

**ARTICLE XIV**

**SUBDIVISION PROCEDURES AND APPROVALS**

14.1 APPROVAL OF SUBDIVISION PLATS REQUIRED

From and after the date of filing a certified copy of these regulations with the Probate Judge, no subdivision plat of land within the planning jurisdiction, as defined in Article III of these regulations, shall be filed or recorded nor shall any lots be sold until a final plat has been submitted and approved by the Planning Commission and recorded by the Probate Judge. The Probate Judge, upon receipt of a copy of these regulations, shall not thereafter file or record a plat of a subdivision of land located within the City's Planning jurisdiction, as defined herein, without the approval of such plat in accordance with these regulations.

No services or utilities shall be extended to a subdivision, unless and until the requirements set forth in these regulations have been complied with and the same has been approved by the Planning Commission.

- A. Any and all subdividers or developers of land in the City of Robertsdale jurisdiction, be they individuals, firms, trusts, organizations, agencies or other legal entities, must submit a plat of any proposed subdivision or development of land to the Planning Commission, unless they are exempt under Section 14.2.B of these Regulations. Owners of exempt subdivisions shall not be required to submit a plat to the Planning Commission nor pay any of the required fees.

Any subdivider or developer who appears to be circumventing the intent and substance of these Regulations may be required to submit a plat for review and approval by the Planning Commission and shall be subject to the penalties under Section 13.6 of these Regulations.

- B. Any proposed subdivision or development located within a flood prone area of the Planning jurisdiction of the City must also be reviewed and approved under the requirements of the National Flood Insurance Program.

14.2 GENERAL PROCEDURE

- A. Classification of Subdivision. Whenever any subdivision of land is proposed, before any contract is made for the sale of any part thereof, the subdividing owner or his authorized agent shall apply for and secure approval of such proposed subdivision in accordance with the procedures as herein established. Applications for approval of a major subdivision shall consist of a Preliminary Plat and Final Plat.

- B. Exception to Required Approval. Notwithstanding the preceding paragraph, the following subdivisions are exempt from the provisions of these regulations and

from any requirement for approval to subdivide. Exemption from the requirement for approval to subdivide does not constitute exemption from the requirements of other applicable regulations including but not limited to minimum zoning and health requirements. The Planning Commission and/or Planning Commission staff may require documentation to substantiate any claim of exemption.

1. Subdivision of land by testamentary or intestate provisions;
2. Subdivision of land by court order including, but not limited to, judgments of foreclosure;
3. Family division of land in accordance with the opinion of the Attorney General of the State of Alabama dated May 31, 1979, not within a previously recorded subdivision and involves no street or other public improvements;
4. The public acquisition by gift or purchase of strips or parcels of land for the widening or opening of streets or for other public uses;
5. The division of land wherein the size of each and every resulting parcel of land equals or exceeds twenty (20) acres and involves no street or other public improvements;
6. One-time split of land, provided the property has not been divided since February, 1984.

#### 14.3 SUBMISSION OF SKETCH PLAT

The procedure for obtaining Sketch Plat concurrence is as follows:

- A. Discussion of Requirements Before preparing the Sketch Plat for a subdivision or development, the applicant should discuss with the City Building Official the procedure for approval of a subdivision plat and the requirements as to general layout of streets and for reservations of land, street improvements, drainage, sewerage, water and similar matters as well as the availability of existing services. The City Building Official shall also advise the applicant, where appropriate, to discuss the proposed subdivision or development, with those County officials who must eventually approve those aspects of the subdivision plat coming within their jurisdiction.
- B. Application Procedure Whenever any subdivision of a tract of land is proposed to be made, the applicant shall submit to the City Clerk at least ten (10) working days prior to a regularly scheduled meeting, eight (8) copies of a Sketch plat of the proposed subdivision together with a sketch vicinity map and any other data which will convey his intentions as to the proposed layout and type of development. The applicant shall appear at the regularly scheduled meeting of

the Planning Commission to discuss the proposed subdivision or development and become familiar with the application of the regulations affecting the land to be subdivided. This procedure is mandatory but does not require a formal application or fee.

- C. Sketch Plat Requirements A Sketch Plat shall be drawn at an approximate scale of one inch to 100 feet and shall show the tentative street layout, approximate right-of-way width, lot arrangements, the location of the nearest water and sewer lines (if any), water courses, existing structures, total acres, approximate number of lots, adjoining streets, north point, tract boundary, and proposed use of land.
- D. Classification Tentative classification of the Sketch Plat shall be made at the time of review at the regularly scheduled meeting of the Planning Commission as to whether the subdivision is a major or minor subdivision as defined in Article VI of these regulations. Subsequent to the approval by the Planning Commission, the applicant may proceed directly to the filing of an application for approval of a final subdivision plat, as provided, in these regulations, if classified as a minor subdivision; and if classified as a major subdivision, the applicant must first file an application for approval of a Preliminary Plat, as provided in these regulations before filing for Final Plat approval.
- E. Concurrence of Sketch Plat After reviewing and discussing the Sketch Plat, the Planning Commission will advise the applicant of the specific changes or additions, if any, to be made in the layout and the character and extent of improvements and reservations to be required as prerequisite to the approval of the subdivision plat. The Planning Commission may require additional changes as a result of further study of the subdivision in final form. Said review shall constitute authorization to prepare and submit a Preliminary Plat in the case of a major subdivision or a Final Plat in the case of a minor subdivision.

#### 14.4 SUBMISSION OF PRELIMINARY PLAT

The procedure for obtaining Preliminary Plat approval is as follows:

- A. Application.  
The applicant shall file an application for approval of a Preliminary Plat. The application shall:
  - 1. Be made on forms available at the Office of the City Clerk;
  - 2. Be accompanied by appropriate fees (as per current fee schedule from City Council) made payable to the City of Robertsdale;
  - 3. Be accompanied by four (4) sets of 24" x 36" black or blue-line prints of

the proposed subdivision prepared in accordance with the requirements of this section and one (1) 11”X17” copy of the preliminary plat;

4. Be submitted to the City Clerk at least thirty (30) days prior to a regularly scheduled meeting of the Planning Commission;
5. Be accompanied with a list of adjacent property owners abutting the proposed development site according to the latest Baldwin County tax recorders;
6. Be accompanied by a letter from all Utility Providers, that are to serve the proposed development, stating that they have the capacity and are willing to provide services to said development;

- B. Public Hearing. The Planning Commission shall hold a public hearing on the Preliminary Plat. Notice of such public hearing shall be sent to all adjoining landowners by certified mail. Such notices shall be sent at least five (5) days prior to the date of the public hearing. Any Preliminary Plat submitted to the Planning Commission shall contain an application form with the names and addresses of all persons to whom notices of a public hearing shall be sent. Any change or modification to a Preliminary Plat shall be resubmitted to the Planning Commission for approval and may be subject to a second public hearing, if deemed necessary by the Planning Commission.
- C. Preliminary Plat. After the Planning Commission, Building Official, and County Health Department (when applicable), have reviewed the Preliminary Plat and construction plans, the applicant shall be advised of any required changes and/or additions. One (1) copy of the proposed Preliminary Plat shall be returned to the applicant with the date of approval, conditional approval, or disapproval and the reasons therefore accompanying the plat and one copy shall be retained by the Planning Commission. The approval of the Preliminary Plat shall not be deemed final acceptance, but rather an expression of approval of the layout as submitted on the Preliminary Plat.
- D. Effective Period of Preliminary Approval. The approval of a Preliminary Plat shall be effective for a period of one (1) year at the end of which time final approval of the subdivision must have been obtained from the Planning Commission, although the plat need not yet be signed and filed with the Probate Judge. Any plat not receiving final approval within the period of time set forth herein shall be null and void, and the applicant shall be required to resubmit a new plat for preliminary approval subject to all subdivision regulations and filing fees. However, upon written request from the applicant stating the reasons for such request, the Planning Commission upon advice from the Public Works Director, may extend the effective period of the approval up to twenty-four months.

- E. Resubmission of Preliminary Plat. The Planning Commission shall not consider, for a period of twelve (12) months, a Preliminary Plat which has been submitted for approval after Planning Commission disapproval, unless the applicant has complied with the Planning Commission's required changes and/or additions. Any resubmission shall be subject to a public hearing and full payment of all required fees.
- F. Preliminary Plat Requirements. The Preliminary Plat shall be prepared by a registered engineer or land surveyor and shall be clearly and legibly drawn at a convenient scale of not less than one (1) inch equals one hundred (100) feet, and the sheets shall be numbered in sequence if more than one (1) sheet is used. The sheet shall be of such size as is acceptable for filing in the Office of the Probate Judge, but shall not exceed twenty-four by thirty-six (24 x 36) inches. The Preliminary Plat shall show the following:
1. Name of owner(s) or record;
  2. Proposed name of subdivision, date, north point, scale, and location;
  3. Name of registered engineer and/or land surveyor;
  4. Vicinity map showing location of the subdivision;
  5. Exact boundaries of the tract of land being subdivided shown with bearings and distances;
  6. Names and addresses of the owners of land immediately adjoining the tract of land being subdivided;
  7. Wooded areas, marshes, and any other conditions affecting the site;
  8. The location of existing streets, buildings, water courses, railroads, transmission lines, drainage structures, public utilities, jurisdiction lines, and any public utility easements on the tract being subdivided and on adjacent land within 100 feet of the tract being subdivided;
  9. Proposed rights-of-way or easements including location, widths, purposes, and street names;
  10. Proposed lot lines with bearings and distances, square footage or acreage of each and lot and block numbers;
  11. Proposed minimum building setback lines;
  12. Proposed parks, school sites, or other public open spaces, if any;

13. Site data:
    - a. Acreage in total tract;
    - b. Smallest lot size;
    - c. Total number of lots;
    - d. Linear feet in streets;
  14. Any area within 100 feet of the proposed subdivision subject to inundation by the 100-year flood as defined herein, or subject to periodic inundation by storm drainage overflow or ponding, shall be clearly shown and identified on the plat;
  15. If all or any part of the proposed subdivision lies within an existing flood hazard zone as indicated on the latest Flood Insurance Rate Map (FIRM) for the area, a statement to that effect should be written on the Preliminary Plat and on the Final Plat;
- G. Construction Plans. At the time of submission of the Preliminary Plat, the applicant shall also submit construction plans for all required improvements. All plans shall meet the minimum standards of design and general requirements for the construction of public improvements as set forth in these regulations. Construction plans shall be drawn at a scale of not less than one (1) inch equals fifty (50) feet and map sheets shall be of the same size as the Preliminary Plat. Construction plans shall be prepared by a Registered Engineer. The following construction plans shall be included:
1. Street Plan containing the following information:
    - a. Locations of all proposed and existing streets or rights-of-way in or adjacent to the subdivisions;
    - b. Width of existing and proposed rights-of-way and easements;
    - c. Street names;
    - d. Plan and Profile of all streets, showing natural and finished grades drawn to scale of not less than one (1) inch equals one hundred (100) feet horizontal and one (1) inch equals ten (10) feet vertical;
    - e. Cross sections of proposed streets at a minimum of 100-foot stations;
    - f. Curve data for the centerline of each street: Delta, Tangent, and Radius;
    - g. Location of all required sidewalks and crosswalks;
  2. Storm Drainage Plan containing the following information:
    - a. Location of proposed drainage ways, streams, and ponds in the subdivision;
    - b. Topography at two-foot contour intervals; on more severe terrain, greater intervals may be accepted;

- c. Location, size, and invert elevations of existing and proposed drainage structures including culverts, bridges, pipes, drop inlets, and top elevations of head walls, etc., showing details on Drainage plan, including conduit schedule;
  - d. Construction details of typical manholes, connections, and other drainage structures proposed;
  - e. Area of land contributing run-off to each drainage structure along with run-off calculations of each area and drainage calculations for each drainage structure and drainage ditch;
  - f. Location of easements and rights-of-way for drainage ways and maintenance access thereof;
  - g. Typical cross sections of each drainage way;
  - h. Direction of stormwater flow throughout subdivision and compatibility with existing drainage;
3. Sanitary Sewer Plan, if applicable, containing the following information:
- a. Location and size of all existing and proposed sewers in the subdivision and tie-points of the subdivision. Location of sewer laterals;
  - b. Direction of flow of each sewer line;
  - c. Location of each manhole and other sewage system appurtenances including lift stations, oxidation ponds, and treatment plants, if any;
  - d. Construction details of typical manholes, connections, and other sewage structures proposed;
  - e. Plan and profile of sewage system;
4. Water Distribution Plan containing the following information:
- a. Location and size of existing and proposed water distribution system including pipes, valves, fittings, hydrants, high pressure pumping equipment, etc;
5. Electric Distribution Plan containing the following information:
- a. Location of existing and proposed poles or subsurface facilities, as detailed by the Utility Provider, as necessary to serve each lot or parcel of land within the subdivision;
6. Gas Distribution Plan showing the following information (if applicable):
- a. Location and size of existing and proposed gas distribution lines including pipes, valves and fittings;

H. Approvals.

No Preliminary Plat shall be approved by the Planning Commission until each utility affected has submitted a letter to the Planning Commission as to whether the service to be provided by such utility is reasonable and adequate.

14.5 SUBMISSION OF FINAL PLAT

In accordance with the policy of the Planning Commission, no lot may be sold, or utilities extended to, or connected with, any subdivision of land, as defined herein until the Final Plat has been approved by the Planning Commission.

A. Application Procedure and Requirements.

In the case of a minor subdivision or following approval of the Preliminary Plat in the case of a major subdivision, the applicant, shall file with the Planning Commission an application for approval of the Final Plat. The application shall:

1. Be made on forms available at the Office of the City Clerk;
2. Be accompanied by appropriate fees (as per current fee schedule from City Clerk) made payable to the City of Robertsdale;
3. Be accompanied by four (4) - 24"X36" black or blueprint copies and one (1) 11"X17" of the Final Plat, and one (1) electronic disk in a software format as required by the City;
4. Comply in all respects with the Preliminary Plat, as approved, except for minor modifications not altering the design of the subdivision; contour lines may be excluded;
5. Be submitted to the City Clerk at least thirty (30) days prior to a regularly scheduled meeting of the Planning Commission;
6. Be submitted within one (1) year of the date of Preliminary Plat approval;
7. Be accompanied by a surety bond, if required, in a form satisfactory to the City Attorney and in an amount sufficient to guarantee the actual construction and installation of such approved public streets, roads, drainage structures and public utilities;
8. Be accompanied by the following copies of As-Built construction plans; two (2) sets of 24"X36" black or blue line copies, one (1) set of 11"X17", and one electronic disk in a software format as required by the City;

B. Review, Approval, Signing and Recording of Final Plat

1. Within thirty (30) days of submittal of a complete and accurate application, the Planning Commission shall determine whether the Final Plat should be approved or not approved based on whether the development conforms to the provisions of these Regulations and the approved Preliminary Plat and the conditions, if any, imposed during review.
2. Upon determination that the Final Plat should be approved and that the installation of all required improvements has been satisfactorily completed in accordance with City specifications and approved by the City Engineer or that an acceptable financial guarantee has been provided for the satisfactory completion of all required improvements, the original Final Plat tracing shall be signed by the person authorized by the Planning Commission to sign such plats.
3. Two copies of the recorded plat shall be submitted to the City Clerk within sixty days from the date of approval by the Planning Commission or the approval shall become null and void.
4. Upon determination that the Final Plat should not be approved, the Planning Commission shall explain the deficiency in the plat to the subdivider with notice that a corrected plat may be resubmitted for approval.

C. Final Plat Requirements.

The Final Plat shall be prepared by a registered land surveyor and shall be clearly and legibly drawn at a convenient scale of not less than one (1) inch equals one hundred (100) feet. The Final Plat, as submitted for approval, shall be prepared in ink on linen or a suitable permanent Mylar reproducible. The sheet shall be of such size as is acceptable for filing in the Office of the Probate Judge, but shall not exceed twenty-four by thirty-six (24 x 36) inches. The Final Plat shall show the following:

1. Name of subdivision, north point, scale, and location;
2. The relation of the land so platted to the Government Survey of City of Robertsdale. The "point of beginning" as referred to in the written description shall be so indicated;
3. Sufficient data to determine readily and reproduce on the ground the location, bearing, and length of every street line, lot line, boundary line, and block line, whether straight or curved. This shall include the radius, central angle, point of tangency, tangent distance, and arc and chords;

4. The names and locations of adjoining subdivisions and streets, with reference to recorded plats by record name;
  5. The exact position of the permanent monuments shall be indicated on the plat by a small circle "o";
  6. Streets and alleys, rights-of-way, and street names;
  7. All easements, including locations, widths, and purposes;
  8. Lot lines, square footage or acreage of each lot and lot and block numbers;
  9. Parks, school sites, or other public open spaces, if any;
  10. All dimensions should be to the nearest one-hundredth (1/100) of a foot and angles within plus or minus five (5) seconds;
  11. The following endorsements, dedications, and certificates shall be placed on the Final Plat as applicable (see Appendix for sample certificates):
    - a. Registered Land Surveyor's Certificate and Description of Land Platted;
    - b. Dedication;
    - c. Notary's Acknowledgment of the Dedication Certificate referred to in "b";
    - d. A Certificate of Approval by the appropriate electric, gas, telephone, water and sewer utility distributor;
    - e. A Certificate of Approval by the County Engineer in the extra-territorial jurisdiction;
    - f. A Certificate of Approval by the City of Robertsdale Planning Commission;
    - g. A Certificate of Approval by the Baldwin County Health Department (if applicable);
    - h. Registered Land Surveyor's Certificate of Flood Hazard Zone;
    - i. Registered Engineer's Certification of Improvements (if applicable);
  12. The above certificates shall be lettered or typed on the Final Plat in such a manner as to insure that said certificates will be legible on any prints made therefrom.
  13. In addition to all of the above, the subdivider shall also submit to the Planning Commission copies of all Federal and State permits required for construction of the development shown on the plat.
- D. Engineering Plan. At the time of Final Plat approval, the applicant shall also

submit an engineering plan, or "as built" plan, 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 underground utilities for the City's use in the course of maintaining such improvements. If the installation of improvements is completed under a bond, the engineering plan shall be submitted to the City upon request of release of the bond by the applicant.

14.6 MINIMUM STANDARDS

The following development standards shall be complied with, and no higher standard may be required by the Planning Commission, except where, because of exceptional and unique conditions of topography, location, shape, size, drainage, or other physical features of the site, minimum standards specified herein would not reasonably protect or provide for public health, safety, or welfare. Any higher standard required shall be reasonable and shall be limited to the minimum additional improvements necessary to protect the public health, safety, or welfare. In addition to the requirements established herein, all subdivision plats shall comply with the following laws, rules, and regulations:

- A. All applicable statutory provisions;
- B. The special requirements and rules of the Baldwin County Health Department and/or appropriate State agencies;
- C. The rules and standards of the ALDOT if the subdivision or any lot contained therein abuts a State highway;
- D. The standards and regulations adopted by all boards, commissions, agencies, and officials of the City of Robertsdale;
- E. Plat approval may be withheld if a subdivision is not in conformity with the above guides or with the policy and purpose established in Article I of these regulations;
- F. Any development in the Extra-territorial Planning Jurisdiction shall comply with the stricter of the Baldwin County Subdivision Regulations or the Robertsdale Land Use Ordinance;

14.7 GENERAL REQUIREMENTS

A. Plats Straddling Jurisdictional Boundaries.

Whenever access to a subdivision is required across land in another local government planning jurisdiction, the Planning Commission may request assurance from the City Engineer, Attorney, or other appropriate official, that the access road is adequately improved, or that surety has been duly executed and is sufficient in amount to assure the construction of the access road.

- B. Trees and Natural Features. Reasonable requirements for the preservation of outstanding natural features may be specified by the Planning Commission. These include large trees or groves, watercourses, historical sites, exceptional views, and similar irreplaceable assets.
- C. Character of the Land. Land which the Planning Commission finds to be unsuitable for subdivision or development due to flooding, improper drainage, steep slopes, rock formations, adverse soil formations or topography, utility easements, or other features which will reasonably be harmful to the safety, health, and general welfare of the present or future inhabitants of the subdivision and/or its surrounding areas, shall not be subdivided or developed unless adequate methods are formulated by the applicant and approved by the Planning Commission, upon recommendation of the City Engineer, to solve the problems created by the unsuitable land conditions; otherwise such land shall be set aside for uses as shall not involve such a danger.

Where a parcel of land proposed to be subdivided contains an area of wetlands delineated as jurisdictional by the Corps of Engineers, said wetlands shall be preserved as defined by law. Lots may be platted where sufficient upland areas exist to provide a building site for the main structure and necessary ancillary facilities. Fill may not be used in wetlands to create building sites for the purpose of subdividing property unless approval for such fill has been received from the Corps of Engineers and other appropriated governmental agencies.

Land within any Floodway District shall not be platted for residential occupancy or building sites. Land outside the floodway but subject to flood may be platted for residential occupancy provided each lot contains a building site that may reasonably lend itself to construction of a minimum floor level of one (1) foot above flood elevation, or for such other uses which will not increase the danger to health, life, and property. Fill may not be used to raise land in the floodway. In other areas subject to flood, fill may be used providing the proposed fill does not restrict the flow of water and unduly increase flood heights.

- D. Subdivision Name. The proposed name of the subdivision shall not duplicate, or too closely approximate phonetically, the name of any other subdivision in the area covered by these regulations. The Planning Commission shall have final authority to designate the name of the subdivision, which shall be determined at Preliminary Plat approval.
- F. Waterbodies and Watercourses. If a tract being subdivided contains a water body, or portion thereof, the ownership of and responsibility for safe maintenance of the water body shall be such that it will not become a City responsibility. No public roadways will be approved which provide access across dams.

14.8 STREET PLAN.

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. New streets shall consider topographical conditions, orientation to vistas, public convenience and safety, and the proposed uses of land to be served by them.

- A. Continuation of Adjoining Street System Proposed new streets shall extend existing streets or their projections at the same or greater width, but in no case less than the minimum required width, unless variations are deemed necessary by the Planning Commission for reason of topography or design.
- B. Access to Adjacent Properties. Where, in the opinion of the Planning Commission, it is desirable to provide for street access to an adjoining property, streets shall be extended by dedication to the boundary of such property at a minimum of one (1) per quarter mile.
- C. Marginal Access Streets. Where, in the opinion of the Planning Commission, development which abuts or has included within the proposed subdivided area any arterial, the Planning Commission may require a marginal access street or other treatment which may be necessary to provide for the adequate protection of properties, and to afford separation of through and local traffic.
- D. Private Streets. There shall be no private streets platted within a subdivision where abutting properties will be sold, whether immediately or in the future, to the public; however, in certain instances, private streets may be approved by the Planning Commission provided they are constructed according to the standards of City of Robertsedale.

In the event that the Planning Commission does approve a private street, it is recommended the Commission require the developer to install a sign of reasonable size stating that the arterial is a private street and is not subject to public maintenance by the City. Such statements shall also be shown on the preliminary and the final plats.

- E. Private Reserve Strips. Private reserve strips controlling access to streets shall be prohibited.
- F. Additional Width on Existing Roads. Subdivisions that adjoin existing streets with inadequate right-of-way shall dedicate additional right-of-way to meet the minimum street width requirements.
- G. Street Names Proposed streets, which are obviously in alignment with others existing and named, shall bear the assigned name of the existing streets. In no case shall the names of proposed streets duplicate or be phonetically similar to existing street names, irrespective of the use of the suffix, street, avenue,

boulevard, drive, place, court, etc. Naming shall be consistent with the directional line of the street as follows:

- Through streets lying east and west...avenues
- Through streets lying north and south...streets
- Through streets lying other than what can be termed north and south or east and west...roads
- Cul-de-sacs.....lanes
- Meandering streets.....drives

Street names are subject to the approval of the Planning Commission, and Baldwin County E-911.

H. New Half-streets And New Half-alleys. No new half-streets or half-alleys shall be platted.

I. Vacating a Street or Easement. No street or easement may be vacated unless a petition for that purpose (accompanied by the necessary documents specified by the Planning Commission) is submitted through the Planning Commission to the City. The Planning Commission shall review such petition and make recommendations to the City Council of Robertsedale, whose decision, following a public hearing, shall be final.

J. Frontage on Improved Roads.

1. No subdivision shall be approved unless the area to be subdivided shall have frontage on, and access from an existing hard surface State, County, or City road or highway; or
2. A hard surface street upon a plat approved by the Planning Commission and recorded in the Baldwin County Probate Judge's Office. Such street or highway must be suitably improved as required by rules, regulations, specifications, or orders, or be secured by an improvement guarantee required under these subdivision regulations, with the width and right-of-way required by these subdivision regulations.

K. Topography and Arrangement

1. Roads shall be related appropriately to the topography. All streets shall be arranged so as to obtain as many as possible of the building sites at, or above, the grades of the streets. Grades of streets shall conform as closely as possible to the original topography. A combination of steep grades and curves shall be avoided. Specific standards are contained in the Design Standards (Section 15-4) of these regulations.
2. All proposed streets shall be properly integrated with the existing system

of streets.

3. All arterial streets shall be properly related to specific traffic generators such as industries, business districts, schools, churches, and shopping centers; to population densities; and to the pattern of existing and proposed land uses.
4. Minor streets shall be laid out to conform as much as possible to the topography, to discourage use by through traffic, to permit efficient drainage and utility systems, and to require the minimum number of streets necessary to provide convenient and safe access to property.
5. The rigid rectangular gridiron street pattern need not necessarily be adhered to, and the use of curvilinear streets, cul-de-sacs, or U-shaped streets will be accepted where such use will result in a more desirable layout.
6. In business and industrial developments, the streets and other accessways shall be planned in connection with the grouping of buildings, and the provision of alleys, truck loading and maneuvering areas, and walks and parking areas so as to minimize conflict of movement among the various types of traffic, including pedestrian.

L. Access to Arterial Streets. Where a subdivision borders on or contains an existing or proposed arterial, the Planning Commission may require that access to such arterial be limited by one of the following means:

1. The subdivision of lots so as to back onto the arterial and front onto a parallel minor street; in this case no access shall be provided from the arterial, and screening shall be provided in a strip of land along the rear property line of such lots;
2. A series of cul-de-sacs, U-shaped streets, or short loops entered from and designed generally at right angles to such a parallel street, with the rear lines of their terminal lots backing onto the arterial;
3. A marginal access or service road (separated from the arterial by a sufficient planting or grass strip and having access thereto at suitable points).

M. Excess Right-of-way or Easements 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 2:1.

- N. Major Thoroughfares Major thoroughfares where so located as to affect the subdivision of adjoining lands shall be treated as follows:  
In residential districts, a buffer strip at least 25 feet in depth in addition to the normal depth of the lot required in the district shall be provided adjacent to the major thoroughfare. This strip shall be part of the platted lots and shall be designated on the plat: "This strip is reserved for screening. The placement of structures hereon is prohibited".
- O. Cul-De-Sacs Permanent dead-end streets shall not exceed six hundred (600) feet in length, and shall be provided with a turnaround having a roadway diameter of at least eighty (80) feet and a right-of-way diameter of at least one hundred (100) feet.
- P. Intersections Street intersections shall be laid out as follows:
1. Streets shall be laid out so as to intersect as nearly as possible at right angles. A proposed intersection of two (2) new streets at an angle of less than seventy-five (75) degrees shall not be acceptable. An oblique street should be curved approaching an intersection and should be approximately at right angles for at least one hundred (100) feet therefrom. Not more than two (2) streets shall intersect at any one point unless specifically approved by the Planning Commission.
  2. Proposed new intersections along one side of an existing street shall, wherever practical, coincide with any existing intersections on the opposite side of such street. Street jogs with centerline offsets of less than 125 feet shall not be permitted, except where the intersected street has separated dual drives without median breaks at either intersection. Where minor streets intersect collectors or arterials, their alignment shall be continuous. Intersections of arterials shall be at least eight hundred (800) feet apart. Where a street intersects a state highway, the design standards of the ALDOT shall apply;
  3. Minimum curb radius at the intersection of two (2) minor streets shall be at least twenty (20) feet; and minimum curb radius at an intersection involving a collector street shall be at least twenty-five (25) feet;
  4. Intersections shall be designed with a flat grade wherever practical. In hilly or rolling areas, at the approach to an intersection, a leveling area shall be provided having a grade not greater than five percent (5%) at a distance of fifty (50) feet, measured from the nearest right-of-way line of the intersecting street;
  5. Where any street intersection will involve earth banks or existing vegetation inside any lot corner that would create a traffic hazard by limiting visibility, the applicant shall cut such ground and/or vegetation

- (including trees) in connection with the grading of the public right-of-way to the extent deemed necessary to provide an adequate sight distance;
6. The cross-slopes on all streets, including intersections, shall be five percent (5%) or less;
  7. Property lines at street intersections shall be rounded with a minimum radius of twenty-five (25) feet.
  8. Turn Lanes, Deceleration and/or acceleration lanes may be required where necessary to maintain a safe flow of traffic on existing or proposed streets.
- Q. Perimeter Streets Street systems in new subdivisions shall be laid out so as to eliminate or avoid new perimeter half-streets. Where an existing half-street is adjacent to a new subdivision, the other half of the street shall be improved and dedicated by the applicant. The Planning Commission may authorize a new perimeter street where the applicant improves and dedicates the entire required street right-of-way width within his own subdivision boundaries.
- R. Street Elevations The Planning Commission may require, where necessary, profiles and elevations of streets for areas subject to flood. No street shall be approved for construction within an area subject to flood that is proposed to be constructed more than two (2) feet below the elevation of the floodplain, as defined in these regulations. Fill may be used for streets. Drainage openings shall be so designed as not to restrict the flow of floodwaters or increase upstream flood heights.
- S. Common Driveways
1. Where lots will access an existing off-site publicly maintained street, common driveways shall be used where appropriate to minimize the number of curb cuts required.
  2. The maximum number of lots served by a common driveway shall be two.
  3. The maximum length of a common driveway shall be 300 feet.
  4. Common driveways shall be contained within a private ingress and egress easement labeled as such on the final plat. Said easement shall be of sufficient width to contain the common driveway and any utilities and provide adequate ingress and egress.
  5. The final plat of a subdivision in which common driveways are utilized shall contain the following notation "The common driveway shown hereon is private and will not be maintained by City of Robertsdale".

6. All subdivisions using common driveways shall provide an easement agreement to address the responsibility of maintenance of the common driveway.

14.9 DESIGN STANDARDS.

The following design standards shall be considered minimum requirements and shall specifically apply to all subdivisions.

**TABLE 14.9**  
**Design Standards**

	<b>Primary/Secondary Arterial</b>	<b>Collector Street(Road)</b>	<b>Local Street(Road)</b>	<b>Cul-de-Sac Streets</b>	<b>Marginal Access Street</b>
Minimum Right-of-Way Width	80'	60'	50'	50'	50'
Maximum Grade <sup>1</sup>	6.0%	8.0%	12.0%	12.0%	12.0%
Minimum Radius of Curves <sup>1</sup>	500'	300'	100'	80'	100'
Minimum Tangent Length Between Reverse Curves <sup>1</sup>	200'	100'	100'	100'	100'
Minimum Grades within 100 ft. of Centerline Intersection	5%	5%	5%	5%	5%
Minimum Distance Between Centerline Offsets at Street Jogs	800'	125'	125'	125'	125'
Angle at Intersection of Street Centerlines	90 <sup>0</sup>	80 <sup>0</sup> -100 <sup>0</sup>	80 <sup>0</sup> -100 <sup>0</sup>	80 <sup>0</sup> -100 <sup>0</sup>	80 <sup>0</sup> -100 <sup>0</sup>
Minimum Pavement Width	32'	28'	24'	24'	24'

1. See Illustration 1
2. All new roads constructed shall have a 24" curb & gutter, 24" valley gutter, or other approved type of curbing.
3. All streets shall conform to ALDOT Specifications.

14.10 BLOCKS

- A. Blocks shall have sufficient width to provide for two (2) tiers of lots of appropriate depths. Exceptions to this prescribed block width shall be permitted in blocks adjacent to expressways, arterials, railroads, or waterways where single-tier lots are required to separate residential development from through vehicular traffic or non-residential uses;
- B. Blocks shall not exceed fifteen hundred (1500) feet nor be less than five hundred (500) feet in length;
- C. In long blocks, the Planning Commission may require the reservation of an easement through the block to accommodate utilities, drainage facilities, or pedestrian traffic.
- D. Pedestrian ways or crosswalks not less than ten (10) feet wide may be required by the Planning Commission through the center of blocks more than eight hundred (800) feet long where deemed essential to provide circulation or access to schools, playgrounds, shopping centers, transportation, or other community facilities. Blocks designed for industrial uses shall be of such length and width as may be determined suitable by the Planning Commission for prospective use.

14.11 LOTS.

Subdivision lots shall comply with the following requirements:

- A. The size, shape and orientation of lots within the City Limits shall be such as shown in Article IX of this *Land Use Ordinance*.
- B. The subdivision plat shall provide each lot with satisfactory access to an existing street.
- C. Where land is subdivided into larger parcels than ordinary building lots, such parcels shall be arranged so as to allow for the opening of future streets and logical further re-subdivision.
- D. Depth and width of properties reserved or laid out for commercial and industrial purposes shall be adequate to provide for off-street parking and loading for the use contemplated.
- E. Double frontage lots shall be avoided, except where essential to provide separation of residential development from traffic arterials, or to overcome specific disadvantages of topography or orientation.
- G. Side lot lines should be at right angles to streets, except on curves where they shall be radial.

- G. Excessive depth in relations to width shall be avoided. A depth to width ratio of 3:1 will normally be considered maximum.
- H. Minimal lot size should be usable land.

14.12 REQUIRED UTILITIES:

General: When water, sewer, electricity, telephone, and other utilities are to be installed in the street rights-of-way, said installation shall be completed prior to the construction of the streets or roadways.

Standards:

A. Water:

1. Water mains for both domestic use and fire protection shall be properly connected with a central water system or with an alternate water supply approved by ADEM for human consumption. The lines shall be constructed in such a manner as to serve adequately all lots shown on the subdivision plat
2. Where a public water system is within reasonable distance of the subdivision, as determined by the Planning Commission, the developer shall connect with said water system. The design and specifications of the distribution system shall meet the City water system requirements. If a well is required for each lot, the location, construction and use of such well shall also meet the Baldwin County Health Department. If a well is to serve more than one lot, a public water system shall be required. The design and specifications of such system shall meet the Alabama Department of environmental Management requirements.
3. Fire hydrants shall be installed along each street at a maximum interval of 600 ft., or at the ends and center of each block as determined by the Planning Commission. The water supply and pressure shall be sufficient to provide adequate fire protection as well as the future needs of the intended land use.

B. Sewer:

1. Where a public or private sanitary sewer system is within reasonable distance of the subdivision, as determined by the Planning Commission, the developer shall install a sanitary sewer system which meets the requirements of the City and shall connect to such system at his expense. Where lots cannot be reasonably connected with a public or private sewerage system, they must contain adequate area for the installation of septic tanks and disposal fields, and shall be approved by the Baldwin County Health Department.

2. Sewer stub-outs, capable of allowing gravity connections, shall be provided for each lot and shall extend to the right-of-way line of said lots.
- C. Electricity:
1. Electric lines shall be installed in such a manner as to serve adequately all lots shown on the subdivision plat. Electrical services and streetlights shall be installed along all new roadways within subdivisions at the expense of the developer. These streetlights shall be spaced at a maximum of 200 ft. along the right-of-way, or as determined by the Planning Commission. Street lights may be mounted on power poles if overhead power lines are utilized, or on approved light posts if power is run underground for the development. All electrical improvements shall be paid for and installed prior to final plat approval.
- D. Telephone:
1. Telephone service shall be provided to all lots within proposed subdivisions. The installation of all telephone conduit, wire, and/or structures shall be coordinated by and if necessary, paid for by the developer prior to final plat approval.

#### 14.13 SIDEWALKS

All major subdivisions shall provide for sidewalks adjacent to all new lots.

- A. Sidewalks shall be located within the right-of-way or within an easement of sufficient width adjacent to the right-of-way.
- B. Sidewalks shall be a minimum of 5 feet in width. All sidewalks shall be constructed of reinforced concrete that has a minimum 28 day compressive strength of 3,000 psi.
- C. Sidewalks shall connect to any adjacent sidewalks and/or bike paths and shall be interconnected within said development to allow for sufficient pedestrian access. Sidewalks that are located adjacent to common areas or otherwise not adjacent to individual lots shall be constructed by the developer prior to final plat approval.
- D. Sidewalks adjacent to individual lots shall be constructed at the same time as the principal structures, and prior to any certification of occupancy being issued by the Building Official.
- E. All sidewalks shall be in accordance with current A.D.A. Requirements.

14.14 OPEN SPACE

All subdivisions greater than 24 lots shall be provided with open space.

- A. For every 25 lots or fraction thereof, the developer shall provide an open space that is equal in size to one (1) average lot in the subject development.
- B. Said open space shall be provided in one location and all required open space shall be contiguous. This shall also apply to phased developments.
- C. Stormwater management facilities and narrow strips less than 20 feet in width shall not be counted as the required open space.
- D. Open Spaces can be held by the developer, Homeowners' Association, or deeded to the city.

14.15 PERMANENT REFERENCE POINTS

Prior to the approval of the Final Plat, permanent reference points shall have been placed in accordance with the following requirements:

- A. Subdivision Corner Tie. At least one corner of the subdivision shall be designated by course and distance (tie) from an accepted corner of the Government Survey of Baldwin County. The subdivision corner shall be marked with a monument and shall appear on the map with a description of bearings and distance from the Government Survey corner, to an accuracy of 1:5,000.
- B. Monuments. Concrete monuments four (4) inches in diameter or four (4) inches square and three (3) feet long with a flat top shall be set at all exterior corners of the subdivision. The top of the monument shall have an indented mark to identify properly the location, and shall be set flush with the finished grade. Elevation from mean sea level datum shall be established on a permanent benchmark at the corner of the subdivision and at a distance no greater than 2000' on perimeter.
- C. Property Markers. All lot corners not marked with a monument shall be marked with an iron pipe or iron pin not less than one-half (2) inch in diameter or in width, and twenty-four (24) inches long, and driven so as to be flush with the finished grade.
- D. Accuracy. The land survey shall be in accordance with the *State of Alabama's Minimum Technical Standards for Land Surveyors*