

ORDINANCE NO 2006-03

AN ORDINANCE TO AMEND SECTION 11: SUBDIVISION SUBMITTAL REQUIREMENTS AND SECTION 12: MAJOR SUBDIVISION – PRIMARY PLAT SUBMITTAL REQUIREMENTS OF THE HUNTINGTON COUNTY SUBDIVISION CONTROL ORDINANCE.

WHEREAS, it is in the best interest of the Huntington Community as a whole to amend the Huntington County Subdivision Control Ordinance Section 11: Subdivision Submittal Requirements and Section 12: Major Subdivision – Primary Plat Submittal Requirements to allow the Huntington Countywide Department of Community Development to better ensure that future subdivision splits of land meet the requirements of all applicable codes and ordinances throughout Huntington County.

WHEREAS, the Huntington County Plan Commission considered Docket PC-05-011, a petition to amend the text of the Zoning Ordinance. A record of the petition and Plan Commission action recommending approval of the text amendment is attached hereto and incorporated by reference as “Exhibit A”.

NOW, THEREFORE BE IT ORDAINED, by the Board of Commissioners of Huntington County, Indiana that Subdivision Control Ordinance of Huntington County be, and is hereby, amended by executing the following changes:

SECTION 11: MINOR SUBDIVISION SUBMITTAL REQUIREMENTS

- A. All requests for minor subdivision shall be submitted with the following information:
1. Completed application form, including the property owner(s) signatures
 2. Filing fee of \$25.00 per lot paid to the Department.
 3. Drawing, prepared by a land surveyor licensed by the State of Indiana, on one or more sheets of paper measuring not more than thirty (30) inches by forty-two (42) inches, drawn to a scale not smaller than one-hundred (100) feet to the inch, and including the following information:
 - a. Legal description of each of the lots
 - b. Date of the survey, north arrow, and scale
 - c. The location, dimension, bearings, and area of all proposed lots
 - d. Location of all existing platted streets, alleys and rights-of-way intersecting the boundaries of the subdivision
 - e. Location of all existing easements, including county drainage easements
 - f. Location, type and size of all monuments
 - g. Location and size, including setbacks, of any existing structures
 - h. Location and size, including measured distance, of existing structures remaining on the parent tract that are within twenty-five (25) feet of the proposed property lines**
 - i. Location of any lands which are within the floodway or 100-year floodplain
 - j. Name, signature, license number, seal, and address of land surveyor
 - k. Name and address of the property owner(s)
 4. Copy of surveyor's report.
 5. Any additional information requested by the Department, Plat Committee, or Commission relating to compliance review.
 6. Six (6) copies of the drawing shall be submitted with the application.
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SECTION 12: MAJOR SUBDIVISION – PRIMARY PLAT SUBMITTAL REQUIREMENTS

- A. All requests for primary plat approval shall be submitted with the following information:
1. Completed application form, including the property owner(s) signatures
 2. Filing fee paid to the Department as follows:

<u>Lots</u>	<u>Fee</u>
1-10	\$100.00
11-20	\$150.00
21-40	\$200.00
41-and over	\$250.00

(fee includes secondary plat review)
 3. Drawing, prepared by a land surveyor licensed by the State of Indiana, on one or more sheets of paper measuring not more than thirty (30) inches by forty-two (42) inches, drawn to a scale not smaller than one-hundred (100) feet to the inch, and including the following information:
 - a. Legal description of each of the lots
 - b. Location map
 - c. Name of the subdivision to be shown at the top of the drawing
 - d. Date of the survey, north arrow, and scale
 - e. Acreage of the tract to the nearest tenth of an acre
 - f. The location, dimension, bearing, and area of all proposed lots
 - g. Location of all existing platted streets, alleys, and rights-of-way intersecting the boundaries of the subdivision

- h. Location of existing easements, including but not limited to, utility and County drainage easements
 - i. Location and width of existing and proposed streets, alleys, and other rights-of-way, and their acreage
 - j. Proposed street name or street number in accordance with the County House Number Ordinance
 - k. Location, purpose, and width of proposed easements
 - l. Lot numbers, to be consecutively numbered
 - m. Location, type, and size of all existing and proposed monuments
 - n. Location and size, including setbacks, of any existing structures
 - o. Location and size, including measured distance, of existing structures remaining on the parent tract that are within twenty-five (25) feet of the proposed property lines**
 - p. Location, bearing, and length of all boundary lines of the subdivision to be expressed in feet and decimals of a foot
 - q. Deed record (book and page number) of properties adjacent to the subdivision, or reference adjacent subdivisions by name
 - r. Location of any lands which are within the floodway or 100-year floodplain, including elevation and flood zone designation(s)
 - s. Location of any streams, water bodies, buildings, or other pertinent features
 - t. Name, signature, license number, seal, and address of land surveyor
 - u. Name and address of property owner(s)
4. Drainage plan submitted in accordance with the Huntington County Storm Water Control Ordinance.
 5. Documentation on capacity and availability of water and sewerage systems as follows:
 - a. If the subdivision is to be served by a public water or sanitary sewer system, the applicant must provide documentation that such system has the capacity and capability to serve the subdivision and guarantees of a sufficient number of connections to serve all lots in the subdivision.
 - b. If the subdivision is to be served by a private water or sanitary sewer system, the applicant must provide documentation that they system design has been, or can be, approved by the Indiana Department of Environmental Management, that there are arrangements to ensure continued operation and maintenance of the system, that the system has or will have sufficient capacity to serve the subdivision, and guarantees of a sufficient number of connections to serve all lots in the subdivision.
 - c. If the subdivision is to be served by individual water or sewage disposal systems, the applicant must provide documentation that such systems have been, or can be, approved by the Health Department.
 6. Documentation on access to existing County, State, or Federal roadways.
 7. Copy of the deed of the parent tract.
 8. Documentation sufficient to show all streets and public improvements will comply with the requirements of this Ordinance and all other County ordinances.
 9. Copy of surveyor's report.
 10. Any additional information requested by the Department, Plat Committee, or Commission, which relates to compliance review.
- B. Ten (10) copies of the drawing and five (5) copies of the drainage plan shall be submitted with the application.

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Approved by the Board of County Commissioners of Huntington, Indiana, this

9 day of January 2006.



Steve Updike



Richard Brubaker



Jerry Helvie

Board of County Commissioners
Huntington County
Huntington, Indiana

ATTEST:



Donald D. Schoeff
Huntington County Auditor