

Article amendments approved unless noted:	OMPC	Owensboro	Daviess Co.	Whitesville
Re-adoption of Subdivision Regulations	24-Mar-1977	01-Apr-1977	20-Apr-1977	?
Complete revision of Subdivision Regulations	18-Apr-1981	22-May-1981	26-May-1981	06-Jul-1981
Revised to add utility signature requirement to preliminary and final plats	10-June-2004			
Added criteria for electronic submittal	05-Dec-2005			

4.0 PURPOSE. The purpose of this article is to describe the content and format of required plat materials before they can be considered as officially filed for OMPC review.

4.1 PRELIMINARY PLAT MATERIALS. Each application package for preliminary plat approval shall include the following:

4.11 Application Form. One (1) copy of a completed OMPC application form;

4.12 Vicinity Map. Four (4) copies of a vicinity map showing the area within one-quarter (1/4) mile in all directions at a scale of no more than six hundred (600) feet to the inch which shall show:

4.121. Existing adjacent subdivisions, including lot and block lines;

4.122. Adjacent streets, platted and/or planned showing street and roadway widths, and the connections, present or proposed, between streets of the proposed subdivision and collector and/or arterial streets serving the entire area;

4.123. Adjacent pedestrian walkways, platted and/or planned showing right-of-way widths, and the connections, present or proposed, between the walkway system of the proposed subdivision and the walkway system of adjacent subdivisions, developments, or public sites;

4.124. Tract boundaries of adjacent unplatted lands together with the names of owners of record;

4.125. Any part of said vicinity map may be made a part of the land subdivision drawing (Section 4.13) so long as the requirements of the regulation are met;

4.13 Land Subdivision Drawing. Four (4) copies of the "preliminary plat" drawn at a scale of one hundred (100) feet or less to the inch, showing:

4.131 Title Block. The proposed name of the subdivision, which should not duplicate nor closely approximate (phonetically or in spelling) the name of any other subdivision in Daviess County, unless the proposed subdivision is a logical extension of an existing subdivision; north arrow; date; written and graphic scales; the names and addresses of the subdividers and of the engineer, surveyor and any other persons directly involved in the transaction;

4.132 Topography. The topography of the land as shown by contour lines plotted at not more than two (2) foot intervals, including reference to sea level datum and the equation with the City of Owensboro datum;

4.133 Context. The names of adjacent subdivisions and/ or the names of recorded owners of adjacent unsplit land; the location of existing permanent buildings, political subdivisions, corporation lines, school district boundaries, etc. within or adjacent to the proposed subdivision;

4.134 Streets, Walks and Railroads. The names, location and widths of all existing platted or planned streets, pedestrian walkways, railroad rights-of-way, or other public ways within or adjacent to the proposed subdivision; the layout, names and widths of proposed streets, mid-block walks and railroad rights-of-way within the proposed subdivision;

4.135 Utilities. Existing utility easements within or adjacent to the proposed subdivision; public utilities coming within five hundred (500) feet of any portion of the proposed subdivision showing:
The location and size of all public water supply lines; the location, size and invert elevation at nearest point of any storm, sanitary or combined sewer; the location, size and pressure of any pipe line for gas or petroleum products; the location, voltage and capacity of any electrical distribution line and/or transformer station;

4.1351. Proposed utility easements within the tract to be subdivided;

4.136 Lots. The bearings and distances of the tract boundaries surveyed in compliance with *Minimum Standards of Practice for Land Surveying in Kentucky* (201 KAR 18.150); the location and approximate dimensions for lot lines; lot numbers; the proposed building address number(s) for each lot; building setback lines;

4.137 Public and Non-public Sites. The name, acreage and use of any parcels to be conveyed or held for public use, or for joint use of property owners, and an explanation of the provisions of reservation and arrangement for maintenance; and the name, acreage and proposed use of any non-public uses (other than single-family dwellings) such as multi-family dwellings, business centers, churches, etc.;

4.138 Landscape Easements. Location, dimensions and materials to be used for property perimeter landscape easements (if required by Article 17 of the Owensboro Metropolitan Zoning Ordinance;

4.139 Site Statistics. The total acreage; gross acreage in each land use and/or zoning classification; residential densities; linear feet of streets, etc.;

4.14 Public Improvement Plans. Four (4) copies of plans for any required public improvements for the proposed subdivision which shall be certified by a registered professional engineer, and shall include:

4.141. A profile of each street showing the existing grade of the land and proposed grade of finished street centerline, walk and curbs;

4.142. Cross-sections showing the type of roadways, sidewalks and curbs, and showing in detail the width and depth of the improved roadways, walks and curbs with specifications for the materials for the construction thereof at a scale, both horizontal and vertical of one (1) inch equals five (5) feet;

4.143. Plans and profiles of proposed sanitary, storm or combined sewers, with grades and pipe sizes indicated and a plan of the proposed water distribution system, showing pipe sizes and the locations of valves and fire hydrants;

4.1431. If no storm sewer system is proposed, a map showing disposition of storm water to a natural

waterway or drainage ditch, showing all necessary ground elevations, will accompany the preliminary plat;

4.15 Restrictions on the Land. One (1) copy of all private restrictions upon use or type of construction which the subdivider intends to place on the land.

4.16 Certifications. The preliminary plat land subdivision drawing shall include the following certifications along with required signatures:

4.161 Owner's Certification. Shall be as follows: "We, the undersigned ----- owners of the real estate shown (or authorized agent as recorded in the Daviess County Clerk's office) and described hereon, do hereby certify that we have laid-off, platted and subdivided, and do hereby lay-off, plat and subdivide, said real estate in accordance with the within plat. All streets and alleys (, and other lands intended for public use,) shown, and not heretofore dedicated, are hereby dedicated to the public."

4.162 Surveyor's Certification. Shall include:

4.1621. A statement as to the method used to perform the survey.

4.1622. The unadjusted mathematical error-of-closure ratio of the survey traverse.

4.1623. A statement as to whether or not the directions and distances as shown on the plat have been adjusted for closure.

4.1624. A statement as to the basis of the reference meridian used to determine the directions of survey lines.

4.1625. The signature and registration number of the surveyor responsible for the survey.

4.163 Water Distribution System Certification. Shall include the signature of the City or County Fire Chief and the appropriate Water District Manager certifying their approval of the proposed water distribution system.

4.164 Sanitary Sewer System Approval & Acceptance of Sewage (IF APPLICABLE). Shall include the signature of an authorized representative of the Regional Water Resource Agency certifying the sanitary sewer approval and acceptance of sewage if development is served by sanitary sewer system.

4.165 Electrical Easement Approval. Shall include the signature of an authorized representative of the appropriate electric utility.

4.166 Telephone Easement Approval. Shall include the signature of an authorized representative of the telephone company.

4.167 Natural Gas Easements Approval. Shall include the signature of an authorized representative of the gas company.

4.17 Professional Engineer's Certification. The signature and registration number of the professional engineer responsible for the public improvement plans shall accompany such plans.

4.2 FINAL PLAT MUST BE SUBSTANTIALLY SIMILAR TO PRELIMINARY PLAT. The final plat shall be substantially similar to the approved preliminary plat allowing only the following exceptions:

4.21 Dimensions. Preliminary approximate dimensions will be replaced by accurate surveyed dimensions;

4.22 Changes Suggested by OMPC. Minor changes suggested by the OMPC at the time of approval of the preliminary plat shall be incorporated on the final plat.

4.23 Amended Preliminary Plat. An amended preliminary plat shall be submitted for OMPC approval for any other changes than those above prior to the submission of a final plat for consideration.

4.3 FINAL PLAT MATERIALS. Each application package for final plat approval shall include the following:

4.31 Application Form. One (1) copy of a completed OMPC application form;

4.32 Final Plat. One (1) original translucent tracing and three (3) copies of the final plat consisting of a complete and accurate layout drawn to a scale of one hundred (100) feet or less to the inch which shall show:

4.321 Title Block. The name of the subdivision, section or unit number; north arrow; date; written and graphic scales; the names and addresses of the subdivider and the land surveyor;

4.322 Vicinity Map. Showing in sufficient detail the location of the subdivision, section or unit;

4.323 Context.

4.3231. The boundary lines of the tract subdivided together with accurate distances and angles surveyed in compliance with *Minimum Standards of Practice for Land Surveying in Kentucky* (201 KAR 18.150), and the exact location of all existing and recorded streets intersecting the boundary of the tract;

4.3232. Angles or true bearings and distances to the nearest established street line or existing official monuments, which shall be accurately described on the plat;

4.3233. The survey of the property shall be tied to the Kentucky State Plane South control network beginning January 1, 2007.

4.3234. An accurate metes and bounds description of the tract and its source of title as shown by the records in the office of the Daviess County Clerk;

4.3235. Location, type, material and size of all monuments and lot markers and a notation as to whether found or set;

4.324 Streets, Walks, Easements and Lots.

4.3241. For street and alley rights-of-way, show the names, bearings, angles of intersections, and width including the widths along the line of any obliquely intersecting street;

4.3242. For all arcs, show the length, radii, central angles, internal angles, points of curvature and tangency, and the length of all tangents;

4.3243. For all easements or other rights-of-way, show the location, width, and the printed words "public easement," or other designation as required;

4.3244. For all lot lines, show dimensions in feet and hundredths, and bearings and angles to minutes if other than right angles to the street or alley lines;

4.3245. For all lots, show lot numbers, building address number(s), building setback lines;

4.325 Public and Non-public Sites. The accurate outline of all property which is offered for dedication for public use with the purpose thereof indicated, and all property that may be reserved by deed, covenant or

restriction for the common use of property owners of the subdivision;

4.326 Landscape Easements. Location, dimensions and materials to be used for property perimeter landscape easements, if required;

4.33 Restrictions on the Land. One (1) copy of the restrictions of all types which run with the land (if bypassing the preliminary plat stage).

4.34 Certifications. The final plat drawing shall include the following certifications along with required signatures:

4.341 Owner's Certification. Shall be as per Section 4.161 herein.

4.342 Surveyor's Certification. Shall include as per Section 4.162 herein.

4.343 Water Distribution System Certification. Shall include as per 4.163 herein.

4.344 Electrical Easement Approval. Shall include as per 4.165 herein.

4.345 Telephone Easement Approval. Shall include as per 4.166 herein.

4.346 Natural Gas Easements Approval. Shall include as per 4.167 herein.

4.347 OMPC Certification. Shall leave space for signatures upon approval:

OWENSBORO METROPOLITAN
PLANNING COMMISSION

APPROVED _____
Chairman

APPROVED _____
Secretary

DATE _____

4.35 Public Improvements Checklist. One (1) copy of a completed public improvement checklist, including:

4.351 Certification. A certificate signed by the City or County Engineer, appropriate agency official,

and/or professional engineer (as applicable) shall be required, certifying that all required improvements have been installed in accordance with the provisions of these regulations and in a manner satisfactory to the City or County Engineer or appropriate agency official, or estimating the amount of cost to satisfactorily complete any incomplete or unacceptable improvements for determining the amount of surety to be provided.

4.352 Type of Surety. Surety for the completion of public improvements may take any of the following forms:

4.3521. A duly executed and completed surety performance bond or letter of credit, certified by the OMPC Attorney as valid and enforceable by the OMPC, and in an amount and with surety satisfactory to the OMPC for the construction of such improvements within a period fixed by the OMPC; or

4.3522. A certified check drawn on an approved bank and available to the OMPC in an amount adequate for the completion of such improvements; or

4.3523. A certificate of deposit or a savings certificate in the name of the subdivider or other person(s) placing the certificate issued by a federally insured bank or federally insured savings and loan association endorsed and payable to the Owensboro Metropolitan Planning Commission by the person(s) whose name(s) it bears.