

GEORGETOWN-SCOTT COUNTY SUBDIVISION & DEVELOPMENT REGULATIONS

In effect in Scott County Only.

Last Updated to include County Ordinance 26-05, adopted July 7, 2026.

*Produced and Maintained by the Georgetown-Scott County
Planning Commission
230 East Main Street, Georgetown KY 40324*

**Original Adoption of Subdivision and Development Regulations in Scott County was
December 1970.**

**Current Version adopted by:
Scott County Fiscal Court
July 7, 2026**

**Various Ordinances
From
August 17, 1992 to September 19, 2006
Incorporated in July 2007 edition**

Ordinance Number	Title	Date
City of Georgetown Ordinance No. 98-004	An Ordinance Related to the Amendment of the Sight Distance Regulations in the Georgetown Subdivision and Development Regulations	March 19, 1998
City of Georgetown Ordinance No. 98-011	An Ordinance Related to the Amendment of the Georgetown Subdivision and Development Regulations Regarding Right of Way Requirements and Street Widths	July 16, 1998
Scott Fiscal Court Ordinance No. 98-06	An Ordinance Related to the Amendment of the Zoning Ordinance and Subdivision & Development Regulations to Include Standards for Assisted Living Facilities	September 14, 1998
City of Georgetown Ordinance No. 99-010	An Ordinance Related to the Amendment of Article XI of the Subdivision Regulations Governing Site Preparation Standards and Grading Plans	April 1, 1999
City of Georgetown Ordinance No. 99-026	An Ordinance Related to the Amendment of the Georgetown Subdivision and Development Regulation Provisions Related to Driveways in Rural Areas and the	July 15, 1999

Ordinance Number	Title	Date
	Review Required for Minor Subdivisions	
Scott Fiscal Court Ordinance No. 00-02	An Ordinance Related to the Amendment of County Ordinance 94-006, Adopted June 27, 1994 Related to Agricultural Cluster Regulations, Codified as Article X, Section 1000, Et. Seq. of the Subdivision and Development Regulations	February 11, 2000
City of Georgetown Ordinance No. 2000-016	An Ordinance Related to the Amendment of the Georgetown/Scott County Subdivision & Development Regulations Regarding Installation of Sidewalks	June 15, 2000
City of Georgetown Ordinance No. 2000-015	An Ordinance Related to the Amendment of the Georgetown/Scott County Subdivision & Development Regulations Regarding Installation of Infrastructure Prior to Road Construction	June 14, 2000
Scott County Fiscal Court Ordinance No. 2003-09	An Ordinance Related to the Amendment of the Georgetown/Scott County Subdivision and Development Regulations Regarding Public and Private Road Construction & Design Standards	September 25, 2003
City of Georgetown Ordinance No. 2003-023	An Ordinance Related to the Amendment of the Georgetown/Scott County Subdivision and Development Regulations Regarding Public and Private Road Construction & Design Standards	August 21, 2003
City of Georgetown Ordinance No. 06-019	An Ordinance Related to the Amendment of the Subdivision and Development Regulations for the	August 17, 2006

Ordinance Number	Title	Date
	Purpose of the Establishment of Comprehensive Private Street Construction Standards	
Scott County Fiscal Court Ordinance No. 2002-07	An Ordinance Related to the Amendment of the Georgetown/Scott County Subdivision and Development Regulations Regarding Article XI – Storm Water Management	October 24, 2002
City of Georgetown Ordinance No. 2002-026	An Ordinance Related to the Amendment of the Georgetown/Scott County Subdivision and Development Regulations Regarding Article XI – Storm Water Management	October 1, 2002
City of Georgetown Summary of Ordinance No. 2003-024	An Ordinance Related to the Amendment of the Georgetown/Scott County Subdivision and Development Regulations Regarding Article V & VII – Specifications For Digital Submittals for Subdivision Plats and Development Plans & Requirements for Content and Format	August 21, 2003
Scott County Fiscal Court Ordinance No. 2003-07	An Ordinance Related to the Amendment of the Georgetown/Scott County Subdivision and Development Regulations Regarding Article V & VII – Specifications for Digital Submittals for Subdivision Plats and Development Plans & Requirements for Content and Format	September 25, 2003
City of Georgetown Ordinance No. 05-005	An Ordinance amending the Established Street Light Standards and Procedure	April 7, 2005
Scott County Fiscal Court Ordinance No. 2004-01	An ordinance Related to the Amendment of the Georgetown/Scott County Zoning Ordinance Regarding Qualified	February 26, 2004

Ordinance Number	Title	Date
	Manufactured Housing and Related Compatibility Standards	
City of Georgetown Ordinance No. 2004-006	An Ordinance Related to the Amendment of the Georgetown/Scott County Zoning Ordinance Regarding Qualified Manufactured Housing and Related Compatibility Standards	March 4, 2004
City of Georgetown Ordinance No. 2003-032	An Ordinance related to the Amendment of the Georgetown/Scott County Subdivision & Development Regulations Regarding Article XII & Appendix III – Environmentally Sensitive Areas	October 16, 2003
Scott County Fiscal Court Ordinance No. 2005-01	An Ordinance related to the Amendment of the Georgetown/Scott County Subdivision & Development Regulations Regarding Article XII & Appendix III – Environmentally Sensitive Areas	January 14, 2005
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	October 16, 2003
City of Georgetown Ordinance no. 2004-030	An ordinance Related to the Amendment of the Georgetown/Scott County Subdivision and Development Regulations Regarding Article XI Bonding of Improvements	December 16, 2004
City of Georgetown Ordinance No. 06-025	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	September 19, 2006

Ordinance Number	Title	Date
	Notice on Subsequent Buyer or Assignee of the Property	
City of Georgetown Ordinance no. 10-026	An Ordinance related to the Amendment of the Georgetown/Scott County Subdivision and Development Regulations regarding Security for Subdivision and Development Improvements	November 22, 2010
Scott County Ordinance 11-02	An Ordinance related to the Amendment of the Georgetown/Scott County Subdivision and Development Regulations regarding Security for Subdivision and Development Improvements	March 24, 2011
City of Georgetown Ordinance no. 14-008	An ordinance related to the Amendment of the Georgetown/Scott County Subdivision and Development Regulations to add a sunset clause to all new Preliminary Plat and Plan approvals	May 12, 2014
Scott County Ordinance no. 14-03	An ordinance related to the Amendment of the Georgetown/Scott County Subdivision and Development Regulations to add a sunset clause to all new Preliminary Plat and Plan approvals	August 26, 2014
Scott County Ordinance no. 26-06	An ordinance related to the amendment of the Georgetown/Scott County Subdivision and Development Regulations to amend Cluster Subdivision Regulations within article X, section 1020.	July 7, 2026

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Georgetown-Scott County
Subdivision & Development Regulations

Scott County Edition

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ARTICLE I

GENERAL PROVISIONS

100 TITLE, AUTHORITY, AND ADMINISTRATION

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".

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.

105 PURPOSE AND POLICY

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.

110 JURISDICTION

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.

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 officers 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.

115 APPLICANTS' DUTY TO ABIDE BY THESE REGULATIONS

Protection of the public health, safety, and welfare requires compliance with these regulations. Should the Commission overlook an item in its approval, or should such item not be shown on plans, the developer is not relieved of duty to fulfill the requirements of these regulations, absent a specific variance or waiver as permitted herein.

120 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 appropriate 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.

125 INCONSISTENCY WITH OTHER PROVISIONS

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.

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.

130 AMENDMENTS

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

135 VARIANCES FROM SUBDIVISION AND DEVELOPMENT REGULATIONS

The Planning Commission may grant variances from strict application of these Subdivision and Development Regulations, as a part of preliminary subdivision plat review or preliminary development plan review, according to the following:

1. Variances may be granted according to the same purposes, analysis, and findings required of the Board of Adjustment for zoning variances, as set forth in KRS 100.243;
2. Variances may be granted for the purpose of encouraging flexibility and economy in site design and/or providing for open space or protection of environmentally sensitive areas, if the intent and purpose of these regulations and the goals, objectives, and policies of the Comprehensive Plan are substantially met; or
3. Variances may be granted to accommodate physical conditions exceptional and unique to the property sought to be subdivided or developed, if the intent and purpose of these regulations and the Goals, Objectives, and Policies of the Comprehensive Plan are substantially met.

140 SEPARABILITY

If any article, section, subsection, 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.

145 FEES

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.

150 DEADLINES

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.

155 POST-APPROVAL AMENDMENT OF FINAL PLATS OR PLANS

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.

160 APPEALS

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 paragraph 140(c), may be appealed according to the appeals process in Appendix II.

165 SUFFICIENCY OF INFRASTRUCTURE

The Planning Commission may 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.

170 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:

I HEREBY CERTIFY THAT THIS PROPERTY HAS BEEN INCORPORATED INTO THE CITY
OF _____.

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 purposes of this regulation, "Agricultural and Horticultural use" shall have the same definition as "Agricultural Uses" outlined in Article II, Section 2.1 of the *Georgetown-Scott County Zoning Ordinance*.
4. **AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS (AASHTO):** A nonprofit association that represents highway and transportation departments across the nation and serves as a liaison between State departments of transportation and the Federal government.
5. **APPLICANT:** Any person seeking approval under these regulations for a subdivision or development.
6. **AQUIFER RECHARGE AREA:** The land from which surface water percolates through rock and soil to feed underground water resources. See Article XII for further definition and limitations.
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 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.
13. **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 meets requirements of the Zoning Ordinance and these regulations.
14. **CLUSTER SUBDIVISION:** A major residential subdivision of agriculturally zoned land creating four (4) or more parcels of agriculturally zoned land, that separates residential dwelling lots from preserved agricultural lots with a total density not to exceed 1 residential dwelling unit per 2 acres. Such agricultural preserve must meet or exceed a minimum of fifty (50) percent of the total acreage.
15. **COMMISSION:** The Scott Joint Planning Commission; also referred to as the Georgetown-Scott County Joint Planning Commission and/or the Planning Commission.
16. **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.
17. **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).

18. **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.
19. **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.
20. **COVERAGE:** Coverage shall mean the total area of the footprint of the building divided by the total area of the lot.
21. **CREEK CONSERVATION CORRIDOR:** Those areas so designated in the Comprehensive Plan and zoned C-1.
22. **CUL-DE-SAC:** A permanent dead-end street or court culminated by a turnaround and not intended to be extended in the future.
23. **DAY:** For the purpose of submittal procedures, "day" shall refer to calendar day rather than working day, unless otherwise noted.
24. **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.
25. **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.
26. **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.
27. **DEVELOPMENT, MAJOR:** All development, as defined above, that does not fall within the definition of Minor Development.
28. **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.

29. **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.
30. **DRIVEWAY:** Driveway shall mean that access which is generally intended to serve private single family residences.
31. **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.
32. **ENFORCEMENT OFFICER:** Generally refers to the Building Inspector. See Administrative Officer.
33. **ENGINEER:** A licensed, professional civil engineer appointed or requested by the Planning Commission or retained by the developer.
34. **ENVIRONMENTALLY SENSITIVE AREAS:** See Article XII.
35. **FENCEROWS:** Generally refers to lines of trees and shrubbery that have grown along existing fence lines to form a natural hedge.
36. **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.
37. **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.
38. **FLOODPLAIN:** An area along a stream or watercourse which would be under water as the result of a 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.
39. **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 associated 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.

40. **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.
41. **GRADING:** Any stripping, cutting, filling, stockpiling, or any combination thereof and including the land in its cut or filled condition.
42. **HAZARDOUS MATERIALS:** For purposes of these Regulations, this definition is consistent with State and Federal definitions of hazardous materials.
43. **INSTITUTE OF TRANSPORTATION ENGINEERS (ITE):** Shall refer to the official accredited group of engineers, planners, consultants, and other transportation professionals that monitor national traffic and mobility trends.
44. **KENTUCKY REVISED STATUTE (KRS):** Codified statutory laws governing the state of Kentucky.
45. **KYTC:** Kentucky Transportation Cabinet
46. **LEGISLATIVE BODY:** See Governing Authority.
47. **LOT:** A piece, parcel or plot 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. (See Exhibits 2-1 and 2-2 for lot terms and lot types.)
- 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 and rear 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.

48. **MAJOR STREET PLAN:** That portion of the Comprehensive Plan pertaining to transportation and existing and proposed streets. Also Transportation Master Plan or Transportation Element.
49. **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.
50. **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.
51. **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 subdivisions shall be the same as that for subdividing land for conventional dwellings.
52. **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.
53. **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.
54. **PACKAGE SEWAGE TREATMENT PLANTS:** This term refers generally to private, developer-installed, sewage treatment plants. See requirements and limitations in Appendix IX.
55. **PLANNING COMMISSION:** The Scott Joint Planning Commission; also referred to as the Georgetown-Scott County Joint Planning Commission, or the Commission.
56. **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.
57. **PLAN:** This term refers to a Development Plan, as defined above.
58. **PLAT:** This term refers to a Subdivision Plat, as defined below.
59. **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.

- 60. **PRIVATE STREET:** Any street that is privately owned and maintained. Private streets cannot be through streets. (amended by City of Georgetown Ordinance 2006-019, 8/17/2006)
- 61. **PROJECT:** The term "project" when used throughout this document shall refer to any and all subdivisions or developments.
- 62. **RESERVOIR PROTECTION AREA:** The area designated in the Growth and Land Use Element of the Comprehensive Plan that drains into the planned reservoir.
- 63. **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.
- 64. **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.
- 65. **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 instrument.
- 66. **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 (Site Design).
- 67. **SIDEWALK:** A way or portion of a way intended primarily for pedestrian traffic.
- 68. **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)
- 69. **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.
- 70. **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.
- 71. **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, or other documents approved by the Engineer. Its actual limits may, however, be determined by field measurements with concurrence of the Engineer.

72. **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).
73. **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 subcollector streets.
 - d. **CUL-DE-SACS:** A minor street which has only one outlet to other streets; a street which dead-ends.
 - e. **MARGINAL ACCESS STREETS:** Streets parallel to and adjacent to arterial streets and which serve to reduce the number of access points to the arterial streets. Also "Service Drives."
 - f. **LOCAL STREETS:** Streets used primarily for access to abutting properties and which carry or will carry limited volumes of traffic.
 - g. **PRIVATE STREETS/ACCESS EASEMENT:** A privately owned/private maintained access for a commercial, industrial or residential development.
74. **STRUCTURE:** See Building.
75. **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.

76. **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.
77. **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.
78. **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: 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; a subdivision for the purpose of enlarging the size of any previously subdivided lot or parcel of land; the consolidation of up to five lots of record to create a lesser number of parcels and involving no new public improvements; five or less condominium units of previously built developments; and 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.

79. **SUBDIVISION PLAT:** A detailed drawing showing the lot and street arrangement or other features or 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.
80. **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).
81. **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 Articles V.
82. **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 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.
83. **TRAFFIC IMPACT STUDY (TIS):** An assessment conducted by credible or accredited traffic engineers with the purpose of analyzing how new or redeveloped property will affect existing transportation networks.
84. **URBAN SERVICES AREA:** That area designated as such in the Comprehensive Plan, planned to be the limitation of future urban development and urban services.
85. **WETLANDS:** See Article XII.

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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.

300 OPTIONAL INITIAL STEP:

Applicants may file a conceptual plan of the proposed subdivision in accordance with Article VIII (Conceptual Plans) to provide for consultation with Planning Staff regarding site feasibility and status of the subdivision as major or minor. See Article III (Definitions).

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

1. Applicants must file seventeen copies of the Preliminary Plat for Planning Commission Approval and pay required fee. The Preliminary Plat 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 (generally six weeks prior to consideration by Planning Commission).
 - b. Conform to the Content and Format Standards in Article V.
 - c. Provide for adequate circulation, parking, and utilities pursuant to Article X (Site Design Standards).
 - d. Address the following requirements where appropriate:
 - 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. Standards for any proposed Private Utilities (Article X and Appendix IX) and Annexation. See Article I.
 - iv. Miscellaneous Site Design Standards in Article X.

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 the 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 "Response Date" 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 revised preliminary plats (if revision is required);
 - c. Submit three (3) copies of the Preliminary Plat, as revised, reduced to 11" x 17" to the Planning Commission office for mailing to Commission members.
5. Formal staff review of preliminary plat, shall be mailed to all Planning Commissioners and applicants one week prior to the regular meeting.
6. Planning Commission shall consider the application for Preliminary Plat approval at its regularly scheduled meeting.
 - a. If certain minor requirements have not been met, the Planning Commission may 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.
7. Applicants shall provide two 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.

8. No installation of improvements shall begin until the Construction Plans have been approved and signed.

306 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.

310 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 change will be reviewed according to the adopted Filing Deadline and Review Schedule and considered by the Planning Commission at a regularly scheduled meeting for its approval or disapproval.

5. If the submitted Final Plat substantially conforms to the approved Preliminary Plat, if all certificates have been signed, and the requirements of Section A above have been met, the Planning Director shall deem the plat as eligible for approval. A determination that a significant change requires Planning Commission review (see paragraph D above) shall likewise be in writing to the developer, describing the changes using the Final Plat Review Form in the Appendix.
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 six copies of the Final Plat. One shall be designated the "official copy" and shall be retained in the files of the Planning Commission. One copy shall be designated "record plat". An additional copy shall be designated "owner's copy" and shall be furnished to the property owner.
 - a. The "record plat" along with any Certificate of Land Use Restrictions must be recorded in the Office of the County Court Clerk. The Planning Commission shall record any Public Facilities Easements conveyed pursuant to Article XIII, Section 1300.F.

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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 (for subdivisions, see Article III).

400 OPTIONAL INITIAL STEP:

Applicants may file a conceptual plan of the proposed development in accordance with Article VIII (Conceptual Plans) to provide for consultation with Planning Staff regarding site feasibility and status of the development as major or minor. See Article II (Definitions).

405 ALL APPLICANTS FOR MAJOR DEVELOPMENT PLAN APPROVAL SHALL OBTAIN PRELIMINARY PLAN APPROVAL PURSUANT TO THE PROCEDURE OUTLINED BELOW.

1. Applicants must file seventeen copies of the Preliminary Plan for Planning Commission Approval and pay required fee. The Preliminary Plan must:
 - a. Be filed on 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).
 - b. Conform to the Content and Format Standards in Article V.
 - c. Provide for adequate circulation and parking pursuant to the Site Design Standards in Article X.
 - d. 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.

- e. Address the following requirements where appropriate:
 - 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. See Article I, Section 170 and Miscellaneous Site Design Standards, Article X, Section 1015.
 - iv. **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.
- 2. 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 Article II (Definitions).
- 3. By the "Response Date" 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 revised preliminary plans (if revision is required);
 - c. Submit three (3) copies of the Preliminary Plan, as revised, reduced to 11" x 17" to the Planning Commission office for mailing to Commission members.
- 4. Formal staff review of preliminary plan shall be mailed to all Planning Commissioners and applicants one week prior to the regular meeting.
- 5. 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.
- 6. 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."

406 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.

410 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 will be reviewed according to the adopted Filing Deadline and Review Schedule and considered by the Planning Commission at a regularly scheduled meeting for its approval or disapproval.
4. If the submitted Final Plan substantially conforms to the approved Preliminary Plan, if all certificates have been signed, and the requirements of Section B above have been met, the Planning Director shall recommend approval of the Final Plan. Determination that a significant change requires Planning Commission review (see paragraph D above) 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 Subdivisions Plats and Preliminary Development Plans have certain basic common requirements:

500 CONTENT AND FORMAT

The preliminary plat or plan and accompanying documents shall be submitted on uniform size sheets, 18" x 24" or 24" x 36", and shall include the following information. 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 required for plans only.

505 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 100 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 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 APPENDICES II AND 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 receive 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.
- g. **Note:** All survey information shall be to the "Minimum Standards of Practice for Land Surveying in Kentucky".
- h. **REQUESTED INFORMATION**
 - a. Digital Submittals of Plans and Plats in accordance with Article VII – Section 720 (amended by City of Georgetown Ordinance 2003-024, 8/21/2003; Scott County Ordinance 2003-07, 9/25/2003)

510 ADDITIONAL INFORMATION REQUIRED FOR PRELIMINARY PLATS

- 1. **ADD TO THE STATISTICS IN SECTION D ABOVE:**
 - a. Typical and minimum lot acreage or square feet (for 5 acre lots, provide this for all lots);
 - b. 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);
- 2. **SHOW ON THE DRAWING OF THE PROPOSED SUBDIVISION:**
 - a. Layout of proposed parcels of land including dimensions of lot lines, lot numbers, and building setback lines. Note required side and rear setback dimensions for each zone and all requested variances. (Variances may be in a separate attachment.) For all existing buildings to be retained show surveyed location of buildings to demonstrate that minimum setback lines are met.

- b. 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.
3. **FOR CLUSTER SUBDIVISIONS**, the boundaries of the entire farm must be shown on the plat.

515 CONSTRUCTION PLANS AND SPECIFICATIONS

For Subdivision Plat approval shall contain the following on documents of identical size and scale as the Preliminary Plat:

1. 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.
2. Proposed location of water lines and sanitary sewers.
 - a. **Note:** Profiles may be required where potential conflicts between underground piping may occur.
3. Site Preparation Plan, pursuant to Article XI, (includes Water Quality Protection Plan, Grading Plan and Stormwater Management Plan)
4. Plans for proposed improvements such as plantings, parking areas, parks, and fences.

520 ADDITIONAL INFORMATION REQUIRED FOR PRELIMINARY DEVELOPMENT PLANS

1. **ADD TO INFORMATION BLOCK:** the number of units or, when possible, the number of establishments to be contained within; square footage of non-residential buildings; and percent of lot area covered by non-residential buildings by zone.
2. **SHOW ON THE DRAWING OF THE PROPOSED DEVELOPMENT:**
 - a. 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. **Note:** KYTC encroachment permit, if needed, must be received prior to final plan approval.

- b. Location and width of sidewalks or other walkways, showing handicapped accessibility, slope, and material type.
 - c. 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.
 - d. Building foot print, entrances and heights, loading and service areas for all buildings;
 - e. 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.
3. 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

600 SECURITY REQUIREMENTS

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). 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.

1. 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 from 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.

2. 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 Section 610.A. of 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 under Section 1100.B. of these 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 (a) the Planning Commission Engineer, in consultation with the applicable city council/city commission/fiscal court or its designee; and /or (b) 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.

3. EXTENSIONS ON SECURITY MAY BE REQUESTED PURSUANT TO SECTION 610.C. OF THIS ARTICLE.

4. SECURITY SUFFICIENCY REQUIREMENTS.

- a. Except where cash security is permitted as stated in Subsection D.3., 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 A.1. or Subsection B.1., above, as applicable. 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 may 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 cashiers' 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 this 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 this Article VI and related regulations.

605 INSTALLATION OF PART OF IMPROVEMENTS IN PHASED DEVELOPMENTS

The owner 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, trunk 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.

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.

The requirements of this section are separate from and in addition to the maintenance and repair requirements set out in Section 620 of these regulations.

610 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:** Security shall be released by written certification of the Planning Commission Director pursuant to the following procedures:
 - a. **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.
 - b. **WARRANTY AND MAINTENANCE SECURITY** -
 - i. one (1) year from the 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
 - ii. 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:** Reductions in the amount of security may be made only under the following circumstances:
 - a. Reductions must be requested in writing by the owner/developer, and must state:
 - i. the name of the subdivision or development project;
 - ii. the current amount of the security being held for unfinished improvements;

- iii. the amount of reduction being requested;

- iv. 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 the their current estimated costs;
 - v. the projected schedule of completion of remaining improvements; and
 - vi. the amount for the warranty and maintenance security if such security was required.
- b. No more than two reductions shall be approved for the duration of the project.
 - c. Reductions shall be made following completion of specific required improvements, e.g., water lines, sewer lines, retention basins, etc.
 - d. Reductions shall only be made after written approval of the improvements is made by the Planning Commission's Engineer.
 - e. 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 the amount of time granted in Section 600.A.3. 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.

- b. **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 Section 610.D.

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;
 - i. 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
 - ii. 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.
 - iii. 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).

620 MAINTENANCE AND REPAIR OF IMPROVEMENTS

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 improvements 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 Section 605 of these regulations.

625 LIABILITY INSURANCE

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

700 CONTENT AND FORMAT

The final plat or plan and accompanying documents shall be submitted on uniform size sheets of either 18" x 24" or 24" x 36", and shall contain the following information in addition to the information shown on the approved Preliminary Plat or Plan. 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.

705 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 as required in Appendices II and III.
 5. Show all access points and note all limitations to access.
 6. List any special conditions that run with the plat or plan.

710 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 Section 1010. 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.

715 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 note 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 the Minimum Standards of Practice for Land Surveying in Kentucky (adopted effective July 1, 1984).

- 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 appropriate 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 appropriate easement descriptions.
- f. **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.

720 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 subdivision plats and development plans before they are officially filed. This requirement does not include minor plats and/or boundary line adjustments.
- 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 subdivision plats and development plans that are being officially filed.

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® up to Release MJ.
- 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, an 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 be eight or more characters, alpha-numeric, followed by the drawing software's extension.
- f. The GIS softwares, ArcInfo and ArcView, can read the .DGN, .DWG, and .DXF file formats.

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. The section on Data Layering Requirements defines requirements for submission of annotation.
- 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. For example, layer names created like the following are acceptable mon_pnt, lot_num, drng_area, ex_row, san_lin, swr_txt, wtr_lin.
- 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. Or with other CAD software, the layer names must be identifiable like mon_pnt, lot_num, drng_area, ex_row, san_lin, swr_txt, wtr_lin.

- f. All External reference files (xref) must be "bound" into the .DWG 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.

<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

<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_NAME_TXT	Street Name (proposed to, accepted by GSCPC)	Text	X	X
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

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.

<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>
STORM_BMP_TXT	Stormwater BMP Text ⁴	Text	X	X
STORM_SWALE	Stormwater Swale/Ditch	Line	X	X
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

KEY:

Category	Broad groups of data to help organize this table
Data Feature/Layer	Layers that are required for delivery in digital submittal
Element	The symbol that the element typically should be drawn with.
Preliminary Plan or Plat Requirement (<i>Requested, not required</i>)	This column indicates the preferred layers requested for preliminary plan or plat approval by GSCPC.
Final Plan or Plat Requirement	This column indicates if the final plan or plat shall have this layer for GSCPC approval.

4. MEDIA REQUIREMENTS

- a. The following media are considered acceptable for digital submission of subdivision plats and development plans.

DOS 3.5"	DSHD diskettes	(1.44mb)
CD-R	Data disk	(650 - 700 MB)

- i. Files requiring less than one diskette for transmission will be written to diskette using the Copy Command in Windows or

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.

Windows NT.

- ii. Files requiring more than one diskette for transmission will be written to diskette using WinZip, to a tape using the Tape Backup utility, or onto a CD-R.
 - iii. The software name and version used to create the copied data will appear on the diskette or CD label (see item (b) below).
 - iv. No other files will exist on the media.
 - v. No additional information will exist in the file aside from data being specifically transmitted to the GSCPC office.
- b. All media will be submitted with labels indicating the following data (see example) and will be signed by the firm's authorized agent submitting the map. The purpose of the signature is to verify the transmittal of the data, not professional responsibility for the data. 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.

i. EXAMPLE:

Project or Subdivision Name:	Big Tree Acres
File Name:	bigtreacrs.dwg
Date:	July 1, 1998
Company Name:	Jones & Associates, Inc.
LS / PE	John Doe
Reg. No.	L.S. 7801
Format Backup	DWG/DXF/DOS/4 Backup
Signature	John Doe

- c. The media delivered to GSCPC can be returned upon request.

d. **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 NAD 1983 in U.S. survey feet (see also Section 7.b).

6. **DATA INTEGRITY REQUIREMENTS:** The following requirements pertain to the mathematical integrity of the geometric data.

a. **REQUIRED STANDARD:**

- i. The requirement is to follow the 201 KAR 18.150 "The Standards of Practice for Professional Land Surveyors," Section 7, Measurement Specifications, (6) Table of Specifications by Class: Classification of Surveys, or current edition (latest).

b. **RECOMMENDED STANDARDS:**

- i. The maximum error allowable between theoretically coincident points will be 9 mm (.03 feet).
- ii. The maximum error allowable between points on line and the line will be 6 mm (.02 feet).
- iii. 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 (.01 feet).
- iv. 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 $(1031/\text{dist (ft)}, 1")$.
- v. 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.
- b. 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.
 - i. 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.
 - ii. Upon review with the surveyor/engineer, GSCPC may waive this requirement.
- c. 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.
- d. 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, preferably on opposite sides of the subdivision boundary as mutually agreed upon by the GSCPC staff.
- e. 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 (c) 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 OF 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.
- c. 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 the 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 of the requirements does not apply or is contrary to the long-term maintenance of the GIS of Georgetown and Scott County.
- 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

800 GENERAL PROVISIONS

Conceptual plan approval by the Planning Commission may be required for zone changes if staff or the Commission finds there are existing or potential substantial flood, drainage, traffic, topographic or other similar problems relating to the development of the subject property that could have an adverse influence on existing or future development of the subject property or other property in the neighborhood. 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.

805 PROCEDURE FOR ZONE CHANGE CONCEPTUAL PLAN REVIEW

1. Seventeen (17) copies of the plan shall be submitted to the Planning Office on or before the first working day of any month. The plan shall be accompanied by the filing fee. No Commission action shall be taken on any plan until required fees have been paid in full.
2. Approval of the conceptual plan by the Planning Commission demonstrates that the site design proposal will be generally 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.

810 CONTENT AND FORMAT OF ZONE CHANGE CONCEPTUAL PLANS

For zone changes, the conceptual plan shall be on material capable of reproduction, and on uniform size sheets, 18" x 24" or 24" x 36", and the following information may be required:

1. 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.
2. On a U.S.G.S. or comparable topographic map of the area proposed for

development, a simple plan showing: the proposed general layout of streets, entrances, rights-of-way, blocks, or interior use areas, utility easements, existing utility lines, and buffers; approximate proposed location and size of areas to be designated open space, conservation, and/or floodplain; direction of drainage and general drainage management plan, including the general location of retention and/or detention basins; location of proposed public facilities such as schools, parks, fire stations; and any other significant features. Exhibit 5-1 provides an example of a typical conceptual plan and vicinity map.

3. 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.
4. 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.
5. Any additional information necessary to explain and/or supplement the vicinity map and conceptual plan may also be submitted.

815 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.
2. The plan may be in pencil, on a sheet of paper or other suitable material of adequate size to show the area to be subdivided or developed at an approximate scale of 200 feet to one inch or greater and must show:
3. The conceptual street and lot layout; the conceptual drainage plan as described in Section above; and proposed building locations, parking, public facilities and landscape/buffer areas.
4. 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 may be remedied on the preliminary plat or plan.

5. 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

900 PROCEDURES FOR MINOR SUBDIVISION PLAT APPROVAL

If a Subdivision conforms to the definition of Minor Subdivision in Article II, applicants shall obtain approval pursuant to the following procedure.

1. PLAN PREPARATION

- a. A plat suitable for recording shall be prepared by a qualified 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.
- 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

- a. The developer shall submit one copy of the original plat to the Planning office for review and comment. After initial review the Planning office shall return the copy with corrections marked on the plat or on a separate comment form. 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.

3. REVIEW

- a. The Planning staff shall review the plat for conformance to all applicable regulations and to all previous mark-up comments. 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 certification of the plat to signify its approval and make the plat eligible for recording. 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. One copy of the Certificate of Land Use Restrictions, if required, shall be filed by the planning staff at the owner/developer's expense. The third copy of the signed plat shall be retained by the Planning Commission as the "official copy". If necessary, plats and plans will be distributed to the Technical Review Committee for their review.

- b. The applicant shall allow two weeks 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.

905 CONTENT AND FORMAT OF MINOR SUBDIVISION PLAT MATERIAL

Minor subdivision plats shall be prepared according to the following specifications:

1. **MATERIALS AND SIZE:** Plats submitted shall be eighteen (18) inches by twenty-four (24) inches.
2. **TITLE BLOCK:** The title block shall include the name of the development, the purpose of the plat, the names, mailing addresses, and telephone numbers of the owner, the engineer or surveyor, graphic scale, north arrow, and date of preparation.
3. **SUBDIVISION PLAT:** A minor plat shall contain all information required for major subdivision plats, and include the following information:
 - a. 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.
 - b. 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.
 - c. 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:
 - i. "The driveway (or access easement) shown on this plat may serve a maximum of three (3) lots."
 - ii. "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*."
 - iii. "The driveway (or access easement) is not a public road and will not be maintained by Scott County (or Georgetown, if applicable)."

910 REVIEW OF PLATS GENERALLY

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.

915 FINAL APPROVED PLATS

A final approved plat shall be sent to all utility companies within fifteen (15) days of approval.

920 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 will have a recommendation by the time of the technical review meeting. This recommendation may be accompanied by additional requirements to be fulfilled before the plans can be approved.
- 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

925 CONTENT AND FORMAT OF MINOR DEVELOPMENT PLANS

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 those submittal requirements not necessary for review of the minor development plan.

930 REVIEW OF MINOR DEVELOPMENT PLANS

GENERALLY

The Planning staff is and 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

1000 CIRCULATION SYSTEM DESIGN

1. GENERAL

- a. The provision, arrangement, construction, and phasing of streets shall substantially conform to the Comprehensive Plan, including the Transportation Element in particular.
- 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. Through traffic shall be discouraged in residential neighborhoods where feasible through techniques such as signage and roadway design and location.
- d. Traffic calming is required for blocks greater than 1000 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 may 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 10-1, and apply to all developments with urban density, with the following exception. For developments in A-1 zones, minimum roadway widths for new roads shall be 20 feet between face of curb or edge of pavement. Shoulders, where needed, shall be 2 feet each side with trapezoidal or parabolic ditches designed per *Storm Water Ordinance*

2002-026, 2002-07 (Section 1105.B.7) 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 laps 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.
- iv. Where shoulders and ditches are used, there shall be adequate cross drain measures at all driveways and intersections.

- b. 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 (Section 1000.E). The width of swales shall be determined by calculation of storm water flow according to the *Storm Water Ordinance 2002-026, 2002-07* (Section 1105.B.7) and approved by Planning Commission Engineer.

- c. Shoulder subgrades shall be constructed concurrently with roadway subgrades to ensure uniform compaction throughout the street cross sections.

d. **WHERE SHOULDERS ARE USED THE FOLLOWING STANDARDS APPLY:**

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

e. Notes:

- i. 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 relating to 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
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

⁵ Parking permitted on one side.

⁶ No parking on street

- 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.
- 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 2
 - b. Width: minimum pavement width of 25' 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 certification 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 town homes, triplexes and four-plexes. The private street/access easement shall be clearly defined on all plans/plats and shall conform to the following standards:
 - 1. **Design:**
 - a. Pavement structure: designed according to guidelines established in table 2
 - b. Width: minimum pavement width of 25' 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 certification 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 2
 - b. Width: minimum pavement width of 25' 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 certification 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 2
- b. Width: minimum of 16' with two-way traffic or 10' 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 certification 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 2
- b. Width: minimum of 18' 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 certification 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/containing 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 adequate pedestrian access to parking lots, off-site sidewalks, and facilities commonly used by residents.
- b. 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. Sidewalks shall be extended around the full length of any cul-de-sac or other approved turn-around. 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. 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. 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 (amended per City of Georgetown ordinance 2000-016).

- c. Pedestrian-way easements ten (10) feet wide may be required by the Planning Commission where reasonably needed to provide circulation or access to schools, parks, shopping, or other community facilities.
- d. Sidewalks and pedestrian ways shall be constructed according to the specifications set forth in Appendix VII and the following 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 premolded 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 no 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 *Article X, Section 1000, part D. of Subdivision and Development Regulations*.

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 10-1.
- 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

The following standards are minimum and do not cover every possible situation. Designers are required to use professional judgment in all of their designs.

EXHIBIT 10-1: STREET CROSS-SECTIONS

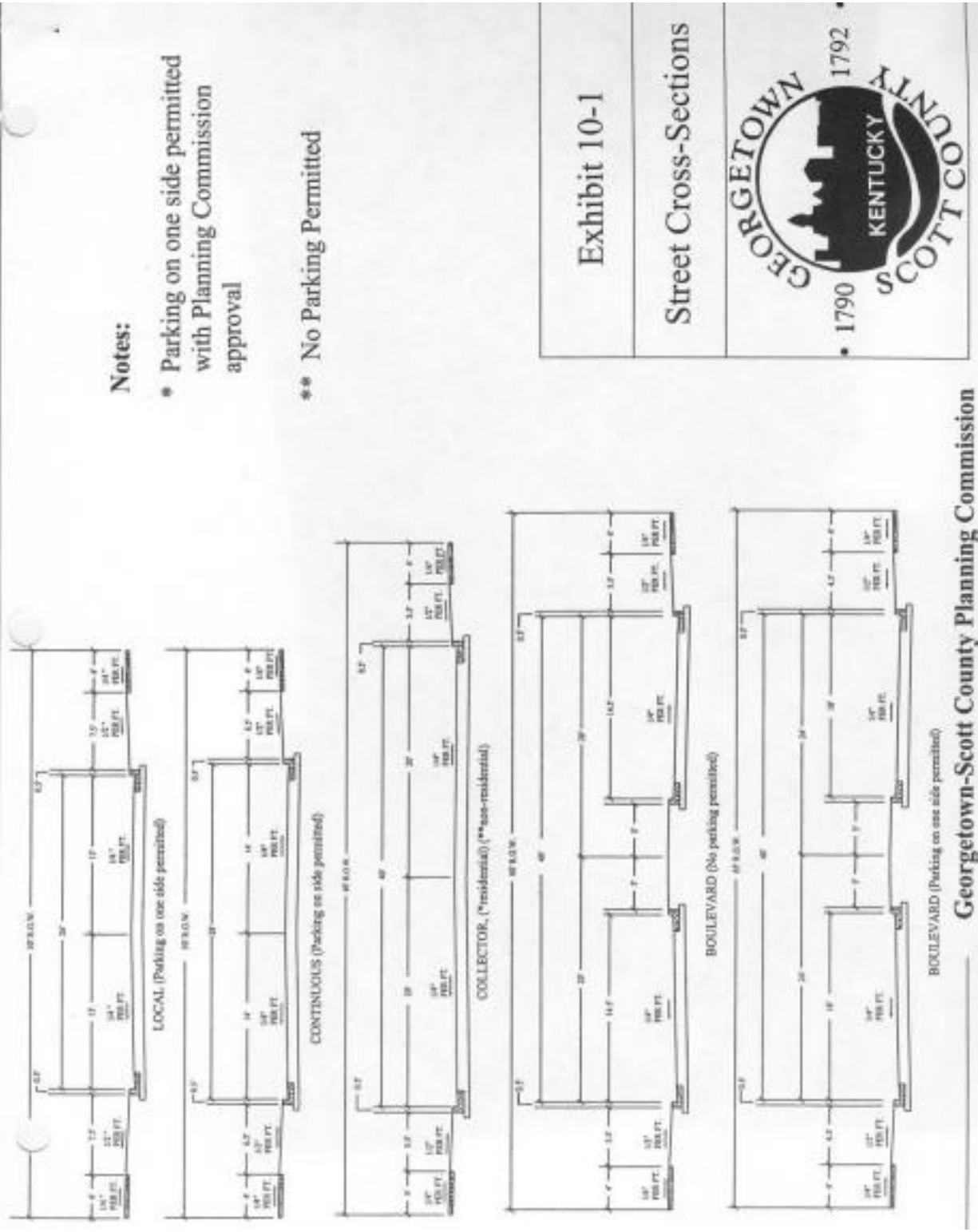
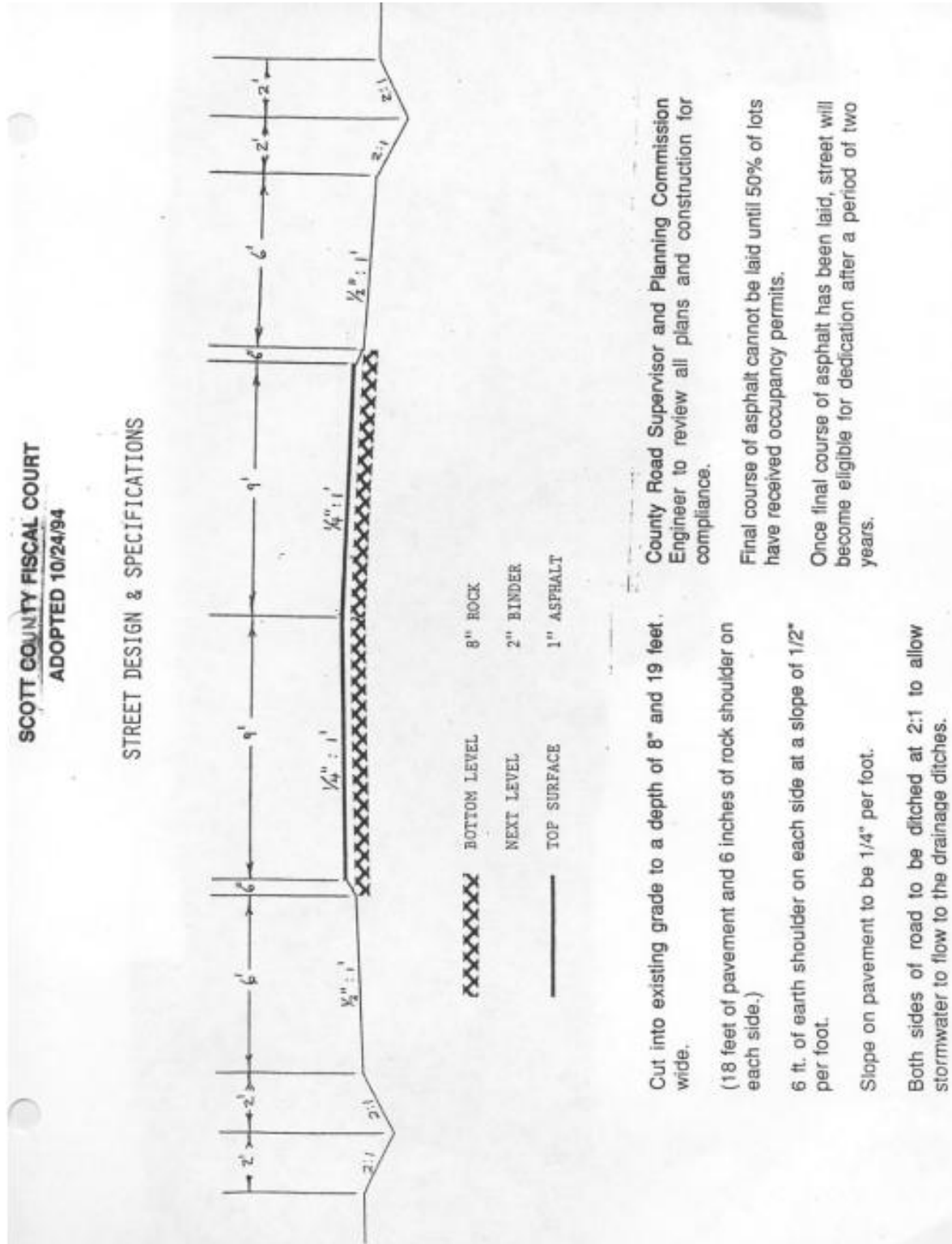


EXHIBIT 10-2: COUNTY STREET CROSS-SECTIONS



- a. Proposed streets are to conform to the following standards in Table 2.
- b. **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 3.
 - 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.
 - v. *SCOTT COUNTY*
 - 1. For proposed roadways serving 60 dwelling units or greater and/or an 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.
 - vi. *CITY OF GEORGETOWN*
 - 1. 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 Scott County, the minimum pavement is 8,2,1.
 - vii. *SCOTT COUNTY*
 - 1. 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).
 - viii. *CITY OF GEORGETOWN*
 - 1. Refer to Table 4 for structural number and ESALs relationships.
 - ix. *SCOTT COUNTY*
 - 1. Refer to Table 5 for structural number and ESALs

relationships.

- x. Flexible pavement design parameters are to conform to the following:

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

- xi. 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

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 super-elevation cross slopes are to comply with AASHTO: A Policy on Geometric Design of Highways and Streets, current edition.

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
General Heavy Industrial (20% trucks)	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
Warehousing (25% trucks)	32,000	123,000	219,000	389,000	692,000	988,000	1,229,000	1,479,000	2,629,000	3,661,000	5,623,000	9,994,000
General Office Building (2% trucks)	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	36,000	83,000	171,000	349,000	702,000
Motel (1% trucks)	8,000	47,000	99,000	207,000	433,000	906,000

TABLE 4

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

Georgetown

Initial serviceability: 4.50

Terminal serviceability: 2.00

Reliability: 95%

Overall deviation: 0.45

Soil resilient modulus: 1500(CBR)

 ΔPSI : 2.50 Z_R : -1.645 $SN_{2.5,1}$: 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	1.06
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	2.26	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 5

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

Scott County

Initial serviceability: 4.50

Terminal serviceability: 2.00

Reliability: 95%

Overall deviation: 0.45

Soil resilient modulus: 1500(CBR)

 ΔPSI : 2.50 Z_R : -1.645 $SN_{\Delta PSI}$: 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	2.26	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	2.06
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

c. **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 superelevated 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 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%.

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. *CITY OF GEORGETOWN ONLY*

- a. 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.

5. Density tests cannot be performed on any base layers that have standing water on them.
6. 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).

iii. **ASPHALT LAYERS**

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

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

3. Asphalt pavement sections are to have overlapping longitudinal joints of 6 inches. This can be achieved at either the base/binder or surface coat.
4. Proposed surface coats abutting existing surfaced roadways are to be milled and keyed into existing roadways, at least one foot.
5. 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.

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 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-sac shall exceed 600' in length, except in rural planned unit developments, and in the A-1 zone. Cul-de-sac geometry shall conform to the requirements in Appendix IV. 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. 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 10-2 and Section 1010. 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 in urban Georgetown development shall be provided as required by City-wide Lighting Plan and *Street Light Standards and Procedure 96-001*. The developer shall provide only trench and conduit

for installation of lighting by the utility company.

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 (included in Appendix).

15. SIGNS

- a. 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.
- b. The developer shall place at least two street name signs at each four-way street intersection, and one at each "T" intersection. Where a street lighting ordinance applies, signs shall be installed under light standards, free of visual obstruction, and easily legible.
- c. All signs must comply with the locally adopted sign ordinance.
- 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 1200 feet without a stub or cross street.
 - i. 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).

- ii. The spacing of intersections along collectors and subcollectors shall be as follows:
 - 1. Between arterials the distance shall be a minimum of 1200'.
 - 2. Between an arterial and a collector -- minimum 1000'.
 - 3. Between collectors -- minimum 800'.
 - 4. Between one principal or minor arterial and a local -- 500'.
 - 5. Between a collector and a local -- minimum 400'.
 - 6. Between locals -- minimum 250'.
- iii. The spacing of intersections on local streets shall be as follows:
 - 1. Between collectors -- minimum 800'.
 - 2. Between a collector and a subcollector -- minimum 250'.
 - 3. Between locals -- minimum 250'.
- iv. 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.
- v. 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.
- vi. The required corner sight triangles are shown in Appendix VI. There shall be no objects, manmade or natural, above ground level within the corner sight triangles.
- vii. Single family developments of 200 or more units and multi-family developments of 100 or more units shall have at least two entrance intersections, where physically feasible.
- viii. The minimum corner sight distance requirements set forth in Appendix VII(A) 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:

1. 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;
 2. then from the point located under paragraph a. above, 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;
 3. beginning on the existing road, measure along the center line of the existing road from the center of the intersection for the distance indicated on the Design Speed/Corner Intersection-Sight Distance Table, below, to a point in the center line of that road;
 4. then from the point located under paragraph c. above, 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.
- b. The minimum corner sight distance requirements set forth in Appendix VII(A) shall be met. 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 designated as the minor and the major road. The minor road shall be defined as the proposed road. The major road shall be defined as the existing road.

17. STREET ACCESS

a. RESIDENTIAL:

- i. Permitted and required number of driveway entrances:
- ii. A maximum of one per single-family lot, or two for corner lots, double frontage lots, or others, but only if demonstrably safe.
- iii. A maximum of two per duplex and fourplex.
- iv. Within urban services 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 10-3.
- v. 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 with Article 1, Section 135 of these regulations. The provision for access easements/ driveways, or a series of driveways, is not intended to be used as part of an overall major subdivision design and should be discouraged. (amended by City of Georgetown Ordinance 1999-026, 7/15/1999)

- vi. 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.

b. **SPECIAL STREET ACCESS REQUIREMENTS:**

- i. 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.)
- ii. No lot smaller than 5 acres shall access any arterial or principal arterial street.

c. **MINIMUM DISTANCES BETWEEN DRIVEWAYS:**

- i. 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.
 - 1. Between high density driveways (76-500 units) and other streets or driveways -- 250 feet
 - 2. Between medium density driveways (30-75 units) and other streets or driveways -- 100 feet
 - 3. All other residential accesses shall not be less than 50' from the end of the radius of any collector intersection.

- d. **NON-RESIDENTIAL -** 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' from center line to center line. Accesses on the same side of the street shall be at least 100' 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.

- e. Where no other access is physically feasible to existing properties, the Commission may grant 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 purposes. Screening should substantially soften visual and noise impacts upon adjacent uses, especially residential.
- 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.

1005 OFF-STREET PARKING

1. NUMBER OF SPACES

- a. For residential developments, off-street parking shall be provided as set forth in Exhibit 10-3.
- b. For non-residential developments, the minimum parking space requirements in Appendix VII shall be met. Where no specific uses are proposed, the parking standards in Exhibit 10-4 shall apply.
- c. Loading and handicapped parking requirements for non-residential development are specified in Exhibit 10-5.
- d. 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 curbline, 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.

- e. 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).
- f. 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.
- g. 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 and Buffer Ordinance requirements are met or secured for the entire portion of the site constructed or affected by construction.
- h. Because of the concentrated nature of the Georgetown, Stamping Ground and Sadieville Central Business District, these standards shall not apply.

EXHIBIT 10-3: OFF STREET PARKING REQUIREMENTS FOR RESIDENTIAL LAND USES

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

*All single-family development shall provide 1 space per unit off the lot in addition to all required parking spaces per the unit size on the lot.

**EXHIBIT 10-4: GUIDELINES FOR OFF-STREET PARKING
REQUIREMENTS FOR GENERAL COMMERCIAL LAND USES FOR
SPECIFIC USES SEE APPENDIX VI-F**

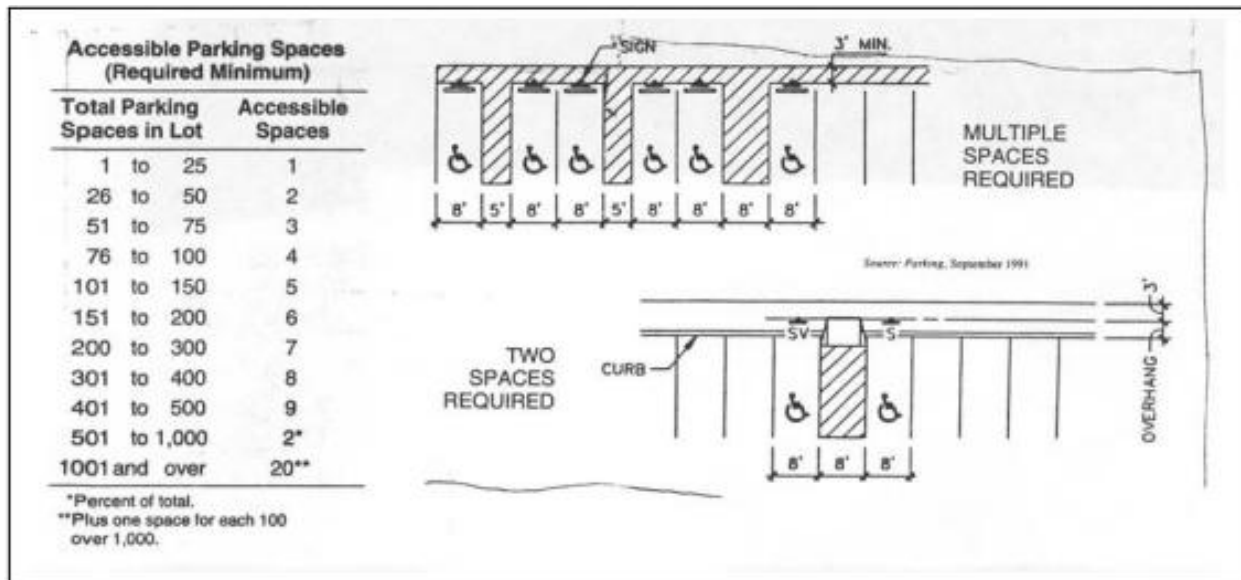
Square Foot Increment	Parking Requirement (Gross square feet)
0 to 10,000 square feet	1 space per 250 square feet
10,001 to 30,000 square feet	1 space per 200 square feet
30,001 to 100,000 square feet	1 space per 250 square feet
100,001 + square feet	1 space per 300 square feet

Parking requirement shall be calculated using all increments appropriate for the size of the specific use.

**EXHIBIT 10-5: LOADING AREAS SHALL BE REQUIRED FOR ALL
COMMERCIAL AND INDUSTRIAL USES TO THE FOLLOWING
STANDARDS:**

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

**EXHIBIT 10-6: HANDICAP SPACES SHALL BE REQUIRED ACCORDING
TO THE FOLLOWING:**



2. SIZE OF SPACES

- a. Each standard off-street parking space shall measure nine (9) feet in width by eighteen (18) feet in length. Compact spaces measuring eight (8) feet by sixteen (16) feet may be permitted for up to 25 percent of the required parking.
- b. Parking spaces for the physically handicapped shall be in accordance with Exhibit 10-6.

3. PARKING AREAS

- a. 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 (See Exhibit 10-7) and shall at a minimum provide an internal turn-around.
- b. Parking areas and street entrances shall be paved in conformity with the specifications in Appendix VII(A). Street entrances into commercial developments shall be no wider than 1/4 of the lot width up to a maximum width of 40 feet.
- c. Parked vehicles shall not overhang any street right-of-way or public sidewalk. See Appendix VII-A.2 for size of private sidewalks, where overhang occurs.
- d. Parking areas shall be landscaped as required by the Landscape and Buffer Ordinance.
- e. Where parking areas abut a street right-of-way barriers shall be installed pursuant to Appendix VII.D to prevent random vehicular access.

EXHIBIT 10-7: ONE-WAY TRAFFIC PARKING

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.

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

1010 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 satisfactory access to the street. When front easements or services are not feasible, the Planning Commission may require such easement to be centered along rear lot lines and/or along side lot lines.
- b. Proposed easements for these utilities shall be shown on the preliminary and final plats and development plans. See Appendix III for required Easement Description.

2. WATER SUPPLY SYSTEM

- a. All developments located within an Urban Service Boundary or within rural PUD's 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 ft. 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 buildings 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 3 above.

3. SEWAGE TREATMENT

All development on lots of less than five acres shall be connected to a state regulated and approved sanitary sewer system.

- a. Public Sewage Treatment
 - i. 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.

- ii. All vehicle washing facilities shall drain into a sanitary sewer.
- iii. For all approvals, a Certificate of Provision of Sewerage (see Appendix) 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.

b. Private Sewage Treatment

- i. New Rural Planned Unit Developments and developments in the Western Rural Residential Area and the Northern Private Urban Service Area may be served by Private Sewage Treatment Systems, the approvals for which are regulated by Appendix IX of these Regulations.

c. Septic Systems

- i. 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:
 - 1. The County Health Department must evaluate and approve the site for septic system installation. See Certificate of Approval, Appendix III Form A.
 - 2. 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 system required.
 - 3. 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:
 - a. "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.”

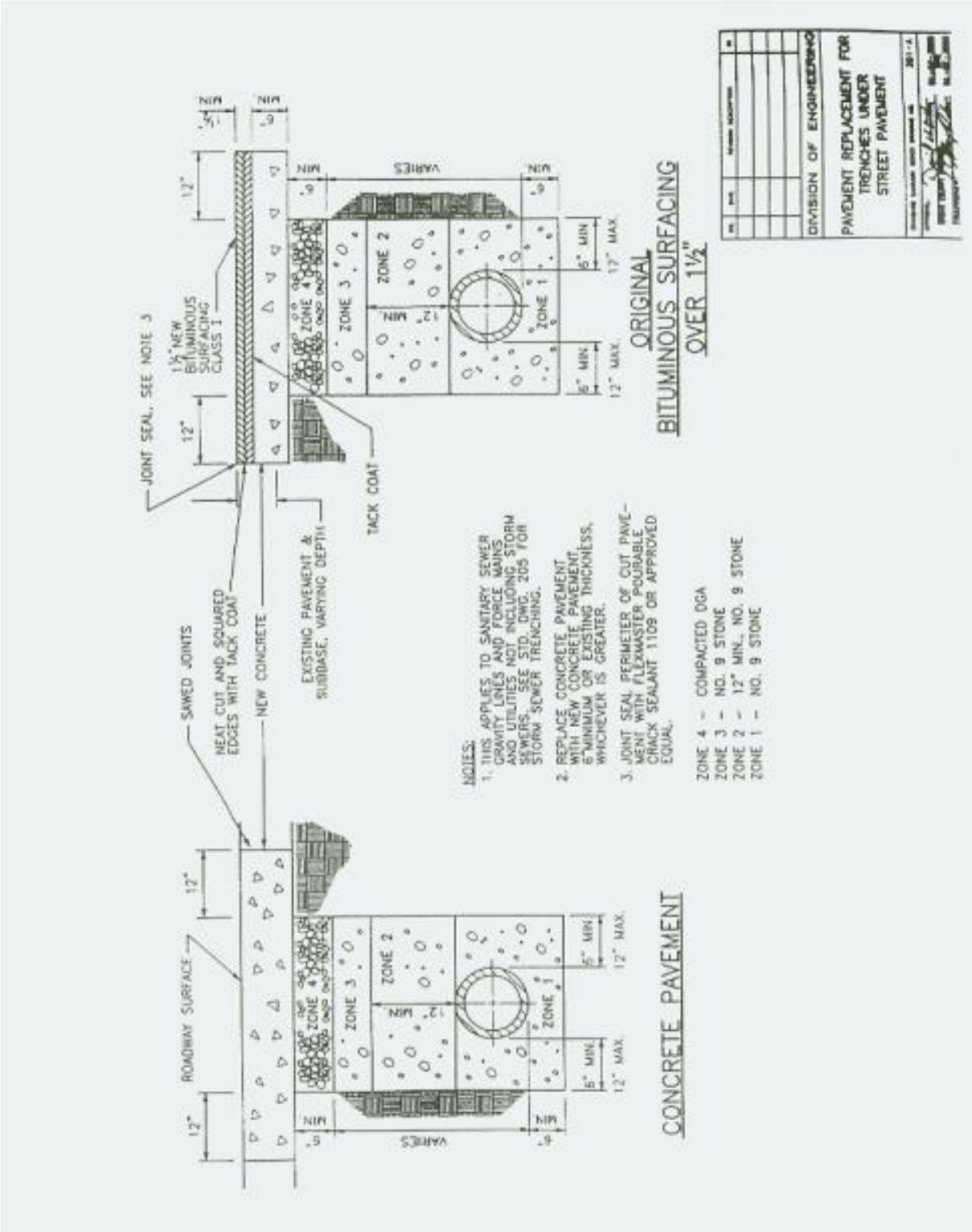
4. Package sewage treatment plants are not permitted.
5. Lagoon type systems shall require be placed only in rear yards and shall have a 100 foot minimum setback to all property lines.

d. INSTALLATION OF UTILITIES/INFRASTRUCTURE

- i. All infrastructure, including utility lines, shall be installed prior to the installation of the gravel base for roads, except when reviewed and approve by the Planning Commission Engineer and City Engineer (where applicable).
- ii. 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.
- iii. 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.
- iv. Any road cut performed after the first course of asphalt shall be repaired in accordance with Exhibit 10-8.

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EXHIBIT 10-8: ROAD CUTS



1015 MISCELLANEOUS SITE DESIGN STANDARDS

1. MINIMUM LOT DESIGN 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 the 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 of 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.

1020 CLUSTER SUBDIVISION

1. **CLUSTER DEVELOPMENT DENSITY:** Cluster density shall not exceed one dwelling unit per two acres. A cluster development must result in no fewer than four parcels.
2. **LOT SIZE:** Cluster developments shall be a maximum of 2.0 acres for all lots outside the preserve acreage. Lots with approved 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. All applicants for cluster residential development with lots proposed smaller than 1.75 acres must receive approval by the Health Department prior to Planning Commission approval of the preliminary plat. Preserved acreage tracts may be no smaller than 25 acres.
3. The preserved acreage must be no less than 50% of the total development acreage and must be preserved for agriculture or open space. The preserved acreage for the entire cluster subdivision is not required to be contiguous, but must be set aside in increments no less than 25 contiguous acres each. A note shall be placed on the Final Plat restricting future subdivision or development 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 final plat for any cluster development must depict the area of all septic system installations as well as a 100% septic repair area. Both septic system installation areas and repair areas must be noted as non-buildable areas on the plat.
6. 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 should 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.
7. For cluster developments containing 100 lots or more, accel/decel lanes, turn lanes, and secondary access points will be required.
8. **INDIVIDUAL LOT STANDARDS ARE AS FOLLOWS:**
 - a. Lot size: 0.5 acre minimum, 2.0 acre maximum (outside the floodplain).
 - b. Lot width: 150' minimum at the building setback line (The lot cannot exceed a 2:1 depth-to-width ratio).
 - c. Front Yard Setback: Shall be the same as all other residential setbacks in the A1 zone.
 - d. Rear Yard Setback: 50';
 - e. Side Yard Setback: 25' OR 50' if side yard abuts any property other than another cluster lot.
9. Environmentally Sensitive Areas may be included in the preserve acreage. These areas may not be included within any other lots within the 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.
10. All cluster proposals will be subject to the road improvement policies established in the adopted subdivision regulations and subject to the carrying capacity of the existing roads based on the ITE Trip Generation Manual, 11th (or latest) Edition and the AASHTO Policy on Geometric Design of Highways and Streets, 1990 (or latest) Edition.

11. Cluster lots may share a common rear lot line with other cluster lots subject to all Health Department requirements.
12. **ALL REQUIRED LANDSCAPING/BUFFERING & FENCING:** All Cluster developments are required to meet relevant requirements of the adopted Landscape & Land Use Buffer Ordinance.
 - a. 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.
13. The lot width of preserved acreage tracts shall be no less than 100 feet at the narrowest point.
14. No preserved acreage tracts created through cluster development shall be eligible for agricultural conditional uses as defined in section 4.12 of the Zoning Ordinance. Such tracts are not eligible for consideration of Conditional Use Permits by the Board of Adjustment.
15. **PRESERVE ACREAGE MAY BE USED FOR SEPTIC SYSTEMS SERVING THE CLUSTER LOTS OF THE DEVELOPMENT, CONTINGENT UPON THE FOLLOWING:**
 - a. The location of the septic system in the reserve area must be recorded as a non-buildable sewer easement on the final plat.
 - b. The developer shall increase the acreage of the reserve area in an increment of one acre per every acre utilized by the septic system. Calculation for this requirement will always be rounded up to the nearest whole number (for example, 0.4 acres of planned septic installation shall require an additional acre of agricultural preserve to be provided).
16. All cluster lots shall have public water supply. In addition, fire hydrants are required to be installed where the appropriate (required) size water lines are present (in order to maximize fire protection).
17. One dwelling credit must remain with the preserved acreage.
18. Notice of the cluster application is required pursuant to Planning Commission noticing requirements
19. All applicable standards of the Subdivision & Development Regulations will be required, including Erosion Control, Drainage Plans, and Construction Plans.
20. The final plat of the cluster development and reserved property including all required restrictive covenant/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. 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.

21. A note is required on the final plat, "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 401.500 et.seq. Also see the Kentucky Right to Farm Act".
22. The developer may 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. This requirement shall avoid potential buyer misunderstanding of the consequences of their investment.
23. A note shall be placed on the final plat that the preserved area cannot be further subdivided. 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. 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.
24. The Planning Commission may 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 may 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 are encouraged to provide a copy of the soils map for the subject 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. The Homeowner's Agreement must include language specific to the repair and maintenance of any

shared septic infrastructure. Until such time as Scott County accepts any roads designed to public road standards, the ownership and maintenance of the roads, right-of-ways, and any drainage structures will be the responsibility of the homeowners.

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ARTICLE XI

SITE PREPARATION STANDARDS

1100 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. Significant erosion results from rainfall and runoff over unprotected soil. Erosion is increased by intense rainfalls, long slopes, steep slopes and lack of vegetative cover. These conditions are in part caused or aggravated by improper construction, grading, or excavation practices which fail to adequately provide for erosion control.
- b. This section of the Regulations is designed to reduce soil erosion in the Georgetown-Scott County Planning Area, and to provide procedures for submission, review, and approval of erosion control plans.
- c. **SCOPE OF COVERAGE** - The following are included within the scope of these regulations: All persons submitting subdivision or development plans must include a statement with the preliminary or minor plat stating that no grading, excavating, stripping, filling, or other disturbance of the natural ground cover shall take place prior to approval of an erosion control plan. The erosion control plan will be submitted along with the preliminary plat, or minor plat if applicable.
- d. **EXCEPTIONS** - No erosion control plan shall be required for the following:
 - i. Finished grading and excavation below finished grade (a) for basements and footings of a single-family or duplex residential structure, (b) for retaining walls, (c) for swimming pools, (d) for cemeteries for human or animal burial, or (e) for accessory structures related to single-family residences or duplex structures authorized by a valid building permit.

- ii. Individual single-family residential lots.
 - iii. Accepted agricultural land management practices such as plowing, cultivation, construction or agricultural structures, nursery operations such as the removal and/or transplanting of cultivated sod, shrubs, and trees, tree cuttings at or above existing root mat intact.
 - iv. Grading, as a maintenance measure, or for landscaping purposes on existing developed lots or parcels.
 - v. Installation of lateral sewer lines, telephone lines, electricity lines, gas lines or other public service facilities.
 - vi. Subdivisions for which a preliminary or final plat is approved prior to the effective date of this regulation.
- e. **ADMINISTRATIVE PROCEDURES** - Applications for approval of erosion control plan shall be submitted to the Georgetown-Scott County Joint Planning Commission. The application shall contain the applicant's name and address and other relevant information requested on the application forms provided. It shall also contain a proposed erosion control plan containing the information required by section below (Contents of the Soil Erosion Plan). The plan shall be designed as suggested in Kentucky Division of Conservation and the Division of Water handbook dated August, 1994, Kentucky Best Management Practices for Construction Activities. The application must be signed by the owner of the property or an authorized agent, and the erosion control plans must be certified by a registered professional engineer or licensed landscape architect if submitted in association with a major subdivision or development plan. Upon approval of the plan by the Planning Commission, the developer can begin work.
- f. **CONTENTS OF THE SOIL EROSION PLAN.** The following information must be included in the Soil Erosion Plan:
- i. The erosion control plan shall be drawn at a scale of 1" - 100' (or less) indicating (a) the site location as well as the adjacent properties; and (b) identification of any structure for natural feature on the land adjacent to the site and within 250' which has a significant impact on drainage or siltation controls. If the development is to be in stages, the plan shall cover the entire tract to be developed.
 - ii. Property boundary bearings and distances for the site on which the work is to be performed.

- iii. The anticipated time of exposure of each area prior to the completion of effective erosion and sediment control measures.
- iv. Existing topography at contour intervals not exceeding ten (10) feet; five feet where conditions warrant.
- v. Location and identification of any proposed additional structures of development on the site, except single-family and two-family residential structures and their accessory structures in a subdivision (if applicable).
- vi. Plans and specifications for all drainage provisions, retaining walls, cribbing, planting, anti-erosion devices or other protective devices (whether temporary or permanent) to be constructed in connection with, or as a part of the proposed work, together with a map showing the drainage area of land tributary to the site and a statement explaining the amount of estimated runoff used to determine the design characteristics of any drainage device. Upstream drainage must be considered and explained if any adverse effect is possible.
- vii. Plans for removal, re-contouring or other final disposition of sediment basins or other structural improvements or devices included in the plan.
- viii. If a sedimentation basin is required, it should be designed by certified engineers in accordance with the Soil Erosion and Sediment Control Guidelines for Scott County.

g. PRINCIPLES TO BE CONSIDERED IN REVIEWING APPLICATIONS

- i. The erosion control plan should relate to the specific site conditions.
- ii. The plan should keep land grading and land disturbance to a minimum under the circumstances.
- iii. Both surface and storm water drainage systems should be integrated to accommodate the increased runoff incurred during land grading.
- iv. To prevent soil erosion existing, temporary and future protective vegetative cover should be emphasized.
- v. The plan shall coordinate grading operation and sediment control measures so as to minimize land exposure to erosion.
- vi. Sediment basins below high sediment-producing areas should be

planned.

- vii. The plan should utilize available technology to keep soil erosion to a minimum level.

- h. **SPECIAL CONDITIONS ATTACHED TO PLANS** - Upon consideration of the factors listed above and for the purposes of this ordinance, conditions may be attached to the approval of erosion control plans. It is intended that these conditions be added to a plan for certain areas or problems to provide two basic results: (1) that during project construction, off-site and on-site siltation and erosion be minimized; and (2) that after project completion, the total erosion control plan will be effective so as to preclude all significant on-site erosion.
- i. **SECURITY REQUIREMENTS** The cost of compliance with the erosion control plan shall be included in security that shall be provided in addition to any security required under Article VI of these regulations and prior to issuance of a grading permit or land disturbance permit (City of Georgetown Ordinance 2010-014). The terms and sufficiency of security under this section shall be consistent with the requirements of Section 600.D. of these regulations. A registered engineer shall estimate the cost of compliance with the approved Stormwater Pollution Prevention Plan (SWPPP) and shall include this amount in computing the total of the approved security as required in Article VI of these regulations. At such time that the developer has completed all requirements of the approved SWPPP and satisfied all terms of the security document, the security shall be released upon certification by the Planning Commission Engineer.
 - i. In the event of failure to complete work or failure to comply with all requirements, conditions, and terms of the permit or plan, the Planning Commission Engineer may order the stoppage of work; the Planning Commission Engineer may order such work as in its opinion, is necessary to eliminate any dangerous conditions or to achieve compliance with the intent of this ordinance; the Planning Commissioner Engineer may instruct the Division of Building Inspections to refuse to issue any additional building permits.
 - ii. The permittee shall continue to be firmly bound under the continuing obligation for the payment of all necessary cost and expenses that may be incurred or expended by the Planning Commission in causing the work to be done. In cases where there is no bond or other surety posted, the Fiscal Court or City Council of the relevant jurisdiction shall put a lien on the property to cover

necessary cost of complying with the ordinance where (1) the permittee fails to complete the work or comply, and the final plan has not been approved, or (2) where the erosion control plan has been approved in association with the development plan, and the work outlined in an approved erosion control plan has not been completed to the satisfaction of the Planning Commission Engineer or Building Inspector.

- iii. In cases where a permittee fails to comply with an approved SWPPP and there is security posted, the Planning Commission Engineer shall estimate the cost of complying with the erosion control plan and draw that amount from the security to ensure the timely completion of the work if the permittee fails to do so after receiving notification to complete the work within 20 days from the date of the letter, or within a shorter time frame if so required by the applicable city council/city commission/fiscal court.

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 cut or demolition debris shall not be deposited in a 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, foundations, 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 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.

1105 STORM WATER MANAGEMENT

All developments shall be designed to insure that stormwater falling on the site shall be absorbed or detained on-site to the extent that the controlled release rate of stormwater runoff shall not exceed the pre-development stormwater runoff rate, for a 25-year 24-hour storm or a 10-year 1-hour storm, demonstrated by accepted engineering method in a Stormwater Management Plan.

1. STORMWATER MANAGEMENT PLAN FORMAT, CONTENTS AND STANDARDS:

The required Stormwater Management Plan shall contain, the following information unless specifically excluded by the Planning Commission Engineer.

- a. A topographic map of the project site and adjacent areas, of the same scale as the preliminary plat or plan, unless the commission engineer requires a greater scale because of unusual site characteristics, which shall demonstrate the location of all existing:
 - i. streams, flood plains and calculated high water elevations;
 - ii. any C-1 zones;
 - iii. the shorelines of lakes, ponds, and wetlands;
 - iv. sinkholes and their drainage areas;
 - v. detention basins including their inflow and outflow structures, if any; and
 - vi. all existing sanitary sewers and their flowline elevations.
- b. The proposed stormwater management system drawn on a topographic map similar to that required by Section A. which shall identify the location of all drainage structures including the following information:

- i. Flowline elevation, slope, type, and size of storm sewers and waterways discharging onto the site and receiving storm sewers and waterways at the points into which stormwater from the site will drain;
- ii. Where existing channels or other open drainage facilities will be changed either by construction or by increasing the volume therein, show a profile and one or more cross sections of the existing and proposed channels or other open drainage facilities, showing existing conditions and the proposed changes thereto, together with the high water elevations expected from stormwater runoff and the relation of structures, streets, and other utilities to such channels;
- iii. Identification of the means by which open channels shall be protected from erosion (appropriate vegetative cover, lining or other treatment).
 - 1. **Note:** Sod or crushed stone may be required to stabilize drainage channels in highly erosive soils or slopes greater than 3:1. Earthen channel side slopes shall be no steeper than 2 to 1. Open channels with lining shall have a maximum gradient on side slopes of 67 percent. Channel side slopes steeper than 67 percent shall be designed as structural retaining walls.
- iv. Identification of an excess stormwater passage through the development, which shall where feasible preserve and utilize the existing natural drainage on the site, and demonstration that its capacity will transport the peak run-off from a 100-year 24-hour storm and that in such a storm, no water level will exceed the level of the first floor of any building;
- v. Demonstration that proposed alterations to any natural drainways or creeks will not decrease their hydraulic capacity to the extent that water is moved to new off-site locations;
 - 1. **Note:** See also Article XII, Section 1200 concerning protection of environmentally sensitive areas.
- vi. Demonstration that no sinkhole is to be altered for use in the stormwater management system, nor will any ponding at the inlet end of any off site receiving structure, including sinkholes, be increased, and that the energy gradient into subsurface conduits is not increased beyond the slope of the conduit;

- vii. All storm water facilities and inflow and outflow structures must be evaluated to include, if warranted, the following:
 - 1. a plot or tabulation of storage volumes with corresponding water surface elevations, which shall have adequate capacity to contain the storage volume of tributary stormwater runoff with at least one (1) foot of freeboard above the water surface of overflow (see d. below) in the emergency spillway in a 100-year, 24-hour storm or as required by State law.
 - 2. provide anti-seep collars details for storm water impoundment facilities that have dewatering times greater than 48 hours, or permanent pools.
 - 3. dewatering features, such as valve structures and/or underlying drain systems, are to be included for facilities other than standard detention designs, for example, permanent pools, constructed wetlands, infiltration basins, bioretention areas, etc.
 - 4. water budget analyses are to be done for all storm water facilities with permanent pools.
 - 5. outlet pipes for all storm water impoundments are to be reinforced concrete pipes.
 - 6. construction plans are to include all compaction requirements and tolerances for all proposed water impoundments, dams, and channel/stream crossings.
 - 7. provide a means of access to all proposed storm water facilities.
- viii. Storm water impoundment facilities are to serve as temporary sediment basins until the contributing drainage area exceeds 90 percent build out. At that time, they shall be converted over to the approved post developed storm water facility.

c. **STORM WATER MANUAL**

- i. **REQUIREMENTS:** Developments that occur within Scott County are required to provide the Planning Commission a *Storm Water Management Plan* that addresses all the elements of the hydrologic cycle. These elements include, and are not limited to, the following:
 - 1. Groundwater recharge

2. Water quality protection
 3. Channel protection
 4. Water quantity control
- ii. The plan is to include construction drawings showing all details on how to construct the proposed improvements and a drainage report providing all necessary calculations to comply with each element. All stormwater management plans are to be reviewed and approved by the Planning Commission Engineer. The Georgetown City Engineer must also approve plans for developments that are within the Georgetown City Limits.
 - iii. **CONSTRUCTION PLANS:** All *Storm Water Management Plans* shall provide details related to all aspects of the construction. Developments are to be designed to ensure that controls are in place that would prevent or minimize water quality impacts. Designers are to develop and implement strategies, which include a combination of structural and/or non-structural Best Management Practices (BMPs) appropriate for the community. The plans must also ensure adequate long-term operation and maintenance of BMPs through notes or labels on construction drawings, Final Subdivision Plats, and Final Development Plans.
 - iv. **DRAINAGE REPORTS:** Studies are required to provide calculations supporting the use of the BMPs specified in the plans. These studies are to be submitted in conjunction with the Construction Plans for proposed developments. The following is a list of minimum criteria to be included in all drainage reports:
 1. Summary tables outlining all hydrologic quantities needed to support the storm water management plans.
 2. Soil survey maps showing the existing soil conditions for a proposed development.
 3. Ponding elevations for each of the proposed storm water structures, storm water facilities, and closed contour areas.
 4. Flow depths for all open channel conditions that are a part of the proposed plans.
 5. Identification of all the swales, diversion ditches, roadway ditches, 100 year drainage ways, and floodplains.
 6. valuation of storm water systems that receive runoff from proposed developments; systems being defined as any

type of structure or open channel that conveys runoff.

7. re- and post-developed watershed maps showing all parameters used by designers to produce their storm water plans.
8. Maps that show all sub-catchments draining to each proposed structure.
9. Label the analysis points where the study terminates. All points of analysis are to be set to evaluate the potential of compounding peak flow conditions downstream of developments. Analysis points are to be approved by the Planning Commission Engineer.

v. ***ADDITIONAL REQUIREMENTS:*** *All developments must also incorporate the following criteria into their designs:*

1. Finish floor elevations for proposed single family and multifamily residential units are to be at least two feet above the 100-year water surface elevations of all waterways, overflow conditions, overland flow areas, and ponding areas.
2. Commercial facilities are to be evaluated for protection from 100 year flooding conditions.
3. Designs are not to include any fill to be placed in 100 year drainage ways and floodplains, unless proposed construction complies with Article XII, Section 1200 of the *Subdivision and Development Regulations*, and any and all permits from the Federal, State, and Local agencies are obtained prior to construction.
4. Other than what is described in item #3, any and all permits required by Federal, State, and Local agencies for developments must be obtained prior to the commencement of that process regulated by the permits.

vi. ***GROUNDWATER RECHARGE:*** Base flows of local streams and waterways are fed by groundwater sources. Developments can cause changes in the amount of water that would be used to support base flows. As the impervious area of a site increases, so does the volume of runoff. To maintain adequate base flows and stream ecosystems, developments must incorporate practices in their storm water management plan to provide for treated groundwater recharge. The amount of recharge that a site is

capable of providing depends on topographic factors such as slope, types of vegetation, hydrological soil groups, and locations of rock layers. The average annual recharge volume for a site can be estimated by taking the average annual recharge rate of the hydrological soil group(s), dividing that by the average annual rainfall (44.05 inches), and then multiplying that result by 90 percent.

The following table provides a summary of the recharge requirements:

Hydrologic Soil Group (HSG)	Average Annual Recharge Volume (in/yr)	Soil Specific Recharge (S_{in}) (in)
A	18	0.37
B	12	0.25
C	6	0.12
D	3	0.06

1. Scott County Soils

Soil Series	NRCS HSG	Depth to Bedrock (ft)	Seasonal High Water Table (ft)	Permeability (in/hr)	Suitability as Road Fill
Ashton	B	>4	>5	0.6-2.0	Fair
Cynthiana	D	1-1.5	>5	0.6-2.0 0.2-0.6	Poor
Dunning⁽¹⁾	D	>3.5	0-0.5	0.6-2.0 <0.2	Poor
Eden	C	1.5-3.5	>5	0.2-0.6 <0.2	Poor
Faywood	C	1.5-3.5	>3.5	0.6-2.0 2.0-6.0	Poor
Huntington⁽¹⁾	B	>4	>3	0.6-2.0	Fair
Lowell	C	>3.5	>5	0.6-2.0 0.2-0.6	Poor
Maury	B	>5	>5	0.6-6.0 0.6-2.0	Fair, Poor
McAfee	C	1.5-3.5	>3.5	0.6-2.0 0.2-0.6	Poor
Newark⁽¹⁾	C,D	>4	0.5-1.5	0.6-2.0	Fair, Poor
Nicholson	C	>5	1.5-2.5	0.6-2.0 <0.2	Poor
Nolin⁽¹⁾	B	4	3	0.6-2.0	Fair
Disturbed Soil	D	-	-	-	-
Note	$S(in) = (S)(P)$				
	(1): Subject to Common Flooding				

a. References:

1. 2000 Maryland Stormwater Design Manual Volumes I & II.
2. Soil Survey of Scott County, Kentucky.
3. Urban Hydrology for Small Watersheds, TR-55.
4. LFUCG Stormwater Manual, 1999.

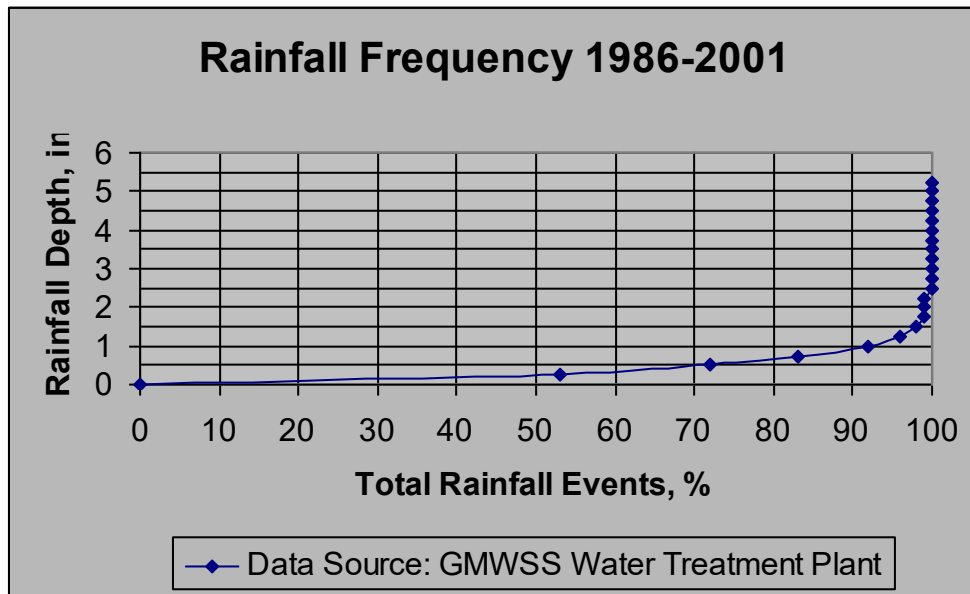
2. The soil specific recharge is determined by calculating a volume to be treated and infiltrated by a structural practice or by a percent area method involving a non-structural practice. The following formula is to be used for a structural practice:

$$GR_v = \frac{1}{12}(S_{in})(0.05 + 0.009 \cdot I)(A)$$

- ii. GR_v = Groundwater recharge volume, acre-ft.
 - iii. S_{in} = Soil specific recharge, in.
 - iv. I = Percent impervious, %.
 - v. A = Total area of site, acre.
- a. Examples of structural practices that can be used for groundwater recharge are bioretention areas, infiltration facilities, terraformed berms, and infiltration swales.
- b. Since Scott County is in a karst region, designers that intend to use structural practices for groundwater recharge must evaluate potential areas to ensure that these proposed facilities would be adequate and not have an adverse impact on surrounding areas, such as increasing the water table. Designers are to ensure that the groundwater recharge volume is to exit proposed facilities through natural infiltration or a designed outlet, and that the volume is treated by BMPs prior to infiltration. Dewatering times for structural practices should not exceed 48 hours. Groundwater recharge requirements may be waived for redevelopments only if approved by the Planning

Commission Engineer.

- vii. **WATER QUALITY PROTECTION:** The water chemistry of runoff is extremely important to the health of creeks and streams. When enough rainfall occurs, runoff from land areas is transported from these sites to drainage ways. These drainage ways eventually reach the creek systems of Scott County. Depending on the types of sites, pollutants are transported by the force of the runoff or by its physical factors such as temperature and pH level. Water quality BMPs are to be used to the maximum extent practical to minimize these impacts and to treat runoff from all proposed impervious surfaces.
1. For adequate treatment, 90 percent of the average annual rainfall must be treated by stormwater BMPs. Rainfall records from GMWSS water treatment plant show that approximately 90 percent of total storm events occurred with 1 inch of rainfall or less.



2. The following equation is used to determine the water quality volume needed to be treated for a development:

$$WQ_v = \frac{1}{12} (P)(0.05 + 0.009 \cdot I)(A)$$

- a. WQ_v = Water quality volume, acre-ft.
- b. P = 90 percent of total storm events, 1 inch.
- c. I = Percent impervious, %.

d. A = Total area of site, acre.

3. The following table⁽¹⁾ lists the amounts of impervious areas that can be expected from different types of development, and the water quality depth in inches per given area:

Land Use/Cover Type	Average Impervious Cover (%)	Water Quality Depth Inches
Paved parking lots ⁽²⁾	100	0.95
Roofs	100	0.95
Driveways	100	0.95
Streets and roads ⁽²⁾	100	0.95
Commercial and business districts	85	0.82
Industrial	72	0.70
Town houses	65	0.64
Residential 1/8 acre lots or less	65	0.64
Residential 1/4 acre lots	38	0.39
Residential 1/2 acre lots	30	0.32
Residential 3/4 acre lots	25	0.28
Residential 1 acre lots	20	0.23
Residential 2 acre lots	12	0.23
Note	(1): Based on NRCS TR-55 modeling criteria.	
	(2): Excluding right-of-way.	
	Note: Water quality volume must be accounted for by storm water credits and/or BMPs.	

4. **Targeted Pollutants:** Designers are to use structural and non-structural BMPs to the maximum extent practical to treat the water quality volume. Individual treatments, or a combination of BMPs, can be used to achieve this goal.
- Different land uses can generate different types of runoff pollutants. For instance, a proposed refueling station would produce a higher concentration of hydrocarbons per acre than a proposed residential subdivision. Selection of BMPs should be based on the anticipated pollutants for a site. Some examples of typical pollutants for different applications are:
 - Residential
 - Settleable solids

2. Total suspended solids
 3. Nitrogen
 4. Phosphorous
 5. Metals
 - ii. Commercial and industrial
 1. Hydrocarbons
 2. Trash
 3. Setteable solids
 4. Total suspended solids
 5. Nitrogen
 6. Phosphorous
 7. Metals
- b. ***Additional Storm Water Controls for Specific Commercial Areas:*** Specific design criteria for the following types of development are to be used:
 - i. Restaurants/grocery stores
 1. Dumpster pad areas are to drain into the proposed storm sewer system.
 2. A pretreatment device is to be used at dumpster locations that drain into the storm sewer system.
 3. Pretreatment device is only to receive surface water from dumpster pad.
 4. Configuration and pretreatment to be approved by Scott County Health Department.
 5. Operation and maintenance criteria to be included in the Construction Plans and Final Development Plans.
 - ii. Refueling stations
 1. Canopy refueling areas are to drain to the sanitary sewer.
 2. Grade elevations are set to ensure

that the only surface area draining into the sanitary system is from the pad itself.

3. No external rainwater can drain into the sanitary lines.
 4. A pretreatment device is to be used for discharges draining into the sanitary system.
 5. Configuration and pretreatment to be approved by GMWSS.
 6. Operation and maintenance criteria to be included in the Construction Plans and Final Development Plans.
- iii. Repair shops/oil change facilities/car lots
1. Interior vehicle areas are to drain into the sanitary system.
 2. A pretreatment device is to be used for discharges draining into the sanitary system.
 3. Configuration and pretreatment to be approved by GMWSS.
 4. Operation and maintenance criteria to be included in the construction drawings and Final Development Plans.
- iv. Automotive and truck wash facilities
1. Covered wash bays are to drain into the sanitary sewer system.
 2. Grade elevations set to ensure that the only surface areas draining into the sanitary system is from the bays themselves.
 3. No external rainwater can drain into the sanitary lines.
 4. A pretreatment device is to be used for discharges draining into the

sanitary system.

5. Configuration and pretreatment to be approved by GMWSS.
6. Operation and maintenance criteria to be included in the construction drawings and Final Development Plans.

- c. Treated groundwater recharge volumes can count towards the required water quality volumes; however, neither the groundwater recharge or water quality volumes are to be included in the channel protection and the water quantity control portion of the regulations.

viii. **CHANNEL PROTECTION:** Developments that require impervious areas and compacted fills reduce the amount of rainfall that previously infiltrated into the underlying soils. The rainfall is then converted into runoff, which eventually drains into the Scott County creek systems. Frequent rainfall events help to shape stream geometries. Uncontrolled events after development can cause degradation to channel areas. To protect channels from this degradation, developments are to provide extended detention for the 1 year/ 24 hour event, and allow the runoff produced to dewater over a 12 hour period. Storm water facilities designed for this condition will release flow at a rate not to exceed erosive flow rates in downstream channels. Channel protection may be waived but not limited to proposed sites that have less than 2 cfs for the post developed state.

1. Designers are encouraged to protect channel and stream areas by not designing developments that require fill in headwater stream channels, to within 50 feet of the bankfull conditions (1.5 to 2 year return periods) of minor waterways, and floodplains. Developments that utilize this option may qualify for density credits or other considerations similar to a Planned Urban Development (PUD).
2. Channel and stream areas that are disturbed due to grading and/or other construction activities must be stabilized and comply with Article XII, Section 1200 of the *Subdivision and Development Regulations*.

3. References: 2000 Maryland Stormwater Design Manual Volumes I & II. Center for Watershed Protection.

ix. **WATER QUANTITY CONTROL:** Typically with development, the volume of runoff increases due to the addition of impervious areas, the compaction of soil materials, and removal of vegetative cover. Some rainfall that once percolated into the ground would now travel over the surface. Developments must provide stormwater features that reduce the peak flow rates after development to what the runoff rates were prior to construction. In addition to the 1 year channel protection requirement, storm events that need to be adhered to are the 10, 25, and 100 year/ 24 hour events. Rainfall intensities for those events are to be taken from Division of Water Engineering Memorandum No. 2, current edition or most recent version. In the past, there have been storms that exceeded these design storm events. Designers are encouraged to analyze proposed developments with such rainfall intensities, if they feel that it is necessary for safe guarding any proposed infrastructure.

1. **Storm Sewer Design:** Proposed storm sewers systems that have the potential of being maintained by any municipality or government utility in Scott County must adhere to the following guidelines:
 - a. All proposed storm lines are to be reinforced concrete pipe (RCP), ADS-N12 or high density polyethylene equivalent, A-2000, or aluminized type II corrugated metal pipe (CMP) with bituminous coating. Please note that CMP can only be used when a designer calls for a 48 inch line or greater in an urbanized area with the approval of the Planning Commission Engineer and City Engineer. CMP is not permitted in rural areas.
 - b. Minimum pipe diameter for proposed lines is 12 inches.
 - c. The maximum length between any storm sewer structures, serving less than a 48 inch line, is 300 feet.
 - d. Bedding details and joint specifications are to be provided with all construction drawings and shall comply with manufacturing recommendations.

- e. A storm sewer structure must be used if a proposed storm line extends beyond the maximum length, is altered in horizontal or vertical alignment, or changes in pipe material. Structures are also to be used at the beginning and ending points for proposed storm lines.
 - f. Proposed systems are to be designed to handle the 10 year/ 24 hour event capacity with no flow above crown of pipe. Flow interception for structures must be based on bypass conditions. No proposed system is to surcharge in the 100 year/ 24 hour event.
 - g. Designers are to design storm sewers that prevent the 100 year/ 24 hour runoff from crossing roadway crowns for local and continuous streets. For collectors and arterials, runoff spread and ponding are restricted to 6 feet from the face of curb in the 10 year/ 24 hour event.
 - h. 100 year/ 24 hour water surface elevations are to be determined for all proposed storm sewer structures, such as headwalls and surface inlets.
 - i. In residential subdivisions that include curb and gutter as part of their roadway design, proposed storm lines are to be daylighted at the rear of proposed lots.
 - j. Overflow swales are to be provided at sag locations in commercial and residential subdivisions.
 - k. The Planning Commission Engineer and Public Works Department or equivalent must approve the types of structures proposed for storm water systems that could be maintained by a municipality of Scott County.
2. **Culverts and Bridges:** Proposed channel and stream crossings are to include a means to convey the 100-year flow. Culverts are typically used in situations where drainage ways do not have any base flows associated with them. Head conditions occur on the upstream side to force the peak flow through the structure(s). Proposed culverts are to be designed so that the 100-year water surface

elevation is one foot below the overtopping elevation of the embankment. Bridge structures are to be used at creek and stream crossings where base flow conditions do exist (base flow being defined as water being present in channel and stream areas during dry weather conditions). These structures are to be designed to convey the 100-year flow rate unimpeded, and allow the 100-year water surface elevation to be one foot below the bottom of the slab. All proposed bridges are to be certified by the designer after construction. Prior to construction all permits are to be obtained from Corps of Engineers and/or Division of Water, if applicable.

- a. Other design considerations that apply to culverts and bridges are listed in the following:
 - i. Live load considerations for anticipated construction traffic, fire service vehicles, refuse trucks, commercial vehicles, etc.
 - ii. Public protection for pedestrian and bicycle traffic, if applicable.
 - iii. Headwalls for the upstream and downstream sides of proposed culverts. Fences or railing are to be provided for headwall that are for 30 inch lines or greater.
 - iv. Railing design for bridges.
 - v. End treatments for culverts to minimize erosion and sediment transport.
 - vi. Scouring protection for bridge piers and abutments.
 - vii. Fish passage.
 - viii. Streambank stabilization designs for backwater areas and accelerated flows downstream.
- b. There are areas within Scott County, particularly in the north, where existing roadways are already in place and lying in the floodplain. In situations where roads must be improved due to development, any portion of the roadway that is flooded by the 100

year event or less must be reconstructed to provide a concrete cap with a footer design on the upstream side, to reduce the potential of a roadway being washed out.

3. **Open Channel Design:** Developments that use open channels to convey runoff must adhere to the following guidelines:
 - a. Convey the 100 year event.
 - b. Designs not to exceed the channel lining's critical shear force and permissible velocity in the 10 year event.
 - c. Select the appropriate roughness values for proposed channels.
 - d. Provide any armoring needed for hydraulic jump and bend conditions.
- x. **STORM WATER CREDITS:** Storm water credits are water quality reductions permitted through specific site design criteria. These credits are established to help reduce the impacts on Scott County's stream systems. The credits are calculated based on the procedures outlined and subtracted from the water quality requirements for a development. The following is a list of the stormwater credits that are permitted for this community:
 1. Filter strips
 2. Vegetated channels
 3. Riparian buffers
 4. Terraformed Areas
 5. Rooftop disconnections
 6. Modular/porous pavements
 7. Note: Storm water credits are set to encourage "greener" site designs; however, they are not intended to be a substitution for the water quality protection of the regulations. All drainage from proposed impervious areas must be treated by a storm water BMP.
 - a. **Filter Strips:** Filter strips are undisturbed grass areas that receive runoff from a development in the form of sheet flow. It is important to note that the filter area must remain undisturbed during construction to allow natural percolation to occur.

- i. Credit definition:
 - 1. Impervious areas draining to the filter strip are deducted from the total impervious area used to determine the water quality volume.
 - 2. An additional 0.075 acre-ft per acre of filter strip is also deducted from the remainder of the water quality volume.
- ii. Credit criteria:
 - 1. Minimum filter strip widths are 50 feet.
 - 2. Runoff draining across filter strips shall be in the form of sheet flow only.
 - 3. The maximum contributing length draining to filter strips shall be 150 feet for residential development and 75 feet for commercial development. Designers are permitted to design filter strips to treat larger areas as long as they follow the design procedure outlined for *Riparian Buffers*.
 - 4. Slopes greater than 5 percent are to incorporate a means by which runoff is dispersed into sheet flow, for example, a level spreader or 30 feet grass buffer.
 - 5. Filter strips near channels or drainage ways are to be set outside bankfull conditions.
 - 6. The infiltration rate for the underlying soil must not be less than 0.25 in/hr.
 - 7. Areas draining to filter strips that include rooftops of homes and buildings must have notes on Final Subdivision Plats and/or Final

Development Plans stating that the roof drains are to be directed towards the filter strip areas.

8. Filter strips shall be set in easements, or in some other means for protection, on Final Subdivision Plats and/or Final Development Plans.

b. **Vegetated Channels:** Vegetated channels can be used for water quality treatment. These types of channels apply to roadway ditches, drainage ways in the rear of lots, conveyance systems for parking lot drainage, etc.

i. Credit definition:

1. Impervious areas draining through vegetated channels are deducted from the total impervious area used to determine the water quality volume.
2. An additional 0.25 acre-ft per acre of channel area needed to convey the one inch storm event is also deducted from the remainder of the water quality volume.

ii. Credit criteria:

1. The geometry of the channels must be either parabolic or trapezoidal.
2. Channel side slopes are not to exceed 3:1.
3. The velocity of flow in the channel must be 1.0 feet per second or less for the runoff produced by the one inch storm event.
4. The 10 year/ 24 hr event is not to exceed the tractive force or permissible velocity of the vegetative cover or the underlying soil, whichever is greater.
5. No headwalls are to be in the direct

path of the water quality discharge areas.

6. The infiltration rate for the underlying soil must not be less than 0.25 in/hr.
 7. Areas draining to vegetated channels that include rooftops of homes and buildings must have notes on Final Subdivision Plats and/or Final Development Plans stating that the roof drains are to be directed towards the open channel areas.
 8. Channels shall be set in drainage easements on Final Subdivision Plats and/or Final Development Plans, stating that there will be no obstructions or structures permitted in the easements including fences.
- iii. Sizing calculations: In order to satisfy Credit criteria #3, the curve number representing an area that is intended to be treated by a vegetated channel must be modified in order to get an accurate peak flow rate for the 1 inch storm.

$$WQ_{in} = (P)(0.05 + 0.009 \cdot I)$$

1. WQ_{in} = Water quality depth, in.
2. P = 90 percent of total storm events, 1 inch.
3. I = Percent impervious, %.

$$CN = \frac{1000}{10 + 5 \cdot P + 10 \cdot WQ_{in} - 10(WQ_{in}^2 + 1.25 \cdot WQ_{in} \cdot P)^{1/2}}$$

1. CN = Curve number for water quality storm event.
2. References: Design of Stormwater Filtering Systems, 1996. Center for Watershed Protection.

c. **Riparian Buffers:** This credit applies to developments that incorporate riparian buffer practices as a part of its design. The criteria are similar to filter strips except that it is a higher credit for water quality quantity.

i. Credit Definition

1. Impervious areas draining to the filter strip are deducted from the total impervious area used to determine the water quality volume.
2. An additional 0.25 acre-ft per acre of buffer is also deducted from the remainder of the water quality volume.

ii. Credit Criteria

1. Runoff draining across riparian buffers shall be in the form of sheet flow only.
2. The velocity of flow in the in the buffers must be 1.0 feet per second or less for the runoff produced by the one inch storm event.
3. Slopes greater than 5 percent are to incorporate a means by which runoff is dispersed into sheet flow, for example, a level spreader or 30 feet grass buffer.
4. Riparian widths are to be based on a residence time of 9 minutes.
5. Vines and shrubs are to be planted with a minimum density of 1700 stems per acre (one planting per 25 square feet at 5 feet on center), and trees planted at 450 stems per acre (one planting every 100 square feet at 10 feet on center).
6. For diversity, six or more species from

the planting list on pages 13 to 15 must be used for each riparian design.

7. Riparian buffers near channels or drainage ways are to be set outside bankfull conditions.
8. The infiltration rate for the underlying soil must not be less than 0.25 in/hr.
9. Areas draining to riparian buffers that include rooftops of homes and buildings must have notes on Final Subdivision Plats and/or Final Development Plans stating that the roof drains are to be directed towards the riparian buffer areas.
10. Riparian buffers shall be set in easements, or in some other means for protection, on Final Subdivision Plats and/or Final Development Plans.

iii. Sizing calculations:

$$Q = \frac{1.486}{n} A R^{\frac{2}{3}} S^{\frac{1}{2}}$$

- a. Q = Flow rate, cfs.
- b. n = Manning's roughness (0.24 for grass buffers, 0.35 for forested buffers).
- c. A = Cross sectional area, sf.
- d. R = Hydraulic radius, ft.
- e. S = Channel slope, ft/ft.

$$A = \frac{1}{12} (T \cdot y)$$

- a. T = Parallel length of buffer to bank.
- b. y = Depth of flow (0.5 to 1.0), in.

$$R = \frac{T \cdot y}{2(6T + y)}$$

$$V = \frac{Q}{A}$$

a. V = Flow velocity, fps.

$$W = 60(V \cdot t)$$

a. W = Riparian buffer width, ft.

b. t = Resident time (9), min.

iv. Planting list:

1. Herbaceous Ground Cover

Common Name	Scientific Name	Recommended Shade/Sun
River Oats	Chasmanthium latifolia	Shade
Indian Grass	Sorghastum nutans	Sun
Switch Grass	Panicum virgatum	Sun
Redtop	Agrostis alba	Sun
Deertongue	Panicum clandestinum	Shade
Broomsedge	Andropogon virginicus	Sun
Big Blue Stem	Andropogon gerardii	Sun
Frank's Sedge	Carex	Sun
Gray's Sedge	Carex grayii	Shade
Soft Rush	Juncus effusus	Sun
Flat Sedge	Cyperus strigosus	Sun
Lady Fern	Athyrium felix-femina	Shade
Sensitive Fern	Onoclea sensibilis	Shade
Cinnamon Fern	Osmunda cinnamomea	Shade
Common Boneset	Eupatorium perfoliatum	Sun
Golden Ragwort	Senecio aureus	Shade
Wrinkled Goldenrod	Solidago rugosa	Sun
Tall Goldenrod	Solidago gigantea	Sun
Beard Tongue	Penstemon hirsutus	Shade
Monkey Flower	Mimulus ringens	Shade
Cardinal Flower	Lobelia cardinalis	Shade
Great Blue Lobelia	Lobelia silphilitica	Shade

2. Vines and Shrubs

Common Name	Scientific Name	Shade/Sun
Cross Vine	Bigonia carpreolata	Shade
Trumpet Creeper	Campsis radicans	Sun
Climbing Hydrangea	Decumaria barbara	Shade
Giant Cane	Arundinaria gigantea	Sun
Buttonbush	Cephalanthus occidentalis	Sun
Meadowsweet	Spirea alba	Sun
Sweetspire	Itea virginica	Shade
Spicebush	Lindera benzoin	Shade
Paw-paw	Asimina triloba	Shade
Arrowwood	Viburnum dentatum	Shade
Nannyberry	Viburnum lentago	Sun
Swamp Haw	Viburnum nudum	Shade
Ninebark	Physocarpus opolifolius	Sun
Hazelnut	Corylus americana	Sun
Possum Haw	Ilex decidua	Sun
Winterberry	Ilex verticillata	Shade
Chokeberry	Aronia arbutifolia	Sun
Elderberry	Sambucus canadensis	Sun
Juneberry	Amelanchier arborea	Shade
Mountain Camelia	Stewartia ovata	Shade
Sweetbells	Leucothe racemosa	Shade
Smooth Azalea	Rhododendron arborescens	Shade
Silky Dogwood	Cornus amomum	Sun
Redosier Dogwood	Cornus stolonifera	Shade
Rough-leaf Dogwood	Cornus drummondii	Shade
Pagoda Dogwood	Cornus alternifolia	Shade
Smooth Alder	Alnus serrulata	Sun
Sandbar Willow	Salix interior	Sun
Silky Willow	Salix sericea	Sun
Dwarf Willow	Salix humilis var. macrophylla	Sun
Pussy Willow	Salix discolor	Sun
Streamco Willow	Salix purpurea	Sun
Bankers Willow	Salix x cotteti	Sun
Heart-leaf Willow	Salix rigida	Sun

3. Trees

Common Name	Scientific Name	Height (Ft)	Spread (Ft)
Black Willow	Salix nigra	60-100	50-85
Boxelder	Acer negundo	30-60	25-50
Red Maple	Acer rubrum	50-100	20-40
Silver Maple	Acer saccharinum	50-80	35-50
Green Ash	Fraxinus pennsylvanica	50-60	30-40
White Ash	Fraxinus americana	80	65
Red Elm	Ulmus rubra	70	55
Silverbell	Halesia carolina	30-40	20-35
Persimmon	Diospyros virginiana	20-70	10-40
River Birch	Betula nigra	40-70	30-60
Black Gum	Nyssa sylvatica	30-90	20-30
Hackberry	Celtis occidentalis	40-70	40-50
Cottonwood	Populus deltoides	75-100	50-75
Sweet Gum	Liquidambar styraciflua	50-75	40-50
Tulip Polar	Liriodendron tulipifera	60-90	30-50
Sycamore	Plantanus occidentalis	75-100	50-75
American Beech	Fagus grandiflora	50-90	40-75
Ironwood	Carpinus caroliniana	30	30
Yellow Buckeye	Aesculus octandra	70-90	40-55
Shellbark Hickory	Carya lacinosa	70-100	50-75
Shagbark Hickory	Carya ovata	70-100	45-65
Pecan	Carya illinoensis	100	70
Black Walnut	Juglans nigra	70-90	45-60
Bur Oak	Quercus macrocarpa	70-100	75-90
Pin Oak	Quercus palustris	50-90	25-45
Swamp Oak	Quercus bicolor	60-70	30-35
Swamp Chestnut Oak	Quercus michauxii	60-80	40-55

i. References:

1. Riparian Buffers Strategies for Urban Watersheds, 1995.
2. LFUCG Stormwater Manual, 1999.

d. **Terraformed Areas:** Terraformed areas are places within a development that have been graded to promote stormwater infiltration, such as terracing and berming. Runoff is retained within a bermed area and allowed to percolate into the soil. Bermed swales, storage areas, and side-saddle

impoundment areas are examples of this stormwater practice.

i. Credit Definition:

1. The runoff volume, impounded by terraformed areas, is deducted from the groundwater recharge and water quality volumes.
2. An additional 0.25 acre-ft per acre of terraformed area is also deducted from the remainder of the water quality volume.

ii. Credit Criteria:

1. Slopes greater than 5 percent are to incorporate a means by which runoff is dispersed into sheet flow, for example, a level spreader or 30 feet grass buffer.
2. Terraformed areas near channels or drainage ways are to be set outside the 10 year water surface elevation areas.
3. The infiltration rate for the underlying soil must not be less than 0.25 in/hr.
4. Areas draining to terraformed areas that include rooftops of homes and buildings must have notes on Final Subdivision Plats and/or Final Development Plans stating that the roof drains are to be directed towards the terraformed areas.
5. Terraformed areas must drain within 48 hours.
6. Terraformed areas shall be set in easements, or in some other means for protection, on Final Subdivision Plats and/or Final Development Plans.

e. **Rooftop Disconnections:** Downspouts from homes

for single family detached developments including duplexes that do not tie into a storm sewer, or drain directly to impervious areas, will have a credit towards the water quality calculations.

i. Credit definition:

1. Rooftop areas draining directly across yard areas are deducted from the total impervious area used to determine the water quality volume.
2. The maximum credit may not exceed roof areas of typical homes for proposed residential developments.

ii. Credit criteria:

1. Yard areas receiving rooftop runoff are to be at least $\frac{1}{3}$ of the roof areas.
2. Discharges must at least travel across 30 feet of grass areas before reaching any impervious surfaces.
3. This credit cannot be counted if the design for the proposed development already takes into account a BMP treatment for drainage areas that include proposed homes.
4. Rooftops draining onto yard areas must have notes on Final Subdivision Plats and/or Final Development Plans stating that the roof drains are to be directed towards the yard areas.

- f. **Modular/Porous Pavements:** Modular/Porous Pavement designs can be used for developments to promote infiltration of runoff. The performance of these pavements will depend on the application for which they are used, the construction parameters, and the manufacture's specifications. These designs are permitted in commercial and industrial areas, only upon the review and approval by the Planning Commission.

- i. Credit definition:
 - 1. Areas using modular/porous pavements will be treated as pervious areas for the purposes of calculating groundwater recharge, water quality, and peak flow rates.
- ii. Credit criteria:
 - 1. Installation is to be based on the manufacture's specifications.
 - 2. Porosity of the fill material is based on what the designer specifies as material to be used.
 - 3. Modular/porous pavements are limited to seasonal sale areas, overflow parking locations, and 25% of the total minimal required parking as part of the Development Plan process.
 - 4. Proposed modular/porous pavement areas are to be installed after the contributing drainage area is fully constructed, to prevent clogging of the voids.
 - 5. Subgrade compaction is to be evaluated and specifications provided to allow the modular/porous pavements to function as designed.

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ARTICLE XII

SPECIAL AREAS AND USES

1200 ENVIRONMENTALLY SENSITIVE AREAS

1. CREEK CONSERVATION CORRIDORS AND MINOR WATERWAYS

- a. **DEFINITION:** Creek Conservation Corridors are those designated in the Comprehensive Plan and zoned C-1. Minor waterways are defined as all U.S.G.S. blue line streams.
- b. Preliminary plats/plans shall verify the actual location of the 100-year floodplain and C-1 zone on the property.
- c. 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.
- d. 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 floodchannel 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.
- e. Septic systems shall not be located within 100-year floodplains.
- f. 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.

- g. Lakes may be developed within creek conservation corridors except where unique indigenous habitats would be destroyed.
- h. See Article XI Sec 1100 for requirements of foundation setbacks from creekbanks.

2. SCOTT COUNTY RESERVOIR PROTECTION AREA

- a. **DEFINITION:** The area that drains to the future reservoir.
- b. In the A-1 zone, if a property is partially located outside of the reservoir protection area, residential construction shall be located on that part of the property where feasible.
- c. 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.

3. AQUIFER RECHARGE AREAS

- a. **DEFINITION:** The land from which surface water percolates through rock and soil to feed underground water resources, as shown on Maps 1 and 2 of the Environmental Quality Element of the Comprehensive Plan, or as demonstrated by topography, geology, dye tracing, or other accepted means.
- b. 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.
- c. 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.
- d. Septic systems within the drainage area of sinkholes shall be located to prevent contamination of aquifers or contamination of ponded water within the drainfield. No septic systems shall be located within a sinkhole.

4. 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 must be shown on Plats and Plans.

5. 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 where feasible, consistent with vegetation management that is appropriate to the development and use.

6. STEEP SLOPES AND CLAY SOILS

- a. See Article XI, Section 1000.C.2 for standards for grading, fill, foundations, etc. for steep slopes and clay soils.

7. 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 are encouraged to “design around” those areas and designate them as “non-buildable” whenever possible in order to mitigate any potential negative impacts on the area or within the development.
- 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’ 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. **(RECOMMENDED) ZONE CHANGE APPLICATION/CONCEPT PLAN OR MASTER PLAN APPROVAL**, including a map showing the specific location of the of the environmentally sensitive feature and/or existing steep slope areas.
 - ii. **(REQUIRED) 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 map 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. **(REQUIRED) 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. **(REQUIRED) 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. For sinkholes and other similar features the final development plan or final subdivision plat shall include approval and signature of Appendix III – Form M Sinkhole Certification by the 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. **DEFINITIONS:**

1. **Sinkhole:** any closed depression formed by removal (typically underground) of water, surficial soil, rock, or other material. The existing of a sinkhole shall be as indicated by the closed depression contour line(s) as shown on the USGS, KGS, GSCPC-GIS Section mapping or other documents as approved by the Planning Commission Engineer and/or City Engineer, as applicable. The actual limits may however be determined by field measurements with concurrence of the Planning Commission Engineer and/or City Engineer. Sinkholes may be either circular in plan or irregular, depending upon structural control.
2. **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).
3. **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.
 - a. 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. Those problems are generally

illustrated in Exhibit 1 (source: Development Impacts in Sinkhole Areas – Knoxville/Knox County Metropolitan Planning Commission, May 1995).

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 sections of 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. 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.
- d. Post-developed discharges shall be treated prior to draining into the sinkhole limits.
- e. 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.

- f. 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).
- g. 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 section f.ii., 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 reviewed and approved by the Planning Commission Engineer and City Engineer, where applicable.

- iii. For residential areas (i.e., single family detached, attached and multi-family developments):
 - 1. 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.
 - 2. The sinkhole and its defined limits (i.e., closed contours) shall be noted as “non-buildable” and may not be treated, filled, or enclosed. No structure, right-of-way, including roads (public or private) may be located within the defined limits of a sinkhole.
 - 3. 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.
- iv. For non-residential developments (i.e., professional office, commercial, industrial):
 - 1. 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.

2. 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. The following notes shall be placed on the preliminary and final development plan, preliminary and final subdivision plat and construction plans:
 - i. Residential Uses:
 1. "Any sinkhole related non-buildable area identified here has been determined to be unsuitable for any construction activity and no buildings, parking areas or other structures shall be permitted within this area."
 2. "Residential 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 two (2) 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."
 - ii. Non-Residential Uses:

1. "Identified sinkhole area(s) were investigated in the vicinity of _____. This investigation was performed by _____ (geotechnical engineer) on _____ (date) and is on file with the offices of the Planning Commission and City Engineer, where applicable. The report details the activities used to explore these areas and any recommendations regarding non-buildable areas (shown on the plat/plan) and treatment areas suitable for construction."
2. "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 two (2) foot above the 100 year 24-hour storm event (maximum) assuming no outflow from the sinkhole. Minimum Floor Elevations for such lots are referenced and shown on the plat."

8. CLUSTER SUBDIVISIONS

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

1205 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.

- c. Expansion of existing uses of this type will only be permitted if the entire facility meets current protection standards.
- d. 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

1300 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.

1. **A DETERMINATION OF NEED SHALL BE BASED UPON:**
 - a. **FOR STREETS:** the Transportation Element of the Comprehensive Plan and Article X, Section 1000 of these Regulations.
 - b. **FOR PARKS:** the Park Standards in the Community Facilities Element of the Comprehensive Plan, except in the A-1 and Greenbelt Residential zones (for which no dedication shall be required).
 - c. **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.
 - d. 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 Community Facilities Element of the Comprehensive Plan.
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.

1305 PRIVATE MAINTENANCE OF IMPROVEMENTS

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.

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.

1310 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 Commissioner 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 a 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. 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 in Appendix III, shall be included on the Final Development Plan / Final Record Plat for all property containing a private street/access easement.

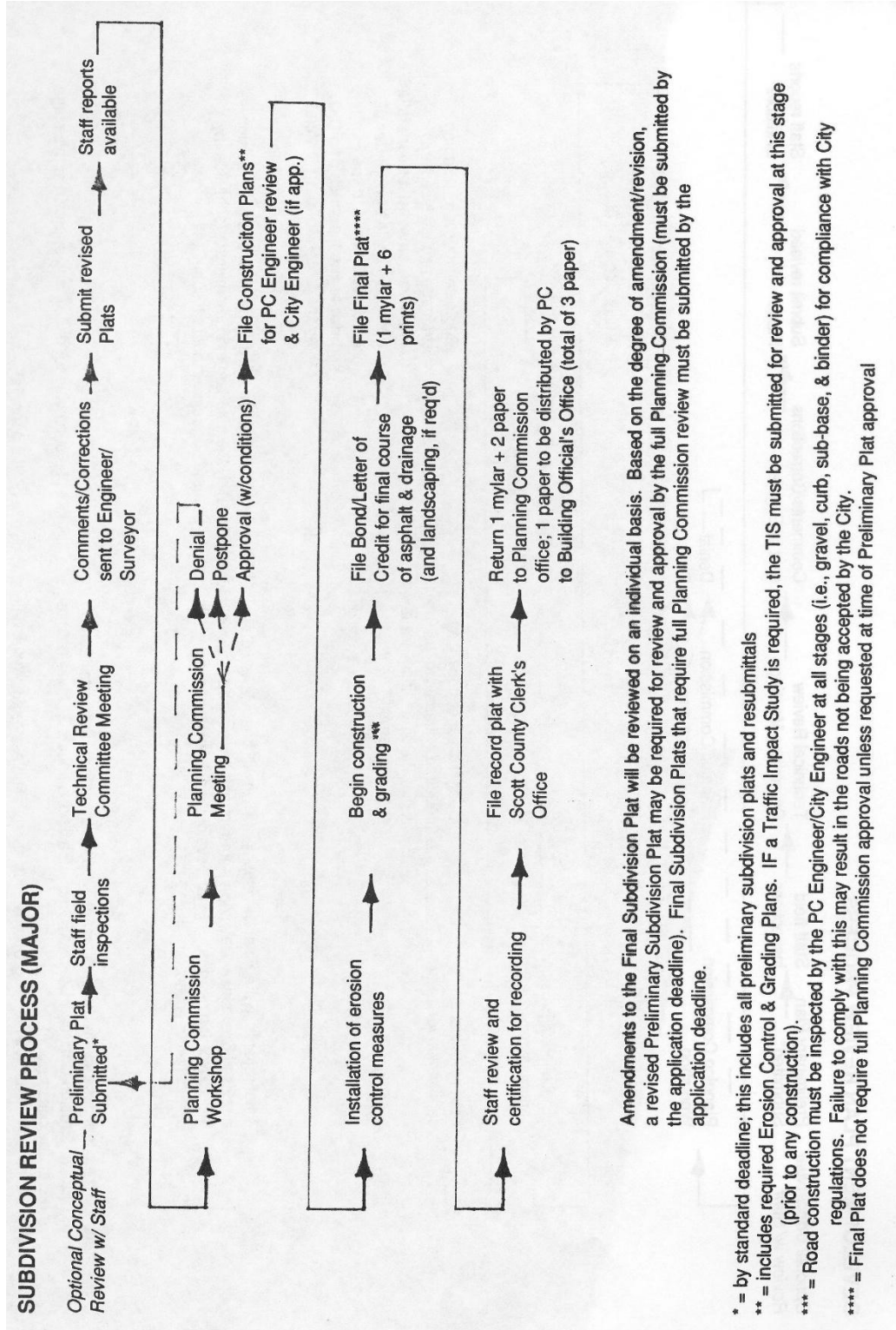
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APPENDICES

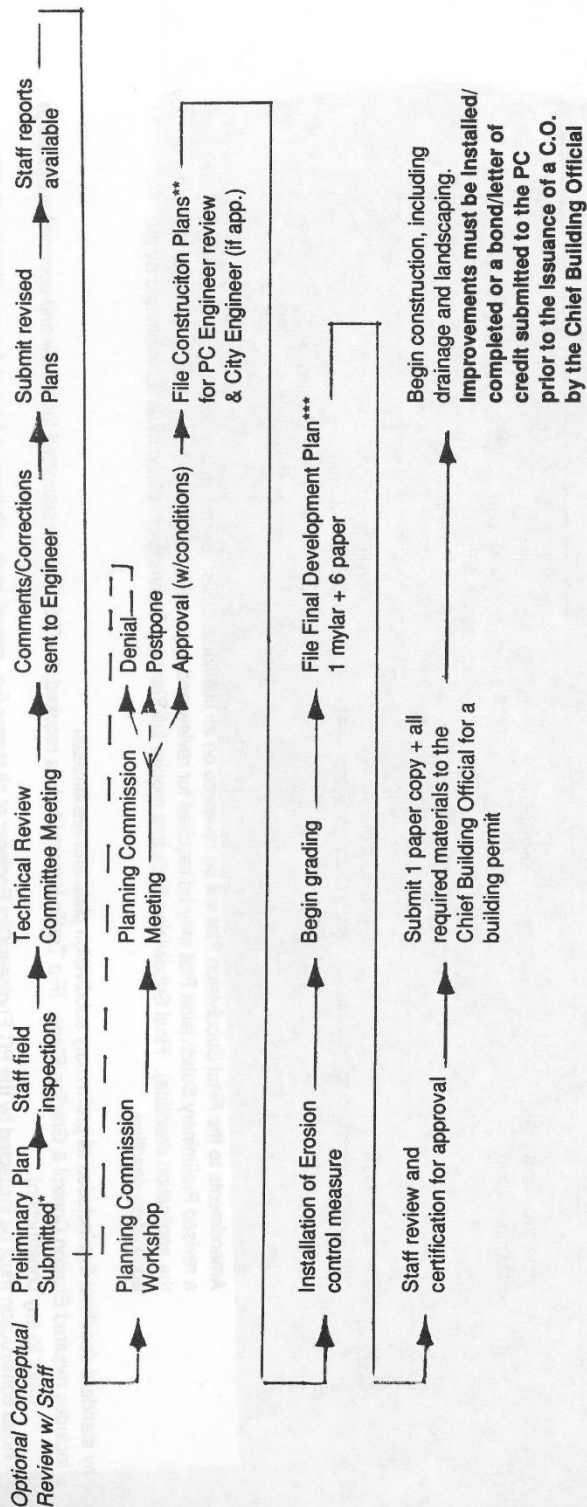
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APPENDIX I

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

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.

The Planning Staff is primarily responsible for interpretation and implementation of the Zoning Ordinance, Subdivision Regulations and sound principals 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.

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.

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.

Review of staff decisions shall be obtained as follows:

1. 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 applicant objects. This request shall be made to the planning office and shall specify to which decision 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.
 2. 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.
 3. Decisions of the Agenda Committee shall be made prior to the adjournment of the meeting at which the appeal is heard.
1. 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

CERTIFICATIONS AND EASEMENT DESCRIPTIONS

Form "A" (final subdivision plat and construction plans)

CERTIFICATION OF THE APPROVAL OF PRIVATE SEWERAGE SYSTEMS

I hereby certify that the private sewage disposal system installed, or proposed to be installed in the development entitled: _____ (name of development) fully meets the requirements of the Kentucky State Health Department and hereby is approved as shown.

_____ (date), 20____

(County Health Department official)

Form "B" (amended) (on preliminary subdivision plat and final development plan)

CERTIFICATION OF THE PROVISION OF WATER ONLY

I hereby certify that Georgetown Municipal Water & Sewer Service (GMWSS) has the capacity within the water distribution system to supply _____ with water services. Provision of service will be contingent upon the review and approval of all on-site and off-site plans and specifications for the proposed system. Construction of the water distribution system to be by/at the cost of the developer without reimbursement, built to GMWSS approved specifications and approval by GMWSS of the as-built improvements and/or the bonding amount, and hereby dedicated to GMWSS.

_____ Date _____

General Manager

Form "C" (amended) (on final subdivision plat)

CERTIFICATION OF PROVISION OF WATER SERVICE

I hereby certify that Kentucky American has reviewed the plans and specs for the proposed water distribution system for _____ (name of development), that the water distribution system of said development meets the requirements of this agency and all other requirements of the proper distribution of water, and that Kentucky American shall supply said development with water services.

_____ (date), 20____

(General Manager)

Form "D" (amended) (on final subdivision plat)

CERTIFICATION OF THE PROVISION OF SEWER ONLY

I hereby certify that Georgetown Municipal Water & Sewer Service (GMWSS) has the capacity within the sewer collection system to supply _____ with sewage disposal services. Provision of service will be contingent upon the review and approval of all on-site and off-site plans and specifications for the proposed system. Construction of the sewer collection system to be by/at the cost of the developer without reimbursement, built to GMWSS approved specifications and approval by GMWSS of the as-built improvements and/or the bonding amount, and hereby dedicated to GMWSS.

_____ (date), 20____

(General Manager)

Form "E" (amended) (on preliminary subdivision plat and final development plans)

CERTIFICATION OF WATER & SEWER SERVICES

I hereby certify that Georgetown Municipal Water & Sewer Service (GMWSS) has the capacity within the water distribution system/sewer collection system to supply _____ with water services/sewage disposal services. Provision of service will be contingent upon the review and approval of all on-site and off-site plans and specifications for the proposed system. Construction of the water distribution system/sewer collection system to be by/at the cost of the developer without reimbursement, built to GMWSS approved specifications and approval by GMWSS of the as-built improvements and/or the bonding amount, and hereby dedicated to GMWSS.

_____ (date), 20____

(General Manager)

(Remainder of page left intentionally blank)

Form "F" (on preliminary and final subdivision plat and development plans)

CERTIFICATION OF OWNERSHIP AND DEDICATION

I (we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon and that I (we) hereby adopt this plat/plan of the development with my (our) free consent, establish the minimum building restriction lines, and dedicate all streets, alleys, walks, parks, and other open spaces to public or private use as shown, in accordance with the Georgetown-Scott County Subdivision and Development Regulations, unless otherwise noted.

For all Final Development Plans add the following "Standard Requirements" after the above paragraph.

1. Site shall be constructed and maintained in accordance with this plan. Any deviation from the plan, including landscaping, shall first be approved by the Planning Director and the Commission Engineer. Major modifications of the plan shall first be approved by the Planning Commission.
2. Storm drainage facilities, including retention basins, shall be maintained for proper functioning free of any debris, silt, or trash.
3. A Certificate of Occupancy shall not be issued and the buildings shall not be occupied until all site improvements shown on the Final Development Plan and listed in these conditions are either installed, or a bond or irrevocable letter of credit is submitted to the Planning Director for 125% of the cost of the work remaining to be done, as substantiated by cost estimates approved by the Planning Director. Landscaping must be certified as complete by the Landscape Inspector or bonded as described above.
4. There shall be no grading or construction until the Final Development Plan has been approved and signed by the Planning Commission, except as construction drawings are approved by the Planning Director for site development. The building permit shall not be issued until the Final Development Plan is approved and signed.

_____ (date), 20____

(owner or owners)

(Remainder of page left intentionally blank)

Form "G" (on preliminary and final subdivision plat)

CERTIFICATE OF ACCURACY

I hereby certify that the plan shown and described hereon is a true and correct survey to the accuracy required by the Georgetown-Scott County Planning Commission and that the monuments have been placed as shown herein to the specifications of the Planning Commission or other authorized officer.

_____ (date), 20____

(registered engineer or land surveyor)

Form "H" (attached to construction plans and development plans if applicable)

CERTIFICATION OF THE REVIEW OF STREET AND DRAINAGE PLANS

I hereby certify that the plans and profiles for the streets, stormwater management plans and other improvements for _____ (name of development) have been reviewed and are proposed in an acceptable manner according to the Subdivision and Development Regulations specifications.

_____ (date), 20____

(Commission Engineer)

Form "I" (attached to preliminary plat only)

CERTIFICATION OF PRELIMINARY PLAT APPROVAL

I hereby certify that the preliminary subdivision plat shown hereon has been found to comply with the Subdivision and Development Regulations for Georgetown and Scott County, Kentucky, with the exception of such variances, if any, as are noted in the minutes of the Planning Commission. Upon certification of the Commission Engineer of the approval of the water quality protection plan and all construction plans, construction may begin.

_____ (date), 20____

(Chairman, Georgetown-Scott County Planning Comm.)

Form "J" (attached to preliminary plan only)

CERTIFICATION OF PRELIMINARY PLAN APPROVAL

I hereby certify that the preliminary development plan shown hereon has been found to comply with the Subdivision and Development Regulations for Georgetown and Scott County, Kentucky, with the exception of such variances, if any, as are noted in the minutes of the Planning Commission. This approval does not constitute approval to begin construction or obtain a building permit.

_____ (date), 20____

(Chairman, Georgetown-Scott County Planning Comm.)

Form "K" (on final subdivision plat only)

CERTIFICATION OF THE APPROVAL OF STREETS AND DRAINAGE

I hereby certify: (1) that streets, stormwater management facilities and other improvements have been installed in an acceptable manner and according to city/county specifications in the development entitled: _____ or, (2) that a security bond in the amount of \$_____ has been posted with the legislative body of _____, Kentucky to assure completion of all required improvements in case of default.

_____ (date), 20____

(Commission Engineer)

Form "L" (on final subdivision plat - one form needed for each applicable utility)

CERTIFICATION OF AVAILABILITY OF UTILITY SERVICES

hereby certify that _____ (name of agency or company) shall supply the _____ (name of development) with electric/gas/telephone services and that the proposed utility easements of said development meet the requirements of this agency and all other applicable requirements.

_____ (date), 20____

(Company representative [Title])

Form "M" (amended)

CERTIFICATION OF ENVIRONMENTALLY SENSITIVE AREAS NOTICE

I hereby certify that the environmentally sensitive areas as defined in Article XII, Section 1200. G, have been identified and shown on this plat. For areas including sinkholes, springs, and other related features, a study was performed including an analysis of these features noting any non-buildable areas and, where permitted, any remediation methods, techniques and materials that were implemented and inspected in accordance with that analysis. A copy of this analysis and related documents has been submitted to the Planning Commission for their records.

_____ (date), 20____

Registered Engineer/Geotechnical Engineer/Certified
Geologist

Form "N" (on final subdivision plat)

CERTIFICATION OF FINAL SUBDIVISION PLAT APPROVAL

I hereby certify that the subdivision plat shown hereon has been found to comply with the Subdivision and Development Regulations for Georgetown and Scott County, Kentucky, with the exceptions of such variances, if any, as are noted in the minutes of the Planning Commission and that it has been approved for recording in the office of the County Clerk.

_____ (date), 20____

(Chairman, Georgetown-Scott County Planning Comm.)

Form "O" (on final development plan)

CERTIFICATION OF FINAL DEVELOPMENT PLAN APPROVAL

I hereby certify that the development plan shown hereon has been found to comply with the Subdivision and Development Regulations for Georgetown and Scott County, Kentucky, with the exceptions of such variances, if any, as are noted in the minutes of the Planning Commission and that it has been approved for construction and obtaining building permits.

_____ (date), 20____

(Chairman, Georgetown-Scott County Planning Comm.)

Form "P" (on final subdivision plat or development plan)

DRAINAGE EASEMENT DESCRIPTION

Drainage easements contain stormwater channels, stormwater storage areas/facilities, and access rights for maintenance of such facilities. No channel alteration or construction that would obstruct the flow of stormwater is allowed. There shall be no storage or disposal of grass clippings, trash, debris, or other potential obstructions that may wash into stormwater channels or storage areas.

(The drainage easement description shall also specify maintenance responsibilities.)

Form "Q" (amended) (on final subdivision plat and development plans)

CERTIFICATION OF UTILITY EASEMENT DESCRIPTION

Easements grant and convey to the Kentucky Utility Company, South Central Bell, Georgetown Municipal Water & Sewer Service (GMWSS), their successors, assigns, and lessees, the right to trim or remove any and all trees, structures and obstacles located on the easements or in such proximity thereto that in falling they might interfere with operation and maintenance of said facility. No building or other structure shall be erected, and no landfill or excavation or other change of grade shall be performed, upon the said easement after installation of facilities. The right of ingress and egress is hereby granted to users of the utility easement as required to construct, operate, maintain and reinforce facilities within said easements. All lots lines not having an easement indicated will have 5' easements on them.

_____ (date), 20____

(General Manager)

(Remainder of page left intentionally blank)

Form "R" (on final development plans and final subdivision plats)

CERTIFICATION OF FIRE DEPARTMENT APPROVAL

I hereby certify that the development plan shown hereon has been reviewed and found to comply with the *(insert either Georgetown or Scott County)* Fire Department regulations, including any conditions of approval or exceptions, noted hereon.

_____ (date), 20____

(Signature and Title of Fire Dept representative)

Form "S" (amended) (on final subdivision plat)

CERTIFICATION OF GMWSS INFRASTRUCTURE

The ownership of water lines, sewer lines, force mains, pump stations, and appurtenant structures thereto, existing or installed, and located within easements shown hereon are hereby dedicated to the City of Georgetown, by and through the Georgetown Municipal Water & Sewer Service (GMWSS) for operation. For a period of one (1) year following recording of this plat with Scott County Clerks Office, any and all maintenance costs incurred by GMWSS as a result of faulty equipment or installation will be invoiced to the developer for reimbursement to GMWSS.

_____ (date), 20____

(owner or owners)

(Remainder of page left intentionally blank)

Form T (on transfer and consolidation plats, including any final plats)

EASEMENT RELEASE

I hereby certify that there are no recorded or accrued utility and drainage easements being eliminated by this consolidation.

Signature and License Number of Surveyor or Engineer

-or-

Release of Easements: Except as noted or shown on this plat, the following parties hereby consent to the release of all rights that may have accrued for their use and benefit in the utility and drainage easements along the original lot lines eliminated by this plat, on the condition that new utility and drainage easements are provided along the new property lines.

County/City Engineer (as applicable)

Water

Signature

Sewer

Signature

Power

Signature

Telephone

Signature

Gas

Signature

Cable TV

Signature

Form U (on final development plans and final subdivision plats, including minor plans and plats)

CERTIFICATION OF GEORGETOWN DEVELOPMENT AUTHORITY APPROVAL

I hereby certify that the development plan or subdivision plat shown hereon has been reviewed and found to comply with the Georgetown Development Authority guidelines, including any conditions of approval or exceptions, noted hereon.

_____ (date), 20____

(Development Authority Chairperson)

Form V (on final subdivision plats in Georgetown)

CERTIFICATION OF STREET LIGHT APPROVAL

I hereby certify that a security bond or letter of credit in the amount of \$_____ has been posted the City Engineer's office to assure completion of street lights for _____ (name of development) in the case of default.

_____ (date), 20____

(City Engineer)

Form W (on final subdivision plats and final development plans)

CERTIFICATION OF GIS DEPARTMENT APPROVAL

I hereby certify that the development plan or subdivision plat shown has been reviewed and found to comply with the digital submittal requirements set forth in the *Subdivision and Development Regulations*.

_____ (date), 20____

(GIS Analyst/Technician, Georgetown - Scott County
Planning Commission)

(Remainder of page left intentionally blank)

Form X (on final subdivision plats and final development plans)

PRIVATE STREET/ACCESS EASEMENT MAINTENANCE NOTE

The owner/owners of this property and any successors in title agree to assume full liability and responsibility for construction, maintenance, reconstruction, snow removal, cleaning or any other needs related to the private street/access easement shown on this development plan/plat. This agreement relieves the City of Georgetown/City of Stamping Ground/City of Sadieville/Scott County government from any such responsibilities. If the owner/owners request that the private street/access easement be dedicated as public streets, the owner/owners bear the full expense of any reconstruction required to comply with City/County standards prior to dedication and acceptance and all conditions outlined in SECTION 1310.B have been met.

_____ (date), 20____

(owner)

_____ (date), 20____

(owner)

(Remainder of page left intentionally blank)

Form Y (on preliminary and final subdivision plats, preliminary and final development plans, and construction plans)

REQUIRED NOTES:

i. Residential Uses:

1. "Any sinkhole related non-buildable area identified here has been determined to be unsuitable for any construction activity and no buildings, parking areas or other structures shall be permitted within this area."
2. "Residential 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 two (2) 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."

ii. Non-Residential Uses:

1. "Identified sinkhole area(s) were investigated in the vicinity of _____. This investigation was performed by _____ (geotechnical engineer) on _____ (date) and is on file with the offices of the Planning Commission and City Engineer, where applicable. The report details the activities used to explore these areas and any recommendations regarding non-buildable areas (shown on the plat/plan) and treatment areas suitable for construction."
2. "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 two (2) foot above the 100 year 24-hour storm event (maximum) assuming no outflow from the sinkhole. Minimum Floor Elevations for such lots are referenced and shown on the plat."

APPENDIX IV

**PRELIMINARY PLAT/PLAN REQUIREMENTS CHECKLIST
FOR OFFICIAL USE**

Planning Commission Review – Preliminary Plat Application

Scott County, Kentucky

Date Received _____

Date of Meeting of Planning Commission _____

Action by Planning Commission _____

If plat rejected, reason(s) for rejection _____

Variances Approved (if any)

Date Chairman

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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		

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.		

APPENDIX V

FINAL PLAT/PLAN FORMS

APPLICATION FOR FINAL PLAT/PLAN APPROVAL - SCOTT COUNTY, KENTUCKY

Date _____

Application No. _____

1. Name of Applicant _____

Address _____

Phone _____

2. Name of Surveyor or Engineer _____

Address _____

Phone _____

3. Name of Development _____

4. Date Preliminary Plat/Plan Approved _____

5. Was a zoning change requested? _____

6. If YES, the plat/plan may not be approved until it conforms with the local zoning. Include a certification of zoning compliance if a change was requested.

7. Have all required improvements been installed? _____
If no, include detailed estimates of cost and a statement relative to the method of improvement guarantee. All estimates must be approved by the Planning Commission Engineer. (For Plats only)

8. Do you propose deed restrictions? _____

(If YES, please attach a final copy)

9. Waivers requested for plat or design standards.

Section Number

Item

a.	_____	_____
b.	_____	_____
c.	_____	_____
d.	_____	_____
e.	_____	_____

10. List other materials submitted with this application.

Item

Number

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____
- f. _____

NOTE:

As per Article VII of the Georgetown-Scott County Subdivision and Development Regulations, "under no circumstances shall the final plat be submitted prior to the completion, inspection, and approval by the Planning Commission Engineer of all grading and water quality protection improvements based on the required approved plans discussed in Sections 450(B) and 630 of these Regulations."

FINAL PLAT/PLAN REQUIREMENTS AND CHECK LIST

At a minimum, and in conformance with all requirements of Article VIII, the following information shall be included on the final plat/plan presented for review by the Commission unless accompanied by a request for waiver. Samples of all forms for certification can be found in Appendix II.

	<u>YES</u>	<u>NO</u>
A. Uniform size sheets, 18" x 24" or 24" x 36"; index of the same size, if necessary.	_____	_____
B. Title block:		
o Name of the proposed development, city name, county name;	_____	_____
o names, addresses, phone numbers of landowner(s) and developer(s);	_____	_____
o name, address, phone number, and seal and/or stamp of the licensed engineer and/or registration number of land surveyor responsible for the plat.	_____	_____
o Label "Final Plat" or "Final Development Plan"	_____	_____
C. Legend:		
o North arrow	_____	_____
o Graphic scale (not more than 1" = 100 ft.)	_____	_____
o Date of original and revisions	_____	_____
o Acreage of land to be developed	_____	_____
D. Vicinity map, 2,000 feet to the inch or greater.	_____	_____
E. Information Block:		
o total gross acreage	_____	_____
o acreage in R.O.W.	_____	_____
o net acreage by zone	_____	_____
o number of housing units by zone	_____	_____
o number of units per net acre by zone	_____	_____
o individual lot acreage for each lot	_____	_____
o other	_____	_____
F. Boundary lines of area being developed with accurate distances and angles; correct legal description of the property.	_____	_____

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 subdivision plat as specified in Articles VII and VIII.

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

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.

	<u>YES</u>	<u>NO</u>
A. Copy of completed application form for final plat review and payment of subdivision processing fees.	_____	_____
B. Legal description of the tract being developed and reflecting the boundary survey.	_____	_____
C. Total site data:		
o acreage;	_____	_____
o number of lots;	_____	_____
o area and lot number of the smallest lot;	_____	_____
o square feet of area or acres in parks and other public uses;	_____	_____
o zone districts that apply to development.	_____	_____
D. Lines of all proposed streets and alleys; widths of proposed streets; names of all streets; addresses of all parcels or units	_____	_____
E. Location and dimensions of areas intended to be dedicated or granted for public use; statement of dedication.	_____	_____
F. 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.	_____	_____
G. Lot data:		
o location of lots and blocks with dimensions;	_____	_____
o bearings of lot lines;	_____	_____
o building setbacks(including rear & side yard lines)	_____	_____
o identification by consecutive lot number;	_____	_____
o lot width at building line and front lot line for lots located on curves.	_____	_____
H. 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.	_____	_____
I. Dimensions necessary for locating boundaries of development, lots, streets, alleys, easements, and other areas for public or private use.	_____	_____

J.	Radii, arcs or chords, points of tangency and central angles for all curvilinear streets and radii for rounded corners.	_____	_____
K.	Location and description of survey monuments. <i>2 side plane by north</i>	_____	_____
L.	Industrial and commercial plats: buildings masses, entrances, loading areas, number of establishments.	_____	_____
M.	Deed restrictions, protective covenants or home-owner'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).	_____	_____
N.	As-built construction plans for sanitary sewer facilities, storm water management facilities, water supply system, and other improvements or proof of improvement guarantees (Article VII).	_____	_____
O.	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.	_____	_____
P.	Application requesting modification, variance or waiver of final plat requirements or design standards (as required).	_____	_____
Q.	Certificate of Dedication.	_____	_____
		<u>YES</u>	<u>NO</u>
R.	Certificate of Surveyor.	_____	_____
S.	Certificate of Review By County Health Officer, if applicable.	_____	_____
T.	Certificate by the Planning Commission Engineer.	_____	_____
U.	Certificates of Public Water and/or Sewer Provision.	_____	_____
V.	Certificates availability of utility services.	_____	_____
W.	Source of title.	_____	_____
X.	Certificate of Planning Commission approval	_____	_____

FOR OFFICIAL USE
Planning Commission Review - Final Plat Application
Scott County, Kentucky

Date Received _____

Date of Meeting of Planning Commission _____

Action by Planning Commission _____

If plat rejected, reason(s) for rejection _____

Date _____

Chairman

NOTE: As per Article VII of the Georgetown-Scott County Subdivision and Development Regulations, "under no circumstances shall the final plat be submitted prior to the completion, inspection, and approval by the Planning Commission Engineer of all grading and water quality protection improvements based on the required approved plans discussed in Sections 450(B) and 630 of these Regulations."

APPENDIX VI

MINOR SUBDIVISION PLAT FORMS

APPLICATION FOR MINOR SUBDIVISION APPROVAL - SCOTT COUNTY, KENTUCKY

Date _____ Application No. : _____

The undersigned applies for minor subdivision approval under the provisions of Article IX of the subdivision and development regulations of the Scott Joint Planning Commission.

Signature: _____

Address: _____

Phone: _____

Minor subdivision approval is requested under the following provision:

1. where a subdivision contains three (3) or fewer lots, including the remainder of the original tract; fronts on an existing public street; involves no new street or widening or extension of existing streets or new utility easements; and conforms to the adopted Georgetown-Scott County Subdivision and Development Regulations, Georgetown-Scott County Zoning Ordinance, and Georgetown-Scott County Comprehensive Plan; or
2. where a development provides for the transfer of land between adjacent property owners and does not involve the creation of any new lots or building sites; or
3. where up to and including five lots of record are consolidated to create a lesser number of parcels and involve no new public improvements; or
4. where there is a need to make 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 of public improvements requirements.

PLANNING COMMISSION REVIEW FORM

FOR OFFICIAL USE

Planning Commission Review - Minor Plat Application

Scott County, Kentucky

Date Received: _____

Action: _____

Comments:

_____, 20__

Date

Chairman or authorized representative

APPENDIX VII

TECHNICAL REQUIREMENTS

1. ROAD AND STREET DESIGN
 - a. Geometry
 - b. Paving Specifications
2. SURVEYING STANDARDS
 - a. Surveying Standards for Subdivisions in Scott County, Kentucky
 - b. Minimum Standards of Practice for Land Surveying in Kentucky (Adopted: January 31, 1984; effective: July 1, 1984)
3. STORM DRAINAGE
4. ACCESS AND PARKING DETAILS
 - a. Road Accesses
 - b. Parking, Loading, and Unloading

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APPENDIX VII(A)

ROAD AND STREET DESIGN

1. GEOMETRY

- a. **HORIZONTAL CURVE RADIUS** - A curve with a radius adequate to ensure safe sight distances shall be made. The relationship between curve radius, length of curve and percentage slope shall conform to the standards in Exhibit A-1. The minimum radii of curves shall be:

Street Type	Minimum Curve Radius
Residential Collector & Non-Residential	300 ft
Others	100 ft

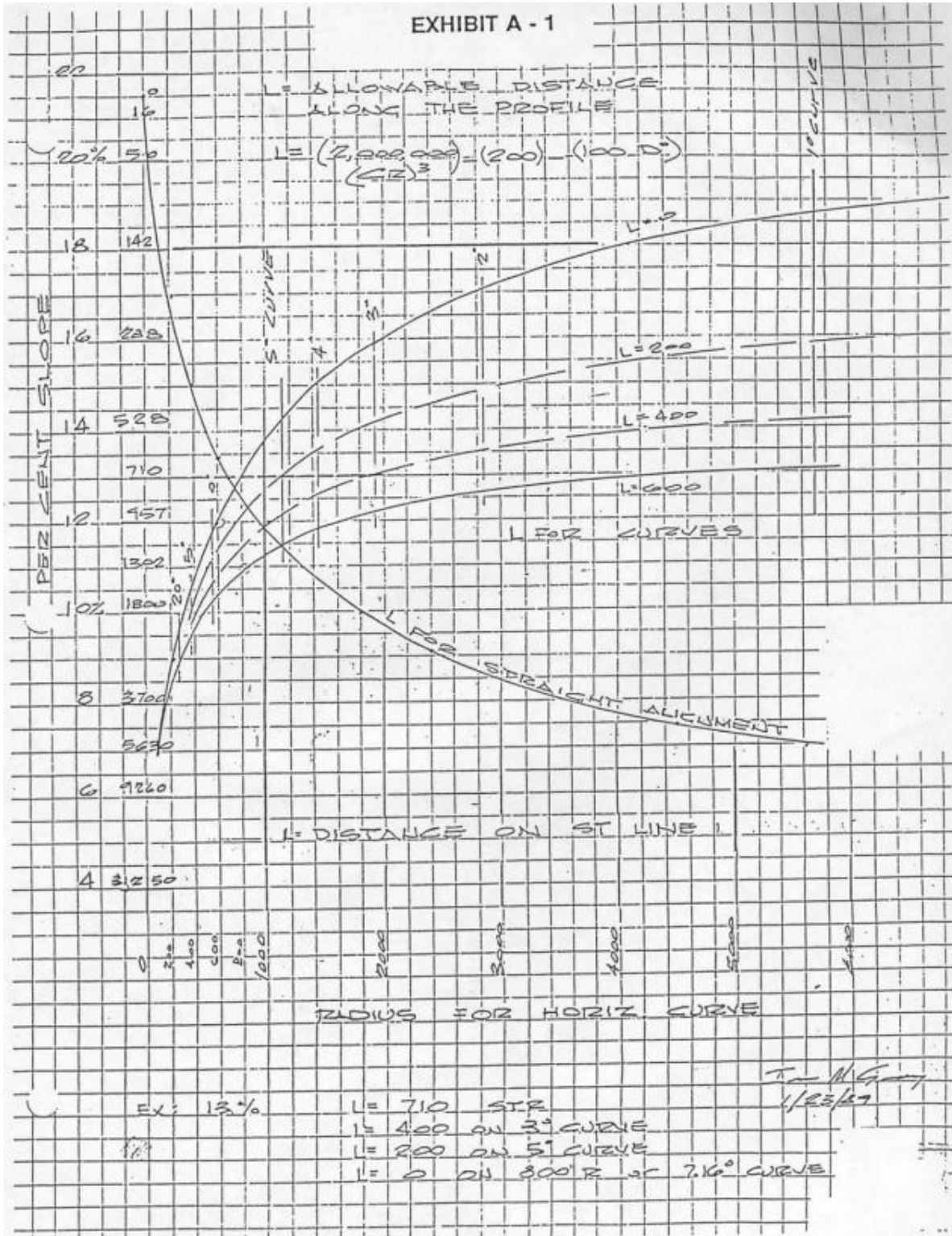
- b. **VERTICAL CURVES** - All changes in grade for streets shall be connected by a vertical curve of a minimum length necessary to provide adequate sight distance. The minimum curve length shall be calculated as follows:

- i. Calculate the algebraic difference in grades.
- ii. Multiply by the appropriate value.

Values for Crest Curve in		
	Collector Streets	45
Values for Sag Curves in		
	Collector Streets	45
	Other Streets	22

- iii. In no case, shall the minimum length of a vertical curve be less than 100'.
- c. **STOPPING SIGHT DISTANCE** - The minimum stopping sight distance shall be 250' for collector streets and 200' for all other streets.
- d. **CUL-DE-SACS** - Cul-de-sac turnarounds shall have a minimum roadway radius of 40', face of curb to face of curb (reverse curve radius of 85' joining to straight line), and a right-of-way radius of 50' (reverse curve radius of 75' joining to straight line), except in the case of cul-de-sacs over 150' in length which shall have a minimum roadway radius of 45', face of curb to face of curb, a right-of-way radius of 55' (reverse curve radii of 80' and 70' respectively).

EXHIBIT A - 1



- e. **GRADES** - The maximum street grades shall conform to the following:

Street Type	Desirable Maximum	Notes
Residential Collector Street	5	Allowable maximum shall conform to the requirements of Exhibit A-1 to a maximum of 10% for a collector and 15% for others.
Others	8	

- i. All streets shall be designed for a minimum grade of eight-tenths (8/10) of one (1) percent. The maximum grade within 50 feet of an intersection shall be three (3) percent.
- f. **INTERSECTION ANGLES AND NUMBER OF LEGS** - For a tangent intersection of at least 100 feet, measure from the intersection of the right-of-way lines, all streets shall intersect at a desired angle 90 degrees and a minimum angle of 75 degrees. The maximum number of street legs shall be 4.
- g. **CORNER SIGHT DISTANCES AT INTERSECTIONS** - The minimum standards for corner sight distance are determined by the posted speed 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:

Design Speed (MPH)	Corner Intersection Sight Distance (Feet) ⁷
25 mph or less	250
30	300
35	350
40	400
45	450
50	500
55	550
60	600

- i. **Note:** This table assumes right angle intersections and straight major street movement within the sight distance. Situations involving skewed intersections, curvilinear streets and other

⁷ 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).

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.

2. PAVING SPECIFICATIONS

a. STREETS, ROADS, PARKING LOTS, AND ACCESS (See Exhibit A-2)

- i. California Bearing Ratios of less than 4 will require soil stabilization. Paving thickness may be reduced if CBR's are greater than 6 -information to be submitted to the Planning Commission Engineer by developer's engineer.
- ii. A 4" course of open textured gravel/coarse aggregate shall be required under rigid pavement.
- iii. The subgrade shall be stabilized to a minimum C.B.R. of 5 (five) and then followed by a series of 8"-2"-1".

iv. GENERAL:

1. Bituminous surface course will be 1" thick unless otherwise directed by the Planning Commission Engineer. Thickness of and number of lifts to be approved by the Planning Commission Engineer.
2. Tack coat of SS-1 or SS-1h (0.1 gal/yd²) required between bituminous base and surface.
3. Pavement components presented in this chart are examples of acceptable specifications. Alternative designs using different materials and/or component ratios will be considered when submitted by the developer's engineer.
4. Development construction may proceed pending final pavement design.

b. 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:

a. 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.

EXHIBIT A - 2 PAVING SPECIFICATIONS

Functional Class	Residential Local			Residential Collector			Non-Residential and Arterials		
CBR ⁽¹⁾	Bituminous w/ Granular Base	Full Depth Bituminous	(2) Concrete	Bituminous w/ Granular Base	Full Depth Bituminous	(2) Concrete	Bituminous w/ Granular Base	Full Depth Bituminous	(2) Concrete
4	3½" Paving 7" Base	6"	5"	4" Paving 8" Base	7½" Paving 5"		4" Paving 8" Base	8"	5"
5	3½" Paving 7" Base	6"	5"	4" Paving 8" Base	7" 5"		4" Paving 8" Base	7½"	5"
6	3" Paving 6" Base	6"	5"	4" Paving 6" Base	6½" 5"		4" Paving 6" Base	7"	5"

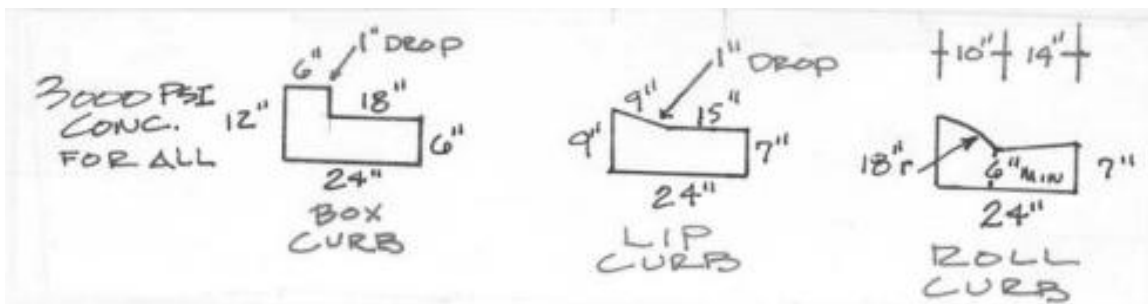
b. SIDEWALKS ADJACENT TO STREETS

1. 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.

c. SIDEWALK CONSTRUCTION WHERE CURB AND GUTTERS ARE WAIVED

1. 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.

c. CURB CONSTRUCTION



d. **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.

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SAMPLE PLAT OF SURVEY



APPENDIX VII(C)

METHODS OF DETERMINING STORMWATER RUNOFF RATE AND VOLUME

The following methods of determining stormwater runoff rate and volume shall be used:

Study Area	Method
< 30 acres	Rational
30-200 acres	Colorado Urban Hydrograph Procedure
> 200 acres	SCS TR55

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APPENDIX VII(D)

1. The following exhibits (E-3 through E-6) 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. Each exhibit depicts a different type of angle parking. See also Article X, Exhibit 10-6.

EXHIBIT E -3: 90 DEGREE PARKING

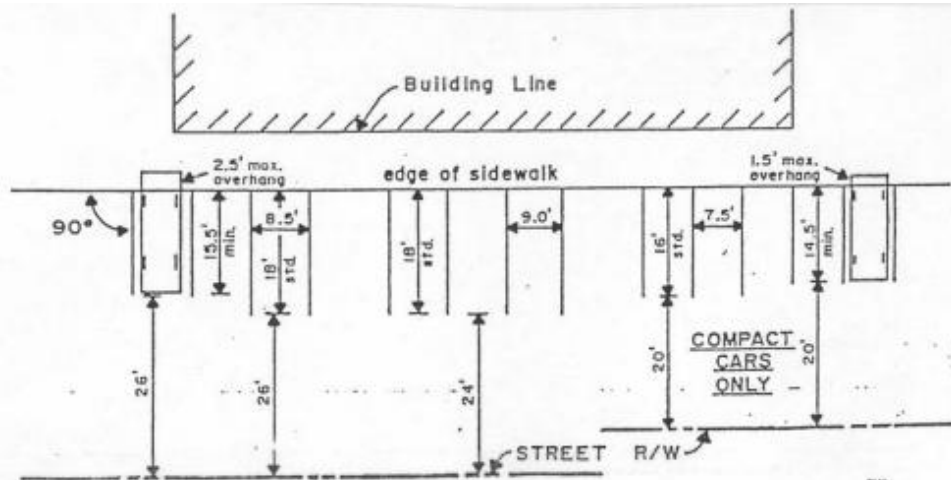


EXHIBIT E -4: 60 DEGREE PARKING

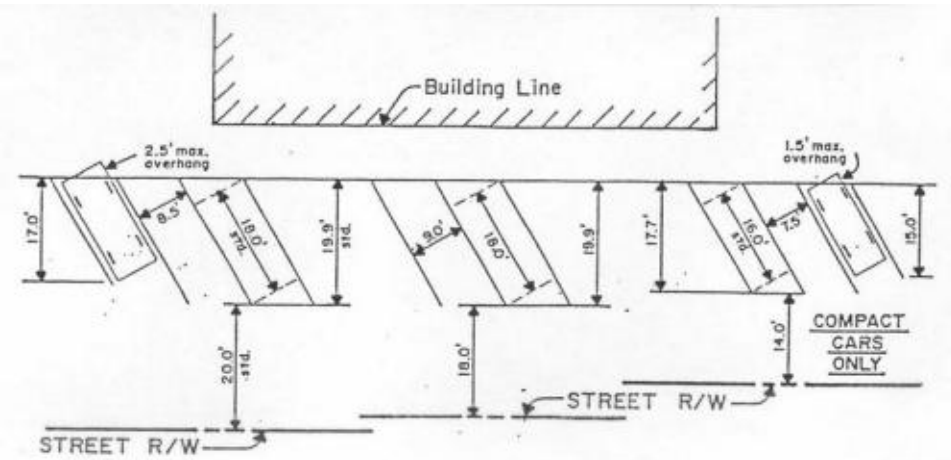


EXHIBIT E -5: 45 DEGREE PARKING

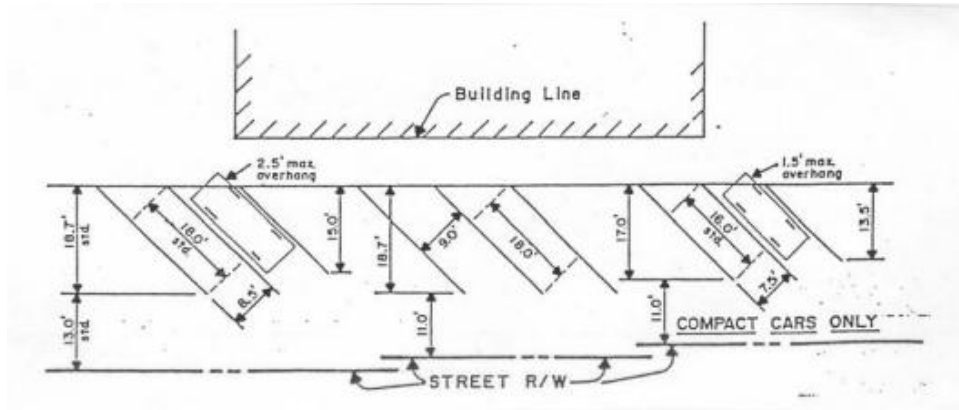
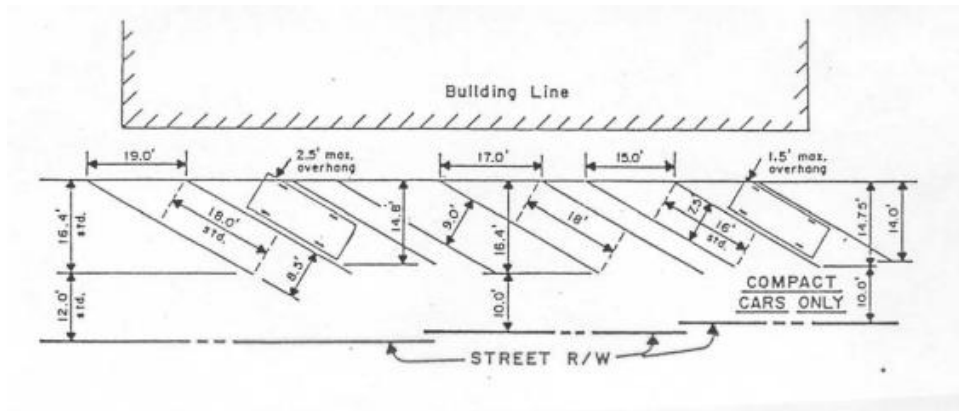


EXHIBIT E -6: 30 DEGREE PARKING



VARIATIONS

1. If no private walk is proposed, the stall depth may be measured from the building line.
2. If stalls are immediately adjacent to the street right of way line, tire stops or other restraints meeting the joint approval of the Building Inspector and Commission Engineer shall be provided so as to preclude any portion of a vehicle from protruding over the street right-of-way, or any vehicle from entering the parking area at other than the approved access.

DRAINAGE

1. 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.

MINIMUM PARKING SPACE REQUIREMENTS

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
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

Land Use	Minimum Parking Required
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
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

Land Use	Minimum Parking Required
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
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

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APPENDIX VIII

STREET NAMES AND NUMBERS ORDINANCES

ORDINANCE # _____

AN ORDINANCE PERTAINING TO THE NUMBERING OF PROPERTIES AND BUILDINGS TO DEFINE A PROPERTY NUMBER AS A NUMBER OR STREET ADDRESS ASSIGNED TO A PARCEL OF LAND, TO DEFINE A BUILDING NUMBER AS THE NUMBER, LETTER OR OTHER DESIGNATION ASSIGNED TO A PRINCIPAL BUILDING AND TO DEFINE A PRINCIPAL BUILDING AS A STRUCTURE WHEREIN THE PRIMARY OBJECTIVE OR MAJOR ACTIVITY ON THE PROPERTY TAKES PLACE; TO REQUIRE THAT PROPERTIES, PRINCIPAL BUILDINGS AND LEASABLE/SALABLE PORTIONS OF SAID BUILDINGS WHICH HAVE SEPARATE AND DIRECT OUTSIDE ENTRANCES SHALL BE NUMBERED AND SHALL HAVE THE PROPERTY NUMBER PROMINENTLY DISPLAYED; AUTHORIZING THE SCOTT COUNTY PLANNING COMMISSION TO ASSIGN OR CAUSE TO BE ASSIGNED A PROPERTY NUMBER AND/OR BUILDING NUMBER; REQUIRING THE POSTING OF A FIRE GATE NUMBER TO ANY PROPERTY WHERE A FIRE GATE NUMBER IS AUTHORIZED BY THE SCOTT COUNTY FIRE CHIEF, THE SCOTT COUNTY ROAD ENGINEER OR FOREMAN OR AGENT AUTHORIZED BY THE SCOTT FISCAL COURT; PROVIDING THAT NO PRIVATE ACCESS EASEMENT SHALL BE NAMED WITHOUT THE PRIOR APPROVAL OF THE SCOTT COUNTY PLANNING COMMISSION; PROVIDING THAT THE SCOTT FISCAL COURT MAY RENUMBER ANY AND ALL PROPERTIES ~~ARE~~ ON A STREET, ROAD OR HIGHWAY WHEN IN THEIR OPINION SUCH RENUMBERING IS NECESSARY OR ADVISABLE AND TO PROVIDE FOR THE ENFORCEMENT AND PENALTIES FOR VIOLATIONS THEREOF

BE IT ORDAINED by the Fiscal Court of the County of Scott, Kentucky that this Ordinance shall be known as the Numbering of Properties and Buildings Ordinance.

SECTION 1. DEFINITIONS.

A. For the purposes of this Ordinance the following terms and definitions shall be deemed to have the meaning indicated below:

(1) Property Number: The number or street address assigned to a parcel of land.

(2) 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.

(3) 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.

B. All properties within the unincorporated area of Scott County shall be numbered for the purposes of taxation, public safety and provision of services. A proper allowance of one number per each ⁵²~~25~~ feet of named roadway shall be used when properties are newly created.

C. All principal building and leasable/salable portions of said buildings which have separate and direct outside entrances shall have the property number permanently and prominently displayed, at the expense of the owners or occupants thereof, so as to be clearly visible and identifiable at all times from any direction from the street or named easement upon which the structure is located. The property number shall be reflective and a minimum of ^{Three (3)}~~four~~ (4) inches and a maximum of twelve (12) inches in height. Notwithstanding the above, where more than one principal building is located upon a property and where the property number is clearly displayed at the street entrance to the property, each principal building shall not be required to display the property number so long as each building is clearly identified by a building number or letter.

D. Structures with multiple units shall have each major doorway labeled with a range of numbers, letter or other designations when said doorways lead to groups of leasable/salable portions of a building.

E. The Georgetown-Scott County Planning Commission shall be authorized to assign or cause to be assigned a property number and/or a building number where appropriate so as to insure no duplication of numbers or street names.

F. No private access easement shall be named without the prior approval of the Georgetown-Scott County Planning Commission. All private access easements that are named with

the approval of the Georgetown-Scott County Planning Commission shall have a regulation street sign, purchased and erected at the expense of the owners, placed at each intersection of the named easement and any other named easement or street.

G. In areas where fire gate numbers are authorized by the Scott County Fire Chief, Scott County Road Supervisor or agent of Scott Fiscal Court, all entrances to any property shall have a fire gate number posted. Property owners, or occupants thereof, shall contact the Scott County Fire Chief, Scott County Road Supervisor or agent of Scott Fiscal Court when a fire gate number is needed for newly constructed entrances to properties or when a fire gate number is in need of replacement. All fire gate numbers shall be added or replaced by the Scott County Fire Chief, Scott County Road Supervisor or agent of Scott Fiscal Court, at the cost of the property owner.

SECTION 2. RENUMBERING.

Whenever, in the opinion of the Scott Fiscal Court, it shall become necessary or advisable to renumber any or all properties on a street, road, highway, passway, private easement or quasi public easement or passway, they shall make a list of all properties on such street, road, highway, passway, private easement or quasi public easement or passway and designate such properties, and thereupon notify the owners, or occupants, if the owner be a non-resident thereof, to have the designated number displayed on such property as provided in this Ordinance.

SECTION 3. MAINTENANCE OF NUMBERS.

The Scott County Building Inspector, Scott County Fire Chief, Scott County Road Supervisor or Scott County Sheriff's Department are authorized to require the owner or occupants of any business or residential structure within the unincorporated areas of Scott County from which the number, or any part thereof, has been removed or damaged to cause the same to be replaced at the expense of the owners or occupants thereof. The Scott

County Building Inspector, Scott County Fire Chief, Scott County Road Supervisor, or Scott County Sheriff's Department shall also have the power to require the owner or occupant of any business or residential structure within the unincorporated areas of Scott County to affix building and/or property numbers as required in this ordinance.

SECTION 4. NON-COMPLIANCE-PENALTIES.

A. Any owner or occupant of a business or residential structure who, upon being notified by the Scott County Building Inspector, Scott County Fire Chief, Scott County Road Supervisor, or Scott County Sheriff's Department to affix a number upon a structure or other device, shall fail to do so within five (5) days of notification, shall be subject to a fine of ten dollars (\$10.00) for each day thereafter until he or she complies with the order of the Scott County Building Inspector, Scott County Fire Chief, Scott County Road Supervisor, or Scott County Sheriff's Department.

B. Any owner or occupant of any property within the area where fire gate numbers are authorized who fails to notify the Scott County Building Inspector, Scott County Fire Chief, Scott County Road Supervisor or Scott County Sheriff's Department of any new entrance to such property so that a fire gate number may be placed at said entrance, or when a fire gate number is in need of replacement shall be subject to a fine of twenty-five dollars (\$25.00).

C. Any person who unlawfully defaces, moves, removes or causes to be moved or removed any building or property number affixed upon a structure or other device or who defaces, moves, removes, or causes to be moved or removed any fire gate number placed by lawful authority, or who maintains a building or property number or fire gate number in such a way that it is not clearly visible and identifiable at all times, shall be subject to a fine of twenty-five dollars (\$25.00) for each offense.

D. Any person who names a private access easement without the prior approval of the Georgetown-Scott County Planning Commission shall be subject to a fine of fifty dollars (\$50.00). Any person who places or causes to be placed any sign bearing a name not approved by the Georgetown-Scott County Planning Commission upon any private access easement shall be subject to a fine of fifty dollars (\$50.00) plus a fine of fifty dollars (\$50.00) for each day the sign remains after being notified by the Scott County Building Inspector, Scott County Fire Chief, Scott County Road Supervisor, or Scott County Sheriff's Department to remove such sign.

E. Any owner of a private access easement who fails to erect regulation street signs in accordance with this section within thirty (30) days from the date the Georgetown-Scott County Planning Commission approves said request shall be subject to a fine of twenty-five dollars (\$25.00) for each day thereafter until the signs are properly erected.

SECTION 5.

That this Ordinance shall be come effective upon its passage and publication.

PASSED AND APPROVED this _____ day of _____, 1991.

GEORGE LUSBY
COUNTY JUDGE EXECUTIVE

ATTEST:

CLERK, SCOTT DISTRICT COURT

PUBLISHED:

**CITY OF GEORGETOWN
ORDINANCE NO. 91-015**

AN ORDINANCE RELATED TO THE MANDATORY PROPERTY AND BUILDING NUMBERING SYSTEM NECESSARY TO THE IMPLEMENTATION OF E-911

WHEREAS, the City has endorsed the County's commitment to the implementation of the E-911 system and in support of that system deems it necessary to implement a mandatory property and building numbering system;

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

Section 1: Each parcel of real estate within the city limits of Georgetown shall be assigned a number consistent with the numbering of adjacent and neighboring properties. Parcels upon which there is located more than one principal building shall have numbers assigned to each building. Buildings within which there are more than one principal use shall be assigned a number for each use.

Section 2: All parcels, building and use numbers required under Section 1 shall be assigned by Planning and Zoning Commission staff in cooperation with the United States Postal Service.

Section 3: Parcel, building and use numbers shall be at least four inches in height, easily visible from the street and be displayed in close proximity to the principal entrance. All numbers shall be of a contrasting color or materials to the surface on which they are displayed. Numbers required under this ordinance shall not be displayed in text but in arabic numerals.

Section 4: Commercial buildings with entrances, whether for public or private use, opening onto more than one street, shall adequately identify the business in close proximity to the entrance(s) on the secondary street. For the purpose of this section, secondary street shall include any city street, alley or service road.

Section 5: Property owners shall have 90 days from the effective date of this ordinance to comply with its provisions. Failure to comply shall result in a fine of twenty-five dollars (\$25.00) per day of non-compliance.

Section 6: Enforcement Enforcement of this ordinance shall be the responsibility of the police department, the fire department and the building inspection department.

Section 7: Effective Date This ordinance shall take effect September 11, 1991.

This Ordinance was read for the first time at the Council's regular meeting on August 15, 1991, read for the second time, introduced, adopted and approved September 5, 1991.

APPROVED BY: Tom Prather, Mayor

ATTEST: Glenwood C. Williams, City Clerk

Legal #2424. Published in the Georgetown News & Times, Sept. 11, 1991.

**CITY OF STAMPING GROUND
ORDINANCE NO. 1991-03**

AN ORDINANCE RELATED TO THE MANDATORY PROPERTY AND BUILDING NUMBERING SYSTEM NECESSARY TO THE IMPLEMENTATION OF E-911

WHEREAS, the City has endorsed the County's commitment to the implementation of the E-911 system and in support of that system deems it necessary to implement a mandatory property and building numbering system:

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF STAMPING GROUND, KENTUCKY, AS FOLLOWS:

Section 1: Each parcel of real estate within the city limits of Stamping Ground shall be assigned a number consistent with the numbering of adjacent and neighboring properties. Parcels upon which there is located more than one principal building or residence shall have numbers assigned to each building. Buildings within which there are more than one principal use or residence shall be assigned a number for each use or unit.

Section 2: All principal building and unit numbers required under Section 1 shall be assigned by Planning and Zoning Commission staff in cooperation with the United States Postal Service. Principal buildings do not include garages, sheds, or similar structures.

Section 3: Principal building and unit numbers shall be at least four inches in height, easily visible from the street and be displayed in close proximity to the principal entrance and on mail boxes if available and necessary to afford visibility and identification. All numbers shall be of a contrasting color or materials to the surface on which they are displayed. Numbers required under this ordinance shall not be displayed in text but in arabic numerals.

Section 4: Structures and complexes with multiple units shall have each major doorway labeled in accordance with Section 1 and Section 3.

Section 5: Property owners shall have 90 days from the effective date of this ordinance to comply with its provisions. Failure to comply shall result in a fine of five dollars (\$5.00) per day of non-compliance beginning ten (10) days after written notice of non-compliance. It is the property owner or occupants responsibility to install and maintain proper numbers.

Section 6: Enforcement Enforcement of this ordinance shall be the responsibility of the police department and the fire department.

Section 7: Effective Date This ordinance shall take effect December 4, 1991.

This ordinance was read for the first time at the Commission's regular meeting on October 28, 1991, read for the second time, introduced, adopted and approved November 25, 1991.

Approved by: Donald Thompson, Mayor

Attest: Betsy A. Wigginton, City Clerk

Legal #2509. Published in the Georgetown News & Times, Dec. 4, 1991.

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APPENDIX IX

PRIVATE SEWAGE TREATMENT SYSTEMS

The Planning Commission shall approve new Rural Planned Unit Developments in the Western Rural Residential Area and the 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 * :

1. 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.
2. 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 reasonably compatible with other buildings in the area.
3. 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.
4. The following must be submitted to the Planning Commission as indicated:
 - a. 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 wasteload 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.
 - b. 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.
 - c. 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.

5. 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."
6. See Article VI for requirements for bonding of installations.

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APPENDIX X

ADJACENT PROPERTY OWNER NOTIFICATION

ZONE CHANGE REQUESTS – In addition to the State Law requirements, written notifications should be mailed by first class mail to all property owners within:

(a) 500'-Urban (applications within the Urban Service Boundary);

(b) 1,000'-Rural (applications outside of the Urban Service Boundary).

The distance is to be measured from the edge of property (i.e., property line). A copy of the PVA map or GSCPC-GIS Property Map indicating the subject property and the prescribed radius shall be submitted as part of the applicant's notification packet. The required (noted) time frames shall apply for each type of notification. Legal notices are required to be advertised in the local newspaper no less than seven (7) days but no more than twenty-one (21) days prior to the hearing; posted signs and letters must be mailed no less than fourteen (14) days prior to the hearing.

Posted signs shall include a red "Z" across the background or the title "Zone Change" of the sign to indicate "zone change request".

MAJOR SUBDIVISION & MAJOR DEVELOPMENT PLANS – Adjacent property owner notifications are required for all major applications that are to be reviewed by the full Planning Commission. Written notifications should be mailed by first class mail to all property owners within:

(a) 500'-Urban (applications within the Urban Service Boundary);

(b) 1,000'-Rural (applications outside of the Urban Service Boundary).

Notices shall include the type of application (i.e., development plan or subdivision plat), property address and/or tax map & parcel of the subject property, tax map or GSCPC-GIS base map illustrating the subject property, date, time and location of the Planning Commission hearing, and a telephone number where more information can be obtained (i.e., the Planning Commission office phone number). Notices shall be mailed via First Class Mail. A copy of the notification, listing of adjacent property owners (noting all that received a copy), copy of the PVA map or GSCPC-GIS Property Map indicating the subject property and the prescribed radius shall be submitted as part of the applicant's notification packet. Notices shall be per the zone change notification requirements (14 days prior to the Planning Commission hearing).

Applicant shall provide notice of the requested application **prior** to the public hearing as follows:

The applicant shall provide a copy of the application with (1) a copy of the published notice in the newspaper showing the date of publication, (2) signed affidavit or picture

of the posted sign, including the date of installation, (3) copy of the mailing list and (4) a copy of the (mailed) letter.

SAMPLE LETTER

August 25, 2004

Mr. & Mrs. John Q. Public

123 Any Street

Georgetown, KY 40324

RE: Notice of Public Meeting

Dear Property Owner:

The Georgetown-Scott County Planning Commission will consider the preliminary subdivision request for the **Snyder Property (PSP-2004-150) for 75 single family residential lots** located at **120 Any Street**. The Planning Commission will consider this application at their September 9, 2004, public meeting. This meeting will be held at 6:00 p.m. in the Scott County Courthouse, 3rd Floor Courtroom.

All interested persons are invited to attend. For more information, contact the Planning Commission Office at 502 867-3701.

Sincerely,

M. T. Lott (signature)

M.T. Lott

Applicant

APPENDIX XI

STREET LIGHT STANDARDS AND PROCEDURE

CITY OF GEORGETOWN

ORDINANCE NO. 05-005

AN ORDINANCE AMENDING THE ESTABLISHED STREET LIGHT STANDARDS AND PROCEDURE

WHEREAS, installation of street lights is required on all public streets;

WHEREAS, responsibility for this installation lies with either the developer or the utility contracted by the City of Georgetown depending upon the type fixture; and

WHEREAS, The proposed amendment to Ordinance No. 96-001 is for the purpose of updating the current procedures for installation of street lights for all proposed streets eligible for dedication to the City of Georgetown.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR
THE CITY OF GEORGETOWN, KENTUCKY, THAT:**

Section 1. General Provisions:

- (a) No street lighting shall be installed on public streets except in compliance with this ordinance.
- (b) Street light easement or pole locations shall be shown on all subdivision plats and development plans as applicable.
- (c) Prior to the approval of a Final Development Plan (FDP) or Final Subdivision Plat (FSP), street lighting shall be installed pursuant to this ordinance, or a street light construction fee in an amount equal to the estimated cost of installation plus twenty-five percent (25%) shall be paid to the City of Georgetown for the installation.
- (d) The City Engineer shall sign a certification on the FDP or FSP referenced to item (c).
- (e) If street lights are not installed prior to the FDP or FSP, then installation of lights shall be done by the City of Georgetown and paid by the collected fees from the development. Notification to the utility company to install will occur at 80% build-out for a street. In the event an 80% build-out is not accomplished within three (3) years of FDP or FSP, upon certification by the City Engineer, Police Chief, or Fire Chief that the absence of street lights creates an unreasonable risk to the health, safety or welfare of the residents of the development or general public, the City shall install the street lights according to the approved plan.

(f) The City shall accept only two styles of light fixtures for public financial responsibility and maintenance.

(i) Styles accepted by the City are the colonial post top and cobra head. The colonial post top is available only for underground installation. The cobra head is available for both underground and overhead installation. The colonial post top is available for all installations of 9500 lumens or less. The cobra head is available for all lumens levels.

(ii) All other styles must receive prior specific written approval from the City. Approval will not be given unless the developer or a properly constituted homeowner's association provides adequate security for the payment of all costs associated with the requested style in excess of the customary cost of the styles approved in Section 1(f)(i). Approval of the style shall be within the sole discretion of the City. No entitlement to any other style is granted by this provision. Approval may be denied for any reason.

(g) Light fixtures for local streets shall be 5800 lumens. Fixtures for sub-collector streets shall be 5800 lumens. Fixtures for collector streets shall be 9500 lumens. Fixtures for arterial streets shall be a minimum of 22,000 lumens. All intersections, regardless of category of streets, shall have a minimum of 9500 lumens. These street classifications shall be determined according to the definitions set out in the Georgetown-Scott County Subdivision Regulations.

(h) All light fixtures shall be spaced at intervals of 200 to 250 feet. The specific spacing for a particular installation shall be determined by the anticipated coverage of the particular fixture and lumen level. This spacing may be varied only with approval of the City and Kentucky Utilities. Different spacing may be required by Kentucky Utilities or the City in the event circumstances exist which render the standard spacing inappropriate.

Section 2. Previously approved development: All developments for which a final development plan or final subdivision plat have been approved prior to the effective date of this Ordinance, but for which development no street lighting has been installed, shall:

(a) Submit to the City Engineer a street lighting plan which provides light fixture locations, lumen levels and fixture style. Any plan which includes a light fixture style other than permitted above shall also provide documentation required in Section 1(f)(ii) above. No lighting-related construction shall begin prior to receipt of written approval of a submitted lighting plan. The written approval must be signed by either the Mayor or the City Engineer.

- (b) Within 60 days of receipt of approval of the street lighting plan required in Section 2(a) above, shall install the light fixtures according to that approved plan.
- (c) In the event the developer fails to install the approved street lighting plan within the time allotted in Section 2(b), the City may grant an extension of time in which to complete installation. No extension of time shall be granted except upon a showing of the developer's good-faith effort to complete the installation and the posting of the developer's bond in the amount of the cost of the installation of the approved street lighting plan, plus 25%, in the Mayor's office, which bond shall secure the cost of the City's installation of the approved street lighting plan in the event of the developer's failure to complete installation according to the plan within the extension granted above. The City's election to call the developer's bond and to undertake installation according to the approved plan shall not preclude the filing of charges in Scott District Court seeking the penalties provided below.
- (d) Lighting-related construction begun prior to the effective date of this Ordinance and completed no later than 45 days after the effective date of this Ordinance shall not be affected by the provisions of this Ordinance.

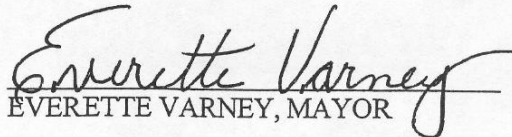
Lighting-related construction begun prior to the effective date of this Ordinance but not completed within 45 days after the effective date of this Ordinance shall comply with all applicable provisions of this Ordinance

- (e) A developer cannot dedicate to the City a street or roadway prior to the installation of street lights.

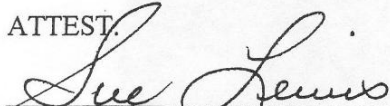
Section 3. Penalties: Each violation of this Ordinance shall be punishable by fine of up to \$100.00, with each day and each fixture constituting a separate violation.

The foregoing Ordinance was read for the first time by summary on this 17th day of March, 2005, read for the second time, adopted and approved this 7th day of April, 2005

APPROVED:


EVERETTE VARNEY, MAYOR

ATTEST.


SUE LEWIS, CITY CLERK

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APPENDIX XII

ORDINANCE RELATING TO NOTICE OF VIOLATION AND THE OBLIGATION ATTENDANT TO THAT NOTICE ON SUBSEQUENT BUYER OR ASSIGNEE OF THE PROPERTY

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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.

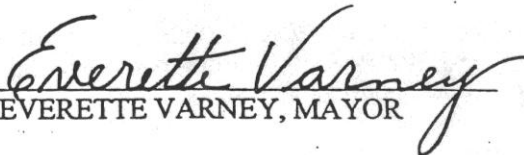
3. Application of §2 Prohibition: The prohibition of new permits/approvals provided in §2, above, is applicable to applicants, whether individual, partnership or corporation having substantial identification with the builder or developer who has failed to comply with an enforcement order. By way of example, 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

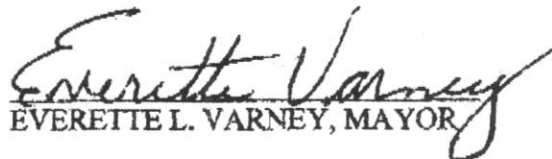
that owe delinquent occupational taxes or net profits taxes due as a result of income earned by the business, property taxes owed on property owned by the business or other finally determined obligation owed to the City that is business-related, such as the tourism tax or nuisance abatement charges, 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

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