

**SUBDIVISION REGULATIONS
CLAIBORNE COUNTY TENNESSEE PLANNING REGION**

**Prepared for the
CLAIBORNE COUNTY REGIONAL PLANNING COMMISSION**

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RESOLUTION 2021-001

**A RESOLUTION ADOPTING THE *CLAIBORNE
COUNTY SUBDIVISION REGULATIONS, DATED
April 6, 2021***

WHEREAS section 13-3-403 of the *Tennessee Code Annotated* authorizes regional planning commissions to adopt subdivision regulations or amendments thereto; and

WHEREAS, the Claiborne County Regional Planning Commission has reviewed its subdivision regulations and has proposed revised regulations to better serve the residents and taxpayers of Claiborne County; and

WHEREAS, the Claiborne County Regional Planning Commission has held a public hearing with thirty (30) public notice in *The Claiborne Progress*, a local newspaper of general circulation in the county, regarding the Claiborne County Subdivision Regulations, dated March 16, 2021 beginning at 12:00 PM in the Claiborne County Tennessee courthouse.

NOW, THEREFORE, BE IT RESOLVED that the Claiborne County Regional Planning Commission hereby adopts the *Claiborne County Subdivision Regulations* with the effective of May 1, 2021 in their entirety on this the 6st day of April, 2021.

SUBDIVISION REGULATIONS
CLAIBORNE COUNTY, TENNESSEE PLANNING REGION

ARTICLE I. PURPOSE, AUTHORITY, AND JURISDICTION

A. Purpose.

The subdivision of land is the first step in the process of community development. It involves the establishment of lots, and often involves the development of roads, utilities, and other facilities. It is extremely important that new subdivisions be properly designed and constructed because the lots eventually become the property of individual landowners, and the roads, utilities, and other facilities become part of the public infrastructure. Once a subdivision has been developed, defects and deficiencies are extremely difficult and expensive to correct.

These regulations require that subdivisions proposed for Claiborne County's planning region meet specified platting, design, and construction standards. They are designed to provide for the safe, efficient, and harmonious development of the region and to protect the public by ensuring that subdivisions are well designed and constructed and will not become a burden to taxpayers.

B. Authority.

These subdivision regulations are adopted under the authority of Section 13-3-401 through 13-3-411 of the Tennessee Code Annotated. The planning commission has fulfilled the requirements set forth in these statutes as prerequisite to the adoption of such regulations. A certified copy of the Major Road Plan of Claiborne County, Tennessee, has been filed in the office of the County Registrar of Claiborne County, Tennessee.

C. Jurisdiction.

These regulations shall govern all subdivision of land within the Claiborne County Planning Region. Subdivision, as defined by Section 13-3-401 of the Tennessee Code Annotated 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 area subdivided."

Any proposed subdivision shall be platted in accordance with Article II and is subject to all other requirements of these regulations. The subdivision of land solely by deed and metes and bounds description is prohibited.

ARTICLE II. PROCEDURE FOR PLAT APPROVAL

The procedure for plat approval is a two-step process. The first step is the preparation of a preliminary sketch plat of the proposed subdivision. The preliminary plat allows the planning commission to evaluate a proposed subdivision to ensure that it conforms to the design standards of these regulations. Construction of the subdivision may begin after the preliminary plat has been approved.

The second step is the preparation of a final plat. The final plat shall conform substantially in design to the preliminary plat. The final plat shall be reviewed by the planning commission, but shall not be approved until it meets the engineering, design, construction, and other requirements of these regulations.

A. Preliminary Plat Requirements.

1. If streets, storm water drainage, utility or other physical improvements are required, then the applicant and/or designer must have a general meeting with the Claiborne County Highway Department to discuss the impact on existing county streets.
2. Nine (9) copies of the preliminary plat and a signed and dated checklist shall be submitted to the planning commission or staff planner at least ten (10) calendar days prior to the meeting it is to be reviewed (see Appendix A for checklist). The preliminary plat is considered formally submitted when reviewed at an official planning commission meeting.
3. The preliminary plat shall be drawn by a Tennessee registered land surveyor at a scale of not less than one (1) inch equals one hundred (100) feet. The plat must meet the minimum design standards of Article III. When more than one sheet is required, an index sheet of the same size shall be filed showing the entire subdivision with sheets lettered in alphabetical order as a key.
4. The preliminary plat shall contain the following information so that it can be adequately reviewed by the planning commission.
 - a Name, location, and acreage of the subdivision;
 - b Location sketch map;
 - c Date, magnetic north point, and graphic scale;
 - d Name(s) and address(es) of the property owner(s);
 - e Surveyor seal and name and address;
 - f Names of adjacent property owners, streets, and subdivisions;
 - g Locations and dimensions of existing and proposed property lines, utilities, easements, and storm water drainage facilities;
 - h Locations and dimensions of existing and proposed street rights-of-ways, proposed road cross sections, and road profiles for all new roads at two (2) foot intervals;

- i Surveyors shall sign the Certificate of Street Grade that all road sections depicted on the plat are fourteen (14) percent grade or less. Any proposed grade greater than fourteen (14) percent shall be clearly indicated on the plat by the surveyor;
 - j Proposed names of new streets;
 - k Contour lines at best available intervals but not less than twenty (20) foot intervals. LIDAR data at five (5) foot intervals shall be used where available;
 - l Provide the tax map and parcel number, with the deed book and page number of the property;
 - m The location and design of the required Postal Delivery Station with certification of approval by the local postmaster; and
 - n GPS survey data.
4. The commission shall approve or disapprove a preliminary plat within sixty (60) days after being presented at a planning commission meeting, in accordance with subsection A.1 through A.3 of this Article. Failure of the commission to take action on a plat within the specified time period shall be deemed approval of the plat.
 5. One (1) copy of the preliminary plat shall be retained for the planning commission's files maintained by the planning commission, one (1) copy shall be retained by the staff planner, and one (1) copy shall be returned to the subdivider with any notations, conditions, or specific changes appropriately identified.
 6. Approval of the preliminary plat shall not constitute acceptance of the final plat and it shall not be signed by the planning commission secretary nor filed at the courthouse.
 7. The approval of the preliminary plat shall lapse after thirty-six (36) months unless a final plat is submitted to the planning commission within said time period; or unless permits to begin construction have been acquired.
- B. Preconstruction Site Meeting: The sub-divider shall meet with the County Road Department to present final constructions plans for all street, storm water, and utility construction. No construction may proceed without the permission of the County Road Department.
- C. Final Plat Requirements.
1. The final plat shall substantially conform to the approved preliminary plat. If preferred, the subdivision may be developed in phases, with a final plat being prepared for each phase of development.
 2. Nine (9) copies of the final plat and a signed and dated checklist shall be submitted to the planning commission chairman or staff planner at least ten (10) calendar days prior to the meeting that it is to be reviewed (see Appendix

B, for checklist). The final plat is considered formally submitted when reviewed at an official planning commission meeting.

3. The final plat shall be drawn at a scale not greater than one (1) inch equals one hundred (100) feet on sheets not larger than twenty-four (24) inches by thirty-six (36) inches or of an approved size to correspond to local plat book dimensions. When more than one sheet is required, the sheets shall be numbered and an index sheet of the same size shall be provided as a key for the plats. The planning commission may allow the scale to exceed one (1) inch equals one hundred (100) feet provided all engineering and other data can be clearly depicted on the plat.
4. Final plat shall be a Category I survey, having an unadjusted precision ratio of at least 1:10,000. All subdivisions within Claiborne County that have six (6) or more lots and not classified as a minor subdivision as defined by Article II. C. 1., shall be referenced to the Tennessee Coordinate System. The survey shall be tied to NGS monuments or monument(s) established by the GPS methods in accordance with Tennessee Land Surveyors Laws and Regulations (TLSLR) Chapter 0802-3.
 - a. An established control monument shall be in compliance and of the type in accordance with Chapter 0820-03-07 of the TSLR.
 - b. Plat shall contain a GPS Certification with the reference information required. (See Appendix E) (Only required for major subdivisions)
 - c. Grid Coordinates shall be labeled on control point(s) with a grid bearing and distances of both grid and ground to one corner of the boundary and scale factor shown.
 - d. All other distances on the plat shall be ground distances.
 - e. Grid north shall be shown.
5. The final plat shall meet the minimum design standards of Article III and the construction standards of Article IV and shall contain the following information:
 - a Name, location, acreage, and title of the subdivision;
 - b Location sketch map;
 - c Date, magnetic north arrow, and graphic scale;
 - d Locations and descriptions of all monuments, iron pins (new and old), drainage facilities, and utilities;
 - e Locations and dimensions of all property lines, easements, show building setback lines, and road rights-of-way;
 - f Names of adjacent property owners, streets, and subdivisions;
 - g All subdivision lots numbered consecutively, including the consecutive numbering of lots between phases of the development;

- h If any portion of land being subdivided is below the elevation of flood, as defined by TVA, the limit of such flood shall be shown; and
 - i Certificates of GPS survey data. (Not required for Minor Subdivisions)
6. The following certificates shall be presented with the final plat (see Appendix C for certificates):
 - a Certificate of ownership and dedication;
 - b Certificate of accuracy;
 - c Certificate of local postmaster approval;
 - d Certificate of approval of water and sewerage systems;
 - e Certificate of approval of streets and utilities;
 - f Certificate of road grade fourteen (14) percent or less;
 - g Certificate of approval of street name(s);
 - h Certificate of flood prone areas;
 - i Certificate of approval for recording; and
 - j Certificate of GPS survey data.
 7. All property lines shall have sufficient land survey data so that they can be accurately reproduced on the ground, including dimensions, bearings, radii, and angles. All dimensions shall be to the nearest one hundredth (100th) of a foot and angles to the nearest minute.
 8. The commission shall approve or disapprove a final plat within sixty (60) days after being presented at a planning commission meeting, in accordance with subsection B.1 through B.7 of this Article. Failure of the commission to take action on a plat within the specified time period shall be deemed approval of the plat.
 9. One (1) copy of the approved final plat shall be retained for the planning commission's files maintained by the county road superintendent office, one (1) copy shall be retained by the planning commission chairman in the county mayor's office, and the other copies may be distributed as deemed necessary by the commission.
 10. Approval of the final plat by the planning commission shall not constitute public acceptance of any street or other way. A formal request must be made to the county commission by the developer.

D. Platting Requirements for Minor and Simple Subdivisions

1. Minor subdivisions are those subdivisions of land which split one (1) lot into two (2) lots, or the adjustment of a property line between two lots. The plat may receive final administrative approval after review by the planning staff verifying that the plat meets all platting standards. The secretary of the planning commission may sign the plat for recording upon certification by the planning staff of subdivision regulation compliance.
2. Simple subdivisions are those subdivisions which contain five (5) or fewer lots which are platted along an existing public road and do not require the extension of public utilities.
3. A preliminary plat is not required for minor or simple subdivisions.
4. The surveyor shall show the location of existing drain fields (if any) and water source.
5. The final plat shall conform to Section II.B. except that:
 - a. The scale may exceed one (1) inch equals one hundred (100) feet provided all engineering and other data can be clearly depicted on the plat; and
 - b. GPS survey data is not required for a minor or simple subdivision.

ARTICLE III. GENERAL REQUIREMENTS AND MINIMUM STANDARDS OF DESIGN

A. Suitability of the Land.

Land which the regional planning commission has found to be unsuitable for subdivision due to flooding, drainage problems, steep slopes, rock formations, or other features likely to be harmful to the safety, health, and general welfare of the future residents, shall not be subdivided unless adequate methods approved by the planning commission are formulated by the developer for meeting the problems created by the subdivision of such land. In no case, however, shall lots be created that are subject to inundation/flooding, are unbuildable or inaccessible because of steep topography, or such slopes are potentially unstable.

1. Flood Prone Areas

Subdivision proposals, including manufactured home subdivisions, shall be reviewed to determine whether such proposals will be reasonably safe from flooding. If a subdivision proposal is in a flood-prone area, any such proposals shall be reviewed to ensure that:

- a. All subdivision proposals shall be consistent with the need to minimize flood damage and such development shall not be developed with any structure that would impede the flow of floodwaters.
- b. All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize or eliminate flood damage in compliance with the County Flood Plain Management Regulations.
- c. All subdivision proposals shall have adequate drainage provided to reduce exposure to flood hazards.
- d. Base flood elevation data shall be provided for subdivision proposals (including manufactured home subdivisions) which are greater than fifty lots and/or five acres as required by the Federal Emergency Management Agency and the Claiborne County Flood Damage Management Regulations.
- e. All applicable federal and state environmental permits must be obtained prior to approval by the planning commission.

2. Geologic and Slope Requirements for Hillside Subdivisions

- a. Proposed development of fifteen (15) acres or greater on land having average slopes greater than **thirty (30) percent or greater** shall have a positive suitability study compliant with the following requirements.

- i. Study prepared by a professionally licensed geotechnical engineer or geologist;
 - ii. A complete geologic map;
 - iii. Slope analysis;
 - iv. Analysis of overburden thickness;
 - v. Analysis of permeability and stability; and
 - vi. Location and description of surface and subsurface physical features affecting development.
- b. Land with an average slope in excess of seventy-five (75) percent shall be considered undevelopable unless the developer can provide adequate documentation of slope stability and that the proposed plans are feasible and do not jeopardize the safety and general welfare of future residents, their homes, and their driveways.

3. Requirements for Karst Terrain (sinkholes) and Internally Drained Land

- a. Karst is a topography formed from the dissolution of soluble rocks such as limestone, dolomite, and gypsum. It is characterized by underground drainage systems with sinkholes and caves.
- b. Sinkholes and depressions shall be identified on the plat.
- c. Sinkholes and depressions shall be noted as restricted from any building.

B. Streets – General.

1. Conformity to the Major Road Plan.

The locations and widths of all proposed streets and their rights-of-way shall conform to the Major Road Plan, as filed at the Claiborne County Courthouse.

2. Relation to Adjoining Street System.

Where possible, the proposed street system shall extend existing streets at a width no less than the width required in this article or the width of the existing street, whichever is greater. All new street construction shall conform to standards in this article and Article IV.

3. Access to Adjoining Streets.

Proposed streets shall provide sufficient access to adjoining properties to provide for the coordinated and harmonious development of the area.

4. Restriction of Access.

Where a subdivision abuts or contains an existing or proposed major street, the planning commission may require the construction of marginal access streets and/or require a planting screen to protect adjacent properties from the effects of through traffic.

5. Private Streets and Reserve Strips.

There shall be no private streets platted in any subdivision. Every subdivided property shall front upon and be served from a publicly dedicated street. There shall be no reserve strips controlling access to streets, except where the control of such strips is definitely placed with the county under conditions approved by the regional planning commission.

6. Alleys.

Alleys may be required by the planning commission to provide access to the rear portion of lots to be used for commercial purposes.

C. Streets - Design Criteria

1. Rights-of-Way Widths.

The minimum width of any right-of-way shall be based on the functional classification of the proposed street, and shall not be less than those depicted below.

- a. Arterial Streets80-150 feet

Arterial streets are used primarily for travel between major towns and cities and are designed to accommodate fast and heavy traffic.

- b. Major Collector Streets60 feet

Major collector streets generally connect arterial streets with minor collector streets and provide for the major movement of traffic within a county. They are designed for moderately fast and heavy traffic.

- c. Minor Collector Streets50 feet

Minor collector streets generally connect major collector streets with local access streets. They are designed to carry a moderate amount of traffic at moderate speeds.

- d. Local Access Street50 feet
Cul-de-sac Circle Turn Around100 feet diameter
(Cul-de-sac length reviewed by planning commission)

Local access streets are primarily designed to provide direct access to adjoining properties. They are designed to carry a low amount of traffic at slow speeds. Local access streets include loop streets, cul-de-sacs, and similar streets.

- e. Alleys for commercial purposes20 feet

2. Additional Width on Existing Streets.

Subdivisions that adjoin existing streets shall dedicate additional right-of-way to meet the requirements of Article III. Section C.1.

- a. Where any part of a subdivision adjoins both sides of an existing street, the entire right-of-way shall be dedicated.
- a. Where a subdivision adjoins only one side of an existing street, one half of the required right-of-way shall be dedicated, as measured from the center of the roadway.

3. Street Grades.

All new streets shall not exceed fourteen (14) percent grades.

4. Vertical Curves.

Every change in grade shall be connected by a vertical curve constructed so as to afford a minimum sight distance of one hundred fifty (150) feet for local access streets, two hundred fifty (250) feet for minor collector streets, and three hundred fifty (350) feet for major collector streets. Sight distance shall be considered as four and one-half (4-1/2) feet above the road surface to an object four (4) inches high on the road surface.

5. Horizontal Curves.

Where a deflection angle of more than ten (10) degrees in the alignment of a street occurs, the center line curvature of the roadway shall have a radius of not less than three hundred fifty (350) feet for major collectors, two hundred fifty (250) for minor collectors, and one hundred fifty (150) feet for local access streets.

6. Tangents.

A tangent of at least one hundred (100) feet shall be provided between reverse curves on all streets except local access streets.

7. Street Intersections

Street intersections shall be as nearly at right angles as possible, and in no case be less than sixty (60) degrees. Property line radii at all street intersections shall be no less than twenty (20) feet, and where the intersection is less than ninety (90) degrees, the planning commission may require a larger radius. Sight distances at intersections shall be in accordance with Article III, Section C.4.

8. Street Jogs.

Street jogs with centerline offsets of less than one hundred twenty-five (125) feet shall not be allowed.

9. Blocks.

- a. Length: Blocks shall not be less than four hundred (400) feet nor more than twelve hundred (1200) feet in length, except as the planning commission considers necessary to secure the efficient use of the land or desired features of street pattern.
- b. Width: Blocks shall be wide enough to allow two tiers of lots except where fronting on major streets or prevented by topographical features or size of the property.

10. Dead-End Streets.

- a. Cul-de-sacs and other dead-end streets shall have one end permanently closed and the length shall be reviewed and approved by the planning commission. The diameter of the turnaround right-of-way shall be not less than one hundred (100) feet with eighty (80) feet of pavement.
- b. Where the planning commission finds it is desirable to provide street access to adjoining property, streets shall be extended to the boundary of such property. Such streets shall be provided with a temporary turn-around having a diameter of at least eighty (80) feet.
- b. The planning commission may approve an alternate design such as a T or Y backaround.

11. Drainage

All streets shall be designed to discharge surface water. Culverts, riprap energy dissipaters, storm sewers, and other drainage facilities shall be required by the planning commission as deemed necessary. Water dikes, water bars, water diverters, and other similar street obstructions are prohibited.

12. Street Names.

Proposed streets which are obviously in alignment with existing named streets shall bear the name(s) of the existing streets. No proposed street names shall duplicate those of existing streets, regardless of the suffix proposed.

D. Lots.

1. Arrangement.

Insofar as practical, side lot lines shall be perpendicular to straight street lines and radial to curved street lines. Where possible, lot lines shall follow natural drainage and/or other features.

2. Building Sites.

All lots shall have adequate building sites that are free from sinkholes, flooding, excessive slopes or other hazardous topographic conditions and easements.

3. Street Frontage.

All lots shall have a minimum of fifty (50) feet of usable frontage accessible to a public street. Lots fronting on the turnaround portion of a permanent cul-de-sac may have road frontages of thirty (30) feet.

- a. Flag lot arrangements shall have a minimum of fifty (50) feet of street frontage and maintain a minimum of fifty (50) in width back to the main body of the lot. No more than two (2) consecutive flag lots shall be allowed along the street frontage.
- b. All lots shall have accessible frontage on a public street in the required widths set forth by Article III, Section D.1 Arrangement. Such access shall provide readily apparent physical means of pedestrian and vehicular access (traversable access to private and public vehicles such as emergencies services) from the lot(s) onto the public street

4. Minimum Size.

- a. Residential lots served by a public water and sewerage system shall not be less than seventy-five (75) feet wide at the building setback line nor less than seventy-five hundred (7,500) square feet in area.
- b. Residential lots served by public water but not served by a public sewerage system shall not be less than one hundred (100) feet wide at the building setback line nor less than twenty thousand (20,000) square feet in area.
- c. The minimum size of residential lots to be served by a private source of water supply shall not be less than one hundred (100) feet wide at the building line nor less than twenty-five thousand (25,000) square feet in area. Greater area may be required by the Tennessee Department of Environment and Conservation after investigations of soil conditions, proposed sewerage system and depth of ground water.

Table 1. Minimum Lot Dimension and Setback Requirements

Utility Water & Sewer Status	Minimum Lot Area	Minimum Lot Width At Building Setback	R-O-W Front Setback*	Side and Rear Setbacks
Public Water and Public Sewer	7,500 sq. ft.	75 feet	30 feet	10 feet
Public Water with no Public Sewer	20,000 sq. ft.	100 feet	30 feet	10 feet
No Public Water or Public Sewer	25,000 sq. ft.	100 feet	30 feet	10 feet

*Minimum Right of Way (R-O-W) front building setback distance increases from 30 feet on local streets to 40 feet on collector streets and 50 feet on arterial streets as noted in section D.5.a below.

5. Building Setback Lines.

- a. The minimum depth of building setback lines from the street right-of-way shall be no less than fifty (50) feet for arterials, forty (40) feet for major collectors, and thirty (30) feet for minor collectors and local access streets. The side and rear setback lines for such lots shall be no less than ten (10) feet.
- b. In the case of electric transmission lines where easement widths are not established, the following easement widths shall be placed on the plat with corresponding building setback lines from the center of the lines shall be as follows:

<u>Voltage of Line</u>	<u>Easement</u>	<u>Minimum Building Setback</u>
46 kV	75 feet	37.5 feet
69 kV	100 feet	50.0 feet
161 kV & over	150 feet	75.0 feet

6. Corner Lots.

Corner lots shall be sufficiently wider and larger to permit additional right-of-way yard requirements of the building setback lines *as in subsection 5.*

7. Drainage Easements for Storm Water Conveyance.

Where an existing street culvert directs stormwater across a property, or where an identified stream or drainage way is present, a permanent water conveyance easement restricting fill material or other development and building shall be a minimum of twenty (20) feet in width. The planning commission may require additional easement width for defined streams.

8. Utility and Drainage Easements.

Permanent easements for utilities and stormwater drainage shall be provided along all side and rear lot lines. Said easements shall be no less than ten (10) feet wide on each side of the lot lines. If deemed necessary, additional easements may be required by the planning commission.

E. Utilities.

1. Water Supply and Sewerage Connections.

Where a public water system or public sewerage system is reasonably accessible, the subdivider shall indicate a connection with such water supply or sewerage system and a water and sewerage connection for each lot with such material and to such size and length as shall be approved by the planning commission. Where a public water supply or public sewerage system is not reasonably accessible or not planned for in the future, an alternate method of water supply and sewage disposal may be indicated and shall be approved in writing by the Tennessee Department of Environment and Conservation.

F. Public Assets.

1. Open Spaces.

Where a school, public park or recreation area, or public water body is located in part of the proposed subdivision, the planning commission may require the dedication or reservation of up to ten (10) percent of the subdivided property for public access, recreation, or other purposes.

2. Community Assets.

Due regard shall be shown for all natural features such as large trees, water courses, historical sites, and similar community assets which will enhance the attractiveness and value of the property.

G. Variances.

These land subdivision regulations are adopted only as minimum requirements, and all developers should consider developing their subdivisions at higher standards. Thus, the developer is encouraged to go beyond the standards of these regulations and the Planning Commission may require standards above the minimum contained herein upon finding that the public health, safety, and welfare justify such standards.

The Planning Commission also may reduce or otherwise vary the requirements of these regulations whenever it encounters the situation described below. In granting such variances, the Planning Commission may attach and require whatever conditions it feels are necessary to secure the basic objectives of the varied regulations. Any variance granted by the Planning Commission shall be noted in its official minutes along with the reasons which justified the granting of the variance.

1. Hardships. The Planning Commission may reduce or otherwise vary the requirements of these regulations when a definite hardship would occur as a result of strict enforcement of these regulations.
 - a. Conditions Required. Where the Planning Commission finds that extraordinary hardships or particular difficulties may result from the strict compliance with these regulations, they may, after written application by the developer, grant variations to the regulations, subject to specified conditions, so that substantial justice may be done and the public interest secured, provided that such variations shall not have the effect of nullifying the intent and purpose of these regulations or the comprehensive plan or increase overall density.
 - b. Evidence of Hardship Required. The Planning Commission shall not grant variations to these regulations unless they make findings based upon the evidence presented to them in each specific case that:
 - i. Because of the surroundings, shape, or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of the regulations were adhered to.

- ii. The conditions upon which the request for a variation is based is unique to the property for which the variation is sought and is not applicable, generally, to other property, and has not been created by any person having an interest in the property.
- iii. The purpose of the variation is not based exclusively upon a desire for financial gain.
- iv. The granting of the variation will not be detrimental to the public safety, health, or welfare, or injurious to other property or improvements in the neighborhood in which the property is located.

H. Planned and Group Residential Developments

- 1. Planned and group residential developments may include townhomes, manufactured housing, travel trailer and motor home resorts, or other permanent or part-time residential land uses.
- 2. The Claiborne County Regional Planning Commission may consider alternative design standards including lot size, street widths, and utility requirements when a PGRD is submitted for review.
- 3. The minimum parcel size for consideration shall be ten (10) acres.
- 4. The maximum number of lots that may be created shall conform to the density allowed under section III.D.4 of these regulations.

Table 2. Density Examples

Initial Parcel Size	Proposed Utilities	Square Feet per lot required in III.C.4	Total Units Allowed
Ten (10) Acres	Public Water & Sewer	7,500 square feet per unit	58 units
Ten (10) Acres	Public Water Only	20,000 square feet per unit	22 units
Ten (10) Acres	No Public Water	50,000 square feet per unit	17 units

- 5. Individual septic systems shall not be allowed. Approved community or packaged waste systems approved by the Tennessee Department of Environment and Conservation may be considered.
- 6. The minimum internal PGRD lot size shall be determined by the type of development with the following standards as a guideline.

Table 3. Minimum PGRD lot Size by Type

Unit Type	Lot Width	Lot Depth	Parking
Attached	25 feet	30 feet	2 common spaces
Detached	50 feet	50 feet	2 on lot
Manufactured, Double	50 feet	80 feet	2 on lot
Manufactured Single	40 feet	80 feet	2 on lot
Recreation Vehicles	40 feet	80 feet	2 on lot

7. No free-standing structure **shall** be closer than twenty (20) feet to any other free-standing structure.
8. Street rights-of-way **may** be reduced by approval of the regional planning commission.
9. Street and drainage construction **shall** conform to the provisions of Article IV of these regulations.
10. The minimum street surface **shall** be a minimum of twenty (20) feet in width.
11. Review and Approval Process
 - a. The developer shall make an initial PGRD application to the Claiborne County Regional Planning Commission thirty (30) days prior to a regularly scheduled meeting.
 - b. After approval to proceed, the developer shall hold a pre-development meeting with the County Road Department and utility providers to discuss the proposed PGRD.
 - c. The developer shall submit a preliminary PGRD subdivision plat which shall conform to the plat design requirements of Article II.A of these regulations.
 - d. After preliminary approval is granted the developer shall hold a pre-construction meeting with the County Road Department, utility providers and planning.
 - e. After all improvements have been installed, inspected, and certified, then the developer shall submit a final subdivision plat compliant with the provisions of Article II.B.F.
 - f. If the developer has not completed the installation of improvements, then a performance surety **may** be considered under the provisions of Article IV.

I. Other Regulations.

All subdivision plats shall conform to requirements of all other applicable Federal, State, and local regulations in effect at the time of the planning commission review and approval. When a discrepancy exists between the standards herein, and those contained in other official regulations, the stricter shall comply.

ARTICLE IV. CONSTRUCTION STANDARDS

All subdivisions shall be constructed to the standards established below prior to final plat approval.

A. Required Pre-construction Meeting.

Prior to any excavation, the developer, developer's engineer(s) and developer's contractor(s) SHALL hold a meeting(s) with the County Road Department, utility districts, communications providers, US Postmaster, and any other pertinent infrastructure provider, as well as representation by the Claiborne County Regional Planning Commission. The following information shall be provided and discussed and agreed upon before construction may commence.

1. Final designs and location of all street, storm water, public water (if required), public sewer (if required), telecommunications, and postal delivery improvements.
2. Final street grades and expected fill locations.
3. Location and design of all street connections and utility connections.
4. Location of building sites for each lot in compliance with Article III.D.
5. Location of driveway cuts and drainage tiles for each lot.
6. All required federal and state environmental or health permits.

B. Streets.

1. Surface Widths.

- a. Arterial StreetsNA
Arterial streets are not paved by the developer
- b. Major Collector Streets32 ft.
- c. Minor Collector Streets.....26 ft.
- d. Local Access Streets20 ft.
- e. Cul-de-sacs.....20 ft.
Circle turnaround (right-of-way)100 ft.
Circle turnaround diameter (pavement)80 ft.
- f. Loop Streets20 ft.
- g. Alleys10 ft.

2. Preparation of Rights-of-Way.

The rights-of-way of all streets and alleys shall be cleared of all dead trees, stumps, roots, brush, and other objectionable materials. Where necessary, the rights-of-way shall be graded to provide driveway access to all proposed lots. Major trees lying within the rights-of-way shall be preserved provided they will not hinder the construction or installation of streets, drainage facilities, or utilities.

3. Preparation of Street Subgrade

The street subgrade shall be considered as the area beneath the proposed street base and shall extend five (5) feet beyond the edges of the proposed street surface. All topsoil shall be removed from the subgrade prior to grubbing and grading.

a. Grubbing. All tree stumps, roots, soft clays and other organic material shall be removed to a depth of two (2) feet below the subgrade. Rock, when encountered, shall be scarified to a depth of one (1) foot below the subgrade.

b. Grading. The subgrade shall be graded to meet the design standards of these regulations.

The subgrade shall be proof rolled under the observation of the County Road Department and certified by a licensed Professional Civil Engineer employed by the developer.

All suitable excavation materials may be used for fill by authorization of the County Road Department. No soft clay, organic material, 57 grade stone or sand, or shale material may be used as fill material.

All utility or drainage trenches located in the roadbed profile shall be mechanically compacted under the observation of the County Road Department and certified by a licensed Professional Civil Engineer employed by the developer.

The fill shall be spread in layers not to exceed six (6) inches loose and shall be compacted by a sheep's foot roller.

Unless otherwise specified, the subgrade shall be constructed in accordance with Section 207 of the most recent edition of the Standard Specifications for Road and Bridge Construction (Tennessee Department of Transportation).

Organic materials, soft clays, and other unsuitable materials shall not be used as fill and shall be removed from the site.

4. Preparation of Street Base.

All streets shall have the following:

- a. All streets shall be constructed with a compacted mineral aggregate Type B base, Grade D at a minimum thickness of six (6) inches.
- b. The compacted six (6) inch base shall be installed in two separate layers of three (3) inches using a five (5) ton or larger vibrating roller.
- b. The six (6) inch compacted base shall be two (2) feet wider than the street surface.
- c. The base shall be constructed in accordance with Section 303 of the most recent edition of Standard Specifications for Road and Bridge Construction (Tennessee Department of Transportation).
- d. Wetting of the stone before compaction may be done at the point of origin or on the job site, at the option of the contractor.
- e. Major collector streets and streets used for industrial or similar purposes shall also have a type B mineral aggregate/asphalt base for added strength. The mineral aggregate/asphalt base shall be at least two (2) inches thick and be constructed to the specifications of Section 307 of the most recent edition of Standard Specifications for Road and Bridge Construction (Tennessee Department of Transportation).

5. Binder Course.

- a. The binder course shall be constructed of asphaltic concrete (hot mix).
- b. The compacted thickness of the binder course shall be a minimum of two (2) inches using a five (5) ton or larger vibrating roller.
- c. The compacted binder shall be constructed in one layer not less than two (2) inches in thickness in accordance with Section 307 BM or 307 C of the most recent edition of Standard Specifications for Road and Bridge Construction (Tennessee Department of Transportation).
- d. Hot mix shall be provided by a vendor approved for TDOT road construction from the current TDOT Producer List Report.
- e. Inspection schedule.
 - i. Subgrade
 - ii. Stone
 - iii. Asphalt
 - iv. Trench
 - v. Ex. Asphalt

6. Wearing Course

- a. The wearing course shall be constructed of asphaltic concrete (hot mix).
- b. The post rolling compacted thickness of the wearing course shall be a minimum of two (2) inches uses a five (5) tone or larger vibrating roller.
- c. The compacted binder shall be constructed in one (1) layer not less than one (1) inch in thickness in accordance with Section 411 E of the most recent edition of Standard Specifications for Road and Bridge Construction (Tennessee Department of Transportation).
- d. Hot mix shall be provided by a vendor approved for TDOT road construction from the current TDOT Producer List Report.

C. Storm Drainage

An adequate drainage system, utilizing culverts, swales, riprap energy dissipaters, storm sewers, curbs and gutters, bridges, and associated facilities shall be provided to properly drain all surface water. Underground drainage facilities shall be constructed after grading has been approved and prior to the preparation of the street base. Unless otherwise specified, all storm drainage facilities shall be constructed to the standards of the most recent edition of Standard Specifications for Road and Bridge Construction (Tennessee Department of Transportation).

1. Culverts.

Culverts shall be provided to accommodate all natural water flow. Culverts shall be of sufficient length to traverse the roadway, its base, and the required bank slopes. They shall be installed on straight line and grade, and be laid on a firm base but not on rock. The spigot ends shall point in the direction of the flow and the ends shall be fitted and matched to provide tight joints and a smooth uniform invert. All culverts shall be placed at sufficient depth below the roadbed and in no case shall the top of the culvert be less than one (1) foot below the roadbed.

2. Headwalls.

Concrete headwalls and removable grates may be required at the ends of all culverts by the Claiborne County Road Superintendent and the planning commission.

3. Swales.

Drainage swales shall be provided along streets if curbs and gutters are not required. Swales shall be constructed of sod, asphalt, riprap or concrete. Swales constructed of sod shall be sloped so they can be easily mowed and maintained. Where possible, swales located away from streets shall be provided along property lines and shall be protected by drainage casements on the final plat.

D. Utilities.

All underground utilities shall be installed after the grading of the right-of-way has been completed and prior to the preparation of the road base. The sizes and locations of utilities shall be in accordance with the Article III, Section E. of these regulations. The installation of utilities shall be in accordance with the policies and requirements of the utility board having authority in the jurisdiction of the proposed subdivision. The approval of utilities shall be noted in the appropriate certificate on the final plat.

1. All underground utility lines installed within the street right-of-way shall be located outside of the road base except where the utility lines must cross the road base.
2. All underground utility lines crossing the road base shall be sleeved in accordance with the utility authority and county road department specifications.

E. Concrete Monuments and Iron Corner Pins

1. All subdivisions of more than five (5) lots shall contain a minimum of two (2) concrete monuments.
2. One concrete monument shall be set at a point designating a state or county road right-of-way and an intersecting property line.
3. One concrete monument shall be set at the mid-point of the subdivision along the right-of-way of the main road and a property line.
4. Additional monuments shall be set along the right of way of the main road and a property line for subdivisions of twenty-five (25) lots and for each additional twenty-five lots.
5. The concrete monument(s) shall be four (4) inches square, three (3) feet long, have an indented cross to identify the point, and be set flush with the finished grade.
6. All concrete monuments shall be identified on the final plat with surveyed Global Positioning System (GPS) coordinates.
7. All other newly established corners and points shall be marked with iron survey pins approved by and compliant with the Minimum Standards of Practice of the Tennessee State Board of Examiners for Land Surveyors.

F. **Guarantee in lieu of completed improvements.**

No final subdivision plat shall be approved by the planning commission or accepted for recordation by the county register of deeds until the required improvements listed or agreed upon are constructed in a satisfactory manner, are certified as complete by the controlling authority over each required improvement, and granted final approval by the planning commission.

The planning commission generally requires that all physical infrastructure improvements be installed prior to granting final plat approval. At its discretion and under circumstances the Claiborne County Regional Planning Commission finds favorable to the general public, the Commission may permit the posting of **Irrevocable** Letters of Credit or **Cash** Deposits in a local bank be made to the Claiborne County Regional Planning Commission in lieu of completed physical improvements.

The regional planning commission is under no obligation to accept guarantees in lieu of completion of physical infrastructure improvements and requires the following to be submitted:

1. An appropriately prepared and worded irrevocable letter of credit from a federally insured lending institution submitted to the Claiborne County Regional Planning Commission in the amount of one hundred and thirty percent (130%) of the full amount of the estimated cost of required improvements.
2. An appropriately prepared and worded escrow deposit agreement from a federally insured lending institution for the benefit of the Claiborne County Regional Planning Commission in the amount of one hundred and thirty percent (130%) of the full amount of the estimated cost of all required improvements.
3. Such security ensures that the required physical improvements may be made and installed without cost to Claiborne County taxpayers in the event of default by the sub-divider or developer including potential inflation in installation costs.
4. The method of guarantee to be proposed to the planning commission shall be determined by the county finance director, county attorney, and the developer.
5. Separate irrevocable letters of credit or cash deposits in the name of the Claiborne County Regional Planning Commission shall be submitted for streets and storm water, public water supply, public sewer supply, or other public improvements.
6. The amount of the guarantee shall be established at the highest of three independent estimates submitted by the developer after approval of each appropriate agency responsible for the guaranteed improvement before being accepted by the regional planning commission.
7. The conditions of each guarantee shall provide for a default thereof if the improvements covered by such guarantee have not been approved and accepted by the Claiborne County Regional Planning Commission within a period not to exceed one year.
8. The applicant may petition the county attorney to extend the completion guarantee for a period not to exceed one year. If the

planning commission and county attorney find that the public interest will not be adversely affected by such extension, the one-year extension may be granted by the planning commission.

9. If all improvements have not been completed by the end of the second one-year period, the county attorney shall cash the completion guarantee.
10. The applicant may appeal the cashing of the completion guarantee to the planning commission and request to extend the completion guarantee for a period not to exceed one year. If the planning commission finds that the public interest will not be adversely affected by such extension, the one-year extension may be granted. If the applicant request a third extension, the planning commission shall require new estimates and the amount shall be set based on the new estimates.
11. If all improvements have not been completed by the end of the second one-year extension granted by the planning commission, the planning commission shall instruct the county attorney and county finance director to collect the completion guarantee allowing the responsible street or utility provider to install the incomplete improvements.
12. As improvements are completed, the planning commission may reduce the face value of such guarantee until all improvements are completed.
13. If the planning commission determines at any time during the life of the guarantee that the character and the extent of such development requires additional improvements or that additional funds are needed to ensure the completion of improvements, then the face value of such guarantee shall thereupon be increased by the determined amount so the new face value of the guarantee will reflect the cost of improvements to the developer or sub-divider.

ARTICLE V. ENFORCEMENT AND PENALTIES FOR VIOLATIONS

The enforcement of these regulations and penalties for the unapproved recordation or transfer of land is provided by state law in the authority granted by public acts of the State of Tennessee.

A. Enforcement.

1. No plat or plan of a subdivision of land into two (2) or more lots located within Claiborne County's planning region shall be admitted to the land records of the county or received or recorded by the County Registrar of Deeds until said plat or plan has received final approval in writing by the planning commission as provided in Section 13-3-402 of the Tennessee Code Annotated.
2. No board, public officer, or authority shall light any road, lay or authorize the laying of water mains or sewers, or the construction of other facilities or utilities in any road located within the planning region unless such road shall have been accepted, opened or otherwise received the legal status of a public road prior to the adoption of these regulations, or unless such road corresponds in its location and lines to a road shown on a subdivision plat approved by the planning commission, or on a road plan made and adopted by the commission as provided in Section 13-3-406, Tennessee Code Annotated.

B. Penalties.

1. No county registrar shall receive, file, or record a plat of a subdivision within the planning region without the approval of the planning commission as required in Section 13-3-402, Tennessee Code Annotated.
2. Section 13-3-410, Tennessee Code Annotated, provides that:
 - a. The owner or the agent of the owner of any land shall not transfer, sell, agree to sell, or negotiate to sell the land by reference to, exhibition of, or by other use of a subdivision plat without first submitting a final subdivision plat to the regional planning commission and receiving the commission's approval and before the final plat is recorded in the appropriate register's office.
 - b. The owner or the agent of the owner of any land shall not falsely represent to a prospective purchaser of the land that roads or streets will be constructed by a county or other political subdivision.
 - c. The description by metes and bounds in the instrument of transfer or other document used in the sale or transfer does not exempt the transaction from a violation of this subsection (a). The county, through the county attorney or other official designated by the legislative body, may pursue an injunction or other appropriate remedy for a violation of this subsection (a).
 - d. The owner or agent of the owner of any land may sell, transfer, or agree to sell any lot or lots shown on a plat only after that plat has been given final plat approval by the regional planning commission, and after the

approved final plat is recorded in the office of the appropriate county register.

- e. The remedies and penalties provided by this chapter are to be applied exclusively to the owner or agent of the owner. Title to any tract conveyed without compliance with this chapter is not affected by this chapter unless the sale or transfer has been enjoined by a court of competent jurisdiction prior to the conveyance being recorded in the office of the appropriate county register. While the title to any such tract is not affected by this chapter, the tract remains otherwise subject to all provisions of this chapter.
3. Any building or structure erected or to be erected in violation of the subdivision regulations shall be deemed an unlawful building or structure, and the building official or the solicitor of the county or other official designated by the chief legislative body, and/or the county attorney or other official designated by the county commission, may bring action to enjoin such erection or cause it to be vacated or removed as provided in Section 13-3-411 of the Tennessee Code Annotated.

ARTICLE VI. ADOPTION AND EFFECTIVE DATE

A. Before Adoption

Before adoption of these subdivision regulations or any amendment thereof, a public hearing thereon shall be held by the planning commission; adequate notice of the time and place of which shall be given by one (1) publication in a newspaper of general circulation in each county lying wholly or partly in the planning region.

B. These Rules

These rules and regulations shall be in full force and effect from and after their adoption and effective date.

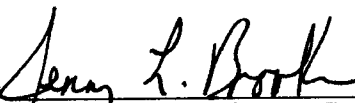
Date of Public Notice February 10, 2021 Newspaper Claiborne Progress

Date Public Hearing Held March 16, 2021

Date Adopted April 6, 2021

Effective Date May 1, 2021

Signed



Chair, Claiborne County Regional
Planning Commission



Secretary, Claiborne County
Regional Planning Commission

PUBLIC NOTICE Public Hearing Notice Subdivision Regulation Amendments Claiborne County Regional Planning Commission Claiborne County Courthouse, 2nd Floor Large Conference Room 1740 Main Street, Tazewell, Tennessee March 16, 2021 12:00 PM The Claiborne County Regional Planning Commission will hold a hearing on March 16, 2021 beginning at 12:00 PM in the large courtroom on the second floor of the Claiborne County Courthouse to allow the public to ask questions and comment on changes to the Claiborne County Subdivision Regulation amendments. Copies of the proposed Subdivision Regulations will be made available by contacting the mayor's office at (423) 626-5236 or by email, directorecd@claibornecountytn.gov. The Claiborne County Regional Planning Commission will meet at 12:30 PM in the large courtroom to consider adoption of the subdivision regulation amendments. Claiborne Progress: Feb. 10, 2021

APPENDICES

**APPENDIX A
PRELIMINARY PLAT CHECKLIST**

Name of Subdivision _____

Location _____ Civil Dist. _____ Zoning Dist. _____

Owner _____ Address _____ Tel. _____

Agent _____ Address _____ Tel. _____

Surveyor _____ Address _____ Tel. _____

Plat Checklist

- Nine (9) copies of plat submitted _____
- Plat drawn to 1" = 100' _____ Date _____
- Name, () location, & () acreage of subdivision
- Location sketch map
- Date, () magnetic north point, & () graphic scale
- Names & () addresses of property owners
- Name & () address of surveyor
- Names of adjacent property owners, () streets, & () subdivisions
- Locations & dimensions of existing and proposed property lines, () utilities, () easements, & () drainage facilities
- Proposed names of new streets
- Contour lines at twenty (20) foot intervals
- Surveyor signature that roads less than fourteen percent grade or identified and shown greater than fourteen percent grade
- Engineering road profiles (where roads shown and identified by surveyor are greater than fourteen (14) percent grade)
- Tax map and parcel number & () deed book and page number of the property
- GPS survey data

Variances Requested:

- 1) _____ Approved? _____
- 2) _____ Approved? _____
- 3) _____ Approved? _____

This plat was approved on _____ subject to the following conditions:

This plat was denied approval on _____ for the following reasons:

**APPENDIX B
FINAL PLAT CHECKLIST**

Name of Subdivision _____

Location _____ Civil Dist. _____ Zoning Dist. _____

Owner _____ Address _____ Tel. _____

Agent _____ Address _____ Tel. _____

Surveyor _____ Address _____ Tel. _____

Plat Checklist

- Nine (9) copies of plat submitted
- Plat drawn to 1" = 100' () on 24"X36" sheets (or as approved) _____ Date _____
- Class I survey
- Name, & () location, & () acreage, & () title of subdivision.
- Date, () magnetic north point, () graphic scale, & () location sketch map
- Locations & descriptions of all () monuments, () iron pins-new and old, () drainage facilities, & () utilities
- Locations and descriptions of () property lines, () easements shown, () building setback lines shown, & () road rights-of-way
- Names of adjacent property owners, () streets, & () subdivisions
- All subdivision lots numbered consecutively
- Certificate of ownership & dedication
- Certificate of accuracy
- Certificate of local postmaster approval
- Certificate of approval of water & sewage systems (state)
- Certificate of approval of streets (road superintendent)
- Certificate of approval of utilities (utility district)
- Certificate of roads less than fourteen (14) percent grade (surveyor)
- Certificate of approval of street names (E911 director)
- Certification of flood prone areas (surveyor)
- Certificate of approval for recording
- Certificate of GPS survey data

Variances Requested:

- 1) _____ Approved? _____
- 2) _____ Approved? _____
- 3) _____ Approved? _____

() This plat was approved on _____ subject to the following conditions:

() This plat was denied approval on _____ for the following reasons:

**APPENDIX C
FORMS FOR FINAL PLAT CERTIFICATIONS**

CERTIFICATE OF OWNERSHIP AND DEDICATION

I (we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon and that I (we) hereby adopt this plan of subdivision with my (our) free consent, establish the minimum building restriction lines, and dedicate all streets, alleys, walks, parks, and other open space to public or private use as noted.

Date: _____, 20____

Owner

Owner

CERTIFICATE OF ACCURACY

I hereby certify that the plan shown and described hereon is a true and correct survey to the accuracy required by the Claiborne County Planning Commission and that the monuments have been placed as shown hereon, to the specifications of the Subdivision Regulations.

Date: _____, 20____

Registered Surveyor

CERTIFICATION OF THE APPROVAL OF WATER AND SEWAGE SYSTEMS

I hereby certify that the private water supply and/or sewage disposal utility system or systems installed, or proposed for installation, fully meet the requirements of the Tennessee State Department of Environment and Conservation, and are hereby approved as shown.

Date: _____, 20____

Tennessee Department of Environment and
Conservation Officer or his/her
Authorized Representative

CERTIFICATION OF THE APPROVAL OF STREETS

I hereby certify that the streets *and related facilities* _____ have been installed in an acceptable manner according to Claiborne County street specifications or that an acceptable security arrangement has been made with the planning commission to assure completion of all required improvements in case of default.

Date: _____, 20____ _____
County Road Superintendent

*specify any other improvements such as sidewalks, curbs, gutters, etc.

CERTIFICATION OF PUBLIC STREETS

I hereby certify that the street(s) depicted on this subdivision plat are currently public county streets.

Date: _____, 20____ _____
County Road Superintendent

CERTIFICATION OF THE APPROVAL OF AND UTILITIES

I hereby certify that the utilities _____ have been installed in acceptable manner and according to specifications or that an acceptable security arrangement has been made with the planning commission to assure completion of all required improvements in case of default.

Date: _____, 20____ _____
Public Works Director

CERTIFICATE OF STREET GRADE

I hereby certify that the street(s) sections depicted on this plat have been approved that they are fourteen (14) percent grade or less unless identified otherwise and comply with the specifications of the Subdivision Regulations.

Date: _____, 20____ _____
Surveyor

CERTIFICATE OF APPROVAL FOR STREET NAMES

I hereby certify that the street name(s) depicted on this plat have been approved and comply with the street name policies of Claiborne County.

Date: _____, 20____ _____
E911 Director

CERTIFICATE FLOOD PRONE AREAS

I hereby certify that the 100-year special flood hazard areas, as determined by the Flood Hazard Boundary Maps or Flood Insurance Rate Maps, developed for or under the guidance of the Federal Emergency Management Agency, are hereby depicted on this plat.

Date: _____, 20____
_____ Surveyor

CERTIFICATE OF APPROVAL FOR RECORDING

I hereby certify that the subdivision plat shown here has been found to comply with the Subdivision Regulations for Claiborne County, Tennessee, 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 of Deeds.

Date: _____, 20____
_____ Secretary, Planning Commission

CERTIFICATION OF THE APPROVAL OF THE POSTMASTER

I hereby certify that the US postal delivery cluster station(s) has been installed in an acceptable manner and according to specifications or that an acceptable security arrangement has been made with the planning commission to assure completion of all required improvements in case of default.

Date: _____, 20____
_____ US Postmaster

**APPENDIX D
(LETTERHEAD OF ISSUING BANK)**

IRREVOCABLE STANDBY LETTER OF CREDIT No. _____

Date: _____

Beneficiary: Hamblen County, Tennessee
C/O Director of Planning
Hamblen County Courthouse
511 West Second North Street
Morristown, TN 37814

Gentlemen:

We hereby issue our Irrevocable Standby Letter of Credit No. _____ in your favor for the account of (name of developer) (Customer) for up to the aggregate amount of _____ dollars (\$_____). This amount is available upon presentation of your certified statement signed by the Director of Planning, or his Deputy stating:

We certify that Customer has defaulted on its obligation to Hamblen County Tennessee, in that Customer has not completed the improvements to _____ Subdivision located in Hamblen County, Tennessee. This certified statement of default is issued pursuant to your Irrevocable Standby Letter of Credit No.

This Irrevocable Standby Letter of Credit expires on _____.

We hereby agree with the Beneficiary and in compliance with the terms of this Irrevocable Standby Letter of Credit that such certified statement will be duly honored by us upon presentation without any claims of illegality, unenforceability, or fraud in connection with the transaction. We hereby waive the right to defer the honor of any such certified statement presented by you.

Very truly yours,

(Name of Bank)

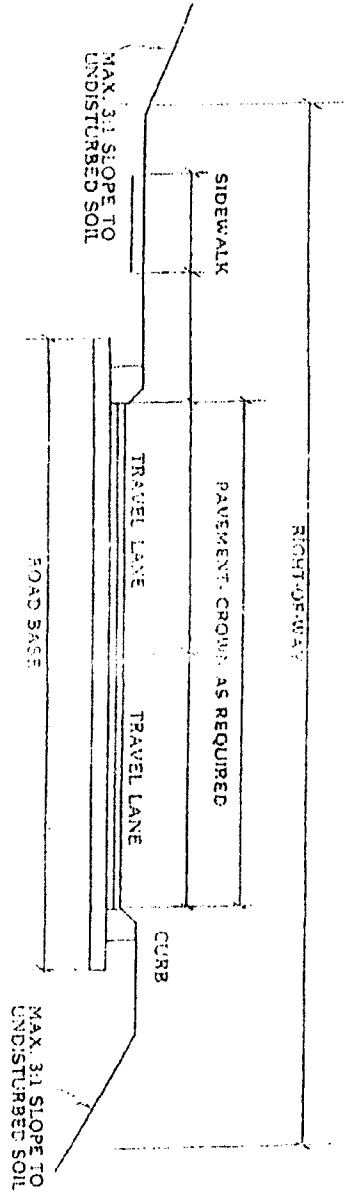
By: _____

Name

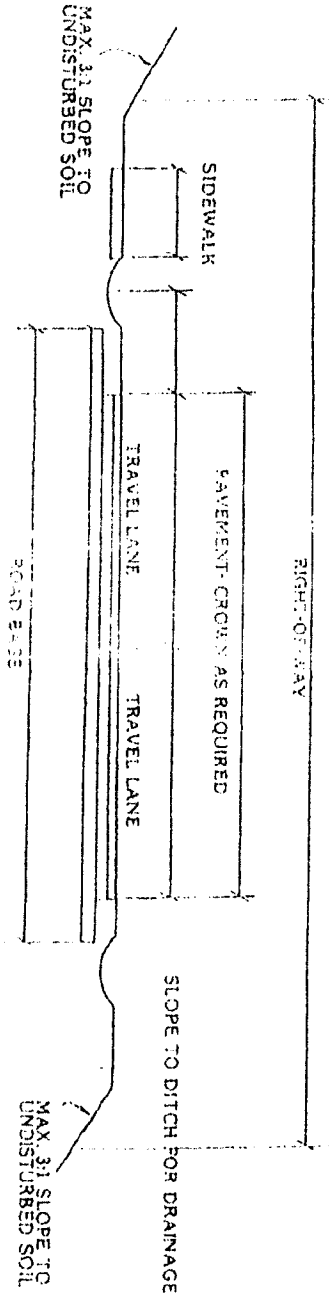
Title

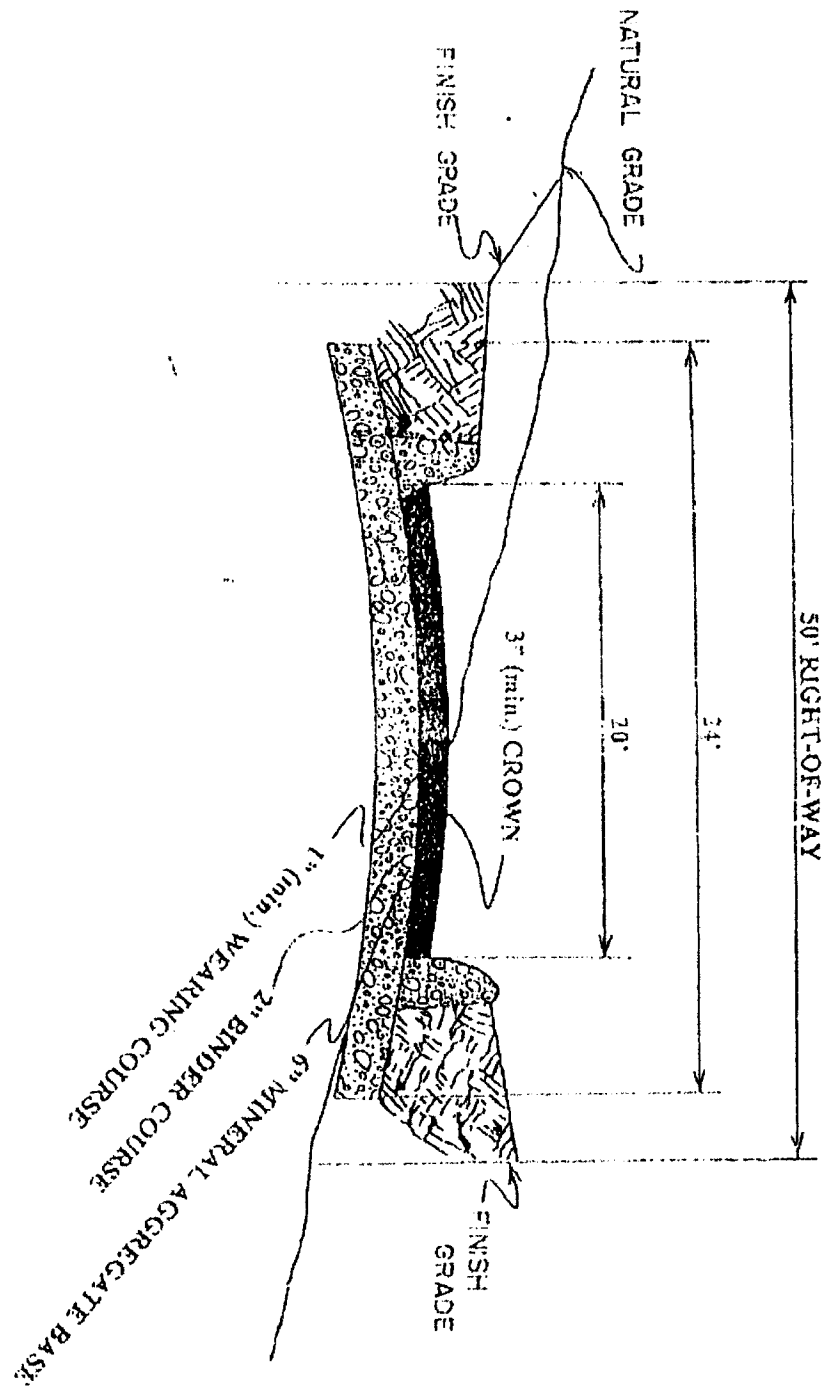
**APPENDIX E
STREET PROFILE ILLUSTRATIONS
Testing Frequency Form**

TYPICAL RIGHT-OF-WAY AND STREET CROSS SECTION WITH CURBS



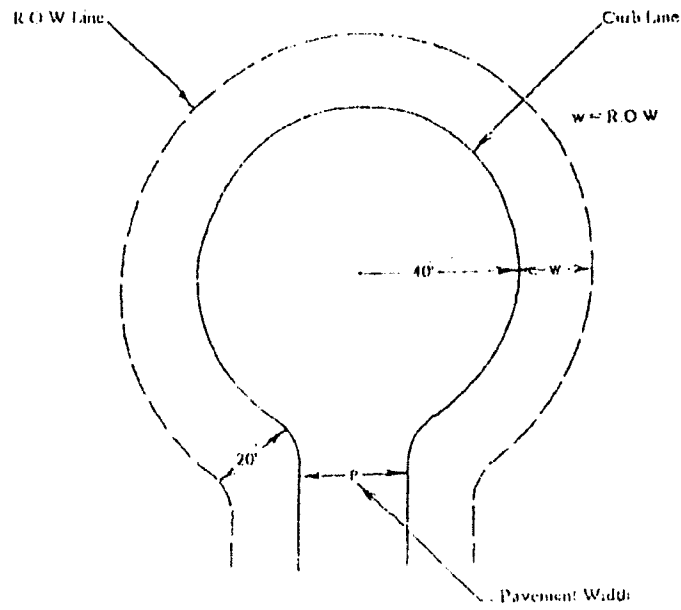
TYPICAL RIGHT-OF-WAY AND STREET CROSS SECTION WITHOUT CURBS



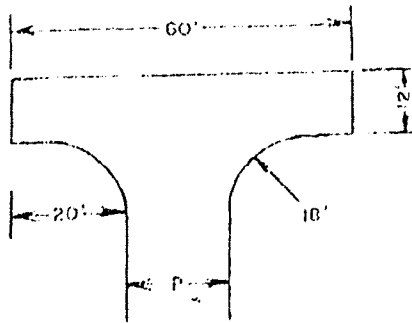


TYPICAL
ROADWAY CROSS SECTION

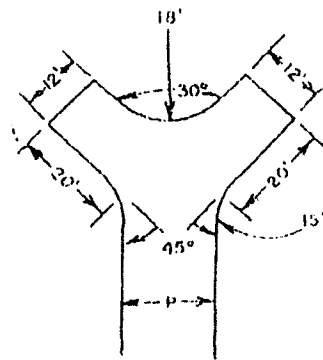
CIRCLE



'T' Turn-around



'Y' Turn-around



Dead-End Streets

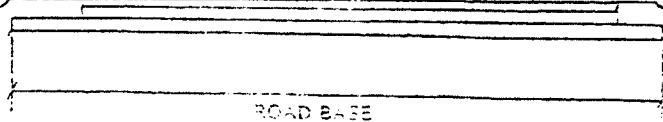
TESTING FREQUENCY

PROJECT/SITE NAME _____
 PROJECT CONTACT _____
 LOCATION _____

	PHASE I	PHASE II	PHASE III	PHASE IV	PHASE V
Subgrade					
	Date	Date	Date	Date	Date
Stone					
	Date	Date	Date	Date	Date
Asphalt					
	Date	Date	Date	Date	Date
Trench					
	Date	Date	Date	Date	Date
Ex Asphalt					
	Date	Date	Date	Date	Date

Phase I	Signature	Date
Owner/Representative	_____	
Claiborne County Road Superintendent	_____	
Phase II		
Owner/Representative	_____	
Claiborne County Road Superintendent	_____	
Phase III		
Owner/Representative	_____	
Claiborne County Road Superintendent	_____	
Phase IV		
Owner/Representative	_____	
Claiborne County Road Superintendent	_____	
Phase V		
Owner/Representative	_____	
Claiborne County Road Superintendent	_____	

MAX. 3:1 SLOPE TO
UNDISTURBED SOIL



ROAD BASE

CM