of development, lots, streets, alleys, easements, and other areas for public or private use.		
Radii, arcs or chords, points of tangency and central angles for all curvilinear streets and radii for rounded corners.		
Location and description of survey monuments.		
Industrial and commercial plats: building masses, entrances, loading areas, number of establishments.		

Requirement	Yes	No
Deed restrictions, protective covenants or homeowner's association requirements shall either be placed on the Final Plat or attached thereto in form for recording. (if recorded separately, reference to the restrictions shall be made on the final plat).		
As-built construction plans for sanitary sewer facilities, storm sewer management facilities, water supply system, and other improvements or proof of improvement guarantees (Article VIII)		
Signed statement from the Planning Commission Engineer stating that the grading plan and water quality protection improvements have been installed according to the plans required in Section 450 (B) of these Regulations and approved to the satisfaction of the Planning Commission Engineer.		
Application requesting modification, variance or waiver of final plat requirements or design standards (as required).		
Certificate of Dedication.		
Certification of Surveyor.		
Certificate of Review by County Health Officer, if applicable.		
Certificate by the Planning Commission Engineer.		
Certificates of Public Water and/or Sewer Provision.		
Certificates of availability of utility services.		
Source of title.		
Certificate of Planning Commission approval.		

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APPENDIX V: PRIVATE SEWAGE TREATMENT SYSTEMS

1. The Planning Commission shall approve new Rural Planned Unit Developments in the Western Rural Residential Area and Northern Private Urban Service Area that are to be served by private sewage treatment facilities, subject to the following limitations and requirements, in addition to the Certificate of Provision of Sewerage required in Article*:
 - a. There shall be only one private sewage treatment plant within each development. The plant location shall be shown in the conceptual development plan or, for those properties already zoned, prior to preliminary plat approval.
 - b. The plant shall be located and designed to minimize visual and odor impacts that are incompatible with surrounding uses and shall either be fully screened from roads and other properties or shall have an architectural appearance with other buildings in the area.
 - c. Plants shall discharge only into streams with natural flow during most of the year. There shall be no direct discharge to the Elkhorn or Eagle Creek.
 - d. **THE FOLLOWING MUST BE SUBMITTED TO THE PLANNING COMMISSION AS INDICATED:**
 - i. With the Preliminary Plat, a description of the proposed wastewater treatment system, a letter from the appropriate State agency acknowledging site approval and amount of waste load allocation, and a statement listing all private sewage treatment plants in which the developer has an ownership interest, or in the operation of which the developer has an interest.
 - ii. Prior to any approval of construction plans or final development plans, a letter from the appropriate State agency that the Wastewater Construction Permit has been obtained (notify Planning Office upon application for this permit); a letter certified by a licensed Engineer describing: the maintenance, operation and replacement plan, the proposed method of regular sludge disposal, the funds required for operation, maintenance and eventual replacement of the system; and certifying that the proposed system is designed to be equipped with malfunction alarms and overflow storage for inadequately treated effluent; and a letter from the owner describing the method of funding operation, maintenance and replacement of the system.
 - iii. Prior to issuance of any Certificate of Occupancy, a letter from the owner that the plant is certified as constructed according to plans and specifications under the construction permit and a letter stating the name of the state certified operator who will operate the system. The

Planning Commission shall be listed to receive copies on the discharge permit application when submitted to the state. The owner shall certify to the Planning Commission when the discharge permit is obtained.

2. A NOTE SHALL APPEAR CONSPICUOUSLY ON THE FINAL PLAT STATING:

- a. "THIS PROJECT IS SERVED BY A PRIVATE SEWAGE TREATMENT PLANT, WHICH WILL REQUIRE MAINTENANCE AND EVENTUAL REPLACEMENT BY THE OWNER. INFORMATION CONCERNING MAINTENANCE AND REPLACEMENT PLANS MUST BE OBTAINED FROM THE DEVELOPER OF THIS PROJECT."

3. SEE THE REGULATIONS ABOVE FOR REQUIREMENTS FOR BONDING OF INSTALLATIONS.

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APPENDIX VI: ORDINANCES RELATED TO NOTICE OF VIOLATION

CITY OF GEORGETOWN ORDINANCE NO. 03- 030

AN ORDINANCE RELATED TO THE PROHIBITION OF THE ISSUANCE OF PERMITS/APPROVALS FOR NEW CONSTRUCTION OR DEVELOPMENT WHILE APPLICANT IS IN VIOLATION OF ENFORCEMENT ORDER OR CERTIFICATE OF OCCUPANCY REQUIREMENTS

WHEREAS: The City has encountered frequent violations of both Building Code and Development Regulations. Builders or developers in violation of applicable regulations and enforcement orders may apply for permits or approvals for new construction or development without first remedying existing violations. There are builders and developers who have violations at multiple locations. The purpose of this Ordinance is to limit potential for violations at multiple sites. This Ordinance shall require builders and developers to remedy violations that are the subject of enforcement orders on a given site before receiving additional permits or approvals for additional sites.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL FOR THE CITY OF GEORGETOWN, KENTUCKY, as follows:

1. Definitions For The Purpose Of This Ordinance:

Permits/approvals: Permits/approvals include building permits, approvals of preliminary or final development plans, approvals of preliminary or final subdivision plats, approvals of construction plans and any other permits or approvals that would otherwise authorize the applicant to begin construction at a new location or intensify construction at a current location. Approval/permits include those given by Building Inspection and Planning and Zoning.

Current construction or development: Building construction or project development currently underway pursuant to building permit, preliminary or final development plans or preliminary or final subdivision plats.

Enforcement Order: All orders or notices authorized by law, including, but not limited to, Kentucky Building Code, Georgetown – Scott County Zoning Ordinance and Subdivision Regulations.

Violation of Enforcement Order: The violation of an enforcement order occurs when: a builder or developer is served with formal written notice of violations; that notice contains the specified violations which are to be corrected; that notice states a specific deadline before which the corrections or other specified actions are to be completed; and the builder or developer served by the notice fails to comply with the notice within the time allotted.

2. Issuance of new Permits/approvals: No new permits/approvals shall be issued to a builder or developer:

A. That is in violation of an enforcement order at the time application is made for the permits/approvals; or

B. That currently has a house into which an occupant has been permitted to move without first qualifying for and receiving a certificate of occupancy.

3. Application of §2 Prohibition: The prohibition of new permits/approvals provided in §2, above, is applicable to applicants, whether individual, partnership or corporation having substantial identification with the builder or developer who has failed to comply with an enforcement order. By way of example, a builder who does business in more than one corporate or other business name may not receive new permits/approvals in one business name while in violation of an enforcement order under another business name. A principal co-owner, partner, member, or shareholder in a business, which is in violation of an enforcement order, may not obtain new permits/approvals under a different business name. A builder, which has a co-owner, partner, member or shareholder with a minority interest who is in violation of an enforcement order, may obtain new permits/approvals.

4. Severability: In the event any provision of this Ordinance is found by court of competent jurisdiction to be contrary to law, that finding shall have no effect on the remaining provisions, which shall be enforced to the extent practicable without reference to the offending provision.

The foregoing Ordinance was read for the first time on October 1, 2003, read for the second time, adopted and approved, at its regular meeting October 16, 2003.

APPROVED BY:

ATTEST:


EVERETTE VARNEY, MAYOR


SUE LEWIS, CITY CLERK

CITY OF GEORGETOWN
ORDINANCE NO. 05- 015

AN ORDINANCE RELATED TO INDIVIDUALS OWING ANY TAX, CHARGE OR OTHER ASSESSMENT TO THE CITY; AND PERSONS AND ENTITIES DOING BUSINESS IN THE CITY THAT OWE DELINQUENT OCCUPATIONAL TAXES AND NET PROFIT TAXES DUE AS A RESULT OF INCOME EARNED BY THE BUSINESS, DELINQUENT PROPERTY TAXES OWED ON PROPERTY OWNED BY THAT BUSINESS OR OTHER DELINQUENT OBLIGATION OWED TO THE CITY; AND THE DISQUALIFICATION OF THAT INDIVIDUAL AND PERSON OR ENTITY FROM PERMITS, LICENSES OR OTHER APPROVALS FROM THE CITY DURING THE PERIOD OF ANY DELINQUENCY

WHEREAS: The City currently issues business licenses and other permits to persons and entities doing business in the City that are delinquent on occupational taxes or net profits taxes due as a result of income earned by the business, property taxes owed on property owned by the business or other finally determined obligation owed to the City that is business-related, such as the tourism tax or nuisance abatement charges. Many of these same businesses are currently precluded from the issuance of licenses, permits or other approvals from the City if they are in violation of the City's building or development regulations pursuant to City Ordinance 03- 030.

WHEREAS: The favorable business climate in Georgetown, due in significant part to the City's tax revenues paid by businesses, suffers if those revenues are not uniformly and timely paid. That business climate benefits from the services provided by the City and from the City's low overall tax rates. Businesses that do not timely pay these taxes or other finally determined charges jeopardize both the business climate and the low tax rates.

WHEREAS: The daily activities of individuals also benefit from the timely payment of obligations owed to the City by individuals not in business.

WHEREAS: The City's remedy for non-payment of these business and non-business-related taxes and charges is awkward and time-consuming. The procedure for

collecting delinquent property taxes, for example, is limited to the sale of delinquent tax bills and civil actions seeking foreclosure of the property on which the taxes have not been paid, a cumbersome, expensive process.

The City must provide a less difficult and less expensive means to collect delinquent obligations, and which is less costly and potentially damaging to the individual or business owing the tax.

NOW THEREFORE BE IT ORDAINED THAT THE COUNCIL FOR THE CITY OF GEORGETOWN;

1. Persons or entities doing business in the City that are delinquent on occupational taxes or net profits taxes due as a result of income earned by the business, property taxes owed on property owned by the business or other finally determined obligation owed to the City that is business-related, such as the tourism tax or nuisance abatement charges, are ineligible for the issuance of any license, permit or other approval issued by the City or its agencies, including the Planning Commission, which routinely issues approvals and permits on behalf of the City through the administration of the City's zoning and development regulations.

2. Individuals not doing business that are delinquent on property taxes or other obligation to the City are ineligible for the issuance of any license, permit or other approval issued by the City or its agencies, including the Planning Commission, which routinely issues approvals and permits on behalf of the City through the administration of the City's zoning and development regulations.

3. Individuals not doing business that are delinquent on property taxes or other obligation to the City and persons or entities licensed by the City to do business in the City

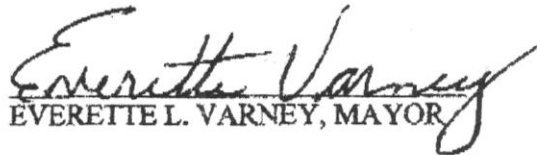
that owe delinquent occupational taxes or net profits taxes due as a result of income earned by the business, property taxes owed on property owned by the business or other finally determined obligation owed to the City that is business-related, such as the tourism tax or nuisance abatement charges, shall be notified in writing that the delinquency must be satisfied within thirty (30) days of the date of the notice.

4. Individuals or persons or entities receiving the written notice required in Section 3, above, that do not satisfy the delinquent obligation within the period specified in the notice shall be disqualified for City licenses, permits and approvals as set out in Sections 1 and 2, above, and be ineligible for the renewal of any current City license, e.g. business license, until the delinquency is satisfied.

5. Doing business in the City without a current business license will subject the business to all sanctions provided in the City's Occupational and Net Profits Tax Ordinance, Ordinance _____.

The foregoing Ordinance was read for the first time July 7, 2005, read for the second time, adopted and approved July 21, 2005.

APPROVED BY:


EVERETTE L. VARNEY, MAYOR

ATTESTED BY:


SUE LEWIS, CLERK

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CITY OF GEORGETOWN

ORDINANCE NO. 06-025

Sponsor: Wallace

AN ORDINANCE RELATED TO THE FILING OF A NOTICE OF VIOLATION PURSUANT TO CITY ORDINANCES 03-030 AND 05-015 IN THE OFFICE OF THE COUNTY CLERK AND THE OBLIGATION ATTENDANT TO THAT NOTICE ON SUBSEQUENT BUYER OR ASSIGNEE OF THE PROPERTY

Whereas: Pursuant to current regulation, a developer, builder or other person or entity delinquent under local regulation and ineligible for further approvals related to the delinquent application or project and all other applications and projects pending between that person or entity and the City or its agents, may convey properties and plans to third parties, and avoid, in large part, the consequences of the delinquency;

Whereas: Purchasers of the delinquency-related property and plans without notice of the delinquency are disadvantaged if not placed on notice of the delinquency prior to purchase. If the disqualification of property owned by the delinquent person or entity is defeated by that property's conveyance to a third party, the City's ordinance enforcement is weakened and its fairness jeopardized;

Whereas: This Ordinance is not enacted in order to preclude the conveyance of property under disqualification pursuant to Ordinances 03-030 and 05-015, but to preclude the conveyance of property under disqualification pursuant to Ordinances 03-030 and 05-015 without notice to third party purchasers of that disqualification in order to preserve that disqualification despite the conveyance of the disqualified property to third parties and to maintain the fairness and efficacy of the City's enforcement effort.

NOW, THEREFORE, BE IT ENACTED BY THE COUNCIL FOR THE CITY OF GEORGETOWN, KENTUCKY, AS FOLLOWS:

Section One: Upon disqualification of projects and property pursuant to Ordinances 03-030 and 05-015, the City or its agent, including the Planning Commission, shall cause to be filed with the County Clerk's office, a notice that shall contain the following:

- a. Name and address of the owner;
- b. Basis for the delinquency;
- c. List of property included and subject to delinquency restrictions; and
- d. Notice that this property is subject to the City's enforcement order, including the

statement:

"Persons buying or otherwise taking ownership, assignment or control of this property, are notified that they do so subject to the City's Notice of Violation and that this notice and its attendant obligations must be satisfied prior to the new owner making use of the property."

Section Two: Buyers, assignees or other persons or entities receiving the listed property shall receive that property subject to all obligations otherwise applicable to the former owner (seller or assignor) who actually received the original Notice of Violation for that property, which notice is then placed of record in the office of the Scott County Clerk.

The foregoing was read for the first time on Sept 7th, 2006 and for the second time, adopted and approved on Sept. 19th, 2006.

APPROVED BY:

Everette Varney
EVERETTE VARNEY, MAYOR

ATTESTED BY:

Sue Lewis
SUE LEWIS, CITY CLERK