

SUBDIVISION REGULATIONS

TOWN OF COOPERTOWN, TENNESSEE



Original Adoption: 1/16/2007

Comprehensive Revisions: Effective 7/6/2020

Last Amended: March 16, 2026

**TOWN OF COOPERTOWN MUNICIPAL PLANNING COMMISSION
Coopertown, Tennessee**

Summary of Amendments to the Coopertown Subdivision Regulations

<u>DATE</u>	<u>RESOLUTION #</u>	<u>AMENDMENT</u>
August 3, 2011	2011-012	Revised Article IV by the addition of new language in Section 4-102.12 (1) (a)
October 15, 2012	SR2012-011	Revised Article III by omitting in its entirety and replaced with a new Article III; revised Appendix A, Form Number 5 (Performance Agreement), revised Form Number 6 (Irrevocable Letter of Credit), and added Form Number 8 (Maintenance Agreement form)
October 15, 2012	SR2012-012	Revised Article IV, Section 4-102.12 by omitting in its entirety and replaced with a new Section 4-102.12
January 12, 2015	SR2014-009	Revised Article III by omitting in its entirety and replaced with a new Article III
April 20, 2015	SR2015-001	Revised Appendix A by omitting Form 5, Performance Agreement, and Form 8, Maintenance Agreement, in their entirety and replaced with a new Form 5 & Form 8, respectively
December 14, 2015	SR2015-004	Revised Article IV, Section 4-102.1204, #7, b, (2) & (3)
March 21, 2016	SR2016-004	Revised Article III, Section 3-106 by addition of new sentence
August 15, 2016	SR2016-020	Revised Appendix B, Sections III and IV by including new road standards and updated language
March 20, 2017	SR2017-002	Revised Article II, Sections 2-101.2, 2-102.4, 2-108.2, and 2-109.7 by including new language and removing language, and creation of a new Sections 2-107.6 and 2-107.7; revised Article IV, Sections 4-110.6, 4-113.1, & 4-113.2, and 4-113.3 by including new language and removing language, and omitting a subsection of Section 4-112.2; revised Article V, Sections 5-104.1 thru 5-104.5 by including new language and removing

Amendments, cont'd

<u>DATE</u>	<u>RESOLUTION #</u>	<u>AMENDMENT</u>
	SR2017-002, cont'd	language, and creation of two new Sections 5-104.6 and 5-104.7; revised Article VI, Section 6-110.2 by including new language; revised Article VII, Section 7-102 by including new language in three definitions, and the addition of two new terms; and revised Appendix B, Section IV, Part D, #4 by including new language and removing language
June 15, 2020	SR2020-010	Comprehensive revisions to the Subdivision Regulations, including all previous amendments adopted since 1/16/2007, and this resolution becoming effective 7/6/20
August 16, 2021	SR2021-014	Amended Article IV, Sections 4-103.104 and 4-105-204 by omission of certain language
September 23, 2021	SR2021-018	Amended Article II, Section 2-108.602 by addition of new language; amended Article III, Sections 3-103.1, 3-103.301, and 3-104.1 by addition of new language; and amended Appendix A, Performance and Maintenance Agreement by the addition of new language
December 13, 2021	SR2021-022	Amended Article IV, Section 4-102.1104 by addition of new language
December 19, 2022	SR2022-013	Amended Article I by adding Section 1-114 "Public Right-of-way Dedication;" Article VII, Section 7-102, adding definitions for "dedication" and "reservation;" amended language in Article IV, Section 4-103.102 and 4-103.103 and added Section 4-103.105 Major and Minor Subdivision Dedications and Reservations
September 16, 2024	SR2024-006	Amend Article IV Driveway Standards by adding 1 driveway per lot requirement and additional driveway construction standards
September 16, 2024	SR2024-007	Amend Article V by adjusting scale and north arrow requirements

Amendments, cont'd

<u>DATE</u>	<u>RESOLUTION #</u>	<u>AMENDMENT</u>
March 17, 2025	SR2025-003	Amend Appendix B by amending the Quality Control Section
April 21, 2025	SR2025-005	Amend Article III by adding language regarding possible expiration or non-renewal of Letters of Credit
April 21, 2025	SR2025-006	Amend Article IV by amending regulations regarding flag lots in Section 4-110.2
May 19, 2025	SR2025-008	Amend Articles I and IV to allow up to 3 lots/driveway and amend Article V Plat Requirements with new shared driveway plat requirements
June 16, 2025	SR2025-007	Amended Article VII Definitions by adding definition for "Original Principal Amount"
October 20, 2025	SR 2025-011	Amending Appendix B by replacing existing diagrams ST-1 (Local Street) and ST-2 (Collector) with new Street Typical Sections (ST-1 and ST-2)
October 20, 2025	SR 2025-012	Amending Article III, Section 3-103 by reducing minimum surety reduction amount from 30% to 25%
November 17, 2025	SR 2025-014	Amend Article IV, Section 4-110.2 by adding a maximum lot width:depth ratio
December 15, 2025	SR 2025-013	Amending Appendix B by amending Chapter 5 – Pavement Design and Chapter 9 – TV Inspection requirements for sewers
March 16, 2026	SR 2026-003	Amending the following in Appendix B: Diagram ST-8; Section 4.8, Undercutting; Section 4.8.3, Backfill; and Section 4.9.3, Soil Placement

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ARTICLE I
GENERAL PROVISIONS

1-101 TITLE

These Regulations shall hereinafter be known and cited as the “Subdivision Regulations of Coopertown, Tennessee” (Town).

1-102 AUTHORITY

These Subdivision Regulations are adopted by the Coopertown Municipal Planning Commission (hereinafter referred to as "Planning Commission"), pursuant to the authority and powers granted by Sections 13-4-301 through 13-4-309, Tennessee Code Annotated (TCA). Having adopted a Major Thoroughfare Plan for the jurisdictional area, and filed a certified copy of said plan with the Robertson County Register of Deeds (hereinafter referred to as "County Register"), as required by Section 13-4-302, Tennessee Code Annotated, and having held a public hearing as indicated in Subsection 1-107.1, of these regulations, the Planning Commission has fulfilled the requirements set forth in state law as prerequisites to adoption of these Regulations.

1-103 JURISDICTION

These Subdivision Regulations shall apply to all subdivisions, as herein defined, located within the jurisdiction of the Municipal Planning Commission of Coopertown, Tennessee. No land shall be subdivided within the jurisdictional area until the applicant submits necessary documents as required by these regulations, obtains Planning Commission approval of such documents, and records the approved Final Plat with the County Register.

1-104 POLICY AND PURPOSE

It is hereby declared to be the policy of the Planning Commission to consider land subdivision as part of a plan for orderly, efficient and economical development of the Town. These regulations are adopted for the following purposes:

- (1) To promote the public health, safety, and general welfare of the jurisdictional area, i.e. that land to be subdivided shall be of such character that it can be used safely for building purposes without danger to health, or peril from fire, flood or other menace;
- (2) To guide public and private policy and action providing for transportation, water, sewerage, schools, recreational areas, solid waste, stormwater, fire protection, emergency services and other public and private requirements and facilities;
- (3) To ensure the proposed streets shall compose a convenient street system conforming to the Major Thoroughfare Plan and conform to the Town Land Use & Transportation Policy Plan. Said streets shall be of such width, grade and location as to accommodate the prospective traffic to facilitate fire protection and public safety by providing adequate access for fire-fighting equipment and other emergency services vehicles to buildings;
- (4) To make provisions for open spaces and environmental protection through the enlightened layout and design of the land;

- (5) To promote land designs which preserve the natural beauty and topography of the Town and ensure appropriate development with regard to natural features, water resources, agricultural land, and scenic viewsheds;
- (6) To ensure these policies and purposes are designed to implement the Town's policies of protection of its environmental and cultural resources pursuant to the Coopertown Zoning Ordinance and Town Land Use & Transportation Policy Plan;
- (7) To ensure that the policies and purposes relevant to resource protection are to be coordinated with policies on open space location and use so as to enhance or restore existing resources that have been diminished or degraded through past land management practices;
- (8) To enhance the character and economic stability by encouraging orderly, beneficial development of the jurisdictional area;
- (9) To establish reasonable standards of design and procedures for subdivisions and resubdivisions; to further the orderly layout and use of land, and to ensure proper legal descriptions and proper monumentation of land; and
- (10) To ensure that public facilities are available and have sufficient capacity to serve the proposed subdivision.

1-105 INTERPRETATION, CONFLICT, AND SEVERABILITY

1-105.1 Interpretation

These Regulations shall be held to be the minimum requirements for promotion of health, safety, and general welfare. The applicant shall also be responsible for complying with pertinent Federal, State and Local laws and regulations.

1-105.2 Conflict with Public and Private Provisions

1-105.201 Public Provisions

These Regulations are not intended to interfere with, abrogate, or annul any other ordinance, rule, or regulation, statute, or other provision of law. Where any provision of these Regulations imposes restrictions different from those imposed by any other ordinance, rule, regulation, or other provision of law, whichever provisions are more restrictive or impose higher standards shall control.

1-105.202 Private Provisions

These Regulations are not intended to abrogate any easement, covenant, or other private agreement or restriction, provided, that where these regulations are more restrictive or impose higher standards than such easement, covenant, or other private agreement or restriction, the requirements of these regulations shall govern. Where any private provision exceeds the standards set forth herein, such provisions shall be considered a private contract between the parties of interest, and, as such, is beyond the jurisdiction of the Planning Commission.

1-105.3 Severability

If any part or provision of these Regulations or application thereof is adjudged invalid by any court of competent jurisdiction to any person or circumstance, such judgment shall be confined in its operation to the part, provision, or application directly involved in the controversy where such judgment shall have been rendered and shall not affect or impair the validity of the remainder of these Regulations or the application thereof to other persons or circumstances. The Planning Commission hereby declares that it would have enacted the remainder of these Regulations without any such part, provision, or application.

1-106 SAVING PROVISION

These Regulations shall not be construed as abating any action now pending under, or by virtue of prior Subdivision Regulations, or as discontinuing, abating, modifying, or altering any penalty accruing or about to accrue, or as affecting the liability of any person, or as waiving any right of the governing body under any section or provision existing at the time of adoption of these Regulations, or as vacating or annulling any rights obtained by any person by lawful action of the governing body, except as expressly provided otherwise in these Regulations.

1-106.1 Previously Approved Subdivisions

1-106.101 Unexpired Preliminary Plats

The approval granted on any Preliminary Plat prior to the effective date of these Regulations shall remain in force and effect for the time period stipulated by the regulations under which the approval was first granted.

1-106.102 Expired Preliminary Plats

In any instance where the period of approval shall have passed with some portion of the subdivision not having received approval of a Final Plat, and the applicant wishes an extension of the Preliminary Plat approval, the Planning Commission may:

- a. Permit the remaining portion of the subdivision to be constructed and to receive approval under provisions set forth in the Regulations whereby Preliminary Plat approval was originally granted, or
- b. Stipulate that the Preliminary Plat is null and void and that a new Preliminary Plat be presented subject to all laws and provisions of these Regulations that are in effect at the time such action is considered.

In making this determination, the Planning Commission may consider all pertinent facts available to it. The current state and active pursuit of construction and development activities within the subdivision shall be given due consideration in the course of the Planning Commission's deliberation on this question.

1-107 AMENDMENTS

1-107.1 Enactment

For the purpose of providing for the public health, safety, and general welfare the Planning Commission may from time to time amend these Regulations. Before adoption of any amendment to these Regulations, a public hearing thereon shall be held by the Planning Commission, as required by Chapter 4, Title 13, Tennessee Code Annotated.

1-107.2 Codification and Distribution

Subsequent to adoption of any amendment to these Regulations, such amendment shall be incorporated into the text of these Regulations in the following manner:

1. Replacement pages shall be prepared incorporating the new or changed language. Each amendment shall be listed in the summary of amendments.
2. The Town may retain an electronic or printed version of each adopted amendment that fully states any language deleted from these Regulations and any language added and the place in the text of each such change.

1-108 RESUBDIVISION OF LAND

1-108.1 Procedures for Resubdivision

If any change in an approved or recorded subdivision plat would affect the layout of any public street, alley, or road (hereinafter referred to as public way) shown on such plat, or area reserved thereon for public use, or any lot line, or if it would affect any map, plan, or plat legally recorded before adoption of any subdivision regulations, such amendment shall be approved by the same procedure, rules, and regulations as for a subdivision.

1-108.2 Subdivision Procedures Where Future Resubdivision Is Foreseen

Whenever a parcel of land is subdivided and the subdivision plat shows one (1) or more lots containing more than double the minimum required area for the zoning district in which the lot is located, and the Planning Commission has reason to believe that any such lot(s) will be resubdivided into smaller building sites, the Planning Commission may require that the subdivision and development of such parcel of land allow for the future opening of public ways and the ultimate extension of adjacent public ways or that such lots be restricted from further subdivision. The Planning Commission may also require that dedications providing for future opening and extension of such public ways be indicated on the plan.

1-109 CONDITIONS

Regulation of the subdivision of land and the attachment of reasonable conditions to land subdivision are exercises of valid police power delegated by the State of Tennessee to the Planning Commission. The developer has the duty of compliance with reasonable conditions imposed by the Planning Commission for design, dedication, improvement, and restrictive use of the land so as to provide for

physical and economic development of the jurisdictional area and for the safety and general welfare of future plot owners in the subdivision and of the community at large.

1-110 VACATION OF PLATS AND ABANDONMENT OF RIGHT-OF-WAY DEDICATIONS

1-110.1 Vacation of Plats

Any plat or any part of any plat may be vacated by the owner of the property, at any time before sale of any lot described therein, by a written instrument, to which a copy of such plat shall be attached, declaring the plat or part of the plat to be vacated.

In considering the vacation of plats the Planning Commission shall follow the same procedure for approval of plats. Any such instrument that abridges or destroys any public rights in any of its public uses, improvements, or public ways shall also be submitted to the Board of Mayor and Aldermen for approval.

Such an instrument shall be executed, acknowledged, or approved, and duly recorded or filed in like manner as plats of subdivision, and being duly recorded or filed the instrument shall operate to void the recorded plat and divest all public rights in the public ways and public grounds and all dedications described in such plat, as may be reserved in such plat.

When any lot or lots have been sold the plat may be vacated in the manner herein provided all of the owners of all lots in such plated area join in the execution of such writing.

1-110.2 Abandonment of Right-of-Way Dedications

Any dedicated right-of-way shown on a recorded subdivision plat can be abandoned only through the resubdivision of such plat, or through the resubdivision of the affected section of such plat, according to the procedures stated in Subsection 1-108.1, Procedures for Resubdivision, of these regulations. Thereby, the Planning Commission must approve the resubdivision of the initially recorded plat that depicts the dedicated right-of-way or future public way access area, in such a manner wherein such dedicated right-of-way is deleted from said plat. Once, this revised plat is officially recorded, it acts to supersede the originally recorded plat, and accordingly abandons the respective dedicated right-of-way or future public way access area. No official action shall be made by the Planning Commission in relation to the abandonment of any dedicated right-of-way, pending the public notification of adjacent property owners by registered mail as to the time and place of the Planning Commission meeting, at which time such action is to be officially entertained. Any public way access area or dedicated right-of-way that is abandoned as per the procedures cited herein, shall be deeded solely to the current owners of those lots which were in the originally platted and recorded section of the affected subdivision wherein such public way access area or dedicated right-of-way was depicted.

1-111 VARIANCES

1-111.1 General

Where the Planning Commission finds that extraordinary hardships or practical difficulties may result from strict compliance with these regulations or purposes thereof, it may approve

variances to these subdivision regulations. Such variances shall not have the effect of nullifying the purpose and intent of these Regulations, the Coopertown Zoning Ordinance, and the Town Land Use & Transportation Policy Plan.

The Planning Commission may approve variations if the Commission finds in a specific case that:

- (1) Granting of the variance will not be detrimental to the public safety, health, or welfare, or be injurious to other property or improvements in the neighborhood where the property is located;
- (2) Conditions upon which the request for a variance is based are unique to the property for which the variance is sought and are not applicable generally to other property;
- (3) Because of the particular physical surroundings, shape, or topographical condition of the specific property involved, a particular hardship (not self-imposed) to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations were carried out;
- (4) The variance will not in any manner alter provisions of the Town Land Use & Transportation Policy Plan, the Major Thoroughfare Plan, or the Coopertown Zoning Ordinance; and
- (5) The variance shall not be a self-created hardship.

1-111.2 Procedures

Any application requesting a variance shall state in writing the reasoning by which the variance is justified. The request and forms shall be submitted to the Planning Commission with documents at the time that the request is made. The applicant shall state fully the grounds for the requested variance and all of the facts relied upon by the applicant. The request for a variance shall be submitted in writing by the applicant referencing the specific section(s) within these Subdivision Regulations for which the variance is being requested. The Planning Commission may require additional documents as part of their evaluation of the variance request.

In approving any variation from these regulations the Planning Commission shall state fully in the minutes the grounds for the granting or denying the variance and all of the facts upon which the decision is made. The minutes of the meeting where the action approving the variance(s) is taken shall reflect the specific nature and content of such variance(s).

1-111.3 Conditions

In approving variations, the Planning Commission may impose such conditions as in its judgment will secure substantially the objectives, standards, and requirements of these regulations.

1-112 ENFORCEMENT, VIOLATION, AND PENALTIES

1-112.1 General

1-112.101 Authority

The enforcement of these regulations and the penalties for violations are provided pursuant to Title 13, Tennessee Code Annotated.

1-112.102 Enforcing Officer

It shall be the duty of the Enforcing Officer to enforce these Regulations and to bring to the attention of the Planning Commission and legal counsel violations or lack of compliance herewith.

1-112.103 Recording of Plats

Pursuant to Section 13-4-302, Tennessee Code Annotated, no Final Plat of a subdivision within the jurisdictional area shall be received or recorded by the County Register until the Final Plat has received approval by the Planning Commission in accordance with these Regulations, and such approval has been endorsed in writing on the Final Plat by the Planning Commission Secretary in the manner prescribed by these Regulations.

1-112.104 Use of Unapproved Plats

Pursuant to Section 13-4-306, Tennessee Code Annotated, no owner or agent of the owner of any land shall convey such land contrary to the provisions stated herein.

1-112.105 Public Ways and Utilities

Pursuant to Section 13-4-307, Tennessee Code Annotated, the governing body shall not nor shall any public authority accept, lay out, open, improve, grade, pave, bore, drill, tunnel or light any public way, lay or authorize the laying of water mains, sewers, communication lines, fiber optic lines or construct or authorize the construction of other facilities or utilities in any public way located within the jurisdictional area unless such way shall have been accepted, opened, or otherwise received the legal status of a public way prior to the attachment of the Planning Commission's jurisdiction, or unless such way corresponds in its location and lines to a way shown on a subdivision plat approved by the Planning Commission or on a public way plat made by the Planning Commission. The governing body may, however, accept or lay out any other street or adopt any other street location, provided the resolution, ordinance, or other measure for such acceptance, laying out or adoption first shall be submitted to the Planning Commission for its approval and, if disapproved by the Planning Commission, shall receive the favorable vote of a majority of the entire membership of the governing body. A street approved by the Planning Commission upon such submission or accepted, laid out, or adopted by the Planning Commission shall have the status of an approved street location as fully as though it originally had been shown

on a subdivision plat approved by the Planning Commission or on a plat made and adopted by the Planning Commission. In case, however, of any state highway constructed or to be constructed in the jurisdictional area by the State of Tennessee with state funds as a part of the state highway system, the submission to the Planning Commission shall be by the Tennessee Commissioner of Transportation, who shall have the power to overrule the disapproval of the Planning Commission.

1-112.106 Building Permits

No building permit shall be issued for construction of any building or structure located on a lot or plat that is subdivided or sold in violation of any provision of these Regulations. Any request for a building permit for a lot located within an established subdivision shall provide evidence that the plat of subdivision wherein such lot is located has been approved and appropriately recorded.

1-112.107 Access to Lots by Public Way or Private Easement (Amended by SR2025-008, May 19, 2025)

Pursuant to Section 13-4-308, Tennessee Code Annotated, no building permit shall be issued and no building or structure shall be erected on any lot within the jurisdictional area, unless the public way giving access to the lot whereon the building or structure is proposed to be placed shall have been accepted or opened or shall have otherwise received the legal status of a public way prior to that time or unless such way corresponds in its location and lines with a way shown on a subdivision plat approved by the Planning Commission, or on a street plan made and adopted by the Planning Commission, or unless such lot fronts upon a permanent easement that conforms to all rules, regulations and specifications set forth, herein.

In any instance where a permanent easement is used to provide access to a lot or tract of land having been or being separated by deed or plat from other property, such easement shall comply with the Zoning Ordinance (ZO)(Refer to ZO Article “LOT ACCESS TO A PUBLIC ROAD”).

Where a permanent easement is proposed to provide a private street access to more than three (3) lots or tracts of land, the private street shall be constructed within the easement which will meet or exceed the standards for design and construction of public ways set forth in these Subdivision Regulations, and the Planning Commission may act to ensure that the responsibility for future maintenance of any such access way lying within a permanent easement remains solely with the benefited parties and that in no event shall the maintenance of such access way become a public responsibility.

In situations where there is an existing shared driveway, and it is proposed to add an additional lot to that shared driveway, the following conditions shall be met:

- There shall be written evidence of consent by every property owner whose property is currently served by the shared driveway.
- There shall be a recorded shared access and maintenance agreement for the shared driveway that clearly shows the properties that are served by that

shared driveway.

1-112.108 Metes and Bounds Subdivisions

The subdivision of any lot or parcel of land by use of metes and bounds description without complying with the plat provisions of these Subdivision Regulations shall not be permitted. All such described subdivisions shall be subject to all of the requirements of these Subdivision Regulations.

1-112.2 Penalties for Violations

1-112.201 Recording of Unapproved Plats

No County Register shall receive, file, or record a plat of a subdivision within the Planning Commission's jurisdiction without approval of the Planning Commission as required in Section 13-4-302, Tennessee Code Annotated, and any County Register so doing shall be deemed guilty of a misdemeanor, punishable as other misdemeanors as provided by law. Any County Register, receiving, filing or recording a plat of a subdivision in violation of Subsection 1-112.103, Recording of Plats, of these Subdivision Regulations, shall be deemed guilty of a violation of the above cited provision of the Tennessee Code Annotated.

1-112.202 Use of Unapproved Plats

Section 13-4-306, Tennessee Code Annotated, provides that whoever, being the owner or agent of the owner of any land transfers, or sells or agrees to sell or negotiates to sell such land by reference to, exhibition of or by other use of a plat of subdivision of such land without having submitted a plat of such subdivision to the Planning Commission and obtained its approval as required before such plat be recorded in the office of the appropriate County Register, shall be deemed guilty of a misdemeanor punishable as provided by statute, and the description by metes and bounds in the instrument of transfer or other document used in the process of selling or transferring shall not exempt the transaction from such penalties. The Town through its attorney may enjoin such transfer or sale or agreement by action of injunction.

1-112.203 Illegal Buildings

Any building or structure erected or to be erected in violation of these Subdivision Regulations shall be deemed an unlawful building or structure, and the building official or other official designated by the Town may bring action or enjoin such erection or cause it to be vacated or removed as provided in Section 13-4-308, Tennessee Code Annotated.

1-112.3 Civil Enforcement

1-112.301 General

Appropriate actions and proceedings may be taken in equity to prevent any violation of these Subdivision Regulations, to prevent unlawful construction, to recover

damages, to restrain, correct, or abate a violation, or to prevent illegal occupancy of a building, structure, or premise, these remedies shall be in addition to the penalties described in Subsection 1-112.2, Penalties for Violations, of these Subdivision Regulations.

1-112.302 Specific Statutory Remedies

a. Use of Unapproved Plats

The Town, through its attorney or other official designated by the Town, may enjoin by action for injunction any transfer of, sale of, or agreement to sell any land in violation of Subsection 1-112.104, Use of Unapproved Plats, of these Subdivision Regulations.

b. Erection of Unlawful Buildings

Where any building or structure is erected or being erected on any lot in violation of the street or easement frontage requirements of Subsection 1-112.107, Access to Lots by Public Way or Private Easement, of these Subdivision Regulations, the building official or the Town attorney or other official designated by the governing body may bring action to enjoin such erection or cause the building or structure to be vacated or removed.

1-113 FEES FOR PLAN REVIEW

Any applicant who is seeking to subdivide property or submit other applications related to these Regulations shall pay such filing and review fees as are required by the Town. These fees shall be paid at the time the application is submitted in order for the application or submitted item to be considered as a complete submittal. A complete submittal is a pre-requisite to being placed on an agenda for consideration by the Planning Commission.

1-114 PUBLIC RIGHT-OF-WAY DEDICATION

In exercising the powers granted to it by T.C.A. 13-3-402 and T.C.A 13-4-302, the Planning Commission shall not require an owner of private property to dedicate real property to the public, or pay money to a public entity in an amount that is determined on an individual and discretionary basis, unless there is an essential nexus between the dedication or payment and a legitimate local government interest and the dedication or payment is roughly proportional both in nature and extent to the impact of the proposed use or development of the property. An owner of private property required to make a dedication or pay money in violation of this subsection may seek relief through a common law writ of certiorari in chancery court.

ARTICLE II

PROCEDURE FOR SUBDIVISION APPROVAL

SECTIONS

- 2-101 General Procedure
 - 2-101.1 Plat Approval Requirements
 - 2-101.2 Classification of Subdivisions
 - 2-101.201 Major Subdivision
 - 2-101.202 Minor Subdivision
- 2-102 Review Procedures
 - 2-102.1 Coordinated Review of Planned Unit Developments
 - 2-102.2 Approval Procedure for Minor Subdivisions
 - 2-102.3 Approval Procedure for Major Subdivision Procedures
 - 2-102.4 Official Submission Date For Final Plats
- 2-103 General Conditions
 - 2-103.1 Site Alterations
 - 2-103.2 Concurrent Review by Other Agencies
- 2-104 Pre-Application Meeting
- 2-105 Concept Plan
 - 2-105.1 Purpose of the Concept Plan
 - 2-105.2 Application Procedure and Requirements
 - 2-105.3 Concept Plan Preparation and Content
 - 2-105.4 Review of the Concept Plan
 - 2-105.5 Planning Commission Review and Action
 - 2-105.6 Expiration of Approval
 - 2-105.601 Effective Period of Concept Plan Approval
 - 2-105.602 Reapproval for Expired Concept Plans
 - 2-105.7 Changes to Approved Concept Plans
 - 2-105.8 Revisions to Approved Concept Plans
- 2-106 Preliminary Plat
 - 2-106.1 Purpose of Preliminary Plat
 - 2-106.2 Application Procedure and Requirements
 - 2-106.3 Plan Preparation and Content
 - 2-106.4 Administrative Review
 - 2-106.5 Planning Commission Review and Action
 - 2-106.6 Public Improvements
 - 2-106.7 Vesting of Preliminary Plat
 - 2-106.8 Application of Changes Within Land Use Regulations to Approved Preliminary Plats
 - 2-106.9 Revisions to Approved Preliminary Plats
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ARTICLE II

PROCEDURE FOR SUBDIVISION APPROVAL

2-101 GENERAL PROCEDURE

2-101.1 Plat Approval Requirements

Before any contract is executed for the sale of any parcel of land that is proposed to be subdivided and before any permit for the erection of any structure in a proposed subdivision shall be granted the property owner shall agree to the submission of an application in writing. The property owner or their authorized agent may apply for and request the Planning Commission's approval of the proposed subdivision in accordance with the procedures of this article.

2-101.2 Classification of Subdivisions

Utilizing the following definitions the Enforcing Officer may determine whether the application is a Major Subdivision or a Minor Subdivision.

2-101.201 Major Subdivision

A division of land into three (3) or more lots that include any of the following:

- a. A new or extended public street or street right-of-way, or utility extensions including the conditions listed in Subsection 1-108.2, Subdivision Procedures Where Future Resubdivision is Foreseen.
- b. Improvements within an existing street right-of-way, other than repair or construction of sidewalks or other pedestrian connections required by these Subdivision Regulations, fire hydrants and other improvements to the lots being created;
- c. A future public school site, civic or governmental use site, park site, greenway corridor open space site shown on the adopted Town Land Use and Transportation Policy Plan;
- d. The dedication of a right-of-way or easement for construction or extension of utilities; and
- e. Dedications, reservation, improvements or environmental conditions that, in the opinion of the Enforcing Officer, require construction documents to be reviewed prior to Final Plat approval in order to ensure the public health, safety and welfare.

2-101.202 Minor Subdivision

A division of land where the conditions for Major Subdivision review, as set out in Subsection 2-101.201, are not present. A Minor Subdivision may be an Administratively (Staff) Approved Subdivision.

- a) Administratively Approved Subdivisions may consist of any subdivision containing not more than two (2) lots fronting on an existing public way; not involving any new or improved public way, the extension of public facilities, or the creation of any public improvements, and not in conflict with any provision of the adopted Town Land Use & Transportation Policy Plan, Major Thoroughfare Plan, Town Land Use & Transportation Policy Plan Zoning Ordinance, or these Subdivision Regulations. If the 2-lots do not comprise the total property being subdivided then it cannot be approved as an Administratively Approved Subdivision.
- b) Submittal of a Final Plat prepared in accordance with the specifications herein, for approval by Town's Secretary of the Planning Commission, the Enforcing Officer or designee, and the E911 Director or designee.
- c) At the discretion of the Enforcing Officer or designee, the Final Plat submitted for Administrative Approval may be referred to the Planning Commission for review and approval, should in the opinion of the Enforcing Officer or designee the submittal includes, but is not limited to, complexities of the application, concerns regarding the configuration or concerns regarding existing or proposed easements.
- d) Only one Administratively Approved Plat is allowed to be submitted within a twelve-month period on the same Tax Map and Parcel.

2-102 REVIEW PROCEDURES

2-102.1 Coordinated Review of Planned Unit Developments

The purpose of this section is to advise the Applicant that for Planned Unit Developments (PUDs) the process consists of following the requirements of both the Town Land Use & Transportation Policy Plan, Coopertown Zoning Ordinance and these Subdivision Regulations.

The Planned Unit Development procedure is summarized as follows:

1. Pre-Application Meeting with the Enforcing Officer and Town Staff.
2. PUD Preliminary Master Development Plan submission per the Coopertown Zoning Ordinance. The submittal will initially be considered by the Planning Commission. A separate Concept Plan as listed in these Subdivision Regulations is therefore not required. However, technical requirements for a Concept Plan are to be included within the PUD Preliminary Master Development Plan in addition to the PUD Preliminary Master Development Plan requirements listed in the Coopertown Zoning Ordinance.
3. Public Hearing before Planning Commission on the PUD Preliminary Master Development Plan.
4. Planning Commission action on the PUD Preliminary Master Development Plan with a recommendation to the Board of Mayor & Aldermen (BOMA) for action by the BOMA.

5. PUD Final Master Development Plan submission per the Coopertown Zoning Ordinance. The submittal will be considered by the Planning Commission. A separate Preliminary Plat as listed in these Subdivision Regulations is therefore not required. However, the requirements for a PUD Preliminary Plat in addition to the PUD Final Master Development Plan requirements are listed in the Coopertown Zoning Ordinance.
6. Public Hearing before Planning Commission on the PUD Final Master Development Plan.
7. Planning Commission action on the PUD Final Master Development Plan.
8. Submittal of Construction Plans, reports, calculations and other documents for review and approval of the Town. Approval is a pre-requisite to the submission of a Final Plat.
9. Final Plat submission and review.
10. Securing approval from other public agencies, utilities and other entities.
11. Public Hearing before Planning Commission on the Final Plat
12. Planning Commission action on Final Plat.
13. Completion of improvements or posting of a surety and execution of the Development Performance & Maintenance Agreement.
14. If approved, Planning Commission Secretary signs Final Plat after all other required signatures are obtained and all conditions have been met.
15. Final Plat is recorded in County Clerk's Office by the Town after all signatures are obtained and all fees, to include the recording fees, are paid.

2-102.2 Approval Procedure for Minor Subdivisions

The Minor Subdivision procedure is summarized as follows:

1. Pre-Application Meeting.
2. Final Plat submission and review.
3. Securing written service availability letters from other public agencies, utilities and other entities.
4. Where on-site sewage disposal is to be utilized for the lots, the approval information and signatures from TDEC are to be required on the Final Plat.
5. Public Hearing before Planning Commission on the Final Plat.
6. Planning Commission action on the Final Plat.
7. If approved, Planning Commission Secretary signs Final Plat after all other required signatures are obtained and all conditions have been met.
8. Final Plat is recorded in County Register's Office by the Town after all fees paid and signatures are affixed.

2-102.3 Approval Procedure for Major Subdivision Procedures

The Major Subdivision procedure is summarized as follows:

1. Pre-Application Meeting with the Enforcing Officer and Town Staff.
2. Concept Plan submission and review.

3. Public Hearing before Planning Commission on the Concept Plan.
4. Planning Commission action on the Concept Plan.
5. Preliminary Plat submission and review.
6. Public Hearing before Planning Commission on Preliminary Plat.
7. Planning Commission action on Preliminary Plat.
8. Submittal of Construction Plans, reports, calculations and other documents for review and approval of the Town. Approval of the Construction Plans is a prerequisite to the submission of a Final Plat.
9. Final Plat submission and review.
10. Public Hearing before Planning Commission on the Final Plat.
11. Planning Commission action on Final Plat.
12. Completion of improvements or posting of a surety and execution of the Development Performance & Maintenance Agreement.
13. If approved, Planning Commission Secretary signs Final Plat after all other required signatures are obtained and all conditions have been met.
14. Final Plat is recorded in County Clerk's Office by the Town after all fees paid and signatures are affixed.

2-102.4 Official Submission Date For Final Plats

The date of the meeting of the Planning Commission at which the subdivision Final Plat is heard shall constitute the official submittal date of the plat at which the statutory period required in TCA 13-4-304 for formal approval or disapproval of the plat shall commence. The plat must be on the official Planning Commission agenda. The applicant is required to meet all submittal deadlines. The official submittal date shall not occur until the Planning Commission deems such application to be complete.

2-103 GENERAL CONDITIONS

2-103.1 Site Alterations

During the subdivision review process, no site disturbance shall take place, such as clearing, grubbing, tree removal, street construction, grading or other land disturbance, that would alter, remove or relocate any existing features including, but not limited to, stone walls, steep slopes, rock outcroppings, trees, general vegetation, streams or water courses. Exceptions are for activities that are directly related to obtaining any required approvals (e.g., surveying, test pits and the location of stakes).

2-103.2 Concurrent Review by Other Agencies

When approvals by other agencies of government, utilities or other entities are required those other reviews and approvals may be achieved concurrently with the review processes required by these Subdivision Regulations.

2-104 PRE-APPLICATION MEETING

- A. The purposes of the Pre-Application Meeting are to introduce the applicant to the Coopertown Zoning Ordinance and Subdivision Regulations and procedures, to discuss the applicant's objectives, and to schedule site inspections, meetings and plan submissions as described below. Applicants are also encouraged to present the Existing Resources and Site Analysis Map (described below) at this meeting.
- B. The applicant or a duly authorized representative shall attend an initial meeting with Town Staff to discuss the requirements of these Subdivision Regulations and the Coopertown Zoning Ordinance for street improvements, drainage, sewerage, water supply, fire protection, and related matters. In addition, a related purpose of this meeting is to discuss the potential for conserving important natural and cultural features of the property and for creating connectivity of streets, pedestrian ways, open spaces and other community features. The meeting will include initial discussions regarding street connectivity within the proposed development, to adjacent properties, other proposed developments and to the existing street network.

2-105 CONCEPT PLAN

2-105.1 Purpose of the Concept Plan

The applicant shall be required to submit a Concept Plan for review by the Enforcing Officer and the Planning Commission. The Concept Plan is to be a document for discussion of design, approval process and should be used to discuss factors which will have an impact on the proposed development. The process is also intended to advise the applicant of various issues, requirements and possibilities before substantial amounts of time and money have been invested in a detailed proposal.

The Concept Plan is a master planning document. It will provide the Planning Commission with the initial intent for the Master Plan for developing the entire property. When an application for a Major Subdivision is contiguous to an adjoining tract that the applicant or developer owns or has an ownership interest in, then the Concept Plan may be required to include a layout showing future potential subdivision of all the contiguous lands to ensure that future subdivision(s) may be accomplished in accordance with current Subdivision Regulations of the Town and with appropriate access and connectivity. The Concept Plan will be used to facilitate evaluation of the overall design and layout, the most appropriate places to design connectivity to adjacent open space resource lands for efficient farming, contiguous wildlife habitat, & trails, street connectivity and other facilities & infrastructure connectivity.

2-105.2 Application Procedure and Requirements

A request to subdivide land shall be made by the owner of the land, or an authorized representative, by filing an application for approval of a Concept Plan with the Enforcing Officer. The failure of the applicant to satisfy the requirements of this section with full and correct information may be used as a basis for the Concept Plan application to be deemed incomplete. The application shall be prepared in accordance with, but not limited to, the following:

1. Be made on forms available from the Enforcing Officer and shall be accompanied by fees as determined by the Planning Commission. Applications shall be submitted to the Enforcing Officer.
2. Be accompanied by a Concept Plan and include all information described in Section 5-102, CONCEPT PLANS, and other requirements of these Subdivision Regulations.
3. Provide a letter from the property owner, if different than the applicant, acknowledging and granting the submission of the application and stating the agents that are authorized to act as a representative.
4. Provide the intent of how water, sewer and other utility service will be provided. Provide the utility name, contact names and contact information for each of the utility providers on the drawing.
5. If the proposed method of sewage disposal is by on-site sewage disposal, provide copies of published soils maps or a Preliminary Soils Map prepared by a soils scientist. Documents submitted must show the boundary of the property. Sources of published documents include USDA NCRS.
6. Be provided with a USGS topographic map with the property boundary drawn and showing the proposed layout for the development.
7. Be provided with a copy of the latest county tax map with the property identified by shading or highlighting and with the proposed street layout shown on the tax map.
8. Be provided with a copy of an aerial photographic view with the property identified.
9. Be accompanied by a minimum of 4 copies of the Concept Plan and other submittal documents for initial Planning Commission staff review and comment. After receiving staff comments and after making and/or correcting items addressed by staff, applicant shall submit 10 revised copies for submittal to and review by the Planning Commission. The document shall also be provided to the Enforcing Office in a digital PDF format.
10. All applications shall meet the deadlines as established by the Planning Commission.

2-105.3 Concept Plan Preparation and Content

The Concept Plan shall be prepared by a Tennessee licensed professional based upon their area of competence which could include a combination of a surveyor, landscape architect, architect, land planner, or engineer. As a minimum such Plan shall contain the information contained in Section 5-102, CONCEPT PLANS, of these Subdivision Regulations.

2-105.4 Review of the Concept Plan

The Concept Plan shall be submitted to the Enforcing Officer for distribution to the Planning Commission, the Enforcing Officer, Town Engineer, and the Town Planner, by the deadlines established by the Planning Commission.

The Planning Commission may review the Concept Plan in accordance with the criteria contained in these Subdivision Regulations and with other applicable laws of the Town. Their review shall informally advise the applicant of the extent to which the proposed subdivision or land development conforms to the relevant standards of these Subdivision Regulations and other Town laws and may suggest possible plan modifications that would increase its degree of conformance. The Planning Commission's review may include, but is not limited to:

1. the location of all areas proposed for land disturbance (streets, foundations, yards, septic disposal systems, storm water management areas, etc.) with respect to notable features of natural or cultural significance as identified on the applicant's Existing Resources and Site Analysis
2. the potential for street connections with existing streets, other proposed streets, or potential developments on adjoining parcels;
3. the location of proposed access points along the existing street network;
4. the proposed development density, building density and impervious surfaces coverage;
5. the compatibility of the proposal with respect to the objectives and policy recommendations of the Town Land Use & Transportation Policy Plan; and
6. consistency with the local zoning law.

2-105.5 Planning Commission Review and Action

Following the administrative review of the Concept Plan the applicant shall be advised of any comments and required modifications. The Planning Commission may review the plan and any recommendations made by members of the reviewing staff, to determine conformance of the plan to these Subdivision Regulations, the Coopertown Zoning Ordinance, and any other relevant regulations or laws of the Town. The Planning Commission may specify conditions, changes, modifications or additions that it deems necessary or appropriate, and may make its decision to grant approval subject to any conditions.

2-105.6 Expiration of Approval

2-105.601 Effective Period of Concept Plan Approval

The approval of the Concept Plan shall expire one (1) year after the date of Planning Commission's approval unless during such time period a Preliminary Plat is filed with the Enforcing Officer for all or a portion of the land included within the approved Concept Plan.

A one (1) year extension may be granted if application is made by the applicant no less than sixty (60) days prior to the Concept Plan expiration date. In the event the Concept Plan expires such plan shall become null and void and be of no further effect. For the purposes of these Subdivision Regulations a Concept Plan is not defined as a Development Plan or considered to be a Development Plan as outlined in TCA 13-4-310 and amendments, regarding the vesting period for development standards.

2-105.602 Reapproval for Expired Concept Plans

Should the Concept Plan expire for any reason, any submittal for Planning Commission reapproval shall be subject to the Coopertown Zoning Ordinance and Subdivision Regulations in effect at the time the reapproval application is submitted.

2-105.7 Changes to Approved Concept Plans

Every Concept Plan shall conform to all Coopertown Zoning Ordinance provisions and the Subdivision Regulations applicable at the time of submittal, except that any Concept Plan which has received approval shall be exempt from any subsequent amendments to such Coopertown Zoning Ordinance provisions or Subdivision Regulations provided that the effective period of Concept Plan approval is still in effect as set forth in Subsection 2-105.6, Expiration of Approval. Should Concept Plan approval expire for any reason, any submittal for Planning Commission reapproval shall be subject to the Coopertown Zoning Ordinance and Subdivision Regulations in effect at the time the reapproval application is submitted.

2-105.8 Revisions to Approved Concept Plans

The applicant shall submit proposed revisions to an approved Concept Plan to the Enforcing Officer. The Enforcing Officer may initiate an initial review of the proposed revisions. The review is to be performed by the Enforcing officer and Town staff. The proposed revisions to an approved Concept Plan shall be forwarded to the Planning Commission for decision. The process shall be in accordance with the CONCEPT PLAN submittal process and requirements.

2-106 PRELIMINARY PLAT

2-106.1 Purpose of Preliminary Plat

The Preliminary Plat presents detailed engineering information concerning the design and ultimate operation of the proposed development. Such plan will reflect results of decisions that have been made in the process of adapting the general concepts contained in the Concept Plan to actual physical conditions of the site. **Prior to approval of construction drawings and signing of a Development Agreement, no clearing of trees, no site disturbance, no clearing, no grubbing, no street construction, no grading or other land disturbance (with the exception of those required to facilitate surveying activities) in any form shall be undertaken.**

2-106.2 Application Procedure and Requirements

Following approval of a Concept Plan an applicant may file with the Planning Commission a Preliminary Plat. Failure of the applicant to provide full and correct information may be used as a basis for disapproval of the Preliminary Plat. The Preliminary Plat shall be prepared in accordance with, but not limited to the information presented in Section 5-103, and the following:

1. Be made on forms available from the Enforcing Officer and shall be accompanied by a fee as determined by the Planning Commission. Applications shall be submitted to the Enforcing Officer.
2. Be accompanied by the Preliminary Plat and include all information described in Section 5-103, PRELIMINARY PLAT, and other requirements of these Subdivision Regulations.
3. Provide a letter from the property owner, if different than the developer, acknowledging and granting the submission of the application and stating the agents that are authorized to act as a representative.
4. Provide a water availability letter from the water utility provider. Provide the name, address, phone, for the contact person of the utility provider on the drawing.
5. Provide a sewer availability letter from the sewer utility provider. Provide the name, address, phone, for the contact person of the utility provider on the drawing.
6. If the proposed method of sewage disposal is by individual on-site sewage disposal, provide a Soils Map prepared by a soils scientist. Documents submitted must show the boundary of the property and the proposed lot & street layout.
7. Be provided with a USGS topographic map with the property boundary and the proposed layout shown.
8. Be provided with a copy of the latest county tax map with the property identified by shading or highlighting and with the proposed layout shown on the tax map.
9. Be provided with a copy of an aerial photographic view with the property identified.
10. Include the entire subdivision, or when phasing is being requested, sections thereof, for which approval is requested and all land immediately adjacent, extending five hundred (500) feet therefrom, or of that directly opposite thereto, extending five hundred (500) feet from the public way frontage of such opposite land. The lot pattern of surrounding development shall be shown within the area located within five hundred (500) feet of the proposed development.
11. Be accompanied by a minimum of 4 copies of the Preliminary Plat and other submittal documents for initial Planning Commission staff review and comment. After receiving staff comments and after making and/or correcting items addressed by staff, applicant shall submit 10 revised copies for submittal to and review by the Planning Commission. The document shall also be provided to the staff in a digital PDF format.
12. All applications shall meet the deadlines as established by the Planning Commission.

2-106.3 Plan Preparation and Content

The Preliminary Plat shall be prepared by Tennessee licensed professionals based upon their area of competence which could include a combination of surveyor, landscape architect, architect, land planner, and engineer. As a minimum such plan shall contain the information contained in Section 5-103, PRELIMINARY PLAT, of these Subdivision Regulations.

2-106.4 Administrative Review

The Enforcing Officer may initiate an Administrative Review of the Preliminary Plat submittal and any exhibits submitted in conformance with the criteria contained in these Subdivision Regulations and with other applicable laws of the Town. This review will include the Town Engineer, Town Planner and other appropriate officials or Town Staff. The findings of the Administrative Review will be presented to the applicant and the Planning Commission for the applicant to address the comments and submit revisions.

2-106.5 Planning Commission Review and Action

Following the Administrative Review the Planning Commission will consider whether to approve, conditionally approve, or disapprove the Preliminary Plat. The Planning Commission may review the Preliminary Plat and any recommendations made by members of the reviewing staff, to determine conformance of the Preliminary Plat to these Subdivision Regulations, the Coopertown Zoning Ordinance, and other relevant regulations and laws of the Town. The Planning Commission may specify conditions, changes, modifications or additions that it deems necessary or appropriate, and may make its decision to grant approval subject to such conditions, changes, modifications or additions. Whenever the approval of a Preliminary Plat is subject to conditions, the written action of the Commission shall specify each condition of approval. If the Preliminary Plat is not approved, the Planning Commission's decision shall specify the defects found in the Preliminary Plat submittal, shall describe the requirements that have not been met, and shall cite in each case the provisions of these Subdivision Regulations and any other relevant regulations and laws of the Town relied upon as the basis of their decision.

2-106.6 Public Improvements

Prior to initiating any land disturbance activities within any major subdivision (or portion thereof) or installation of any public or private improvements the Applicant is required to have the Construction Plans approved and a Land Disturbance Permit shall have been obtained for that portion of the development or phase thereof.

The Planning Commission may require that all public improvements be installed and dedicated prior to signing of the subdivision Final Plat by the Secretary of the Planning Commission. If the Planning Commission does not require that all public improvements be installed and dedicated prior to signing of the subdivision Final Plat an adequate surety in lieu of improvements (see Article III ASSURANCE FOR COMPLETION AND MAINTENANCE OF IMPROVEMENTS) shall be approved. The amount of such surety will be established by the Planning Commission based upon the recommendation of the appropriate Town Staff or utility representative.

Such surety shall be submitted by the applicant for consideration by the Planning Commission prior to the Secretary of the Planning Commission signing the Final Plat. The Planning Commission may require the Applicant to indicate on the Final Plat all public ways and other improvements to be dedicated, all utility suppliers, fire, and utility improvements which shall be required to be established or extended, stormwater

management and drainage facilities and any other special requirements deemed necessary by the Planning Commission.

2-106.7 Vesting of Preliminary Plat

The vesting period for development requirements as approved in the Preliminary Plat development plans shall be as provided in TCA 13-4-310 and as amendments.

2-106.8 Application of Changes Within Land Use Regulations to Approved Preliminary Plats

Every Preliminary Plat shall conform to all Coopertown Zoning Ordinance provisions and the Subdivision Regulations applicable at the time of submittal, except that any Preliminary Plat which has received approval shall be exempt from any subsequent amendments to such Coopertown Zoning Ordinance provisions or these Subdivision Regulations. Should the Preliminary Plat approval expire for any reason, any submittal for Planning Commission reapproval shall be subject to the Coopertown Zoning Ordinance and Subdivision Regulations in effect at the time the reapproval application is submitted.

2-106.9 Revisions to Approved Preliminary Plats

The applicant shall submit proposed revisions to an approved Preliminary Plat to the Enforcing Officer. For all revisions determined by the Enforcing Officer to be major revisions, Planning Commission approval shall be required.

2-106.901 Minor Revisions

If the Enforcing Officer, on the advice of the Town staff deems the revision(s) to be minor, the Enforcing Officer is authorized to approve the revisions to the Preliminary Plat. Minor revisions may include but are not limited to insignificant shifts in street and open space locations, minor changes to lot size, minor changes to unit size and distribution of intensity not inconsistent with a Preliminary Plat approval and its associated plan.

2-106.902 Major Revisions

All other revisions, including revisions that are determined by the Enforcing Officer and Town staff shall be deemed to be major revisions. At the request of the applicant, any proposed revision to a Preliminary Plat shall be forwarded to the Planning Commission for decision, including consideration of a reversal of the decision of the Enforcing Officer. The Enforcing Officer may, at their discretion, direct any proposed revision to a Preliminary Plat to the Planning Commission.

2-107 CONSTRUCTION PLANS

2-107.1 Purpose of the Construction Plans

The Construction Plans present detailed design for new infrastructure and facilities that will serve subdivisions may be completed following approval of the Preliminary Plat. Construction Plans must be prepared by a licensed Tennessee professional engineer.

The Construction Plans shall also address stormwater management, requirements & design for any off-site improvements, construction traffic routing, construction sequence, protection of non-disturbance or buffer areas and other conditions of Preliminary Plat approval. The Construction Plans shall be submitted with the reports, calculations, evaluations, studies and information deemed necessary by the Town to support the design.

The purpose of the Construction Plans phase also includes the applicant processing and providing to the Town approvals from Federal agencies, State agencies, local agencies, utilities and other entities related to the development of the subdivision. Receipt of these approvals by the Town is a condition of Construction Plans approval.

Construction Plan approval is one of the requirements that must precede actual land disturbance activities and construction.

2-107.2 Application Procedure and Requirements

Construction Plans may be prepared and presented following approval of a Preliminary Plat by the Planning Commission. Failure of the applicant to provide full and correct information may be used as a basis for disapproval of the Construction Plans. Construction Plans shall contain the information presented in Section 5-104, and

1. Be made on forms available from the Enforcing Officer and shall be accompanied by a fee as determined by the Planning Commission. Applications shall be presented to the Enforcing Officer;
2. Be accompanied by the Construction Plans and include all information described in Section 5-104, CONSTRUCTION PLANS, and other reports, calculations & requirements of these Subdivision Regulations;
3. Include the entire subdivision, or, when phasing has been approved in the Preliminary Plat, the entire section which shall correspond to the area incorporated within the Preliminary Plat, include any off-site improvements; and
4. Be accompanied by a minimum of 2 copies of the Construction Plans for initial review and additional sets for subsequent reviews. When the approval is ready to be issued by the Town, the number of copies to receive the approval stamp will be defined by the Town.

2-107.3 Construction Plan Preparation and Content

Construction Plans shall be prepared by a Tennessee Licensed Engineer engaged in the practice of civil engineering. Other Tennessee licensed professionals may be utilized for

components of the Construction Plans based upon their area of competence which could include combination of a surveyor, landscape architect and architect. As a minimum, such plans shall contain the information required in Section 5-104, CONSTRUCTION PLANS, of these Subdivision Regulations.

2-107.4 Review of the Construction Plans

The Enforcing Officer may initiate the Construction Plan review for the purpose of facilitating a coordinated review of the Construction Plans. This review shall include the Enforcing Officer, Town Staff and any other appropriate officials or representatives. It shall be the responsibility of the Enforcing Officer to coordinate the review of the Construction Plans. The Enforcing Officer and Town Engineer shall approve or disapprove the Construction Plans based upon the review. The Enforcing Officer shall notify the Planning Commission in writing of the review status and actions taken on the Construction Plans. The findings of the Town's staff review shall be presented to the applicant for the applicant to address. In the event of plan disapproval the Enforcing Officer shall provide notice thereof to the applicant in writing. Such notice shall include specific provisions of these Subdivision Regulations and/or other provisions with which such plans do not comply.

2-107.5 Preparation of Development Agreement

A completed Development Agreement and when required by the Planning Commission an accompanying Performance & Maintenance Agreement and surety, shall have been prepared and executed prior to initiation of any "land development activity" within any development to which these Subdivision Regulations are applicable. This shall follow the requirements of ARTICLE III - ASSURANCE FOR COMPLETION AND MAINTENANCE OF IMPROVEMENTS, of these regulations.

Land disturbance and development activities may begin upon approval of

- (a) the Development Agreement by the Town and its signing by the applicant and
- (b) the applicant providing to the Town the performance surety required by the Planning Commission

2-107.6 Construction Plan Approval Required Before Start of Construction

Approval of plans and related documents must precede actual construction.

2-107.7 Construction Plan Approval a Prerequisite to Final Plat

A Final Plat shall not be considered by the Planning Commission until the required Construction Plans have been approved.

2-107.8 Vesting of Construction Plans

The vesting period for development standards as to approved construction development plans shall be in as outlined in TCA 13-4-310 and amendments. Any re-approvals shall meet the standards in effect at the time of the re-approval. Construction plans shall be

prepared for all improvements required by these Subdivision Regulations. Plans shall be in compliance with the specifications in these Subdivision Regulations. Approval of plans must precede actual construction and the Final Plat shall not be considered by the Planning Commission until the required Construction Plans have been approved. The Construction Plans shall be prepared and sealed by a licensed Tennessee engineer engaged in the practice of civil engineering.

2-107.9 Revisions to Approved Construction Plans

Should, prior to, or during construction, necessary changes be anticipated that would in the opinion of the Enforcing Officer and Town Engineer constitute significant revision of the plans already approved by the Town, plans shall be revised with changes shown and resubmitted for review as required in these Subdivision Regulations, along with a letter requesting the changes and stating why such changes are believed necessary.

Changes deemed to be minor in nature by the Enforcing Officer and Town Engineer may be made during construction with the changes noted for inclusion in the "as built" drawings to be submitted to the Town prior to final acceptance.

The Enforcing Officer and Town Engineer shall each have the right to re-review the entire set of Construction Plans, calculation and reports should a revision of the plans be required.

2-107.10 Dispute Resolution

In the event a dispute should arise concerning the Enforcing Officer and Town staff's interpretation or application of these Subdivision Regulations to the information contained within Construction Plans and submitted documents, the Planning Commission may act to review and resolve such dispute. The Enforcing Officer and Town staff shall present written recommendations and the applicant shall be afforded an opportunity to present supporting data and information with regard to the specific disputed issue to the Planning Commission. The Planning Commission may act to decide the issue and its action shall be final, subject to legal review.

2-108 FINAL PLAT

2-108.1 Purpose of Final Plat

The purpose of a Final Plat is threefold. First, such Final Plat provides the legal instrument whereby ownership of lots may be transferred. Secondly, Final Plats constitute a means whereby the entity subdividing property may offer streets and other infrastructure for acceptance and maintenance by the public, utilities or other appropriate entities. Thirdly, the accompanying private Covenants, Conditions and Restrictions placed on the subdivision by the developer and other legally binding commitments associated with such Final Plat become a matter of public record upon filing of the plan.

2-108.2 Application Procedure and Requirements

The Applicant shall file with the Enforcing Officer an application for approval of a Final Plat. However, approval of the required Construction Plans is a prerequisite to submission

of the Final Plat application. The Final Plat application shall be prepared in accordance with, but not limited to, the following:

1. Contain such information as described in Section 5-105 FINAL PLATS.
2. Be made on application forms available from the Enforcing Officer and shall be accompanied by a fee as determined by the Planning Commission. Applications shall be submitted to the Enforcing Officer.
3. Provide a letter from the property owner, if different than the developer, acknowledging and granting the submission of the application and stating the agents that are authorized to act as a representative(s).
4. Provide a water availability letter from the water utility provider. Provide the name, address, phone, for the contact person of the utility provider on the drawing.
5. Provide a sewer availability letter from the sewer utility provider. Provide the name, address, phone, for the contact person of the utility provider on the drawing. If the proposed method of sewage disposal is by on-site subsurface sewage disposal, provide the approvals from TDEC Groundwater Protection.
6. Include the entire subdivision, or section thereof, for which the Final Plat approval is sought.
7. Be provided on a reproducible document of the size, and graphics, all of which shall be as specified by the County Register of Deeds and acceptable to the Town. When more than one sheet is required, an index sheet of the same size shall be filed showing the entire subdivision with the sheets numbered in sequence. Any shading placed on the plat face to add clarity shall be added such that words or figures are legible.
8. Except for minor adjustments the Final Plat shall comply with the approved Preliminary Plat and any approval conditions.
9. No application shall be deemed to be complete unless all requirements have been met and all fees paid in full.
10. Be accompanied by a minimum of 4 folded copies of the Final Plat for initial administrative review and comment. The copies of the Final Plat shall be folded into the format as required by the Town staff. After receiving staff comments and after making and/or correcting items addressed by staff, the Applicant shall submit 10 revised folded copies for submittal to and review by the Planning Commission. The copies of the Final Plat shall again be folded into the format as required by the Staff. The initial and subsequent drawings and documents shall also be provided to the Town staff in PDF format.
11. Be accompanied by formal irrevocable offers of dedication to the public of all public ways and uses, utilities, parks, and easements, and that all improvements included in the irrevocable offers of dedication shall be dedicated to the Town or appropriate agency, free and clear of all liens and encumbrances on the premise(s) or related to construction in a form approved by legal counsel, as applicable. The Final Plat shall be marked with a notation indicating the formal offers of dedication as required by Subsection 5-105.6, Formal Irrevocable Offers of Dedication, of these Subdivision Regulations. Signing of the Final Plat by the Secretary of the Planning Commission or other agencies required to sign the Final Plat, does not constitute acceptance of the offers of dedication.

12. Be accompanied by written assurance from any utility companies serving the area of the subdivision that necessary utilities will be installed as required by the Planning Commission upon approval of the Preliminary Plat.
13. Be accompanied by final drafts of private Covenants, Conditions and Restrictions proposed by the Applicant.
14. If the Final Plat contains jointly held open space or common space, recreational facilities, or any portion of the site that is held in common ownership, it shall be accompanied, by the following documentation for approval by the Planning Commission.
 - (a) Final Open Space and Management Plan containing the information required by Subsection 5-105.4, Final Open Space Ownership and Management Plan, and
 - (b) Final Community Association Documents in accordance with Subsection 5-105.5, Final Community Association Documents.
15. All applications shall meet the deadlines as established by the Planning Commission.

2-108.3 Review of the Final Plat

The Enforcing Officer may initiate a review of the Final Plat and any exhibits submitted in conformance with these Subdivision Regulations. The review shall be performed by the Enforcing Officer and Town Staff. The review shall be conducted in accordance with the published review schedule. The findings of the Staff Review shall be presented to the Applicant and the Planning Commission. The Applicant will be provided with the opportunity to address the staff comments in accordance with the review schedule.

2-108.4 Hearing and Decision on Final Plat

The Planning Commission shall hold a hearing as required by Section 13-4-304, Tennessee Code Annotated, on each Final Plat brought before it. The Planning Commission within sixty (60) days after submission of a complete application shall approve, modify, or disapprove the Final Plat. In any instance where special conditions are attached to any Final Plat approval, the Planning Commission shall set forth in writing details of such conditions. If a Final Plat is disapproved specific reasons for such action shall be noted in the minutes of the meeting where such action is taken.

Failure of the Planning Commission to act upon a Final Plat within the prescribed time shall be deemed approval of the Final Plat, and in such event, a certificate of approval, entitling the applicant to proceed shall be issued, upon demand, by the Secretary of the Planning Commission. The applicant, however, may agree to an extension of the time for Planning Commission review. After action is taken by the Planning Commission a letter may be provided to the Applicant with the date of approval, conditional approval, or disapproval.

2-108.5 Notations and Certifications

The notations and certifications required by Subsection 5-105.301, Plat Notations, of these Subdivision Regulations, to appear upon the Final Plat shall be endorsed by appropriate

officials and other persons prior to Final Plat approval except that the certificate of Planning Commission approval shall be signed at the time specified in Subsection 2-108.6.

2-108.6 Signing of Final Subdivision Plats and Recording of Final Subdivision Plats

2-108.601 Signing of Final Plat

1. When a Development Agreement, Performance & Maintenance Agreement and surety is required, the Secretary of the Planning Commission will endorse approval on the Final Plat after the Planning Commission has approved the Development Performance & Maintenance Agreement and accompanying surety and after all the conditions of the approval pertaining to the Final Plat have been satisfied.
2. When installation of improvements is required prior to signing of the Final Plat, the Secretary of the Planning Commission will endorse approval on the Final Plat once all conditions of the resolution of approval have been satisfied and all improvements satisfactorily completed. There shall be written evidence that the required public facilities have been installed in a manner satisfactory to the accepting body as shown on certifications by the appropriate governmental representative(s) and that necessary land dedications and improvements have been accomplished.
3. When the conditions of this section are satisfied, the Secretary may sign the permanent reproducible original of the Final Plat.
4. All dates and signatures of the Final Plat shall be within six (6) months of the application date. If the dates and signatures do not meet this requirement then a new application must be submitted for the Final Plat to begin the review and approval process again.
5. The ownership of the property must be listed and defined. If the ownership is a corporate entity, will executor(s), will administrator(s) or trust then the entities name and/or role must be stated. This shall be included on any respective certificate or signing required for the Final Plat. Evidence of the authority to sign shall be provided to the Enforcing Officer or designee.
6. All signatures required on the Final Plat shall be an original signature that is signed on the Final Plat document. Digital signatures, digitally applied signatures, electronic signatures or graphically applied copies of signatures are not acceptable.
7. All signatures required on the Final Plat shall be in BLUE ink only.
8. The property owner, developer or authorized agent(s) shall be responsible for obtaining all signatures required on the Final Plat and the Final Plat certifications except for the Secretary of the Planning Commission and the Enforcing Officer or designee.
9. One Final Plat with all original signatures shall be submitted to the Enforcing Officer or designee. The Enforcing Officer or designee may require additional sets be provided. All sets of the Final Plat shall have original signatures as described herein.

2-108.602 Recording of Final Plat and Vesting of Final Plat (amended by Resolution SR2021-018, September 23, 2021)

It shall be the responsibility of the Enforcing Officer to record the Final Plat with the County Register's office within ten (10) business days of the date of signature of the Secretary of the Planning Commission, subject to the Applicant providing all fees and costs for recording of all documents. The applicant shall also provide the fees for the Planning Commission's copies of recorded documents.

It shall be the responsibility of the applicant to obtain the required signatures, other than the signatures of Town Staff and to submit the Final Plat with the Enforcing Officer. Failure to record the Final Plat within ninety (90) days of the date of Planning Commission approval shall void the approval of the Final Plat. When the Final Plat is submitted to the Enforcing Officer, the property owner shall simultaneously record the agreement of dedication together with such legal documents as the Town or Town Attorney may require to be recorded. Any plan not filed within the time period set forth herein shall be considered null and void. In the event such Final Plat is not filed in a timely manner and becomes null and void the applicant shall be required to resubmit the Final Plat with a new application and fees for consideration by the Planning Commission.

The vesting period for development standards as to approved Final Plat development plans shall be in as outlined in TCA 13-4-310 and amendments.

2-108.603 Plat Void if Revised after Approval

No changes, erasures, modifications, or revisions shall be made in any Final Plat after approval has been given by the Planning Commission and endorsed in writing on the Final Plat, unless the said Final Plat is first resubmitted to the Planning Commission and the Planning Commission approves any modifications. In the event that any such Final Plat is recorded without complying with this requirement, the same shall be considered null and void, and the Planning Commission may institute proceedings to have the Final Plat stricken from the records of the County Register.

2-108.604 Sectioning of Major Subdivisions

When sectioning is approved within a Preliminary Plat, a Final Plat may be approved in two (2) or more sections and the Planning Commission may impose such conditions upon the filing of each section as it may deem necessary to assure the orderly development of the subdivision. The Planning Commission may require that appropriate Development Agreements, Performance & Maintenance Agreements and surety instruments guaranteeing the performance of such agreements, be in such amount as is commensurate with the section or sections of the Final Plat to be filed and may defer the remaining required principal amount of such surety until the remaining sections of the Final Plat are offered for filing. Where certain improvements are in the opinion of the Planning Commission

necessary to facilitate traffic movement, water distribution, sewer collection, stormwater drainage, detention and conveyance and any other infrastructure within future sections of a development the Planning Commission may require that such systems be constructed as part of any section of a subdivision.

2-109 REQUIREMENT FOR IMPROVEMENTS.

2-109.1 Basic Requirement

The Planning Commission may require that all improvements be installed and dedicated prior to the signing of the Final Plat by the Secretary of the Planning Commission. If the Planning Commission does not require that all public improvements be installed and dedicated prior to signing of such Final Plat, Development Agreements, Performance & Maintenance Agreements and adequate performance surety must be approved by the Town. The amount of any performance surety shall be established by the Planning Commission based upon the opinions and recommendations of the Enforcing Officer and Town Engineer. The Planning Commission may require the applicant to indicate on the Final Plat all streets and public improvements to be dedicated or reserved. Any other special requirements deemed necessary by the Planning Commission in order for the subdivision Final Plat to conform to the Major Thoroughfare Plan, the Town Land Use & Transportation Policy Plan and the most recent, detailed plan(s) adopted by the Planning Commission.

2-109.2 Authorization to Construct Improvements

Construction may proceed following approval of Construction Plans and accompanying Development Agreements and Land Disturbance Permit.

2-109.3 Construction of Improvements.

Construction shall be completed to the approved Construction Plans, construction specifications, and construction inspection requirements of the applicable department and agencies. Inspections during the construction process shall meet the requirements of these Subdivision Regulations and Zoning Ordinance.

2-109.4 Construction Inspection & Testing Procedures

2-109.401 Construction Inspections & Testing

All infrastructure construction and construction related to the subdivision is to be completed as described in the approved Construction Plans, construction specifications, and Development Agreement. Specific attention is directed to provisions and requirements listed within Appendix "B".

2-109.402 Pre-Construction Conference Required

A Pre-Construction Conference will be held with the Enforcing Officer, the Town Engineer and other appropriate Town Staff prior to the start of construction on

each project. At the Pre-Construction Conference, the contractor and developer shall sign documentation acknowledging construction, inspection, testing and other requirements related to the project.

2-109.403 Inspection Coordination

The contractor shall give twenty-four (24) hours notification to the Enforcing Officer and applicable departments or agencies prior to beginning work on each phase of construction. All completed work shall be inspected and approved by the appropriate entity. Failure to obtain the required inspections and approvals may require the developer to have work removed and re-installed, provide certifications and testing by a licensed geotechnical engineering and risk that work may not be accepted by the applicable department or agency. Any remedial work, rework, reinstallation, testing or requirements of the Town or applicable agencies needed to determine the acceptability of the work shall be at the developer's sole expense.

2-109.5 Modification of Design Improvements

If at any time before or during the construction of the required improvements it is demonstrated to the satisfaction of the Enforcing Officer and Town Engineer that unforeseen conditions make it necessary or preferable to modify the location or design of such required improvements, the Enforcing Officer and Town Engineer may authorize modifications, provided these modifications are within the spirit and intent of the Planning Commission's approval and do not extend to the waiver or substantial alteration of the function of any improvements required by the Planning Commission. The Enforcing Officer with assistance from the Town Engineer shall issue any authorization under this section in writing and shall transmit a copy of such authorization to the Planning Commission at their next regular meeting. No change shall be implemented and no construction associated with the change shall be initiated until revised Construction Plans have been submitted to the Enforcing Officer and Town Engineer and approved by them so as to reflect the proposed change.

Sections 2-107.7 and 2-107.8 shall apply to consideration of modification of design improvements.

2-109.6 Proper Installation of Improvements

If the Enforcing Officer, Town Engineer or other Town staff or official should find or believe, upon observation or inspection of improvements, that any of the required improvements have not been constructed in accordance with the approved Construction Plans, specifications or other requirements of the Town they shall so report the information to the governing body and Planning Commission. The governing body shall then notify the subdivider and, if necessary, the surety company, and take all necessary steps to preserve the Town's rights under the Development Agreement, Performance & Maintenance Agreements and surety. No Final Plat shall be approved by the Planning Commission as long as the subdivider is in default on a previously approved plan.

2-109.7 “As Built” Record Drawings Necessary

The required improvements shall not be considered to be completed until the installation of the improvements have been recommended by the Enforcing Officer, Town Engineer or other appropriate Town staff or official and an “as-built” or “record drawings” have been submitted and are deemed satisfactory by the Planning Commission. The “as-built” or “record drawings” shall show the actual location of all required improvements, stormwater drainage & management facilities, property monuments and underground utilities as actually installed. If the subdivider elects to complete all required improvements without posting of a Letter of Credit (LOC) or other satisfactory surety then said “as-built” or “record drawings shall be submitted prior to endorsement of the Final Plat by the Secretary of the Planning Commission. However, if the subdivider elects to provide a Letter of Credit (LOC), or other surety satisfactory to the Planning Commission, for all required improvements as specified, such surety shall not be released until such “as-built” or “record drawings” have been submitted and deemed satisfactory by the Planning Commission.

2-109.8 Completion and Maintenance of Improvements

2-109.801 Streets Designated as Construction Routes

Permanent streets designated as construction routes within a subdivision shall be maintained for a time period specified in the Development Performance & Maintenance Agreement and approval conditions imposed by the Town.

2-109.802 Other Streets

Streets other than those designated as construction routes shall be maintained and require a maintenances surety in conformance with the procedures presented in Article III of these Subdivision Regulations.

2-110 MISCELLANEOUS PLATTING SITUATIONS

2-110.1 Combination of Two (2) or More Lots

Any number of lots may be combined into an equal or lesser number of lots by submittal of a Final Plat, that is subject to the same procedures and requirements as described herein these Subdivision Regulations. The Final Plat shall show the original lot lines as dash lines and proposed lot lines as solid lines. Combining lots shall require an approval process as set forth herein below based on the initial number of lots and manner of conveyance. Any lots resulting from such recombination shall meet all applicable requirements of the Subdivision Regulations and Coopertown Zoning Ordinance in affect at the time of submittal.

2-110.2 Shifting Lot Lines

A request to shift lot lines is subject to the same procedures and requirements as described herein these Subdivision Regulations.

2-110.3 Dedication of Right-of-way, Public Use Lands, or Easements

The dedication of land or use of land for public purposes may be accomplished by one of the following methods, both of which require Planning Commission approval:

2-110.301 Dedication by Plat

A Final Plat shall be prepared depicting the area to be dedicated by metes and bounds and submitted with a metes and bounds survey description. This Final Plat shall be submitted in conformance with these Subdivision Regulations.

2-110.302 Dedication by Written Document (Deed or Instrument)

A written document in the form acceptable to the Town Attorney may be used for dedications in lieu of a plat. The document shall contain the following minimum information:

1. Statement of purpose for the dedication
2. A written metes and bounds survey description of the area to be dedicated
3. Conditions, if any imposed by Grantor
4. The document shall contain the signatory data as required by the Town Attorney

**ARTICLE III
ASSURANCE FOR COMPLETION AND
MAINTENANCE OF IMPROVEMENTS**

SECTIONS

- 3-101 Development Agreements
- 3-102 Surety and Recording of Final Plat
 - 3-102.1 Recording Final Plat After Construction
 - 3-102.2 Recording of Final Plat Prior to Construction
- 3-103 Surety Standards and Requirements
 - 3-103.1 General
 - 3-103.2 Amount of Surety
 - 3-103.3 Surety Documents and Agreements
 - 3-103.301 Irrevocable Standby Letters of Credit
 - 3-103.302 Escrow Deposits for Improvements
- 3-104 Completion of Improvements
 - 3-104.1 Temporary Improvements
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 - 3-104.3 Paving Considerations
 - 3-104.4 Failure to Complete Improvements or Default
 - 3-104.5 Maintenance of Improvements
 - 3-104.6 Inspection of Improvements
- 3-105 Release or Reduction or Increase of Surety
 - 3-105.1 Certificate of Satisfactory Completion
 - 3-105.2 Reduction or Increase of Surety
- 3-106 Acceptance of Dedication Offers
- 3-107 Deferral or Waiver of Required Improvements
- 3-108 Issuance of Building Permits and Certificates of Occupancy
- 3-109 Disposition of Liquidated Surety Amounts

**ARTICLE III
ASSURANCE FOR COMPLETION AND
MAINTENANCE OF IMPROVEMENTS**

3-101 DEVELOPMENT AGREEMENTS

Development Agreements shall include the Development Agreement and the Performance & Maintenance Agreement. After the information required by the Town has been provided, the Development Agreement will be prepared and sent to the Applicant. This Development Agreement is a legal document, which binds the Applicant to the Town and states that the Applicant shall install and complete the public improvements and other requirements related to the development, and the Applicant failing to do that, the Town has the right, if necessary, to make demand for payment of the surety in lieu of improvements that are provided in the respective Agreement. The Agreement will be in a form and contain requirements and conditions that the Applicant must accomplish.

The Development Agreement must be prepared and executed prior to initiation of any land development activity or construction within any development or related to the development to which these Subdivision Regulations are applicable. In addition, a draft Performance & Maintenance Agreement shall be prepared by the Town following approval of the Construction Plans. The draft Performance & Maintenance Agreement shall reference the approved Construction Plans and shall be sufficient in form and content to assure that the Applicant completes, complies, meets or exceeds minimum established standards and requirements. The draft Performance & Maintenance Agreement and the amount of surety (as established by the Planning Commission) shall be sent to the Applicant for review. Development activity may begin

as determined by the Planning Commission. The following are items the Applicant will need to provide to the Town at the time determined appropriate by the Planning Commission. (Refer to Article 3-102 SURETY AND RECORDING OF FINAL PLAT and Article 3-103, SURETY STANDARDS AND REQUIREMENTS)

- 1) Executed Development Agreement.
- 2) Executed Performance & Maintenance Agreement by the Applicant.
- 3) Acceptance of the required surety as established by the Planning Commission.
- 4) Issuance of any other permits or approvals required before the start of construction to include the approval of the Construction Plans.
- 5) A plan acceptable to the Planning Commission for maintenance in perpetuity of items such as, but not limited to, subdivision entry lighting and 'owned in common' landscaping, surface water collection & conveyance facilities, detention & retention ponds and facilities, walking trails, playgrounds, clubhouses and other such items and amenities for use by residents of the subdivision.

3-102 S U R E T Y AND RECORDING OF FINAL PLAT

3-102.1 Recording Final Plat After Construction

Before the subdivision Final Plat is signed by the Planning Commission Secretary, all Applicants shall complete, in accordance with the Planning Commission's conditions and to the satisfaction of the appropriate governmental representative, all public way, access, sanitary sewer, water system, stormwater drainage, stormwater management, erosion prevention & sediment control, re-vegetation, property monumentation and other improvements, including lot improvements

and lot drainage on the individual lots of the subdivision, as required in these Subdivision Regulations and approved by the Planning Commission, and shall provide offers of irrevocable dedication for all public ways, public easements, utilities, and other facilities free and clear of all liens and encumbrances on the property and public improvements thus dedicated.

3-102.2 Recording of Final Plat Prior to Construction

When the Applicant requests to record a Final Plat prior to completion of required improvements, the Applicant shall sign a Performance & Maintenance Agreement and provide a performance surety conforming to Section 3-103 SURETY STANDARDS AND REQUIREMENTS guaranteeing the installation of such improvements. The amount and form of such surety shall in all regards be sufficient to guarantee to the governing body, or other agency ultimately responsible for acceptance of the facilities, satisfactory construction, installation, and dedication, free and clear of any encumbrances, of the incomplete portion of required improvements.

3-103 SURETY STANDARDS AND REQUIREMENTS

3-103.1 General (Amended by Resolution SR2021-018, September 23, 2021 and Resolution 2025-012, October 20, 2025)

The Planning Commission, at its discretion, may waive the requirement that the Applicant complete and dedicate all public improvements prior to the signing of the Final Plat by providing that, as an alternative, the Applicant post a surety in lieu of improvements at the time of submission for Final Plat approval in an amount estimated by the Planning Commission as sufficient to guarantee to the Town the satisfactory construction, installation, and dedication of the uncompleted portion of required improvements required by these Subdivision Regulations.

Such surety in lieu of improvements shall comply with all statutory requirements and shall be satisfactory to Town's legal counsel as to form, sufficiency, and manner of execution, as set forth in these Subdivision Regulations. The period within which required improvements must be completed shall be specified by the Planning Commission in the resolution approving the Final Plat or stated in the Performance & Maintenance Agreement related to the development and improvements and shall not exceed two (2) years from date of Final Plat approval without approval of an extension from the Planning Commission.

Such surety in lieu of completed improvements shall be approved by the Planning Commission as to amount and conditions. The Planning Commission may, upon proof of difficulty, approve an extension of the completion date set forth in such Performance & Maintenance Agreement in lieu of improvements for a maximum period of one additional year.

A performance surety amount may be reduced upon demonstration of satisfactory completion of public improvements that includes installation of the asphalt binder course, and then only to the amount established by the Planning Commission. In no event shall a performance surety be reduced below twenty-five percent (25%) of the Original Principal Amount of the original performance surety or \$5,000.00, whichever is greater. The Original Principal Amount is an estimated cost based upon the assumption that no construction work has commenced. No more than two reductions shall be considered by the Planning Commission. The initial surety reduction shall be considered only after the asphalt binder base coat is applied to the entire subdivision

phase as platted.

3-103.2 Amount of Surety

The Applicant shall provide a good and sufficient performance surety to the Planning Commission to assure completion of the subdivision in compliance with these Subdivision Regulations. The amount and form shall be as determined by the Planning Commission. The amount may consider items to include, but not be limited to, construction compliance related items, but also project administration fees that may be incurred by the Town, departments, agencies or utilities to offset actual personnel, materials, equipment costs, consultants or other items should the Town have to implement the required work due to a default by the Applicant. The Town may also apply a contingency amount of twenty percent (20%).

3-103.3 Surety Documents and Agreements

Subject to the standards and requirements of these Subdivision Regulations and acceptance by the Planning Commission, the following types of surety are the only type that may be accepted for purposes of guaranteeing completion of improvements required by these Subdivision Regulations. The surety instruments shall name the Town of Coopertown as obligee or beneficiary and shall be satisfactory to the Town's legal counsel as to form, sufficiency and manner of execution.

- Irrevocable Standby Letter of Credit.
- Cash Escrow or bank assignment of certificates of deposit with a bank that is federally insured having assets of at least \$100 million.

3-103.301 Irrevocable Standby Letters of Credit (amended by Resolution SR2021-018, September 23, 2021) (amended by Resolution SR2025-005, April 21, 2025)

An irrevocable standby Letter of Credit (LOC) may be utilized as the means of providing surety for improvements required under the various provisions of these Subdivision Regulations. Any Letter of Credit (LOC) shall be prepared so as to represent an obligation of the financial institution to the Town and not an obligation to the permittee or Applicant. All Letters of Credit, and each provision thereof, shall be governed and construed in accordance with the requirements of the Town Attorney and Sections 47-5-101 through 47-5-118, Tennessee Code Annotated.

Such Letters of Credit shall be for one (1) year and shall be automatically renewed with no expiration date (sometimes referred to as an evergreen clause) for successive one (1) year periods without any effort on the part of the Town. The Letters of Credit (LOC) shall be renewed until released by the Town. However, should the financial institution decide to revoke or not to renew upon expiration the Letter of Credit (LOC), it may do so but is required to give the Town written notice with at least ninety (90) days opportunity to cash the Letter of Credit. The Applicant's financial institution shall provide to the Town, no fewer than ninety (90) days before expiration, a letter of intent to renew or to revoke the expiring LOC at the existing face value unless otherwise agreed upon by the Town. Such notice shall be by certified mail, return receipt requested (or other delivery means such as certified mail that requires a recipient signature) and shall be addressed to the Mayor with a copy to the Town Recorder both sent to the Town Hall address. The Applicant can request that the Town replace a Letter of Credit (LOC) if a replacement Letter of Credit (LOC) is provided by an alternate financial institution acceptable to the Town.

If a Letter of Credit (LOC) will be used to secure a Development Agreement Performance & Maintenance Agreement, the Town may send to the Applicant information as it must appear on the Letter of Credit, such as beneficiary, amount, place of presentation and any verbatim statements required by the Town. Letters of Credit must be issued by a bank with a branch located within the physical limits of the Tennessee counties of Robertson, Sumner, Cheatham, Montgomery, Williamson and Davidson. The Letter of Credit must state that documents calling for payment of the Letter of Credit may be presented at a branch location in the Tennessee counties of Robertson, Sumner, Cheatham, Montgomery, Williamson and Davidson.

If the issuing bank is not located within the Tennessee counties of Robertson, Sumner, Cheatham, Montgomery, Williamson and Davidson, it must have a reciprocal agreement, acceptable to the Town, with a bank located within said counties, and the Letter of Credit must state that presentation of the documents calling for payment of the Letter of Credit may be made at said reciprocal bank's location.

3-103.302 Escrow Deposits for Improvements

a. Acceptance of Escrow Funds

The term "Cash Escrow" as used in these Subdivision Regulations refers to two types of performance surety, cash escrows and bank assignment of funds. In the case of cash surety, all funds shall be maintained in accounts that are beyond the reach of the Applicant, cannot be used by the Applicant and subject to an escrow agreement acceptable to the Town.

b. Procedures on Escrow Fund

All escrows shall be held by the Town, kept in Town bank accounts, and totally under control of the Town. A detailed "Escrow Agreement" acceptable to the Town shall be prepared and appropriately endorsed by all parties to such agreement at the time of creation of any escrow account. The Applicant's tax identification shall be used for the escrow and the Applicant shall be responsible for paying tax on any interest credited to the escrow account.

c. Use of Funds

All escrow deposits accepted by the Town will be used to complete the required improvements within a specified project should the Applicant be declared to be in default and fail to complete the improvements or requirements of the Development Agreements, Performance & Maintenance Agreement and these Subdivision Regulations.

Upon completion of all required improvements and completion of the required maintenance period, if applicable, the remaining amount if any, less any necessary draws made by the Town shall be returned to the Applicant.

3-104 COMPLETION OF IMPROVEMENTS

3-104.1 Temporary Improvements and Off-Site Improvements (amended by Resolution SR2021-018, September 23, 2021)

The Applicant shall construct and pay for all costs of temporary improvements and off-site improvements required by the Planning Commission or implemented by the Applicant and shall maintain them to the satisfaction of and for the period specified by the Planning Commission. Prior to being issued a Town permit to commence construction of any temporary facility and/or off-site improvements, the Applicant shall provide the Planning Commission a separate suitable surety in lieu of improvements for temporary facilities and/or off-site improvements, which shall ensure that the temporary facilities and/or off-site improvements will be properly constructed, maintained and removed where applicable. Temporary improvements and facilities shall be as determined by the Planning Commission and may include, but are not limited to, erosion prevention and sediment control (EPSC) measures, stormwater management facilities and restoration & stabilization of disturbed areas.

3-104.2 Cost of Improvements

All required improvements and operations required to comply with these Subdivision Regulations and approvals shall be made by the Applicant at Applicant's expense.

3-104.3 Paving Considerations

The final paving surface course shall not be applied until seventy-five (75%) percent of the houses in the subdivision, or phase thereof, fronting along a street are completed. Where maintenance, safety or an unforeseen problem is created by the absence of the final paving surface course the Town may approve the final surface course paving of a street prior to construction of seventy-five (75%) percent. The Town may consider a reduction of the performance surety. The Town may permit an extension of

the Performance & Maintenance Agreement if additional time is needed to complete further build out of the subdivision. The Town may require that the final paving surface course be constructed one (1) year or longer after the date of the issuance of the first Certificate of Occupancy (CO) in said subdivision or phase thereof regardless of the number of houses built. Under no circumstances shall final paving surface course occur until all infrastructure trenching and installations, including service lines to individual lots, are complete. If after the final paving surface course has been installed and it becomes damaged due to passage of heavy construction equipment completing the subdivision and before the Performance & Maintenance Agreement has expired the final asphalt surface paving course shall be repaired and/or re-installed to the satisfaction of the Planning Commission.

3-104.4 Failure to Complete Improvements or Default

In those cases where Development Agreements have been established, surety instruments have been posted and required improvements have not been installed within the terms of such Development Agreement, Performance & Maintenance Agreement to include time frames and extensions, the Planning Commission, thereupon, may declare the Applicant to be in default and require that all the improvements be installed regardless of the extent of the building development at the time the Applicant is declared to be in default. The Applicant and the financial institution issuing the surety instrument shall be severally and jointly responsible for completing said improvements according to the requirements of these Subdivision Regulations and the Development Agreement, Performance & Maintenance Agreement.

No additional building permits shall be issued for any lot or portion of such property that is declared

to be in default until such requirements are completed to the satisfaction of the Town's governing body and the default is resolved to the satisfaction of the governing body.

The Applicant shall be responsible for any costs to complete a development that exceeds the amount of the surety instrument in place. The Town may pursue recovery of incremental costs to complete a development that exceed the amount of the surety instrument if the Applicant defaults on the Development Agreement, Performance & Maintenance Agreement. The Town may pursue recovery from the development entities and any personal guarantors that execute the Development Agreement, Performance & Maintenance Agreement.

The Town may liquidate or collect the funds secured by the surety instruments for any development declared to be in default.

3-104.5 Maintenance of Improvements

The Applicant shall be required to maintain all improvements related to the development in accordance with the Development Agreement, Performance & Maintenance Agreement, including but not limited to, all lot improvements and lot drainage, until acceptance of the public improvements by the governing body. Such surety shall be in an amount considered adequate by the Town to assure satisfactory condition of the required improvements. In no event, will this surety be set below an amount equal to thirty percent (30%) of the original principal amount of the Original Performance Surety amount or \$5,000.00, whichever is greater. The surety instrument shall be in a form satisfactory to the Town's legal counsel, in order to assure satisfactory completion of all required improvements, including but not limited to, lot improvements, for a period of one-year after the date of completion of the public improvements as determined by the Planning Commission.

3-104.6 Inspection of Improvements

The Town may provide and require that the Applicant pay for the cost of inspections of required improvements during construction. If the appropriate governmental or accepting body's representative finds upon inspection that any of the required improvements have not been constructed with quality, workmanship and in accordance with the accepting body's construction standards and specifications, the Applicant shall be responsible for remediating and completing such improvements. The fact that the Town inspects the facilities in no way relieves the Applicant from designing and installing or inspecting such facilities in accordance with the provisions of these Subdivision Regulations and the Development Agreement, Performance & Maintenance Agreement.

The Applicant shall pay for or reimburse the Town or respective utilities for costs associated with inspections, if any, related to the development. The fees or costs shall be as established by the Town or utilities. The Town may require the Applicant make payment of initial fees or costs as a pre-requisite to the Town executing a Development Agreement, Performance & Maintenance Agreement and as a pre-requisite to the Town's release to begin any construction related to the development.

3-105 RELEASE OR REDUCTION OR INCREASE OF SURETY

3-105.1 Certificate of Satisfactory Completion

The Town may not accept dedication of required public improvements nor shall the Planning Commission release nor reduce a surety in lieu of improvements until the appropriate governmental

representative or other accepting body's representative submits a written statement confirming that all required improvements have been satisfactorily completed, and until the Applicant's engineer has recommended to the Planning Commission and the appropriate governmental representative that the public improvements are constructed in substantial accordance with the approved Construction Plans and any related requirements or conditions for the subdivision. Upon such approval and recommendation, the Town, thereafter, may accept the dedicated improvements in accordance with the procedures set forth in these Subdivision Regulations.

3-105.2 Reduction or Increase of Surety

A surety amount in lieu of improvements may be reduced upon demonstration of satisfactory completion of public improvements, that includes installation of the asphalt binder course, and then only to the amount as determined by the Planning Commission. In no event shall a performance & maintenance surety be reduced below thirty percent (30%) of the Original Principal Amount of the Original Performance Surety or \$5,000.00, whichever is greater.

No more than two reductions shall be considered by the Planning Commission. The initial reduction may be considered only after the asphalt binder course is applied to the entire subdivision phase as platted.

The costs incurred in connection with the Applicant's request for a reduction and/or extension to the time period of the surety amount, to include but not limited to engineering inspections, legal assistance, Town fees, or other consultants for the Town shall be borne and paid for by the Applicant, regardless if the request for reduction or time extension is granted. No reduction and/or extension to the time period for the surety shall be considered approved until all such costs have been paid. The Planning Commission can draw drafts on said surety instrument for such costs as the Planning Commission may determine to be proper.

A surety amount in lieu of improvements may be increased at any time by the Planning Commission based upon increases in construction costs. An increase may be required to establish an amount deemed to be sufficient to guarantee the satisfactory construction, installation, maintenance, repairs and dedication of the improvements within the development.

3-106 ACCEPTANCE OF DEDICATION OFFERS

Acceptance of formal written offers of dedication of improvements for public maintenance shall be by formal action of the governing body. After the Applicant has completed the improvements as required by these Subdivision Regulations, the Applicant shall submit a written request for acceptance of dedication to the Planning Commission. If deemed appropriate by the Planning Commission, then such action shall be initiated in the form of a resolution recommended by the Planning Commission to the governing body. Approval by the Planning Commission of a subdivision plan or Final Plat shall not be deemed to constitute or imply an acceptance by the local government, or other agency ultimately responsible for acceptance of the facilities, of any public way, easement, or other property shown on the Final Plat. The Planning Commission may require the Final Plat to be endorsed with appropriate notes to this effect.

3-107 DEFERRAL OR WAIVER OF REQUIRED IMPROVEMENTS

The Planning Commission may defer or waive or reject at the time of Final Plat approval, subject to

appropriate conditions, the provision of any or all such improvements as, in its judgment, are not requisite in the interest of the public health, safety, and general welfare, or which are inappropriate, because of inadequacy or lack of connecting facilities. Whenever it is deemed necessary by the Planning Commission to defer construction of any improvement required herein because of incompatible grades, future planning, inadequate or lack of connecting facilities, or other reasons, the Applicant shall either pay Applicant's share of the costs of the future improvements to the governing body prior to Planning Commission's signing of the Final Subdivision Plat or post a surety for the completion of said improvements upon demand of the Planning Commission.

3-108 ISSUANCE OF BUILDING PERMITS AND CERTIFICATES OF OCCUPANCY

Where Development Agreement, Performance & Maintenance Agreement and surety instruments have been required for a subdivision, or any section of a subdivision, and such are determined to be in default, no building permit or certificate of occupancy (CO) shall be issued for any building in the subdivision or any affected section thereof prior to completion and dedication of the improvements to the appropriate governmental unit, as required in the Planning Commission resolution of approval of the Final Subdivision Plat. The extent of public way improvements shall be adequate for vehicular access by the prospective occupants and by police, fire or other emergency equipment prior to the issuance of a building permit.

No building permit shall be issued for the final ten (10%) percent of lots in a subdivision, or if ten (10%) percent is less than two (2) lots, for the final two (2) lots of a subdivision, until all public improvements and other improvements related to the development as required by the Planning Commission's resolution of Final Plat approval or required by the Development Performance & Maintenance Agreement have been fully completed, dedicated, and accepted by the governing body.

3-109 DISPOSITION OF LIQUIDATED SURETY AMOUNTS

Funds derived from liquidation of surety amounts, as a result of Performance & Maintenance Agreement default by the Applicant, shall be used by the Town or applicable department or agency or utility to complete the required work. Project administration fees may be charged by the Town, departments, agencies or utility against liquidated funds to offset actual personnel, materials, equipment costs, consultants or other items utilized in the accomplishment of required work. Any surplus funds shall be returned to the surety provider after all charges and expenses are paid and required work is accepted.

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ARTICLE IV

GENERAL REQUIREMENTS AND DESIGN STANDARDS

4-101 GENERAL REQUIREMENTS

4-101.1 Compliance

Unless otherwise specified in these Subdivision Regulations, all subdivisions shall comply with the requirements of this Article.

4-101.2 Conformance to Applicable Rules and Regulations

In addition to the requirements established herein, all subdivision plans shall comply with all applicable laws, ordinances, resolutions, rules, or regulations, including, but not limited to:

1. All applicable provisions of Tennessee Law, regulations, or policy;
2. All applicable provisions of the Coopertown Zoning Ordinance, any building and housing codes, and all other applicable laws or policies of the governing body;
3. The adopted Town Land Use & Transportation Policy Plan and Major Thoroughfare Plan;
4. The rules of the Tennessee Department of Environment and Conservation;
5. The rules, as applicable, of the Federal Highway Administration or Tennessee Department of Transportation, if the subdivision or any lot contained therein abuts a non-local street; and
6. The standards and regulations adopted by all other boards, commissions, and agencies of the governing body, where applicable. Plat approval may be withheld if a subdivision is not in conformity with the above rules or with provisions set forth in Section 1-104, POLICY AND PURPOSE, of these Subdivision Regulations.

4-101.3 Self-Imposed Restrictions

If the owner places restrictions on any of the land contained in the subdivision greater than those required by any Zoning Ordinance or these Subdivision Regulations, such restrictions or reference thereto shall be required to be recorded along with the subdivision Final Plat with the County Register on a separate form. The Final Plat shall also make specific reference to any recorded instrument by listing the Book & Page of said recorded document(s).

4-101.4 Debris and Waste

No cut trees, timber, debris, earth, rocks, stones, soil, junk, rubbish, or other waste materials of any kind shall be buried in any land or left or deposited on any lot or street at the time of the issuance of a certificate of occupancy for the lot, and removal of such waste shall be required prior to issuance of any certificate of occupancy. No such waste shall be left nor deposited in any area of the subdivision at the time of a transition from a Performance status to a Maintenance status within the Performance & Maintenance Agreement or at the time of acceptance of public improvements.

4-101.5 Fencing and Walls

Each subdivider, developer or builder shall be required to furnish and install fences and walls wherever the Planning Commission determines that a hazardous condition may exist. Such fences shall be constructed according to standards established by the Planning Commission. No certificate of occupancy shall be issued until such fence or wall improvements have been installed. The Planning Commission or Enforcing Office may require that the fencing, walls and retaining walls be designed by a licensed Tennessee engineer to address their structural integrity.

4-102 GENERAL DESIGN REQUIREMENTS

4-102.1 Suitability of the Land and Minimizing Adverse Impacts

All subdivisions and land developments shall avoid or minimize adverse impacts on the Town's natural, cultural, and historic resources. Land which the Planning Commission finds to be unsuitable for subdivision or development due to flooding as shown on FEMA maps or as determined by flood studies, steep slopes as shown on topographical maps, rock formations, problem soils, sinkholes, other adverse earth formations or topography, utility easements, filling of ponds, filling of water features or other features which may be harmful to the safety, health, and general welfare of inhabitants of the land and surrounding areas shall not be subdivided or developed unless adequate methods to solve the problems created by the unsuitable land conditions are formulated by the developer and approved by the Planning Commission. Additional technical evaluation, plans, and analysis of a proposed subdivision by a licensed Tennessee professional engineer specializing in geotechnical evaluations, soils, hydrology, and/or structures may be required. (See Section 3.110, entitled, "Environmental Performance Standards", of Coopertown's Zoning Ordinance). The applicant shall be responsible for developing a construction observation plan to monitor the placement of fill and engineered structural fill for the project. This plan shall be acceptable to the Town Staff. The applicant may be required to pay funds to the Town for the Town's use in contracting with consultants that will monitor the fill placement.

The proposed subdivision and development of any tract shall be designed to cause the least practicable disturbance and impact to:

1. natural infiltration and percolation of precipitation to the groundwater table;
2. stream valleys, stream channels, flood plains, swales, springs, wetlands and other lowland areas to minimize flooding hazards, maintain groundwater recharge, to mitigate impacts to water quality and aquatic, biotic and wildlife habitats;
3. woodland areas and stream buffer areas;
4. steep slope areas by minimizing grading and earthmoving on slopes exceeding 15%;
5. stone walls, tree lines and hedgerows; and
6. ridgelines by siting buildings so they do not protrude above treetops and crestlines of hills.

4-102.2 Critical Lots and Steep Slopes

When a proposed lot contains natural or manmade features that affect the feasibility of construction, it shall be designated a critical lot during the Concept Plan or subdivision review process and subsequent subdivision submittals.

1. A lot shall be designated critical when the lot is created on a natural slope of twenty (20%) percent or greater or when it contains floodplain areas.
 - a) No site disturbance shall be allowed on slopes exceeding twenty-five (25%) percent, except grading for a portion of a driveway accessing a single-family dwelling or siting of a single-family residence unless approved by the Planning Commission or Enforcing Officer.
 - b) On slopes of fifteen (15%) to twenty-five (25%) percent the Planning Commission or Enforcing Officer will evaluate the proposed grading and land disturbance plan to determine if the design is acceptable.
2. A lot may be designated critical on the basis of any other lot feature(s) that affects the feasibility of construction as listed in Subsection 4-102.1.
3. Lots on steep slopes shall be subject to the hillside development standards of Section 3.111, Hillside Development Standards, of the Coopertown Zoning Ordinance.
4. Lots in floodplains shall be subject to the floodplain/floodway development standards of Subsection 3.112, d., Development Standards for Flood Hazard Areas, of the Coopertown Zoning Ordinance.
5. Lots identified with problem soils or soils subject to instability shall be subject to the requirements of an evaluation, remediation, design and monitoring plan to address the site-specific soils issues.
6. An asterisk symbol or other symbol satisfactory to the Planning Commission shall be used to identify critical lots on the face of the Concept Plan, Preliminary Plat and Final Plat.

4-102.3 New Critical Lots

Any lot that will be created as a result of the grading process that meets the definition of a critical lot, shall also be identified as such on the Final Plat, and shall be subject to the applicable development standards of Subsections 4-102.9, Grade Changing, and 4-102.10, Grade Changing Devices.

4-102.4 Prior to Concept Plan Approval

Prior to approval of a Concept Plan for a subdivision that includes lots designated as critical, the applicant shall provide the Enforcing Officer with a preliminary grading study and a description of the measures to be taken:

1. To protect the natural features of the critical lots,
2. To minimize changes in grade, cleared area and volume of cut or fill, and to control adverse impacts on the critical lots during and following the period of site disturbance,
3. To align streets to minimize disturbance of slopes,
4. To identify easements along property lines to meet future drainage needs.

4-102.5 Critical Lot Plan Required

Prior to application for a building permit on a lot designated as critical, a site plan with remediation measures for lot development shall be submitted to the Enforcing Officer for approval. The Enforcing Officer may direct a critical lot plan to the Planning Commission for decision.

The critical lot site development plan shall be prepared by a Tennessee licensed professional engineer for review and approval by the Enforcing Officer. The plan will include, but may not be limited to the following:

1. existing topographic information from field run survey data;
2. boundary and setback lines;
3. public utility and drainage easements;
4. proposed utilities; existing and proposed drainage pipes;
5. surface drainage features such as ditches and swales to be connected to public drainage lines and/or to direct or redirect stormwater run-off;
6. location and engineering design of retaining walls and fence foundations;
7. geotechnical engineering
8. the proposed building footprint and driveway plan, including finished floor elevations and finished grades of pavement and ground lines;
9. identification of existing trees to be preserved; and
10. the location and timing of installation of erosion control features.

4-102.6 Preservation of Natural Cover

Land to be subdivided shall be improved in reasonable conformity to existing topography in order to minimize grading, cut and fill and to retain, insofar as possible, the natural contours, preserve storm water conveyances and conserve the natural cover and soil. No topsoil shall be removed from any lots shown on any subdivision plat, except for the purpose of improving such lots and for the layout of streets shown thereon. Topsoil so removed shall be restored on areas of such lots not occupied by buildings or structures.

4-102.7 Preservation of Existing Features

Existing features which would enhance the attractiveness of the site or the community as a whole, such as meadows, fields, woodlands, hedgerows, tree masses, individual trees, watercourses, ponds, wetlands, vernal pools, stone walls, historic buildings or sites, scenic viewsheds (into the property) and vistas (from the property), and similar irreplaceable assets, shall be preserved insofar as possible through harmonious design of the subdivision.

4-102.8 Grade Changing

Where grade changing is required in any subdivision, contour grading techniques shall be used, where practicable, to provide a natural-appearing transition between grades. The angle of any graded slope shall be gradually transitioned to the angle of the natural terrain. Slopes of thirty-

three (33%) percent or less may contain turf but, wherever practicable, vegetation other than turf that increases the natural appearance may be required. All vegetated embankments may be required to have a diversion swale at the top of slope and other measures determined necessary by the Planning Commission.

4-102.9 Grade Changing Devices

Where development of the land requires grade-changing devices such as retaining walls, they shall be designated on the Preliminary Plat and a description, including illustrations, of each device shall be included. For interlocking walls, vines and groundcover to provide a more natural finish to coarse walls is encouraged. Grade changing devices shall:

1. Avoid obstructing driveway connections between building lots for non-residential development.
2. Avoid creating precipitous grade changes, including through the use of retaining walls, that could result in safety hazard(s) to occupants of the development or to the general public.
3. Generally limit the height retaining walls in or abutting residential development. Excessive grade changes shall be managed with terraces formed by a series of low retaining walls or by a combination of contoured slopes and low retaining wall(s).

4-102.10 Monuments

Permanent reference monuments of non-degradable material shall be placed in all subdivisions. All monuments shall be placed on property corners or referenced to property lines or street alignments. Certification by a Tennessee licensed surveyor regarding placement of monuments shall be required. The Planning Commission can determine the type, location and number of monuments that must be set. The Final Plat shall include reference locations and coordinates tied to the Tennessee State Plane Coordinate System. Monuments shall be located and set as follows:

- a. All permanent reference concrete monuments, iron pin monuments and other types of monuments shall conform to and be set in accordance with the Tennessee State Board of Registration for Land Surveyors Minimum Standards.
- b. In cases where the 100-year floodplain encroaches on the property, permanent benchmark(s) shall be established and depicted on the Final Plat. The number and location shall be coordinated with the Planning Commission.

4-102.11 Driveways & Access to Lots

4-102.1101 Purpose and Intent

The following regulations govern all driveway construction in the Town of Coopertown to:

1. Provide emergency services vehicles reasonable and safe access for all land uses in the Town, including those driveways constructed on steep slopes;
2. Control the design, location and construction of driveways that connect to the street so the driveway has appropriate sight distance, mitigates safety hazards and nuisances;

3. Minimize the amount of grade changing and vegetative removal on hillside areas for driveway construction;
4. Control the design, location and construction of driveways so they do not disrupt drainage systems or culverts, damage the surface of rights-of-way, or cause erosion or siltation of traveled ways or surface waters; and
5. Avoid unreasonable public expenditures.

4-102.1102 General Provisions

1. Prior to the construction or change in use and/or intensity of any driveway entrance, exit, or approach to any private, Town or state road, and prior to obtaining any applicable building permits for the property, the landowner or authorized agent shall apply for a driveway permit and secure approval of such proposed application in accordance with these Subdivision Regulations.
2. An approval by the Town to construct a driveway does not eliminate the need for the property owner to secure any necessary permits from state agencies, such as the TN Department of Transportation (TDOIT), the TN Department of Environment & Conservation (TDEC) or other applicable agencies.
3. The design documents for the driveway shall be designed by a TN licensed Professional Engineer. This may be waived by the Enforcing Officer upon consideration of site-specific conditions.
4. The term Non-Residential as used herein is intended to include uses and structures as listed in the Coopertown Zoning Ordinance to include Agricultural, Community, Commercial and Industrial facilities.
5. The applicant is advised that the Town has other Ordinances, Codes and Regulations that may require or affect access to and/or improvements to public and private streets, streets or rights-of-way that may be required for the applicant's project.

4-102.1103 Owner Responsibility

The owner of the property accessed by a driveway shall have continuing responsibility for the adequacy and maintenance of the driveway and any grades, pavement, culverts, headwalls, signage, maintenance of vegetation, re-establishment of permanent vegetative cover, stormwater basins and bridges pertaining to such access, whether or not the driveway is located within the public right-of-way. If the Town determines that any driveway becomes a threat to the integrity of the street or its surface, ditches, embankments, bridges, or other structures, or a hazard to the safety of the traveling public by reason of siltation, flooding, erosion, freezing, vegetative growth, improper grade, improper horizontal angle to the connecting street, or the failure of any culvert, traffic control device, drainage structure, or other features, the Town may issue an order to the responsible party to repair or remove such hazardous conditions. If no response occurs within 15 calendar days, the Town will take appropriate action with the costs of such action will be charged to the property owner.

An Owner is permitted to maintain the culvert serving their property by replacing the existing culvert with a culvert of the same material and an equivalent or improved design if there is not a change in the use of the property. If there is a change in property

use it shall mandate compliance with current culvert and driveway regulations (reference 4-102.1204, 14). The Owner must still address issues that may affect the public roadway and drainage systems as part of the replacement. The Owner is responsible for reading and complying with these standards. Key sections of these standards to review before a replacement include, but are not limited to: 4-102.1104, 10. Culverts and 4-102.1104, 13. Drainage & Erosion Control.

4-102.1104 Driveway Standards (Amended by Resolution SR2021-022, December 13, 2021) (Amended by Resolution SR2024-006, September 16, 2024) (Amended by Resolution SR2025-008, May 19, 2025)

The following standards shall apply to all driveways unless otherwise specifically stated herein.

1. Driveway Access Management to Public Street

- (a) All drive accesses shall be located as shown on approved plans or as directed by the Town.
- (b) Minimum Corner Clearance represents the distance between the corner of the intersection of two public streets and the first driveway located nearest to said corner. It is important to provide enough distance between the corner and the first driveway to effectively separate conflict points and allow drivers enough time to make safe maneuvers. When the first driveway is not adequately separated from the corners, crash rates and delays increase.
- (c) The minimum corner clearances shall be:

Non-Residential & Multi-Family Driveways

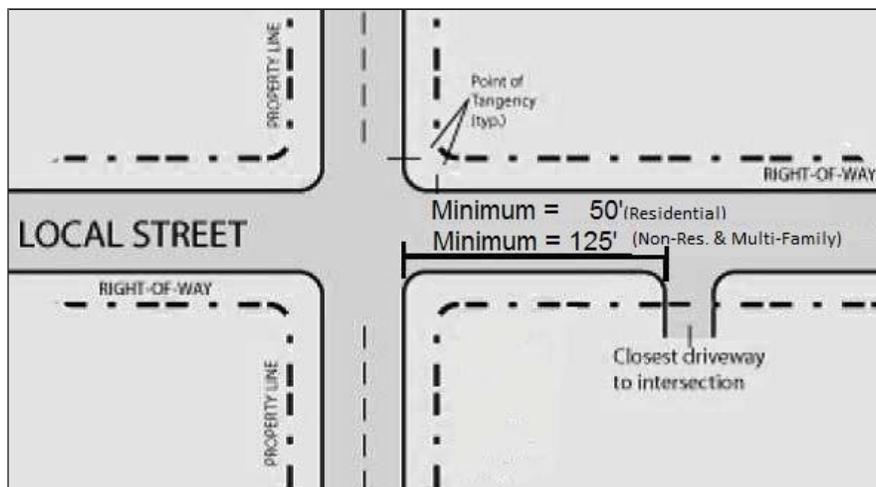
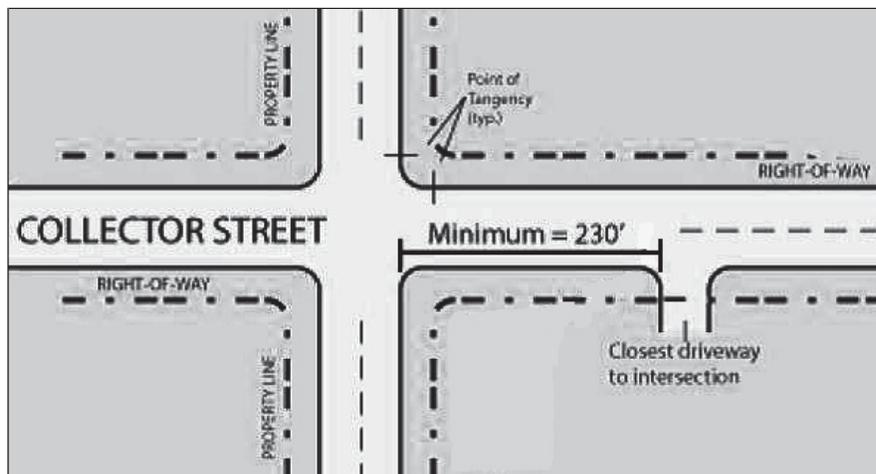
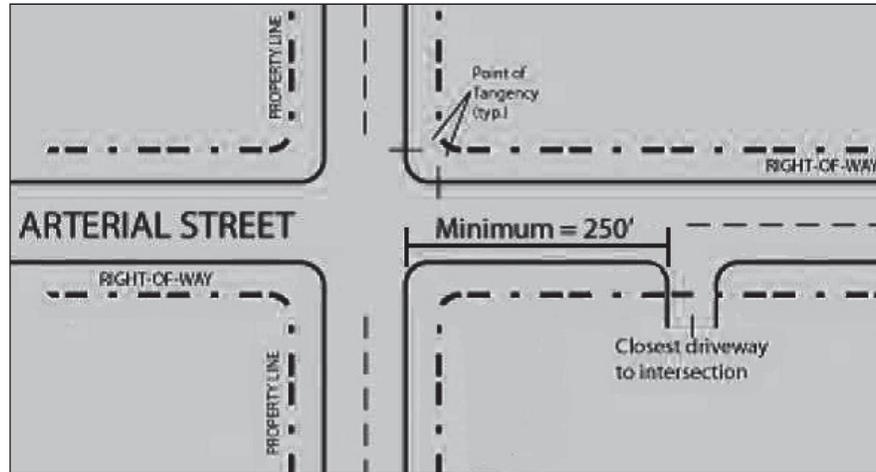
Along Local Streets 125 feet; along Collector Streets 230 feet; along Arterial Streets 250 feet or more as determined by the Town based upon site specific conditions.

Residential Driveways

Along Local Streets 50 feet; along Collector Streets 230 feet; along Arterial Streets 250 feet or more as determined by the Town.

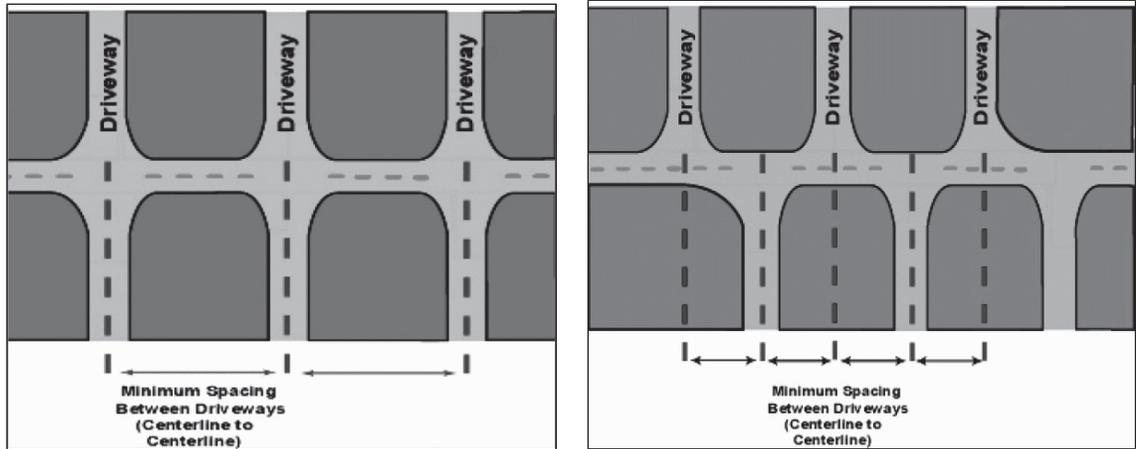
In order to ensure adequate storage space for vehicles stopped at a signalized intersection or to provide for adequate separation for higher order street classifications, the Town may require additional corner clearance.

The corner clearance is measured from the nearest point of curvature at the radius return of the intersecting streets to the nearest point of return radius of the driveway.

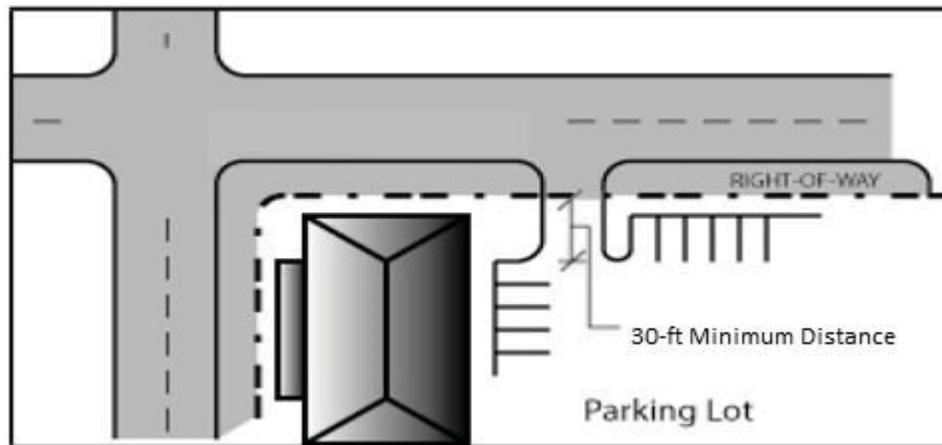


- (d) The minimum separation distance between driveways on separate lots shall be:

Local Streets 22-feet; Collector Streets 150 feet; Arterial 250 feet. The separation along Collector, Arterial or higher order street classifications may be increased by the Town based upon the proposed project, use or improvements. This shall also apply to offset driveways located on the opposite side of a street. The driveway separation is measured to the centerline of each driveway.



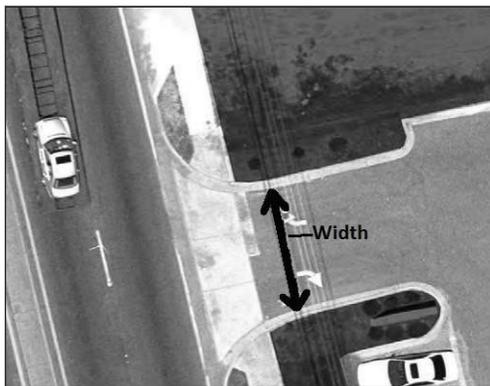
- (e) Driveways for Non-Residential & Multi-Family uses must extend a minimum of 30 feet into the property, measured from the ROW/property line abutting the street, before the edge of the driveway may be intersected by a parking lot space, aisle, driveway or drive aisle. This distance may be increased by the Town based upon a project that presents a higher use or higher traffic volume, for example schools, larger shopping centers or commercial developments.



2. Paving

In order to protect the physical integrity of streets, the street-side edge of all driveways that intersect with a paved street must be paved with asphalt or concrete according to the requirements below:

- (a) Non-Residential use and Multi-Family residential driveways shall have a paved width a minimum of 24- feet wide for at least the first 25-feet, commencing at the edge of pavement of the intersecting street. The pavement edge is interpreted to be the edge of the full pavement width in areas where the pavement edge has deteriorated. The driveway pavement shall consist of a thickness that will support the vehicle loads accessing the property and constructed on a compacted subgrade (95% Standard Proctor). Also for driveway construction, meet the specifications for street construction listed in the appendices of these Subdivision Regulations. The pavement thickness shall be justified by the applicant's engineer and shall be as approved by the Town. Past the initial 25-feet, driveway widths shall comply with the following: (a) One- Way Traffic: 15-feet minimum, 20-feet maximum; (b) Two- Way Traffic: 24-feet minimum, 36-feet maximum.
- (b) Residential use driveways (excluding multi-family) shall have a paved width that is a minimum of 12-feet wide for at least the first 20-feet, commencing at the edge of pavement of the intersecting street. The pavement edge is interpreted to be the edge of the full pavement width in areas where the pavement edge has deteriorated. This pavement shall consist of a minimum of 6-inches of pug mix, 2-inches of surface course constructed on a compacted subgrade (95% Standard Proctor). Also for driveway construction, meet the specifications for street construction listed in the appendices of these Subdivision Regulations.
- (c) The Town may determine what the pavement thickness shall be in order to support the vehicle loads accessing the property.



3. Travel Width for Non-Residential & Multi-Family

Driveways shall be designed, constructed, and maintained so the travel width and the area adjacent to it has enough width and horizontal clearance to accommodate drainage, parking areas, clearance for emergency vehicles, emergency vehicle turnaround area, etc.

4. Vertical Clearance for Non-Residential and Multi-Family

Driveways shall be designed, constructed, and maintained so as to have at least 14.0 feet of vertical clearance. This is to include, but not be limited to, vegetation, trees, shrubs, utility poles, and utility lines.

5. Gated

(a) Gate openings shall be at least 15-feet wide at the narrowest point. The Town may require the width to be greater dependent upon both the curvature and width of the adjoining street, and also the driveway geometry and curvature in the vicinity of the gated area.

(b) Gates must not open into the public right-of-way.

(c) All gated areas shall have a stacking area for vehicles entering the gated areas. For a single residential property, the minimum stacking distance of 30 feet shall be provided between the street right-of-way line and the gate. For residential subdivisions the minimum stacking distance shall be 50-ft but may be increased by the Planning Commission based on the size of the subdivision, the streets being accessed and the connectivity to multiple streets. For non-residential and multi-family uses, the minimum length shall be determined by the Town after review of the proposed development plans or Building Permit application.

6. Sight Distance

Sight distance shall be in accordance with the list provided below. The Town may require greater distances based on site specific and project specific considerations. The Town will consider sight distances as justified by a TN Licensed Professional Engineer based upon ASSHTO, ITE, or TDOT methods.

<u>Posted Speed</u>	<u>Minimum Required Sight Distance (measured from centerline of the driveway in each direction)</u>
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25 mph or less	175 feet
35 mph	390 feet
40 mph	445 feet
45 mph	500 feet
50 mph	555 feet
55 mph	610 feet
Greater than 55 mph	TBD

7. Curves & Turning Radii

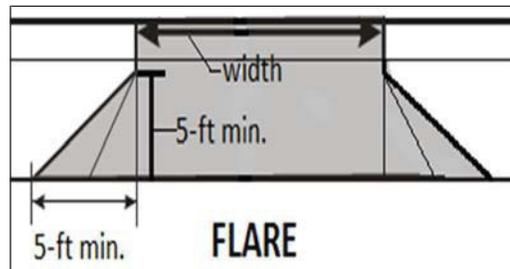
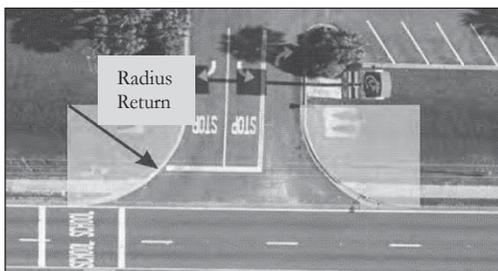
- (a) Driveway Curves for Non-Residential & Multi-Family driveways shall have an inside radius of no less than 25- feet and an outside radius of no less than 45- feet as required for vehicles up to 45-feet in total length. The Town may require the width of the driveway be increased in the curve areas.
- (b) The Radius Return or End Flares for driveways connecting the edge of the through traffic lane and the edge of the driveway shall be as listed below:

Non-Residential and Multi-Family:

- (1) For Local Streets: 10-foot radius minimum; 25-foot radius max.
 - (2) For Collector Streets: 25-foot radius minimum; 50-foot radius max.
 - (3) For Arterial Streets: 25-foot radius minimum; 50-foot radius max.
- The Town will evaluate the radii based upon radii that permit turns by the largest vehicle to be expected to access the driveway.

Residential:

- (1) For Local Streets: 5-foot radius minimum; 15-foot radius max. A driveway flare may be used instead of a radius return. The minimum flare dimensions are 5-ft by 5-ft. The Town may require greater flare dimensions.
- (2) For Collector or Arterial Streets: The Town will determine if residential access is permitted and the required radii or flare dimensions.

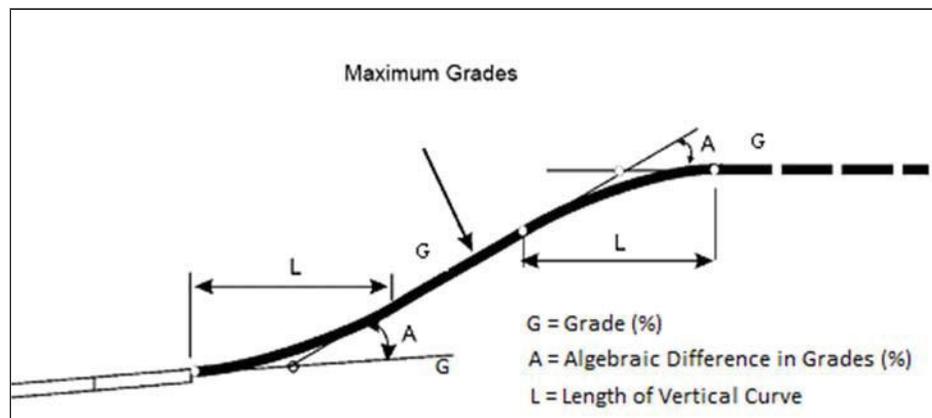


8. Slopes & Vertical Curves

- (a) Residential Driveways (excluding multi-family): Where driveways intersect with a street or other driveway, whether public or not, the slope shall not exceed 8-percent within 30-feet of the edge of pavement. The maximum algebraic difference in grade before a vertical curve is required is 6% for a crest curve and 6% for a sag curve. The minimum vertical curve length shall be based on the following K-values: Crest K=1, Sag K=2.

$K = L(\text{length of vertical curve}) / A(\text{algebraic difference of grade})$.
Slope of greater than 20-percent will not be permitted.

- (b) Non-Residential Driveways and Multi-Family: Where driveways intersect with a street or other driveway, whether public or not, the slope shall not exceed 5-percent within 30-feet of the edge of pavement. The maximum algebraic difference in grade before a vertical curve is required will be determined by the Town after the applicant submits their proposal and defines the types of vehicles that will access the property. The minimum vertical curve length shall be 50-ft. Slopes shall normally not exceed 5-percent. Slopes greater than 8-percent will not be permitted for any portion of the driveway.
- (c) These regulations apply to both downward and upward slopes.



9. Bridges and Box Culverts

- (a) All bridges and box culverts must be designed, installed, and maintained in accordance with the designs of a Tennessee licensed Professional Engineer and must be able to support the heaviest vehicle likely to operate on the driveway.
- (b) All bridges must be designed, installed, and maintained so as to convey at least a 100-year storm event and must be reviewed by the Town Engineer. The designs shall also include methods for minimizing the restriction of flow due to the accumulation of debris.

10. Culverts

- (a) All culverts shall be a minimum of 15-inches in diameter (or equivalent cross-sectional area) Class III Reinforced Concrete Pipe (RCP) or High Density Polyethylene Pipe (HDPE) N-12 Dual Wall corrugated exterior smooth wall interior pipe. Culvert types other than Class III Reinforced RCP or HDPE N-12 Dual Wall are prohibited. Driveway culverts must be designed, installed, and maintained so as to support the heaviest vehicle likely to operate on the driveway. Elliptical, arch-pipe, pre-cast box culverts and poured in

place box culverts will be acceptable. Concrete headwalls shall be constructed on all culverts on both the inlet and outlet ends.

- (b) All culverts must be designed so as to convey the full flow of water of existing drainage swales as well as any additional water that may be transmitted by the driveway. The culvert design shall consider impacts to water flow based upon inlet restrictions due to collection of debris or other materials that may constrict the inlet.
- (c) The use of parallel culverts must be justified to the Town. The Town will determine if the use of parallel culverts is acceptable.
- (d) Culverts shall be placed such that the slope of the stormwater conveyance/ditch cross-section is not steeper than 3-horizontal to 1-vertical (3H:1V). The slope shall be measured from the street shoulder or from a point as defined by the Town.

11. Numbering

All driveways providing access to a residence or other building shall be numbered from both directions, with the official Robertson County 911 Office approved address with a number at least 3 inches, contrasting with the background of the sign and installed and maintained so as to be easily readable from public ways at night.

12. Naming of Driveways

Any naming of a driveway will require written approval of the Enforcing Officer. The Enforcing Officer will consider recommendations of the Robertson County 911 Office. The name of the driveway will be posted on a sign or signs as approved by the Enforcing Officer.

13. Drainage & Erosion Control

- (a) Driveways that slope down from a street must be designed so as to avoid the conveyance of stormwater runoff from the street in a way that can cause flooding, erosion, or provide other hazard to the driveway itself or any structures on the property. The stability and maintenance of slopes are to be addressed in the design of the driveway. The design slopes shall be 3H:1V, unless otherwise approved by the Enforcing Officer. The design is to show how soil will be stabilized such that it is retained on the applicant's property.
- (b) Stormwater drainage discharged toward a public street must be tied into streetside drainage in a manner satisfactory to the Enforcing Officer and/or TDOT.
- (c) During and after construction, the driveway construction activities must not cause erosion or sedimentation of drainage systems or

surface waters or other infrastructure serving the Town. Erosion Prevention and Sediment Control (EPSC) measures shall be implemented and maintained before other construction activities are commenced.

- (d) The issuance of a driveway permit shall require construction plans and drainage calculations for the driveway design and drainage. For lots located within a Major Subdivision the plans and calculations shall be prepared by a TN licensed Professional Engineer. The documents shall address erosion, the integrity of the driveway, integrity of the street and siltation of drainage systems, surface waters and public rights-of-way. The Enforcing Officer can waive this requirement if site specific conditions warrant a waiver.
14. If there is a change in the use of the property this shall mandate compliance with the current driveway and culverts standards (refer to 10 above. Change in access or property use may include, but is not limited to:
 - (a) change in the amount or type of traffic
 - (b) structural modifications
 - (c) remodeling
 - (d) change in type of business
 - (e) expansion in existing business
 - (f) change in zoning
 - (g) change in property division creating new parcels, etc.
 15. Driveways shall be located a minimum of five feet (5') between any edge of the driveway and the property line, except at corner lots the distance shall be fifteen feet (15'). No driveway shall extend beyond a straight line projection of any side or rear lot line.
 16. Activities related to the construction of the driveway, to include any stormwater facilities and grading, shall not encroach onto adjacent properties without written approval from the adjacent property owner.
 17. Any driveway crossing a body of water, wetlands, or wetland buffer shall have all permits required by TDEC and other agencies prior to the driveway approval.
 19. Driveways are to intersect roadways at an angle of 75 to 90-degrees. Any other angle must be approved by the Enforcing Officer based upon justification from the applicant.
 20. No structures (including buildings), permanent, temporary or portable signs, banners, lights, displays, fences, walls, etc. shall be permitted on, over, or under the Town street right-of-way without specific approval by the Enforcing Officer.

21. Driveways providing access to multi-unit residential, commercial, or industrial uses shall be designed to conform to good engineering practices and must be approved by the Enforcing Officer.
22. Circular driveways, where permitted, shall comply with these regulations.
23. For any lot requiring a new permanent driveway, the following shall be installed prior to receipt of a Certificate of Occupancy: culvert, headwalls and 12 x 20 paved section.

4-102.1105 Temporary Driveway Permits

Permission for temporary driveways for such activities as access to open fields, home construction and utility maintenance and construction is required from the Enforcing Officer prior to commencing the activity. Temporary permits shall have a stipulated time limit as determined by the Enforcing Officer. A permit fee is required for temporary driveway permit. Refer to the current Fee Schedule as set by the Board of Mayor and Aldermen for temporary driveway permits that is available from the Enforcing Officer.

4-102.1106 Modifications and Waivers

The standards of these Subdivision Regulations may be modified or waived when circumstances surrounding a proposal, or a condition of the land, indicate that strict adherence to the standards would create a hardship for the landowner, and such modification will not be in conflict with the purpose and intent of these Subdivision Regulations. The hardship shall not be a self-created hardship or be solely based upon the cost to comply with these requirements.

4-102.1107 Application Procedure

1. Prior to commencing work, the applicant will file an application with the Enforcing Officer or other designated agent, on a form provided by that office.
2. Before the Enforcing Officer acts on any application, there will be an inspection of the site.
3. After the Enforcing Officer approves the application, there shall be a 48-hour notice to the Enforcing Officer before starting construction of the driveway.
4. For any paved driveways or entrances, there may be an inspection following the laying of the gravel base and prior to the final paving.
5. A final inspection by the Enforcing Officer may be made to determine that all work has been satisfactorily completed in conformance with these Subdivision Regulations prior to the issuance of a Certificate of Occupancy.

4-102.1108 Additional Construction Phase Tasks

1. The tasks listed here are in addition to other requirements.
2. If determined necessary by the Enforcing Officer, the owner will submit drawings based upon a field survey that will include a profile/elevation view and plan view of the driveway. This information shall be provided at subgrade phase and the Enforcing Officer's approval is required prior to paving. The survey

shall be prepared by a TN Licensed Land Surveyor.

3. The owner will have all permanent erosion control measures and permanent revegetation applied at the completion of the driveway. This is a condition of receiving a Certificate of Occupancy.

4-102.1109 Administration and Enforcement

1. These Subdivision Regulations shall be administered by the Enforcing Officer. The Enforcing Officer may utilize its staff and consultants.
2. In reviewing an application to construct a driveway, the Enforcing Officer may apply accepted engineering principles. In addition, the Enforcing Officer may, in the exercise of their discretion, consider the factors including but not limited to, the quantity of traffic, sight distance, adjacent land use, development of access away from arterial streets and onto other streets, anticipated development in the area, the Towns' Land Use & development Plan and speed limits on the street being accessed. After such review and recommendation from the Town's staff, the Enforcing Officer may issue a building permit.

Driveways constructed in violation of these Subdivision Regulations shall be corrected immediately upon notification by the Enforcing Officer, or the costs of removing or remedial construction shall be fully borne by the property owner.

4-103 REQUIREMENTS FOR DEDICATIONS, RESERVATIONS AND IMPROVEMENTS

Where a proposed subdivision adjoins or encompasses either a substandard street, or a route depicted upon the Major Thoroughfare Plan that is to be opened, widened or realigned, the following shall apply.

4-103.1 Undeveloped Property

4-103.101 Substandard Streets

Substandard streets encompassed by or adjacent to the proposed subdivision shall be improved by the developer in accordance with the minimum standards set forth in Table 4-3, General Design Standards for Streets, for the portion of such street that is located within the boundaries of the subdivision or the abutting street half.

4-103.102 Planned Routing

When applicable, the layout of a street(s) within a subdivision shall conform to the routing depicted upon the Major Thoroughfare Plan. The amount of right-of-way for the required street type may be required to be dedicated, at the developer's expense, to the required width for construction of the classification of the street.

For a new street, realignment or widening of a public street that would require use of some of the land in the subdivision, the developer may be required to dedicate areas for extension, widening or realigning such public street as set forth below:

- (1) the entire right-of-way shall be provided where any part of the subdivision is on both sides of the existing public street; or,
- (2) when the subdivision is located on only one side of an existing public street, one-half of the required right-of-way, measured from the center line of the existing right-of-way, shall be provided.

4-103.103 Developed Property

When property containing existing structures is being divided simply to place each structure on a separate lot and a future right-of-way will fall within the footprint of an existing structure, then the subdivider may be required by the Planning Commission to note on the face of the Final Plat: **“reserved for future right-of-way”** in compliance with the Major Thoroughfare Plan. The Final Plat may also be required to contain a note stating, when any existing structure is demolished, the setback requirements for any new structure shall be measured from this reservation line or future right-of-way line.

4-103.104 Required Improvements or Dedications (Amended by Resolution SR 2021-014, August 16, 2021)

All on-site traffic improvements identified as being required in a traffic impact study prepared in accordance with the requirements of Subsection 4-105.2, Traffic Impact Study, shall be made by the developer, at the developer’s expense.

4-103.105 Major and Minor Subdivision Dedications and Reservations

Minor Subdivisions

Where a Minor Subdivision borders an existing road within a right-of-way width that does not meet the minimum width required for the classification of road outlined in the Coopertown Major Thoroughfare Plan or when the Coopertown Major Thoroughfare Plan indicates the future realignment or widening of an existing public road that would require use of a portion of the land in a proposed subdivision, the applicant shall be required to reserve right-of-way along the property frontage necessary for such widening and realignment. The minimum required widths for the various road classifications are defined within these Regulations.

Major Subdivisions

Where a Major Subdivision borders an existing public road with a right-of-way width that does not meet the minimum width required for the classification of road outlined in the Coopertown Major Thoroughfare Plan or when the Coopertown Major Thoroughfare Plan indicates the future realignment or widening of an existing public road that would require use of a portion of the land in a proposed subdivision, the applicant shall be required to either reserve right-of-way or provide a dedication for the land necessary for such widening and realignment along the property frontage, subject to the standards outlined in Section 4-103.104 above. Some Major Subdivisions may be required to conduct a traffic study, based upon the criteria outlined within these Regulations and in accordance with the requirements outlined in Section 4-105.2. Additionally, the applicant may be required to improve said widened

or realigned road or make off-site road improvements based upon the requirements of the Zoning Ordinance, Subdivision Regulations, traffic study recommendations and/or the Town Public Works Dept. The minimum required widths for the various road classifications are defined within these Regulations.

4-104 REQUIREMENTS FOR PEDESTRIAN WAYS

4-104.1 Sidewalks Along New Streets

Sidewalks shall be required along both sides of all streets.

4-104.2 Sidewalks Along Existing Streets

Sidewalks shall be required along the proposed subdivision’s frontage on existing public streets.

4-104.3 Sidewalk Width

The width of sidewalks shall be as listed in the following table. Sidewalk widths shall not have encroachments from items that include but are not limited to utility poles, fire hydrants, parking meters, sign standards, street furniture or other vertical encroachments.

SIDEWALK WIDTHS Table 4-1

Street Classification	Land Use Classification		
	Residential	Commercial	Industrial
Local Street	4 feet	5 feet	6 feet
Collector Street	5 feet	8 feet	6 feet
Arterial Street	5 feet	8 feet	6 feet

4-104.4 Design Criteria

Sidewalks shall be included within the dedicated non-traffic way portion of the right-of-way or public access easement. A grassed strip at least four feet (4') wide for Local Streets shall separate all sidewalks from adjacent streets. Refer to the standard details in the appendices for the width of the grass strip for higher order streets.

1. Where extraordinary difficult topographic conditions exist, other design solutions, such as a wider separation, may be used.
2. Where necessary, the Planning Commission may require pedestrian access ways from a public way to schools, parks, playgrounds, or other nearby public ways. The Planning Commission may require the applicant to provide connectivity to adjacent properties. To accomplish this purpose, the Planning Commission may require perpetual unobstructed easements at least twenty (20) feet in width.
3. Sidewalks shall be designed and constructed so as to comply with ADA Standards for Accessible Design as published by the U.S. Department of Justice and excerpted from 28 CFR Part 36 (Revised July 1, 1994) and any subsequent amendments or supplements.

4-104.5 Waivers and Alternative Pedestrian Ways

Developers and the Planning Commission may reach alternative arrangements that enhance the pedestrian way. Such alternative provisions may include: (1) payment to a Town fund for construction of the sidewalks by the Town at this location at a later date; or (2) the actual construction of sidewalks at another location or (3) an enhanced design. In the absence of mutual agreement, the developer shall construct the sidewalks in the manner provided herein.

4-104.6 Maintenance

The lot owner shall maintain grass and vegetation between the roadway and the property line.

4-105 STREETS

4-105.1 General Requirements

4-105.101 Street Names

All streets shall be named and such names shall be subject to the approval of the Planning Commission and the Robertson County 911 Office. Names shall be sufficiently different in sound and spelling from other street names in the Town and Robertson County to avoid confusion. A street which is a continuation of an existing street shall bear the same name unless approved otherwise by the Planning Commission and the Robertson County 911 Office. As general policy, the use of personal names, prefixes such as "old" & "new" and multiple words for new streets is discouraged. Historical names are preferred or names appropriate to the particular development or general neighborhood.

4-105.102 Grading and Improvement Plan

Streets shall be graded and improved to conform to the standards required by this section and shall be approved as to design and specification in accordance with the specifications and requirements required herein.

4-105.103 Streets in Floodable Areas

The finished elevation of proposed streets subject to flood shall be no more than one (1) foot below the regulatory flood protection elevation. All drainage structures shall be sufficient to discharge flood flows without significantly increasing flood height. Where fill is used to bring the finished elevation of any street to the required elevation, such fill shall be protected against erosion by rip-rap, vegetative cover, or other methods deemed acceptable by Town Engineer.

4-105.104 Reserve Strips

The creation of reserve strips by the applicant adjacent to a property line, proposed property line, proposed street or public right of way in such a manner as to deny access from adjacent property to such street, alley or pedestrian way shall not be permitted. A reserve strip is a narrow piece of property created along a proposed or existing property line or right of way line that would prevent access to proposed or existing adjacent property or rights-of-way.

4-105.2 Traffic Impact Study

The purpose of a traffic impact study shall be to identify what on-site or off-site improvements, if any, are necessitated to offset the additional traffic generated by a proposed level of development. Such improvements might include the provision of traffic signals, turning lanes or street widenings.

4-105.201 Requirements for a Traffic Impact Study

A traffic impact study (TIS) may be required by the Planning Commission for any development that contains:

1. Residential developments with more than 50 dwelling units;
2. Nonresidential developments of more than 30,000 square feet; or
3. Combinations of residential and nonresidential uses that would be expected to generate 500 vehicle trips or more per day, or 50 or more peak-hour trips;
4. Or in the opinion of the Town Engineer a TIS is needed.

4-105.202 Study Requirements

A traffic study shall contain analysis of each access point that the development has to an existing roadway. Access points to be analyzed include public streets, joint permanent access easements and private driveways. The Planning Commission may also require the study to analyze any off-site traffic impacts generated by the proposed

development. The Town Staff or Planning Commission may determine the extent of the study. If the development is to be phased, the sequence and timing of a development shall be incorporated into the traffic impact study. For projects, which include multiple phases and/or multiple buildings, the Planning Commission may require the scheduling of improvements and impose thresholds on the number of lots to be platted or building permits to be issued through the development approval process. If no phasing is identified in the approved traffic impact study, all study recommendations shall be satisfied at the initial stage of development.

4-105.203 Approval of Traffic Impact Study

The traffic impact study shall be approved by the Planning Commission, with all applicable performance requirements incorporated into any site and building plans.

4-105.204 Implementation of a Traffic Impact Study (Amended by Resolution SR2021-014, August 16, 2021)

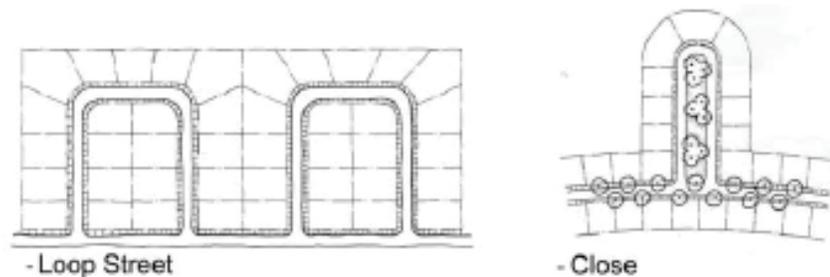
The traffic impact study may take into account the capital improvements budget and may rely on improvements for which the Town has adopted a resolution appropriating funds. Any required traffic improvements that have not been funded or otherwise completed by the Town shall be completed by the developer, at the developer's expense.

4-105.3 Arrangement of Streets

1. The Planning Commission has discretion in determining the layout configuration of streets that are a part of the subdivision project. All streets should 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.
2. All streets shall be properly integrated with the existing and proposed system of streets and dedicated rights-of-way as established on the Major Thoroughfare Plan or the Town Land Use & Transportation Policy Plan.
3. All streets shall be properly related to special 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. The use of an interconnected street system shall be encouraged and may be required by the Planning Commission to broadly disperse internal traffic and provide maximum alternatives for access to property.
5. The connectivity of proposed streets to existing and proposed streets or adjacent property may be defined and required as determined by the Planning Commission.
6. Street designs such as loop streets or closes shown in Figure 4-1, are preferred to the use of a cul-de-sac design. Cul-de-sacs may be permitted where topographic features or configuration of property boundaries prevent street connections. All radii shall meet the requirements to accommodate emergency vehicles and school buses.

7. Proposed streets shall be extended to the boundary lines of the tract to be subdivided, unless prevented by topography or other physical conditions or unless, in the opinion of the Planning Commission, such extension is not necessary or desirable for the coordination of the layout of the subdivision with the existing layout or the most advantageous future development of adjacent tracts. Where streets are extended to property lines, temporary turnarounds shall be required unless the street segment is less than 150 feet in length. In all cases drainage and utility easements shall be extended to the property lines.
8. In business and industrial developments, the streets and other access routes shall be planned in connection with the grouping of buildings, location of rail facilities, and the provisions of alleys, truck loading and maneuvering areas, and walks and parking areas, so as to minimize conflict of movement between the various types of traffic, including pedestrian traffic.

FIGURE 4-1 ALTERNATIVES TO CUL-DE-SACS



4-105.4 Access to Arterial and Collector Routes

Where a subdivision borders on or contains a proposed arterial or collector route, the Planning Commission may require that access to such streets be limited by one of the following means:

4-105.401 In Residential Areas

The subdivision lots shall be designed such that the back yard abuts the arterial or collector and the lot fronts onto a local street. No access shall be provided along the rear property line of such lots unless the Planning Commission approves the use of alleys as part of the subdivision design.

4-105.402 In Business Areas

In areas zoned or designed for commercial or industrial use, or where a change of zoning is contemplated for commercial or industrial use, the Planning Commission may require that the street width be increased or that a service street be constructed to assure the free flow of through traffic without interference by parked or parking vehicles, and to provide adequate and safe parking space for such commercial area.

4-106 STREET DESIGN STANDARDS

4-106.1 Purpose

The public way design and layout standards set forth in this section are hereby required in order to provide public ways of suitable location, width, and improvement to accommodate prospective traffic and afford satisfactory access by police, fire-fighting, emergency vehicles, school buses, sanitation, and street-maintenance equipment, and to coordinate public ways so as to compose a convenient and safe system and avoid undue hardships to adjoining properties. These provisions are intended to establish appropriate standards for the design of streets in subdivisions that will:

- Promote the safety and convenience of vehicular traffic,
- Protect the safety of neighborhood residents,
- Protect the residential qualities of neighborhoods by limiting traffic volume, traffic speed, noise and fumes,
- Encourage the efficient use of land,
- Minimize the construction of impervious surface thereby protecting the quantity and quality of the community's water resources, and
- Provide satisfactory access for emergency vehicles.

4-106.2 Design and Construction

The design of all streets shall conform to the general design standards presented within these Subdivision Regulations to include "Appendix B Subdivision Construction, Roadway and Drainage Technical Standards".

1. New streets proposed to be created as a part of any development proposal shall be integrated closely with the Town's Major Thoroughfare Plan. The Major Thoroughfare Plan shall show the realignment and redesign of certain intersections and street segments to facilitate traffic flow and improve safety.
2. Residential streets shall be aligned so that their terminal vistas are of greens, other open space, or civic or institutional buildings, wherever possible. Where this is not possible, every effort shall be made to terminate those streets with buildings of above-average size, whose architecture shall be encouraged to be special in one way or another.
3. Streets shall be interconnected as determined by the Planning Commission (employing cul-de-sacs only where essential), and they may also be supplemented with alleys. Where cul-de-sacs are deemed to be unavoidable, continuous pedestrian circulation shall be provided by connecting sidewalks that link the end of the cul-de-sac with the next street (or open space).
4. To the greatest extent practicable, streets shall be designed to have maximum lengths of six hundred (600) feet between intersections, and maximum lengths of twelve hundred (1,200) feet before terminating at three-way "T" intersections or angling off in a diagonal direction. Blocks greater than six hundred (600) feet long shall generally be provided with cross-block pedestrian connections at mid-block locations.

5. Streets shall be laid out to promote pedestrian circulation and ease of access from all points in the residential areas to commercial or institutional facilities.
6. Right-of-ways shall be provided as determined by the Planning Commission to permit streets or pedestrian ways to be extended to allow adjoining properties to be connected in the future.

4-106.3 Street Trees

1. The coordinated planting of deciduous shade trees adjacent to the right-of-way of all streets is a central unifying feature of development in subdivisions. The Planning Commission will determine if the street trees proposed are acceptable.
2. Such trees when initially planted shall be a minimum of 2" to 2.5" in diameter, measured at chest height, when planted, and shall be along both sides of each street, including arterial streets, but not including rear access lanes or alleys.
3. Species shall be selected according to the following criteria:
 - (a) cast moderate shade to dense shade in summer;
 - (b) long-lived (over sixty (60) years);
 - (c) street trees shall be spaced an average of fifty (50) feet apart with no distance between trees greater than seventy-five (75) feet apart;
 - (d) be tolerant of pollution and direct or reflected heat;
 - (e) require little maintenance, by being mechanically strong (not brittle) and insect- and disease-resistant;
 - (f) be able to survive two (2) years with no irrigation after establishment; and
 - (g) be of native origin, provided they meet the above criteria.

4-106.4 Intersections

1. Pavement shall intersect as nearly as possible to a ninety (90) degree angle for a minimum of one hundred (100) feet from the edge of pavement of the intersecting street. A proposed intersection of two (2) new public ways at an angle of less than seventy-five (75) degrees shall not be permitted. Not more than two (2) public ways shall intersect at any one point, unless specifically approved by the Planning Commission.
2. Centerline off-sets of less than three hundred fifty (350) feet between T-type intersections within public ways shall not be permitted, except where the intersected public ways have separated dual drives without median breaks at either intersection. Where public ways intersect arterial or collector routes, the alignment of such streets shall be continuous. Intersections of arterial or community collector streets shall be at least eight hundred (800) feet apart.
3. Minimum curb or edge of pavement radius shall be determined according to the specifications for the street classification as specified herein these Subdivision Regulations.
4. Whenever a proposed street intersects an existing or proposed street of higher order in the street hierarchy, the street of lower order shall be made a stop street. The street of lower order shall also be designed to provide a minimum corner sight distance in

accordance with these Subdivision Regulations. The Town Engineer reserves the right to revise sign placement.

5. Where a public way intersection will involve earth banks or existing vegetation inside any lot corner that would create a traffic hazard by limiting visibility, the sub-divider shall cut such ground or vegetation (including trees) in connection with the grading of the public right-of-way to the extent necessary to provide adequate sight distance.
6. The use of roundabouts or traffic circles may be permitted in areas where deemed appropriate by the Planning Commission

4-106.5 Acceleration and Deceleration Lanes

1. Deceleration or turning lanes may be required by the Planning Commission along existing and proposed streets as determined by a traffic impact study. The design shall be based upon American Association of State Highway Transportation Officials (AASHTO) design standards and other commonly accepted and applied traffic engineering principles.
2. Deceleration Lanes Shall Be Designed to the Following Standards:
 - (a) On a State Route, the lane shall be designed in conformance with the requirements of the Tennessee Department of Transportation or as approved by the Town Engineer, whichever is greater.
 - (b) The traffic study, as approved by the Town, will determine the taper and storage lengths that will be required.
3. Acceleration lanes are also required when indicated as needed by a traffic impact study for non-residential areas. The design shall be based upon AASHTO design standards and other commonly accepted and applied traffic engineering principles.

4-106.6 Frontage Streets, Access Lanes and One-Way Streets

1. General Design

Frontage or access lanes may be utilized as an alternative to creating a row of lots along existing or proposed collector or higher order streets. access lanes shall be classified and designed to conform to the design standards of “Access Streets”.
2. Utilization and Design of One-Way Streets

One-way streets may be permitted as loop streets or access lanes where there is need to separate the directional lanes to preserve natural features and/or to avoid excessive grading for street construction on steep slopes.

4-106.7 Arrangement of Dead-End Streets

The design standards are included in “Appendix B Subdivision Construction, Roadway and Drainage Technical Standards.”

4-106.8 Alleys

Alleys may be required where appropriate in all commercial and industrial districts. Alleys are appropriate in residential districts to improve lot access, reduce the number and frequency of driveways entering public or private streets, or reduce the need for topographic disturbance. The intersection between an alley and a street should be treated as a driveway intersection.

The sidewalk will not change elevation as it crosses the alley throat, but rather the alley will rise up to the sidewalk level and then ramp down to the street level. The sidewalk details of width and elevation shall be maintained through the alley pavement.

4-106.9 Railroads and Limited Access Highways

Railroad right-of-way and limited access highways, where so located as to affect the subdivision of adjoining lands, shall be treated as follows:

1. In residential areas, a buffer strip at least twenty-five (25) feet in width shall be required adjacent to the railroad right-of-way or limited access highway right-of-way. This buffer strip shall not be part of the platted lots and be required to include a berm. It shall be designated on the plat as part of the common ground or open space.
2. In business, commercial or industrial areas, the nearest street extending parallel or approximately parallel to the railroad or limited access highway shall, wherever practicable, be at a sufficient distance therefrom to ensure suitable depth for commercial or industrial sites.
3. Streets parallel to a railroad or limited access highway, when intersecting a street which crosses the railroad at grade, shall to the extent practicable, be at a distance of at least one hundred fifty (150) feet from the railroad right-of-way or limited access highway right-of-way. Such distance shall be determined with due consideration of the minimum distance required for future separation of grades by means of appropriate approach gradients.

4-106.10 Bridges

Bridges of primary benefit to the subdivider, as determined by the Planning Commission, shall be constructed at the full expense of the subdivider without reimbursement from the Town. The sharing of expenses for the construction of bridges not of primary benefit to the subdivider, as determined by the Planning Commission, shall be fixed by special agreement between the Board of Mayor and Aldermen and the subdivider. The design standards are included in “Appendix B Subdivision Construction, Roadway and Drainage Technical Standards”.

4-107 STREET NAME, REGULATORY AND WARNING SIGNS

4-107.1 Signs for Public and Private Streets

4-107.101 Signage Requirements

The design standards are included in “Appendix B Subdivision Construction, Roadway and Drainage Technical Standards”.

4-107.102 Street Signage

- a. Street Names: All new street names shall be verified with Local 911 officials prior to recording the Final Plat.

- b. Installation Requirements: The developer shall purchase and install appropriate signs. Written confirmation of this placement shall be required from the Town Engineer prior to recording a Final Plat.
- c. Performance Surety: The developer may post a Development Performance & Maintenance Agreement and performance surety in lieu of improvements prior to the recording of the Final Plat. Street sign sureties may be a part of the original Development Performance & Maintenance Agreement and performance surety covering streets, drainage, water, sewer, etc.
- d. Conditions for Issuing Building Permits: subdivision plats that require street name signs, or temporary dead-end street signs shall require a note stating: **“No building permit shall be issued for any lot until street name, regulatory and warning signs are installed and verified on all streets on which such lot depends for access.”** During construction and before permanent signs are installed, the Planning Commission may permit the use of temporary signage.

4-108 PRIVATE STREETS

4-108.1 General

Where the ownership, control and maintenance of any street is proposed to remain in private ownership, such street shall be designed and constructed to the standards provided in these Subdivision Regulations. A permanent access easement over such streets shall be provided to each and every parcel or lot that is to gain access therefrom. All such private improvements shall be maintained by the developer/owner or by a legally established Homeowners’ Association or similar group approved by the Planning Commission. The legal documents establishing ownership and maintenance of the easement shall be submitted with the Final Plat for review and upon approval shall be recorded at the same as recording the Final Plat. A Development Agreement, Performance & Maintenance Agreement and surety may be posted to guarantee such improvements in a like manner as required for public streets.

4-108.2 Additional Regulations for Private Streets

Private streets may be included in any subdivision in conformity to these standards so long as the subdivision is included within a PUD, or Conservation Subdivision as defined in Section 7-102, WORDS AND TERMS DEFINED. The private street (or street) shall be identified on the face of the Final Plat as an easement for lot access and as public utilities easement.

1. Design, construction and inspection of all roadways, curbing, drainage, street lighting, utilities and traffic control devices in a private street subdivision shall conform to the technical requirements of the Town and the following:
 - (a) All items such as catch basins, inlets, pipes and all other drainage structures shall meet the requirements of these Subdivision Regulations.
 - (b) Up to eight (8) side-by-side parking spaces may be allowed to back directly into the travelway of a loop or permanent dead-end roadway provided that:

- (i) Such parking is located a minimum of twenty-five (25) feet from any other parking spaces backing into the travelway.
 - (ii) The sight distance along the travelway is adequate for the design speed of the street.
 - (iii) All other parking shall be provided with adequate off-street maneuvering to allow forward entry to the street.
- (c) All vehicular access to the private street shall be shown on the Preliminary Plat and Final Plat.
 - (d) A Development Performance & Maintenance Agreement and performance surety shall be posted in lieu of completion of the required improvements in accordance with the provisions of Article III.
 - (e) No gates or guardhouses for a private street subdivision shall be placed on public right-of-way. All gates and gatehouses shall be located at least fifty feet (50') from a public right-of-way but may be increased by the Planning Commission based on the size of the subdivision, the streets being accessed and the connectivity to multiple streets. Guardhouses and gate structures shall be approved by the Town and the local Fire Chief and shall include a standard system, acceptable to the Town, for immediate access to the subdivision. At a minimum, gates shall be constructed to permit opening in emergencies by breakaway panels and/or other methods approved by the Town. Under no circumstances shall the Town or emergency service providers be responsible for the repair of any damage to gates or structures associated with an emergency response into the subdivision.
2. The Master Deed, or declaration of covenants, shall contain, in its description of the common element(s), a specific designation of the private street as the responsibility of the Homeowner's Association. The Master Deed, or declaration of covenants, shall also provide for a sufficient level of funding to offset the reasonable and foreseeable costs of maintaining the private streets.

4-109 BLOCKS

In blocks longer than eight hundred (800) feet the Planning Commission may require the establishment of easements or public ways through the block to accommodate utilities or pedestrian access. In general, each normal block shall be planned to provide two (2) rows of lots. Exceptions to this prescribed block width shall be permitted in blocks adjacent to major thoroughfares, railroads, waterways, or blocks in which the rear lot lines abut an unsubdivided tract of land.

4-110 LOT REQUIREMENTS

4-110.1 Lots to be Buildable

The lot size, width, depth, shape and arrangement shall be appropriate for the type of development and use contemplated, and shall be such that there will be no foreseeable difficulties, for reasons of topography, subsurface sewage disposal, storm water management,

flood hazards, or other conditions, in securing building permits to build on all lots in compliance with the Coopertown Zoning Ordinance, or in providing access to buildings on such lots from an approved street. Dimensions of corner lots shall be large enough to allow for erection of buildings, observing the minimum front yard setback from both streets.

The Planning Commission may restrict, limit and/or define roadway and/or driveway locations.

For the purposes of future subdivision of land, the arrangement and design of lots shall be designed to provide a building envelope for each lot that is located outside of the 100-year floodplain or 100-year floodprone areas as identified by the latest date of the following:

- (a) U. S. Army Corps of Engineers Studies,
- (b) FEMA Flood Studies and maps, or
- (c) any other studies, evaluations, reports recognized and/or accepted by the Planning Commission.

The Planning Commission may determine the minimum size and configuration of the building envelope.

Where a proposed lot in any flood prone area must be improved to provide a building site free from flooding, such improvements shall be made outside the floodway to at least one foot (1') above the regulatory flood protection elevation (one hundred year flood) for a distance extending at least twenty-five (25) feet beyond the limits of intended structures or as otherwise required in the Coopertown Zoning Ordinance. Additionally, the areas identified for subsurface sewage disposal shall be shown on documents submitted to the Town Staff to confirm that adequate soils disposal areas remain available and usable after any fill area is proposed. Any fill shall be protected against erosion by riprap, vegetative cover, or other methods deemed acceptable by the Planning Commission. The Planning Commission may determine what engineering, surveying, environmental and other studies and evaluations are necessary for their consideration of approving fills, cuts, disturbances and compensatory measures related to floodplain and flood prone areas.

In addition, the intent is to enhance and ensure consistency within developments and the following purposes:

- (1) To promote lots that are shaped in a manner to promote the convenient and harmonious development of the land.
- (2) To prevent close proximity of narrow portions of lots that will create a situation that reduces privacy, increases congestion, increases overcrowding of the land and the confusion of delineating property lines.
- (3) To prevent the close proximity of house sites that tend to create conflicts among the use of the land, including maintenance disputes, use disputes and property ownership disputes between landowners.
- (4) To prevent lot shapes that cannot reasonably be interpreted by the Planning Commission to be an orderly layout of the land or an aesthetic layout of land, and
- (5) To prevent lots that come to points or are deemed too narrow in the front of the lot.

- (6) To prevent lots which are so distorted in configuration as to be detrimental to public health, safety, welfare or convenience, even though complying with the dimensional requirements established herein.

4-110.2 Lot Dimensions (Flag Lots amended by SR 2025-006, April 21, 2025; Lot-width ratio requirement added by SR2025-014, November 17, 2025)

Lot dimensions shall comply with the minimum standards required by the Coopertown Zoning Ordinance. Where lots are more than double the minimum area required by the Coopertown Zoning Ordinance, the Planning Commission may require that such lots be arranged so as to allow further subdivision and the opening of future public ways where they would be necessary to serve such potential lots, all in compliance with any Zoning Ordinance and these Subdivision Regulations.

In general, all side lot lines shall be at right angles to street lines (or radial to curving street lines) unless a variation will give a better street or lot plan. A side lot line shall not form an angle of less than seventy-five (75) degrees with the street line or in the case where the side line of the street is a curving line, not less than seventy-five (75) degrees with the arctangent to the curve of the street.

Flag or Irregular Shaped Lots. In residential zoned districts (Rural Residential, Suburban Residential, and Urban Fringe Residential), flag lots may be allowed as warranted by physical conditions of land form, existing lot pattern, unusual size or shape of the parcels or as approved by the Planning Commission. The narrow strip of land connecting the main portion of a flag lot to the street shall be not less than thirty feet wide at any point. The narrow portion (the flag pole) shall not be considered to satisfy the minimum lot area requirement of the zoning district. Provided, however, no flag lot shall be permitted along a major arterial road identified as such by the Coopertown, TN Major Thoroughfare Plan as adopted and as it may be amended from time to time, which identified functional classification of streets, unless the lot has a minimum street frontage of fifty feet.

In the case of a flag lot, to measure the lot width and front setback, the front lot line is that property line other than the common boundary with the street (i.e. the frontage) which is most parallel and nearest to the public right-of-way from which access is gained except that in the event that the front of the principal existing or proposed structure will not be facing and parallel to said right-of-way, then the front lot line shall be the property line most parallel and adjacent to the front of the existing proposed structure.

In no case shall any subdivided lot have a greater width-to-depth ratio than “one to four” (1:4); therefore, the average depth of the lot shall be no greater than four (4) times the average width of said lot, with the exception of lots fronting cul-de-sac turn around areas. Lots that front cul-de-sac turn around areas shall have no greater width-to-depth ratios than “one to five” (1:5) as measured along the average widths and depths of said lots.

Where subsurface sewage disposal systems (i.e., septic tanks, leach fields, LPP systems, etc.) are to be utilized, the provisions established by the Town Staff and the State shall be met as a condition of approval of the proposed subdivision. Lots lines and lot shape shall not be distorted or narrowed such that a flag lot or irregular shaped lot is created for the purpose of providing soils for sewage disposal areas.

4-110.3 Side Lot Lines

Side lot lines, so far as practicable, shall be at right angles or radial to street lines unless a variation from this rule will give, in the opinion of the Planning Commission, a better street or lot layout plan. Lot lines shall coincide with Town boundaries rather than cross them. Where extra width has been dedicated for widening an existing street, lot lines shall begin at such extra width line.

4-110.4 Access from Major Streets

Lots shall not have their vehicular access from a collector street or arterial street unless approved by the Planning Commission. Where driveway access from a major street may be necessary for several adjoining lots, the Planning Commission may require that such lots be served by a combined access drive in order to limit possible traffic hazard on the major street. (See Subsection 4-105.4, Access to Arterial and Collector Routes.)

4-110.5 Access Across a Watercourse

Where a watercourse separates the buildable area of a lot from the access street, provision shall be made for the installation of a culvert or other structure, of a design approved by the Planning Commission based upon a recommendation from the Town Engineer. The applicant shall also be required to provide stormwater calculations in accordance with these Subdivision Regulations and the Coopertown Zoning Ordinance. The Planning Commission may require the developer to construct the access driveway crossing as part of the subdivision development.

4-110.6 Designation of Frontage for Corner Lots

The front yard setback shall be designated on all corner lots located within any residential subdivision.

4-110.7 Lot Drainage

4-110.701 General

Lots shall be designed so as to provide positive drainage away from all buildings. Drainage of individual lots shall be coordinated with the existing or proposed general storm drainage pattern for the area. Drainage shall be designed so as to avoid concentration of storm water from each lot to adjacent lots, except within drainage easements or street rights-of-way. Surface water drainage patterns for each and every lot shall be shown on the Construction Plans. Drainage flow and conveyance arrows shall be indicated on the Construction Plans.

It shall be the responsibility of the builder of any building or other structure to design and construct a suitable drainage scheme that will convey surface water, without ponding on the lot or under the building, to the drainage system constructed within the subdivision.

subterranean system shall be identified on the Preliminary Plat, Construction Plans and Final Plat. The sinkhole shall be protected by a structure or other methods as approved by the appropriate divisions within and the Tennessee Department of Environment and Conservation.

4-110.702 Erosion and Sediment Control

An erosion and sediment control plan shall be presented with the Construction Plans submitted in conformance with Section 2-107, CONSTRUCTION PLANS, of these Subdivision Regulations. All properties adjacent to the site of land disturbance shall be protected from sediment disposition. The developer shall submit copies of any required permits issued by other government agencies such as, but not limited to Notices of Intent, TDEC Notices of Coverage and TDEC Aquatic Resource Alteration Permits. Copies of supplemental information such as Storm Water Pollution Prevention Plans that are used to obtain these permits shall also be submitted. The Notice of Coverage Permit Tracking Number shall be listed on the Construction Plans.

4-110.703 Water Bodies and Watercourses

Generally, if a tract being subdivided contains a water body, or portion thereof, such area shall be within jointly held open space. However, the Planning Commission may approve an alternative plan whereby the ownership of and responsibility for safe maintenance of the water body is so placed that it will not become a governmental responsibility. No portion of the minimum area of a lot required under any zoning ordinance may be satisfied by land that is underwater. Where a watercourse separates the buildable area of a lot from the public way to which such lot has access, provisions shall be made for installation of a culvert of adequate overflow size or other structure approved by the Planning Commission. In no case shall a stream be channelized into and through a culvert system without the approval of the Planning Commission and TDEC.

4-111 OPEN SPACE REQUIREMENTS

4-111.1 Reservation of Land for Open Space

In residential subdivisions, areas for green space, parks, stormwater management and playgrounds for the neighborhood uses shall be required. The developer shall set aside not less than ten percent (10%) of the total subdivision acreage for these purposes unless otherwise permitted for Conservation Subdivisions or Planned Unit Developments (PUDs). The Planning Commission may determine if the location, orientation, dimensions and configuration of these areas are acceptable.

4-111.2 Basic Criteria

The configuration of proposed Open Space Lands set aside for common use in residential subdivisions shall:

1. Be free of all structures except historic buildings, stonewalls and structures related to the open space uses. The Planning Commission may grant approval of

structures and improvements required for storm drainage, sewage treatment and water supply within the open space provided that such facilities would not be detrimental to the intended use of the open space. The Planning Commission may also grant permission to construct buildings specifically related to the recreational uses, such as park shelters, etc.

2. Generally, have a length-to-width ratio of not less than four to one (4:1), or be less than seventy-five (75) feet in width, except for such lands specifically designed as neighborhood greens, pocket parks, playing fields, stormwater management or trail links or other uses deemed appropriate by the Planning Commission.
3. Be directly accessible to the largest practicable number of lots within the subdivision. Non-adjointing lots shall be provided with safe and convenient pedestrian access to Open Space Land.
4. Be suitable for active recreational uses to the extent deemed necessary by the Planning Commission.
5. Be interconnected wherever possible to provide a continuous network within and adjoining the subdivision.
6. Provide buffers to adjoining farmland, parks, preserves or other protected lands.
7. Open space lands shall provide for pedestrian pathways for use by the residents of the subdivision. Consideration shall be given to providing for public access on such trails if they are linked to other publicly-accessible pathway systems within the Town. Provisions should be made for access to the open space lands, as required for land management and emergency purposes.
8. Be undivided by public or private streets, except where necessary for proper traffic circulation.
9. Be suitably landscaped either by retaining existing natural cover and wooded areas and/or landscaping with native trees, shrubs, and wildflowers.
10. Be made subject to such agreement with the Town and such conservation easements duly recorded in the office of the County Recorder of Deeds as may be required by the Planning Commission for the purpose of preserving the common open space for such use.
11. Be consistent with the Town Land Use & Transportation Policy Plan.

4-111.3 Open Space Land Ownership and Maintenance Standards

4-111.301 Permanent Protection

All open space land shall be permanently restricted from future subdivision and development. Under no circumstances shall any development be permitted in the open space at any time, except for those uses listed in Subsection 4-111.2, Basic Criteria, above.

4-111.302 Ownership Options

The following methods may be used, either individually or in combination, to own common facilities. However, open space land may be initially offered for dedication to the Town. Common facilities shall not be transferred to another entity except for transfer to another method of ownership permitted under this section, and then only when there is no change in the common facilities or in the open space ratio of the overall development. Ownership methods shall conform to the following:

a. **Fee Simple Dedication to the Town**

The Town may, but shall not be required to, accept any portion of the common facilities that the applicant may wish to offer voluntarily, provided that:

- i. There is no cost of acquisition to the Town and
- ii. The Town agrees to and has access to maintain such facilities.

b. **Condominium Association**

Common facilities may be controlled through the use of condominium agreements. Such agreements shall be in accordance with relevant state law. All open land and common facilities shall be held as "common elements".

c. **Homeowners' Association or Property Owners' Association**

Common facilities may be held in common ownership by a Homeowners' Association or Property Owners' Association, subject to all of the provisions for Homeowners' Associations set forth in the following regulations:

- i. The applicant shall provide the Town a description of the organization of the proposed association, including its by-laws, and all documents governing ownership, maintenance, and use restrictions for common facilities.
- ii. The proposed association shall be established by the owner or applicant and shall be operating (with financial subsidization by the owner or applicant, if necessary) before the sale of any dwelling units in the development.
- iii. Membership in the association shall be automatic (mandatory) for all purchasers of dwelling units therein and their successors in title.
- iv. The association shall be responsible for maintenance and insurance of common facilities.
- v. The by-laws shall confer legal authority on the association to place a lien on the real property of any member who falls delinquent in his dues. Such dues shall be paid with the accrued interest before the lien may be lifted.
- vi. Written notice of any proposed transfer of common facilities by the association or the assumption of maintenance for common facilities must be given to all members of the association and to the Town no less than thirty days prior to such event.
- vii. The association shall have adequate staff to administer, maintain, and operate such common facilities.

4-111.303 Private Conservation Organization or the Town

With permission of the Town, an owner may transfer fee simple title of the open space or easements on the open space to a private non-profit conservation organization or to the Town provided that:

1. The conservation organization is acceptable to the Town and is a bona fide conservation organization intended to exist indefinitely.
2. The conveyance contains appropriate provisions for proper reverter or retransfer in the event that the organization or the Town becomes unwilling or unable to continue carrying out its functions.
3. The open space land is permanently restricted from future development through a conservation easement and the Town is given the ability to enforce these restrictions.
4. A maintenance agreement acceptable to the Town is established between the owner and the organization or the Town.

4-111.304 Dedication of Easements to the Town

The Town may, but shall not be required to, accept easements for public use of any portion of the common land or facilities voluntarily offered by the Applicant. In such cases, the facility remains in the ownership of the Condominium Association, Homeowners' Association, or private conservation organization while the Town holds the easements. In addition, the following regulations shall apply:

1. There shall be no cost of acquisition to the Town.
2. Any such easements for public use shall be accessible to the residents of the Town.
3. A satisfactory maintenance agreement shall be reached between the owner and the Town.

4-111.4 Open Space Land Maintenance

4-111.401 Responsibility for Maintenance

Unless otherwise agreed to by the governing body, the cost and responsibility of maintaining common facilities and Open Space Land shall be borne by the Property Owner, Condominium Association, Homeowners' Association, or conservation organization.

4-111.402 Open Space Maintenance Plan

The applicant shall, at the time of Preliminary Plat submission, provide a Plan for Maintenance of Open Space Lands and Operation of Common Facilities in accordance with the following requirements.

- a. The Plan shall define ownership.
- b. The Plan shall establish necessary regular and periodic operation and maintenance responsibilities for the various kinds of open space (i.e., lawns, playing fields, meadow, pasture, cropland, woodlands, etc.).
- c. The Plan shall estimate staffing needs, insurance requirements, and associated costs, and define the means for funding the maintenance of the open space land and operation of any common facilities on an on-going basis. Such funding plan shall include the means for funding long-term capital improvements as well as regular yearly operating and maintenance costs.
- d. At the Town's discretion, the applicant may be required to escrow sufficient

funds for the maintenance and operation costs of common facilities for up to one year.

- e. Any changes to the maintenance plan shall be approved by the Planning Commission.

4-112 RESERVATIONS AND EASEMENTS

4-112.1 Easements for Utilities and Drainage

4-112.101 Basic Requirement

Where topography or other conditions are such as to make impractical the inclusion of utilities or drainage facilities within street rights of way, perpetual unobstructed easements at least twenty feet (20') in width for such utilities shall be provided across property outside the street lines and with satisfactory access to the street. Such easements shall be centered on rear or side lot lines.

4-112.2 Easements for Pedestrian Access

The Planning Commission may require, in order to facilitate pedestrian access from streets to schools, parks, playgrounds, or other nearby streets, perpetual unobstructed easements at least twenty feet (25') in width. Where blocks exceed eight hundred (800) feet in length, such pedestrian facilities shall be installed by the developer. The location of pedestrian ways shall be acceptable to the Planning Commission.

4-112.3 Easements for Maintenance of Slopes

4-112.301 Basic Requirement

Where steep slopes beyond the street right of way may require maintenance, an easement may be required for such purpose.

4-112.302 Explanation of Slope Easement

In any instance where slope easements are required they shall be indicated upon a Final Plat. The Planning Commission may define any notes that may need to be added to the Final Plat.

4-112.4 Easements for Maintenance of Visibility Triangles

4-112.401 Basic Requirement

Where conditions beyond the street right of way may require protection of visibility triangles, an easement may be required for such purpose.

4-112.402 Explanation of Visibility Triangles Easement

In any instance where sight easements are required they shall be indicated upon a Final Plat. The Planning Commission may define any notes that may need to be added to the Final Plat.

4-112.5 Responsibility for Ownership of Reservations

Title to all reservations, if vested in interests other than the subdivider, shall be clearly indicated on the Final Plat. An explanation, acceptable to the Planning Commission, of such reservations reading similar to the following shall appear upon the Final Plat:

Reserved for highway purposes (or recreation purposes, or other approved purpose).

4-113 DRAINAGE AND STORM SEWERS

4-113.1 General Design Concept

It is the intention of these Subdivision Regulations that the rate of stormwater run-off from development sites be minimized. The primary design concept for stormwater management within new developments is to be premised on use of open space for detention, retention and aquifer recharge. This approach is intended to maximize on-site infiltration of stormwater directly into the community's aquifer recharge system and thereby reduce the need for costly, large-scale stormwater collection systems while simultaneously making dual use of open area as "rain gardens" and bio-retention areas. Detention will be required to avoid discharges that exceed the capacity of natural waterways. The stormwater facilities shall be designed in accordance with the requirements of these Subdivision Regulations and the Coopertown Zoning Ordinance.

4-113.2 Nature of Storm Water Facilities

4-113.201 Location

Stormwater facilities shall be located in the street right-of-way or in perpetual unobstructed easements of appropriate width and shall be constructed in accordance with the approved Construction Plans.

4-113.202 Accessibility to Public Storm Sewers

- a. When the Enforcing Officer determines that a public storm sewer is accessible, the developer shall install storm sewer facilities.
- b. If a connection to a public storm sewer will eventually be provided, as determined by the Planning Commission, the developer shall make arrangements for future storm water management and conveyance to the public storm sewer at the time the plan receives final approval. Provision for such connection shall be incorporated by inclusion in the Development Performance & Maintenance Agreement required before the Final Plat is recorded.

4-113.203 Accommodation of Upstream Drainage Areas

A culvert or other drainage facility shall in each case be large enough to accommodate potential runoff from the entire drainage area, upstream of the drainage facility(ies), whether inside or outside of the subdivision. The engineer designing the subdivision

shall provide calculations to justify the size of the facility, based on regulations of the Town's stormwater management and design requirements.

4-113.204 Effect on Downstream Drainage Areas

The Town requires that the developer study the effect of stormwater discharges of the proposed subdivision on existing downstream drainage facilities outside the area of the subdivision. Where it is anticipated that the additional runoff incident to the development of the subdivision will overload an existing downstream drainage facility, the Planning Commission may withhold approval of the subdivision until provision has been made for adequate improvement of such drainage facilities or that stormwater detention or other measures have been designed to mitigate the effects of development.

4-113.3 Dedication of Drainage Easements

4-113.301 General Requirements

Where a subdivision is traversed by a watercourse, drainageway, channel, or stream, there shall be provided a stormwater easement or drainage right-of-way conforming substantially to the lines of such watercourse and of such width and construction as will be adequate for the purpose. Where open drainageways, culverts or storm sewers are utilized they shall be designed in accordance with the requirements of these Subdivision Regulations and the Coopertown Zoning Ordinance.

4-113.302 Drainage Easements

- a. Where topography or other conditions are such as to make impracticable the inclusion of drainage facilities within a street right-of-way, perpetual unobstructed easements at least twenty (20) feet in width shall be provided across property outside the street lines and with satisfactory access to streets. Easements shall be indicated on the Construction Plans and Final Plats. Drainage easements shall be carried from the street to a natural watercourse or to other drainage facilities. The Planning Commission may determine the widths of all easements.
- b. When a new drainage system is to be constructed which will carry water across private land outside the subdivision, appropriate drainage rights must be secured and indicated on the Final Plats.
- c. Along watercourses, low-lying lands within any floodway, as has been determined by the Planning Commission pursuant to these Subdivision Regulations, whether or not included in areas for dedication, shall be preserved and retained in their natural state as drainage ways.

4-113.303 Ditching

All subdivision streets constructed in the Town are to be constructed with mountable curb or other approved curb section. Subdivision streets with a ditch section and shoulders are not permitted.

For ditches, swales or other open stormwater conveyances, the side slopes of the conveyances shall not be steeper than 3H:1V and meet any specific criteria of the drainage study required by these Subdivision Regulations and the Coopertown Zoning Ordinance. All conveyances shall be maintained, repaired and revegetated initially and repeatedly until the Town releases the Performance Surety and the Maintenance Surety.

4-113.304 Use of Concrete Ditches

When proposed by the developer the design and construction details of drainage facilities shall be in accordance with the provisions of these Subdivision Regulations. The design and construction details of all such facilities shall be approved by the Enforcing Officer prior to the start of construction.

4-113.305 Culverts and Storm Drains

Pipe culverts and storm drains shall be installed as shown on the subdivision plat and Construction Plans. Metal pipe shall not be used. Reinforced concrete pipes conforming to minimum standards for Class III Reinforced Pipe, ASTM C76 shall be used within all public street rights-of-way. Concrete headwalls shall be constructed at both the inlet and outlet ends of culverts. The headwalls are in addition to other structures that are part of a storm sewer system. The Enforcing Officer may determine the lengths of culverts and storm drains.

4-113.306 Detention and Retention Facilities – Location

Detention and retention facilities shall not be located on any buildable residential lot and shall only be located within designated open space areas, maintained by a Homeowners Association or a Property Owners Association. Detention & Retention facilities shall also not be located within any required future right-of-way or buffer required by these Subdivision Regulations or the Coopertown Zoning Ordinance. Exceptions to the detention and retention facilities locations may be considered by the Planning Commission. The detention and retention facilities elevation in relation to adjacent streets and properties will be a factor in the consideration for the exception.

4-114 WATER FACILITIES

4.114.1 General Requirements

Necessary action shall be taken by the developer to extend a water supply system capable of providing domestic water use and fire protection in all cases.

4.114.2 Construction Criteria

All water facilities including fire hydrants shall be subject to the construction standards, material specifications established by the Tennessee Department of Environment and Conservation and the utility provider. Where required for fire protection water mains shall

not be less than six (6) inches in diameter, where water mains are not to be utilized for fire protection, the Planning Commission may approve smaller lines, as necessary, to meet potable water demand.

4.114.3 Special Criteria for Flood Prone Areas

All water systems, whether public or private, located in a flood prone area shall be flood proofed to the regulatory flood protection elevation. All water supply facilities located below the regulatory flood protection elevation shall be designed to prevent the infiltration of floodwaters into the water supply system and discharges from the system into floodwaters.

4.114.4 Fire Hydrants

Fire hydrants shall be required in all subdivisions. Hydrants shall be located no more than one thousand (1,000) feet apart by street and be within five hundred (500) feet of all residential, commercial, or industrial building envelopes or structures, whichever is applicable. This distance shall be measured along a road or street. However, the Planning Commission may require closer spacing where physical conditions or types of structures so warrant. To eliminate future public way butting or openings, all underground utilities for fire hydrants, together with the fire hydrants themselves, and all other water supply improvements shall be installed before any final paving of a public way.

Should the use of residential home fire sprinkler systems be utilized the spacing and location of fire hydrants may be modified based upon the requirements of the Fire Chief, the utility provider and building codes.

4-115 SEWAGE FACILITIES

4-115.1 General Requirements

The applicant shall install sanitary sewer facilities in a manner prescribed by the regulations of the Tennessee Department of Environment and Conservation and by any other applicable standards and specifications. All plans shall be designed and approved in accordance with the rules, regulations, specifications, and standards, of any applicable governmental agency or appropriate unit thereof.

4-115.2 Mandatory Connection to Public Sewer System

1. When public sanitary sewers are accessible to the subdivision, as determined by the Planning Commission, the subdivider shall provide such facilities to each lot therein and shall connect the facilities to the public system. The subdivider shall provide sewers that meet standards set forth in the regulations of the Tennessee Department of Environment and Conservation.
2. All sanitary sewer facilities located in a flood hazard area shall be floodproofed to the regulatory flood protection elevation. All sewer facilities located below the regulatory flood protection elevation shall be designed to prevent infiltration of floodwaters into the sewer system and discharges from the system into floodwaters.

3. All public sanitary sewer systems shall be constructed utilizing materials that are A.S.T.M. and/or A.W.W.A. approved.

4-115.3 Individual Disposal System Requirements

If public sewer facilities are not available and individual on-site sewage disposal systems are proposed the individual on-site sewage disposal system, including the size of the septic tank and size of the tile fields or other secondary treatment device shall be approved by the Tennessee Department of Environment and Conservation. The entire individual on-site sewage disposal system, including all drainage fields associated therewith, shall be located on the lot with the principal structure such system is to serve.

The Planning Commission may prohibit installation of sewage disposal facilities requiring soil absorption systems where such systems will not function due to high groundwater, flooding, or unsuitable soil characteristics. The Planning Commission may require that a note or other depiction be included on the Final Plat and any deed of conveyance that soil absorption fields are prohibited in designated areas.

4-115.4 Design Criteria for Sanitary Sewers

The design criteria as well as material and construction standards shall be as specified by the Town of Coopertown, the utility company providing service and Tennessee Department of Environment and Conservation.

4-116 PUBLIC USES

4-116.1 Plat to Provide for Public Uses

Except when a developer utilizes Planned Unit Development or density zoning, in which land is set aside by the developer as required by provisions of the Coopertown Zoning Ordinance, whenever a tract to be subdivided includes a school, recreation use, a portion of a major street, or other public uses, as indicated on the adopted Town Land Use & Transportation Policy Plan and Major Thoroughfare Plan or any portion thereof, such tract shall be suitably incorporated by the developer into the design of his subdivision when first presented for review by the Planning Commission. After proper determination of its necessity by the Planning Commission and the appropriate Town official or other agency involved in the acquisition and use of such site and after a determination has been made to acquire the site by the public agency, the site shall be suitably incorporated by the developer into the Final Plat prior to final approval by the Planning Commission and recording of the Final Plat.

4-116.2 Referral to Public Body

The Planning Commission may refer any plan presented in accordance with Subsection 4-116.1, to the Town staff for its consideration and reporting to the Planning Commission regarding the acquisition. The Planning Commission may propose alternate areas for such acquisition and shall allow the public body or agency sixty (60) days for reply.

4-116.3 Notice to Property Owner

Upon receipt of an affirmative report, the Planning Commission shall notify the property owner and shall designate on all plats any areas proposed to be acquired by public body.

4-116.4 Duration of Land Reservation

The acquisition of land reserved by a public body on the Final Plat shall be initiated within twenty-four (24) months of notification, in writing, from the owner that he intends to develop the land. Such letter of intent shall be accompanied by a plat of the proposed development and a tentative schedule of construction. Failure on the part of the public agency to initiate acquisition within the prescribed twenty-four (24) months shall result in the removal of the "reserved" designation from the property involved and the freeing of the property for development in accordance with these Subdivision Regulations.

4-117 NONRESIDENTIAL SUBDIVISIONS

4-117.1 General

If a proposed subdivision includes land that is zoned for a non-residential, commercial or industrial purpose, the layout of the subdivision with respect to such land shall make such provisions as the Planning Commission may require. A non-residential, commercial or industrial subdivision shall be subject to all the requirements of these Subdivision Regulations and the Coopertown Zoning Ordinance as well as such additional standards as set forth by the Planning Commission.

4-117.2 Standards

In addition to the principles and standards in these Subdivision Regulations which are appropriate to the planning of all subdivisions, the developer shall demonstrate to the satisfaction of the Planning Commission that the public way, parcel, and block pattern proposed is specifically adapted to the uses anticipated and takes into account other uses in the vicinity. The following principles and standards shall be observed:

1. Proposed commercial and industrial parcels shall be suitable in area and dimensions to the types of nonresidential development anticipated.
2. Special requirements may be imposed by the governing body with respect to any public way, curb, gutter, and sidewalk design and construction specifications.
3. Every effort shall be made to protect adjacent residential areas from potential nuisances from the proposed nonresidential subdivision, including provision of extra depth in parcels backing on existing or potential residential development and provisions for permanently landscaped buffer strips, walls, berms when necessary.
4. Public ways carrying nonresidential traffic, especially trucks, normally shall not be extended to the boundaries of adjacent existing or potential residential areas.

ARTICLE V

PLAN CONTENT REQUIREMENTS

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ARTICLE V

PLAN CONTENT REQUIREMENTS

5-101 PURPOSES AND APPLICABILITY

The provisions of this Article apply to applications for both “Major and Minor” subdivisions submitted under authority of these Subdivision Regulations. For the convenience of applicants, the Town provides a Plan Requirements Checklist listing a summary of some, but not all, the documents required to be submitted at each step of the review process. The checklist also facilitates review by staff and officials as they review each application for completeness and conformance with relevant provisions of these Subdivision Regulations.

5-102 CONCEPT PLANS

5-102.1 General

Concept Plans are required for all “Major Subdivisions” as defined in these Subdivision Regulations. The application for a Concept Plan shall provide the name and address of the legal owner of the subject property, and the name and address of the applicant if not the same party, in addition to the Concept Plan submittal contents listed below. A deed or agreement of sale evidencing the legal ownership of the land to be subdivided or developed shall be presented to the Enforcing Officer with the Concept Plan documents. A Concept Plan of the entire property is to be submitted to show the master planning for how the proposed property is to be developed.

5-102.101 Plan Preparation

The Concept Plan shall be prepared by Tennessee licensed professionals based upon their area of competence which could include a combination of an engineer, surveyor, landscape architect, architect, or land planner.

5-102.102 Concept Plan Contents

The submission requirements for a Concept Plan shall consist of the following elements:

- a) The Concept Improvements Plan.
- b) Studies and Reports as required by Subsection 5-102.201, Studies and Reports.
- c) Plan requirements listed in Section 5-102.2 of these Subdivision Regulations.

5-102.103 Graphic Standards

- a) The plan shall be drawn to a scale of either 1-inch = 100-ft or 1-inch = 200-ft, whichever would fit best on a standard size sheet (24-inch x 36-inch), unless otherwise approved by the Planning Commission.
- b) Dimensions shall be set in feet.
- c) Each sheet shall be numbered and the plan shall provide an adequate legend indicating clearly which features are existing and which are proposed.
- d) The applicant shall also provide the plans and documents to the Enforcing Officer in PDF format.

5-102.2 Concept Plan Requirements

The following information is to be provided on the plans, documents and maps as indicated.

- (1) Provide a Water Availability Letter from Water Utility Company. In addition to domestic water service the letter needs to confirm that Fire Flows will also be provided. The letter is to include information regarding any off-site improvements the utility will require the developer to pay for and/or construct.
- (2) Provide a Sewer Availability Letter from Sewer Utility Company. Include in the letter the specify capacity as well as the number of lots they can serve. The letter is to include information regarding any off-site improvements the utility will require the developer to pay for and/or construct.
- (3) Vicinity map that is legible and provides sufficient detail to locate the property. The preference is to use the tax maps or TDOT county road map. Locate the perimeter of the property on the vicinity map, show the relation of the property to be subdivided to all public ways, railroads, and water courses in all directions to a distance of at least one-half mile (scale: one inch to one thousand (1,000) feet).
- (4) Proposed name of the subdivision.
- (5) List the Tax Map(s) & Parcel Number(s).
- (6) List the Deed Book-Page Number for property deed.
- (7) The property to be developed with the boundary of the property to include existing lot lines on-site, lot lines adjacent to the site and the lot lines of proposed lots.
- (8) The layout and width of all proposed streets and street rights-of-way, including all street extensions to provide adequate connectivity of streets, pedestrian ways, open space and other facilities to adjoining development or undeveloped areas.
- (9) The names of the owners of adjoining the property, adjacent and abutting streets and lots.
- (10) Notation of any existing legal rights-of-way or easements, or other encumbrances affecting the property.
- (11) Topography of the site, at no more than five (5) foot intervals, extended at least 100 feet into adjacent properties.
- (12) Graphically show the following
 - a) slopes of less than fifteen (< 15) percent.
 - b) slopes between fifteen and twenty-five (15-25) percent.
 - c) slopes exceeding twenty-five (>25) percent.
- (13) Areas which may be affected by flooding, show streams and 100-year floodplain and floodway fringe areas.
- (14) Reference to the latest FEMA flood map.
- (15) Show features to include, but are not limited to, railroads, structures, cemeteries, sinkholes, tree lines, ponds, lakes, driveways, woodlands, tree lines, open fields, meadows, watershed divides, drainage ways, fences, and stone walls, rock outcrops, streams, ditches, drains, wetlands and existing structures.

- (16) Proposed roadway and lot layout drawn to scale.
- (17) Existing utilities locations, sizes and name of utility company and contact name.
- (18) Existing and proposed storm water and detention facilities.
- (19) Proposed phasing, if any.
- (20) North arrow.
- (21) Owner(s) name, address, phone #, email address.
- (22) Developer(s) name (if different than owner), address, phone #, email address.
- (23) Consultant(s) name, address, phone #, email address.
- (24) Zoning classification of the property and adjacent and abutting property to include property across any streets or rights-of-way.
- (25) Locations of notable historically, culturally and natural significant sites or structures.
- (26) Location of the areas to be included as Conservation Lands and open space areas.
- (27) An aerial photograph shown with the site boundaries and adjacent properties.
- (28) Soil series & types as mapped by the U.S. Department of Agriculture, Natural Resources Conservation Service, other published soil surveys or site evaluations of the soils.
- (29) Location and dimensions of proposed playgrounds, public buildings, public areas and parcels of land proposed to be dedicated or reserved for private or public use.
- (30) Site Data Table with information to include but not limited to the following:
 - (a) show both proposed and permitted. Refer the Subdivision Regulations and the Coopertown Zoning Ordinance requirements
 - (b) number of lots/units
 - (c) density/acre
 - (d) gross site acreage & net site acreage
 - (e) percentage & area of open space
 - (f) percentage & area of floodplain
 - (g) lot sizes
 - (h) building envelopes & typical lot schematic detail
 - (i) linear feet of new streets
 - (j) area of new streets
 - (k) area of ROW dedications
 - (l) other data required by the Planning Commission

5-102.201 Studies and Reports

When required by the Planning Commission, the Concept Plan submission shall include one or more of the following studies to assist in determination of the impact of the application upon municipal services and facilities:

- a. Sewer and water feasibility report.
- b. Traffic Impact Study.

5-103 PRELIMINARY PLATS

5-103.1 General

Preliminary Plats are required for all “Major Subdivisions”, as defined in these Subdivision Regulations.

5-103.101 Purpose of Preliminary Plat

The Preliminary Plat is intended to contain sufficient detailed engineering information and design to depict the ultimate operation and appearance of the proposed development.

5-103.102 Plan Preparation

Preliminary Plats shall be prepared by Tennessee licensed professionals based upon their area of competence which could include a combination of an engineer, surveyor, landscape architect, architect, or land planner.

5-103.103 Preliminary Plat Contents

The submission requirements for a Preliminary Plat shall consist of the following elements as described herein:

- a) The Preliminary Improvements Plan.
- b) Preliminary Open Space Ownership and Management Plan.
- c) Proposed Homeowners’ or Property Owners Association Documents.

5-103.104 Graphic Standards

- a) Graphic portions of the plan shall be drawn to a scale of either 1-inch = 100-ft. or 1-inch = 200-ft., whichever would fit best on a standard size sheet (24"-inch x 36-inch), unless otherwise approved by the Planning Commission.
- b) Dimensions shall be set in feet.
- c) Each sheet shall be numbered and the plan shall provide an adequate legend indicating clearly which features are existing and which are proposed.
- d) The applicant shall also provide the plans and documents to the Enforcing Officer in PDF format.

5-103.2 Project Phasing

Where the applicant proposes to install improvements in phases, the applicant shall submit with the Preliminary Plat a drawing of the entire property with the proposed sections or phases delineated thereon.

5-103.3 Preliminary Plat Requirements (Amended by SR2025-008, May 19, 2025)

The following information is to be provided on the plans and maps as indicated.

1. The name and address of the owner(s) of land to be subdivided, the developer if other than the owner, and the land surveyor preparing the plan.
2. The names of all adjoining property owners of record, or the names of adjoining developments.
3. The names of adjoining public ways.
4. The date of the plat, north arrow, graphic scale, and title of the subdivision.
5. The zoning classification of all lots, as well as an indication of all uses other than residential proposed by the applicant.
6. Map parcel numbers of original parcels included within the development as recorded on the land tax maps of the county.
7. Vicinity map that is legible and provides sufficient detail to locate the property. The preference is to use the County tax maps or TDOT county road map. Locate the perimeter of the property on the vicinity map, show the relation of the subdivision to all public ways, railroads, and water courses in all directions to a distance of at least one-half mile (suggested scale: one inch to one thousand (1,000) feet).
8. The location of the property to be subdivided with respect to surrounding property(s) and public way(s).
9. Provided with a USGS topographic map, or copy, with the perimeter of the property identified.
10. List Deed Book-Page Number for property deed.
11. The location and dimensions of all boundary lines of the property, figured to the nearest one hundredth (1/100) of a foot, the survey datum must be tied to the TN State Plane Coordinates.
12. Contours at vertical intervals of not more than two (2) feet (contours to be field surveyed or taken from aerial maps not older than 2-years or other information acceptable to the Planning Commission). For aerial photographic contours the control points and coordinates shall be shown. Provide date when control points were set and aerial photo date. Also list the name, address, phone number and contact information for the surveyor and aerial photogrammetry firm.
13. The location of existing public ways, easements, water bodies, wetlands, streams, and other pertinent features, such as swamps, railroads, buildings, parks, cemeteries, drainage ditches, and bridges.
14. The location and width of all existing and proposed easements, alleys, and other public ways, and building setback lines.
15. The location, dimension, and area of all proposed or existing lots.
16. The location and dimension of all property proposed to be set aside for park or playground use or other public or private reservation, with designation of the purpose thereof, and conditions, if any, of the dedication or reservation.
17. The limits of floodway and floodplain and the associated one-hundred year regulatory flood elevation.
18. When required by these Subdivision Regulations or the Coopertown Zoning Ordinance provide a report, prepared by a Tennessee Licensed Civil Engineer, if any portion of the proposed subdivision contains or abuts a flood-prone area. Such report

shall contain an estimate the discharge of the regulatory flood, determine the specific flooding threat and indicate whether the subdivision is located in a floodway or floodway fringe area. The report shall also contain:

- a) calculation of water surface elevations and regulatory flood protections based upon a hydraulic analysis of the capacity of the stream channel and over-bank areas to convey the regulatory flood,
 - b) computation of the floodway required to convey the regulatory flood without increasing natural flood heights of the regulatory flood more than one foot at any point, and
 - c) unless otherwise established or justified, computation of increases in flood heights caused by any encroachment shall be based upon the evaluation and justification by a licensed professional engineer's study and report. No increase in flood storage attributable to encroachments on the floodplain of any river or stream shall be permitted in any one reach or for the cumulative effect of several reaches;
19. Provide a stream determination approval letter from TDEC. Provide the name, address, phone, contact person of the TDEC contact or consultant on the drawing;
 20. Provide the name, address, phone, contact person of all overhead utility provider(s) and underground utility providers adjacent to the property and located within the property on the drawing;
 21. Draft of proposed restrictive covenants, if any, to be imposed and designation of areas subject to special restrictions;
 22. Limit-of-disturbance line (must be exact in relation to the retention of existing trees proposed to be saved);
 23. The location and dimensions of all required stream buffers;
 24. Sufficient data to determine readily the general location, bearing, and length of all lines necessary to reproduce such lines within the area to be subdivided;
 25. Name of the subdivision and all new public ways, as approved by the Planning Commission and the Robertson County 911 Office; and
 26. An inventory of existing trees prepared in accordance with the Zoning Ordinance Article III. The Planning Commission may waive these tree locational requirements within wetlands, floodplains, on slopes greater than twenty-five (25) percent, and in other areas proposed to be conserved in their natural state.
 27. The following notations shall appear on the Preliminary Plat:
 - a. location of all easements (drainage, access etc.);
 - b. location of reservations;
 - c. for any lot where public sewer or water systems are not available, show the following:
 - i. areas to be used for sewage disposal and a soil scientist's evaluation, or if the Planning Commission desires, any other acceptable data to show that the site can be served effectively by on-site sewage disposal;
 - ii. water wells (existing and proposed); and
 - ii. rock outcroppings, marshes, springs, sinkholes, wetlands; natural storm drains, and other outstanding topographical features.

28. Provide a list of any lots proposed to utilize shared driveways and indicate which lots are served by each shared driveway (e.g., Lots 2 and 3 will utilize a shared driveway). *(Added by SR2025-008, May 19, 2025)*
29. A form for endorsement of Planning Commission approval of the Preliminary Plat that shall read as follows:

This Preliminary Plat was approved by the Coopertown Planning Commission, with such exceptions or conditions as indicated in the minutes of the Planning Commission dated _____.

(Date)

No grading or construction shall take place until Construction Plans and a Development Agreements required by the Subdivision Regulations are approved.

Planning Commission Secretary

5-103.4 Open Space Ownership and Management Plan

Within any development where open space is proposed the following shall be provided by the developer by using the Preliminary Plat as a base map:

1. The boundaries of the entire property.
2. Acreage of the development.
3. Proposed ownership of all open space areas shall be shown.
4. Submit a draft of the final Open Space Ownership and Management Plan detailing the entities responsible for maintaining various commonly owned elements of the property and describing maintenance objectives and techniques for each part of the property.
5. Where a Homeowners' or Property Owners Association is to be responsible for the care and maintenance of the open space, draft documents required by Subsection 5-103.5, Homeowners' or Property Owners Community Association Documents (CAD), shall be presented as part of the plan.

5-103.5 Homeowners or Property Owners Community Association Documents (CAD)

Association Documents shall be provided for all subdivisions that propose lands or facilities to be used or owned in common and not deeded to the Town. A draft of the final Homeowners' or Property Owners Association Documents shall be submitted with the Preliminary Plat application. The elements of the Homeowners' or Property Owners Association Document shall include and accomplish, but shall not be limited to, the following:

1. A description of all lands and facilities to be owned by the Association.
2. Articles of Incorporation, By-Laws and Declaration of Covenants and Restrictions pertaining to the property.
3. The Homeowners' or Property Owners Association documents may not contradict nor abrogate the provisions of these Subdivision Regulations or the Coopertown Zoning Ordinance. The Town Attorney or Planning Commission may require modifications to the CADs that contradict or abrogate these Subdivision Regulations

or the Coopertown Zoning Ordinance.

4. Recorded with the Robertson County Register of Deeds prior to the recording of any subdivision plat and prior to the issuance of any building permit.
5. Any land dedicated to or for the use of a stormwater management detention or retention facility shall be owned, operated and maintained by a Homeowners' Association (HOA) or similar organizational structure. Stormwater management detention or retention facility shall be considered lands held in common.
6. Any land to be dedicated or transferred to or for the use of a decentralized sewage disposal system facilities that are located within the boundary of a proposed subdivision shall require a Final Plat to be approved in accordance with these Subdivision Regulations before any property transaction for said area. The legal description of the common land including any working agricultural uses as appropriate.
7. A description of common facilities and areas.
8. The restrictions placed upon the use and enjoyment of the lands or facilities.

5-104 CONSTRUCTION PLANS

5-104.1 General

Construction Plans drawn at a scale of no more than fifty (50) feet to one (1) inch, unless otherwise approved by the Enforcing Officer, shall be prepared for all improvements required by these Subdivision Regulations. **Approval of Construction Plans must precede any clearing, grading, site construction or other site work.** The project limits as defined and included within Construction Plans shall correspond to the project limits included in the Preliminary Plat.

5-104.2 Construction Plan Preparation

All Construction Plans shall be prepared and stamped by a Tennessee licensed engineer engaged in the practice of civil engineering. The applicant shall file with the Planning Commission, Construction Plans and details, stormwater drainage calculations, stormwater management calculations, stormwater detention and retention facilities design, reports, other agency approvals and other documents as may be required by the Planning Commission for construction related to the development. The failure of the applicant to satisfy the requirements of this section with full and correct information shall be cause for disapproval of the Construction Plans.

The Construction Plans shall be prepared in accordance with but not be limited to these Subdivision Regulations and the Coopertown Zoning Ordinance. The Construction Plans shall include Land Disturbance and Grading Plans as defined by the Coopertown Zoning Ordinance.

5-104.3 Development Agreements to Accompany Construction Plans

Drafts of proposed Development Agreement, Performance & Maintenance Agreement prepared on forms provided by the Town shall accompany all submittals of Construction Plans. The Development Agreement, Performance & Maintenance Agreement shall reference the design incorporated within the approved Construction Plans and shall be sufficient in form to assure that the methods and materials meet or exceed minimum standards established by these Subdivision Regulations and the Coopertown Zoning Ordinance. The Development

Performance & Maintenance Agreement shall be sufficient to assure construction of the following:

1. All off-site improvements required to serve the development.
2. All on-site improvements located within the section of the project contained within the Construction Plans, including improvements that are required to serve future portions of the development not contained within the plans.
3. All improvements required to serve the lots shown on the plan and are not constructed and offered for public acceptance prior to or concurrently with submittal of Final Plats covering such lots.

5-104.4 Stormwater Report

A comprehensive Stormwater Report shall accompany the Construction Plans and shall be prepared to meet the requirements of these Subdivision Regulations and the Coopertown Zoning Ordinance. In any instance where either a TDEC Aquatic Resource Alteration Permits (ARAP) or a U.S. Army Corps of Engineers 404 Permit is required such shall be obtained and copies submitted to the Enforcing Officer. The Stormwater Report shall be required to be revised, if necessary, to incorporate the requirements listed in any permits.

5-104.5 Storm Water Pollution Prevention Plan and Permits

A Stormwater Pollution Prevention Plan (SWPPP) meeting the specifications established by TDEC shall be presented with the Construction Plans. No grading shall be conducted until such plan is approved by TDEC. The developer will be required to incorporate into the SWPPP comments from the Enforcing Officer regarding stormwater, erosion prevention and sediment controls. The developer will be required to provide copies of the TDEC Notice of Coverage, TDEC ARAP Permits and other permits related to the project as a condition of approval of the Construction Plans.

5-104.6 Vesting of Construction Plans

The vesting period for approved development plans shall be as outlined in TCA 13-4-310 and amendments. Any re-approval shall meet the regulations and requirements of the Coopertown Subdivision Regulations and Coopertown Zoning Ordinance in effect at the time of the re-approval. Construction Plans shall be prepared for all improvements required by these Subdivision Regulations and the Coopertown Zoning Ordinance.

5-104.7 Approval of Construction Plans is a Prerequisite to the Submission of a Final Plat

Approval of Construction Plans and the issuance of the Town's Land Disturbance/Grading Permit shall precede actual construction. Approval of Construction Plans is a prerequisite to the submission of a Final Plat application to the Enforcing Officer. The Final Plat shall not be considered by the Planning Commission until the required Construction Plans have been approved by the Enforcing Officer.

5-105 FINAL PLATS

5-105.1 General

Final Plats shall meet the requirements as defined in these Subdivision Regulations.

5-105.101 Plat Preparation

The Final Plat shall be prepared by a Tennessee licensed surveyor.

5-105.102 Final Plat Contents

The submission requirements for a Final Plat shall consist of the following elements and shall be prepared in accordance with the graphic standards and Final Plat requirements described herein:

1. The Final Plat.
2. Final Open Space Ownership and Management Plan.
3. Final Homeowners' or Property Owners Association Documents.
4. Formal Irrevocable Offers of Dedication.
5. Development Agreement, Performance and Maintenance Agreement with surety.

5-105.103 Graphic Standards

1. Graphic portions of the Final Plat shall be drawn to a scale of either 1-inch = 50-ft. or 1-inch = 100-ft.
2. Dimensions shall be set in feet.
3. Each sheet shall be numbered and the Plat shall provide an adequate legend indicating clearly which features are existing and which are proposed.
4. Shall be prepared on materials and be a drawing size that is acceptable to the Robertson County Registers Office.
5. The applicant shall also provide the Plat and documents to the Enforcing Officer in PDF format.

5-105.2 Project Phasing

When the Final Plat is submitted and requests to be approved in segments or phases such phasing shall correspond to that approved in the Preliminary Plat, unless otherwise approved by the Planning Commission.

5-105.3 Final Plat Requirements (Amended by SR2025-008, May 19, 2025)

For Major Subdivisions, the Final Plat shall correspond with the design and construction details and standards established within the approved construction drawings and Preliminary Plat. All Final plats shall include but not limited to the following information:

1. The name and address, phone number, email address of the owner(s) of the land to be subdivided, the developer if other than the owner, and the land surveyor preparing the Final Plat.

2. The names of all adjoining property owners of record, or the names of adjoining developments.
3. Show adjacent subdivisions to include platted lot lines.
4. The names of adjoining public ways.
5. The date of the plat, north arrow, scale, and title of the subdivision.
6. The zoning classification of all lots, as well as an indication of all uses other than residential proposed by the applicant.
7. Map parcel numbers of original parcels included within the development as recorded on the land tax maps of the county.
8. Show the Deed Book-Page Number for the property deed, previous plat recording Plat Book-Page Number.
9. The name of the subdivision and all street names must be approved by the Planning Commission and Robertson County 911 Office.
10. The exact boundary lines of the tract, determined by a field survey, showing angles to the nearest minute and distance to the nearest one hundredth of a foot. The survey shall be a Category "1" survey that meets or exceeds the standards set forth in Title 62, Chapter 18, of the Tennessee Code Annotated (TCA) for the class of survey required by these Subdivision Regulations. The survey shall be tied into the Tennessee State Plane Coordinate System. A minimum of one (1) concrete monument per each fifty (50) lots shall be placed on the boundary that shall be identified with the correlating State Plane coordinates.
11. The developer shall be required to provide a digital file and PDF format file of the Final Plat to the Enforcing Officer after approval of the Final Plat. This is a prerequisite to the Secretary of the Planning Commission signing the Final Plat. This is to facilitate the incorporation of the development data into the GIS mapping system. The developer is required to coordinate data requirements with the Robertson County Tax Assessors Office.
12. Vicinity map that is legible and provides sufficient detail to locate the property. The preference is to use the County tax maps or TDOT county road map. Locate the perimeter of the property on the vicinity map, show the relation of the subdivision to all public ways, railroads, and water courses in all directions to a distance of at least one-half (1/2) mile (suggested scale: one inch to one thousand (1,000) feet.
13. Label the scale and provide a graphic scale.
14. A notation regarding FEMA FIRM Map reference panel and whether any portion of the property or property adjacent to the project lies within the 100-year flood elevation.
15. Building setback lines for all lots.
16. The location of all public ways, easements, water bodies, streams or rivers, railroads, parks, cemeteries sink holes and all other pertinent features.
17. The limits of floodway and floodway fringe areas, the regulatory flood protection elevation and the lowest floor elevation (LFE) shall be indicated on the Final Plat for each affected lot. One concrete monument with benchmark elevations shall be placed along the floodplain, for each 2,000 linear feet of floodplain, for verification of constructed elevations.

18. The location and width of all easements and rights-of-way for public ways, as well as the building setback lines on all lots.
19. The location, dimensions, and area of all lots. All dimensions shall be field run to the nearest one hundredth (1/100) of a foot and angles to the nearest minute. Lot areas shall be shown to the nearest tenth (1/10) of a square foot.
20. The location, area, and dimensions, to the accuracy set forth above, of all property to be set aside for Conservation Lands, open space, common area, park or playground use or other public or private reservation, with a designation of the purpose thereof, and conditions, if any, of the dedication or reservation.
21. Sufficient data to determine readily the location, bearing, and length of all lines necessary to reproduce such lines upon the ground. This shall include the radius, central angle, and tangent distance for the centerline of the curved public ways and curved property lines that are not the boundary of curved public ways. The location of all monuments and pins shall be indicated on the plat.
22. Names of all public ways.
23. Zoning classification of all lots.
24. Total acreage within the subdivision.
25. Lot numbers and street numbers.
26. Line size and location of water and sewer facilities.
27. Location of all fire hydrants.
28. Diameter and width of all driveway culverts.
29. For any lot where a public sewer or water system is not available, the following shall be shown:
 - a. Graphically show on each lot the areas to be used for sewage disposal. A note shall be added to the Final Plat to state:
“The graphic areas shown are provided for informational purposes to Owners & Builders. If the soils areas are disturbed or encroached upon, the Owners and/or Builders shall coordinate with the Tennessee Department of Environment & Conservation to obtain additional approvals prior to being issued a Building Permit or a Certificate of Occupancy, and
 - b. water wells (existing and proposed).
30. Applicable certificates shall appear upon the Final Plat. All required certificates shall bear the signature of the approving or authorizing agent at the time of application for Final Plat approval, except that the form for endorsement of the Planning Commission’s approval for recording shall appear unsigned at the time of application for approval.
31. Tennessee Department of Environment & Conservation (Division of Groundwater Protection), public water and sewer design, on-site sewage disposal areas and approval stamps, if applicable, also, actual design plans for filing in appropriate governmental representative’s office.
32. List or reference restrictions or covenants self-imposed by the developer.
33. The Final Plat of a condominium subdivision shall contain, in addition to the other information required by this section:
 - a. an “as-built” building location and boundary survey showing complete and accurate dimensions and angles of the boundary of the parcel(s) on which the

condominium is located, together with exterior dimensions and locations relative to those boundaries of the building(s) which constitute the condominium subdivision;

- b. Provide location of survey benchmark(s) with elevation and coordinates. In meeting these requirements, it is only necessary that the upper and lower limits of each level of each condominium unit be identified specifically in relation to the vertical reference (e.g., an appropriate permanent monument or other acceptable reference datum or fixed known point); elaborate exterior elevations and architectural detail are not necessary to satisfy this requirement; and,
 - c. Requirements of the TN Horizontal Property Regime requirements
 - d. Any other special information which the Planning Commission may require to protect the rights of future owners of the condominium or the public in general.
34. Provide a list of any lots proposed to utilize shared driveways and indicate which lots are served by each shared driveway (e.g., Lots 2 and 3 will utilize a shared driveway).
(Added by SR2025-008, May 19, 2025)

5-105.301 Final Plat Notations and Certificates

The following shall appear on the Final Plat as appropriate:

- (1) Certification identifying the landowner, that the landowner offers for dedication public ways, rights-of-way, and any site for public use, and that the landowner consents to the subdivision plan.

CERTIFICATE OF OWNERSHIP AND DEDICATION

I (we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon as evidenced in Book Number _____, Page _____, County Register’s Office, and that I (we) hereby adopt this plan of subdivision with my (our) free consent, establish the minimum building restriction lines, and that offers of irrevocable dedication for all public ways, public easements, utilities, and other facilities have been filed.

_____, 20_____
 (Date) (Owner)

Title (If Action for Partnership or Corporation)

- (2) Certification by a registered land surveyor as to the accuracy of the land survey.

SURVEYOR’S CERTIFICATE

I hereby certify that to the best of my knowledge and belief the hereon shown subdivision plat represents a Category “1” Survey having an unadjusted ratio of precision of 1: 10,000 and is true and correct. Approved monuments have been placed as indicated. All side lot lines are at right angles or radial to a street unless otherwise noted.

 (Date) Registered Land Surveyor Number _____

- (3) Certification of appropriate governmental or quasi-governmental official(s) that sewage disposal and/or water system(s) has/have been installed.

CERTIFICATE OF APPROVAL OF WATER SYSTEM

I hereby certify that the water system(s) outlined or indicated on the subdivision Final Plat entitled _____ has/have been installed in accordance with current local and state government requirements, or a sufficient bond or other surety has been filed to guarantee said installation.

_____, 20_____
(Date) Name, Title, and Agency or Authorized
Approving Agent

CERTIFICATE OF APPROVAL OF PUBLIC SEWER SYSTEM

I hereby certify that the sewer system(s) outlined or indicated on the final subdivision plat entitled _____ has/have been installed in accordance with current local and state government requirements, or a sufficient bond or other surety has been filed to guarantee said installation.

_____, 20_____
(Date) Name, Title, and Agency or Authorized
Approving Agent

CERTIFICATE OF APPROVAL OF
PRIVATE SUBSURFACE SEWAGE DISPOSAL

General approval is hereby granted for lots proposed hereon as being suitable for subsurface sewage disposal with the listed and/or attached restrictions.

Before the initiation of construction, the location of the house or other structures and plans for the subsurface sewage disposal system shall be approved by the local health authority.

_____, 20_____
(Date) Local Health Authority

- (4) Certification of the final plat by appropriate governmental representative that the subdivider has complied with one of the following:

- (i) installation of all public way improvements in accordance with the requirements of these regulations; or,
- (ii) in lieu of compliance with subdivision improvement requirements, certification that surety has been posted by the subdivider in an amount approved by appropriate governmental representative to guarantee completion of all improvements.

CERTIFICATE OF APPROVAL OF PUBLIC WAYS
OR SURETY POSTING

I hereby certify: (1) that all designated public ways on this final subdivision plat have been installed in an acceptable manner and according to the specifications of the Coopertown Subdivision Regulations, or (2) that a performance surety or other surety has been posted with the Planning Commission to guarantee completion of all required improvements in case of default.

_____, 20_____
(Date) Appropriate Governmental Representative

- (5) For a subdivision containing common open space or facilities, certification on the final plat of dedication of common areas in accordance with procedures established in these regulations.

CERTIFICATION OF OPEN SPACE/COMMON AREAS DEDICATION

_____ in recording this plat has designated certain areas of land shown hereon as open space or common areas intended for use by the homeowners within _____ (name of subdivision) for recreation and related activities. The above-described areas are not dedicated for use by the general public but are dedicated to the common use of the homeowners within the named subdivision.

“Declaration of Covenants and Restrictions”, applicable to the above-named subdivision, is hereby incorporated and made a part of this plat.

_____, 20_____
(Date) Owner

- (6) (a) Certification on the final plat of Planning Commission approval for recording of the plat.

CERTIFICATE OF APPROVAL FOR RECORDING

I hereby certify that the subdivision plat shown hereon has been found to comply with the Coopertown Subdivision Regulations, with the exception of such variances, if any, as are noted in the Minutes of the Planning Commission, and that it has been approved for recording in the Office of the County Register.

_____, 20_____
(Date) Secretary
Coopertown Municipal Planning Commission

- (6) (b) Certification on the final plat for an Administratively (Staff) Approved approval for recording of the plat.

CERTIFICATE OF APPROVAL FOR RECORDING

I hereby certify that the subdivision plat shown hereon has been found to comply with the Coopertown Subdivision Regulations, and that it has been approved for recording in the Office of the County Register.

_____, 20_____
(Date) Secretary
Coopertown Municipal Planning Commission

_____, 20_____
(Date) Coopertown Enforcing Officer or designee

(7) Certification on the final plat of E-911 Program approval.

E-911 PROGRAM CERTIFICATION OF APPROVAL

This is to certify that this plat has been reviewed and is in compliance with the Robertson County E-911 Program.

_____, 20_____
(Date) E-911 Director

- (8) Notation of Possible Flooding – If any portion of the land being subdivided is subject to flooding, as defined in these regulations, a notation shall be made on the plat that development or modification of the land within any floodway delineated on the plat is prohibited and that development within floodway fringes delineated on the plat shall be done in such a manner that any structure shall be protected against flood damage to at least the regulatory flood protection elevation, which elevation shall be stated in the notation. Any additional restrictions imposed by the Planning Commission upon development within flood-prone areas also shall be indicated on the plat.
- (9) Notation of Health Restrictions – Any modifications or limitations which may be imposed by the State or County Health Department shall be clearly indicated on the plat.
- (10) Notation of Private Restrictions – Private restrictions and trusteeships and their periods of existence shall be indicated on the plat. Should these restrictions or trusteeships be of such length as to make their lettering impracticable and, thus, necessitate the preparation of a separate instrument, reference to such instrument shall be made on the plat or, if the restrictions and trusteeships are of record, the plat shall note where they are recorded.

5-105.4 Final Open Space Ownership and Management Plan

Within any development where open space is proposed, documents creating a Final Open Space and Management Plan shall be an integral element identified on the Final Plat. Such Final Open Space and Management Plan shall be accompanied, if the Final Plat contains jointly held open space, recreational facilities, or any portion of the site that is held in common ownership, by the boundaries, acreage and proposed ownership of all open space, common area and Conservation Lands shall be shown for approval by the Planning Commission. In addition, the applicant shall also submit a draft of the final Open Space Ownership and Management Plan detailing the entities responsible for maintaining various commonly owned elements of the property and describing maintenance objectives and techniques for each part of the property. Where a Homeowners' or Property Owners Association is to be responsible for the care and maintenance of the open space, draft documents required by Subsection 5-103.5, Homeowners' or Property Owners Association Documents, shall be presented as part of the plan.

5-105.5 Final Homeowners' or Property Owners Association Documents (CAD)

In any instance where a Homeowners' or Property Owners Association is to be created final drafts of Homeowners' or Property Owners Association Documents shall accompany the Final Plat. The requirements for the Homeowners' or Property Owners Association Documents are listed in Subsection 5-103.5 of the Subdivision Regulations.

5-105.6 Formal Irrevocable Offers of Dedication to the Town

Where improvements such as public ways and uses, utilities, parks, easements, etc. are to be dedicated to the Town, the Final Plat shall be accompanied by formal irrevocable offers of dedication in a form approved by the Town Attorney, as applicable. (The Final Plat shall be marked with a notation indicating the formal offers of dedication.

ARTICLE VI
CONSERVATION SUBDIVISIONS

SECTIONS

- 6-101 Purposes and Applicability
 - 6-101.1 Purpose
 - 6-101.2 Application
- 6-102 Approval Procedures
- 6-103 Lot Requirements
 - 6-103.1 Lot Yield
 - 6-103.2 Lot Area and Dimensional Standards
 - 6-103.3 Front Setbacks for Residential Buildings
- 6-104 Design Process for Conservation Subdivisions
- 6-105 Location of Utility Systems
- 6-106 Street Design in Conservation Subdivisions
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 - 6-106.3 Requirements for Residential Alleys
- 6-107 Conservation Lands
- 6-108 Standards for Conservation Lands
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- 6-109 Homeowners' or Property Owners Association
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ARTICLE VI

CONSERVATION SUBDIVISIONS

6-101 PURPOSES AND APPLICABILITY

6-101.1 Purpose

These standards are intended to allow for the conservation of significant lands , both upland and lowland, consistent with the preservation goals and policies contained in the Town's Land Use & Transportation Policy Plan, and in a manner that respects the equity of landowners and the ability of developers to subdivide land at the density normally permitted in the underlying zoning district. It accomplishes this objective through the application of conservation design principles in new subdivisions.

In conformance with the Town Land Use & Transportation Policy Plan the purposes of this section also include:

1. Conservation of open land, including those areas containing unique and sensitive natural features such as woodlands, steep slopes, streams, floodplains and wetlands, by setting them aside from development.
2. Providing greater design flexibility and efficiency in the siting of services and infrastructure, including the opportunity to reduce length of streets, utility runs, site grading and the amount of paving required for residential development.
3. Reducing erosion and sedimentation by retention of existing vegetation and minimization of development on steep slopes.
4. Promoting the infiltration of stormwater on-site, thereby helping to recharge groundwater supplies.
5. Providing for a diversity of lot sizes, building densities, and housing choices to accommodate a variety of age and income groups, and residential preferences.
6. Implementation of adopted Town policies to conserve a variety of irreplaceable and environmentally sensitive resource lands, including provisions for reasonable incentives to create a greenway system for the benefit of present and future subdivision residents.
7. Minimization of impacts on environmental resources (sensitive lands such as wetlands, floodplain, and steep slopes) and disturbance of natural or cultural features (such as mature woodlands, hedgerows and tree lines, critical wildlife habitats, historic buildings, and fieldstone walls) as well as to provide opportunities to enhance or restore existing resources that have been diminished or degraded through past land management practices.
8. Protection of areas of the Town with productive agricultural soils for continued or future agricultural use.
9. Create neighborhoods with direct visual access to open land.
10. Providing for the conservation and maintenance of open land within the Town which can be used for active or passive recreational use activities.
11. Conservation of scenic views and elements of the Town's rural character and minimize perceived development density by minimizing views of new development from existing streets.

6-101.2 Application

Conservation Subdivisions are subject to the requirements of Section 6.030, entitled, CONSERVATION DESIGN OVERLAY DISTRICT (CDOD), of the Coopertown Zoning Ordinance.

6-102 APPROVAL PROCEDURES

Approval of Conservation Subdivisions shall follow the approval procedures set out in other articles of these Subdivision Regulations.

6-103 LOT REQUIREMENTS

6-103.1 Lot Yield

To determine the maximum density of the Conservation Subdivision, see Section 6.030, E, DENSITY DETERMINATION, of the Coopertown Zoning Ordinance.

6-103.2 Lot Area and Dimensional Standards

The lot area and dimensional standards shall be as described in Section 6.030, E, DENSITY DETERMINATION, of the Coopertown Zoning Ordinance.

6-103.3 Front Setbacks for Residential Buildings

The minimum front setback for residences shall be as follows:

Zoning District A	60-feet
Zoning District RA	40-feet
Zoning District RB	20-feet
Zoning District RC	20-feet

Front entry garages shall be setback a minimum of 6' from the front building facade.

6-104 DESIGN PROCESS FOR CONSERVATION SUBDIVISIONS

The design process for Conservation Subdivisions shall meet the requirements of the Subdivision Regulations and the Coopertown Zoning Ordinance. Additional standards and design objectives for Conservation Subdivisions are listed with this Article VI.

6-105 LOCATION OF UTILITY SYSTEMS

When suitable soils for individual lot on-site sewage disposal systems are not well distributed throughout a site, the conservation subdivision design allows smaller lots in order to protect and utilize the location where suitable soils exist for on-site sewage disposal. This facilitates the creation of smaller lots when the developer can comply with TDEC standards for a decentralized sewage disposal systems to replace individual lot on-site sewage disposal systems. The decentralized sewage disposal systems may be located within the Conservation Lands. The systems and land may be owned and maintained by individual property owners, a Homeowners' Association (or similar organization) or a sewage system operator subject to TDEC and other State regulatory permitting agencies.

6-106 STREET DESIGN IN CONSERVATION SUBDIVISIONS

6-106.1 General Design Parameters

The street network shall be designed to:

1. Preserve existing tree lines, hedgerows, and watercourses.
2. Minimize alteration of natural, cultural, or historic features.
3. Promote pedestrian movement.
4. Secure the view to prominent natural vistas.
5. Minimize crossing of Conservation Areas.
6. Provide for curvilinear streets to avoid long distances of straight streets.

6-106.2 Detailed Design Elements

1. The street network shall form a connected pattern.
2. The street pattern shall be designed to respect and follow existing terrain as much as possible to minimize earthmoving and disturbance of the existing topography.
3. Streets may take the form of a two-way street, a pair of one-way streets on either side of a landscaped median or a one-way loop street around a small neighborhood green.
4. Streets may be designed using the appropriate street types contained in these Subdivision Regulations.
5. Connections shall be provided to existing or proposed through-streets or collectors adjacent to the subdivision, wherever practicable.
6. Cul-de-sacs are generally prohibited and shall be permitted only where all other street design alternatives, such as loop streets or closes, are not feasible as determined by the Planning Commission and one of the following two conditions exists:
 - a) Where natural features such as wetlands or steep slopes exist or where conservation areas will be protected by elimination of a street crossing the conservation area.
 - b) Where connection to an existing or planned street is blocked by an existing permanent structure, an existing or planned street, or a protected open space area.

6-106.3 Requirements for Residential Alleys

The following standards shall apply to alleys within residential conservation subdivisions:

1. Alleys will only be permitted within the R-C Zoning District.
2. Alleys, wherever practicable, shall connect with streets at both ends of any alley. Dead-end alleys shall be avoided.
3. Turnarounds shall be provided if a dead-end alley is longer than one hundred-fifty (150) feet.
4. Alleys may contain turn and intersections with other alleys provided emergency vehicles & service vehicles can be accommodated.
5. Alleys shall serve as a utility corridor and wherever practicable, utilities shall be located to the rear of buildings.
6. The right-of-way width of the alley shall be a minimum of twenty (20) feet.
7. Public alleys may be approved by the Town.

8. For all lots where the distance from the dwelling unit to the street via the alley may be greater than one hundred-fifty (150) feet, the alley shall serve as a fire lane as well as providing vehicular access to dwelling units.

6-107 CONSERVATION LANDS

Conservation Lands are the undisturbed areas of the tract to be set aside and identified as Conservation Lands.

The following shall be considered Conservation Areas and shall be considered as Conservation Lands, unless the applicant demonstrates that this provision would be counter to the purposes of a Conservation Subdivision. The Planning Commission may determine the areas to be included as Conservation Areas or Lands:

1. The 100-year floodplain.
2. All perennial and intermittent streams and associated floodways with a seventy-five (75) foot corridor measured from the outer edge of the floodway.
3. Contiguous slopes with grades over twenty-five (25) percent.
4. Wetlands.
5. Known habitat for rare, threatened, or endangered species.
6. Archaeological sites, cemeteries and burial grounds.
7. Existing healthy, native forests of a least one (1) acre contiguous area.
8. Prime farmland soils and land in agricultural use.
9. Designated historic and specimen trees.
10. Other significant natural features and scenic viewsheds.
11. Existing and planned trails that connect the tract to neighboring areas.
12. Significant historical, natural and cultural sites or features.

6-108 STANDARDS FOR CONSERVATION LANDS

A major element of conservation subdivision design is to identify sensitive natural features of a site and to protect them and preserve their continuity both within the site and where they continue into adjacent lands. These lands should be delineated on the subdivision maps and permanently preserved as “open space”. Conservation Lands in Conservation Subdivisions shall be subject to the following standards.

6-108.1 Minimum Area

The Town has established an objective of fifty (50) percent be reserved as Conservation Land. Refer to the Coopertown Zoning Ordinance Article 6.030 A. District Purpose.

6-108.2 Uses Permitted on Conservation Lands

The following uses are permitted on Conservation Lands:

1. Conservation of open land in its natural state (for example, woodland, fallow field or managed meadow).

2. Agricultural and horticultural uses, including raising crops or livestock, wholesale nurseries, associated buildings, excluding residences that are specifically needed to support an active, viable agricultural or horticultural operation. (Specifically excluded are commercial livestock operations involving cattle, swine, poultry, mink, and other animals likely to produce highly offensive odors).
3. Pastureland for horses used solely for recreational purposes, (Equestrian facilities shall be permitted but may not consume more than half of the minimum required Conservation Lands).
4. Silviculture, in keeping with established standards for selective harvesting and sustained-yield forestry.
5. Neighborhood open space uses, such as: village greens, commons, picnic areas, community gardens, trails, and similar low-impact passive recreational uses. (Specifically excluded are motorized off-road vehicles tracks, rifle ranges, and other uses similar in character and potential impact as determined by the Planning Commission).
6. Active non-commercial recreation areas, such as: playing fields, playgrounds, courts, and bikeways, provided such areas do not consume more than half of the minimum required Conservation Lands or five acres, whichever is less. Playing fields, playgrounds, and courts shall not be located within two hundred (200) feet of abutting properties. Parking facilities for the same shall also be permitted, and they shall generally be gravel-surfaced, unlighted, properly drained, provide safe ingress and egress, and contain no more than ten parking spaces.
7. Golf courses may comprise up to half of the minimum required Conservation Lands, (Specifically excluded are driving ranges or miniature golf, their parking areas, and any associated structures).
8. Water supply, sewage disposal systems and stormwater detention areas designed, landscaped, and available for use as an integral part of the Open Space.
9. Easements for drainage, access, sewer or water lines or other public purposes.
10. Underground utility rights-of-way (Above-ground utility and street rights-of-way may traverse conservation areas but shall not count toward the minimum required Conservation Lands).
11. Single-family residences on large “conservancy lots” of at least ten (10) acres (Such lots may also have one accessory dwelling unit).

6-108.3 Design Standards for Conservation Lands

1. Conservation Lands shall be laid out to ensure that an interconnected network of open space will be provided, to the greatest extent practicable, considering both lands within the proposed subdivision and lands adjacent to it.
2. Conservation Lands may be owned and maintained by a Homeowners’ Association, land trust, another conservation organization recognized by the Town, or by a private individual (when properly protected by an approved conservation easement). In no case, however, shall less than thirty (30) percent of the land comprising the “Adjusted Tract Acreage” be available for the common use and passive enjoyment of the

subdivision residents. These ownership options may be combined so that different parts of the Conservation Lands may be owned by different entities.

3. Buffers for Adjacent Public Parkland: Where the proposed development adjoins public parkland, a natural buffer at least one-hundred-fifty (150) feet in width shall be provided within the development along its common boundary with the parkland. Within this conservation area designated as Conservation Lands which no new structures shall be constructed, nor shall any clearing of trees or understory growth be permitted (except as may be necessary for street or trail construction). Where this buffer is not wooded, the Town may require vegetative screening to be planted, or that it be managed to encourage natural forest succession through “no-mow” policies and the periodic removal of invasive plant and tree species.

6-108.4 Other Requirements

1. No portion of any building lot may be used for meeting the minimum required Conservation Lands, except within “conservancy lots. However, active agricultural land with farm buildings, (excluding areas used for residences), may be used to meet the minimum required Conservation Lands.
2. Pedestrian and maintenance access, excluding those lands used for agricultural or horticultural purposes, shall be included in Conservation Lands in accordance with the following requirements:
 - (a) Each neighborhood shall be provided with at least one centrally located access point a minimum of thirty-five (35) feet in width per fifteen (15) lots.
 - (b) Access to Conservation Lands used for agriculture may be appropriately restricted for public safety and to prevent interference with agricultural operations.
 - (c) All Conservation Lands that are not wooded or farmed shall be suitably landscaped.

6-108.5 Open Space Design, Connection and Access

When locating Conservation Lands the applicant shall:

1. Clearly delineate through signage or other means, boundaries between individual development lots and Conservation Lands.
2. Connect proposed Conservation Lands to any neighboring areas of open space or protected areas whenever possible.
3. Develop a pathway system connecting Conservation Lands accessible to neighborhood residents and connecting these areas to neighborhood streets and to planned or developed trails on adjacent tracts.
4. Ensure the portion of Conservation Lands designed to provide plant and animal habitat be kept as intact as possible and trails shall be designed to avoid fragmenting these areas.
5. Every effort shall be made to ensure that Conservation Lands are contiguous and narrow or isolated fragments of Conservation Lands shall be avoided.

6-109 HOMEOWNERS' OR PROPERTY OWNERS ASSOCIATION

A Homeowners' or Property Owners Association shall be established and membership in the association shall be mandatory for all purchasers of homes in the development and their successors. Association Documents (CADs) shall be provided. Refer to Article 5-103.5 Homeowners' or Property Owners Association Documents for requirements.

6-110 OWNERSHIP OF LANDS AND FACILITIES HELD IN COMMON

6-110.1 Ownership Alternatives

The following provisions apply to the ownership of Conservation Lands and other lands held in common within Conservation Subdivisions. The designated lands held in common, common open space and common facilities may be owned and managed by a Homeowners' Association, a combination of Homeowners' Association and the Town, an individual or group of individuals, or wholly owned by the Town.

6-110.2 Homeowners' Association Control of Sewage and Stormwater Management Facilities

Any land dedicated to or for the use of a sewage disposal system or a stormwater management detention or retention facility when it is owned, operated and maintained by a Homeowners' Association (HOA) or similar organizational structure said land shall be considered part of the lands held in common by the HOA.

6-110.3 Individual/Entity Ownership

An individual, a group of individuals, a nonprofit organization or a public body may hold fee simple title to the Conservation Lands not owned by the Homeowners' Association subject to use of the land in conformance with the Conservation Lands Ownership and Management Plan. This shall comply with the requirements of Article 4 and Article 6 of these Subdivision Regulations.

6-110.4 Legal Instrument for Permanent Protection

All Conservation Lands shall be protected in perpetuity by a condition in the deed that any use of Conservation Lands not in conformance with the Conservation Lands Ownership and Management Plan shall cause that land to revert back to its original owner, his heir or assigns, or in absence of these shall be an open space, by restrictive covenants in the deed that require use of Conservation Lands in conformance with the Conservation Lands Management Plan.

6-110.5 Conservation Easement Holder

A Conservation Easement on the Conservation Lands not owned by the Homeowners' Association shall be held by one of the following:

6-110.501 A Nonprofit Organization

A nonprofit organization devoted to conservation and preservation may be designated as the holder of the Conservation Easement for the Conservation Land not owned by the

Homeowners' Association. The organization shall be acceptable to the Town Attorney. The focus of the conservation and preservation activities of the nonprofit shall include one or more of the following:

1. Historic sites
2. Archeological sites
3. Agricultural uses
4. Natural and hazard areas including
 - (a) Perennial and intermittent streams and associated floodways
 - (b) Floodplains
 - (c) Steeply sloped land
 - (d) Wetlands
 - (e) Known habitat for rare, threatened, or endangered species
 - (f) Forested or meadowlands

6-110.502 Public Agency

A Public Agency involved in Conservation and Preservation may be designated as the holder of the Conservation Easement for the Conservation Land not owned by the Homeowners' Association.

6-110.503 Conservation Easement Holder in Place

The conservation easement holder shall be in place before building permits are issued.

6-111 MAINTENANCE OF CONSERVATION LANDS, COMMONLY HELD LANDS, AND FACILITIES

6-111.1 Conservation Lands Ownership and Management Plan

A Conservation Lands Management Plan, approved by the Planning Commission may be required that:

1. Allocates responsibility and guidelines for the maintenance and operation of the Conservation Lands, lands and all other elements held in common, and facilities, the provision for ongoing maintenance and for long-term capital improvements
2. Estimates the cost and staffing requirements needed for maintenance, operation and insurance, and outlines the means by which such funding shall be obtained.
3. Provides that any changes to the Management Plan be approved by the Planning Commission.
4. Provides for enforcement of the Management Plan.

6-111.2 Maintenance of Natural Features

Natural features shall be maintained in their natural condition. The cost and responsibility of maintaining Conservation Lands and any facilities located thereon shall be borne by the property owner(s) as described in Section 6-110, OWNERSHIP OF LANDS AND

FACILITIES HELD IN COMMON. Permitted modifications to the natural conditions may be allowed when included as part of the following:

1. Reforestation
2. Woodland management
3. Pasture or cropland management
4. Buffer area landscaping
5. Stream bank protection (as approved by TDEC)
6. Wetlands management (as approved by TDEC)
7. Trails management

6-111.3 Tax Assessment of Conservation Lands

Once a legal instrument for permanent protection has been placed upon the Conservation Lands, the tax assessor shall be notified of the reduction in development rights or development area in order to initiate reassessment of the Conservation Lands to reflect the use restrictions.

ARTICLE VII

DEFINITIONS

SECTIONS

- 7-101 Usage
- 7-102 Words and Terms Defined

7-101 USAGE

1. For the purpose of these Subdivision Regulations certain numbers, abbreviations, terms, and words used herein shall be used, interpreted, and defined as set forth in this article.
2. Unless the context clearly indicates to the contrary, words used in the present tense include the future tense and words used in the plural include the singular; the word "herein" means "in these Subdivision Regulations"; and the word "regulations" means "these Subdivision Regulations".

7-102 WORDS AND TERMS DEFINED

Abutting. Lots that are touching or sharing a common point or line but does not include lots that are across a public way from each other.

Access. The place, means, or way by which pedestrians, bicyclists, and/or vehicles have safe, adequate, and usable ingress and egress to a property or use. A private access is an access not in public ownership or control by means of deed, dedication, or easement.

Adjacent. Lots that are touching or sharing a common point or line including lots that are across a public way from each other.

Alley. A low volume lane intended to provide access to the rear or side of lots or buildings and not intended for the purpose of through vehicular traffic. Also, refer to “Appendix B Subdivision Construction, Roadway and Drainage Technical Standards”.

Applicant. The owner or optionee of land proposed to be subdivided or his/her authorized representative, also referred to as subdivider or subdivider agent. See “Subdivider and Subdivider Agent”.

Arterial Street. See “Street, Arterial.”

As-Built Drawing. Refers to drawings and documents that typically depict construction infrastructure as it was constructed to reflect changes in design plans and to assist in confirming if the design was constructed in accordance with approvals. These are also typically referred to as “Record Drawings”

Block. A tract of land bounded by streets or by a combination of streets and public lands, cemeteries, railroad rights-of-way, shorelines of waterways or any other barrier to the continuity of development.

Block Face. A single boundary of a block described in the definition of a block. A block face is opposing when it is across a public street.

Bond, Performance. An agreement and surety to assure construction of streets, water and sewer systems or other public facilities in a form specified by Article III, of these Subdivision Regulations. (See Public Improvements.)

Building. Any structure built for the support, shelter, or enclosure of persons, animals, chattels, or movable property of any kind. The term includes any permanent structure including mobile homes.

Building Envelope. The area formed by the front, side and rear building restrictions or setback lines on a lot within which the principal buildings must be located.

Building Site. Land occupied or intended to be occupied by a building and interrelated buildings, together with all open space required to meet the provisions of any applicable zoning ordinance, which is located on a lot that has been lawfully created and meets all criteria of the local government for the intended use.

Capital Improvements Program. A schedule of all future projects, listed in order of construction priority, together with cost estimates and the anticipated means of financing each project. All major projects requiring the expenditure of public funds, over and above the annual local government operating expenses, for the purchase, construction, or replacement of the physical assets for the community are included.

Collector Street. See “Street, Collector.”

Common Open Space. Any portion of a condominium site or a subdivision that is held in joint ownership by property owners or a Homeowners’ Association and is intended for the use or enjoyment of the occupants. Common Open Space can include property that is left in a natural state and has primarily scenic value. Land to accommodate required subdivision infrastructure, including green infrastructure such as planting strips, street medians/islands, and conventional stormwater management devices, is excluded from common open space calculations. Conventional stormwater management devices are those designed to hold water for an extended period of time and require disturbance of the land in order to meet detention requirements. (See “Lands Held in Common”)

Complete Application. The completed form or forms and all accompanying documents, maps, exhibits and fees required of an applicant, including all information required by the Submittal Checklist available from the Enforcing Officer.

Conceptual Plan. A plan drawn to scale that shows street, lot, and open space layouts, public dedications, and reservations, if any, and proposed environmental changes to the tract. It includes topographical information, existing site conditions, analysis, and off-site conditions of a minimum of three hundred (300) feet beyond the property boundaries.

Condominium. The ownership of single units in a multiple unit structure or structures with common elements. Refer to Tennessee Code Annotated 66-27-101 referred to as horizontal property regime.

Conservation Easement. The grant of a property right or interest from the property owner to a unit of government or nonprofit conservation organization stipulating that the described land shall remain

in its natural, scenic, open or wooded state, precluding future or additional development. The land may contain historic structures and archaeological sites.

Conservation Land. The portion of undeveloped land within a conservation subdivision that has been designated, dedicated, reserved or restricted in perpetuity from further development and is set aside under a conservation easement.

Conservation Subdivision. A residential development where larger portions of the land area are designated as undivided, permanent open space or farmland, thereby permanently protecting agriculturally, environmentally, culturally or historically significant areas within the tract. The subdivision is characterized by compact lots, larger percentage of common open space, and the preservation maintenance of natural, historical, and cultural resources. Conservation Subdivisions are an alternative approach to the conventional lot-by-lot division of land.

Construction Plan. The maps or drawings indicating the specific location and design of improvements to be installed in a subdivision or development.

Conventional Subdivision. A lot-by-lot division of land that spreads development evenly throughout a parcel, minimum lot size determined by underlying zoning.

Cul-de-sac Street. See “Street, Permanent Dead End”.

Deed Restriction. A restriction on the use of a property set forth in the deed.

Decentralized Wastewater Systems. These types of systems are designed to collect and treat raw wastewater from nonresidential or residential uses and to utilize land to dispose of the treated effluent. The system include all components, such as treatment mechanisms and methodologies, collection lines, tanks, pump stations, storage ponds and disposal systems. These systems must be approved and permitted by the Tennessee Department of Environment & Conservation (TDEC). These systems must be operated by an operator certified and permitted by TDEC. These systems can include STEP (Septic Tank Effluent Pumping) wastewater collection, various treatment & disinfection methodologies and fenced land dispersal areas to receive the effluent by drip irrigation piping without discharge of wastewater to surface waters.

Dedication. An offer of real property by its owner for public use, often in conjunction with the approval of a development, the acceptance of which shall be by the Board of Mayor and Alderman (BOMA) to accept same having jurisdiction over the public function for which it will be used.

Developer. The owner of land proposed to be subdivided or authorized representative.

Drive. A way or place in private ownership and used for vehicular travel by the owner and those having express or implied permission from the owner, but not by other persons that is not designed nor eligible to become a public right-of-way in the future.

Easement. Authorization by a property owner creating the right for the use by another, for a specified purpose, of any designated part of his property.

Enforcing Officer. The Enforcing Officer or such person designated by the Mayor to be responsible for enforcing the provisions of these Subdivision Regulations.

Engineer. See "Registered Engineer".

Equal Degree of Encroachment. The delineation of floodway limits so that floodplain lands on both sides of a stream are capable of conveying a proportionate share of flood flows. This is determined by considering the hydraulic conveyance of the floodplain along both sides of a stream for a significant reach.

Escrow. A deposit of cash with the Town in lieu of posting a Performance Surety or Maintenance Surety.

External Subdivision Boundary. All points along the periphery of a subdivision.

Final Subdivision Plat. The final map or drawing and accompanying materials, described in these Subdivision Regulations, on which the subdivider's plan of the subdivision is presented to the Planning Commission and which, if approved, shall be submitted to the County Register of Deeds for recording. A map of a land subdivision prepared in a form suitable for filing of record with necessary affidavits, dedications and acceptances and with complete bearings and dimensions of all lines defining lots and blocks, streets and alleys, public areas and other dimensions of land.

Fire Chief. The Fire Chief or designee of the entity serving the Town's jurisdiction for fire protection and related services.

Flood - Base Flood. The flood having a one percent chance of being equaled or exceeded in any given year. This term is also referred to as the 100-year flood or the one (1) percent annual chance flood.

Flood – 100-Year Flood. See Flood- Base Flood.

Flood or Flooding. A general and temporary condition of partial or complete inundation of normally dry land areas from:

- 1) The overflow of inland or tidal waters.
- 2) The unusual and rapid accumulation or runoff of surface waters from any source.

Flood Elevation Determination. A determination by the Federal Emergency Management Agency (FEMA) of the water surface elevations of the base flood, that is, the flood level that has a one percent or greater chance of occurrence in any given year.

Flood Elevation Study. An examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudslide (i.e., mudflow) or flood-related erosion hazards.

Flood Hazard Boundary Map (FHBM). An official map of a community, issued by FEMA, where the boundaries of areas of special flood hazard have been designated as Zone A.

Flood Insurance Rate Map (FIRM). An official map of a community, issued by FEMA, delineating the areas of special flood hazard or the risk premium zones applicable to the community.

Flood Insurance Study. The official report provided by FEMA, evaluating flood hazards and

containing flood profiles and water surface elevation of the base flood.

Floodplain or Flood Prone Area. Any land area susceptible to being inundated by water from any source (see definition of Flood or Flooding).

Floodplain Management. The operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works and floodplain management regulations.

Flood Protection System. Those physical structural works for which funds have been authorized, appropriated, and expended and which have been constructed specifically to modify flooding in order to reduce the extent of the area within a community subject to a "special flood hazard" and the extent of the depths of associated flooding. Such a system typically includes hurricane tidal barriers, dams, reservoirs, levees or dikes. These specialized flood modifying works are those constructed in conformance with sound engineering standards.

Flood Profile. A graph showing the water surface elevation or height or a particular flood event for any point along the longitudinal course of a stream. The flood profile is determined through the use of appropriate engineering studies and reporting.

Floodproofing. Means any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities and structures and their contents.

Flood-Related Erosion. The collapse or subsidence of land along the shore of a lake or other body of water as a result of undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as a flash flood, or by some similarly unusual and unforeseeable event which results in flooding.

Flood-Related Erosion Area or Flood-Related Erosion Prone Area. A land area adjoining the shore of a lake or other body of water, which due to the composition of the shoreline or bank and high-water levels or wind-driven currents, is likely to suffer flood-related erosion damage.

Flood-Related Erosion Area Management. The operation of an overall program of corrective and preventive measures for reducing flood-related erosion damage, including but not limited to emergency preparedness plans, flood-related erosion control works and floodplain management regulations.

Floodway. the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

Floodway - Regulatory Floodway. The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

Flood - Special Flood Hazard Area. The land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year. The area may be designated as Zone A

on the FHBM. After detailed ratemaking has been completed in preparation for publication of the FIRM, Zone A usually is refined into Zones A, AO, AH, A1-30, AE or A99.

Frontage. That side of a lot abutting on a street and ordinarily regarded as the front of the lot, but it shall not be considered as the ordinary side of a corner lot.

Frontage Street. See "Street, Frontage."

Grade. The slope of a street, other public facility, or terrain generally specified in percentage terms.

Governing Body. The chief legislative body of the community.

Greenway. An open space conservation area approved by the local government that provides passive recreational opportunities, pedestrian and/or bicycle paths, and/or protection of sensitive natural features, farmland, scenic views, and other unique features

Greenway Conservation Easement. A nonpossessory interest in real property imposing limitations or affirmative obligations, the purposes of which include retaining or protecting natural scenic, or open space values of real property, assuring its availability for agricultural, forest, recreational or open space use, protecting natural resources, or maintaining air and/or water quality.

Highway, Limited Access. A freeway or expressway providing a traffic-way for through traffic, in respect to which owners or occupants of abutting property or lands and other persons have no legal right of access to or from the traffic-way, except at such points and in such manner as may be determined by the public authority having jurisdiction over such traffic-way.

Hollow Core Turn-Around. The turn-around area of a permanent dead-end street (also, referred to as a cul-de-sac) that includes an interior landscaped island in the center of the turn-around.

Homeowners' Association. An incorporated association also sometimes known as a Community Association, Owners Association or Property Owners Association or similar entity that is responsible for the maintenance, community standards, building standards and management of commonly owned properties or facilities.

Improvements. See "Lot Improvement" or "Public Improvement".

Individual Sewage Disposal System. A septic tank and disposal field, seepage tile sewage disposal system, or any other sewage treatment device other than a public treatment system, that serves an individual lot.

Internal Subdivision Boundary. All points within a subdivision such as lot corners, street lines, etc., which do not constitute external boundaries.

Jurisdictional Area. Planning boundary(s) established in keeping with Sections 13-4-102, 13-4-201, and 13-4-301, Tennessee Code Annotated.

Land Disturbance/Grading Permit. A permit required before any individual, property owner or other legal entity shall engage in any land disturbing activity which will modify the existing grade

and/or may result in increased soil erosion or sedimentation including, but not limited to, clearing, stripping, grading, excavation, trenching, transporting and filling.

Lands Held in Common. Lands held in common are all lands held by a Homeowners' Association (HOA) or similar organizational structure and may include: lands designated as Common Open Space (see "Common Open Space" and "Common Open Space – Conservation Subdivision"); land used for the provision of infrastructure common to the subdivision or development such as streets, sidewalks, planting strips, stormwater facilities, planted portion of medians or similar areas within ROWs; and land used for drainage fields for decentralized sewage disposal systems that serve the entire development.

Land Surveyor. See "Registered Land Surveyor".

Landscape Buffer. A required yard located at the perimeter of the lot containing landscaping, berms, walls, or fences that shield use of adjacent properties from those uses occurring on the subject property.

Level of Service (LOS). A standard comparing a roadways traffic load to the roadways capacity. The Level of Service range, from LOS A (free flow) to LOS F (forced flow). The factors affecting LOS are numerous but include the lane widths, number of lanes, parking, bus stops, percentage of trucks, types of traffic controls, etc., LOS is determined using the procedures described in the Highway Capacity Manual (HCM) published by the Transportation Research Board (TRB).

Local Street. See "Street, Local".

Loop Street. See "Street, Loop".

Lot. A tract, plot, or portion of a subdivision or parcel of land intended as a unit for the purpose, whether immediate or future, for transfer of ownership or for creation of a building site.

Lot, Corner. A lot situated at the intersection of two streets the longest dimension of which is to be considered the side.

Lot, Double Frontage. A lot other than a corner lot that has frontage on two or more streets that do not intersect at a point abutting the property.

Lot, Flag. A lot, which has a minimum frontage on a public or private street, that is reached via a private drive or lane and otherwise meets the dimension standards of the Coopertown Zoning Ordinance.

Lot, Through. See "Lot, Double Frontage".

Lot Improvement. Any building, structure, work of art, or other object or improvement constituting a physical betterment of real property, or any part of such betterment.

Lowest Floor. The lowest floor of the lowest enclosed area, including a basement. An unfinished or flood resistant enclosure used solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor, provided, that such enclosure

is not built so as to render the structure in violation of the applicable non-elevation design requirements of the Coopertown Zoning Ordinance.

Lowest Floor Elevation (LFE). The elevation established for the Lowest Floor.

Major Street. A street that is classified as a collector or arterial street according to these Subdivision Regulations or by the Major Thoroughfare Plan. See "Street, Arterial," "Street, Collector," and "Major Thoroughfare Plan".

Major Thoroughfare Plan. The plan adopted by the Planning Commission, pursuant to Section 13-4-302, Tennessee Code Annotated, showing, among other things, "the general location, character, and extent of public ways... (and) the removal, relocation, extension, widening, narrowing, vacating, abandonment or change of use of existing public ways..."

Major Subdivision. See "Subdivision, Major".

Minor Subdivision. See "Subdivision, Minor".

Non-Traditional Wastewater Systems. See Decentralized Wastewater Systems.

Off-Site (Also Off-Site Improvements). Any premises not located within the area of the property to be subdivided, whether or not in the same ownership of the applicant for subdivision approval.

Open Space. Open space may include, but is not limited to, common area, green space, parks, plazas, courtyards, playing fields, trails, greenways, and golf course. Open space may be public or privately held and may be used for active or passive recreation.

Original Principal Amount. An estimated cost based upon the assumption that no construction has commenced. This is the baseline number used when setting a reduction to a surety amount. *(Added by SR 2025-007, June 16, 2025)*

Owner. Any person, group of persons, firm or firms, corporation or corporations, or any other legal entity having legal title to or sufficient proprietary interest in the real property, including contracts to purchase.

Parcel. A single piece of land separately owned, either publicly or privately, and may be converted into a building site.

Pedestrian Access. Pedestrian accesses are access ways that provide direct and continuous pedestrian passage through blocks. They are designed to provide continuous pedestrian routes by connecting a public street to another public street or a residential area, neighborhood activity center, an industrial or commercial center, a transit facility, a park, a school, open space, or a trail facility.

Performance Bond. See "Bond".

Permanent Dead-End Street. See "Street, Permanent Dead-End".

Person. Includes any individual or group of individuals, corporation, partnership, association, or any other entity, including State and local governments and agencies.

Planning Commission. A public planning body established pursuant to Title 13, Chapters 2 or 5, Tennessee Code Annotated, to execute a partial or full planning program within authorized area limits.

Preliminary Plat. A map of a proposed land subdivision showing the character and proposed layout of the tract in sufficient detail to indicate the suitability of the proposed subdivision of land.

Private Street. See “Street, Private”.

Public Body. An entity is considered a public body if it has the power to decide policy or recommend actions to another entity that either decides policy or makes similar recommendations of its own. A public body may include, but not be limited to the following: school board, county commission, city council, county election commissions, board of commissioners of a utility district, board of mayor and alderman, any other county or municipal board or commission.

Public Improvement. Any drainage ditch, roadway, parkway, sidewalk, pedestrian way, tree, lawn, off-street parking area, lot improvement, or other facility for which the local governing body may ultimately assume responsibility for maintenance and operation.

Public Way. Any publicly owned street, alley, sidewalk, or right-of-way which provides for movement of pedestrians or vehicles.

Register of Deeds. The County Register of Deeds.

Registered Engineer. An engineer certified and registered by the State Board of Architectural and Engineer Examiners pursuant to Title 62 Chapter 2, Tennessee Code Annotated, to practice in Tennessee.

Registered Land Surveyor. A land surveyor certified and registered by the State Board of Land Survey Examiners pursuant to Title 62 Chapter 8, Tennessee Code Annotated, to practice in Tennessee.

Registered Landscape Architect. Landscape architect certified and licensed by the State Board of Landscape Architects pursuant to Title 62 Chapter 2, Tennessee Code Annotated, to practice in Tennessee.

Reservation. The set aside of real property by its owner for the potential public use in the future, which shall be formally acquired by the appropriate governmental authority through the required processes such as eminent domain or transfer in lieu of eminent domain when the Board of Mayor and Alderman (BOMA) determines that the public use is a necessity. A reservation is an attempt to anticipate public use needs based on projected future improvements in order to protect the adjacent property uses from any future deleterious effects of a public use by providing an acceptable distance from said potential public use and the current use of the real property. Where the reservation of property for right-of-way is set aside, then the minimum building setback lines or buffer lines shall be measured from the line depicting the right-of-way set aside.

Resubdivision. A change of any approved or recorded subdivision plat.

Right-of-Way. A strip of land occupied or intended to be occupied by public facilities such as streets,

crosswalks, railroads, electric transmission lines, oil or gas pipelines, water mains, sanitary or storm sewer lines, or for another special use. The usage of the term "right-of-way," for land platting purposes, shall mean that every right-of-way hereafter established and shown on a final plat is to be separate and distinct from the lots or parcels adjoining such right-of-way and not included within the dimensions or area of such lots or parcels.

Road. Also a street, see "Streets." A thoroughfare that affords the principal means of access to abutting property.

Sanitary Sewer. A system of subterranean conduits that carries liquids or other waste matter to a plant where the sewage is treated, as contrasted with storm drainage systems (that carry surface water) and septic tanks or leech fields (that hold refuse liquid and waste matter on site).

Setback. The distance between a building wall and the nearest public way right-of-way.

Sidewalk. That portion of a street between the curb lines, or the lateral lines of a roadway, and the adjacent property lines, intended for use by pedestrians.

Start of Construction. The first use of permanent construction materials on a site, such as the pouring of slabs or footings or any work beyond the state of excavation.

Street, Access Lane. Refer to "Appendix B Subdivision Construction, Roadway and Drainage Technical Standards".

Street, Arterial. Any United States or state numbered route, controlled-access highway, or other major radial or circumferential street or highway designated by government within their respective jurisdictions as part of a major arterial system of streets or highways. Also, refer to "Appendix B Subdivision Construction, Roadway and Drainage Technical Standards".

Street, Collector. A street whose principal functions include providing access to abutting properties and collection and distribution of traffic between local streets and the Arterial Street System. Also, refer to "Appendix B Subdivision Construction, Roadway and Drainage Technical Standards".

Street, Cul-De-Sac. See "Street, Permanent Dead-End". Also, refer to "Appendix B Subdivision Construction, Roadway and Drainage Technical Standards".

Street Design (Standard Specifications and Details). The standards for engineering design and construction of streets, highways, streets, alleys, and related structures within a public street right of way or in an easement created to grant public use of a street. Also, refer to "Appendix B Subdivision Construction, Roadway and Drainage Technical Standards".

Street, Eyebrow. An informal open space created along a street that preserves an existing natural feature that is in the path of the street. Also, refer to "Appendix B Subdivision Construction, Roadway and Drainage Technical Standards".

Street, Local. A street whose principal function is providing access to individual properties. Also, refer to "Appendix B Subdivision Construction, Roadway and Drainage Technical Standards".

Street, Loop. Refer to Access Lane in "Appendix B Subdivision Construction, Roadway and

Drainage Technical Standards”.

Street Plan, Neighborhood. The pattern and hierarchy of streets that provide structure to a compact, walkable neighborhood. The organic network, curvilinear network, orthogonal grid, and diagonal network are types of neighborhood street plans that provide good connectivity, multiple routes, and efficient low-speed vehicular movement.

Street, Permanent Dead-End. A street or a portion of a street with only one vehicular-traffic outlet. Also referred to as a cul-de-sac street. Also, refer to “Appendix B Subdivision Construction, Roadway and Drainage Technical Standards”.

Street, Private. A way or place in private ownership and used for vehicular travel by the owner and those having express or implied permission from the owner, but not by other persons. A private street is not maintained by the local government. Also, refer to “Appendix B Subdivision Construction, Roadway and Drainage Technical Standards”.

Street Right-of-Way Width. The distance between property lines measured at right angles to the centerline of the street.

Street, Temporary Dead-End. A local or collector, closed-end street that is only acceptable as a temporary street condition. Temporary dead-end streets are similar to cul-de-sacs except that they provide a temporary turnaround circle at their closed end. Temporary dead-end streets are designed to provide for future connections. Also, refer to “Appendix B Subdivision Construction, Roadway and Drainage Technical Standards”.

Street Trees. Species and varieties of trees identified and acceptable to the local government and utility providers for installation in a planting strip or sidewalk tree well within a street right-of-way. Street trees are a street architecture element and are provided to enhance the pedestrian experience and to enclose the space of the street.

Structure. Anything constructed above or below ground.

Subdivider. Any person who having an interest in land, causes it, directly or indirectly, to be divided, also referred to as applicant. See “Applicant”.

Subdivider Agent. Any person who represents or acts for or on behalf of a subdivider or developer in selling, leasing, or developing or offering to sell, lease, or develop any interest, lot, parcel, unit, site, or plot in a subdivision, except an attorney-at-law whose representation of another person consists solely of rendering legal service.

Subdivision. "Subdivision" means the division of a tract or parcel of land into two (2) or more lots, sites, or other divisions requiring new street or utility construction, or any division of less than five (5) acres for the purpose, whether immediate or future, of sale or building development, and includes resubdivision and when appropriate to the context, relates to the process of resubdividing or to the land or area subdivided. (See Section 13-4-301, Tennessee Code Annotated.)

Subdivision, Major. Any subdivision in which:

- (a) A public or private street is constructed or is required to be widened and no extension of

- public facilities is required,
- (b) Completion of public improvements (other than individual on-lot storm water management systems) or guarantee thereof is required;
 - (c) Earthmoving activities will take place except those incidental to construction of a single-family dwelling on each lot; and
 - (d) The dedication of a right-of-way or easement for construction of a public water or sewer distribution lines.

Subdivision, Minor. A division of land where the conditions for major subdivision review, as set out for a “Major Subdivision” are not present.

Subdivision, Partition. A division of land, fronting on an existing standard street and no new streets are proposed, creating not more than two (2) lots and not requiring public facilities or utility extensions. Partitions that require a variance or waiver from these Subdivision Regulations shall be deemed to be a minor or a major subdivision.

Substandard Street. Substandard meaning of less pavement, right-of-way width, construction technique, or otherwise non-conforming with current Standard Specifications and Details as is required by these Subdivision Regulations for the applicable class of street.

Substantial Completion. Where the stage of constructions of public facilities has progressed to the point of rendering the facility usable for the intended purpose. Project or construction activity is complete except for cleanup, minor landscaping, etc.

TDEC. The Tennessee Department of Environment and Conservation.

Temporary Improvement. Any improvement built and maintained by a subdivider during construction not intended to be a permanent structure or facility.

Town Development Plan. The Town’s Development Plan is titled “**Land Use & Transportation Policy Plan**” It is the official statements of the Planning Commission which sets forth major policies concerning future development of the jurisdictional area as enabled by Sections 13-4-201 thru 13-4-203 , Tennessee Code Annotated.

Tract. See “Lot.”

Water Body. A standing pool of water such as a lake or pond either natural or manmade with or without a defined inlet or outlet.

Water Course. A natural or manmade channel for the movement of water.

Yard. The area of any lot where building is restricted by the Zoning Code, including front and side yards which shall remain unobstructed by buildings, and rear yard which shall remain unobstructed by the principal building.

Zoning Ordinance. The Coopertown Zoning Ordinance adopted by the local government.

ARTICLE VIII

ADOPTION OF REGULATIONS AND AMENDMENTS

8-101 NOTICE OF PUBLIC HEARING FOR AMENDMENTS TO THESE SUBDIVISION REGULATIONS

Prior to the consideration of amendments to the Subdivision Regulations or new regulations, the Planning Commission shall set a date for a public hearing. The public hearing shall be advertised in the body of one newspaper of general circulation thirty (30) days prior to the date of the public hearing. (Section 13-4-303 (c), Tennessee Code Annotated)

8-102 ORIGINAL ENACTMENT

8-102.1 Original Enactment

In order that land shall be subdivided in accordance with the objectives and standards set forth in these Subdivision Regulations, these Subdivision Regulations are hereby adopted this 16th day of the month of January, 2007, and shall be in full force and effect January 16, 2007.

8-102.2 Public Hearing & Public Hearing Notice

Pursuant to Section 13-4-303 (c), Tennessee Code Annotated, a public hearing was held on these Subdivision Regulations on January 16, 2007, at 7:00 p.m., at Town Hall in Coopertown, Tennessee.

Notice of the Public Hearing was given by publication in the Robertson County Times, on December 27, 2006.

8-103 COMPREHENSIVE REVISIONS ENACTMENT

The comprehensive revisions to the Town of Coopertown, Tennessee Subdivision Regulations are hereby adopted this June 15, 2020 and shall be in full force and effect on the July 6, 2020.

Pursuant to Section 13-4-303, Tennessee Code Annotated, the public hearing was held on these comprehensively revised Subdivision Regulations on the June 15, 2020 by way of a ZOOM video conferencing during the COVID-19 virus pandemic social distancing period via Town Hall in Coopertown, Tennessee, notice of which was given by publication in Robertson County Times on May 26, 2020.

Original signatures are on file at the Coopertown Town Hall.

Bretton Wendel, Chair

6/15/2020
Date

Matthew Keiter, Secretary

Date

APPENDICES

APPENDIX A

DOCUMENTS

Development Agreement

Performance & Maintenance Agreement

Irrevocable Standby Letter of Credit

DEVELOPMENT AGREEMENT

TOWN OF COOPERTOWN

THIS DEVELOPMENT AGREEMENT is made and entered into on this _____ day of _____, 20__ by and between THE TOWN OF COOPERTOWN, TENNESSEE, A municipality incorporated under the laws of the State of Tennessee, with its office and principal place of business at Coopertown Town Hall, 2525 Burgess Gower Road, Springfield, Tennessee, (hereinafter called the "TOWN"), and _____ the DEVELOPER (hereinafter called "DEVELOPER"). The PROJECT is defined as the

_____ to be constructed on County Tax Map _____ Parcel _____ and to include the off-site improvements required as part of the PROJECT (hereinafter called the "PROJECT")

DEFINITIONS:

Throughout this document the following definitions shall apply:

- Approved Plans – Plans and documents approved by the Coopertown Municipal Planning Commission or TOWN. If the plans and documents were conditionally approved then the plans and documents shall be considered Approved Plans upon the DEVELOPER addressing and completing all the approval conditions to the Town of Coopertown’s satisfaction. Approved Plans shall include Construction Plans and Development Plans and supporting documents.
- Assumption Agreement - An agreement between the TOWN and a PROJECT developer who is assuming a PROJECT which has been presented and approved by the Coopertown Municipal Planning Commission for implementation stating the assuming developer's intention to abide by the Approved Plans for the PROJECT.
- Board - Coopertown's governing body. The Coopertown Board of Mayor and Aldermen
- Construction Plans - The maps or drawings indicating the specific location and design of improvements to be installed in a development and the off-site improvements required as part of the PROJECT.
- Development Plans - Each or a combination of the following, to include but not be limited to, Master Site Plan, Phase Site Plan, Preliminary Plat, Construction Plans, Final Plat, Tree Protection Plan, Site Grading Plan, Stormwater Management Plan, Communal Areas On-Going Maintenance Plan, Sewerage Disposal Plan, Noise and Light Attenuation Plan, Parking and Traffic Control Plan, Erosion Prevention & Sediment Control Plan and any off-site improvement plans, as applicable.
- Erosion Prevention and Sediment Control Plan - Control measures as approved by TDEC designed to employ best management practices to prevent or reduce erosion and sedimentation. These controls are required by TDEC and the TOWN when ground disturbance occurs and is 1.0 acre or greater in area.
- Geotechnical Report - A report developed by a State of Tennessee licensed Geotechnical Engineer submitted to the Coopertown Planning Commission pertaining to earthwork, soil, rock and other

geotechnical conditions within the PROJECT site. This report includes, but is not limited to the composition, condition and construction requirements related to soils, rock, pavement building site preparation, excavation requirements, trenching, backfilling and compaction requirements, grading, etc. assuring that the geotechnical and geologic factors affecting the location, design, construction, operation and maintenance of any engineering work is recognized and adequately provided for.

- Master Site Plan - A site plan, to scale, showing relative location of buildings, uses and structures proposed for land or lands including, but not limited to lot lines, streets, building sites, reserved open space, major landscape features (both natural and man-made), and, depending on requirements, the location of proposed utilities.
- Noise and Light Attenuation Plan - A planned arrangement, display, intensity, direction or distribution of light or noise by sources used to light or be heard at pedestrian ways, by vehicular traffic or used to outline or call attention to the features of a building or structure and/or the premises on which a building or structure is established.
- Parking and Traffic Control Plan - A written plan and drawing(s) showing proposed on-site and off-site traffic controls & phasing, parking and parking area separators, if any, designating surfaced area and facilities to be used to provide vehicular off-street parking spaces together with access drives and maneuvering lanes which are to provide access for entrance and exit of vehicles visiting the PROJECT site.
- Performance & Maintenance Agreement - A written agreement between a Developer and the TOWN specifying construction, performance & maintenance, timing, funding, bonding and other requirements for a PROJECT being implemented within the corporate limits of the Town of Coopertown, Tennessee.
- Phased Site Plan - A site plan, such as a master site plan, that is proposed to be developed in multiple phases or sections.
- Plans - See Development Plans above.
- Project – A property a developer wishes to develop. The specific PROJECT for this Agreement is defined above.
- Public Improvements - Construction items such as, drainage ditches, roadways, parkways, sidewalks, pedestrian ways, trees, lawns, off-street parking areas, etc. in an approved project which provide access, services, surface and ground water control, lighting, and amenities to the residents and visitors to a project for which the local governing body or utility provider or service provider may ultimately assume responsibility for on-going maintenance and operation.
- Sewerage Disposal Plan - A plan that demonstrates an infrastructure system designed to carry wastewater to a plant or facility for treatment and the size, capacity and location of septic tanks and leech fields or other treatment facility.
- Site Grading Plan - Engineering drawings showing before and after topographic depictions of a development PROJECT's grade. This drawing(s) will show excavation, filling or combination thereof, or any leveling to a smooth horizontal or sloping surface on a property intended for development. This plan shall include but is not limited to stripping, cutting, filling, and stockpiling of earth for later use to create new grades.

- Stormwater Management Plan - Any management technique, apparatus, or facility that controls or manages the path, storage, and rate of release of stormwater runoff, any system, or combination of systems, designed to treat stormwater, or collect, convey, channel, hold, inhibit, or divert the movement of stormwater on, through, and from a project site.
- TOWN - The Town of Coopertown, Tennessee
- Tree Protection Zone(s) - An area or areas defined and approved by the Coopertown Planning Commission in a project development Tree Protection Plan as an area where trees and other foliage will not be removed, damaged or otherwise denigrated.
- Zoning Ordinance - Governing document for land development and use managed and implemented by Coopertown's Municipal Planning Commission and the Board.

WITNESSETH:

WHEREAS, the DEVELOPER desires to develop the property described for the "PROJECT", and,

WHEREAS, the Development Plans for the PROJECT were conditionally approved by the Coopertown Municipal Planning Commission (hereinafter called the Planning Commission) on the _____ day of _____, 20____ pursuant to Tennessee Code Annotated, Section 13-7-201, et seq., and the Zoning Ordinance of the Town of Coopertown, Tennessee, (the "Zoning Ordinance"); and,

WHEREAS, the DEVELOPER understands that the conditionally approved plans and documents must be addressed and completed to the Town of Coopertown's satisfaction; and

WHEREAS, the DEVELOPER is the owner of the PROJECT and has authority to engage in such development; and,

WHEREAS, in order to provide for the health, safety and welfare of those persons frequenting the PROJECT and the general public, it will be necessary for certain improvements to be constructed on-site and off-site to serve the PROJECT. Said improvements may include, but not limited to, water facilities, sewer facilities, sidewalks, roadway improvements, stormwater conveyance and detention systems, parking and vehicular access control features, landscaping, buffers and the like, and,

WHEREAS, in order for said improvements to be fully integrated with the public infrastructure of the TOWN and utility providers and to function in a satisfactory manner, the DEVELOPER has agreed to construct the PROJECT improvements in accordance with the Approved Plans and other rules, regulations and ordinances of the TOWN; and,

WHEREAS, failure of the DEVELOPER to adhere to the design embodied in the Approved Plans creates unintended and potentially detrimental impacts upon the existing and planned public infrastructure network of the TOWN and the respective utility providers.

NOW, THEREFORE, in consideration of the TOWN accommodating within its network of infrastructure the vehicular traffic, stormwater and other impacts generated by this PROJECT (subject to the applicant's compliance with all requirements in this agreement and applicable existing laws of the TOWN and the State of Tennessee); and,

IN FURTHER CONSIDERATION of the premises and mutual covenants of the parties herein contained, it is agreed and understood as follows:

I. GENERAL CONDITIONS

A. Project Costs

The DEVELOPER shall obtain and provide for all PROJECT permits, fees, materials and labor necessary to install and complete sidewalks, drainage improvements, access control features and other facilities in accordance with the approved site plan and this agreement.

B. Inspection

The TOWN shall have a continuous right to inspect the project's work and facilities to assure that the facilities are constructed in accordance with the Approved Plans, and in accordance with the applicable buildings code adopted by the TOWN and State.

C. Right of Entry

The TOWN possesses the right to enter upon the PROJECT and any premises for the purpose of making inspections of buildings or any portion of the PROJECT. In the case that a Letter of Credit (the Performance or Maintenance Surety) is called by the TOWN for non-compliance the TOWN shall have the right to enter upon any property of the PROJECT and take all necessary actions to stabilize and secure the PROJECT site so as to protect the health and welfare of the general population.

D. Fees Not Refundable

If the DEVELOPER fails to install the facilities in accordance with the terms of this Agreement, no portion of the fees or other amounts paid to the TOWN shall be refundable to the DEVELOPER.

E. Town Ordinances, Rules and Regulations

All currently existing TOWN ordinances, rules and regulations and the Zoning Ordinance adopted by the Board of Mayor and Aldermen are made a part of this agreement. In the event of a conflict between the terms of this agreement and a TOWN Ordinance, the Ordinance shall prevail. All work done under this agreement is to be performed in accordance with the Approved Plans, and specifications and made a part, hereof.

F. Agreement Not Assignable

No third party shall obtain any benefits or rights under this agreement nor shall the rights or duties be assigned by either party.

G. Revocation and Interpretation

This agreement shall bind the DEVELOPER when executed by the DEVELOPER and may not be revoked by the DEVELOPER without permission of the TOWN, even if the agreement has not been executed by the TOWN, or for other reasons. This agreement shall be interpreted in accordance with Tennessee law and may only be rescinded by action in the Chancery Court, Circuit Court or a Court of competent jurisdiction of Robertson County, Tennessee, and Tennessee Appellate Courts.

H. No Oral Agreement

This agreement may not be orally amended and supersedes all prior negotiations, commitments and/or and understandings. Any written modification to this agreement must be approved by the Planning Commission and the Board of Mayor and Alderman.

I. Separability

If any portion of this agreement is held to be unenforceable, the TOWN shall have the right to determine whether the remainder of the agreement shall remain in effect or whether the agreement shall be void and all rights of the DEVELOPER pursuant to this agreement terminated.

J. Transferability

The DEVELOPER and/or Owner agrees that they will not transfer the property on which this proposed PROJECT is to be located without first providing the TOWN with written notice of when the transfer is to occur and who the proposed transferee is, along with appropriate address and telephone numbers. If it is the transferee's intention to develop this property in accordance with the agreement, the DEVELOPER agrees to provide the TOWN an Assumption Agreement whereby the transferee agrees to perform the improvements required under this agreement and to provide the surety needed to assure such performance and maintenance. Said agreement will be subject to the approval of the TOWN 's Attorney. The DEVELOPER and/or Owner understands that if a transfer of said property is made without providing written notice of transfer and a without providing a written transferee Assumption Agreement as required herein, such action shall be in breach of this agreement and that any surety held by the TOWN to secure the agreement may be called by the TOWN. The DEVELOPER further agrees that they shall remain liable under the terms of this agreement though a subsequent sale of all or part of said property, unless an Assumption Agreement is entered into between the new Owner(s) and the TOWN and a new agreement is issued naming the new Owner(s) as principal and the new Owner(s) provide the required surety.

II. TREE PROTECTION MEASURES

A. Tree Protection

The Tree Protection Plan shall comply with guidelines presented in applicable chapters of the Coopertown Zoning Ordinance.

B. Protective Measures Required

The DEVELOPER agrees that specific protective barriers and applicable measures as specified and approved within the “Tree Protection Plan” shall be installed and/or erected prior to any tree removal activities, land disturbance or grading upon the project site. The DEVELOPER further agrees that during all building, renovating or razing operations, such protective measures specified shall be maintained, replaced or enhanced so as to prevent damage to said trees.

C. Development Activities Prohibited

It is understood and agreed that all development activities except those specifically permitted by the Planning Commission in the Approved Plans that accompany this agreement shall be prohibited within the tree protection ‘zones’. It is further understood that all temporary construction activities including excavating, digging, concrete washing, storage of construction materials, debris or fill, and parking of construction vehicles and equipment shall also be prohibited within the designated tree protection zones.

III. DESIGN AND APPROVAL

A. Contents of Plans

The DEVELOPER shall cause to be prepared and submitted to the TOWN, plans (the "Plans") describing in reasonable detail all utility systems, stormwater management systems, parking and access control systems, and all other improvements necessary to provide adequate services to the PROJECT. The plans shall include all information required by the Town’s Zoning Ordinance, Subdivision Regulations and any other details as required or requested by the TOWN. In any instance where building construction is not proposed for a site but land disturbance, grading or filling activity is proposed that is sufficient to trigger the requirement for a land disturbance or grading plan such plan shall be prepared, submitted and approved in accordance with the Town’s Zoning Ordinance and Subdivision Regulations.

B. Preparation of Plans

The Plans shall be prepared by individuals licensed by the State of Tennessee to design all systems and shall bear the seal, signature and license number of those persons preparing such plans.

C. Design Criteria

The design of water and sewer improvements, or when permissible individual on-site sewage disposal systems, shall follow the State of Tennessee design criteria. Stormwater management and access controls shall be designed according to applicable State of Tennessee and municipal specifications and ordinances, and sound engineering judgment. In all cases, the specifications and design details for the improvements shall be those of the TOWN and, as required, those approved by the State of Tennessee Department of Environment and Conservation (TDEC). In the event of a disagreement as to compliance with or interpretation of the Plans and the TOWN's specifications, the decision of the TOWN shall be final and binding on the DEVELOPER.

IV. COMMENCEMENT OF CONSTRUCTION

No land disturbance, site grading or construction of improvements shall begin until the following events have occurred:

- A. The Plans required by the Planning Commission and/or other Town Board where applicable, are submitted and approved by the Planning Commission and/or Board and all conditions of approval have been satisfied to the TOWN's satisfaction.
- B. If required, the fees established by the Board of Mayor and Aldermen have been paid in full.
- C. The TOWN shall be provided an appropriately executed Development Agreement and Performance & Maintenance Agreement as required by the Town's Zoning Ordinance and Subdivision Regulations.
- D. The Pre-Construction Conference has been held between the TOWN 's representatives and the DEVELOPER.
- E. A Letter of Credit (Surety) in the amount established by the TOWN will be posted as required by the Town's Zoning Ordinance and Subdivision Regulations.
- F. The DEVELOPER shall give the TOWN notice of commencement of construction, in writing, at least seven (7) calendar days prior to commencement.

V. CONSTRUCTION

A. General

The DEVELOPER agrees to construct and install all site features including utilities, parking areas, travel ways and access control, elements of stormwater collection and drainage systems, landscaping and other site features in strict accordance with the Approved Plans.

B. Utilities

As a part of constructing the Improvements, the DEVELOPER shall install, in accordance with the Approved Plans, the respective utility providers standards & approvals and TOWN specifications, all fire lines and hydrants, sewer service and facilities, and equipment and accessories relating, thereto, necessary to provide utility service to the PROJECT. The DEVELOPER agrees to pay the cost of all engineering, inspection and laboratory testing costs incidental to the sewer service in or to the development site. The DEVELOPER shall be responsible for the cost of any and all relocation, adjustment, modification, installation and/or removal of utilities, both on and off site, brought about as a result of the development of the project.

C. Site Grading

1. The DEVELOPER, hereby, agrees to construct all site-grading as shown on the Approved Plans, including the approved Erosion Prevention & Sediment Control Plan.
2. The DEVELOPER further agrees to complete the work in compliance with an approved geotechnical report for the development site. Said geotechnical report and any subsequent geotechnical reports shall be submitted to the TOWN for review and shall become a part of the construction documents for the PROJECT. The geotechnical reports shall include, but not be limited to the following unless determined otherwise by the Planning Commission:
 - a. Subsurface geological material composition and conditions.
 - b. Specifications for the preparation of the site prior to placing of compacted fill material.
 - c. Specifications for material to be used as compacted fill.
 - d. Test methods (Proctor tests) to be used to determine the maximum dry density and optimum moisture content of the material to be utilized as compacted fill.
 - e. Maximum allowable thickness of each lift of compacted fill material.
 - f. Field test method for determining the in-place dry density of the bearing capacity of the compacted fill.
 - g. Minimum acceptable in-place dry density expressed as a percentage of the maximum dry density determined in accordance with Item "d".
 - h. Number and frequency of field tests required to determine compliance with Item "e".
 - i. Recommended paving design.
 - j. Recommended maximum safety slopes for fills and embankments.
 - k. Any special construction required to protect public health and safety.
3. The DEVELOPER, hereby, agrees to retain the services of a geotechnical engineering firm to monitor site work as required to assure compliance with the geotechnical report.

4. The DEVELOPER, hereby, agrees that the geotechnical report shall be submitted to the TOWN prior to the DEVELOPER receiving any permit for construction.
5. At the completion of construction, the geotechnical engineer shall submit a written report verifying that he witnessed the fill or correction process and that they comply with best practices, the specifications and the geotechnical reports in the handling of the identified issues in the geotechnical report.

D. Stormwater Management

1. Erosion Prevention & Sediment Control (EPSC) During Construction To properly manage stormwater runoff during the construction process the DEVELOPER shall provide necessary erosion prevention & sediment controls in accordance with the TOWN approved stormwater management plan for the development. The stormwater management plan shall be in conformance with TDEC's published design standards and specifications. All disturbed, excavated and embankment areas not covered with satisfactory vegetation shall be protected as required by TDEC and/or the TOWN to prevent erosion. In the event the TOWN determines that necessary erosion control is not being provided by the DEVELOPER, the proper governing authority shall officially notify the DEVELOPER of the problem. If the DEVELOPER has not begun to provide satisfactory correction within fifteen (15) days the proper governing authority may make the corrections and back charge the DEVELOPER for the expense incurred performing the work.

2. Design to Manage Flow

Any and all water courses lying partially or wholly within the bounds of this development shall be constructed with adequate cross-section to provide design flow without threat of erosion or flooding of any property within the development or of any adjoining property.

3. Design of Flow Management Structures

All stormwater management structures necessitated in the Approved Plans for the PROJECT that affect any water course lying partially or wholly within this development are to be provided by the DEVELOPER.

4. Detention and Retention Facilities

All detention and retention facilities situated upon a PROJECT site shall be designed, constructed and maintained in strict conformance with Approved Plans. Once installed, no detention or retention element may be altered so as to reduce the storage capacity of such facility. All detention and retention facilities shall be maintained so as to insure proper operation and safety. A record survey of the stormwater detention pond and facilities, to be performed by a licensed TN Surveyor, is required prior to the Town issuing a Certificate

of Occupancy and/or release of a Letter of Credit. The Certificate of Occupancy and/or release of a Letter of Credit will be withheld until the stormwater detention pond and facilities are substantially constructed in accordance with the design. The determination of substantial completion shall be made by the Town. The applicant should anticipate that additional engineering calculations may be required by the Town as part of their determination.

The property owner or owners association shall be required to maintain the stormwater detention pond and facilities in perpetuity. This includes maintaining the orifices, weirs and discharge areas in a working and non-plugged state. This also includes, but is not limited to, maintaining vegetation and cleaning debris, silt, trash etc. from the stormwater pond.

5. Responsibility and Liability

It is understood and agreed that the TOWN in its proprietary function is not and could not be expected to oversee, supervise, or direct the construction of any PROJECT improvements or the land disturbance, grading and excavation incident thereto. The TOWN is also not vested with the original design responsibility nor the means to formally survey elevations or the locations of improvements at every stage of the construction process. The TOWN is vested with the right of periodic inspections, Stop Work Order and final approval as a measure of secondary or subsequent enforcement. The DEVELOPER has and shall retain the responsibility to properly anticipate, survey, design and construct the development and give full assurance that same shall not adversely affect any property. In providing technical assistance, plan and design review, the TOWN does not and shall not relieve or accept any liability from the DEVELOPER.

E. Paving and Access Control Design

1. General

The DEVELOPER, hereby, agrees to design and construct all access points, parking areas and traffic circulation facilities to meet the design standards set out in the Town's Zoning Ordinance and Subdivision Regulations. Points of access shall be installed as shown on the Approved Plans and no further alteration or modification shall be permitted unless an amended site plan is approved by the Planning Commission.

2. Paving

Vehicular parking and maneuvering areas shall be paved in accordance with the Approved Plans. The types of material, cross-sectional area and other characteristics of paving design shall be as approved in the Approved Plans.

3. Handicapped Access

All sites and structures, as required, shall be designed and constructed so as to comply fully with all applicable provisions of Title VI, the American Disabilities Act (ADA).

VI. MODIFICATIONS DURING CONSTRUCTION

It is understood and agreed that all site construction and development activity shall proceed in strict compliance with the Approved Plans. It is further understood that minor modifications in the terms and conditions of the Approved Plans may be made from time to time as provided in the Town's Zoning Ordinance and Subdivision Regulations and other TOWN regulations. It is further understood that any proposed modification that is not permitted under the provisions of this Development Agreement may be approved only as an amendment to the PROJECT development plan. Finally, it is understood that any modification in PROJECT construction or development activity which exceeds the limits for minor modifications shall, unless approved as an amendment to any of the Approved Plans, constitutes a violation of this agreement and the Town's Zoning Ordinance and Subdivision Regulations.

VII. RIGHT-OF-WAY DEDICATIONS and EASEMENTS

Any Development Plan or Construction Plan submitted which requires dedication of right-of-way or recording of any easements shall either be accompanied by a Final Plat of the property shown on said Final Plat, or shall be accompanied by a legal instrument which is sufficient in form and acceptable to the TOWN to record in the Register of Deeds Office. This document shall be recorded in the Robertson County Register of Deeds Office prior to issuance of a Certificate of Occupancy.

VIII. VIOLATIONS and REMEDIES

It is understood that this Development Agreement is adopted pursuant to authority granted to the Town of Coopertown by Title 13, Sections 13-7-201 - 13-7-211, Tennessee Code Annotated, to develop and administer zoning laws and that any violation of such agreement shall constitute a violation of the Town's Zoning Ordinance and Subdivision Regulations. It is further understood that a violation of this Development Agreement is punishable as provided in the Town's Zoning Ordinance and Subdivision Regulations and State law.

In the event of a default in the performance by either party of its obligation hereunder, the other party, in addition to any and all remedies set forth herein, shall be entitled to all remedies provided by law.

IX. BINDING EFFECT

The covenants and agreements herein contained shall bind and endure to the benefit of the parties hereto, their respective heirs, personal representatives, successors and assigns, as appropriate.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in multiple originals by persons properly authorized to do so on or as of the day and year first given.

OWNER:
NAME:
TITLE:
ADDRESS:

DEVELOPER:
NAME:
TITLE:
ADDRESS:

ATTEST:
NAME:
TITLE:

ATTEST:
NAME:
TITLE:

TOWN OF COOPERTOWN, TN
MAYOR

DATE

APPROVED AS TO FORM:
BY TOWN ATTORNEY

DATE

TOWN OF COOPERTOWN

**PERFORMANCE & MAINTENANCE AGREEMENT
(amended by Resolution SR2021-018, September 23, 2021)**

KNOW ALL MEN BY THESE PRESENTS: That

_____, a _____
(insert type of entity – corporation, LLC, partnership, association), (hereinafter “Principal”), is indebted and firmly bound unto the Town of Coopertown, Tennessee for the use and benefit of the Town of Coopertown Municipal Planning Commission, for the use and benefit of the Town of Coopertown and for the use and benefit of all future lot owners within that certain site known as _____ and as presented in its Final Plat Dated: _____ in the penal sum of _____ (\$ _____ .00) good and lawful money of the United States of America, for securing the performance and future maintenance of certain improvements and works, as hereinafter set forth, and for the payment of which sum well and truly to be made the undersigned does hereby bind itself, its heirs, executors, personal representatives, administrators, successors and assigns, jointly and severally, firmly by these presents, and in support thereof represents, acknowledges and agrees as follows:

Recitals

1. That _____ (insert name of entity), is a _____, (insert type of entity), having a mailing address of _____, (insert address, city, state, zip).
2. The Principal has submitted a Final Plat of _____ Subdivision, Section ____, said Final Plat prepared by _____ (insert surveyor and company), dated _____, 20____.
3. The approval of the Town of Coopertown Municipal Planning Commission is a condition precedent to the right of the Principal to receive necessary construction permits and building permits.
4. The Town of Coopertown Municipal Planning Commission will not approve the Final Plat of the subdivision for issuance of necessary permits and for recording until all grading, ditching, stormwater, stormwater management, streets and alleys, and street improvements, methods for sewage disposal, water system, street lights, sidewalks, drainage culverts, storm water facilities and improvements, driveway culverts and headwalls, curbs, landscaping, stabilization of all improvements, erosion and sedimentation control measures and methodologies, both permanent and temporary, other improvements (hereinafter “improvements and works”), and the placing of concrete subdivision markers and installation of iron pins are completed and installed in accordance with the Subdivision Regulations and specifications and the conditions established by the Town of Coopertown Municipal Planning Commission have been

completed to the Town of Coopertown's satisfaction and until a satisfactory Performance & Maintenance Agreement is signed and furnished with sufficient surety.

5. It is the desire of the Principal to commence construction and installation of said improvements and desires to have said Final Plat of subdivision recorded in the Register of Deeds Office of Robertson County, Tennessee, so as to provide for the orderly development and transfer of the property in said subdivision. The Principal shall provide a letter of credit (surety) to the Coopertown Planning Commission in sufficient amount as determined by the Coopertown Municipal Planning Commission to cover all construction improvements represented in the Final Plat for the subdivision including all improvements and works as referenced in Item 4 above.
6. It is the desire of the Principal to have the Final Plat recorded, since the recording of the Final Plat is a prerequisite to the issuances of necessary building permits, so as to provide for the orderly development and transfer of property, and to have said permits issued prior to the actual completion of construction and installation of the roads, drainage and erosion control improvements. The Principal shall provide a letter of credit (surety) to the Coopertown Planning Commission in sufficient amount as determined by the Coopertown Municipal Planning Commission to cover all construction improvements represented in the Final Plat for the subdivision including all improvements and works as referenced in Item 4 above.
7. The Town of Coopertown Municipal Planning Commission has established that the estimated project costs for completing all improvements and works in accordance with the Town of Coopertown Subdivision Regulations and specifications and the conditions established by the Town of Coopertown Municipal Planning Commission (collectively known as): **DEVELOPMENT PLANS** is _____ **AND NO/100 (\$_____.**00). The estimated cost is based upon the assumption that no construction work has commenced.
8. Pursuant to the procedures followed by the Town of Coopertown Municipal Planning Commission, it is permissible for the Principal to request, in lieu of the completion of said improvements and works but prior to the recording of the Final Plat, to execute an agreement with good and sufficient surety satisfactory to the Town of Coopertown Municipal Planning Commission and the Town of Coopertown, Tennessee in an amount equal to the estimated cost of completion, as listed in Section # 7, of the construction and installation of the required "**DEVELOPMENT PLANS**" improvements and works, providing and insuring that said improvements and works will be constructed.
9. To secure installation of the aforesaid improvements and works, and to induce the Town of Coopertown Municipal Planning Commission and the Town of Coopertown, Tennessee to allow the Final Plat to be recorded, since the recording of the Final Plat is a prerequisite to the issuances of necessary building permits, prior to completion of the required "**DEVELOPMENT PLAN**" improvements and works, Principal provides this Performance & Maintenance Agreement and an irrevocable letter of credit, issued by _____ **Bank,**

which is located and callable within the limits as established in the Subdivision Regulations, the proceeds of which are payable to the Town of Coopertown Municipal Planning Commission and/or Town of Coopertown, Tennessee in an amount equal to a total of _____ and No/00 DOLLARS (\$_____.00). Principal specifically acknowledges and accepts that should the supporting surety not be renewed or extended as approved by the Town of Coopertown Municipal Planning Commission, or if the surety is not in accordance with the requirements of this Agreement and the Subdivision Regulations, then the surety will be assumed to be in default and will be called in its full amount by the Secretary of the Town of Coopertown Municipal Planning Commission, the Town of Coopertown's Attorney or the Town of Coopertown Enforcing Officer in accordance with the Subdivision Regulations.

10. The Town of Coopertown Municipal Planning Commission is willing to authorize the Final Plat to be recorded, since the recording of the Final Plat is a prerequisite to the issuances of necessary building permits, upon the execution of this agreement by the Principal and providing of the before stated surety, understanding that this agreement is subject to the condition that the Principal will complete the construction of all required improvements and works, as herein set forth, and obtain their inspection, approval and acceptance by the Town of Coopertown Municipal Planning Commission and Town of Coopertown, Tennessee. The Town of Coopertown Municipal Planning Commission has the authority, to extend the Performance & Maintenance Agreement term and to convert the Performance obligation to a Maintenance obligation so long as the construction of the improvements are in accordance with the Subdivision Regulations, ordinances, approval conditions and approved plans and specifications.

NOW THEREFORE,

In the event said Principal shall fully comply with all the terms of this Performance & Maintenance Agreement, and shall construct, install and complete all of the required improvements and works, enumerated herein, and maintain said improvements as are shown on the approved Final Plat prepared by _____ (consultant), which Final Plat was reviewed and approved by the Town of Coopertown Municipal Planning Commission, and as also stated herein, which installation, completion and maintenance shall be in accordance with the Subdivision Regulations and requirements of the Town of Coopertown Municipal Planning Commission, and in accordance with all conditions established by the Town of Coopertown Municipal Planning Commission and the Town of Coopertown as set forth in the minutes of its meetings, and do all of said work in a proper and workmanlike manner to the satisfaction of the Town of Coopertown, Tennessee and the Town of Coopertown Municipal Planning Commission, then this Performance obligation may be converted by the Town of Coopertown Municipal Planning Commission to a Maintenance obligation guaranteeing the improvements in the amount of not less than thirty (30%) of the original opinion of project cost as listed in Section # 7 above, for the period of time that is in accordance with the timeframes established in the Subdivision

Regulations, and continuing until acceptance of the improvements by Town of Coopertown, Tennessee. Minimum time for Maintenance of installed and completed improvements and works is one (1) year.

In the event that any of the required improvements and works are not performed or not completed in accordance with the timeframes for completion as established in the Subdivision Regulations, and are not performed or not completed in accordance with each of the aforesaid rules, regulations and requirements, then the entire penal sum of _____ **UNITED STATES DOLLARS (\$_____ .00)**, or so much thereof as is necessary to complete the improvements in question, shall be forfeited and paid to the Town of Coopertown Municipal Planning Commission and Town of Coopertown, Tennessee by Principal and/or Surety as liquidated damages for such default. The Town of Coopertown Municipal Planning Commission and/or Town of Coopertown, Tennessee shall then use said funds to pay for completion of the required improvements and works, refunding any unused portion of said funds.

In the event that any of the required improvements and works are not maintained for the period of time that is in accordance with the timeframes established in the Subdivision Regulations, after its conversion to a Maintenance obligation, or such longer time as extended by the Town of Coopertown Municipal Planning Commission, in the same condition in which they existed at the time of its conversion to a Maintenance obligation by the Town of Coopertown Municipal Planning Commission, then the entire penal sum of _____ **UNITED STATES DOLLARS (\$_____ .00)** with respect to those improvements shall be forfeited and paid to the Town of Coopertown Municipal Planning Commission or Town of Coopertown, Tennessee by Principal as liquidated damages for such default. The Town of Coopertown Municipal Planning Commission or Town of Coopertown, Tennessee shall then use said funds to pay for completion of the required maintenance, refunding any unused portion of said funds.

Action by the Town of Coopertown, Tennessee and/or the Town of Coopertown Municipal Planning Commission through its legal counsel in calling on the letter of credit to pay _____ **UNITED STATES DOLLARS (\$_____ .00)**, or such lesser amount as is necessary, pursuant to the terms of this Performance & Maintenance Agreement shall not be deemed a release of Principal for any liability hereunder. The Principal acknowledges that it is liable for all obligations under this Performance & Maintenance Agreement. The Principal shall be responsible for any amounts or costs to complete a development that exceed the amount of the surety instrument in place. The Town may pursue recovery of incremental amounts or costs to complete a development that exceed the amount of the surety instrument if the Principal defaults on the Performance & Maintenance Agreement. The Town may pursue recovery from the development entities and any personal guarantors that execute the Performance & Maintenance Agreement.

Witness my hand this the ____ day of _____, 20 ____.

A Tennessee _____

BY:

Type

Name:

TITLE: _____

STATE OF _____)

COUNTY OF _____)

Personally appeared before me, _____, a Notary Public of said County and State, _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged (her)himself to be the _____ of _____, a Tennessee _____, and that (s)he as such _____, being authorized so to do, executed the foregoing instrument for the purposes contained therein.

Witness my hand and seal this the ____ day of _____, 20____.

My Commission Expires: _____

NOTARY PUBLIC

IRREVOCABLE STANDBY LETTER OF CREDIT

TOWN OF COOPERTOWN

(MUST BE ON ORIGINAL BANK LETTER HEAD)

IRREVOCABLE STANDBY LETTER OF CREDIT NO. _____

DATE:

IN FAVOR OF (BENEFICIARY):

Town of Coopertown
Attn: Mayor (with copy to Town Recorder)
2525 Burgess Gower Road
Springfield, TN 37172

FOR ACCOUNT OF (APPLICANT): _____

AMOUNT: \$ _____

We hereby establish our Irrevocable Standby Letter of Credit (hereinafter "Credit") in your favor and available by your draft(s) drawn at SIGHT on (Name of Bank) and accompanied by the documents specified below:

1. Certificate of default, signed by the Chairman of the Coopertown Municipal Planning Commission or the Mayor of the Town of Coopertown, certifying that: The applicant has not completed, in accordance with the Coopertown Subdivision Regulations and the attached Development Agreement (Performance or Maintenance), the streets, water lines, sewer lines and/or other improvements required by said Subdivision Regulations for (name of subdivision including phase and/or section) approved by Coopertown Municipal Planning Commission on (date approved), which approval was conditioned upon the completion of the said improvements. The certificate shall also state the approximate dollar amount of damage to the Town which amount shall be identical to the face amount of the accompanying draft.

2. Original Letter of Credit and Amendments if any. This Letter of Credit is valid for an initial period of one (1) year and shall be automatically renewed for successive periods of one (1) year without any effort on the part of the Town. We reserve the right to revoke this Letter of Credit, but only after providing the Beneficiary with at least a 90-day notice by certified mail, return receipt requested.

All drafts must be marked:

"Drawn under (Name and Address of Bank). Credit No.# _____.

Except so far as otherwise expressly stated this Credit is subject to the International Standby Practices/ISP98, International Chamber of Commerce Publication No. 590.

We hereby engage with you that all drafts drawn under and in compliance with the terms of this Credit will be duly honored if drawn and presented for payment on or before the expiration date of

this Credit at (name and address of local branch bank) – (must be presented at a branch location in the Tennessee counties of Robertson, Sumner, Montgomery, Williamson and/or Davidson).

[Include the following language if the alternative method of payment described therein is chosen by the Bank]. The local branch bank shall simultaneously submit the Certificate of Default and Draft by facsimile or e-mail to (Bank’s Letter of Credit Department facsimile number or e-mail address). The Town may elect to submit the Certificate of Default and Draft directly to the Bank at the above stated facsimile number or e-mail address. The bank shall wire the funds to the Town’s account within 3 business days.

Signed by Officer of Bank

LETTER OF CREDIT FORM
COOPERTOWN PLANNING COMMISSION IRREVOCABLE DOCUMENTARY
LETTER OF CREDIT

- 1.Date of Issue_____
- 2.Credit No. of Issuing Bank_____
- 3.Credit No. of Advising Bank_____
- 4.Advising Bank_____
- 5.Accountee_____
- 6.Beneficiary, Mail To_____
- 7.Latest Performance Date_____
- 8.Latest Date for Negotiation_____
- 9.Maximum Amount_____

10. We hereby issue this documentary letter of credit in your (the beneficiary's) favor which is Available against your drafts at_____drawn on_____ Bank, Credit No._____accompanied by the following document: A certificate of default signed under oath by the Secretary of the Coopertown Planning Commission certifying that the accountee has not complied with the terms of the agreement between the Planning Commission and the accountee and the amount of approximate damage to the local government, which amount shall be identical to the face amount of the accompanying draft.

We hereby engage with the bona fide holders of all drafts or documents presented under and in compliance with the terms of this letter of credit that such drafts or documents will be duly honored upon presentation to us.

The amount of each drawing must be endorsed on the reverse of this letter of credit by the negotiating bank. The advising bank is requested to advise this letter of credit without engagement of their part.

BANK

Authorized Signature, Issuing Bank

Authorized Signature, Issuing Bank

APPENDIX B

Subdivision Construction, Roadway and Drainage Technical Standards



TOWN OF COOPERTOWN MUNICIPAL PLANNING COMMISSION

Coopertown, Tennessee

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1. GENERAL PROVISIONS AND REQUIREMENTS

1.1 - Purpose and Scope

This document describes street design guidelines for designing streets and drainage improvements and facilities within the jurisdiction of the Coopertown Municipal Planning Commission (hereinafter referred to as “Town”).

1.2 - Jurisdiction / Regulations

These rules and regulations governing the construction of streets, which are to be included within the street system of the Coopertown, Tennessee, shall apply to all areas within the jurisdiction of the Town.

1.3 - Specifications and Resources

The following publications may be referred to in these specifications or listed for convenience for future reference.

“A Policy on Geometric Design of Highways and Roads”, American Association of State Highway and Transportation Officials, AASHTO.

“Guidelines for Urban Major Road Design, a Recommended Practice”, Institute of Transportation Engineers, ITE.

“Manual on Uniform Traffic Control Devices for Roads and Highways”, (MUTCD) U.S. Department of Transportation, Federal Highway Administration, FHWA.

The Tennessee Department of Transportation, TDOT, “Standard Specifications for Road and Bridge Construction”, latest edition, technical specifications only, shall apply and be adhered to unless superseded by these specifications.

In the event of a conflict between this document and the referenced specifications aforementioned, the specifications contained in this document shall govern.

1.4 - Plan Review Procedure / Performance Agreements and Fees

After receiving approval of the Preliminary Plat, and/or Site Plan, the Developer or the Developer’s Engineer shall submit construction drawings for approval. The submittal shall include documents and drawings to include all aspects of the street, grading and drainage, including documentation or supporting engineering calculations. The construction drawings and drainage calculations shall bear the stamp of a Registered Tennessee Professional Engineer. Approved plans shall be required prior to the start of any work on the project.

Other submittals for approval which are necessary and to be done by the Developer might include, but are not limited to: the Coopertown Municipal Planning Commission, the Town of Coopertown, the Tennessee Department of Transportation (TDOT), the Tennessee Department of Environment and Conservation (TDEC), and the Tennessee Division of Water Pollution Control, Natural Resources Section.

For approval by the Town, a letter of transmittal along with the construction drawings and specifications (Plans) and a check for the Plan Review Fee shall be submitted to the Building & Zoning Office. The Plans submittal shall consist of neat, scaled drawings with specifications and any other pertinent supportive data as required for review approval in at least two (2) copies for initial review. After approval of the plans at least 4 sets will be required of which four (4) sets will be retained by the Town with the remainder to be returned to the Developer or his Engineer. A set of approved Plans shall be at the construction site at all times. Plans will not be deemed approved until the Building & Zoning Office’s stamp of approval have been affixed to the cover sheet of the drawings and specifications.

Approval of construction drawings shall be valid for one (1) year from the date of approval. If construction begins within 1-year the construction plans will be valid for two (2) years if continuous progress is made. The Plans shall be resubmitted as stated above for approval if construction does not start within one (1) year after approval.

1.5 – Permits and Fees

Prior to beginning any construction, the Developer and/or Contractor, shall obtain all necessary permits as required by law. Such permits include, but are not limited to, those required by State of Tennessee, Coopertown Municipal Planning Commission, the Town of Coopertown, other agencies and utility companies.

The Developer shall obtain a Notice Of Coverage (NOC) from TDEC prior to beginning any construction activities.

Once the grading and drainage plans are approved, the Developer and/or Contractor must complete the following steps prior to starting clearing and grading activities.

- 1) Pay fees to the Town for reimbursement of the Town’s inspection fees. Construction plans will not be released until the fees are paid by the Developer.
- 2) Install all required erosion control measures and tree protection fencing on the site as shown on the approved plans.
- 3) Stake the centerline of the proposed streets.
- 4) A copy of the approved Grading and Drainage plans MUST be kept on site at all times while construction is taking place

1.6 - Notification of Construction

Before commencing any street construction operations, a 24-hour notice must be given to the Building & Zoning office. This advance notice is required for all street construction projects to ensure proper inspection staff scheduling with the Town. Demolition permits, if required for the project, shall be obtained from the Town Enforcing Officer. Any work performed, including placement of fill, prior to permit and proper notification to the Town will be removed and replaced in accordance with the regulations.

1.7 - Quality Assurance and Quality Control: Construction and As-Built Surveying, Field Testing, and Material Testing (Amended by SR2025-003, March 17, 2025)

1.7.1 Responsibility for Quality Assurance and Quality Control

The Developer and the Developer’s contractor are responsible for implementing and performing the quality assurance and quality control (QA/QC) measures described in Section 1.7. In addition to the QA/QC requirements described in Section 1.7, the Town reserves the right to perform its own independent quality assurance (IQA) measures to be paid for by the Developer and the Developer’s contractor. The Developer and Developer’s contractor shall submit to the Town a QA/QC plan to the Town for review and approval prior to construction. At minimum, the QA/QC plan needs to address the following primary elements:

- Construction and as-built surveying
- Laboratory testing for construction materials
- Field testing during construction

1.7.2 Construction and As-built Surveying

The Developer and the Developer's contractor shall provide construction surveying and staking at no cost to the Town. This shall include initial surveying and staking, plus any re-surveying and re-staking deemed necessary by the Developer, the Developer's contractor, the Developer's engineer, and the Town. The minimum surveying tasks shall include but are not limited to:

- (a) Centerline of the proposed streets for clearing and grubbing.
- (b) Centerline of the proposed streets with proposed cut and/or fill depths to subgrade.
- (c) Cut slope and fill slope limits if needed by the Town.
- (d) Verifying the proposed subgrade for the roadway is constructed to the design elevations. Provide with proposed cut and/or fill depths to subgrade.
 - a. A Tennessee registered land surveyor shall provide stamped documentation certifying that the compacted subgrade matches the design elevation for the roadway subgrade. The documentation is to be received and approved by an authorized Town representative prior to the placement and compaction of the stone subbase shown in the project typical section or the Standard Details ST-1 and ST-2. Subgrade elevations should be surveyed and verified at centerline and face of curb or edge of gutter every 50 feet of roadway. The submittal for Town approval shall indicate the design elevation of the subgrade compared to the actual subgrade elevation observed in the field by the surveyor
- (e) Verifying the proposed subbase course for roadway are constructed to the design elevation.
 - a. A Tennessee registered land surveyor shall provide stamped documentation certifying the compacted stone subbase course matches the design elevation for the roadway stone subbase. The documentation is to be received and approved by an authorized Town representative prior to the placement and compaction of the asphaltic concrete base (B-M2) shown in project typical section or the Standard Details ST-1 and ST-2. Subbase course elevations should be surveyed and verified at centerline and face of curb or edge of gutter every 100 feet of roadway. The submittal for Town approval shall indicate the design elevation of the stone subbase compared to the actual subbase elevation observed in the field by the surveyor
- (f) Locations and elevations of catch basins, headwalls, culverts, ditches, basins, and other stormwater facilities.
 - a. A Tennessee registered land surveyor shall provide stamped documentation certifying that the structure is within +/- 0.1 ft of design elevation. The documentation is to be received and approved by an authorized Town representative prior to acceptance of structure. The submittal for Town approval shall indicate the design elevation of the stormwater collection system components compared to the actual elevation observed in the field by the surveyor.
- (g) Cut & fill areas and mass grading areas that are outside the street rights-of-way.
- (h) Confirm stormwater detention or retention basins are graded & constructed per the approved plans. This includes outlet control structures or facilities.
 - a. A Tennessee registered surveyor shall provide stamped documentation certifying that the structure is within +/- 0.1 ft of design elevation. The documentation is to be received and approved by an authorized Town representative prior to acceptance of the structure. The submittal for Town approval shall indicate the design elevation of the stormwater detention/retention system components compared to the actual elevation observed in the field by the surveyor.
- (i) Off-set staking of survey points to facilitate on-site reviews.
- (j) Project specific surveying activities that are not discussed in this document should adhere to the most recent edition of the TDOT Survey Standards Manual.

1.7.3 Field Testing During Construction

The primary methods of on-site field testing for the subgrade shall be by proof rolling observations by an authorized Town representative. The subsequent layers of the pavement structure that are installed shall be subject to nuclear gauge testing to verify compaction.

The Developer and the Developer's contractor shall coordinate with the Town in order for the proof rolling to be observed by authorized Town representative during construction of the subgrade. Proof rolling is to be accomplished for areas to include but not limited to:

- (a) all subgrade,
- (b) fills to meet subgrade design elevation,
- (c) any areas that are undercut, and
- (d) any areas that are re-filled and/or backfilled.

Proof rolling recommended equipment includes a tandem-axle rear dump truck loaded to a minimum gross weight of 23 tons (or equivalent equipment). Proof rolling should be conducted by a minimum of single pass of an area the width of the utilized equipment. Areas of subgrade showing deflection, pumping, rutting, cracking, and any other sign of subgrade failure under the moving load shall be repaired by the Developer's contractor. The subgrade repair shall be performed in consultation with a geotechnical engineer in a manner to achieve proof roll results without subgrade failure including zero deflection of the subgrade. The consultation with a geotechnical engineer and work for the subgrade repairs shall be performed at no cost to the Town. Additional criteria for subgrade construction shall adhere to TDOT's Standard Specifications Section 207.

If an authorized Town representative is not present during the proof rolling, then the work is subject to being removed and replaced at the Developer's expense. The Developer will be at risk for executing work beyond fill and/or subgrade that has not been observed by an authorized Town representative.

The Developer shall provide and pay for the necessary labor, equipment, materials and supervision required to support field observations and testing by the Town at no cost to the Town.

The Developer must obtain the Town's approval of the subgrade before the placement of subbase course. Subgrade that has been previously checked and approved, but subsequently subjected to freezing conditions or prolonged wet weather, shall be rechecked for approval. Do not place subbase course material on a subgrade that is frozen or contains frost.

Density testing of the subbase course (after placement and compaction) shall be performed at the minimum rate of 2 locations every 50 feet of the roadway alignment for each lift placed and compacted. The loose material shall be installed in layers not to exceed half the material's total design thickness. The density of the subbase course will be measured using a properly calibrated nuclear gauge. The average density of each layer per 300 linear feet of roadway shall not be less than 100% of the maximum density

with no individual test less than 97% of maximum density. Areas not meeting the density requirements shall be re-compacted or removed/replaced until criteria is achieved.

The Developer must obtain the Town's approval of the subbase course before the placement of the base course. Density testing of the base course (after placement and compaction) shall be performed at the minimum rate of 2 locations every 100 feet of the roadway alignment. The density of the base course will be measured using a properly calibrated nuclear gauge. The average density of each layer per 300 linear feet of roadway shall not be less than 100% of the maximum density with no individual test less

than 97% of maximum density. Areas not meeting the density requirements shall be re-worked until the criteria is achieved.

Additional criteria for subbase and base course construction shall adhere to TDOT's Standard Specifications Part 4.

The procedure and operation of nuclear gauge testing shall adhere to TDOT's Nuclear Density Testing (SOP 7-1) and Nuclear Gauge Safety Plan (SOP 7-2).

The Developer shall provide and pay for the necessary labor, equipment, materials and supervision required to support the construction field testing at no cost to the Town. Also, the developer shall compensate the Town for its labor, equipment, and materials to observe the Developer's contractor field testing and to conduct any IQA testing.

1.7.4 Laboratory and Field Testing for Construction Materials

The Town requires material testing during construction. Material testing includes, but is not limited to, the following:

Construction materials, including soil fills, rock fills, aggregate base stone, asphalt, and concrete shall be fully tested in accordance with the designations and requirements within the referenced "TDOT Standard Specifications" sections. Unless otherwise noted within the "TDOT-Standard Specifications" section, the type and number of tests called for by the referenced standards shall be performed.

The laboratory and field testing of construction materials shall be performed by an independent testing laboratory whose qualifications are approved by the Town. The Developer shall provide and pay for the cost of all testing and re-testing. Testing results will be submitted to and approved by the Town. The Town reserves the right to require industry standard certifications of testing and inspections by the testing laboratory, mills, shops and factories. Such certifications required shall be submitted in duplicate.

The Developer shall provide and pay for the necessary labor and supervision required to support field testing by the independent testing firm and inspections by the Town at no cost to the Town. Test reports of field testing if applicable shall be submitted directly to the Town. Defects disclosed by tests shall be corrected by the Developer at no cost to the Town. The Developer is required to have the design engineer or a certified quality control inspector present during all phases of construction.

1.7.5 Independent Quality Assurance

In addition to the Developer and the Developer's QA/QC program, the Town reserves the right to conduct independent quality assurance (IQA) activities of its own. Some examples of IQA activities may include the following:

- Surveying to verify subgrade and stone subbase elevations
- Random material testing of asphalt concrete with potential sample grabs at either the plant or in the field
- Random slump and air entrainment field testing of concrete during the installation of driveways, curbs, and other concrete structures
- Post-installation pavement cores prior to the placement and compaction of the asphaltic concrete surface (411)

All IQA activities will be paid for by the Developer and the Developer's contractor. The Town's IQA program will be established and budgeted prior to the commencement of any construction.

1.8 - Inspection

All projects shall be subject to inspection during and after completion of construction by an authorized representative(s) of the Town. The Building & Zoning Office staff and consultants might also participate in performing observations during construction. Presence or absence of an inspector during construction does not relieve the Developer and/or Contractor from adherence to approved plans and material contained in these specifications. Materials and/or workmanship found not meeting requirements of approved plans and specifications shall be immediately brought into conformity with said plans and specifications.

An authorized representative of the Town may make a final inspection of the project after completion to determine acceptability of the work and for release of Performance Securities and/or Maintenance Securities if required.

The cost for inspection by the Town or its authorized representatives during construction is covered by the fees established by the Town. Additional inspection fees will be required when an inspection by the Town fails and requires subsequent re-inspections. The Inspection Fee shall be paid to the Town before release of the approved construction plans.

Drainage facilities including, but not limited to, culverts, detention basins and ditches, as well as the street sub-grade, base stone and binder & surface course shall be inspected, tested and given approval as required by the Town. Final construction inspection for approval and acceptance of streets and drainage systems will not be granted until all work has been completed in accordance with the approved plans.

1.9 - Acceptance of Facilities

After construction has been completed, a final inspection will take place by the Town. Acceptance will be issued once all Performance Agreements and requirements have been met and construction meets the extents considered satisfactory under these specifications. The Developer shall meet all requirements of the Performance Agreements and the Maintenance Agreements. At the appropriate time the Town staff will make a recommendation to the Board of Mayor and Aldermen is the authorized body that will accept streets into the Town street system.

1.10 - Variances

Variances from the standards in this manual will be considered by the Coopertown Municipal Planning Commission on a case-by-case basis.

If the Developer, Contractor, or utility responsible to the Town for public improvements desires to design and construct such improvements in variance to these standards, such variance(s) should be identified in a written attachment to the initial submittal of plans.

The variance request(s) shall consist of:

- Identification of the standard provision to be waived or varied.
- Identification of the alternative design or construction standards to be adhered to.
- A justification of the variance request including impact on capital and maintenance requirements and cost.
- Request shall be prepared and sealed by a professional civil engineer licensed to practice in the State of Tennessee.

1.11 - Revisions to these Specifications

Revisions to these specifications will be adopted by the Coopertown Municipal Planning Commission.

2. PLAN STANDARDS

2.1 – General

In order to provide consistency and maintain accuracies, the following criteria are to be utilized for the construction plans.

The initial construction plan submittal shall include two (2) full scale plan sets.

The final construction plan submittal shall include six (6) full scale plan sets. After approval of the plans 4 sets will be retained by the Town with the remaining two (2) sets (or more if more are provided) returned to the Developer or the Developer's Engineer. A set of approved Plans shall be at the construction site at all times. Plans will not be deemed approved until the Building & Zoning Office's stamp of approval has been affixed to the cover sheet of the drawings and specifications. Submitted with the final set shall be a CD containing all CAD files associated with the plan set. CAD files should be AutoCAD compatible. Also, PDFs (portable document format) of the final plan set, are required in addition to the CD with AutoCAD.

2.2 – Survey

Survey procedures require that all surveys shall be tied to the State Plane Coordinate System using the Tennessee Geodetic Reference Network (TGRN). All surveyed coordinate values will be based on the North American Datum 1983 (NAD/83) (1995 adjustment) coordinates and appropriate notes indicating such shall appear on the topography plot.

All design computations shall be based on these adjusted coordinate values. This will ensure that all computed points on the project will have coordinate values tied to the State Plane System. Assumed coordinates will not be used.

2.3 - Preparation

The following sub-sections contain specific information on sheet preparation.

2.3.1 - Dimensions and Directions

All units of measurement shall be in English standard units of feet. Distances shown on the plans shall be to the nearest .01 foot (35 ft, 35.0 ft, and 35.00 ft, are acceptable; 35.001 ft is not acceptable). Bearings will be shown to the nearest second.

2.3.2 - Sheet Size

Designs are to be provided on 24" x 36" sheets. Each sheet shall have a left-hand margin of one and one-half inch (1 1/2") for binding. Match lines may be required on sheets for clarity.

2.3.3 – Drafting Specifications

Font Size: Text on plans shall be legible, neat and orderly presented.

Title Block: Each submitted drawing shall have a border and title block in the right-hand side or lower right-hand corner of the drawing. The title block shall include a space for revisions and dates.

All submitted final plan sets and calculations shall be signed and sealed by a Tennessee registered professional engineer. Each sheet within the plan set shall be signed and sealed with the exception of any standard drawing that might be available from TDO and the Town's Standards Details.

2.4 - Construction Plans

Plans should be 100% complete when submitted for initial review. The project must meet requirements as they relate to appropriate public street approaches, required taper distances for pavement transitions, grades, vertical stopping sight distance, and intersection sight distance.

NOTE: Additional items may be requested by the Enforcing Officer or Town Staff as each project can present unique development and design issues that will need to be specifically addressed.

As a general guideline, the supporting calculations should include any engineering information that is pertinent to the project. These might include, but are not limited to the following:

- Drainage calculations including culvert and bridge analysis
- Drainage areas, runoff values, energy dissipaters
- Intersection sight distance calculations

The designer is encouraged to add notes on the plans explaining special situations or items which are not readily apparent and that would influence the proposed design. The following sheets and information will be reviewed for quality assurance at this submission. The information is intended to be a guideline and not limited to the following. The Town may request additional information.

Title Sheet – Information on the title sheet should include the following:

- Project numbers
- Project location map including north arrow and scale
- Description of project work type
- Signature block
- TDEC Permit Numbers
- Utility providers list with name of contact, address, phone number(s).
- Sheet index

Standard Details – These should only show basic configuration and design features. This will typically include the following:

- Lane and shoulder widths
- Construction centerline
- Cross slopes
- Curbs
- Side slopes
- Shoulder configurations if warranted
- Retaining walls, culverts, and bridges if warranted
- Ditches
- Sidewalk locations and widths if proposed

Overall Plan Sheet – Include an Overall Plan sheet for projects to show an overall view of the project at a scale that is no smaller than 1-inch = 200-ft.

Plan and Profile Sheets - Elevations and grades of ditches are to be shown so that accurate right-of-way requirements can be determined. The plan and profile sheets typically shall include the following:

- Horizontal scale: 1-inch = 50-ft.
- Vertical scale: 1-inch = 5-ft. or 1-inch = 10-ft.
- Horizontal alignment (e.g., horizontal curve data, PC, PI, PT, bearings)

- Vertical alignment
- Alignment controlling features (e.g., high-water levels, existing cross streets and bridges, regulated drains, drainage structures, railroads, traffic maintenance considerations, cemeteries, historical buildings, parks, etc.)
- Drainage details, e.g., ditches, culverts, etc.
- Project limits
- Drainage features (e.g. pipe structures, ditch grades, inlets for storm-sewer trunk line designs, etc.)
- Public street approach and drive locations
- Construction limits
- Proposed right-of-way and construction easements
- Approximate roadside barrier locations
- The plan and profile sheets should reflect correct structure notations

Grading & Drainage Sheets – The grading & drainage sheets typically shall include the following:

- Existing contours; 2-ft contour interval
- Proposed contours; 2-ft contour interval
- Drainage and EPSC, sodding, rip-rap and sodded ditch locations
- Items to be removed or demolition items are noted
- Permanent and temporary erosion prevention and sediment control (EPSC) measures
- Notes for grading, drainage and EPSC
- The grading plan shall show the grading within the ROW, adjacent to the ROW and all lot areas to be graded
- Locate all streams and TDEC stream buffers
- Show the location, dimensions, and elevation of any part of the subdivision within a flood prone area, existing or proposed structures of building sites, fill, storage of materials and flood proofing measures, as specified in these Subdivision Regulations, and the relationship of the above to the location of the stream channel, floodway, floodway fringe, the regulatory flood elevation, and the regulatory flood protection elevation
- The water elevations of adjoining lakes or streams and the approximate high and low-water elevations of such lakes and streams shall be shown. All elevations shall be referred to the U.S.G.S. datum plane

Drainage Structure & Pipe Data Table – The information to be included in the structure data table is as follows:

- Location
- Size
- Type
- Elevations and grades
- Pipe lengths and slope
- Type of headwall

Cross-sections – The Town may require cross-sections to depict or provide more detailed information.

Detail Sheets – The proposed layouts typically shall be included as follows:

- Turning movements and turn lanes
- Pavement markings
- Signage, including sign structures

- Retaining walls
- Drainage structures
- Superelevation transition diagrams
- Plans for temporary erosion control, traffic maintenance details, and traffic design elements (e.g., intersections, signals, signing and lighting).
- Signals
- Lighting
- Quantity lists (Can be provided separately to the Building & Zoning Office (in written tabular format. Preferred to be in Excel format; provide digital copy)

Traffic Maintenance Details – The proposed traffic maintenance scheme and phasing is to be outlined when required by the Coopertown Municipal Planning Commission.

Construction Traffic Details – The proposed construction traffic routing, scheme and phasing is to be outlined to include the location of proposed temporary construction streets when required by the Coopertown Municipal Planning Commission.

2.5 – Submission

The following represents the minimum required for construction drawing submission to the Enforcing Officer. When submitting the documents for review, provide the following:

- (1) Letter of Transmittal – this will include the date of submittal, contact information of the consultants and developer (names, addresses, phones #, email), project information, and a listing of submitted items.
- (2) Indicate the number of sets of construction plans submitted. Plans (full-size plan sheets) and documents are to be securely bound. The plans shall be sealed and dated by a TN registered professional engineer.
- (3) Indicate the number sets of supporting engineering drainage calculations and other calculations sealed and dated by a TN registered professional engineer.

NOTE: Additional items may be requested by the Coopertown Municipal Planning Commission or the Enforcing Officer as each project can present unique development and design issues that will need to be specifically addressed.

2.6 - Revision of Plans

Should, prior to, or during construction, necessary changes be needed that would in the opinion of the Enforcing Officer constitute significant revision of the plans already approved by the Town, said plans shall be revised with said changes shown and resubmitted along with a letter stating why such changes are believed necessary. Changes deemed to be minor in nature by the Enforcing Officer may be made during construction with the changes noted for inclusion in the "as-built" drawings to be submitted to the Town prior to final acceptance.

The Enforcing Officer may have the right to re-review the portion of the set of Plans that are affected by the proposed revision.

3. STREET DESIGN

3.1 Standards for Design

The purpose of this chapter is to present the criteria and guidelines for the design of subdivision and development streets and other related elements in the street right-of-way. It is to be used by Developers and their engineers in the design of subdivision and development streets for which approval by the Coopertown Municipal Planning Commission is required.

3.1.1 General

All design drawings and support data submitted to the Enforcing Officer for approval must be sealed and signed by a registered Professional Engineer, licensed to practice in the State of Tennessee.

The design criteria, as presented, are intended to aid in preparation of plans and specifications and include minimum standards where applicable. Design of streets are to be designed based upon the TDOT Roadway Design Guidelines (latest edition) unless otherwise noted in these specifications. For items not addressed in the TDOT guidelines, the AASHTO “A Policy on Geometric Design of Highways and Roads” (hereinafter referred to as the “Green Book”, latest edition) should be consulted for guidance. Where conflicts exist or interpretations are required, the Enforcing Officer may make the final determination.

3.1.2 Location and Layout of New Streets

The location and layout of new streets shall be as identified in the Major Thoroughfare Plan, Subdivision Regulations and Zoning Ordinance. Streets not identified in the Major Thoroughfare Plan shall meet the needs of the specific development and satisfy all other specific requirements of this chapter.

The street layout for all subdivisions should be designed to ensure connectivity, enhance general circulation and to provide secondary points for emergency access. They shall also provide safe, efficient, and convenient access within and between developments. Certain streets may need to be extended to property boundaries to provide for the future logical extension of the street through adjacent properties. For street(s) located within or adjacent to a development, the proposed development shall continue the street to a termination point acceptable to the Planning Commission.

A major component in street layout is neighborhood traffic safety. This is an essential transportation issue in the Town. Streets should be designed to limit excessive traffic speeds and volumes in neighborhoods and provide for safe travel for all modes of transportation.

3.1.3 Traffic Impact Analysis

As a part of the development approval process, the Planning Commission may require, at no cost to the Town, a Traffic Impact Analysis (TIA) to be prepared in accordance with industry standards.

3.1.4 Connectivity

Developments shall achieve internal street connectivity by providing multiple connections to the existing Town street network.

3.1.5 Traffic Control Devices

All signs, markings, signals and other traffic control devices used on streets in the Town shall be designed, installed and used in conformance with the State of Tennessee edition of the Manual on Uniform Traffic Control Devices (MUTCD), latest revision.

3.2 Street Classification and Right-of-Way

3.2.1 General

Listed below are the classifications of public streets used in the Town. These classifications primarily provide different levels of emphasis in regard to traffic movement versus direct access to property. Transportation improvements developed in accordance with the street classification system should help to discourage through traffic from using local neighborhood streets, and local traffic from congesting regional travel facilities. This should not only improve the efficiency of the transportation system in the Town but will also maintain the livability of its neighborhoods.

The Town Major Thoroughfare Plan specifically identifies, Arterials and Collectors in the Town. Streets without one of these classifications shall normally be considered a Local street. However, the Enforcing Officer shall have the authority to verify all street classifications for the purpose of applying street design standards or establishing design criteria for any new street.

3.2.2 Street Classifications

(1) Arterial Streets

Arterial streets are intended to primarily serve moderate to high traffic speeds and volumes within and through the Town. Arterial streets may provide some access to abutting property, but only as it is incidental to the primary functional responsibility of travel service for major traffic movements. Such streets are used to handle high traffic speeds and volumes. These street classifications emphasize traffic movement while restricting private access to adjacent land. All freeways and expressways in the Town are anticipated to be owned and designed by the Tennessee Department of Transportation (TDOT). Arterial Streets collect and distribute higher volumes of traffic from collector streets and provide connections to state and inter-state roadways. Arterials are not appropriate for the residential hierarchy but are listed herein to identify this roadway classification which an applicant may be responsible for providing and/or constructing in whole or part and incorporating into their project. Arterial Streets shall be designed to have no residential lots fronting directly on them. The typical section and pavement thickness to be used shall be as determined by the Town, this shall include right-of-way width required for the Arterial Street.

(2) Collector Streets

Collector streets are intended to primarily serve slow to moderate traffic speeds and volumes and to distribute traffic from the arterials throughout the Town to other collectors, arterials and local streets. Collector streets should provide both land access service and traffic circulation within residential neighborhoods and commercial and industrial areas. The collector street provides limited access to individual properties and collects and distributes neighborhood traffic from residential streets to arterial streets. Collector Streets shall be designed to have no residential lots fronting directly on them. Should the Planning Commission find justification to permit access from lots to a Collector Street, only lots having frontages of one hundred (100) feet or more may front Collector Streets in order for those lots to be able to provide for internal lot areas for turnaround area so that vehicles will not have to back onto Collector Streets.

(3) Local Streets

Local streets are intended to primarily serve slower speeds and volumes and to provide access to abutting lands and connections to the higher street classifications. Local streets are to be planned so that future development expansion will not require the conversion of local streets to collector or arterial streets. Local streets may be commercial/industrial or residential depending upon the type and extent of the development and zoning they serve. Local streets may be terminated by a “cul-de-

sac” where necessary due to topographic or other constraints. The local street provides for neighborhood circulation and may carry neighborhood traffic and through movements.

(4) Access Lane

A residential access lane is a looped street that provides access to abutting properties. It shall be designed to carry no more traffic than that generated by those properties that gain direct access from the street. Each access lane shall be designed to serve no more than a total of ten (10) single-family dwellings. All access shall be from one side of the street only. Both ends of a loop street, however, must intersect the same street and be laid out to discourage through traffic. A frontage street access lane may be considered by the Planning Commission for non-residential and multi-family uses.

(5) Alleys

Alleys may be required where appropriate in all commercial and industrial districts. Alleys are appropriate in residential districts to improve lot access, reduce the number of driveway access points and the frequency of driveways entering public or private streets. The sidewalk will not change elevation as it crosses the alley throat, but rather the alley will rise up to the sidewalk level and then ramp down to the street level. The sidewalk details of width and elevation shall be maintained through the alley pavement.

(6) Private Streets

Private streets will only be allowed as permitted by the Zoning Ordinance and these Subdivision Regulations.

(7) Existing Streets

Each street abutting or affecting the design of a subdivision or land development that is not already classified on the Major Thoroughfare Plan shall be classified according to its function, design and use by the Planning Commission during the plan review process. The classification of existing streets shall include the classifications listed above and may also include classifications of higher order as determined by the adopted Major Thoroughfare Plan.

3.2.3 Typical Details

Typical features and dimensions are illustrated in the standard details. If not provided herein, they shall be as approved by the Coopertown Municipal Planning Commission.

3.2.4 – Right-of-Way and Easements

(1) Right-of-Way

Minimum right-of-way widths shall be per the Standard Details. Topography, special design features and other factors may require widths greater than this minimum. The Coopertown Municipal Planning Commission shall have final review with determination of any additional right-of-way that is required for the design of a specific street segment.

(2) Easements

The following types of easements may be required by the Town. The first type is a Public Utility and Drainage Easement (PUDE) that shall be approved for use by the Coopertown Municipal Planning Commission on a case-by-case basis. The second type is a Temporary Construction Easement (TCE) that may be used to provide adequate construction area in the construction of a street project. A third type is a Slope Easement (SE) that provides for slopes between the street right-of-way and adjacent property. A fourth type is an Access Easement (AE) that allows multiple

users of an access to the street. A fifth type is a Permanent Drainage Easement (PDE) for drainage purposes only.

(3) Improvements in Right-of-Way

It is the policy of the Town to place all permanent public streets and street related features in public street right-of-way, with fee simple ownership by the Town.

(4) Additional Right-of-Way Widths on Existing Streets

Developments that adjoin existing streets shall dedicate additional fee simple right-of-way, where necessary, to meet the minimum requirements for the street classification of the existing street, or other dimensions as required by the Coopertown Municipal Planning Commission. This dedication shall be as follows:

- (a) The entire right-of-way for the required street classification shall be provided where the development is on both sides of the existing street.
- (b) When the development is located on only one side of the existing street, one half (1/2) of the required width of the right-of-way, measured from the center line of the existing street right-of-way shall be provided.

(5) Dedication Process

The dedication of right-of-way and easements for street purposes shall normally occur through the platting process. When dedications are required outside the platting process, they shall be dedicated in a manner and format recommended by the Town and Town Attorney and as approved by the Board of Mayor and Alderman.

3.3 Design Criteria

The design criteria apply to all streets that are required to be designed and constructed to Town subdivision street standards and specifications. The Coopertown Municipal Planning Commission, in consultation with other Town departments and State agencies, may allow modifications to the design criteria.

The Coopertown Municipal Planning Commission is authorized to require studies or other pertinent information to be provided by the Developer to help support or validate the modification request, at no cost to the Town.

Streets are to be designed in accordance with the design speeds specified for each street classification and as summarized in Table 3-1.

TABLE 3-1 GENERAL DESIGN STANDARDS	<u>RESIDENTIAL STREET</u>	<u>NON-RESIDENTIAL STREET</u>
<u>Design Speed (MPH)</u>		
Access Lane	15	20
Local Street	30	*
Collector Street	40	40
Arterial	*	*
<u>Percentage Grade - Maximum</u>		
Access Lane	14 %	*
Local Street	12 %	7%
Collector Street	7%	7%
Arterial	*	*
Horizontal & Vertical Curves are to be designed as per AASHTO standards for various design speeds and slopes with the minimum design parameters.		
<u>“K” values for Vertical Curves - Minimum</u>		
Access Lane	(Crest: 7) (Sag: 17)	*
Local Street	(Crest: 19) (Sag: 37)	*
Collector Street	(Crest: 44) (Sag: 64)	(Crest: 44) (Sag: 64)
Arterial	*	*
<u>Percentage Grade All Streets Minimum</u>		
	1%	1%
<u>Super-Elevation (foot/foot) - Maximum</u>		
	0.08	0.08
<u>Tangent Between Reverse Curves (feet) and at Intersections - Minimum</u>		
Access Lane	50	*
Local Street	100	*
Collector Street	150	200
Arterial	*	*
<u>Stopping Sight Distances (in feet) - Minimum</u>		
Access Lane	NA	NA
Local Street	200	250
Collector Street	250	300
Arterial	*	*
<u>Sight Distances (in feet) - Minimum</u>		
Access Lane	*	*
Local Street	150	200
Collector Street	200	300
Arterial	*	*
<u>Radius of Return at Intersections - Minimum</u>		
At Right-of-Way	25 ft.	40 ft.
At Pavement	30 ft.	45 ft.
<u>Grade at Intersections – Maximum from Edge of Pavement (E.O.P.)</u>		
Access Lane	6%	6%
Local Street (for 50 ft. from E.O.P.)	5 %	3 %
Collector (for 100 ft. from E.O.P.)	3%	3%
Collector	3%	3%
Arterial	*	*
* = As determined by the Major Thoroughfare Plan and the Planning Commission		
<u>Pavement Crown:</u> The paved surface shall slope downward from the centerline of the street outward to the edge of the paved surface on each side at a rate of two (2) percent. This slope shall be created at the subgrade elevation and continued through the final surface course pavement.		

3.3.1 - Design Speed

The minimum design speed used in street design shall be in accordance with Table 3-1.

3.3.2 Street and Lane Widths

Refer to the details provided in these Subdivision Regulations and standards.

3.3.3 Special Street Configurations

(1) Cul-de-Sacs

- (a) Permanent cul-de-sacs shall not exceed 1500 feet in length unless approved by the Planning Commission. Cul-de-sac lengths shall be measured from the nearest 3-way or 4-way intersection. A permanent cul-de-sac shall provide access to no more than 20 single family residential lots.
- (b) Design Requirements: Cul-de-sac streets shall terminate in a circular turn around having a right-of-way radius of at least 50 feet, and a paved radius of at least 42 feet at its outside edge, unless otherwise required by the Fire Chief.
- (c) Temporary Cul-de-Sac: Where a development is being implemented by sections, a temporary cul-de-sac may be used if the overall development plan allows the cul-de-sac to be eliminated at final build out of the development. The temporary cul-de-sac must be constructed to permanent street standards and shall be provided within a temporary easement. The temporary easement will be automatically abandoned upon the continuation of the street and removal of the portion of the cul-de-sac that is outside of the required street width detail. The easement radius shall be a minimum of 50 feet. A performance security must be posted for the amount of required paving. A sign must be provided at the end of the temporary cul-de-sac noting that the street will be extended in the future. The Coopertown Municipal Planning Commission's preference is to locate the temporary cul-de-sac within the future phase.
- (d) Cul-de-Sac Medians: A center median island may be permitted by the Coopertown Municipal Planning Commission where it can be demonstrated that all routine service vehicles and emergency vehicles can be readily accommodated to the satisfaction of the Town emergency management agency and school system. Any median shall become part of the development open space common area and maintained by the Homeowners Association.

(2) Eyebrows

- (a) Where Allowed: Eyebrows shall be permitted only on Local Streets. They may only be used in tangent sections.
- (b) Design Requirements: Eyebrows shall be a minimum of twenty-five (25) feet in length and a maximum of fifty (50) feet measured along the flow-line. Lengths exceeding fifty (50) feet shall incorporate an island or median as approved by the Coopertown Municipal Planning Commission. Designs that require backing maneuvers for vehicles will be prohibited. Any island or median shall become part of the development open space common area and maintained by the Homeowners Association.

(3) Dead-End Streets

- (a) Where Allowed: Permanent dead-end streets without cul-de-sac designs are prohibited.
- (b) "Stub" Streets: Temporary dead-end "stub" streets (without temporary cul-de-sacs) will only be permitted on Local Streets and at the discretion of the Coopertown Municipal Planning Commission. On residential local streets, "stub" streets shall not be longer than one residential lot.
- (c) Temporary Turnaround: At locations where a planned through street is approved to be

temporarily terminated and is longer than one residential lot, a temporary turnaround shall be constructed. The temporary turnaround shall be located within the future phase unless otherwise approved by the Coopertown Municipal Planning Commission's. If the Temporary Turnaround is constructed within a future phase, the entire turnaround is to be built within a temporary easement. If the Temporary Turnaround is to be constructed within a recorded section of the subdivision, the street stem (i.e. 50-ft wide) shall be dedicated as Street ROW and an additional temporary easement shall be provided for the remainder of the bulb. In either case, the temporary easement shall be included on the Final Plat with a note stating: "The temporary easement is established for the street turnaround and shall be abandoned upon extension, removal of the portion of the cul-de-sac that is outside of the required street width detail and dedication of the street extension".

- (d) Signs Required: A sign must be provided at the temporary street end noting that the street will be extended in the future. Signing for temporary, dead-end streets shall be in accordance with the requirements of Chapter 7, Traffic Signs and Markings.

3.3.4 - Horizontal Alignment

The design of horizontal curves in street design should be based on an appropriate relationship between design speed and curvature and on their joint relationships with super-elevation and side friction. On Arterial and Collector streets, curve radii and tangents shall be as large as possible using the minimums only where necessary. Refer to Table 3-1 for design standards.

- (1) Horizontal Curves on Vertical Curves For driver safety, horizontal curves shall not begin near the top of a crest vertical curve nor near the bottom of a sag vertical curve.
- (2) Sight Distance on Horizontal Curves:
Where there are sight obstructions on the inside of curves or the inside of the median lane on divided streets, the designer will need to adjust the cross-section elements or change the alignment if removal of the obstruction is impractical to provide adequate sight distance.
- (3) Coefficient of Friction The coefficient of friction shall conform to the values in the TDOT Standards or AASHTO Green Book, as appropriate.
- (4) Off-Site Design Centerline, Flow-lines and Cross-sections:
To assure that future street improvements will meet these Standards, the centerline, flow-line, and cross-sections of all streets, except permanent cul-de-sacs, shall be continued for 200 feet beyond the proposed construction.
- (5) Joining Existing Improvements Connection with existing streets shall be made to match the existing alignment grade of the existing improvements, in accordance with horizontal and vertical alignment criteria.
- (6) Cross Slope: The cross slope shown on the Standard Details shall apply to the base stone as well as the pavement courses. The Town may require verification by survey if the Town deems necessary to obtain compliance.

Cross Slope for Street Modifications: When widening an existing street or adding turn lanes to an existing street the maximum cross slope shall be 3%. When providing asphalt overlays the maximum cross slope shall be 4%. The resulting cross slope of the widened portion shall be within the limits stated above and the new Cross Slope shall be no less than the existing cross slope. Alternatively, the existing pavement may be removed and re-profiled to comply with these Standards.

3.3.5 - Vertical Alignment

The design of vertical curves in street design should be simple in application and should result in a design that is safe and comfortable in operation, pleasing in appearance and adequate for drainage.

- (1) Maximum and Minimum Grades for Streets The maximum and minimum grades for specific street classifications are shown in Table 3-1.
- (2) Requirements for Using Vertical Curves:
Both centerlines and the curb and/or gutter flow-lines shall be designed with vertical curves to meet AASHTO Green Book requirements. A series of grade breaks may be used in lieu of a specified vertical curve as long as the series of breaks meet the vertical curve criteria in these Standards for the design speed. In sag curves on flow line, the minimum grade requirement shall override the slope within the vertical curve.
- (3) Joining Existing Improvements Connection with existing streets shall be made to match the existing grade of the existing streets, in accordance with vertical and horizontal alignment criteria (grade breaks shall not exceed allowable).
- (4) Vertical Clearance:
Vertical clearance above a street shall be a minimum of fourteen and three-tenths (14.3) feet unless the street is designated as a truck route, then the minimum vertical clearance shall be sixteen and one-half (16.5) feet. The Enforcing Officer may require greater clearance when considered necessary to meet future street operation requirements.
- (5) Off-Site Continuance of Grade and Ground Lines:
To assure that future street improvements will meet these Standards the grade and ground lines of all local and collector streets, except cul-de-sacs, shall be continued for a minimum of 200 feet beyond the proposed construction.

3.3.6 Sight Distance

- (1) General:
The design of the streets shall provide sight distance, as required, for Stopping Sight Distance in Table 3.1.
- (2) Criteria for Measuring Sight Distance:
For sight distance calculations, the height of the driver's eye shall be assumed to be 3.5-feet above the street's surface. For stopping sight distance calculations, the height of an object shall be assumed to be 2.0-feet above the street surface. For intersection sight distance calculations, the height of the intersecting vehicle shall be assumed to be 3.5-feet above the surface of the intersecting street. The designer shall consider the impacts of grades and vertical curvature in calculating sight distance.
- (3) Sight Obstructions:
Any object within a sight distance triangle more than twenty-four (24) inches above the flow-line elevation of the adjacent street shall constitute a sight obstruction and shall be removed or lowered. Such objects include but are not limited to berms, buildings, parked vehicles on private property, cut slopes, hedges, trees, shrubs, mailbox clusters, utility cabinets or tall crops. In no case shall any permanent object encroach into the line-of-sight of any part of the sight distance triangle. Street trees within the sight distance easement may be excepted from this requirement if pruned up to eight (8) feet, and the trunks at maturity do not collectively hinder sight lines as determined by the Town.

Street intersections shall be designed so that adequate sight distance is provided along all streets. The required sight distance shall be determined by the design speed and grades of the street and the acceleration rate of an average vehicle. In addition, for all streets that intersect with Arterial

and Collector streets, the sight distance must be large enough to allow a vehicle to enter the street and accelerate to the average running speed without interfering with the traffic flow on the Arterial or Collector Street. Intersection sight distance is generally determined based on the different types of traffic control at an intersection. In most cases sight distance triangles will be required as described below. The different situations, or cases, that must be considered are defined in the following discussion.

(4) Sight Distance Easements:

All sight distance easements must be shown on the street plan/profile plans. All necessary sight distances must be within the public right-of-way or a sight distance easement dedicated to the Town. When the line of sight crosses onto private property, a "Sight Distance Easement" shall be dedicated to providing the required clear sight distance. Terms of the easement shall be shown on the Final Plat. The condition causing the need for sight distance easement shall be eliminated by design measures if at all possible.

3.3.7 Lane Transitions - Lane transitions are to be designed to AASHTO standards.

3.3.8 Intersections

(1) Spacing of Intersections:

Street jogs and/or intersections on minor collector and local streets of less than 200 feet shall not be allowed, except where both intersecting streets are cul-de-sacs in which case the street jogs with centerline offsets of less than one hundred and 125 feet shall not be allowed.

(2) Lane Alignment:

All lanes shall be in alignment through each intersection. Should a shift of greater than 2-feet be allowed, special markings and signs may be required to support that shift design.

(3) Angle of Intersection:

Crossing streets should intersect at 90 degrees whenever possible. In no case shall they intersect at less than eighty 80 degrees or more than 100 degrees.

Curb Returns

- (4) Radii of Curb Returns: The corner radii at street intersections shall meet the following minimum requirements unless otherwise approved or required by the Enforcing Officer. For curb returns on a State Highway, TDOT's curb radii requirements shall supersede these requirements. At street intersections in residential areas, the minimum radius of curb return shall be 35 feet. In industrial and commercial areas, and when a residential street intersects with a non-residential street, the minimum curb return radius shall be 40 feet. The minimum radius at the property line at intersections shall be 25 feet. Where the angle of the street intersection is less than 90 degrees, the Enforcing Officer may require greater radii.

3.3.9 – Curbs & Gutters, Shoulders and Ditches, Driveways within the ROW

(1) Mountable Curb and Gutter:

The mountable curb section shall be in accordance with the Standard Drawings. All new streets shall be constructed using mountable curb. A vertical curb and gutter may be used at the Developer's option.

(2) Shoulders:

However, in extenuating circumstances, shoulders may be allowed by the Town on a case by case basis. Where authorized, they shall be provided in addition to the elements shown on the Standard Drawings.

(3) Streetside Ditches:

- (a) Location: Ditches are not allowed in the Town for new development or subdivision streets. Where the Town approves a street section developed without curbs (and with streetside drainage ditches), the design must complete the ditch construction with the installation of sod or other approved erosion control blanket within the ditch area.
- (b) Ditch Profile: The profile grade of the ditch shall be maintained at a minimum slope of one (1.0) percent and a maximum slope of five (5.0) percent. The side slopes of the ditches outside of the right-of-way shall not be steeper than 3H:1V and meet any specific criteria of the drainage study.
- (c) Ditch Slope: The slope and capacity of any streetside ditches shall be maintained in any areas that driveways cross the ditch. Each site is required to provide a concrete pipe, a minimum of 18 inches in diameter, calculated to meet capacity and strength requirements of the drainage study. The pipe shall be designed by the developer's engineer to have no less than 12 inches of cover over the pipe. All portions of the driveway within the right-of-way shall be paved with concrete or asphalt.
- (d) Ditch Maintenance: All ditches shall be maintained, repaired and re-vegetated initially and repeatedly until the Town accepts the street.

(4) Driveways within the Public street Right-of-Way:

All portions of a driveway within a public right-of-way shall be paved with concrete or asphalt. Gravel or DBST are not acceptable. This applies to any driveway added to any development or subdivision. This applies to construction by the Developer, Home Builder or Homeowner.

4. STREET CONSTRUCTION

4.1 Overview

This Section includes all clearing and grubbing, stripping topsoil, excavation, undercutting, embankment, trench excavation, backfilling and testing required for construction of Town streets within the Town. Earthwork embankments and excavations shall be constructed in close conformance with the lines, grades and typical cross-sections shown on the approved plans. Demolition of structures and other obstructions and abandonment plans are to be addressed in the construction plans. For all earthwork operations, the Developer/Contractor will be required to assist and/or provide for observations and testing. See Chapter 1 for additional testing and inspection requirements.

4.2 Reference Specifications

Unless modified by these specifications, all earthwork materials and construction requirements shall conform to the “Standard Specifications for Road and Bridge Construction” published by the Tennessee Department of Transportation (TDOT) (latest edition), hereafter referred to as the “Standard Specifications”.

4.3 Permits & Fees

Refer to Chapter 1 for additional requirements.

Any work performed, including placement of fill, prior to permit and proper notification to the Town will be removed and replaced in accordance with the Subdivision Regulations.

4.4 Soil Erosion/Sediment Control

All projects requiring disturbance of land will require the design of a site-specific erosion prevention and sediment control (EPSC) plan. As a minimum, the plan shall provide for the temporary sediment control measures, designed to control runoff from a 2 year, 24 hour storm or greater if required by TDEC.

4.4.1 Stormwater Permits

All project erosion prevention and sediment control measures shall comply with TDEC Permits and TDEC’s Best Management Practice Manual. BMP’s available from other Municipal or County stormwater programs are available for additional guidelines. All erosion prevention and sediment control measures shown on the approved plans shall be in place prior to commencing land disturbance activities.

4.4.2 Other Permits

The Contractor and/or Developer are responsible for obtaining all permits required by other agencies and/or government entities having jurisdiction including but not limited to Tennessee Department of Environment and Conservation (TDEC), US Army Corp of Engineers and the Tennessee Valley Authority.

4.5 Utility Coordination

Locating & protecting existing utilities and coordinating with utility providers is the responsibility of the developer, the developer’s contractor, and their agents. Tennessee’s One-Call utility location service shall be utilized in addition to coordination with local utility owners. The Contractor shall at all times protect existing utilities. The Town shall not be responsible for damage to existing utilities, streets and property, and the Town’s approval of the construction plans shall not be used as a defense by the developer or contractor. The Contractor and/or Developer are responsible for obtaining approvals and paying any fees or charges required by any utility.

4.6 Clearing and Grubbing

Before grading is started, the entire street right-of-way including side slopes shall be cleared of all objectionable matter, such as trees, stumps, roots, weeds, heavy vegetation, etc. Clearing outside of the street right-of-way shall be confined to the clearing limits shown on the approved construction plans.

4.6.1 Tree Protection

Living trees with drip lines located beyond the construction lines are to remain undisturbed and protected by the Contractor. The Developer will be responsible for establishing the lines of construction clearing in accordance with the above requirements.

4.6.2 Burning Permit

Burning of cleared vegetation and perishable debris must be coordinated and approved by the appropriate Local and State agencies.

4.6.3 Debris Removal

Unless otherwise approved, all debris (i.e. cleared trees, brush, fences, building materials, etc.) shall be removed from the right-of-way, out of view from the street, and shall not be buried or otherwise become part of the street subsurface or lot areas. Cleared materials from the Developer's property shall be legally disposed of.

4.7 Excavation

Excavation within the right-of-way includes stripping topsoil, grading of the street and required improvements, borrow material, blasting, channel excavation, rock excavation, undercutting and establishing an acceptable subgrade. Excavation shall be performed in close conformance to the lines, grades, side slopes and typical cross-sections of the approved construction plans.

4.7.1 Property Protection

Excavation shall be performed in a safe and orderly manner with due consideration given to protection of adjoining property and trees outside the clear lines. Approved erosion control measures shall be installed and regularly maintained to ensure protection of adjacent properties. Excavated material when required shall be stockpiled in such a manner as to not obstruct streets, driveways or other access points.

4.7.2 Safety

All excavation shall comply with OSHA's "Construction Industry Standards" as well as all applicable Federal and State regulations. Open excavations and cut slopes shall be protected by suitable means to protect workers, inspectors and other pedestrians having access to the site.

4.7.3 Structure Excavation

Excavation for bridges, culverts and pipes shall be in accordance with the TDOT Standard Specifications. Excess rock excavation below foundation elevations shall be filled with leveling concrete. Excess rock excavation below the elevation of the bottom of the pipe bedding, cradle or encasement shall be filled with material of the same type and placed and compacted in the same manner as the bedding material.

4.7.4 Channel Excavation

Excavation within waterways will require approved permits prior to commencing operations, and the equipment shall be kept out of the waterway to the greatest extent possible.

4.7.5 Blasting

Rock excavation requiring blasting shall be performed in accordance with all State requirements. Blasting operations shall be performed only by experienced, licensed blasting Contractors. Blast areas shall be protected with mats or earth overburden to prevent flying debris. When blasting near public areas or motorists, blast zones are to be set up with proper signing and flagmen to secure the blast area prior to detonating explosives. The Contractor shall be responsible for all damages and shall repair or replace any and all damages at no expense to the Town. A pre-blast survey and blasting monitoring is required by the Town. The Contractor and Developer are responsible for making sure these items are accomplished.

4.8 Subgrade Stabilization (Amended by Resolution SR 2026-003, March 16, 2026)

After grading and excavation, the Contractor shall conduct the appropriate subgrade evaluation tests, such as proof-rolling, to verify the stability of the subgrade. If areas of weak or soft soil are encountered, the subgrade must be improved to provide a stable foundation for pavement construction.

Vehicles for proof-rolling shall be tandem axle dump trucks fully loaded with a minimum material payload of 23 tons. Please refer to section 1.7.3 for more detail. Areas of severe failure during the proof rolling may require the opinion of a geotechnical engineer from the testing firm hired by the Developer.

The Contractor will need to determine the appropriate subgrade stabilization method- undercutting and backfilling, mechanical stabilization, or chemical stabilization- to accomplish the 99% dry density maximum density (ASTM D698). The Developer's Contractor may use any of these three subgrade stabilization methods during construction. However, the Developer's Consulting Engineer may prescribe a chemical or mechanical solution as part of the final construction drawings to address poor subgrade conditions that exist within the subdivision or development site. The selection of subgrade stabilization methods generally depends on the following conditions:

- a) Undercutting and Backfilling
 - (1) Where unsuitable soils are shallow and localized in extent.
 - a. Unsuitable material – organic matter, tree roots, debris, construction waste, etc.
- b) Mechanically Stabilization with Geogrids
 - (1) Recommended for moderately weak soils (when N60L is less than 6).
 - (2) Suitable where rapid installation is desired.
- c) Chemical Stabilization
 - (1) Used in high-plasticity clay soil or areas where undercutting is not feasible.

4.8.1 Undercutting

When unsuitable material to include but not limited to, tree roots, trash, concrete and asphalt fragments or soft organic or plastic clays are encountered in the subgrade, the area shall be undercut and backfilled with suitable material which is discussed in Section 4.8 (c) The Contractor and the Developer are responsible for executing required undercutting and re-establishing the subgrade to the satisfaction of the Town. The Developer and the Contractor will need to address these matters within their private contract. The Developer and Contractor shall address how undercutting will be accomplished prior to commencing construction.

a) Limits of Undercutting

Areas and depths of undercutting required for existing streets will be determined by Town officials during inspections of subgrade or street fill construction and for final acceptance of Town streets. The extent of undercut areas shall primarily be determined by proof-rolling the subgrade and marking the areas of distress with marking paint or other means.

b) Backfill for Undercutting

Any backfill placed without observation and documentation by the testing firm is subject to removal and replacement. No fill is ever to be placed on surfaces with standing water or frozen material. Any fill, regardless of the fill material to be placed, which is less than 2 ft. deep, shall be placed in lifts no greater than 8" and the particle size shall not exceed 8". The backfill material identified must be based on site-specific conditions, design requirements, and characteristically known for its stability and good compaction properties. Please refer to Section 1.7.3 for all field-testing activities.

Cuts or undercutting in the street shall be backfilled with

- (1) Soils: Fill material comprised of soils with less than 20% rock content must be placed in 8" compacted lifts, with the compaction effort being made by a sheepsfoot roller or equivalent size tractor. Soil fill shall consist of a fine-grained soil with a UCS designation of ML, CL or CH. The soil shall consist of no more than 5% by weight of organic material and no rocks larger than 4". The plasticity index shall be less than 35 (ASTM D 4318).
- (2) Shot Rock: For backfill sections greater than 10 ft.: Maximum particle size and maximum lift thickness is 36 inches. The top 2 feet of fill should be constructed in the same manner as specified for fill sections less than 10 feet. Fill sections less than 10 ft.: Maximum particle size is 18" and lift thickness should be no more than 24 inches. Larger rocks shall be placed flat and not overlap each other. All shot rock fills shall be placed with at least 6 passes with a fully loaded tandem axle dump truck. Fill lifts should be level and smaller size rocks filling voids.
- (3) Soil & Rock Mixtures:
 - (i) 20-50% Soil/Fine Material:
 1. Maximum particle size should not exceed 12".
 2. Fill shall be placed in lifts no greater than 18".
 3. Upon achieving finished subgrade elevation, the roadways will be proof-rolled in accordance with the same procedure as in section 1.7.
 4. These fills shall be placed with at least 6 passes with a fully loaded tandem axle dump truck.
 - (ii) 50-70% Soils Fine Material:
 1. Maximum particle size should not exceed 6".
 2. Fill shall be placed in lifts no greater than 12".
 3. Upon achieving finished subgrade elevation, the roadways will be proof-rolled in accordance with the same procedure as in section 1.7.
 4. These shall be placed with at least 6 passes with a fully loaded tandem axle dump truck

In any case the Contractor is responsible for placing materials to achieve an acceptable proof-roll or the undercutting operations will be repeated until it is done to the satisfaction of the Town. The testing firm and the City may assess soil/rock combination fill material and adjust the maximum particle size and lift thickness based on the condition of the material and size of the fill.

4.8.2 Mechanical Stabilization

If the Contractor elects to stabilize the subgrade using geogrids with a granular aggregate base, the following requirements and installation procedures next to take place accordingly. Again generally, reinforcement is recommended for moderately weak soils (when N60L is less than 6) or where rapid installation is desired.

a) Geogrid Requirements

The only geogrids that will be allowed in the town of Coopertown, TN are Tensar geogrids. It is recommended that the following grids are used:

- (1) Tensar InterAx
 - a) Tensar InterAx
 - b) NX650
 - c) NX750
 - d) NX850
- (2) Other TENSAR products may be considered with submission of full-scale test data and written approval from the Town.

b) Geogrid Installation with Granular Aggregate Base Material

Please prep the subgrade and compact to design line and levels. After proof-rolling to identify any soft areas.

Do the following when using geogrids:

- (1) If the replacement is ≤ 18 inches, place the geogrid at the bottom of the excavation
- (2) If the replacement is > 18 inches, place the geogrid in the middle of the granular material and a fabric on the bottom of the excavation.
- (3) Use only well-graded and suitable aggregate (top size of 2 to 3 inches) for the replacement material. Determine if the granular material meets the natural filter criteria for the subgrade as follows:

Filter Criteria:

$$\frac{D_{15,subgrade}}{D_{85,aggregate}} \leq 5 \quad \text{criteria 1}$$

$$\frac{D_{50,subgrade}}{D_{50,aggregate}} \leq 25 \quad \text{criteria 2}$$

Where Dxx is the diameter of the soil particle measured in millimeters (mm) at which xx% of the sample is finer by weight.

As an example, for a subgrade that has D15 0.4 mm and the D50 is 7 mm, so:

$$0.4/D_{85,aggregate} \leq 5, \text{ so the } D_{85,aggregate} \geq 0.08 \text{ mm} \quad \text{criteria 1}$$

$$7/D_{50,aggregate} \leq 25, \text{ so the } D_{50,aggregate} \geq 0.28 \text{ mm} \quad \text{criteria 2}$$

Use average gradation values for the subgrade. If both criteria are met, no geotextile fabric is necessary. Otherwise, include a fabric at the bottom of the excavation.

4.8.3 Chemical Stabilization

Chemical stabilization involves mixing lime or cement into the in-place soil to enhance strength and durability. This method is best suited for high-clay-content soils or where deep undercutting is impractical. The engineer will need to use engineering judgement to decide which chemical is the best to use. In general,

- (1) Cement is used on subgrades that have a Plasticity Index (PI) of 20 or less
- (2) Lime is used on subgrades which have a Plasticity Index (PI) of 16 or greater
- (3) Chemical stabilization is not recommended for soils with an N60L < 4
- (4) Avoid chemical stabilization if soil has sulfate content greater than 5,000 ppm due to the risk of expansive chemical reactions

4.8.3.a Minimum Requirements

If the Contractor chooses to apply lime, they must adhere to the specific sections within Tennessee DOT Standard Specifications for Road and Bridge Construction.

For submission quantities and percentages of lime and cement need to be submitted to the Town for review. For projects that are bigger than 40,000 square yards please ensure that the submittal includes a lump sum for materials, engineering work, and laboratory testing.

4.8.3.b Additional Requirements

Chemical stabilization operations shall always maintain a minimum buffer of 250 feet with any occupied building, driveway, parking lot, park, and playground. The Developer or Contractor shall submit a safety plan for review by the Town prior to the commencement of any chemical stabilization operations. The safety plan shall include methods for controlling dust from the chemical stabilization operation and other measures to protect the properties neighboring the development site. Any construction activity where chemical stabilization is being implemented for subgrade stabilization must be carried out in a way that prevents violations of Tennessee's water quality criteria. This means preventing discharges that cause visible solids, deposits, or turbidity that impair the water's usefulness.

4.9 Embankment

Embankment material shall consist of approved soil or rock obtained from on-site excavations or hauled from an acceptable borrow pit area and shall be placed in fill embankments in reasonably close conformance with the lines, grades, side slopes and typical cross-sections shown on the approved plans. All embankments shall be placed in accordance with of the TDOT Standard Specifications.

4.9.1 Soil Materials

All borrow material used shall be of AASHTO M145 classification A-6 or better or of the same classification or better than the predominant soil comprising the street excavation. Borrow material shall be free of organic material and shall not be obtained from wetland areas.

4.9.2 Rock Materials

Embankments comprised of shot rock shall be processed from an acceptable screening and or selection process that produces rock of the required gradation. Rock shall meet soundness requirements for degradable or non-degradable rock under a 60,000 pound roller compactor as stated in the Standard Specifications.

4.9.3 Soil Placement

Embankments comprised of predominantly soil or degradable rock shall be placed in horizontal layers not to exceed ten (10) inches in depth before compaction and each layer shall be compacted to a density not less than 95% of the maximum density. The top six (6) inches of the subgrade in both cut and fill sections shall be compacted to 100% of maximum density. In-place embankment material that pumps under wheel loading of a fully loaded tandem axle dump truck during proof-roll testing shall be undercut and removed. See Undercutting article for additional information.

4.9.4 Rock Placement

Embankments of predominantly non-degradable rock may be placed in three (3) feet thick lifts with no rock more than two (2) feet in thickness. Occasional rocks up to four (4) feet in thickness may be placed in the outer edges of the fill slope. Large rock fill shall be limited to 3-ft below subgrade.

4.10 Underdrains

In addition to stormwater drainage structures and appurtenances, subgrade underdrains may be required by the Town during construction due to site specific subsurface conditions or drainage issues. Underdrains shall consist of free draining crushed stone, 4-inch diameter perforated pipe and filter cloth. All underdrains shall be constructed in accordance with TDOT standard drawing RD-UD-3 for underdrains with pipe and filter cloth.

4.11 Street Damages

Damage to existing or new Streets/subgrade, and structures, utilities, trees, or private property shall be repaired and restored to its original condition by the Contractor due to hauling or otherwise moving equipment, spills of concrete, paint, oil or any other debris which damages the Street or results in cleanup costs for the Town.

4.12 Dust Control

The Contractor/Developer shall sprinkle the Street construction surfaces with water or apply a dust-allaying material when such operations are necessary to prevent a dust nuisance or if directed by a Town representative.

4.13 Final Dressing

Street side slopes and ditches shall be shaped within reasonably close conformity to the specified lines, grades and cross-sections. Ditches shall be fine graded to eliminate areas of ponded water. All rock cuts shall have all loose fragments removed and left in a neat, safe and workmanlike manner.

4.14 Seeding and Sodding

All slopes, ditches and detention ponds shall be stabilized with seeded grass or preferably sod. Stabilizing of disturbed areas shall be accomplished in accordance with the requirements of the Tennessee Department of Environment & Conservation permits, requirements and guidelines. Stabilized areas shall be considered acceptable for final inspection when the seeded or sodded area has an 80 percent or better establishment of grass coverage.

5. PAVEMENT DESIGN AND CONSTRUCTION FOR ROADS, STREETS, AND OTHER FACILITIES (Amended by Resolution SR 2025-013, December 15, 2025)

5.1 Overview

The Contractor and/or Developer shall provide all labor, material, and equipment to furnish and construct all various vehicular roadways, streets, and other pavement structures: driveways, curbs, gutters, and sidewalks. All elements should be reasonably close conformity with the lines, grades, thickness and typical cross-sections shown on the construction standards and specified herein, or as called for on the approved plans and specifications.

The specifications referenced for each material shall fully apply and no deviations from said specification limits or quality will be permitted unless specifically stated otherwise in this Section. The failure of any component of a product to comply with the specifications referred to shall constitute failure of the whole product.

The Contractor and/or Developer shall obtain approval of both the subgrade and the mineral aggregate stone base from a geotechnical engineer and the Town prior to commencing with any asphalt paving operations as described in Section 1.7.

For all paving operations, the Developer and/or Contractor may be required to provide testing from an independent geotechnical firm approved by the Town. See Section 1.7 for additional testing and inspection requirements.

5.2 Requirements

5.2.1 General Criteria

(a) Design Standards

The design criteria and procedures presented follow the TDOT Standard Specifications for Road and Bridge Construction (2021) (TDOT Standard Specifications), The TDOT Pavement Design Manual (2019), and AASHTO (1993).

(b) New Developed Streets

Local residential streets shall conform to Standard Detail ST-1 contained in Appendix B. Collectors, streets in commercial developments, and roads in industrial developments which are not part of the TDOT highway system in commercial and industrial developments shall conform to Standard Detail ST-2.

For newly developed roads within the TDOT network and for the expansion of existing TDOT facilities, the Town requires the Developer to propose a roadway classification (e.g., local, collector) based on anticipated traffic patterns. Pavement structural design shall follow the appropriate traffic loading criteria for the proposed classification, as approved by the Town and TDOT. Where available, Average Daily Traffic (ADT) and Equivalent Single Axle Loads (ESALs) shall be used to determine loading conditions in accordance with TDOT and AASHTO guidelines.

For existing streets to be rehabilitated, the Town may require the Developer to perform testing of the existing pavement structure to determine whether overlay is feasible or if full-depth reconstruction is warranted.

(c) Pavement Type

Streets are to be constructed of asphaltic concrete pavement, base course material, or subbase material (where required), placed on compacted subgrade. Please refer to Standard Details ST-1 and ST-2 for more information for local streets and collectors that are not part of the TDOT network.

(d) Treated Subgrade

The use of treated subgrade or treated base, and/or full depth asphalt pavement may be acceptable when designed and submitted by the professional engineer and approved by the Town in accordance with these standards as well as the TDOT Standard Specifications for Road and Bridge Construction, Sections 302 through 313. See Section 4.8 for additional information regarding subgrade treatment and stabilization.

5.3 Design Criteria

5.3.1 Minimum Pavement Section

Local Residential streets shall conform with Standard Detail ST-1 contained at the end of this appendix.

Collector roads, streets for commercial development, and roads for industrial development which are not part of the TDOT highway network shall conform to Standard Detail ST-2 contained at the end of this appendix.

For new roads within the TDOT network and the expansion (including widening and extension) of existing facilities within the TDOT network, the Developer, or Applicant, shall perform an AASHTO-method pavement design based on subgrade soil properties and the anticipated equivalent single axle loads for a 20-year minimum service life. However, in no case shall the proposed pavement section have a structural number less than the pavement section shown in Standard Detail ST-2. The pavement design should be included in the Developer's, or Applicant's, submittal of concept plans to the Planning Commission but no later than the commencement of the final design and preparation of the construction drawings for the project. This same requirement shall apply to any arterial that is not part of the TDOT network.

5.3.2 Sidewalks and Driveways

Concrete sidewalks and driveways shall be installed per the lines, grades and specifications shown on the construction plans and typical drawings.

- (a) Sidewalks shall be in public rights-of-ways adjoining property lines and generally shall be four (4) inches thick (six (6) inches thick at driveway crossings), with a minimum of four (4) inch compacted crushed limestone leveling base and reinforced with welded wire fabric mesh. A width of five (5) foot minimum is specified.
- (b) Driveway aprons must be six (6) feet measured from the back of curb and a minimum of six (6) inch thick. Curbs at driveway opening must be cut and match with existing curb material

and color. Driveways that cross sidewalks must meet all ADA requirements. Driveway aprons and curb shall be constructed with a TDOT Class “A” concrete mix and reinforced with welded wire fabric mesh.

- (c) Water meter boxes and sewer cleanouts shall not be located within a driveway. All sidewalks, driveways, and median pavement designs shall be in accordance with Section 701, TDOT Standard Specifications unless directed otherwise by the Town.

5.3.3 Special Considerations - Protecting & Rehabilitating/Repairing Existing Streets

On paved surfaces, within public rights-of-way, do not use or operate tractors, bulldozers, off-road trucks or other power-operated equipment, the treads or wheels of which are so shaped as to cut or otherwise damage such surfaces. Damaged roadways shall be repaired to the Town’s satisfaction by the Contractor and/or Developer. Placing mats, steel plates or using other methods of protection may be allowed subject to the approval of the Town and per the Standard Drawings.

Any roadway damaged shall be promptly restored to a condition at least equal to that in which they were found immediately prior to the beginning of operations. Suitable materials and methods shall be used for such restoration. All dirt and mud tracked on existing roadways shall be removed promptly.

Prior to overlaying existing asphalt pavement, the need for overlay or full-depth reconstruction shall be evaluated. The Structural Number (SN) of the existing pavement shall be estimated using the TDOT Pavement Design Manual, in-situ pavement condition assessments, and where applicable, nondestructive testing. These methods may include:

- Falling Weight Deflectometer (FWD) testing,
- Core sampling to determine existing layer thicknesses and material condition,

The Town may require nondestructive testing, such as FWD, to determine the appropriate overlay thickness necessary to bring the roadway into compliance with current subdivision street standards. Additionally, all localized failures such as potholes, utility trench settlement, fatigue cracking, and similar surface imperfections shall be repaired to the Town’s satisfaction before any overlay is placed. The method and format of the data must be acceptable to the Town.

TDOT provides formal methods for determining overlay thickness, overlay design life, and when full pavement reconstruction is required. These should serve as the basis for all rehabilitation recommendations and should be referenced as a design standard for all overlay projects within the Town:

- (i) General - The Contractor is to provide the necessary labor, materials and equipment to restore and maintain the various Street and driveway surfaces of all types, pavement and driveway bases, curbs, curbs and gutters, and sidewalks disturbed, damaged, or demolished during the performance of the work.
- (ii) Permits - Before starting any work, secure the necessary permits to work within the Town or State ROW and easements when surface materials will be disturbed or demolished.
- (iii) Materials - The quality of materials used in the restoration of existing Streets, parking areas and driveways shall produce a finish surface equal to or better than the condition before work began. In general, compacted crushed stone backfill shall be in conformance with TDOT Standard Specifications for Road and Bridge Construction, and the asphalt for a temporary patch shall be hot mix asphalt as specified in the TDOT Pavement Design Manual.

- (iv) Execution - Where trenches have been opened in any roadway or street that is a part of the State of Tennessee highway system, restore surfaces in accordance with the requirements of TDOT. All other restorations shall be made to the satisfaction of the Town and per the Standard Details. ST- 8.

Concrete curbs and/or curbs and gutters shall be restored as required to match existing construction. Replace damaged sections with completely new sections or squares, patching of damaged sections will not be permitted.

When a manhole or valve box frame and cover, or other utility casting, requires adjustment to an elevation one inch or more above the existing pavement grade and is exposed to traffic before final paving is completed, a temporary ramp shall be constructed by feathering a cold mix for 360 degrees around the casting. A taper slope of not less than two feet per one inch shall be used. During the final paving operation, the temporary ramp shall be removed from around the casting to allow for the permanent paving installation.

5.4 Pavement Structure Components

The minimum required pavement structure components are defined in Standard Details ST-1 and ST-2 in Appendix B of the Subdivision Regulations. See Section 5.3.1 for additional directions on this matter. Maintaining a Crown through Construction of All Pavement Layers.

The cross-section crown shall be established during the construction of the subgrade and carried through each subsequent layer of the pavement structure. The subgrade and each subsequent step in roadway paving construction shall have the crown constructed per the standard details. The Town requires the Developer to provide field verification of the crown during construction as described in Section 1.7.

5.5 Installation

The mineral aggregate base shall be constructed in one or more layers with the compacted thickness being that as shown on the approved plans or the construction standards. Prior to the spreading of any mineral aggregate, the subgrade shall be proof rolled with a fully loaded tandem dump truck (or other approved equipment). Any areas which pump will require undercutting, backfill and compaction to specified limits. Additional proof rolling shall be required for all repaired areas. Hauling over material already placed will not be permitted until it has been spread, shaped and compacted to the required density.

For local residential streets, the mineral aggregate base depicted in Standard Drawing ST-1 shall be placed in the following manner:

- First lift placed and compacted to a thickness of 5.75 inches
- Install the cast-in-place curb and gutter
- After the curb and gutter has properly cured, place and compact the remaining 2.25 inches of mineral aggregate base

The eight-inch layer of mineral aggregate base shown in Standard Drawing ST-2 shall be placed and compacted in two lifts of four inches each. For alternative pavement designs that require more than eight inches of mineral aggregate base, the compacted lifts shall not exceed five inches.

Except where mechanical aggregate spreading equipment is used to place the mineral aggregate base material, final shaping of each layer prior to compaction shall be accomplished by motor grader. If mechanical spreading equipment fails to shape the base material properly, final shaping shall be done by motor grader or other approved means.

Immediately following spreading, the mineral aggregate base material shall be shaped to the required degree of uniformity and smoothness and compacted to the required density prior to any appreciable evaporation of surface moisture. Compaction of each layer shall be continuous until the minimum density requirement is achieved. Compacting equipment shall be smooth drum steel wheel vibratory rollers.

The thickness of the completed mineral aggregate base shall be in reasonably close conformity to the thickness shown on the approved plans or as called for by the construction standards. The thickness shall be measured at such frequency as established by the Town by means of test holes or other approved methods. This shall be in addition to proof-rolling to be accomplished with the Town during construction. Any testing shall be at no cost to the Town as described in Section 1.7.

The surface of the finished mineral aggregate base shall be in reasonably close conformity to the lines, grades and cross-sections as shown on the approved plans or construction standards and shall have a satisfactorily smooth riding quality.

Upon completion of the mineral aggregate base, it shall be maintained, under traffic if required, smooth and uniform until covered by the next stage of construction.

The mineral aggregate base, prepared as outlined herein, shall be sprinkled lightly with water to settle any loose dust. The bituminous prime coat shall then be applied uniformly over the surface of the base by the use of an approved bituminous distributor. The prime coat shall be applied at the rate of 0.35 Gal/SY. Any areas containing an excess or deficiency of priming material shall be corrected by the addition of blotter material or bituminous material, as directed by the Town.

The Contractor shall protect all structures and concrete surfaces from the bituminous material during construction. If after the bituminous prime coat has been applied, it fails to penetrate before traffic has to be turned back on the Street, or paving is interrupted overnight, a dry cover material shall be spread at a rate of ten (10) pounds per square yard to prevent damage to the primed surface. An excess of cover material shall be avoided. The cover material shall be applied with suitable spreading devices to prevent the tires of the trucks from running over the fresh bituminous prime coat.

The Contractor shall maintain the prime coat and the surface intact until it has been covered by the next stage of construction. No succeeding stage of construction shall be placed upon the prime coat until it has properly cured.

The asphaltic concrete base course or surface course; bituminous plant mix (Hot Mix); may be placed on properly constructed and accepted subgrade or previously applied layers provided the following conditions are met:

- 1) The subgrade or the surface upon which the hot mix is to be placed shall be free of excessive moisture.
- 2) The Hot Mix shall be placed in accordance with the temperature limitations listed in TDOT Specifications 411 and only when weather conditions otherwise permit the pavement to be properly placed, compacted and finished.

5.6 Testing, Inspection, and Acceptance

If requested by the Town, for pavement installations and repairs the Contractor will then submit material testing certifications to the Town. Materials are to meet the requirements found in the TDOT Standard Specifications for Street and Bridge Construction. The following should be considered for the submittal:

- 1) Asphalt mix design certifications: Including TDOT-approved job mix formula for the specific mix type (Sections 307 or 411).
- 2) Compaction: See Section 1.07 for guidance pertaining to field compaction testing.

- 3) Independent Testing Laboratory: All testing must be performed by an independent laboratory approved by the Town. All costs of testing, retesting, and IQA observation shall be borne by the Developer and/or their contractor. See Section 1.07 for additional guidance on lab testing.
- 4) Additional Testing: The Town reserves the right to request and perform any additional testing as part of its Independent Quality Assurance (IQA) program.

6. STRUCTURES

6.1 Overview

This Section includes all fabricated, installed and erected structures and appurtenances related to Street construction including pipes, culverts, headwalls, box culverts, box and slab bridges and retaining walls.

6.2 Reference Specifications

Unless modified by these specifications, all structure materials and construction requirements shall conform to the “Standard Specifications for Road and Bridge Construction” published by the Tennessee Department of Transportation (TDOT) (latest edition).

6.3 Pipe Culverts and Storm Sewers

All pipe culverts, side drains and storm sewers shall be furnished and installed in accordance with Section 204 and Section 607 of the TDOT Standard Specifications.

Within the Public Right-of-Way:

Culverts (pipe) that will be within the Street right-of-way shall be reinforced concrete pipe (RCP) as per ASTM C76 with a minimum inside diameter of 18 inches. This shall apply for drains under driveways also.

Outside the Public Right-of-Way:

Pipe manufactured from corrugated metal pipe may only be used outside of the Street right-of-way. Plastic and metal pipe may enter the back side of a Street drainage structure provided it extends away from the street right-of-way and not under the street pavement.

6.3.1 Concrete Pipe

Concrete Pipe shall be reinforced rigid pipe Class III ASTM C76 and shall be round, oval or flat based as shown on the approved plans

6.3.2 Corrugated Metal Pipe

Corrugated metal pipe shall be zinc-coated galvanized iron or steel pipe conforming to ASTM A929 and ASTM A760.

6.3.3 Pipe Bedding

Pipe bedding shall be granular stone, requiring a minimum of 6 inches of granular stone below the pipe to fit the lower part of the pipe exterior for at least 10 percent of its overall height. Pipe shall be properly backfilled.

6.3.4 Pipe Sizes

Normal pipe sizes readily available from suppliers may be used to satisfy drainage requirements. Minimum pipe size for side drains and storm sewers shall be 18-inch diameter.

6.4 Pipe Culvert Headwalls

Pipe culvert headwall treatments may be precast or cast-in-place concrete and are required for all pipe locations within the street right-of-way or outside of the right-of-way.

6.5 Storm Drainage Structures

Storm drainage structures consist of junction boxes, drop inlets, catch basins and manholes which may be constructed as precast concrete sections or cast-in-place concrete.

Inlet and outlet pipes shall extend through the walls of structures a sufficient distance to make connections but shall be cut flush with the inside surfaces of the box structure.

All structures shall have a minimum 8 inches of stone bedding. The stone bedding shall be placed 1-foot beyond each side of the structure.

6.6 Street Curbs and Gutters

Town Standard Details for curbs and curb & gutters are shown in the standard drawings section of these Subdivision Regulations.

7. TRAFFIC SIGNS AND MARKINGS

This chapter describes general traffic signing and striping design requirements for use on streets in Town. All design, installation and operation of signing and striping shall be in conformance with this section and the latest revision of the MUTCD.

7.1 Signing-General

The Town will make the final determination regarding the type and location of signing controls within the right-of-way. These controls shall include traffic control signs (regulatory and warning), street name signs, delineators, and permanent barricades.

7.2 Design, Installation, and Maintenance

Because the Town will maintain the permanent traffic control devices on public rights-of-way, all traffic control devices shall be fabricated and installed in accordance with this chapter and the latest revision of the Manual of Uniform Traffic Control devices (MUTCD).

7.3 Sight Visibility Standards for Traffic Control Signs

These standards are to provide for placement and configuration of Town streets such that adequate sight distance is provided for traffic control signs.

7.4 New Street Signing

Permanent signing, unless otherwise approved by the Town, shall be completely in place before any new street is opened to the public.

7.5 Other Standards

These Standards are to be used in conjunction with other applicable Town requirements & regulations. The Town may allow the installation of decorative posts and sign frames. In these cases the Developer, Homeowners Association or other responsible entity shall be responsible for the maintenance of these special installations. Decorative traffic supports shall be the color as required by the Town.

7.6 Sign Posts, Supports, and Mountings

Sign posts and their foundations and sign mountings shall be constructed to hold signs in a proper and permanent position, to resist swaying in the wind or displacement by vandalism.

7.7 Sign Reflectivity

All traffic control signs must be fabricated with reflective materials. All reflective materials must qualify as High Intensity Grade for all signs except those signs for schools & pedestrians. For these signs, Diamond Grade sheeting shall be used. All signs or traffic control devices must have a minimum 7-year materials warranty.

7.8 Sign Blanks

Aluminum blanks of .080 gauges are standard, except for signs larger than 36 x 36 inches, which shall be .100 or .125 gauge aluminum.

7.9 Pavement Marking and Striping - General

7.9.1 Type and Location of Striping and Markings

The Town may make the final determination in regards to the type and location of pavement striping and marking within the right-of-way.

7.9.2 Design, Installation and Maintenance

The Town maintains the permanent pavement striping and marking on public rights-of-way after completion of the warranty period. All such devices shall be specified and installed in accordance with these Standards; all designs shall be in accordance with these Standards and the latest revision of the MUTCD and TDOT Specifications.

7.9.3 New Street

Permanent striping and marking, unless otherwise approved by the Town, shall be completely in place before any new street is opened to the public. For streets opened to traffic prior to final surfacing and striping, temporary painted traffic markings shall be installed to permanent standards. New striping on new streets, overlays, and chip seals, etc. will require thermoplastic installations.

7.10 Pavement Markings (Symbols, Arrows, Word Markings)

7.10.1 General

The Town may allow preformed thermoplastic on all pavement markings such as arrows, word markings, crosswalks, railroad crossings, school crossings, stop bars, and bike symbols.

7.10.2 Preformed Thermoplastic Specifications

The prefabricated markings described shall be 90 or 125 mils in thickness and consist of white or yellow pigmented plastic film with imbedded reflective glass spheres, uniformly distributed throughout their entire cross-sectional area. It shall be possible to affix the markings to bituminous or Portland cement concrete pavements by either a pressure sensitive precoated adhesive or a liquid contact cement. Prefabricated legends and symbols shall conform to the applicable shapes and sizes as outlined in the MUTCD.

7.10.3 Stop Bars

All stop bars shall be white and a minimum of twenty-four (24) inches wide. Stop bars shall be used at all signalized locations, selected stop sign locations, and other locations specified by the Town.

7.11 Pavement Striping

All permanent striping shall conform to “Standard Specifications for Road and Bridge Construction,” published by TDOT, the latest revision except as herein amended.

7.11.1 General

- (1) Typical striping widths for lane lines are four (4) inches, unless otherwise noted. Double yellow centerline must have a four (4) inch minimum gap between stripes according to MUTCD.
- (2) Pavement. Epoxy paint shall be used for concrete pavement striping and thermoplastic shall be used for asphalt pavement striping.
- (3) Layout. All striping on sealcoats shall require a layout line. Prior to striping, tabs are required for sealcoats (prior to the sealcoat process). All other conditions require spot taping.

7.11.2 Broken Line

All broken lines shall be created with four (4) inch wide white paint (min.).

7.11.3 Centerline

All centerline striping shall be double yellow, each four (4) inches wide, with a four (4) inch minimum gap between the two.

7.11.4 Parking Stalls

All striping for parking shall be white and four (4) inches wide. All edge lines of parking areas shall also be white and a minimum of four (4) inches wide.

7.11.5 Lane Line Extensions Through Intersections

These markings extend longitudinal lane lines to indicate turning paths through an intersection, whether single or double turn lanes. These eight (8) inch wide dotted lines are two (2) feet long with four (4) foot gaps.

7.12 Temporary Striping

All temporary striping shall conform to “Standard Specifications for Road and Bridge Construction,” published by TDOT, the latest revision except as herein amended. Temporary striping shall be required prior to the opening of a street for travel where pavement and/or permanent striping cannot be completed due to weather and/or time constraints. Temporary striping must be coordinated and approved by the Town prior to placement.

7.12.1 Specifications

Temporary striping shall be the same color and width as for permanent striping. Temporary striping shall consist of temporary striping or thermoplastic (no pavement marking “tabs” or temporary tape is allowed), depending on the pavement surface, spaced at twenty-five (25) foot intervals.

7.12.2 Time Duration Limit

Temporary striping is permitted on Collectors for no more than thirty (30) days. Temporary striping is permitted on Arterials for no more than fifteen (15) days.

7.12.3 Extensions

Extensions must be requested in writing if weather does not allow installation of permanent striping. The Town will review and approve these requests.

8. DRAINAGE DESIGN

8.1 Overview

As it relates to roadways, the objective of surface drainage is to remove storm water from the traveled roadway as rapidly as possible so that traffic may move safely and efficiently. This is accomplished through careful engineering practices such as using proper cross slopes, longitudinal grades, and cross drainage structures.

In the case of private development and/or subdivision design, the planning and design of the overall drainage system should be done simultaneously with the street or street layout and gradient planning and design. Where positive lot drainage is proposed, coordination of the street or street grades and the finished lot elevations must be achieved.

8.2 Requirements

A supporting report with calculations, references and drawings is required to be provided with the construction plan submittal.

Refer to the Coopertown Zoning Ordinance for design and requirements related to stormwater, stormwater management, detention, retention, best management practices, land disturbance & grading permits, inspections and long-term operation & maintenance.

9. VIDEO INSPECTION OF STORM SEWER PIPE WITH METHODS OF DEFLECTION MEASUREMENT

9.1 Overview

SCOPE: This method provides procedures for camera inspection of storm sewer pipes and three supportive methods of determining deflection: laser, mandrel testing, and physical measurements.

9.2 Apparatus

9.2.1 Camera Inspection Equipment: Provide a pipeline inspection camera having the following features:

- Configured properly in the pipe both vertically and horizontally and having the ability to pan and tilt to a 90-degree angle with the axis of the pipe and rotate 360 degrees.
- Low barrel distortion camera.
- Color image with a minimum standard resolution of 720 x 480 pixels.
- Equipped with sufficient lighting to provide a clear image of the full circumference of the pipe.
- Capable of recording the station, milepost, distance along the invert of the pipe, or other indicators of location superimposed on the video.
- Capable of moving through the entire length of pipe.
- Capable of measuring cracks greater than 0.1" and joint separations greater than 0.5".
- Software capable of generating a report that shows each fault along with its location from the inspection entrance and a still framed image of the fault.

9.2.2 Laser deflection measuring device: For use on Corrugated Metal Pipe, High Density Polyethylene Pipe, Polyvinyl Chloride Pipe, and other types of flexible conduit up to 48 inches in diameter, provide a laser deflection measuring device capable of measuring deflection to an accuracy of 0.5% or better and a repeatability of 0.12% or better. Laser deflection measuring shall conform to ASTM F3095. References of the equipment calibration are ASTM E 691 and ASTM E177.

9.2.3 Mandrel: For use on Corrugated Metal Pipe, High Density Polyethylene Pipe, Polyvinyl Chloride Pipe, and other types of flexible conduit, use a mandrel device with an odd number of legs (9 minimum) having a length not less than the outside diameter of the mandrel. The diameter of the mandrel at any point shall not be less than the diameter specified in Section 9.3.6. Mandrels can be a fixed size or a variable size. The diameter of the mandrel, whether it is fixed or variable size, must be verified with a proving ring or other method as per the manufacturer's guidelines. Mandrel testing shall conform to ASTM D3034. Mandrel testing should not be the primary testing application due to its numerous limitations in comparison to both camera inspection and laser deflection.

9.2.4 Physical Measuring Tools: Use contract or non-contract distance instruments. This may include tape extensometers; standard folding wooden carpenters' tape with a 6-inch slide or a standard retractable metal carpenters' tape. The measuring device should be readable to the nearest 1/16-inch.

9.3 Procedure

9.3.1 The Contractor and/or Developer shall ensure pipe is clear of water, debris or obstructions. Prior to the video inspection and deflection testing of the storm sewer, the following work items and construction activities must be complete: all underground utilities with appurtenances, preparation of the road and pavement subgrade, and installation of the mineral aggregate base course. All video inspections and deflection testing must occur prior to the placement of the asphalt binder course or other asphalt layers in Coopertown Subdivision Regulations Appendix "B" Construction, Roadway & Drainage Technical Standards App B-45

the pavement structure. All storm sewer pipes (with backfilling and compaction) must be completed and in place for a minimum of 30 days prior to the video inspection and deflection testing. If necessary, the Developer/Contractor shall postpone the placement of the asphalt binder course or other asphalt pavement layers until after the 30-day threshold to allow for video inspection and deflection testing. This inspection shall serve to verify the pipeline infrastructure is clean and free of debris and defects. Notify the Town Engineer a minimum of 24 hours in advance of inspection and notify the Town Engineer immediately if distresses or locations of improper installation are logged. Any defects discovered during the video inspection shall be corrected by the Developer and/or Contractor.

9.3.2. Pipeline Video Inspection for Defects and Distresses:

9.3.2.1 Begin at the outlet end and proceed through to the inlet at a speed less than or equal to 30 ft/minute.

Remove blockages that will prohibit continuous operation.

9.3.2.2 Document locations of all observed defects and distresses including cracking, reinforcing steel showing, sags, joint offsets, joint separations, deflections, improper joints/connections, blockages, leaks, rips, tears, buckling, deviation from line and grade, and other anomalies not consistent with a properly installed pipe.

9.3.2.3. During the video inspection, provide a continuous 360-degree pan of every pipe joint.

9.3.2.4. Identify and measure all cracks greater than 0.1” and joint separations greater than 0.5”.

9.3.2.5. Video Inspections are conducted from junction to junction which defines a pipe run. A junction is

defined as a headwall, drop box inlet, curb box inlet, manhole, buried junction, or other structure that disturbs the continuity of the pipe. Multiple pipe inspections may be conducted from a single set up location, but each pipe run must be on a separate video file and all locations are to be referenced from nearest junction relative to that pipe run.

9.3.2.6. Record and submit all data as per Section 9.4.1.

9.3.3. Pipeline Laser Inspection for Deflection:

9.3.3.1. Calibrate the laser deflection measuring device according to the manufacturer’s specifications. Provide all calibration data and applicable manufacturers recommendations for calibration and use to the Engineer.

9.3.3.2. Measure the deflection occurring at the point of the projected laser and at a minimum interval of 0.1 feet along the pipe.

9.3.3.3. All deflection measurements are to be based off the AASHTO Nominal Diameters. Refer to Section 9.3.6.

9.3.3.4. Inspect at a speed that will provide proper data acquisition to effectively measure the maximum deflection. The inspection speed shall be less than or equal to 30 ft/minute.

9.3.3.5. Laser inspections are to be conducted in the same manner as Section 9.3.2.5.

9.3.3.6 Record and submit all data as per Section 9.4.2.

9.3.4. Mandrel Testing: Mandrel testing will be used for deflection testing if either the video measurements or laser deflection measurements are called into question. Physical measurements as described in Section 9.3.5 may also be used in lieu of the laser or mandrel methods when the pipe diameter is greater than 48 inches and accessibility for Physical measurements is not an issue. Mandrel limitations may be caused by accessibility through manholes.

9.3.4.1. Use proving ring or other method recommended by the mandrel manufacturer to verify mandrel diameter prior to inspection. Provide verification documentation for each size mandrel to the Engineer.

9.3.4.2. All deflection measurements are to be based off the AASHTO Nominal Diameters. Refer to Section 9.3.5.

9.3.4.3. Begin by using a mandrel set to the 5.0% deflection limit. Place the mandrel in the inlet end of the pipe and pull through to the outlet end. If resistance is met prior to completing the entire run, record the maximum distance achieved from the inlet side, then remove the mandrel and continue the inspection from the outlet end of the pipe toward the inlet end. Record the maximum distance achieved from the outlet side.

9.3.4.4. If no resistance is met at 5.0% then the inspection is complete. If resistance occurred at 5.0% then repeat 3.4.1 and 3.4.2 with the mandrel set to the 10.0% deflection limit. If the deflection of entire pipe run cannot be verified with the mandrel, then immediately notify the Engineer.

9.3.4.5. Record and submit all data as per Section 9.4.2.

9.3.4.6. Care must be taken when using a mandrel in all pipe material types and lining/coating scenarios. Pipe damaged during the mandrel inspection will be video inspected to determine the extent of the damage. If the damaged pipe was video inspected prior to mandrel inspection, then a new video inspection is warranted and supersedes the first video inspection. Immediately notify the Engineer of any damage incurred during the mandrel inspection and submit a revised video inspection report.

9.3.5. Manual Inspection Measurements: Alternate method for deflection testing when there is available access, or the pipe is greater than 48 inches in diameter. Use a contact or non-contact distance instrument as described per Section 9.2.4. A leveling device is recommended for establishing or verifying vertical and horizontal control.

9.3.5.1. Manual Inspection measurements may be taken after installation and compared to the AASHTO Nominal Diameter of the pipe as per Section 9.3.6. When this method is used, determine the smallest interior diameter of the pipe as measured through the center point of the pipe (D2). Take the D2 measurements at the most deflected portion of the pipe run in question and at intervals no greater than ten (10) feet through the run. Calculate the deflection as follows:

$$\% \text{ Deflection} = [(AASHTO \text{ Nominal Diameter} - D2) / AASHTO \text{ Nominal Diameter}] 100\%$$

Note: The Engineer may require that preset monitoring points be established in the culvert prior to backfilling. For these points the pre-installation measured diameter (D1) is measured and recorded. Deflection may then be calculated from the following formula:

$$\% \text{ Deflection} = [(D1 - D2) / D1] (100\%)$$

9.3.5.2. Record and submit all data as per Section 9.4.2.

9.3.6. AASHTO Nominal Diameters and Maximum Deflection Limits: These deflection limits are the maximum allowable deflection on any axis within the pipe and not just in the XY plane.

Base Pipe Diameter (inches)	AASHTO Nominal Diameter (inches)	Max. Deflection Limit		
		5.0%	7.5%	10.0%
		(inches)		
15	14.76	14.02	13.65	13.28
18	17.72	16.83	16.39	15.95
24	23.62	22.44	21.85	21.26
30	29.53	28.05	27.32	26.58
36	35.43	33.66	32.77	31.89
48	47.24	44.88	43.70	42.52
54	53.15	50.49	49.16	47.84
60	59.06	56.11	54.63	53.15

9.4 Reporting

Submit all recorded information to the Engineer on standard forms along with the complete video inspection on digital format. The forms included in this method shall be used for reporting the inspection information. Ensure all video pipelines run on digital format are on a separate digital file and have the station, milepost, distance into the drain or other indicators of location superimposed on the video. Submit one hard copy report to the Town Representative with one digital copy of the report including any pertinent raw data. All inspection reports shall be completed and shall be clearly named and organized in both hardcopy and digital copy.

9.4.1 Pipeline Video Inspection Report: The Pipeline Video Inspection Report shall include an Individual Pipe Video Inspection Report generated from each pipeline run, Pipe Video Inspection Summary Report, and any report(s) generated by the inspection software for each pipeline run.

9.4.1.1 Individual Pipe Video Inspection Report shall include e Project Information, Inspector Information, and Pipe Information. Record each defect/distress and joint along with its distance from the inspection entrance in feet and in sequence. Attach a copy of the report generated from the inspection software and reference the page number associated with the still image of the joint, distress/defect along with any additional information.

9.4.1.2. Pipe Video Inspection Summary Report should be generated and to be used as the cover sheet for the completed video inspection report. This document should include Project Information, Inspector Information, and Pipe Information.

9.4.2. Pipeline Deflection Inspection Report: The Pipeline Deflection Inspection Report shall include an Individual Pipe Deflection Inspection Report generated from each pipeline run, Pipe Deflection Inspection Summary Report, and any report(s) generated by the inspection software for each pipe run when applicable.

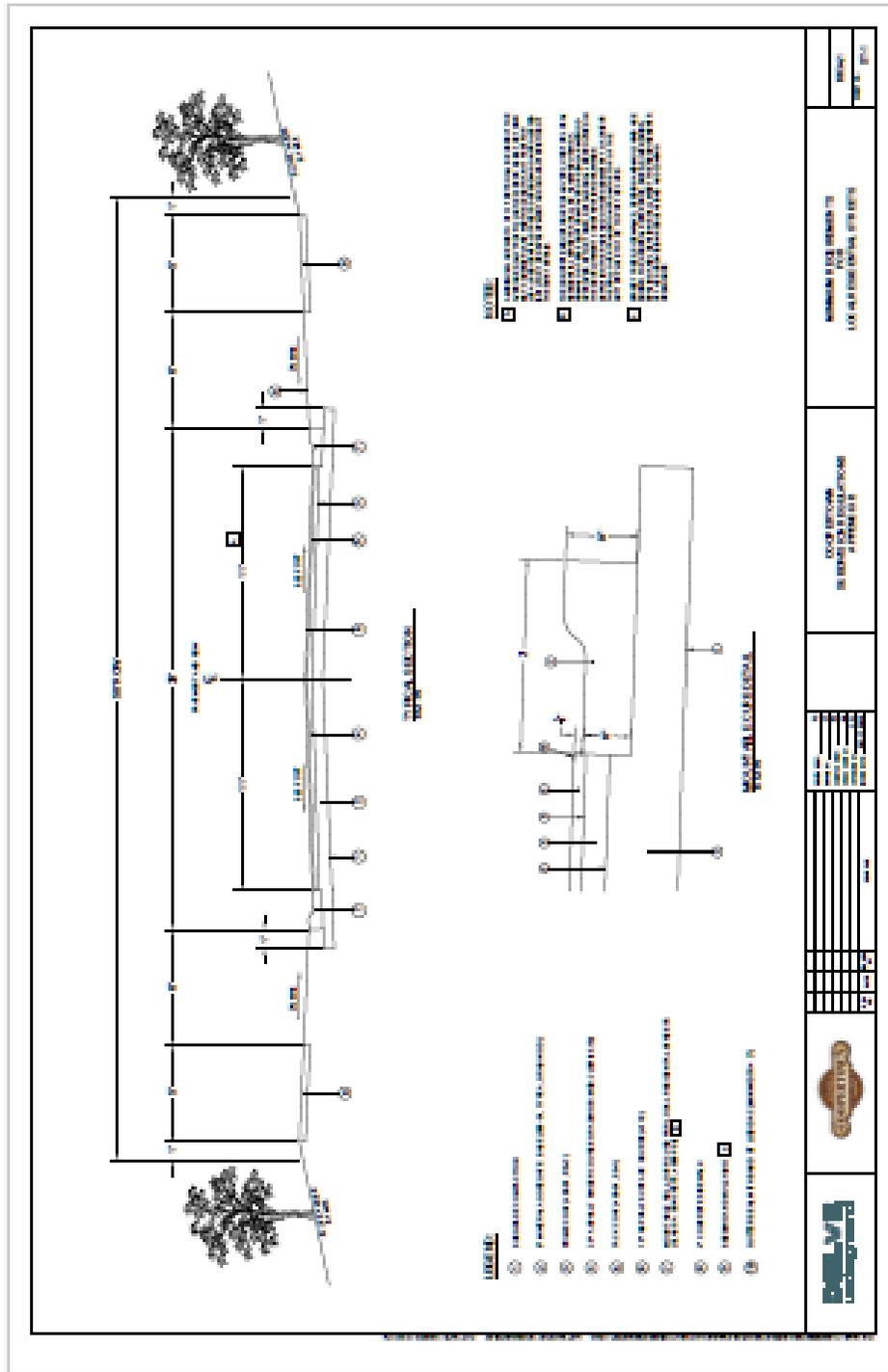
9.4.2.1 Individual Pipe Deflection Inspection Report: shall include Project Information, Inspector Information, and Pipe Information. Under Inspection Information record each joint location along with the beginning and ending locations where the deflection exceeds 5.0%, 7.5%, and 10.0%. Attach a copy of any supportive information generated from the inspection software and reference the page number where more detailed deflection information may be conveyed.

9.4.2.2. Pipe Deflection Inspection Summary Report: This page is to be used as the cover sheet for the compiled Individual Pipe Deflection Inspection report. Complete Project Information, Inspector Information, and Pipe Information.

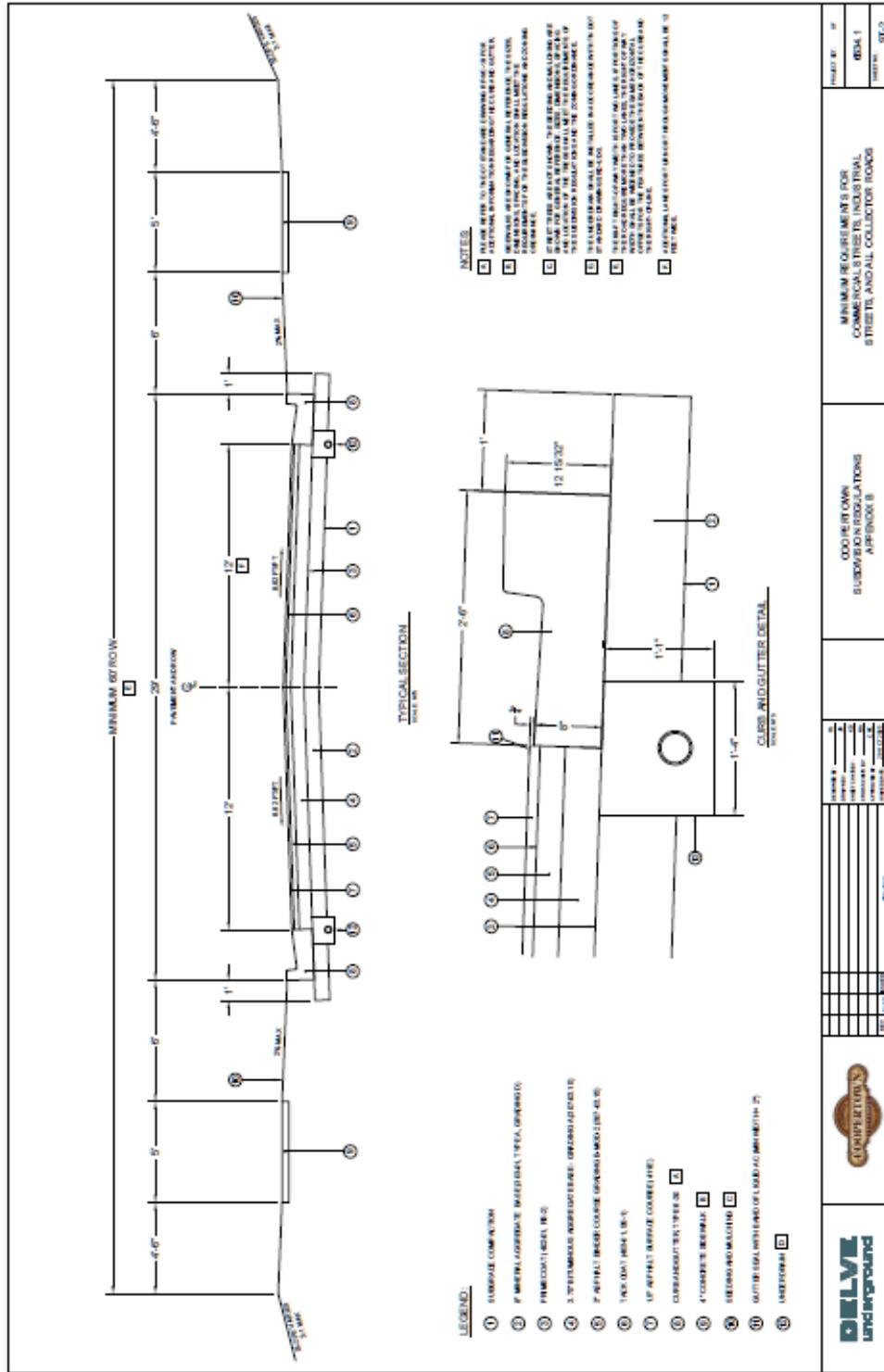
9.5 Post-Inspection Actions

The Developer and/or Contractor shall not proceed with placement of the asphalt pavement layers, including the binder course, until the Town Engineer reviewed the video inspection reports and the deflection testing reports. The Developer and/or Contractor are responsible for taking corrective actions identified in the report and the review comments from the Town Engineer.

STANDARD DETAILS



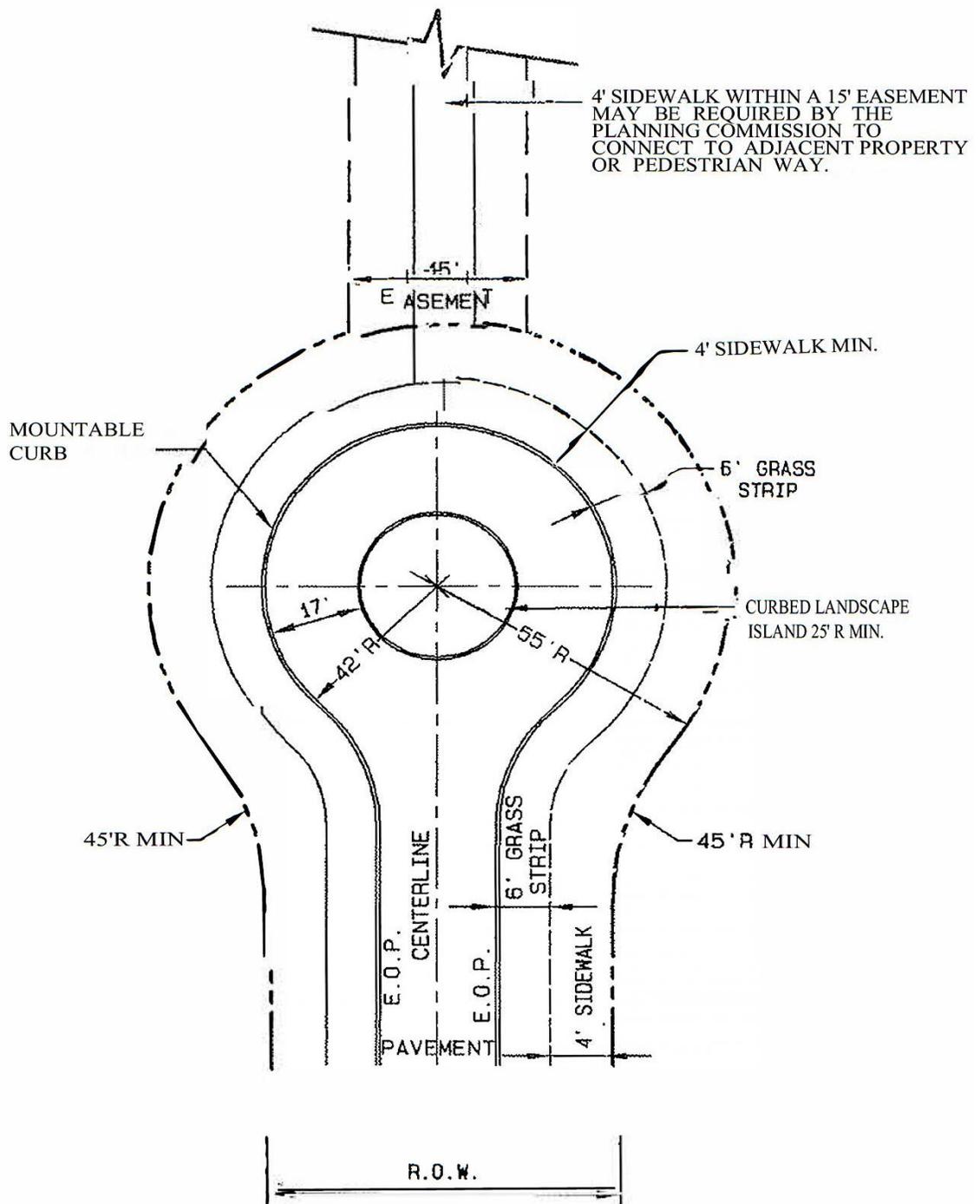
	<h2>LOCAL STREET TYPICAL SECTION</h2> <p>Date: 12/15/2025 (Amended by SR 2025-013)</p>	ST - 1
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COLLECTOR STREET TYPICAL SECTION

Date: 12/15/2025 (Amended by SR 2025-013)

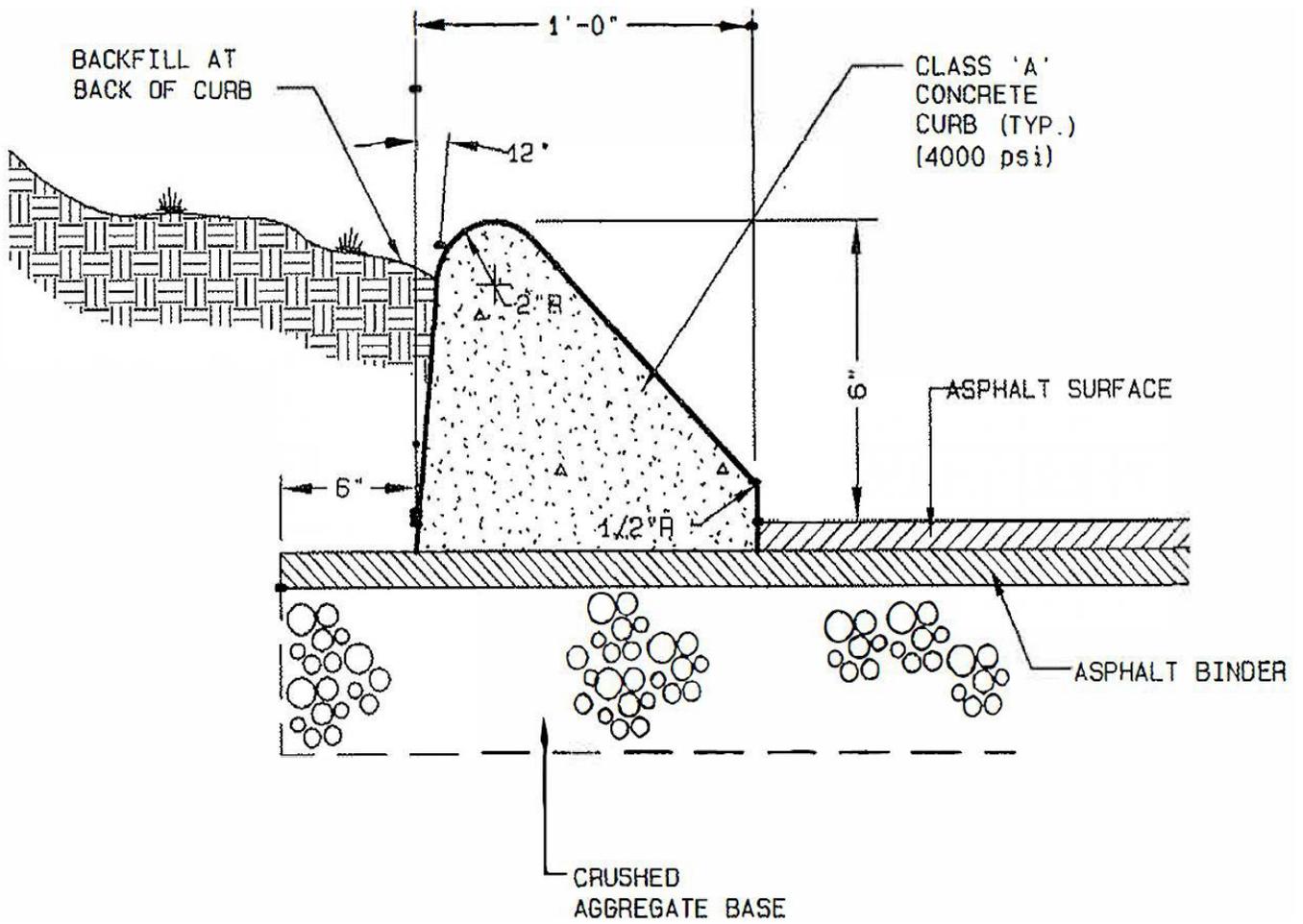
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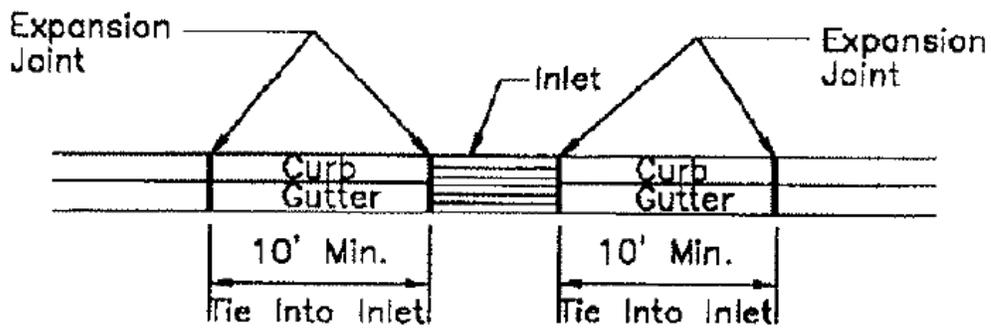
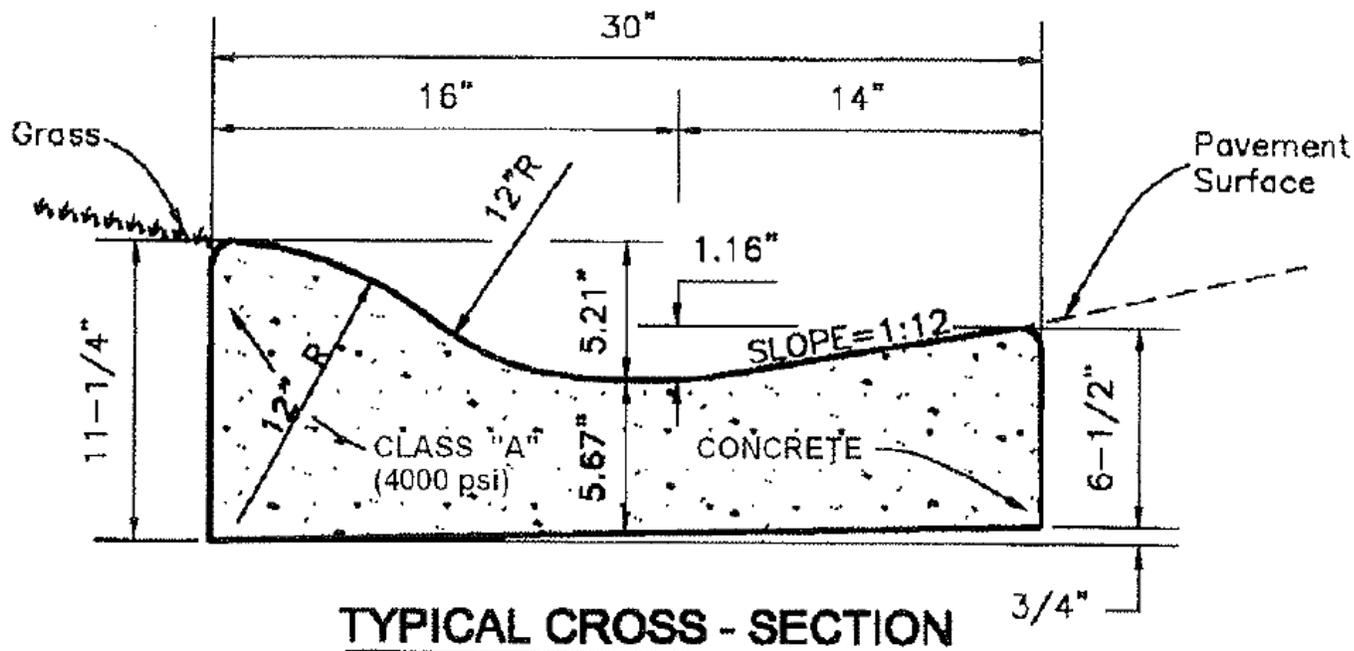
NOTES:

- A. THE ISLAND IS SHOWN FOR REFERENCE. ISLANDS MUST BE APPROVED BY THE TOWN AND THE FIRE CHIEF.
- B. ALTERNATE CUL-DE-SAC CONFIGURATIONS MAY BE PERMITTED SUBJECT TO APPROVAL BY THE TOWN AND THE FIRE CHIEF.
- C. MOUNTABLE CURB IS MUST BE USED AROUND THE GRASSED ISLAND.

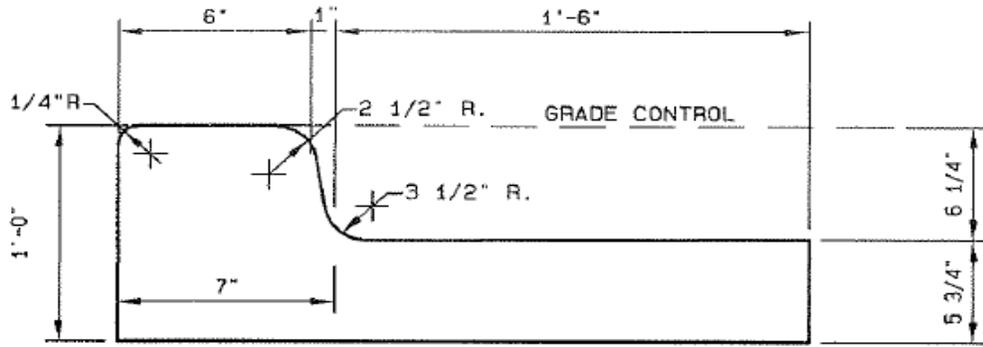
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<p>Date: 7/6/20</p>		



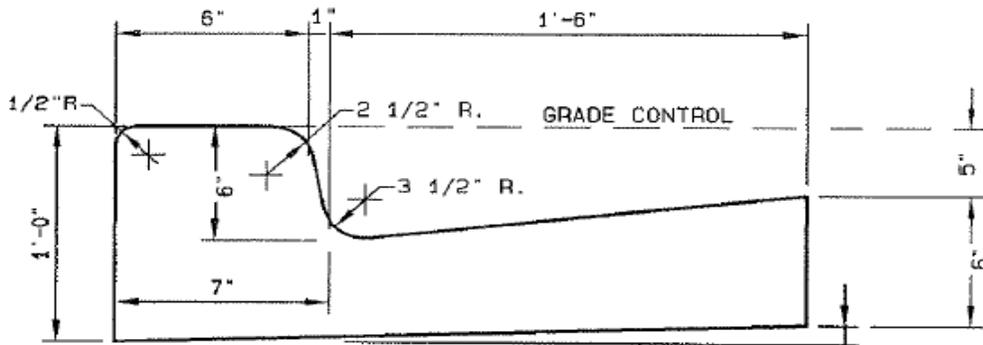
	CURB - MOUNTABLE	ST - 4
Date: 7/6/20		



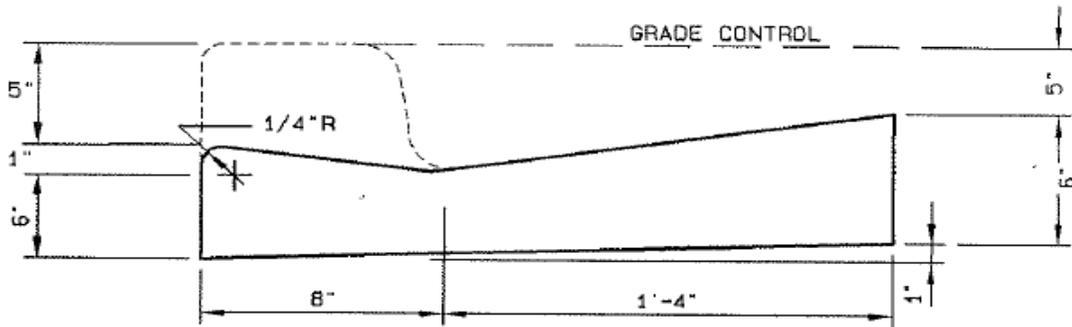
	CURB & GUTTER - MOUNTABLE	ST - 5
	Date: 7/6/20	



SPILL



CATCH



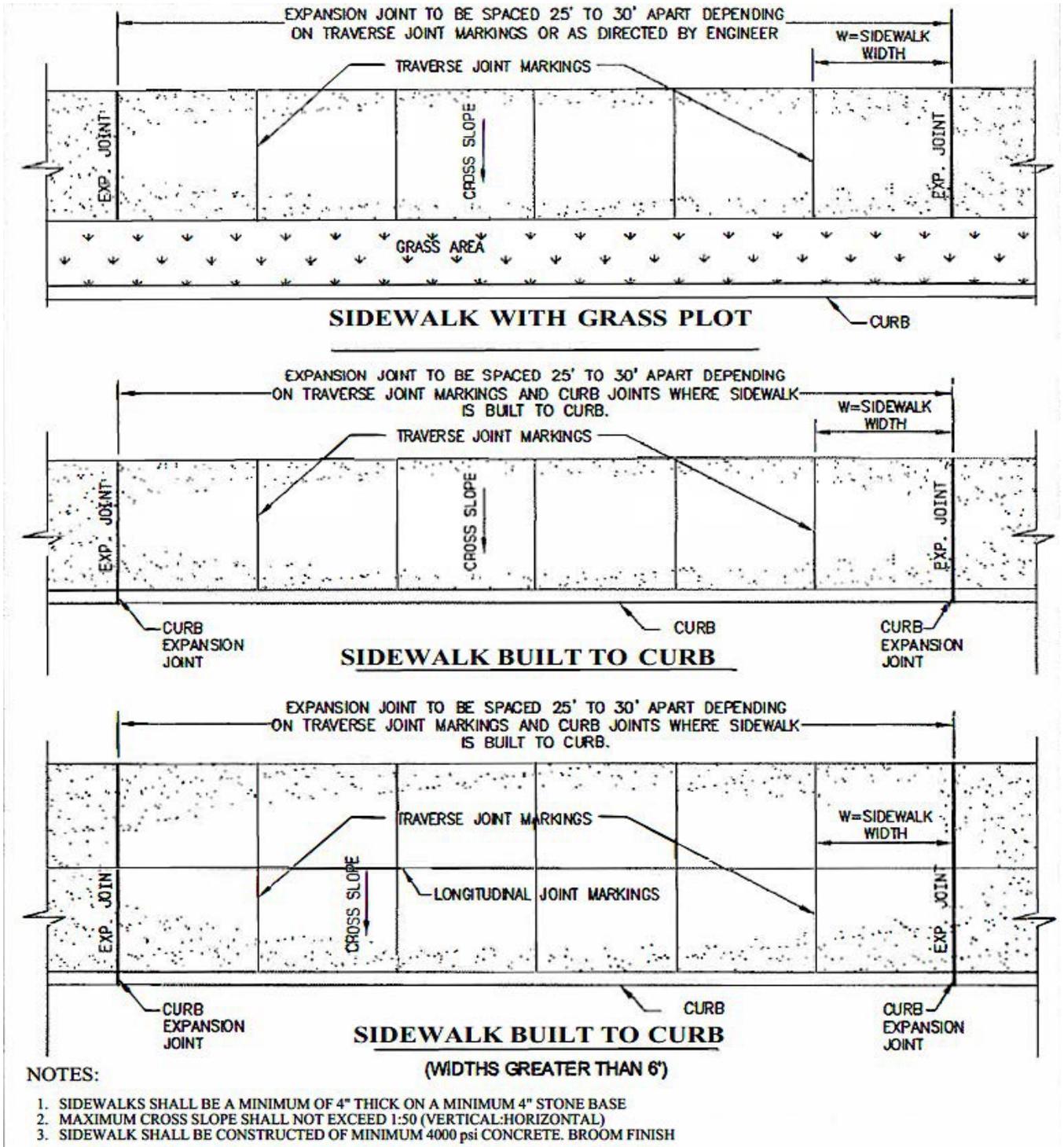
LAY DOWN CURB



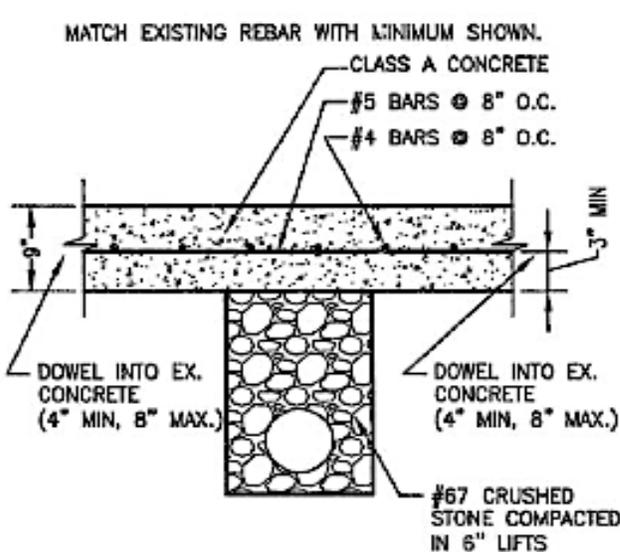
CURB & GUTTER – VERTICAL

ST - 6

Date: 7/6/20



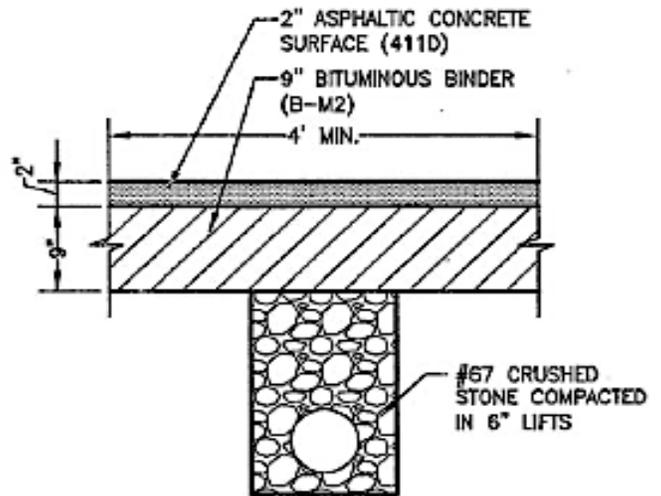
	<h2>SIDEWALKS</h2>	<h2>ST - 7</h2>
<p>Date: 7/6/20</p>		



CONCRETE PAVEMENT

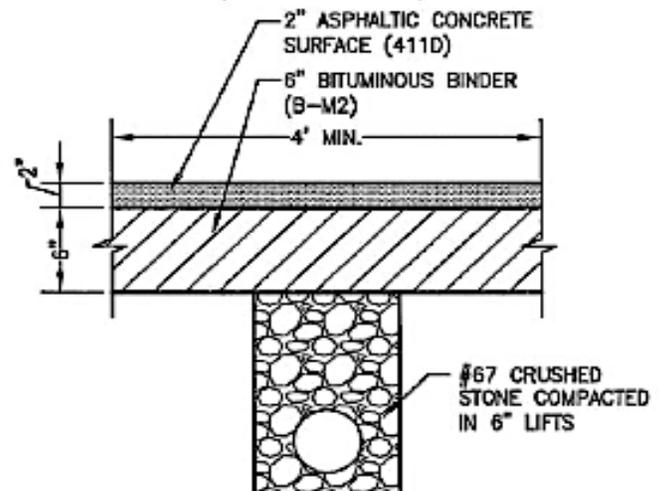
GENERAL NOTES:

1. ALL WORK SHALL BE FIELD CHECKED AND APPROVED BY THE PUBLIC WORKS DEPARTMENT PRIOR TO ITS BEGINNING AND AFTER COMPLETION THEREOF.
2. INSPECTION PERSONNEL OF THE PUBLIC WORKS DEPARTMENT SHALL BE NOTIFIED AT LEAST TWO (2) DAYS PRIOR TO COMMENCING WORK.
3. ALL WORK PERFORMED SHALL BE WORKMANSHIP DEFECT FREE FOR A PERIOD OF ONE (1) YEAR AFTER COMPLETION.
4. ALL EXISTING PAVEMENT, BASE, CURB AND GUTTER, AND SIDEWALKS SHALL BE CUT AND BROUGHT TO A NEAT LINE BY USE OF AN AIR HAMMER, SAW OR OTHER SUITABLE EQUIPMENT. EXPANSION JOINTS REMOVED SHALL BE REPLACED.
5. THE MINIMUM WIDTH TO BE TRIMMED ON EACH SIDE OF THE TRENCH LINE, AS SEEN IN THE SECTION, MAY BE WAIVED OR AMENDED UPON APPROVAL OF THE DEPARTMENT INSPECTOR, HOWEVER, A MINIMUM WIDTH OF REPLACEMENT SHALL BE 4'-0" TO ALLOW FOR A ROLLER.
6. IF PERMANENT PAVEMENT REPAIRS CANNOT BE MADE WITHIN THREE (3) DAYS, THEN TEMPORARY PAVING SHALL BE MADE WITH A 2" COLD MIX OR HOT BITUMINOUS SEAL COAT OVER COMPACTED CRUSHED STONE.
7. ALL EXCAVATIONS MADE WITHIN THE PUBLIC RIGHT-OF-WAY REQUIRE EXCAVATION AND STREET CLOSURE PERMITS FROM THE PUBLIC WORKS DEPARTMENT PRIOR TO COMMENCING WORK.
8. FLOWABLE FILL SHALL MEET THE REQUIREMENTS OF THE TENNESSEE DEPARTMENT OF TRANSPORTATION'S STANDARD SPECIFICATION SECTION 204.



ASPHALTIC SURFACE

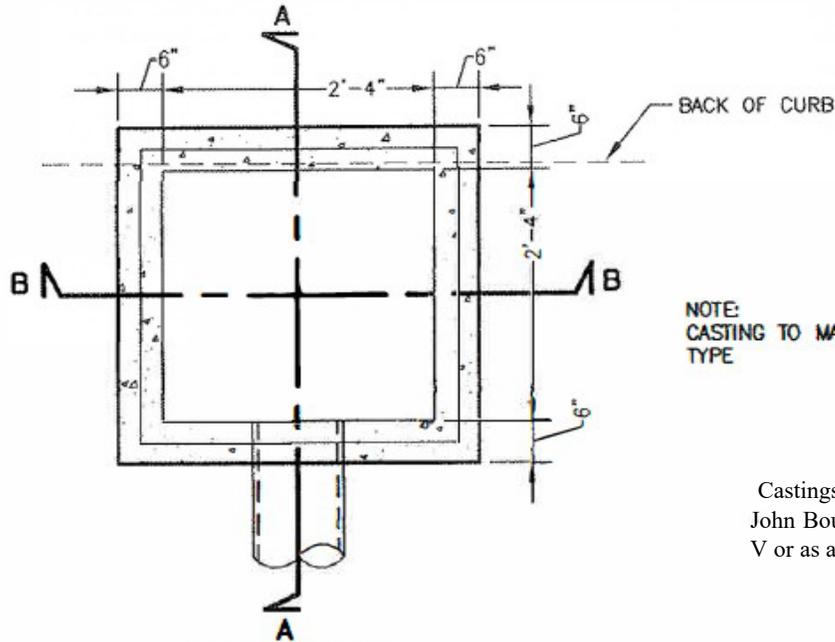
(CROSSING CUTS)



ASPHALTIC SURFACE

(PARALLEL CUTS)

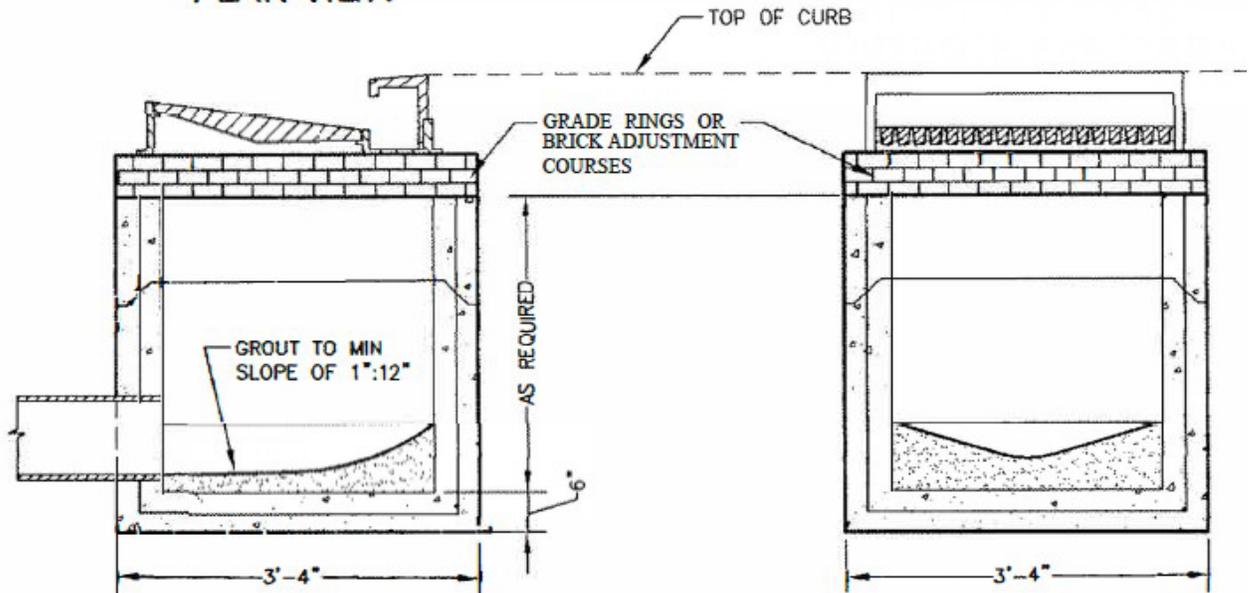
	<h2>TRENCH REPAIR WITHIN STREET PAVED & SHOULDER AREAS</h2>	<h2>ST - 8</h2>
<p>Date: 7/6/20</p>		



NOTE:
CASTING TO MATCH CURB
TYPE

Castings shall be vaned type
John Bouchard No. 3104-V or No. 3300-
V or as approved by the Town staff.

PLAN VIEW



SECTION A-A

SECTION B-B

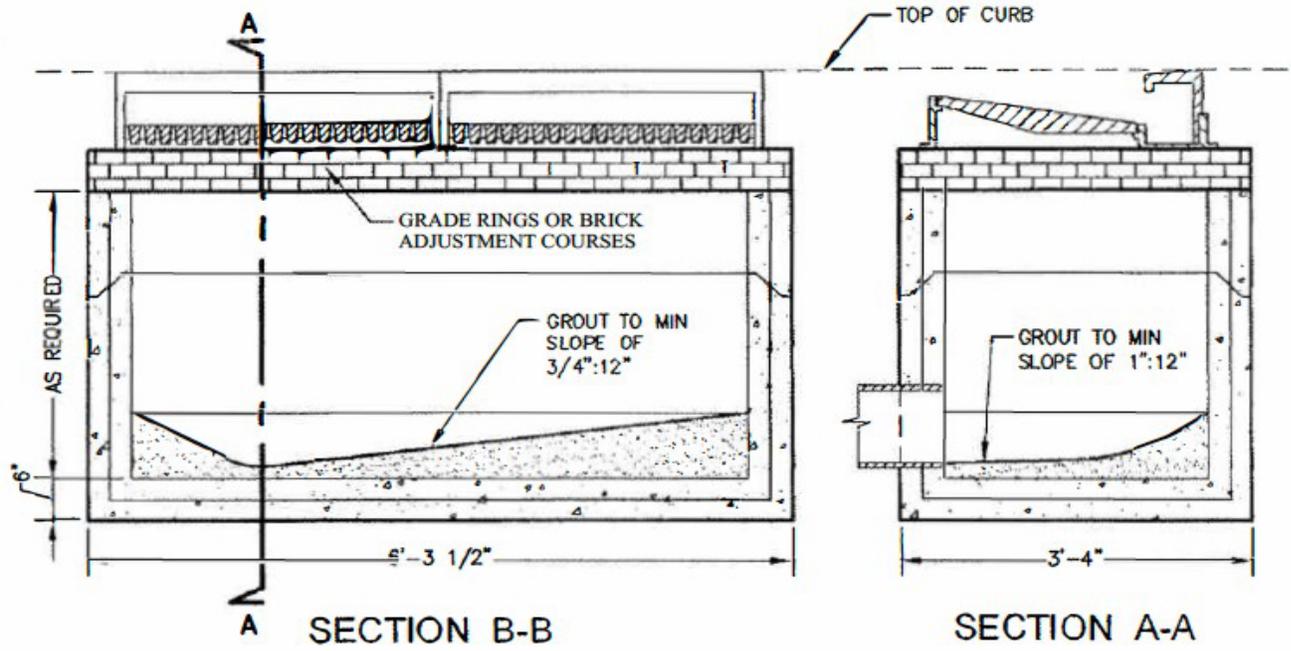
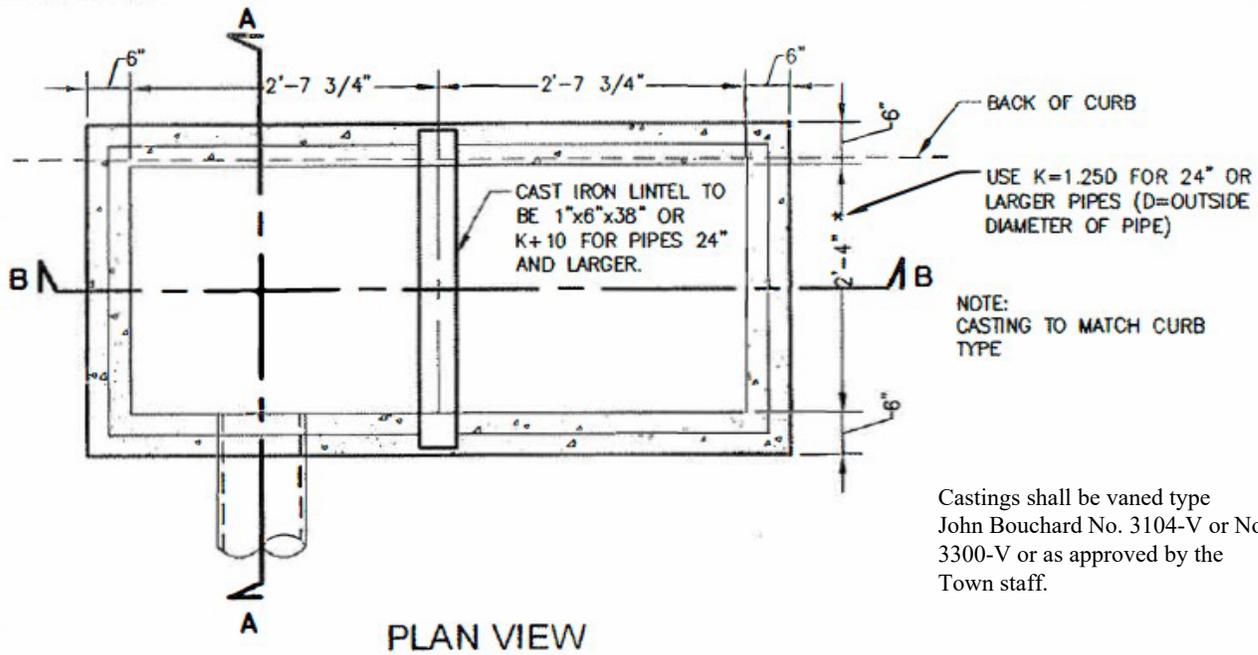
CONCRETE: 4000 psi AT 28 DAYS.
MINIMUM REINFORCEMENT: 0.14 SQ.
IN./SQ. FT., GRADE 60 STEEL



CATCH BASIN – SINGLE INLET

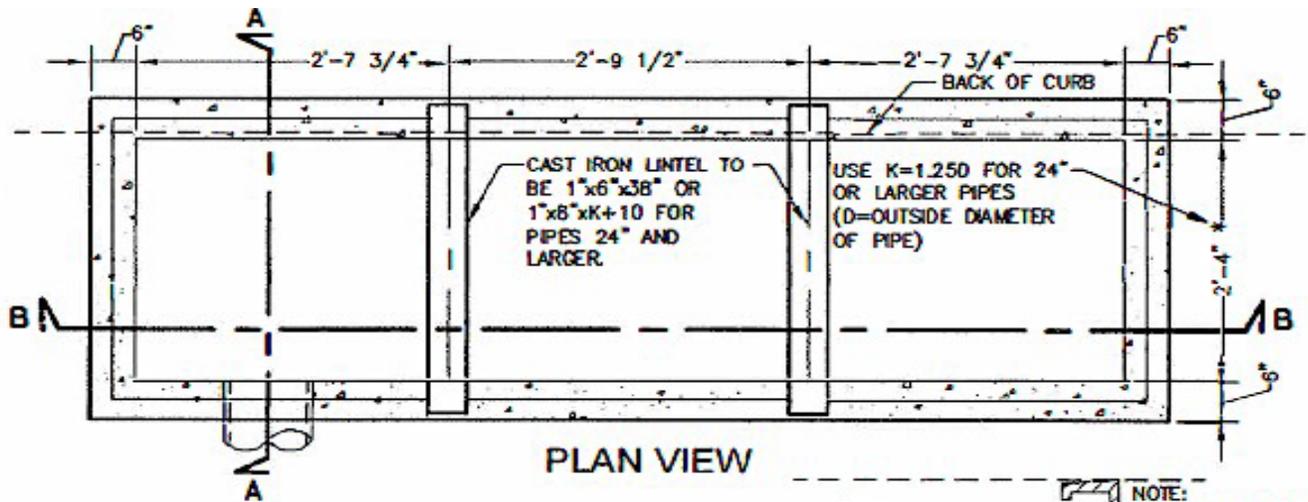
DR - 1

Date: 7/6/20



CONCRETE: 4000 psi AT 28 DAYS.
 MINIMUM REINFORCEMENT: 0.14 SQ. IN./SQ. FT., GRADE 60 STEEL

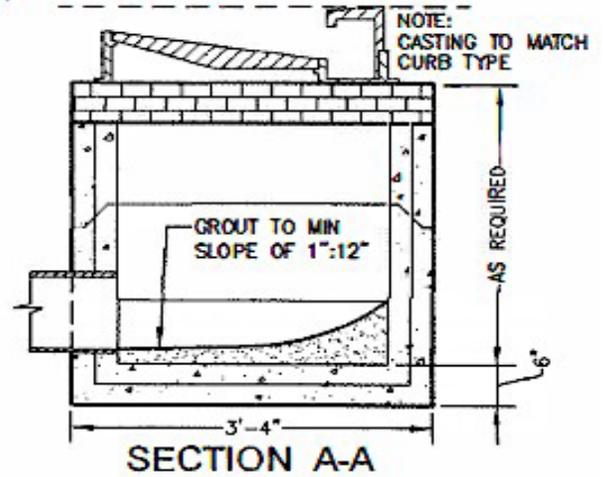
	<h3>CATCH BASIN – DOUBLE INLET</h3>	<h3>DR - 2</h3>
<p>Date: 7/6/20</p>		



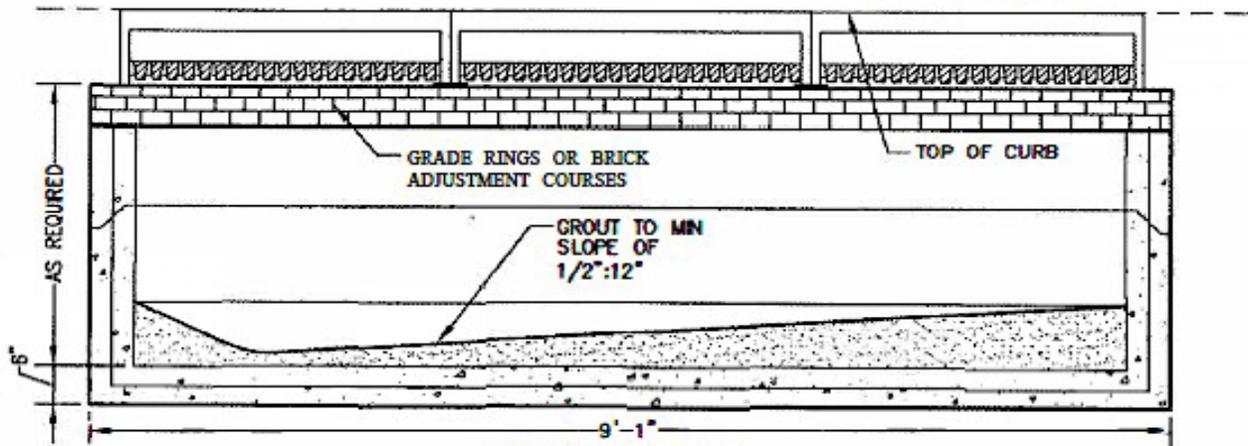
PLAN VIEW

CONCRETE: 4000 psi AT 28 DAYS.
 MINIMUM REINFORCEMENT: 0.14 SQ. IN./SQ. FT., GRADE 60 STEEL

Castings shall be vanned type John Bouchard No. 3104-V or No. 3300-V or as approved by the Town staff.



SECTION A-A



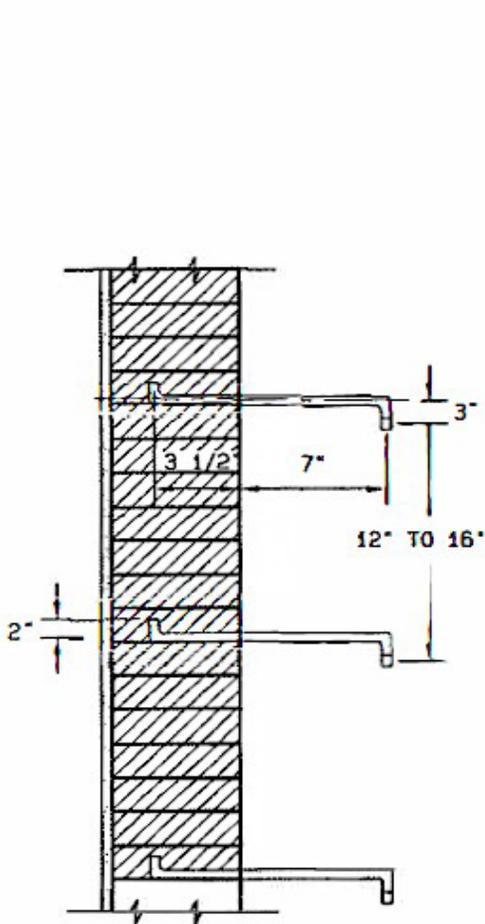
SECTION B-B



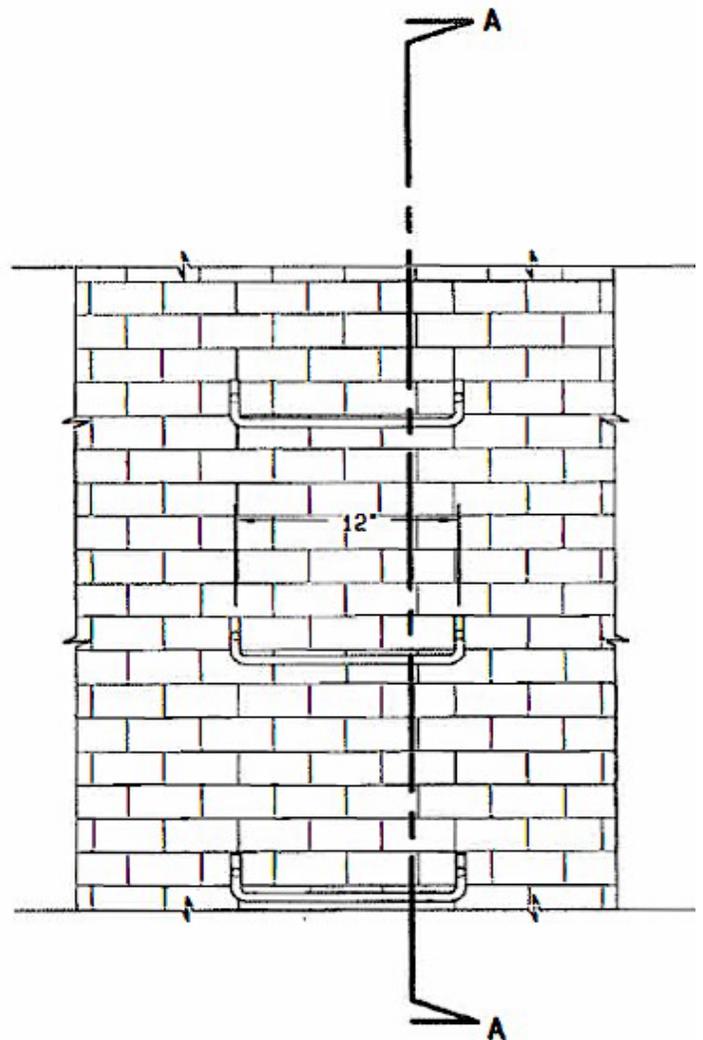
CATCH BASIN – TRIPLE INLET

DR - 3

Date: 7/6/20



SECTION "A"

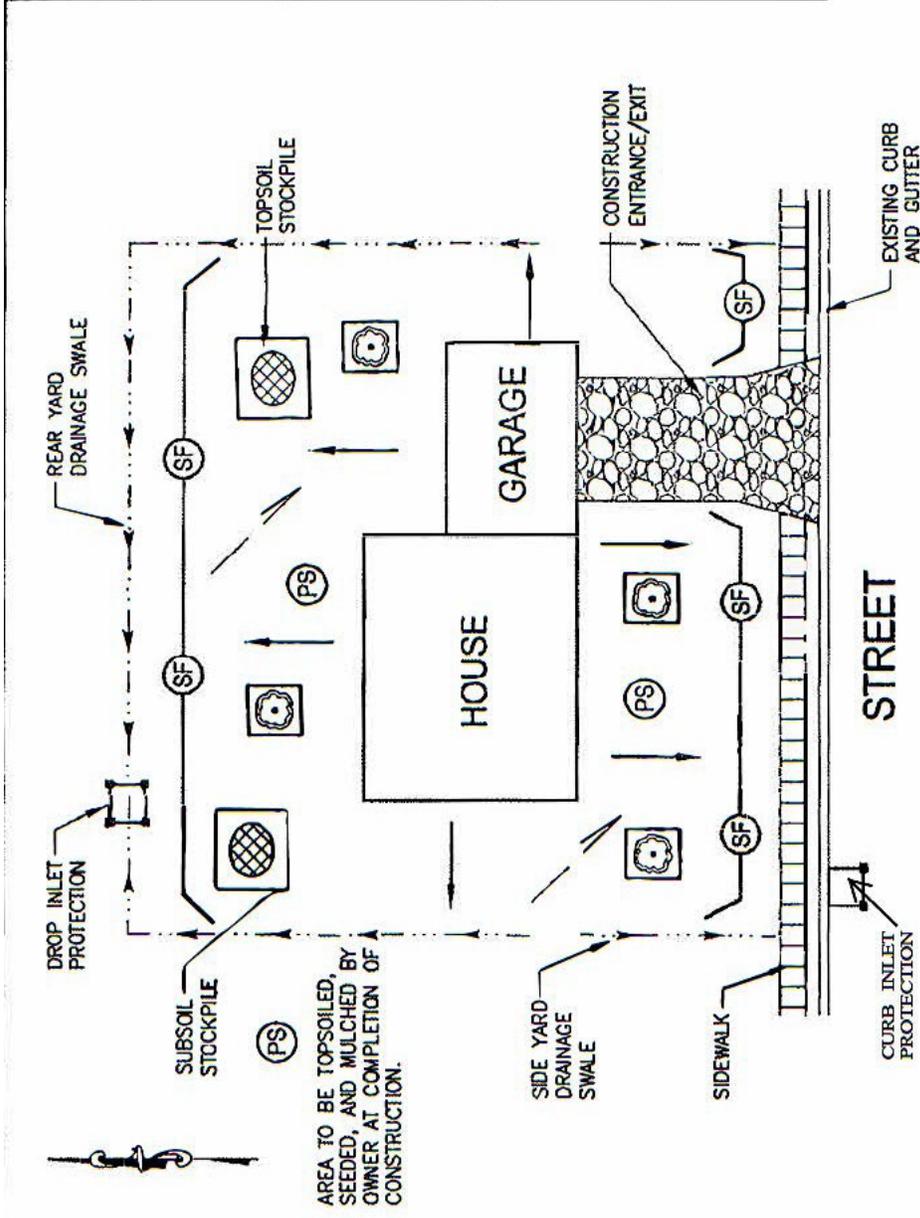


ELEVATION

NOTE:
 CATCH BASIN AND MANHOLE STEPS TO BE
 COMPOSITE OF A NO. 4 GRADE 60
 DEFORMED STEEL BAR ENCASED IN CO-
 POLYMER POLYPROPYLENE PLASTIC OR
 RUBBER.

	<p>CATCH BASIN AND MANHOLE LADDER BARS</p>	<p>DR - 4</p>
	<p>Date: 7/6/20</p>	

EROSION CONTROL PLAN LEGEND	
	PROPERTY LINE / DRAINAGE SWALE
	EXISTING DRAINAGE
	FINISHED DRAINAGE
	TREE CONSERVATION
	SILT FENCING
	GRAVEL ENTRANCE / EXIT PAD
	CURB INLET PROTECTION
	DROP INLET PROTECTION
	SOIL SALVAGE AND UTILIZATION
	PERMANENT SEEDING



NOTES:

1. THIS IS A SAMPLE PLAN TO SHOW THE INTENT OF ITEMS THAT MAY NEED TO BE ADDRESS BY THE SITE SPECIFIC PLAN THAT MUST BE PROVIDED FOR EACH LOT OR TRACT.
2. EACH BUILDING LOT OR TRACT SHALL PREPARE AN EROSION AND SEDIMENT CONTROL PLAN, TO BE SUBMITTED TO THE TOWN FOR REVIEW. MEASURES SHALL BE INSTALLED AND INSPECTED BY THE TOWN BEFORE A BUILDING PERMIT OR FOUNDATION PERMIT IS ISSUED.
3. EROSION/SEDIMENT CONTROL MEASURES MUST BE FUNCTIONAL AND BE MAINTAINED THROUGHOUT CONSTRUCTION. REPLACE AS NEEDED.
4. MAINTAIN POSITIVE DRAINAGE AWAY FROM THE STRUCTURE(S).

	<p>INTENT FOR AN EROSION & SEDIMENT CONTROL PLAN FOR 1 OR 2 FAMILY DWELLINGS</p>	<p>EPSC - 1</p>
<p>Date: 7/6/20</p>		

Dust control measures are used to stabilize soil from wind erosion, and reduce dust generated by construction activities. This thereby reduces the amount of eroded materials available for stormwater runoff. Dust control is considered primarily as a temporary measure-an intermediate treatment between disturbance in either construction, paving, or vegetation. This management practice is likely to create a significant reduction in sediment as well as partial reductions in toxic materials and oil and grease.

Dust Control measures will need to be used for activities and areas that include but are not limited to the following:

1. Clearing and grading activities.
2. Construction vehicle traffic on temporary or unpaved streets or the site
3. Access paths, construction access and construction area
4. Drilling and blasting activities.
5. Sediment tracking onto paved streets.
6. Soil and debris storage piles.
7. Activities from equipment.
8. Areas with stabilized soils that are not stabilized.
9. Dust control should be practiced at all construction sites by performing phased clearing and grading operations, using temporary stabilization methods, and/or placing undisturbed vegetative buffers of at least 50 ft. length between areas being graded & those areas to remain undeveloped.
10. Dust control is particularly important in windy or wind-prone areas.
11. Quickly stabilize exposed soils using vegetation, mulching, spray-on adhesives, calcium chloride, sprinkling, and stone/gravel layering.
12. Identify & stabilize key access points prior to commencement of construction.
13. Minimizing the impact of dust by anticipating the direction of prevailing winds.
14. Direct most construction traffic to stabilized roadways within the project site when permissible.

	DUST CONTROL	EPSC - 2
Date: 7/6/20		

