

**SUBDIVISION REGULATIONS  
OF THE  
CITY OF PELL CITY, ALABAMA**



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## **ARTICLE I PURPOSE AND TITLE**

### **SECTION 1 – PURPOSE**

- A. The purpose and intent of these regulations are to establish objective, community wide standards for public improvements, and the subdivision of land within the City. These regulations are based upon the following elements:
1. Proper subdivision design criteria.
  2. The impact of development upon adjacent property.
  3. The definition of public and private development responsibilities.
  4. Concern for the health, safety and welfare of the entire City.
  5. Encouragement of an orderly and efficient land development pattern.
  6. Coordination with other applicable ordinances and plans.
  7. Regulate the development of all property in the City.

The regulations also recognize the responsibility of the City to maintain public improvements. Proper and timely maintenance is essential to preserve the required improvements through their designed life.

### **SECTION 2 – TITLE**

- A. These regulations shall be known as the “Subdivision Regulations of the City of Pell City”, and may be so cited.

## **ARTICLE II AUTHORITY AND JURISDICTION**

### **SECTION 1 – AUTHORITY**

- A. Authority for municipal control of subdivisions within the corporate limits is granted in §11-52-30 to § 11-52-36, and § 11-52-50 to § 11-52-54, *Code of Alabama*, 1975, as amended.

### **SECTION 2 – JURISDICTION**

- A. From and after the effective date hereof, these regulations shall govern the subdivision and development of all land located within the corporate limits of the City of Pell City, Alabama, as well as the subdivision of all land located within five (5) miles of the corporate limits as provided by Ordinance Number 71-330 and Section 11-52-30, Code of Alabama (1975). These subdivision regulations

shall supersede all previous subdivision regulations adopted or used by the City. Any ordinance or resolution in conflict with these subdivision regulations shall have no further force or effect.

- B. Any Owner of land within the limits of said subdivision jurisdiction wishing to subdivide land shall submit to the City of Pell City, a plat of the subdivision which shall conform to the minimum requirements set forth in these regulations. No plat of a subdivision lying within such territory, or part thereof, shall be filed or recorded in the office of the Probate Judge, and no sub-divider may proceed with improvement or sale of lots in a subdivision until such subdivision plat shall have been approved by the City of Pell City, and said plat is filed of record in the office of the Judge of Probate of St. Clair County.
- C. Any Owner or Developer of land within the subdivision jurisdiction of the City of Pell City wishing to develop said land shall submit to the City of Pell City, plans for said development in compliance with these regulations. Any subdivision of land, as herein defined, shall be subject to these regulations. All property to be developed in the City of Pell City shall comply with these minimum regulations.
- D. Should a subdivision within the subdivision jurisdiction of the City of Pell City be transferred to another Owner, the new Owner shall be subject to the regulations contained here within.

### **SECTION 3 – ADMINISTRATION**

- A. The City of Pell City Planning and Zoning Board is hereby authorized and directed to administer and coordinate these regulations. Final approval of plats and other data shall be the responsibility of the governing body of The City of Pell City as prescribed by law. The City Manager or his/her authorized representative is hereby authorized and directed to enforce all provisions of these subdivision regulations.

## **ARTICLE III DEFINITIONS**

### **SECTION 1 – GENERAL**

- A. Except as otherwise provided herein, all words shall have the customary dictionary meaning. The present tense includes the future tense. The singular number includes the plural, and the plural includes the singular. The word “person” includes a firm, corporation, association, organization, trust, partnership, limited liability company, or other duly recognized legal entity. The word “lot” includes “plot” or “parcel”. The word “building” includes “structure”. The word “shall” is mandatory. The word “may” is permissive.

## SECTION 2 – SPECIFIC DEFINITIONS

- A. When used in these regulations the following words and phrases shall have the meaning given in this section:
1. *AASHTO* – American Association of State Highway and Transportation Officials. An agency that sets national design standards for roadways.
  2. *ADA* – Americans with Disabilities Act. Requires sidewalks to be accessible to individuals with disabilities.
  3. *ALDOT* – Alabama Department of Transportation
  4. *ALLEY* – shall mean a minor public way having a narrow right-of-way and affording a secondary means of access to service abutting properties.
  5. *BLOCK* – shall be a tract or parcel of land entirely surrounded by public highways or streets, other than alleys.
  6. *BOARD of ADJUSTMENTS* – shall mean the Board of Adjustments for the City of Pell City, Alabama that resolves matters related to zoning appeals.
  7. *BUILDING SETBACK LINE* -- shall mean a line parallel to the property line in front of which no structure may be erected.
  8. *CITY* – shall mean the City of Pell City, Alabama.
  9. City *CLERK* – shall mean the duly designated Clerk of the City of Pell City, Alabama.
  10. City *COUNCIL* – shall mean the City Council of the City of Pell City, Alabama.
  11. City *ENGINEER* – shall mean the duly designated Engineer of the City of Pell City, Alabama, including either a contract engineer or City employee.
  12. City *MANAGER* – shall mean the duly designated Manager of the City of Pell City, Alabama.
  13. City *SPECIFICATIONS* – shall mean all construction specifications or ordinances which have been adopted by the City Council or as required by the City of Pell City Planning and Zoning Board (including any specifications required by state law).
  14. *CORNER LOT* – shall be a lot abutting upon two (2) or more streets at their intersection.
  15. *DEVELOPER* – shall mean the person(s), firm(s), or corporation(s) engaged in the process of creating or developing a subdivision or having completed a subdivision of said land.
  16. *DOUBLE FRONT LOT* – shall be a lot having frontage on two (2) non-intersecting streets as distinguished from a corner lot.
  17. *EASEMENT* – shall mean a grant of rights by the property owner for use of a strip of land for present and future purposes by the City as deemed necessary to provide City services.
  18. *FINAL PLAT* – shall mean a plat of a tract of land which meets the requirements of these regulations and is in form for recording in the office of the Probate Judge of St. Clair County, Alabama.
  19. *GROUP DEVELOPMENT* – shall mean a development comprising of two (2) or more structures, built on a single lot, tract, or parcel of land, which

- is designed for occupancy by separate families, firms, or other enterprises.
20. *GOVERNING BODY* – shall mean the City Council of the City of Pell City, Alabama.
  21. *HALF-STREET* – shall mean a street which does not meet the minimum right-of-way widths set forth in these regulations.
  22. *HEALTH DEPARTMENT* – shall mean the St. Clair County Department of Public Health, and the Alabama Department of Public Health.
  23. *LAND AREA* – shall mean property which is not water surface area.
  24. *LOT* – shall mean a parcel of land intended for transfer of ownership or for building development, which shall be comprised of land area or a combination of land area and water surface area which complies with the Area and Dimensional Regulations of the Zoning District in which it is located. Each lot shall be comprised of land area in an amount equal to or greater than the minimum lot area required in the Zoning District in which it is located. Said land area shall be contiguous and have principal frontage upon a public street.
  25. *MONUMENT* – shall mean any permanent object serving to indicate a limit to or mark a boundary.
  26. *OPEN SPACE* – shall mean any land either publicly or privately owned which is designated as being permanently undeveloped and used for recreation, conservation, or preservation.
  27. *OWNER'S ENGINEER* – shall mean the licensed engineer or land surveyor and in good standing with the applicable State Board of Registration of Alabama who is the agent in his or her professional capacity of the owner of land which is proposed to be subdivided or which is in the process of being subdivided.
  28. *PLANNING and ZONING BOARD* – shall mean the Planning and Zoning Board of the City of Pell City, Alabama.
  29. *PRELIMINARY PLAT* – shall mean a tentative plan of proposed subdivision submitted for consideration to the City of Pell City Planning and Zoning Board or Governing Body.
  30. *PROBATE JUDGE* – shall mean the Judge of Probate of St. Clair County, Alabama.
  31. *SIDEWALK* – shall mean a walkway constructed for use by pedestrians.
  32. *STREETS, ARTERIAL* – shall mean streets which are used primarily for moving fast or heavy traffic.
  33. *STREETS, COLLECTOR* – shall mean streets which carry traffic from local streets to the system of arterial or major streets.
  34. *STREETS, CUL-DE-SAC* – shall mean short local streets designed to have one end permanently closed; the closed end terminated by a vehicular turn-around.
  35. *STREETS, MARGINAL ACCESS* – shall mean streets which are parallel with and adjacent to an arterial street and which provides access to abutting properties and protection from through traffic.
  36. *STREETS, LOCAL* – shall mean streets used primarily to provide access from abutting properties to collector streets.

37. *SUBDIVISION* – shall mean the division of a lot, tract, or parcel of land in two (2) or more lots, plats, sites, or other divisions of land for the purpose whether immediate or future, of subdividing or re-subdividing. Also, when appropriate to the context, this term includes changing of lot size, alteration or relocation of private or public streets and alleys, and extension of major utility locations.
38. *USDOT* – United States Department of Transportation
39. *WATER SURFACE AREA* – shall mean property within lakes, ponds, rivers and year around-streams. Water surface area shall either include property within storm drainage structures, (including drainage ways which periodically contain water) nor swimming pools and other structures which contain water.
40. *ZONING ORDINANCE* – shall mean the duly adopted Zoning Ordinance of the City of Pell City, Alabama, as amended.

## **ARTICLE IV PROCEDURE FOR PLAT APPROVAL**

### **SECTION 1 – GENERAL**

- A. The procedure for review and approval of a subdivision plat consists of three (3) separate steps. The initial step is a pre-application meeting prior to preparing and submitting a preliminary plat. The second step is the preparation and submission to the Planning and Zoning Board of a preliminary plat of the proposed subdivision. The third step is the preparation and submission to the Planning and Zoning Board of a final plat, together with required certificates and bonds. This final plat becomes the instrument to be recorded in the Office of the Probate Judge, when duly signed by the Chairman of the Planning and Zoning Board, City Engineer, Building Inspector of The City of Pell City, Alabama, the St. Clair County Engineer representative of the Health Department and 911 Coordinator.
- B. Proposed subdivisions which do not contain public improvements shall require the submission and approval of final plat only. In such cases, however, the payment of the filing fee and notification of adjoining landowners shall be required, as set forth in Section 2 of this Article.

### **SECTION 2 – PRELIMINARY PLAT**

- A. The process to submit an application for preliminary plat approval is to:
  1. Request a pre-application meeting. The meeting shall include the property owner and/or Developer, the Planning and Zoning Department, City Engineer, Water and Sewer Department, Fire Chief and Police Chief.
  2. Appear before the Planning and Zoning Board for rezoning request (if applicable).



3. Submit initial fees (See Appendix C) and subdivision application (See Appendix B) to the Planning Clerk.
  4. Submit three (3) sets of subdivision plans, the preliminary plat and all required calculations to the City Engineer. No review will be performed until verification is given to the City Engineer that the initial fees have been paid to the Planning Clerk.
  5. The City Engineer and other pertinent City Departments will review the subdivision plans and the preliminary plat and provide comments in writing to the Developer.
  6. The Developer (or their Engineer) will make all corrections and resubmit the subdivision plans and the preliminary plat back to the City Engineer.
  7. If the City Engineer determines that the subdivision plans and preliminary plat are in accordance with the regulations contained here within, he or she will notify the Planning and Zoning Board and the Developer in writing.
  8. Twenty-one (21) days before the following Planning and Zoning Board's regularly scheduled meeting, submit two (2) sets and pdfs of the approved preliminary plat and the subdivision plans to the Planning Clerk.
  9. If any revisions are required by the Planning and Zoning Board, these shall be addressed. Seven (7) sets of final drawings shall be submitted to the Planning and Zoning Department to be stamped "Approved for Construction." Four (4) sets shall be retained by the City and three (3) sets shall be returned to the Developer. Approved plans must be on site at all times during construction.
- B. Notice of the public hearing is required for both a rezoning request and preliminary plat approval. The Planning Clerk will mail all public hearing notices and will collect the associated fees for the mailings from the Developer fifteen (15) days before the Planning and Zoning Board's next regularly scheduled meeting.
- C. The preliminary plat which shall meet the minimum standards of design and the general requirements for the construction of public improvements set forth in these regulations shall contain the following information:
1. Vicinity Sketch Map at a scale of one inch equals 2,000 feet showing the following:
    - a. Name and location of subdivision;
    - b. Names and addresses of Owner and designer;
    - c. North point, graphic scale, and date;

- d. Boundaries and approximate dimensions;
  - e. Amount of acreage to be subdivided;
  - f. Major traffic arteries, utilities, and community facilities (major shopping areas, schools, parks, hospitals, churches) which are pertinent to the proposed design.
2. Preliminary Sketch Plan of subdivision at a scale of no smaller than (1) inch equals one hundred (100) feet showing the following:
- a. Name and location of subdivision;
  - b. Names of Owner and designer;
  - c. North point, graphic scale, and date;
  - d. Amount of acreage to be subdivided;
  - e. Topography at a minimum of two-foot contour intervals;
  - f. Street plan which includes:
    - 1. Location of all existing and proposed streets within the subdivision and adjacent to it;
    - 2. Widths of existing and proposed rights-of-way;
    - 3. Clear identification of right-of-way location and width for any street which is considered part of the Street Plan;
    - 4. Street names which are subject to approval by the Planning and Zoning Board and 911 Coordinator.
    - 5. Plan and profile of all streets;
    - 6. Typical cross-section of proposed streets;
    - 7. Complete curve data for the center-line of each street;
  - g. Blocks and lots with dimensions shown for all lot lines;
  - h. Proposed building setback line for each lot;
  - i. Plans of proposed utility layouts showing feasible connections to existing or proposed utility systems. When such connections are not practical, all proposed individual water supply and/or sewage disposal systems shall meet the approval of the Health Department;
  - j. Location and size of all proposed culverts, storm sewers and inlets.
  - k. Location and width of all easements.
  - l. Location and dimension of land to be dedicated or reserved for parks, schools, open space or other public use;
  - m. Any portion of the land in the subdivision subject to periodic inundation by storm drainage, overflow, or ponding shall be clearly shown and identified on the plat as well as the location and

- zone designation of flood hazard areas as designated in the current FIA FLOOD HAZARD BOUNDARY MAP published by the U.S. Department of Housing and Urban Development Federal Insurance Administration; and other conditions adjacent to the tract which affect the design of the subdivision;
- n. The existing zoning classification of the subdivision and all contiguous land;
  - o. A fire protection plan showing the size and location of all existing and proposed water lines, fire hydrants, valves and appurtenances;
  - p. Assurance that Section 6G of the Manual on Uniform Traffic Control Devices (MUTCD), as amended shall be adhered to with regard to traffic control during construction;
  - q. The location of any masonry walls which are proposed to be owned in common by all owners of property in the residential subdivision, pursuant of the Zoning Ordinance;
  - r. Size in square feet, of each lot.
  - s. Names and addresses of all adjoining property owners.
- D. Also included should be any Drainage Calculations and Detention Calculations if detention is required. A “no adverse effects” downstream by stormwater runoff letter will be required by the Owner’s Engineer.
- E. In some cases the City Engineer may require a traffic study to be conducted. If Health Department approval or a sanitary sewer plan is required, this shall be done prior to the submittal to the Planning and Zoning Board.
- F. Within thirty (30) days after the final and complete submission to the Planning and Zoning Board of a preliminary plat, the Planning and Zoning Board shall review the plat, and indicate its approval, disapproval or conditional approval subject to any required modifications. If a plat is not approved or modified, the reasons for such disapproval or such modifications shall be expressed in the minutes of the meeting at which such action occurs.
- G. Plans shall be signed and sealed by a Professional Engineer licensed in the State of Alabama.
- H. No plat shall be considered to be finally and completely submitted until all required information is presented at a public hearing. The continuance of a public hearing shall delay final submission until the date of the last hearing dealing with the matter.
- I. Approval of the preliminary plat by the Planning and Zoning Board shall not constitute acceptance of the final plat.

- J. Approval of the preliminary plat shall lapse unless a final plat in substantial conformance therewith is submitted within eighteen (18) months from the date of such approval, unless an extension of time is specifically applied for by the Developer and expressly granted by the Planning and Zoning Board.

### SECTION 3 – FINAL PLAT

- A. The final plat shall conform substantially to the preliminary plat as approved. Phased subdivisions shall be submitted in their entirety and if any phase is not substantially complete within eighteen (18) months of the approval of the preliminary plat, such phases shall be resubmitted to the Planning and Zoning Board and the City Engineer for a new review and approval. New phases that are built outside of the eighteen (18) month preliminary plat approval window shall conform to the most current edition of the Subdivision Regulations.

**During construction all proposed changes that deviate from the approved preliminary plat shall be submitted in writing to the City Building Inspector.** He or she shall determine if the change warrants approval from the Planning and Zoning Board and/or approval from the City Engineer. No construction work is to take place on the proposed change until the City Building Inspector approves the change in writing. Failure to receive approval from the City Building Inspector for changes that differ from the approved preliminary plat may result in the City not accepting the subdivision.

At least thirty (30) days prior to the meeting at which it is to be considered, the Developer shall submit three (3) sets together with any street profiles or other plans which may be required by the Planning and Zoning Board or the Probate Judge of St. Clair County.

The plat shall be drawn to a scale of not more than one (1) inch equals one hundred (100) feet, on sheets not larger than twenty-four (24) by thirty-six (36) inches. When more than one (1) sheet is required, an index sheet of the same size shall be filed as a key, showing the entire subdivision, with the sheets in alphabetical order.

The final plat shall give the following information:

1. Vicinity Sketch Map at a scale in relation to its surroundings. The map submitted with the preliminary plat may be used.
2. Final Plan of the subdivision including the following:
  - a. Name and location of subdivision;
  - b. Name of Owner and designer
  - c. North point, graphic scale and date;
  - d. Location, width, and name of all streets, roads and other rights-of-way;

- e. Location of all blocks and lot lines with all lot numbers in numerical order;
  - f. Building setback lines for each lot;
  - g. Sufficient data to determine readily and reproduce on the ground; the location, bearing, and length of every road line, lot line, boundary line, block line, and building line, whether curved or straight; and including the radius, central angle, and tangent distance, and the length of curve for the center line of all curved roads and property lines which are not the boundary of the property being subdivided. The length of all dimensions shall be the nearest one hundredth (0.01) of one (1) foot, and bearing of all angles to the nearest one (1) second;
  - h. Location and dimensions of all easements;
  - i. Location and description of all monuments and iron pins;
  - j. Name and Location of adjoining subdivisions and roads;
  - k. See Appendix A for required wording of final plat certification;
  - l. The location of any masonry walls and retaining walls which are proposed to be owned in common by all owners of property in the residential subdivision, pursuant to the Zoning Ordinance;
  - m. Size in square feet, of each lot.
3. The following certifications shall be presented along with the final plat – See Appendix A for final wording:
- a. Certification showing that the applicant is the legal owner of the land and improvements, and formal dedication of streets, right-of-way and any other sites for public use and same has no encumbrances.
  - b. Certification by a registered surveyor of the accuracy of the survey and plat and the placement of all required monuments.
  - c. Certification of approval by the City Engineer, St. Clair County Engineer, and appropriate County Health Officer as required.
  - d. Certification by the City Engineer that the Owner's Engineer has submitted written notice that all improvements have been installed according to the requirements of these regulations.
  - e. Certification of approval to be signed by the Chairman of the Planning and Zoning Board and City Manager of The City of Pell City or the City Clerk.

- f. A certification for the City Clerk indicating that sufficient financial guarantee has been provided.
  - 4. The applicant shall also submit an engineering plan, or “as-built” plan, in paper format, pdf format, and AutoCAD format (2003 version, on state-plan coordinates), giving details of construction and locations of the improvements which have been installed. The primary purpose of the engineering plan is to provide the City with a record of the location, size, and design of the underground utilities for the City’s use in the course of maintaining such improvements. If the installation of improvements is completed under a surety, the “as-built” plan shall be submitted to the City before request of release of the surety by the applicant.
- B. When the plat has been approved by the Planning and Zoning Board and City Council, one (1) copy with the approval of the Planning and Zoning Board certified thereon shall be returned to the City for filing with the Probate Judge as the official plan of record, and shall be kept on record by the Planning and Zoning Board. The original tracing containing all required certifications shall be returned to the Developer for his records, and one (1) copy shall be retained in the records of the Planning and Zoning Board. If the plat is disapproved, grounds for such disapproval shall be stated in writing in the official minutes of the Planning and Zoning Board. Approval of the final plat by the Planning and Zoning Board shall not constitute acceptance by the public of the dedication of any street or other public way or ground or other improvements such as utilities. After approval of the final plat and the construction of proposed public streets shown thereon, the City Engineer may recommend to the City Council that (1) it accept these streets as public roads and take over their perpetual maintenance after a period of use, and (2) provide a maintenance bond as recommended by the City Engineer.

The Developer shall provide the Planning and Zoning Board a final and complete copy of any subdivision restrictive covenants.

In the event that a final plat has been previously approved by the Planning and Zoning Board and City Council, and a technical error, such as an incorrect dimension or angle, is discovered, the City Clerk and City Engineer shall review the request. If they determine that the intent of the City’s approval will not be altered by the amended map, they may approve the amended map for recording without additional formal approval from the Planning and Zoning Board and City Council. Before releasing the final plat for recording they shall contact the Chairman of the Planning and Zoning Board, for his or her approval. The City Engineer shall notify the Planning and Zoning Board and City Council of the reason(s) for the action taken.

C.

<b>REQUIREMENTS FOR PLATS TO BE SUBMITTED</b>		
	<b>Preliminary Plat</b>	<b>Final Plat</b>
Vicinity Sketch Map (scale 1" = 2,000')	X	X
Name and Location	X	X
Names and addresses of Owner and Designer	X	X
North Point, Graphic Scale, Date	X	X
Boundaries, Approximate Dimensions and Acreage of Site	X	X
Major Traffic Arteries and Utilities	X	X
Community Facilities	X	X
Subdivision Plan (scale 1" = 100 max)	X	X
Location of Streets	X	X
Street Names	X	X
Lot Lines	X	X
Lot Number	X	X
Setback Lines	X	X
Existing Utilities	X	X
Proposed Utilities	X	
Existing Storm Sewers and Detention	X	X
Proposed Storm Sewers	X	
Drainage Calculations	X	X
Proposed Fire Hydrants	X	
Dimensions (lots, roads)	X	X

<b>REQUIREMENTS FOR PLATS TO BE SUBMITTED (cont.)</b>	<b>Preliminary Plat</b>	<b>Final Plat</b>
Angles and Bearings, monuments	X	X
Contours	X	
Location, width and purpose of all Easements	X	X
Present Zoning	X	
Total Acreage of Subdivision	X	X
Acreage of each Lot	X	X
Certificates as Required	X	X
Proposed improvements requiring City approval (utility extensions)	X	X

## **ARTICLE V DESIGN STANDARDS**

### **SECTION 1 – STREET PLAN**

#### **A. GENERAL**

All design components of proposed streets shall comply with the latest edition of the AASHTO standards and all standards listed here within.

The arrangement, character, extent, location, and grade of all streets shall be laid out according to good land planning principles and shall be integrated with all existing and planned streets. Land abutting a proposed subdivision shall not be landlocked by the proposed subdivision.

The proposed street system shall be coordinated with the street system of the surrounding area. However, the number of streets converging upon any one point which would tend to promote congestion shall be held to a minimum. Creation of multiple street intersections shall not be permitted. The street pattern shall be in conformity with a plan for the most advantageous development of the entire community/development.

In addition, if in the opinion of the Planning and Zoning Board it is desirable to provide street access to an adjoining property, said street(s) shall extend by dedication to the boundary of such property. A temporary turn-around, as defined in design standards for street cul-de-sacs, shall be provided. Local streets shall be



so laid out that their use by through traffic in the subdivision will be discouraged.

Subdivisions which abut or include (within the proposed area to be subdivided) any freeway or arterial street shall provide for the adequate protection of properties, and afford separation of through and local traffic.

Intersections of minor subdivision streets with major and arterial streets shall be held to a minimum.

- B. PRIVATE RESERVE STRIPS – Private reserve strips (spite strips) and strips with unspecified purposes which control access to streets shall be prohibited.
- C. HALF-STREETS – Where there exists a dedicated or platted half-street adjacent to the tract to be subdivided, then other half shall be platted. New half-streets or half-alleys shall be prohibited.
- D. ACCESSIBILITY
  - 1. Where a proposed subdivision has no frontage on an existing public road or right-of-way, the Developer must provide, and dedicate to the City, a suitable right-of-way for ingress and egress. This connecting road becomes part of the street system of the proposed subdivision and is subject to all regulations regarding streets.
  - 2. Subdividing or development of property shall not be allowed to land-lock any adjacent property.
- E. MINIMUM STREET RIGHT-OF-WAY WIDTHS
  - 1. The Planning and Zoning Board shall determine the classification of all City streets. The widths of rights-of-ways for the various streets are indicated below. Widths shall be not less than as follows:

STREET TYPE	MINIMUM RIGHT-OF-WAY WIDTH
Arterial Street (Divided with median)	120 feet
Arterial Street (Undivided)	100 feet
Collector Street (Three or more lanes)	80 feet
Collector Street (Two lanes)	60 feet
Local Street	50 feet
Cul-de-sac (radius)	70 feet
Alley	25 feet

2. For placement of utilities, all right-of-way widths will include at a minimum of 12 foot clear space (not including sidewalk widths) from edge of curb and/or gutter to right-of-way limit except in case of an alley. Additional right-of-way in an alley is required when utilities are installed within alley. Right-of-way or easement widths in excess of the standards designated in these regulations shall be required whenever, due to topography, additional width is necessary to provide adequate earth slopes. Such slopes shall not be in excess of a three to one cut and three to one fill or better unless a Geotechnical Engineering report is provided. Required right-of-way shall extend to 10 feet outside of the toe of slope.
3. Any intersection of streets having an interior angle of less than ninety degrees shall have an easement radius if the City Engineer considers it necessary for the safe turning of traffic.
4. Subdivisions that adjoin existing roads shall dedicate additional right-of-way to meet the above minimum right-of-way requirements.
  - a. The entire right-of-way shall be provided where any part of the subdivision is on both sides of the existing road.
  - b. When the subdivision is located on only one side of an existing road, one-half (1/2) of the required right-of-way, measured from the center line of the existing roadway, shall be provided. The entire roadway width shall be resurfaced with 165 lbs/SY of asphalt wearing surface, unless the Planning and Zoning Board gives written approval to the contrary.
5. On roads with prescribed rights-of-ways, but where no dedicated right-of-way exists, the record plat will show half the required right-of-way from

the centerline of the road to the side to be recorded.

**F. MINIMUM ROADWAY WIDTHS**

1. The minimum pavement widths without curb and/or gutter for the various classifications of streets shall be as follows:

<b>STREET TYPE</b>	<b>MINIMUM PAVEMENT WIDTH</b>
Arterial	12 feet/lane
Residential Collector Street (two lanes)	24 feet
Commercial Collector Street (two lanes)	28 feet
Local Street	22 feet
Cul-de-sac (radius)	50 feet
Alley	18 feet

**G. STREET GRADES**

1. Grades of all roads shall comply with accepted engineering practice. Road grades shall not be less than one (1.0) percent for all streets and shall not exceed five (5.0) percent for an arterial street, six (6.0) percent for a collector street and twelve (12.0) percent for all other types of streets. The Planning and Zoning Board may permit some variation from these grade requirements if such variation would not adversely affect the safety and general welfare of the public.
2. Surface cross-drainage is not encouraged.
3. All roads shall be crowned in the center and have a two (2.0) percent cross slope. Superelevation may be utilized on arterials and collectors for improved vehicle stability in sharp curves.

**H. ALIGNMENT AND VISIBILITY**

1. There shall be a tangent of 125 feet provided between all reverse curves.
2. Angular Breaks in right-of-way alignment of more than two (2) degrees are not permitted.
3. For deflection angles exceeding ten (10.0) degrees in the alignment of a street, relatively long radii shall be utilized.

4. Clear horizontal visibility, measured along the centerline, shall be provided for at least 250 feet in each direction.
5. Where an existing road or other right-of-way falls within a proposed subdivision tract and the Developer proposes to abandon this right-of-way, the Planning and Zoning Board shall review this proposal in light of its effect on neighboring properties, and forward its recommendations to the City Council.
6. Where there are roads and rights-of-way in existence and are proposed to be retained, they must be designed so as to eliminate all bends and other hazardous conditions and meet the standards contained here within.
7. Clear horizontal visibility measured along the street centerline shall be provided for at least six hundred (600) feet on arterial streets; three hundred (300) feet on collector streets and at least two hundred (200) feet on all other streets.

#### I. INTERSECTIONS

1. Roads shall intersect at ninety (90) degree angles. The City Engineer may permit street intersections of less than ninety (90) degree angles if the intersection is formed by two (2) minor streets and the need for such an intersection angle is caused by a pre-existing physical site constraint. In such situations the right-of-way may be required to be rounded or otherwise set back.
2. Minimum curb radius at all intersections shall be at least 25 foot.
3. All streets shall have clear sight triangles within each corner of the intersection of seventy-five (75) feet for all streets except for arterials and all divided streets and highways, in which case their clear sight triangles shall be one hundred (100) feet. In these triangles no object higher than 36 inches shall be permitted.
4. Proposed new intersections along one side of an existing street shall coincide with any existing intersections on the opposite side of such street. Where two streets intersect, their pavement centerline alignments shall be generally continuous through the intersection. Street jogs with centerline offsets of less than one hundred fifty (150) feet shall not be permitted unless approved by the Planning and Zoning Board. Consecutive center line intersections of arterial and/or collector streets shall be at least six hundred (600) feet apart.
5. Where subdivision streets make intersection with city or county roads, the intersection shall be made at a point on the city or county road that will provide a minimum sight distance of 250 feet in each direction, or as

determined by the city or county street posted speed limit. Any less sight distance requirement shall be approved by the City Engineer.

6. No more than two (2) streets shall intersect at any one point, unless specifically approved by the Planning and Zoning Board, at the recommendation of the City Engineer.
7. The minimum curb radius at the intersection of two (2) minor streets shall be at least fifteen (15) feet. The minimum curb radius at any intersection involving an arterial or collector street shall be at least twenty (20) feet. Arterial and collector street intersections in nonresidential or mixed use subdivisions shall possess twenty-five (25) foot curb radii. The Planning and Zoning Board may require a larger curb radius for approved oblique intersections, especially for intersections that can be reasonably expected to serve commercial truck traffic. All radius dimensions given are to the back of the curb.
8. Grades approaching intersections shall be a maximum of three (3.0) percent and a minimum of one-half (0.5) percent grade for a distance of not less than 75 feet from the center line of said intersection, measured from the point of the intersecting street centerlines.
9. At railroad right-of-ways, where located as to affect access to a proposed subdivision, shall be shown on the Preliminary Plat. The center line of streets parallel to the railroad when intersecting a street which crosses the railroad at grade shall be a distance of at least two hundred (200) feet from the nearest railroad right-of-way. Greater minimum separation distances between arterial and collector intersections and railroad rights-of-way shall be determined by the Planning and Zoning Board and the City Engineer with due consideration of the peak traffic volumes and the minimum distance required for future separation of grades by means of appropriate approach gradient.

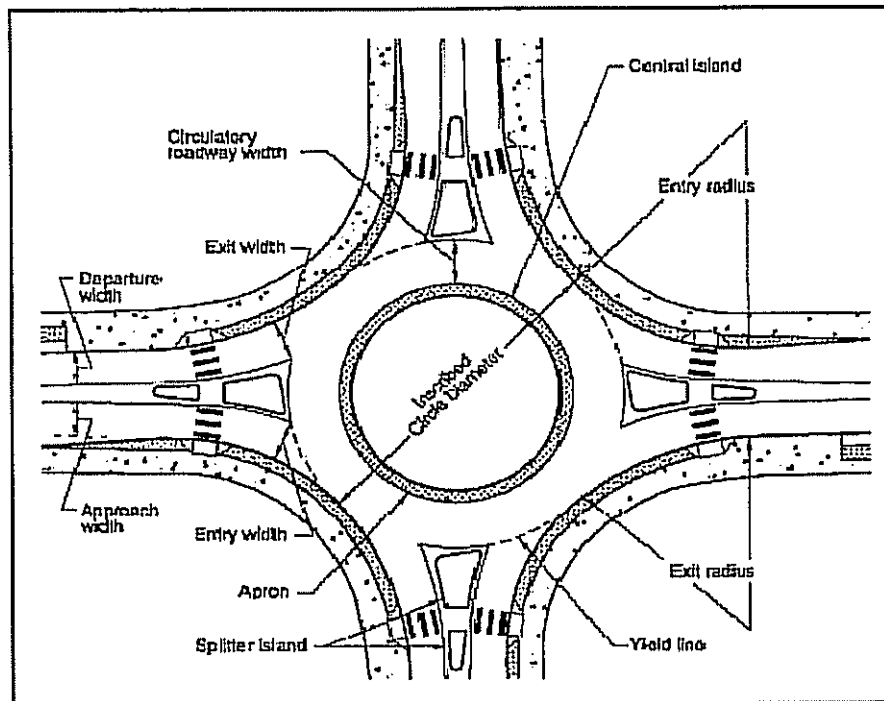
J. CUL-DE-SACS

1. Streets to have one (1) end permanently closed shall be provided at the closed end with a turn-around having a minimum right-of-way radius of seventy (70) feet and a minimum roadway diameter of fifty (50) feet. Streets with cul-de-sacs are not permitted to exceed eight hundred (800) feet in length.

K. ROUNDABOUTS

1. Roundabouts may be used in lieu of four-way stops with prior consent from the City Engineer. The request to use roundabouts must be submitted at the pre-application meeting.

2. For roundabout design criteria, see USDOT standards.
3. Typical Roundabout Layout:



Source: USDOT Publication #FHWA-RD-00-067  
<http://www.tfhrc.gov/safety/00068.htm>

#### L. ALLEYS

1. Alleys may be allowed by the Planning and Zoning Board in nonresidential or mixed use developments to facilitate access to parking, loading and service points.
2. Alleys are not permitted in residential districts, except when the Planning and Zoning Board determines special conditions warrant a secondary means of access.
3. On-street parking shall not be allowed along alleys or service drives, unless the Planning and Zoning Board determines sufficient right-of-way exists to provide a paved ten (10) foot lane for on-street parallel parking.

#### M. STREET NAMES

1. No street name shall be used which will duplicate by spelling or sound or otherwise be confused with the name of existing streets. Street names are subject to the approval of the Planning and Zoning Board, the Local Fire Chief and 911 Coordinator.

2. The Developer shall provide for street identification signs within the subdivision, as approved by the City Engineer. Two (2) street signs are required for each four-way intersection and one (1) street sign at each three-way intersection or as required by the Planning and Zoning Board. Street signs shall be installed before the City accepts the subdivision
3. Subdivision names and apartment project names should not duplicate or be confused with existing names. Subdivision and apartment project names are subject to approval by the Planning and Zoning Board.

N. DESIGN SPEEDS

1. Local Street – 30 MPH  
Collector Street -35 MPH
2. The minimum radius of horizontal curves, and minimum length of vertical curves, shall be based on design speed and sight distance as listed in the latest edition of the AASHTO standards.
3. A variance on the minimum design speed, listed above, must be approved by the Planning and Zoning Board and the City Council. The minimum design speed that may be used is 25 MPH.

O. BASE MATERIAL

1. A minimum of six (6) inches of compacted graded aggregate or approved equivalent shall be required on all road beds. Additional depth of base material may be required because of anticipated traffic. Eight (8) inches of compacted graded aggregate shall be required for commercial streets and arterials.
2. Base materials shall conform to the current ALDOT standards.
3. Testing results from a licensed independent testing agency shall be submitted once all base material has been placed and compacted. Testing standards and frequency should be compliant with the most current ALDOT standards.

P. PAVEMENT

1. All asphalt pavements must meet all requirements of ALDOT 424A Superpave. A letter from the asphalt manufacturer must be submitted to the City Engineer that states that the asphalt meets these requirements. In addition, unless deemed not necessary by the City Engineer, a site specific geotechnical evaluation of road subgrade and a corresponding pavement design shall be performed by a professional engineer licensed in the State of Alabama. This report shall evaluate the suitability of the soils and

provide a corresponding pavement design for any proposed roads to be deeded to the City.

2. The Minimum asphalt spread rate for the various classifications of City streets shall be as follows:

STREET TYPE	MINIMUM PAVEMENT SPREAD RATE	
	BINDER (lbs/SY)	WEARING SURFACE (lbs/SY)
Arterial	336	224
Residential Collector Street	224	165
Commercial Collector Street	224	224
Local Street	224	165
Alley	224	165

Note: 112 lbs/SY of asphalt is equivalent to approximately 1" thickness.

#### Q. EXCAVATION AND EMBANKMENT

1. In all areas of fill, the original grade will be undercut to suitable material and proof rolled in the presence of the Owner's engineer and Owner's geotechnical engineer. The City Engineer and the Street Department will be notified of the proof rolling at least 24 hours prior to the testing actually being done.
2. All fills and trench excavations will be compacted to 98% Standard Proctor. Testing shall be completed at a minimum at each 8" lift and at every 100 LF of roadway length within fill sections. Test will be run at centerline of roadway and five (5) foot behind curb, valley gutter, or edge of pavement.
3. All excavations shall be undercut 2' in all areas where rock is encountered during the excavation. The undercut will be backfilled and compacted as specified as if any other type of roadway embankment.

#### R. CONSTRUCTION

1. The Owner's Engineer shall be responsible for inspecting the approved public improvements, and shall certify to the City that all such



improvements were installed according to the approved plans and rules and regulations of the City.

2. Prior to the submittal of the final plat for approval, the Developer or the Developer's engineer(s) shall contact the City Engineer to arrange for an inspection of the roads and other improvements. At this meeting the City Engineer will review the roadways and other improvements to determine the condition and acceptability. If, in the opinion of the City Engineer, the proposed street may fail or cause maintenance problems in the future, or in the case of actual street failure during construction, then a report by a Geotechnical Engineer shall be prepared and submitted by the Developer to the City Engineer for approval, prior to the proposed street being constructed or completed. Such report shall determine the minimum base and pavement thickness required for a properly constructed street, as well as "proof-rolling" requirements for subgrade and removal of unsuitable material. The City Engineer may also recommend to the City Council that the maintenance bond specified in Article IV, Section 3 – Final Plat, 4b shall be a condition for approval of the final plat.
3. No streets will be accepted for maintenance unless specifically approved by the City Council. No portion of a County Road will be accepted for maintenance by the City through a subdivision application or subdivision approval.

## **SECTION 2 – BLOCKS**

- A. The length, widths and shapes of blocks shall be determined with due regard to each of the following:
  1. Provisions of adequate building sites suitable to the special needs of the type of use contemplated;
  2. Zoning Ordinance and/or Health Department requirements as to lot sizes and dimensions;
  3. Needs for convenient access, circulation, control and safety of street traffic; and,
  4. Limitations and opportunities of topography.
- B. Block lengths shall not be less than four hundred (400) feet and shall normally be wide enough to allow two (2) tiers of lots of appropriate depth.
- C. Pedestrian crosswalks not less than ten (10) feet wide may be required where deemed essential by the Planning and Zoning Board in blocks over eight-hundred (800) feet in length.

### **SECTION 3 – LOTS**

- A. The lot size, width, depth, shape, and orientation, and the minimum building setback line shall conform to the zoning classification of the subdivision and for the type of development.
- B. Lot dimensions shall conform to the requirements of the Zoning Ordinance and the requirements of the Health Department. In cases where requirements conflict, the more strict requirements shall govern.
- C. Each lot shall front a public street.
- D. Corner lots intended for residential use shall contain an extra fifteen (15) feet of width (both directions) to permit appropriate building orientation and setback from both streets.
- E. Double frontage and reverse frontage lots shall be avoided, except where essential to provide separation of residential development from traffic arteries, or to overcome specific disadvantages of topography and orientation.
- F. Side lot lines shall normally be at right angles to streets, except on curves where they shall be radial.
- G. Lots and streets shall not be laid out so as to create a buildable lot that requires a driveway access with a slope greater than 10% within the road right-of-way.

### **SECTION 4 – EASEMENTS**

- A. All easements shall be designated an “Easement” on the plats without a specific purpose noted for the life of the easement. Though the easement may have a specific purpose for the initial construction, the easement will be considered general in nature and may be used for any future purpose by the City.
- B. Easements across lots or centered on rear or side lot lines shall be provided for drainage where necessary, and shall not be less than a total of fifteen (15) feet wide, unless otherwise approved by the engineering department of the specific utility. Water and Sewer easements shall be as required in the “Standards of Construction of Water and Sanitary Sewer Systems” for The City of Pell City.
- C. Where a subdivision is traversed by an existing or proposed water course, drainage way, channel, or stream, there shall be provided an easement or right-of-way conforming substantially with the lines of such existing or planned drainage way. The width of such drainage easement right-of-way shall be sufficient to contain the ultimate channel and maintenance way for the tributary area upstream.
- D. Lots and easements shall be arranged in such a manner as to eliminate unnecessary easement jogs or off-sets, and to facilitate the use of easements.

## SECTION 5 – DRAINAGE

- A. A drainage plan shall be made for each subdivision by the Owner's Engineer, which plan shall take into consideration the ultimate or saturated development of the tributary area in which the proposed subdivision is located.
- B. The storm and sanitary sewer plans shall be determined prior to the development of the other utility plans. Engineering considerations shall give preferential treatment to these gravity flow improvements, as opposed to other utilities and improvements. Off-Premise drainage easements and improvements may be required to handle the runoff of subdivisions into a natural drainage channel. Under no circumstance shall stormwater be emptied into the sanitary sewer system or vice versa.
- C. All development in the City of Pell City shall be in compliance with all Ordinances, including any applicable and duly adopted Flood Plain requirements. The applicant is urged to contact the City Engineer for a preliminary discussion on this matter prior to submitting any plan.
- D. The City of Pell City will not allow a diversion of stormwater from one drainage basin to another for any subdivision or development of land within the City limits.
- E. Storm drainage structures shall be designed by a Registered Professional Engineer in the State of Alabama. The Engineer's seal shall be on all drawings.
- F. Proper drainage structures shall be constructed at designated locations determined by field inspection and contour maps of the subdivision with the approval of the City Engineer as to the size and number.
  - 1. Drainage area and peak flow estimates must be provided for each drainage facility, as well as profiles for all new storm sewers and open ditches, with outlet velocities.
  - 2. Catch basins and drop inlets shall be constructed if deemed necessary by the City Engineer.
  - 3. Combination curb and gutter shall be constructed on grades over eight (8.0) percent, or on long unbroken grades, where no cross drains are feasible to divert the flow of water from the street, at the discretion of the City Engineer.
  - 4. Water will not be permitted to travel down the street more than 400 feet (where at all possible) without proper drainage structures to intercept surface water.
  - 5. Spread calculations must be submitted with all other drainage calculations. Spread values must always be less than one-half of the outside travel lane width.

- G. A complete drainage plan and contour map showing the pipe size, their locations and the areas to be drained shall be submitted along with the profile grades and typical roadway section for approval.
  - 1. All existing drainage structures shall be shown on the preliminary plat and contour map.
  - 2. All off project drainage, draining onto the subdivision, shall be shown on contour maps showing the areas in acres that the subdivision will have to accommodate.
- H. Drainage facilities shall be designed for a 25-year rainfall event, except for major drainage ways which shall be designed for a 100-year rainfall event. A major drainage way is defined as having a drainage area of fifty (50) acres or more. Design calculations shall be based on future probable development of the entire drainage area to be served or developed.
- I. Structural capabilities for all new culverts and storm sewer pipe shall be provided.
- J. If outlet velocities are greater than five (5) feet per second, some type of energy dissipation will be required. If rip-rap is used the minimum weight shall be fifty pounds per stone.
- K. Any new culvert or storm sewer pipe under the jurisdiction of the Alabama Department of Transportation or the St. Clair County Engineer must be approved by the appropriate authority. Copies of this approval shall be provided at the time of submittal.
- L. All roadway cross drain pipes shall have a minimum diameter of eighteen (18) inches and all side drain pipes shall have a minimum diameter of eighteen (18) inches. In the event that an eighteen (18) inch diameter pipe is not suitable due to vertical constraints, a Class III reinforced concrete arch pipe of equal capacity may be substituted.
- M. In residential subdivisions and developments all drainage pipes shall be reinforced concrete pipe, Class III minimum, under all roadways and driveways. Corrugated plastic pipe, N12 dual wall, may be used in easements approved by the City Engineer. All pipes shall be installed in accordance with manufacturer's standards and Alabama Department of Transportation standards. In commercial and industrial developments all drainage pipes in rights-of-ways and easements shall be reinforced concrete, Class III minimum.
- N. Typical sections of all open ditches and swales shall be provided. The side slope requirement on man-made earth lined ditches shall be no greater than four (4) feet horizontal to one (1) foot vertical. The minimum grade along the flow line of any constructed roadside ditch shall not be steeper than one (1.0) percent. Drainage ditches that cannot meet this criteria shall be piped or concrete flumed.

## SECTION 6 – DETENTION

- A. All development in the City of Pell City subject to stormwater detention shall meet the minimum design requirements set forth in this section.
- B. The Planning and Zoning Board may require whatever additional engineering information it deems necessary to make a decision on subdivisions and other developments which contain an area of questionable drainage. Lakes, ponds, and similar areas may be accepted for maintenance only if sufficient land is dedicated as a public recreation area, or if such area constitutes a necessary part of the drainage control system.
- C. Detention facilities shall be designed for a 2, 5, 10, 25 and 50 year 24 hour rainfall, minimum. Rainfall amounts shall be based on the latest available information. Multi-stage detention pond outlet structures are required.
- D. Each detention facility shall provide an emergency spillway designed to convey the 100-year 24-hour rainfall event.
- E. The minimum information submitted for a detention pond design shall be as follows:
  - 1. Existing drainage area and peak flow to the facility
  - 2. Proposed drainage area and peak flow to the facility
  - 3. Inflow hydrograph
  - 4. Outflow hydrograph
  - 5. Storage-elevation plot
  - 6. Required storage volume, in acre feet or cubic feet
  - 7. 100-year peak rainfall flow to the emergency spillway
  - 8. Outlet structure design
  - 9. Statement of methodology used for detention facility design. In general all detention facilities will be checked using the storage indication method. Other methodologies are acceptable – the Owner's Engineer is urged to contact the City Engineer if he or she is in doubt.
- F. Underground detention is acceptable.
- G. Requirements for wet weather detention facilities are as follows:
  - 1. Maximum water depth in pond for design storm – eight (8) feet
  - 2. Maximum water depth in pond for emergency spillway use – nine (9) feet
  - 3. Minimum (cut and fill section) dam width – eight (8) feet
  - 4. Maximum side slope steepness – 3:1

5. Maximum water surface elevation in reservoir shall be two (2) feet (or greater) below lowest floor elevation of adjacent structure(s)
  6. Provide for low-flow ditch in reservoir.
  7. Sides shall be grassed or paved
  8. Overflow sections, such as emergency spillways, shall be sodded or paved
  9. Wet weather reservoir shall be enclosed with a minimum six (6) foot high fence. Gate(s) shall be provided for maintenance access, with lock.
- H. Requirements for permanent lakes used as detention shall be as follows:
1. Maximum water surface elevation shall be two (2) feet (or greater) below lowest floor elevation of adjacent structure(s)
  2. Maximum fluctuation between permanent pond level to maximum pond level shall be three (3) feet
  3. Stability analysis shall be furnished.
- I. Detention pond calculations shall be provided by a Registered Professional Engineer in Alabama. Calculations and drawings shall be sealed and certification of compliance required.
- J. Maintenance requirements for detention facilities are as follows:
1. Property owner(s) or his designated representative(s) shall submit a covenant setting forth their obligations to maintain the detention facility. Such covenant shall be approved by the City Engineer and the City Attorney before being recorded. A certificate of occupancy shall not be issued until the covenant has been recorded. Such covenant shall run with the property until the detention facility is no longer required. Release of the covenant shall occur only after approval of the City Engineer, City Manager, City Attorney, and the City Council.
  2. The City Manager or his designated official of the City shall enforce the provisions of the maintenance restrictions, and shall have the power and authority to cause the facility to be properly maintained. Under such condition, the City shall have the right to place a lien on the property until the City's obligation has been terminated.
- K. Variances to these minimum requirements shall be submitted in writing to the City Engineer, outlining in detail the reason(s) for the requested variance(s) and supporting data. All variances shall be approved by the Planning and Zoning Board and City Council.

## SECTION 7 – FLOOD PLAINS

Some floodplains in city limits are identified on Federal Emergency Management Agency (FEMA) maps. The following shall apply to those floodplains identified on FEMA's Flood Insurance Rate Maps (FIRM) or to flood prone areas identified as follows. For any stream or body of water not identified by the FIRM, including intermittent streams, the Developer shall determine the 100-year flood elevations and subsequent mapping, through a certified engineering analysis. These elevations shall be determined in accordance with FEMA's recognized state methods and based on "future conditions". Any 100-year flood plain thus identified on the site must also meet the following requirements:

- A. Floodway and 100 Year Flood Hazard Areas: The approval of a subdivision that is located in or partially in an area of periodic flooding, or identified as a flood hazard area on the St. Clair County FIRM or floodway maps, shall be limited to the following:
1. Approval shall not be given for streets within a subdivision, which would be subject to flooding. All street surfaces must be located one or more feet above the 100-year flood elevation.
  2. Where subdivisions are proposed to be located in areas of periodic flooding or in identified 100-year flood hazard areas, and the average lot size is less than 1.5 acres, such floodplain areas shall be left undeveloped or as recreation areas. No area where natural elevation is shown as floodplain shall be used for building sites, leach fields, or well sites. No land disturbing activities shall occur in the floodplain area without prior written approval from the City Engineer. Should any part of a flood plain be located on a proposed lot, such design shall be explicitly approved by the Planning and Zoning Board.
  3. All sanitary sewer systems and water supply systems must either be located outside flood hazard areas or flood plain areas, otherwise they must be flood-proofed to FEMA approved standards and "Standards for Construction of Water and Sanitary Sewer Systems" for The City of Pell City. Final approval of such systems rests with the Planning and Zoning Board, City Engineer, Health Department, Utility Department and any other appropriate authority.
  4. All buildings (building sites) must be protected from a 100-year rainfall event.

## SECTION 8 – EROSION CONTROL

- A. The Developer must meet the more stringent of the current National Pollutant Discharge Elimination System (NPDES) Permit or the requirements of this section.
- B. An Erosion and Sedimentation Plan shall comply with Best Management practices (BMP's) of Alabama Department of Environmental Management (ADEM), as amended.
- C. Land-disturbing activity plans for erosion and sedimentation control shall include provisions for control or treatment of any source of sediments and adequate sedimentation control facilities to retain sediments on-site.
- D. Sedimentation facilities (debris basins, sedimentation traps) and other control measures such as filter barriers, diversions, berms, interceptor ditches and terraces, shall be installed in conjunction with the initial grading operations and be maintained throughout the development and construction process to remove sediment from runoff waters near development. These shall be maintained by the Developer to assure functional operation during all phases of construction by periodic maintenance activities.
- E. Land which has been cleared for development, and upon which construction has not commenced within twenty-one (21) days of this initial clearing shall be protected from erosion and consequent sedimentation by appropriate vegetation and land covering techniques such as seeding, sodding, mulching ground cover installation or other vegetation or earth covering techniques.
- F. Construction activity on individual single-family lots or a group of lots being developed simultaneously by one developer shall be conducted only if sedimentation facilities are installed and maintained throughout the construction period to prevent soil from any lot or group of lots from being carried off site during all phases of project construction. Substantial completion of final grading and initial ground covering shall be completed prior to the seeding, sodding, ground covering installation or other vegetative or earth covering techniques.
- G. No grading, cutting, or filing shall be accomplished on any site under development such that unprotected land surfaces will be in contact with surface water or will encroach upon natural waterways or their floodplains, unless erosion control and sedimentation control devices can be installed. The location of such devices shall be approved by the City Engineer prior to placement.
- H. Stripping of vegetation, regrading and other development activities shall be conducted in a manner so as to minimize erosion.
- I. Cut-fill operations must be kept to a minimum.



- J. Development plans must conform to topography and soil type so as to create the lowest practical erosion potential.
- K. Whenever feasible, natural vegetation shall be retained, protected, and supplemented.
- L. The disturbed area and the duration of exposure to erosive elements shall be kept to a practical minimum.
- M. Disturbed soil shall be stabilized as quickly as practical.
- N. Temporary vegetation or mulching shall be employed to protect exposed critical areas during development. These measures shall be installed within 48 hours of initial disturbance. Critical areas, as they pertain to erosion control measures, are to be determined by the City Engineer.
- O. Permanent vegetation and structural erosion control measures shall be installed as soon as practical but no later than 48 hours after final grading. This includes sod or other methods of retaining seeding material prior to maturation in the lower ½ of any drainage ditches.
- P. To the extent necessary, sediment in runoff water must be trapped by the use of debris basins, sediment basins, silt traps, or similar measures until the disturbed area is stabilized.
- Q. Straw, mulch, or netting material provisions must be provided to minimize damage from surface water to the cut face of excavations or the sloping surface of fills within 48 hours of initial disturbance.
- R. Fills may not encroach upon natural watercourses or constructed channels in a manner so as to adversely affect other property owners.
- S. Grading equipment shall traverse flowing streams by means of bridges or culverts (temporary or permanent) except when such methods are not feasible and provided, in any such case, that such crossings are kept to a minimum.
- T. Land-disturbing activities shall not be conducted within any one hundred (100) year floodplain unless in accordance with the Flood Plain regulations contained in Section 7 of this Article.
- U. An undisturbed natural buffer area shall be maintained for a distance of twenty-five (25) feet adjacent to any body of water as measured from the lake, wetland or pond banks except when in the interest of public health, safety and welfare, or the contour of the land require a different buffer subject to the Planning and Zoning Board's approval.
- V. All correspondence with the ADEM in regards to NPDES permits shall be forwarded to the Planning and Zoning Board and the City Engineer. All

inspection reports shall be kept on site for inspection in accordance with the NPDES Permit requirements.

## **SECTION 9 – VACATING A STREET OR EASEMENT – DEDICATION OF A NEW RIGHT OF WAY OR EASEMENT**

- A. No Street or easement may be vacated unless such action is recommended by the Planning and Zoning Board to the City Council and approved by the City Council.

Vacation of public rights-of way (streets and alleys) shall be accompanied by a plat showing the new property line(s) as they will exist after the vacation.

Vacation of easements shall be as follows:

1. Partial vacation – may be accomplished by a metes and bound legal description, prepared by a Registered Surveyor, of the portion to be vacated. The Applicant must provide a map, drawn to scale, showing the portion to be vacated.
  2. Total vacation – shall be accompanied by a plat.
- B. A new easement shall be accompanied by a plat showing the easement on the property. Dedication of a new right-of-way or easement shall be accompanied by a plat, including a dedication of a private roadway to a public roadway.

## **SECTION 10 – PRIVATE SUBDIVISIONS**

- A. Improvements within proposed private subdivisions shall meet regular subdivision standards and the private status shall not be effective until final plat recording. A subdivision will not be considered as a “Private Subdivision” if the proposed development prevents access or “land locks” adjoining property.
- B. The Private status of the subdivision shall be clearly stated on the recorded final plat. As long as the subdivision remains private, the roads, structures and drainage shall be maintained by the Developer and/or property owners. This shall be clearly stated to those who purchase a parcel(s) within the subdivision and shall be stated in writing on each property deed. The procedure for accomplishing this shall be outlined in a letter to the City of Pell City Planning Director for his file.
- C. A gate is to be provided after construction of a private subdivision to limit access and shall be approved by the fire chief before installation.
- D. If a private subdivision is recorded in St. Clair County Probate Office and the property owners (100%) at some future date desire to eliminate the private subdivision and substitute in its place a City maintained subdivision, the Owners must petition The City of Pell City Council for approval. If the Council gives

tentative approval of the petition, the Owner shall submit subdivision plans to The City of Pell City Planning and Zoning Board including improvements and repairs that may be required according to The City of Pell City Subdivision Regulations effective on the date of the petition. It shall be the responsibility of the Owners to prepare revised final plat for approval and recording.

## **ARTICLE VI REQUIRED IMPROVEMENTS**

### **SECTION 1 – GENERAL**

- A. The Developer is required to install or construct the improvements hereinafter described within this Article, prior to the release of any bond or other securities which guarantee installation of such required improvements.
- B. All improvements required within this Article, shall be constructed in accordance with the standards set forth in these subdivision regulations or other established standards noted herein. Certification of compliance is required from the Owner's Engineer as to proper completion of all required improvements prior to final plat approval or upon the completion of all construction. (See sample letter under Appendix C.)
- C. All public utilities, private utilities (telephone, television, cable, gas, electrical, etc.) and storm sewers shall be installed as necessary to prevent the future cutting of the pavement of any street, sidewalk, or other public improvement. Tunneling, boring or other acceptable means excluding open cutting must be employed to install these utility crossings.
- D. The City of Pell City or the appropriate department of the City may participate in the cost of "Oversized" improvements within a subdivision (i.e. streets, water or sewer mains, drainage facilities, etc.) if it is judged that such oversized improvements are necessary to serve larger areas of land not included in the subdivision or tract and if the cost of such required oversized improvement is an unreasonable burden to the Developer and provided it is not contrary to the 'Standards for Construction of Water and Sanitary Sewer Systems' for The City of Pell City.
- E. A pre-construction meeting is to be held a minimum of twenty-one (21) days prior to construction that includes the City Building Inspector, City Engineer, Developer and the Contractor.
- F. During construction consistent communication between the Developer and the City Engineer is encouraged. An on-site meeting between the Developer and the City Engineer shall take place at a minimum of every three months.
- G. It shall be the duty and responsibility of the Developer or contractor to give

notification to the appropriate City Department, City Engineer and Building Inspector, twenty-four (24) hours prior to starting each phase of construction.

Notify the above authorities the day before work is resumed after a delay for any reason. This includes all phases of construction, clearing, grading, drainage, gutters, inlets base, surfacing and any work that pertains to the street, road or development including water and sewer construction. Failure to notify as specified may be grounds for non-acceptance.

## **SECTION 2 – SPECIFIC REQUIREMENTS**

### **A. STREETS AND ALLEYS**

1. For any subdivision when deemed appropriate by the Planning and Zoning Board, a comprehensive traffic analysis, which must be approved by the Planning and Zoning Board, indicating the probable effect of the proposed subdivision on traffic patterns and capacities of adjacent streets in the immediate area.
2. All streets that provide for the continuation or appropriate projection of principal streets in surrounding areas and all streets that provide reasonable means of ingress and egress for surrounding acreage tracts shall be constructed to the subdivision limits as required by the Planning and Zoning Board.
3. The Developer is responsible for the installation of all traffic signs, markings and traffic control devices. All street signs shall conform to the City of Pell City standard street sign and shall be installed before the subdivision is accepted.

### **B. SIDEWALKS**

1. Sidewalks may be required along existing streets as determined by the Planning and Zoning Board. Sidewalks along existing streets are necessary to continue previous sidewalks along adjacent properties or to connect the proposed development to community amenities.

2.

<b>SIDEWALK REQUIREMENTS</b>	
R-A, Residence Agricultural District	None Required
R-E, Residence Estate District	None Required
R-1, Low Density Residential District	On One Side of the Street
R-1, MH Single Family and Manufactured Home Residential District	On One Side of the Street
R-2, Medium Low-Density Residential District	On One Side of the Street
R-3, Medium Density Residential District	On One Side of the Street
R-4, High Density Residential District	On Both Sides of the Street
P-R, Planned Residential District	On Both Sides of the Street
R-MHP, Residential Manufactured Home Park District	On Both Sides of the Street
O-1, Office Building District	On Both Sides of the Street
B-1, Neighborhood Business District	On Both Sides of the Street
B-2, General Business District	Pursuant to approved site development plan
B-3, Heavy Business District	Pursuant to approved site development plan
M-1, Light Manufacturing District	Pursuant to approved site development plan
M-2, General Manufacturing District	Pursuant to approved site development plan
PUD, Planned Unit Development District	Pursuant to approved site development plan
F-C, Flood Plain and Conservation District	Pursuant to approved site development plan

3. Sidewalks must be completed before the subdivision streets and utilities are accepted for maintenance or before any lots are sold (whichever occurs first).
4. See the Standard Drawings in Appendix D for the minimum requirements for a sidewalk.
5. Where sidewalks are required, they shall be constructed to current ADA standards.
6. All sidewalks along roadways must be placed inside the road right-of-way.
7. All crosswalks shall be delineated with a minimum of two (2) thermoplastic strips, each two (2) feet wide and spaced six (6) feet from one another.

8. A five (5) foot “green space” shall be provided between all proposed sidewalks and the back-of-curb, except where the Planning and Zoning Board determines that topography, right-of-way characteristics or other conditions dictate that the green space be reduced or provided elsewhere.

C. CURB AND GUTTER

All streets shall have curb and gutter with a minimum width of twenty-four (24) inches.

D. WATER MAINS

The design and specifications of the distribution system shall meet the applicable public water system requirements of The City of Pell City entitled “Standards for Construction of Water and Sanitary Sewer Systems”. All water mains shall be approved by the Utility Department prior to acceptance.

E. FIRE HYDRANTS

Fire hydrants shall be installed in accordance with the City of Pell City “Standards for Construction of Water and Sanitary Sewer Systems”. The water supply and pressure shall be sufficient to adequately serve the potential needs of the intended land use. The City of Pell City Fire Department must approve the location and installation of all fire hydrants and they shall be contacted before preliminary plat submittal. All fire hydrants shall be approved by the Utility Department and Fire Chief prior to acceptance.

F. SANITARY SEWERS

Sanitary sewers shall be approved and installed in each subdivision in accordance of the City of Pell City “Standards for Construction of Water and Sanitary Systems”. Septic tanks may be permitted if allowed by City ordinance in lieu of sewer lines, upon approval by the Health Department. All sanitary sewers shall be approved by the Utility Department prior to acceptance.

Lot size shall not be less than the minimum standard and of satisfactory size for the proper installation of an on-site sewage disposal system as approved by the Health Department. No building permit shall be issued until written approval has been given by the Health Department.

G. PROPERTY MARKERS

All lot corners shall be marked in accordance with the Alabama Standards of Practice for Land Surveying.

**ARTICLE VII  
GUARANTEE OF COMPLETION OF IMPROVEMENTS**

**SECTION 1 - GENERAL**

The Developer shall be responsible for the provision of all required improvements to the subdivision. This may be accomplished by either the full installation of all required improvements by the Developer at the time the final plat is to be submitted to the Planning and Zoning Board (Certification by the Owner's Engineer of Compliance is required by these regulations, see Article VI, Section I), or by the provision of a financial guarantee of performance.

**A. FINANCIAL GUARANTEE OF PERFORMANCE**

The guarantee of performance by the Developer shall be in the form of a Subdivision Improvement Bond or Certificate of Deposit, made payable to the City of Pell City and shall meet the following requirements:

1. **ACCEPTANCE OF GUARANTEE** – the bond or certificate of deposit must be approved by the City Clerk and the Chairman of the Planning and Zoning Board.
2. **Value of GUARANTEE** – the bond or certificate of deposit, should be of an amount sufficient to cover the total cost of installing all improvements, including grading, paving of the streets and installation of all required utilities and fees encountered during execution of improvements as well as the cost of "as-built drawings". Before approval of Final Plat, "as-built drawings" shall be approved by the City Engineer and the Planning and Zoning Board.
3. **Duration of GUARANTEE** – the bond or certificate of deposit shall be effective from the date of submission of the preliminary plat until the City of Pell City accepts the streets and utilities for maintenance.
4. **Ownership of GUARANTEE** – the bond or certificate of deposit shall be transferrable to a new Owner should a subdivision within the corporate limits of the City of Pell City transfer Ownership during the effective date of the bond or certificate of deposit.

**B. FAILURE TO COMPLETE WORK**

If within twelve (12) months after filing the accepted guarantee, the Developer has not completed all necessary improvements, or if in the opinion of the Planning and Zoning Board any improvements have not been satisfactorily installed, the guarantee shall be used by the City to complete the improvements in a satisfactory manner, or the City may take such steps as may be necessary to require performance under the guarantee, including the City's available legal remedies.

**ARTICLE VIII  
GUARANTEE AGAINST FAULTY MATERIAL**

**SECTION 1 – GENERAL**

Final approval of street and utility improvements shall be granted and streets and utilities accepted for maintenance after completion of the same by the City of Pell City, only in accordance with one of the following provisions:

- A. In any case in which the Planning and Zoning Board and/or the City Council may have reasonable doubt concerning the stability or proper construction of any improvement required herein, the City Council may require a maintenance bond for street and/or utility construction. This bond shall be in cash or made by a surety company authorized to do business in the State of Alabama, and be for a period of 1 to 3 years as recommended by the City Engineer or,
- B. The City Clerk, at the direction of the City Council, shall secure from all Developers, an agreement to maintain excavation or fill to the level of finished grade and to maintain all improvements, located thereon or therein which has been made in connection with the development; and such agreement shall be binding on the Developer for a period of 1 to 3 years as recommended after the acceptance of such improvements by the City of Pell City.

**SECTION 2 - REQUIRED IMPROVEMENTS BOND**

- A. Prior to the approval of the final plat, the Developer shall have installed or constructed the following improvements or posted a financial guarantee approved by the City not to exceed 125 percent of the cost of required improvements and the subdividing engineer shall certify to:
  - 1. All streets shall have been constructed in conformity with the requirements set out in these regulations;
  - 2. All drainage shall have been constructed in conformity with the requirements set out in these regulations;
  - 3. Water and sewer facilities shall have been constructed in conformity with the requirements set out in these regulations;
  - 4. The Developer will forfeit the financial guarantee if improvements are not made or completed;
  - 5. If the guarantee is forfeited, the bonding company or financial institution will complete the improvements or pay the City for the completion of same.
- B. After the subdivision has been completed and before any acceptance letters are issued, the City Council may require a maintenance bond or agreement for streets, sewer lines, water lines, and/or drainage facilities.



## **ARTICLE IX VARIANCES**

Where the Planning and Zoning Board finds that unusual hardship may result from strict compliance with these regulations due to unusual topographic or other physical conditions relating to the land, that are beyond the control of the Developer, it may vary the regulations so that substantial justice may be done and the public interest secured. However, such variation shall not have the effect of nullifying the intent or purpose of the Subdivision Regulations of Zoning Ordinance. Any variance thus authorized is required to be entered in writing in the minutes of the Planning and Zoning Board and the reason which justified the departure to be set forth. Cost is not a hardship.

## **ARTICLE X PENALTIES FOR TRANSFERRING LOT IN UNAPPROVED SUBDIVISION**

Whomever, (being the Owner or agent of the Owner of any land located within a subdivision), transfers or sells any land by reference to or exhibition of or by other use of a plat of a subdivision before such plat has been approved by the governing body of the City and duly recorded or filed in the office of the St. Clair County Probate Judge, shall forfeit and pay a penalty of two hundred dollars (\$200.00) for each lot or parcel so transferred or sold. The City may enjoin such transfer or sale or agreement by action for injunction brought in any court or equity jurisdiction against the Developer or may recover from the Developer the same penalty by a civil action in any court of competent jurisdiction.

## **ARTICLE XI MISCELLANEOUS**

- A. All lot pins and markers shall be established on the ground prior to final approval of record map.
- B. The City will not construct any street, install any drainage, water and sewer facility or perform any maintenance work in any recognized or recorded subdivision before the subdivision is duly accepted for maintenance.
- C. The City will, after construction of streets and drainage, water and sewer facilities are completed, and a developer maintenance period has elapsed, accept the improvements for maintenance provided:
  - 1. That it meets the minimum requirements of the City, and
  - 2. That all necessary improvements are installed, and
  - 3. That there are no claims or liabilities against the subdivision that will be passed on to the City, and
  - 4. As-built drawings are furnished.

- D. Any deviation from these provisions must have written permission from the Planning and Zoning Board.

## **ARTICLE XII STANDARD DRAWINGS**

All necessary drawings and standards regarding roadway typical sections, valley gutters, combination curb and gutter embedment requirements for the development of subdivision streets are contained in Appendix D of these regulations. Standard drawings for water and sewer facilities are included in the City of Pell City "Standards for Construction of Water and Sanitary Sewer Systems", latest revision.

## **ARTICLE XIII WATER AND SEWER FACILITIES**

All subdivisions and developments shall provide for (a) the adequate transfer of sanitary sewer or on-site disposal as approved by the City (b) potable water from the City's nearest practical source. The Developer's Engineer should have water and sewer coordinated with the City Utilities Department and City Engineer before submittal of the preliminary plat or the plat shall be subject to immediate rejection by the Planning and Zoning Board. For specific requirements of water and sewer facilities, the Developer and his Engineer shall reference the "Standards for Construction of Water and Sanitary Sewer System", latest revisions, as prepared for use in the City of Pell City.

## **ARTICLE XIV SEVERABILITY AND SEPARABILITY**

Should any article, section, sub-section, or provision of these Subdivision Regulations be declared by a court of competent jurisdiction to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of the Subdivision Regulations as a whole, or any part thereof, other than the part so declared to be invalid or unconstitutional. Where any provision of these Subdivision Regulations conflict with any other Zoning Ordinance or Regulation adopted by the City of Pell City, the more restrictive provision shall apply.

## **ARTICLE XV AMENDING REGULATIONS**

Any article, section, sub-section or provision of these Subdivision Regulations proposed for amending shall be published as provided by law for the publication of ordinance. Before adoption, a public hearing, as described by law, shall be held thereon. Following its adoption, a copy of the amendment shall be certified by the Planning and Zoning Board to the Probate Judge of the appropriate county.

**APPENDIX A**  
**SAMPLE CERTIFICATES**

**APPENDIX A**  
**SAMPLE CERTIFICATES**

**Property Owner(s) Certificate:**

---

**Dedication**

I/We \_\_\_\_\_, as proprietors, certify that I/We are the sole owners of the property shown on this plat and have cause the land embraced in the within plat to be surveyed, laid out and platted as shown to be known as \_\_\_\_\_ (Subdivision Name), Pell City Alabama, A part of Section \_\_\_\_\_, Township \_\_\_\_\_, Range \_\_\_\_\_, City of Pell City, Saint Clair County, Alabama, and that the streets and easements as shown on said plat are hereby dedicated to the use of the public.

Signed and sealed in the presence of:

_____ Witness	_____ Property Owner	_____ Date
_____ Witness	_____ Property Owner	_____ Date

---

**Surveyors Certificate:**

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**County of Saint Clair**  
**State of Alabama**

The undersigned \_\_\_\_\_, Registered Land Surveyor, State of Alabama, and \_\_\_\_\_, Owner, hereby certify that this plat or map was made in accordance with the Standard of Practice for Land Surveying in the State of Alabama pursuant to a survey made by said surveyor and that said survey and this plat or map were made at the instance of said Owner; that this plat or map is a true and correct map of lands shown therein and known as \_\_\_\_\_ showing the subdivisions into which it is proposed to divide said lands, giving the length and angles of the boundaries of each lot and its number, showing the streets, alleys and public grounds, giving the length, width and name of each street, as well as the number of each lot and block, and showing the relations of the lands to the government survey; and that iron pins have been installed at all lot corners and curve points as shown and designated by small open circles on said plat or map. Said Owner also certifies that it is the owner of said lands and improvements and that the same are not subject to any mortgage, encumbrances, or defects.

APPENDIX A

SAMPLE CERTIFICATES

City Engineer's Certificate

The undersigned, as City Engineer of the City of Pell City, Alabama, hereby certifies that the Owner's Engineer has submitted written certification that all improvements have been installed according to the requirements of the regulations contained within the "Subdivision Regulations of the City of Pell City" and therefore approve the within plat for recording of the same in the Probate Office of Saint Clair County, Alabama this the \_\_\_\_ Day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_

City Engineer

City of Pell City, Alabama

\_\_\_\_\_

City Clerk Certificate No. 1

**RESOLUTION:**

Be it resolved by the City Council of the City of Pell City, Alabama, that the assent of this body be, and the same hereby is given to the dedication of the streets, alleys and public grounds as shown on this plat or map which said plat or map is certified to have been made by \_\_\_\_\_ as surveyor, at the instance of \_\_\_\_\_, as \_\_\_\_\_ and has been exhibited to this Council, said plat or map being further identified by a recital of the approval of this Council, signed by the City Clerk, of even date herewith. This shall not be construed as an assumption of dominion by the City of Pell City over any street, alley or public grounds shown on said plat or map or imposed liability upon the City of Pell City for the upkeep of same. \_\_\_\_\_, City Clerk of the City of Pell City, Alabama, hereby certifies the foregoing to be a true and correct resolution that the City Council of the City of Pell City, Alabama have duly adopted at a meeting of said council on this the day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_

City Clerk Certificate No. 2

The undersigned, as City Clerk of the City of Pell City, Alabama, hereby certifies that the Owners of the shown plat have provided sufficient financial guarantee as required within the "Subdivision Regulations of the City of Pell City" this the \_\_\_\_ Day of \_\_\_\_\_, 20\_\_.

City Clerk

City of Pell City, Alabama

## **APPENDIX B**

### **PRELIMINARY & FINAL PLAT CHECKLISTS**

#### **SUBDIVISION APPLICATION**

## APPENDIX B

### PRELIMINARY PLAT CHECKLIST

The following checklist has been derived from the Subdivision Regulations adopted by the City of Pell City. It is intended as a guide for preliminary plat approval. Refer to the regulations for all specific requirements.

#### Plat Requirements:

- \_\_\_ Title
- \_\_\_ Graphic Scale
- \_\_\_ Written Scale
- \_\_\_ North Point
- \_\_\_ Date
- \_\_\_ Name and Registration No. of Surveyor
- \_\_\_ Source of Boundary
- \_\_\_ Topography – USGS or US Coast and Geodetic Survey Sea Level Datum
- \_\_\_ Source of Topography
- \_\_\_ 5% or less grades – one foot intervals unless otherwise specified
- \_\_\_ 5% to 25% grades – two foot intervals unless otherwise specified
- \_\_\_ Names of all streets, highways or roads
- \_\_\_ Rights-of-way and easements
- \_\_\_ Widths of rights-of-way
- \_\_\_ Widths of roadways and pavements
- \_\_\_ Location of existing and proposed utilities
- \_\_\_ Lot lines and lot and block numbers
- \_\_\_ Purpose of subdivision
- \_\_\_ Proposed street lights and signs: location, size and type
- \_\_\_ Proposed public facilities
- \_\_\_ Quarter section, township and range with ties to quarter sections or sections close to proposed subdivision
- \_\_\_ Owners name and address; mortgages; Developer
- \_\_\_ Names and addresses of adjoining lots or parcels
- \_\_\_ Certificate or letter from County Health Department indicating approval of proposed water supply and sanitary facilities.
- \_\_\_ Show and identify any land subject to inundation by storm drainage, overflow or pounding of local stormwater.
- \_\_\_ Other information as required by the Planning and Zoning Board
- \_\_\_ Vicinity sketch
- \_\_\_ Certificate or letter from Public Utilities and Fire District of approval of the proposed facilities.
- \_\_\_ All required construction drawings.

**APPENDIX B**  
**FINAL PLAT CHECKLIST**

The following checklist has been derived from the Subdivision Regulations adopted by the City of Pell City. It is intended as a guide for final plat approval. Refer to the regulations for all specific requirements.

**Plat Requirements:**

- ☐ Original drawing on mylar.
- ☐ Referenced to an accepted section corner
- ☐ Rights-of way, easements and property lines shall be shown with accurate dimensions and bearings; deflection angles; radii, arcs, and central angles of all curves. Statement on what the bearings are based upon.
- ☐ Purpose for which sites are dedicated or reserved
- ☐ Minimum building setback lines
- ☐ Location and description of monuments
- ☐ Reference to adjacent, recorded subdivisions
- ☐ Space for approval by:
  - ☐ Planning and Zoning Board
  - ☐ Health Department
  - ☐ County Engineer
  - ☐ City Engineer
  - ☐ Building Inspector
  - ☐ Planning and Zoning Board Chairman
  - ☐ E911 Coordinator
  - ☐ City Clerk with Resolution
- ☐ Deed Book and Page Number for street or alley vacation
- ☐ Present Zoning
- ☐ Name and width of each adjoining street or right-of-way
- ☐ Number to identify each lot or site
- ☐ Subdivision title
- ☐ Graphic scale and written scale
- ☐ North Point
- ☐ Name and Registration No. of Surveyor
- ☐ Date of survey
- ☐ Quarter Section(s) in which subdivision is located
- ☐ Total Acreage
- ☐ Certifications
- ☐ Street and alley vacation -- reference to Deed Book and Page
- ☐ Three copies of survey on all existing structures
- ☐ Three copies of any protective covenants.



## APPENDIX B

### SUBDIVISION APPLICATION

#### CITY OF PELL CITY, ALABAMA

Property owners in the City of Pell City who wish to subdivide property within the City and within the City's extraterritorial planning jurisdiction must complete a Subdivision Application form. To request Planning and Zoning Board approval of a proposed subdivision plan, please complete the following application and return the form with all necessary supporting documents to City Hall. This application is to be submitted at the same time as the preliminary plat. Incomplete applications will not be processed. For additional information, please call the City of Pell City Building Inspector at 205-338-2244 ext. 109 during regular business hours.

#### Applicant Information:

Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Business Hours Telephone Number: (     ) \_\_\_\_\_

Fax Number: (     ) \_\_\_\_\_

Note: If the applicant is NOT the owner of the subject property, then the application MUST be accompanied by a letter signed by the owner authorizing the applicant to submit the application.

#### Consulting Engineer Information: (If same as applicant, complete only first three lines.)

Name of Lead Consultant: \_\_\_\_\_

Name of Consulting Firm: \_\_\_\_\_

Professional Trade Affiliation:     \_\_\_\_\_ Engineer     \_\_\_\_\_ Surveyor     \_\_\_\_\_ Architect

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Business Hours Telephone Number: (     ) \_\_\_\_\_

Fax Number: (     ) \_\_\_\_\_

**APPENDIX B**  
**SUBDIVISION APPLICATION**  
**CITY OF PELL CITY, ALABAMA**

**Property Summary Information:**

Owner(s) of record: \_\_\_\_\_

Street address of subject property: \_\_\_\_\_

Is subject property located within the city limits of Pell City?    ☐ Yes    ☐ No

Tax Map and lot number of subject property: \_\_\_\_\_

Zoning classification of subject property: \_\_\_\_\_

Size of subject property in acres: \_\_\_\_\_

Size in square feet of smallest lot to be created: \_\_\_\_\_

Total number of new lots to be created: \_\_\_\_\_

Is subject property located within 300 feet of water or sewer main?    ☐ Yes    ☐ No

Uses to be allowed in subdivision:    ☐ Residential    ☐ Industrial    ☐ Commercial

Is property located within a 100-Year Floodplain?    ☐ Yes    ☐ No

**Supporting Information:**

Please submit the following items with the Subdivision Application form:

- \_\_\_\_\_ Initial Fees (See Appendix C of the City of Pell City Subdivision Regulations) to the Planning Clerk.
- \_\_\_\_\_ One copy of the preliminary plat, subdivision plans and required calculations that each must satisfy all requirements of the City of Pell City Subdivision Regulations. Submit each of these items to the City Engineer.
- \_\_\_\_\_ A Listing of the names and mailing addresses of all owners of land that immediately adjoin the proposed subdivision property as their names may appear upon the plats contained in the County Tax Assessor's office and as their addresses appear in the tax records of the municipality or county.
- \_\_\_\_\_ A complete list of all local, state, and federal permits or approvals that have been applied for or secured by the applicant for the proposed subdivision as of the date of filing of this application.

**APPENDIX B**  
**SUBDIVISION APPLICATION**  
**CITY OF PELL CITY, ALABAMA**

**Certifications:**

Applicant:

I hereby certify and attest that, to the best of my knowledge and abilities, the information provided in this application is true and accurate. Further, I agree to provide any additional information within my powers that may be required by the Building Inspector, City Engineer, or Planning and Zoning Board to determine the compliance of the proposed property construction or improvement activities with the Subdivision Regulations and Zoning Ordinance of the City of Pell City.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature

Property Owner:

I hereby certify and attest that, to the best of my knowledge and abilities, the information provided in this application is true and accurate. Further, I agree to provide any additional information within my powers that may be required by the Building Inspector, City Engineer, or Planning and Zoning Board to determine the compliance of the proposed property construction or improvement activities with the Subdivision Regulations and Zoning Ordinance of the City of Pell City

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature

APPENDIX B  
SUBDIVISION APPLICATION  
CITY OF PELL CITY, ALABAMA

**FOR CITY OF PELL CITY USE ONLY** -----

**Building Inspector's Information:**

Date filed: \_\_\_\_\_

Received by: \_\_\_\_\_

Application Fee received:      \$ \_\_\_\_\_      \_\_\_\_\_ Cash      \_\_\_\_\_ Check # \_\_\_\_\_

Date reviewed and deemed complete: \_\_\_\_\_

Building Inspector's signature: \_\_\_\_\_

Public Hearing date: \_\_\_\_\_

Date Public Hearing was closed (if different from above): \_\_\_\_\_

Planning and Zoning Board action on preliminary plat:      \_\_\_\_\_ Approved      \_\_\_\_\_ Denied

Date of final action by Planning and Zoning Board: \_\_\_\_\_

Planning and Zoning Board findings and/or special conditions of approval: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **APPENDIX C**

### **OWNER'S ENGINEER LETTER & REVIEW FEE SCHEDULE**

APPENDIX C

REQUIRED LETTER - COMPLETION BY OWNER'S ENGINEER

STATE OF ALABAMA       )  
                                  )  
\_\_\_\_\_ COUNTY        )

The undersigned, \_\_\_\_\_, a licensed Engineer in the State of Alabama, on behalf of \_\_\_\_\_ (Owner), hereby certifies and affirms, to the best of my knowledge and belief to the City of Pell City pursuant to the subdivision regulations, that all required improvements have been fully and completely installed in \_\_\_\_\_ subdivision as applied for and approved by the governing body of the City of Pell City. Further, the undersigned Engineer certifies that he or his firm has properly and adequately inspected the improvements to insure all improvements have been constructed in accordance with the standards set forth in the subdivision and water and sewer regulations of the City of Pell City as well as the construction standards of care and he knows of no defects in the improvements. All requirements for the subdivision of the land has been completed and that the approval of a final plat on the subdivision by the governing body of the City of Pell City is appropriate.

\_\_\_\_\_  
(Printed name of Owner's Engineer)

\_\_\_\_\_  
(Signature of Owner's Engineer)

BEFORE ME, the undersigned authority, a Notary Public in and for the said State and County, personally appeared \_\_\_\_\_, who, certifies that he/she executed the foregoing certification acknowledging that the same is true; and that after reading the same, and with a full understanding of the terms and effect thereof, executed the same as required by the subdivision regulations of the City of Pell City, Alabama.

SWORN TO AND SUBSCRIBED BEFORE ME, this the \_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

## APPENDIX C

### REVIEW FEE SCHEDULE

The following fees are required to be paid to the Planning Clerk in order to review a preliminary plat and its associated required documents:

LOT NUMBER	PRELIMINARY PLAT	FINAL PLAT
	REVIEW FEE	REVIEW FEE
2 – 25 LOTS	\$1500	\$50/LOT
26-100 LOTS	\$2500	\$50/LOT
101 - 250 LOTS	\$3000	\$50/LOT
251+ LOTS	\$3500	\$50/LOT

- The fees listed here include review from the City Engineer for one (1) submittal of subdivision plans and the preliminary plat as well as one (1) additional review to confirm that all comments have been sufficiently addressed. If the plans require that subsequent reviews are needed from the City Engineer, *the Developer will be charged hourly for the additional services of the City Engineer.*
- The Developer is encouraged to not submit incomplete plans or plans that lack professional quality. In such cases, the additional cost of reviewing the plans will be collected from the Developer.
- In addition to the above state fees, upon the initial submission of any preliminary subdivision plat map, the owner or developer shall pay a plat application fee in the amount of \$35.00.
- Additional fees for public hearing mailings will also be collected by the Planning Clerk.
- Refer to Article IV, Section 2 for guidelines regarding fee submittal deadlines.

## **APPENDIX D**

### **STANDARD DETAILS AND TYPICAL DRAWINGS**



## APPENDIX D

### STANDARD DETAILS AND TYPICAL DRAWINGS

#### LEGEND

- ① REQUIRED BITUMINOUS CONCRETE WEARING SURFACE (SEE ARTICLE V, SECTION I-P OF THE CITY OF PELL CITY SUBDIVISION REGULATIONS)
- ② REQUIRED BITUMINOUS CONCRETE BINDER (SEE ARTICLE V, SECTION I-P OF THE CITY OF PELL CITY SUBDIVISION REGULATIONS)
- ③ REQUIRED 825-B CRUSHED AGGREGATE BASE COURSE  
6-8 INCH COMPACTED THICKNESS 100% OF MODIFIED PROCTOR, AS PER ALDOT SSHC 2008, OR LATER.
- ④ REQUIRED 12" MIN. COMPACTED SUBGRADE, COMPACTED 100% STANDARD PROCTOR, AS PER ALDOT SSHC 2008, OR LATER.

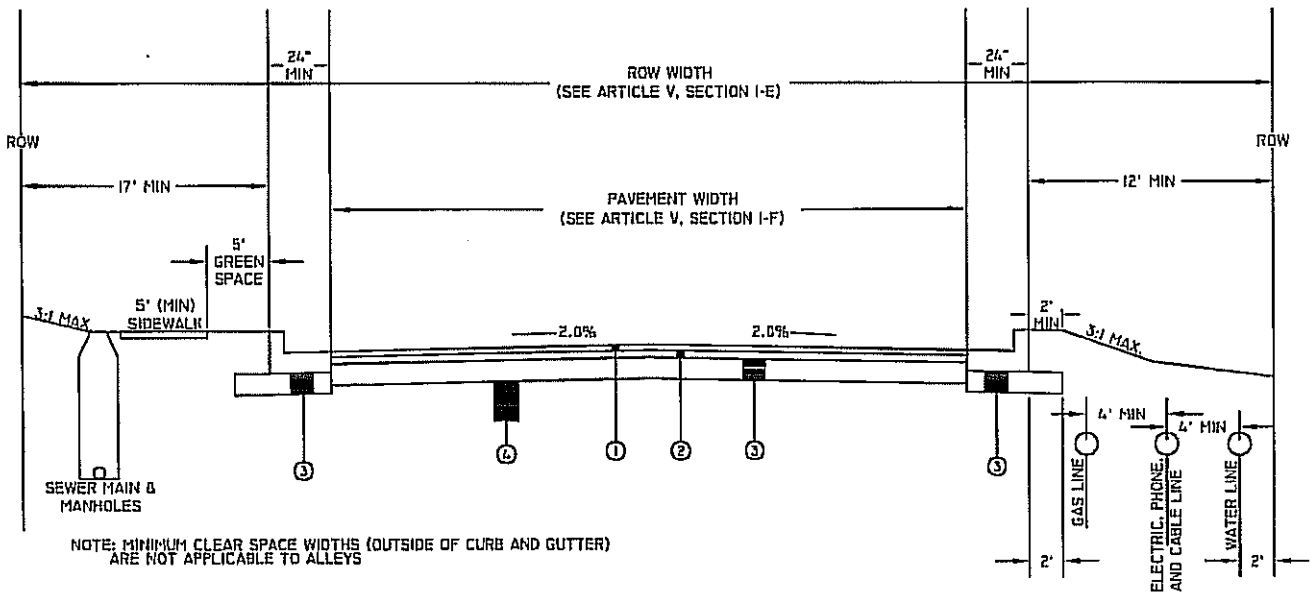


FIGURE NO. 1  
**TYPICAL SECTION**  
NOT TO SCALE

**APPENDIX D**  
**STANDARD DETAILS AND TYPICAL DRAWINGS**

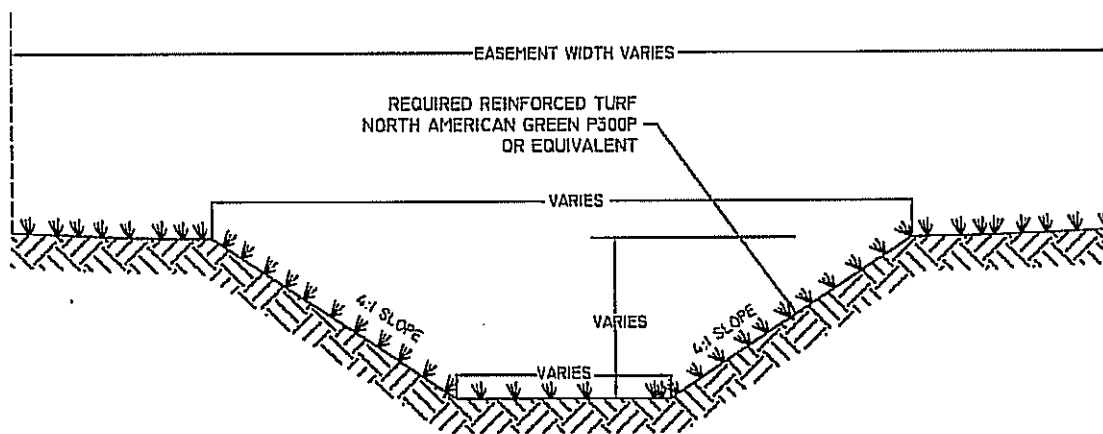


FIGURE NO. 2  
**TYPICAL DRAINAGE DITCH**  
NOT TO SCALE

## APPENDIX D

### STANDARD DETAILS AND TYPICAL DRAWINGS

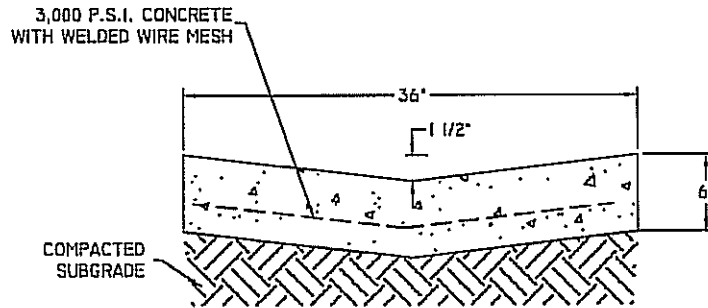


FIGURE NO. 3

### CONCRETE VALLEY GUTTER

NOT TO SCALE

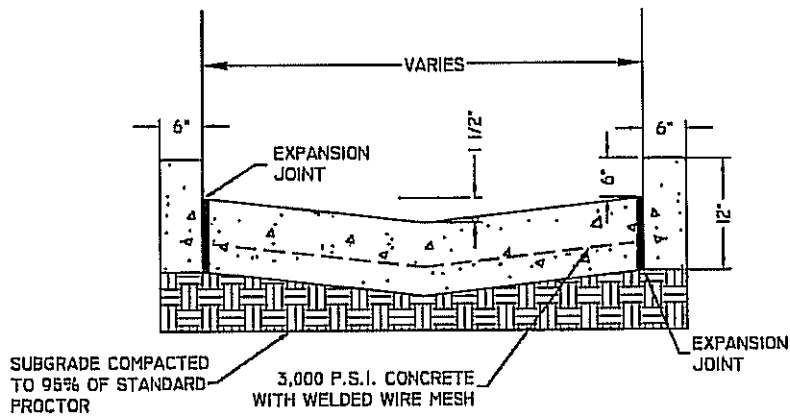


FIGURE NO. 4

### DRAINAGE FLUME

NOT TO SCALE

**APPENDIX D**  
**STANDARD DETAILS AND TYPICAL DRAWINGS**

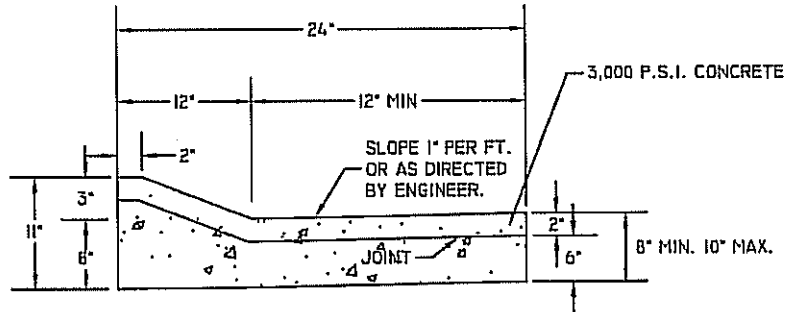


FIGURE NO. 5  
**MOUNTABLE CURB  
AND GUTTER**  
NOT TO SCALE

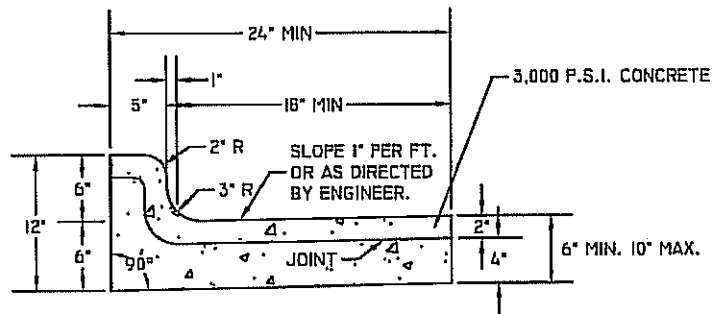


FIGURE NO. 6  
**COMBINATION CURB  
AND GUTTER**  
NOT TO SCALE

**APPENDIX D**  
**STANDARD DETAILS AND TYPICAL DRAWINGS**

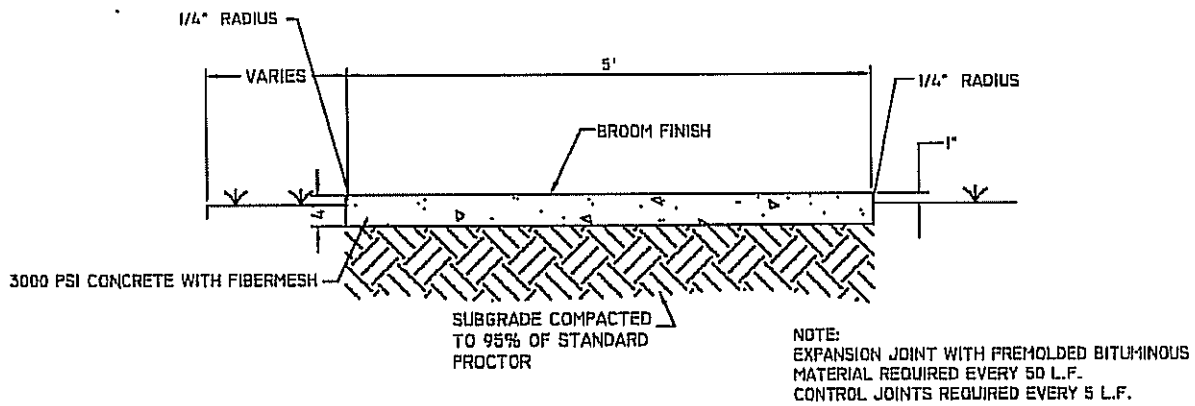


FIGURE NO. 7

**SIDEWALK DETAIL**  
NOT TO SCALE

## APPENDIX D

### STANDARD DETAILS AND TYPICAL DRAWINGS

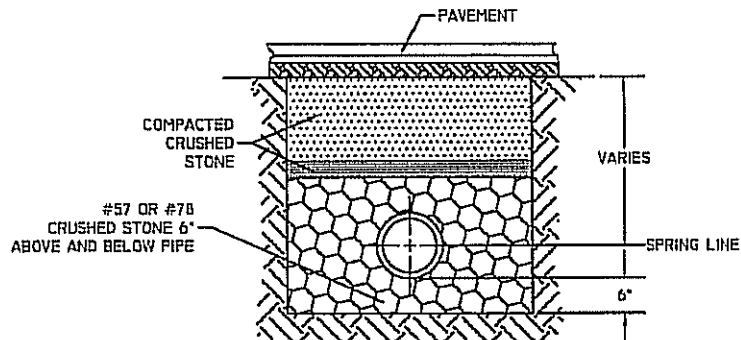


FIGURE NO. 8

#### EMBEDMENT REQUIREMENTS

FOR RCP AND HDPE PIPE AT ALL DEPTHS  
UNDER PAVEMENT  
NOT TO SCALE

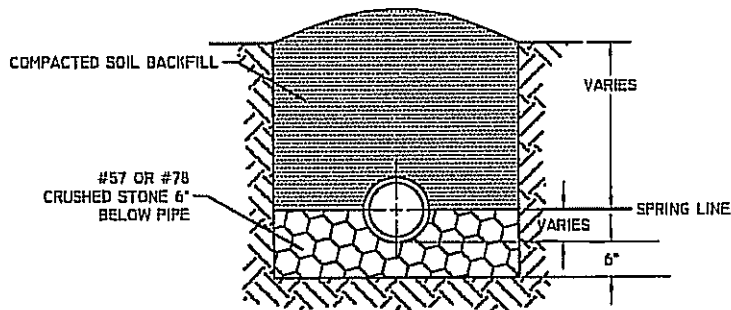


FIGURE NO. 9

#### EMBEDMENT REQUIREMENTS

FOR RCP PIPE AT ALL DEPTHS NOT UNDER PAVEMENT  
NOT TO SCALE

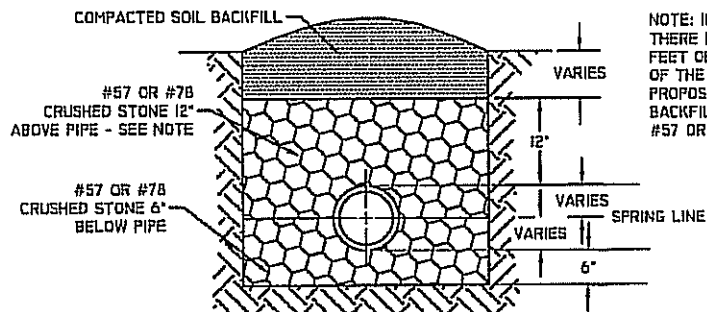


FIGURE NO. 10

#### EMBEDMENT REQUIREMENTS

FOR HDPE PIPE AT ALL DEPTHS NOT UNDER PAVEMENT  
NOT TO SCALE

NOTE: IN SITUATIONS WHERE  
THERE IS MORE THAN TWO (2)  
FEET OF COVER FROM THE TOP  
OF THE HDPE PIPE TO THE  
PROPOSED GRADE, SUITABLE SOIL  
BACKFILL MAY BE SUBSTITUTED FOR  
#57 OR #78 STONE ABOVE THE PIPE.

## APPENDIX D

### STANDARD DETAILS AND TYPICAL DRAWINGS

#### NOTES:

1. A STABILIZED ENTRANCE PAD OF #4 WASHED STONE OR RAIL ROAD BALLAST SHALL BE LOCATED WHERE TRAFFIC WILL ENTER OR LEAVE THE CONSTRUCTION SITE ONTO A PUBLIC STREET.
2. FILTER FABRIC OR COMPACTED CRUSHER RUN STONE SHALL BE USED AS A BASE FOR THE CONSTRUCTION ENTRANCE.
3. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC STREETS OR EXISTING PAVEMENT. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH ADDITIONAL STONE AS CONDITIONS WARRANT AND REPAIR OR CLEANOUT OF ANY MEASURES USED TO TRAP SEDIMENT.
4. ANY SEDIMENT SPILLED, DROPPED, WASHED, OR TRACKED ONTO PUBLIC STREETS MUST BE REMOVED DAILY.
5. WHEN APPROPRIATE, WHEELS MUST BE CLEANED TO REMOVE SEDIMENT PRIOR TO ENTERING A PUBLIC STREET. WHEN WASHING IS REQUIRED, IT SHALL BE DONE IN AN AREA STABILIZED WITH CRUSHED STONE WHICH DRAINS INTO AN APPROVED SEDIMENT BASIN.

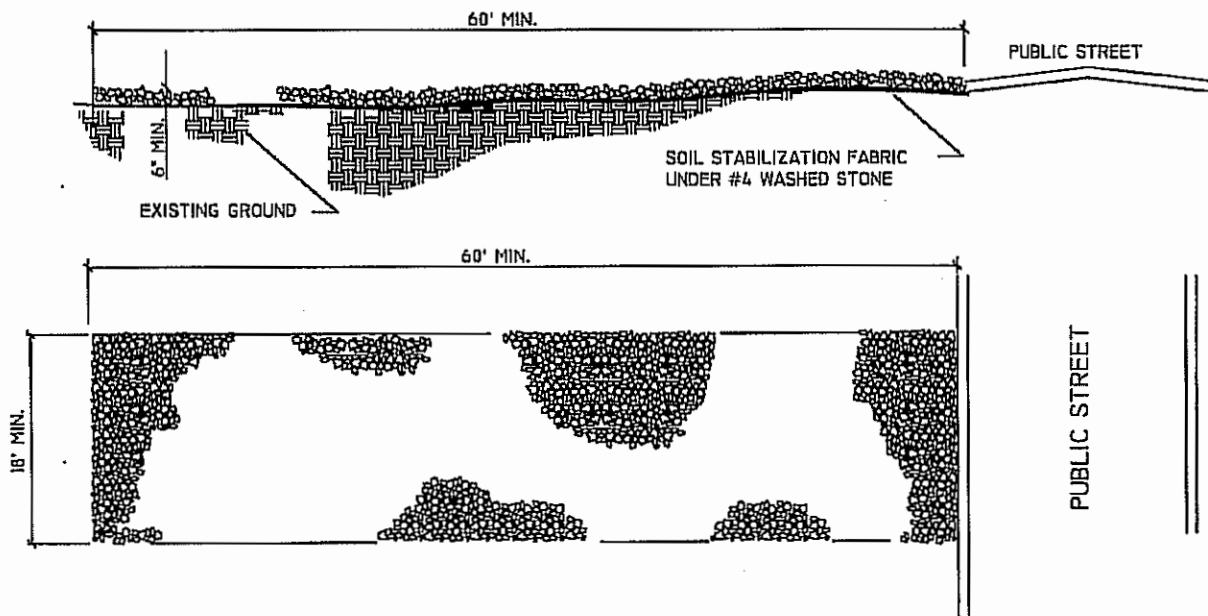


FIGURE NO. II

### WASHED GRAVEL CONSTRUCTION ENTRANCE

NOT TO SCALE

## APPENDIX D

### STANDARD DETAILS AND TYPICAL DRAWINGS

#### GENERAL NOTES:

1. FILTER FABRIC FENCE SHALL BE A MINIMUM OF 36" IN HEIGHT ABOVE THE GROUND SURFACE AND HAVE 12" OF ANCHOR SKIRT AND SHALL HAVE FULLDEPTH WOVEN WIRE BACKING.
2. WOVEN FILTER FABRIC SHALL BE USED WHERE SILT FENCE IS TO REMAIN FOR A PERIOD OF MORE THAN 30 DAYS.
3. STEEL POSTS SHALL BE 5'-0" IN HEIGHT AND BE OF THE SELF-FASTENER ANGLE STEEL TYPE.
4. TURN SILT FENCE UP SLOPE AT ENDS.
5. ORANGE SAFETY FENCE IS REQUIRED AT BACK OF SILT FENCE WHEN GRADING IS ADJACENT TO SWIM BUFFERS, STREAMS OR WETLANDS.

#### MAINTENANCE NOTES:

1. FILTER BARRIERS SHALL BE INSPECTED BY THE FINANCIALLY RESPONSIBLE PARTY OR HIS AGENT IMMEDIATELY AFTER EACH RAINFALL AND AT LEAST DAILY DURING PROLONGED RAINFALL. ANY REPAIRS NEEDED SHALL BE MADE IMMEDIATELY BY THE CONTRACTOR.
2. SHOULD THE FABRIC DECOMPOSE OR BECOME INEFFECTIVE PRIOR TO THE END OF THE EXPECTED USABLE LIFE AND THE BARRIER STILL IS NECESSARY, THE FABRIC SHALL BE REPLACED PROMPTLY BY THE CONTRACTOR.
3. SEDIMENT DEPOSITS SHOULD BE REMOVED WHEN DEPOSITS REACH APPROX. HALF THE HEIGHT OF THE BARRIER. ANY SEDIMENT DEPOSITS REMAINING IN PLACE AFTER THE SILT FENCE IS REMOVED SHALL BE DRESSED TO CONFORM TO THE EXISTING GRADE, PREPARED AND SEEDED BY THE CONTRACTOR.

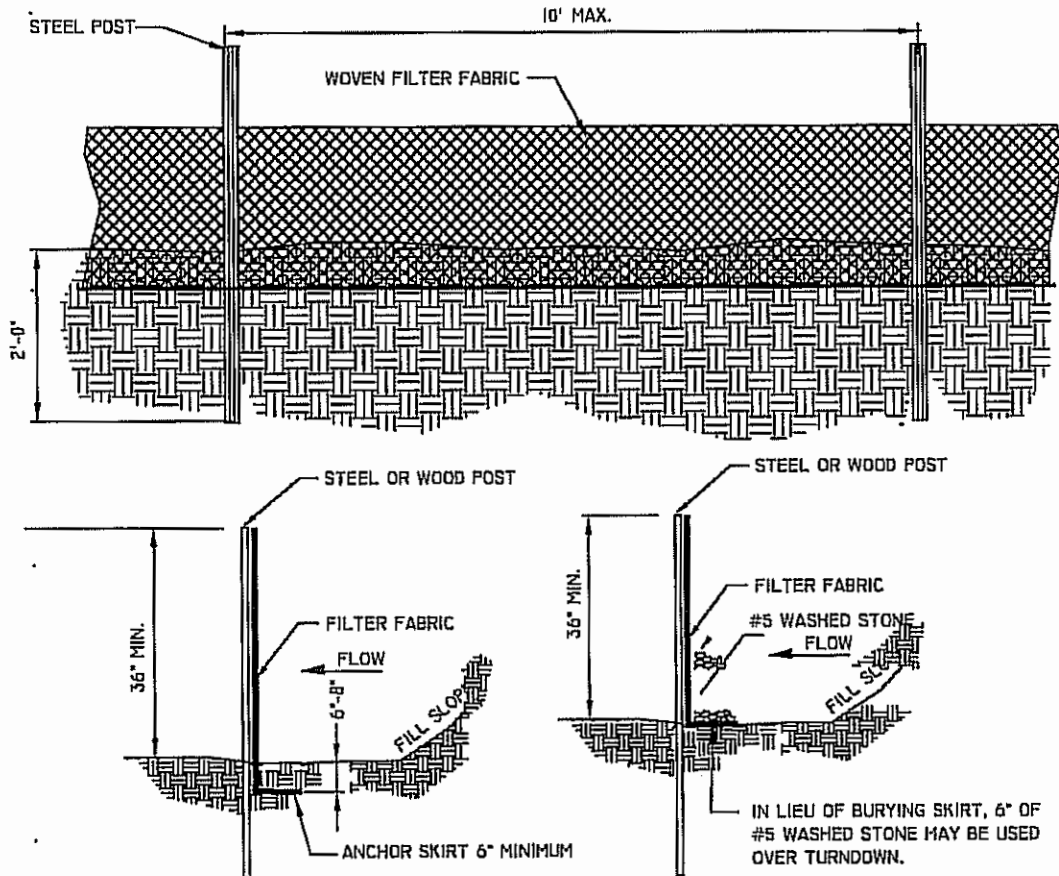


FIGURE NO. 12

### SILT FENCE

NOT TO SCALE