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Town Attorney

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Town Manager



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Vice Mayor

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Councilmember

CHERYL GRAHAM
Councilmember

Town of Signal Mountain

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PLANNING COMMISSION REGULAR MEETING

Signal Mountain Town Hall **-VIA ZOOM**

6:00 pm – Thursday, November 5th, 2020

AGENDA

- I. Approval of Minutes
 - October 1st, 2020
- II. Subdivision Regulation Amendment
 - a. Review of Preliminary and Final Plat Requirements and submittal deadline.
- III. Adjourn

**A RESOLUTION TO AMEND THE
SUBDIVISION REGULATIONS FOR THE
TOWN OF SIGNAL MOUNTAIN, TENNESSEE
PERTAINING TO FINAL PLAT SUBMITTAL PROCEDURE AND REQUIREMENTS**

WHEREAS, Tennessee Code Annotated (TCA) § 13-4-101 empowers municipalities to establish municipal planning commissions, and;

WHEREAS, the Town of Signal Mountain has properly established a municipal planning commission, and;

WHEREAS, Tennessee Code Annotated § 13-4-303 enables municipal planning commissions to establish and amend subdivision regulations, and;

WHEREAS, the Signal Mountain Municipal Planning Commission seeks to amend the Subdivision Regulations for the Town of Signal Mountain, Tennessee, and;

WHEREAS, a public notice was issued and a public hearing was conducted in order to receive public comments, in accordance with TCA § 13-4-303,

NOW, THEREFORE, BE IT RESOLVED, that the Signal Mountain Municipal Planning Commission does hereby amend the Signal Mountain Subdivision Regulations as follows:

Section 1: The preliminary text within Section 2-107.2 Application Procedure and Requirements is amended to read the following:

“The applicant shall file the approved Final Plat with the Hamilton County Register of Deeds. The Final Plat shall:”

Section 2: The text within Section 2-107.2.5 Application Procedure and Requirements is amended to read the following:

“Present five (5) **physical** copies to the Town Manager, one copy to the Hamilton County GIS Department, one copy to the Electric Power Board, and one digital copy to the Staff Planner prior to the regular meeting of the Commission at which the Final Plat is to be considered. The deadline for submittal is the first Thursday of the month for the following month’s scheduled meeting. If the first Thursday falls on a Holiday, the deadline is the next working day. Items not submitted by twelve noon on this day will not be placed on the agenda and will not receive action until the next regularly scheduled meeting. All items set to appear on the agenda and that were submitted by this deadline shall also be submitted to the Town Manager and Staff Planner in final form (**including all corrections**) by **twelve noon, three days prior to the next scheduled meeting**. No application shall be deemed filed unless all requirements have been met and all fees paid in full.”

Section 3: Remove Section 2-107.3 titled “Staff Review” in its entirety.

Section 4: The text within Section 2-105.2 Application Procedure and Requirements is amended to read the following:

“Following review of a Sketch Plan, an applicant may file a Preliminary Plat with the Hamilton County GIS Department. Failure of the applicant to provide full and correct information shall be cause for disapproval of such plat. The Preliminary Plat and supporting documentation as listed in Section 5-103 (the Development Plan) shall be presented concurrently to the Town Manager, Hamilton County GIS Department, Electric Power Board, and the Staff Planner by the appropriate deadline date. The deadline for submittal is the first Thursday of the month for the following month’s scheduled meeting. If the first Thursday falls on a Holiday, the deadline is the next working day. Items not submitted by twelve noon on this day will not be placed on the agenda and will not receive action until the next regularly scheduled meeting. All items set to appear on the agenda and that were submitted by this deadline shall also be submitted to the Town Manager and Staff Planner in final form (including all corrections) by twelve noon, three days prior to the next scheduled meeting. No application shall be deemed filed unless all requirements have been met and all fees paid in full.”

NOW THEREFORE, BE IT RESOLVED that on this December 3rd, 2020 the Signal Mountain Municipal Planning Commission hereby adopts this resolution amending the Signal Mountain Subdivision Regulations. This resolution shall become effective immediately following the public hearing and approval of the Signal Mountain Municipal Planning Commission.

Date Advertised in the Times Free Press: _____

December 3rd, 2020

Public Hearing Date

Jamie Blanton, Chairman

Date of Adoption

Ethan Nelson, Secretary

5-103.302 - Preliminary Plat Requirements

(To replace text within section 5-103.302)

Section 1 – General Plat Information

The Preliminary Plat shall be drawn to a minimum scale of one-inch equals one hundred feet and shall contain the following information:

- a) Proposed name of the subdivision, which shall not duplicate or closely approximate, phonetically or in spelling, the name of any other subdivision in Hamilton County, or any PUD in Hamilton County.
- b) Plat labeled “Preliminary Plat”.
- c) The full name and mailing address with zip code (telephone number requested) of the owner(s) and/or developer(s).
- d) The name and mailing address with zip code and telephone number of the person, firm, or organization preparing the Preliminary Plat.
- e) North point and scale
- f) A vicinity map, showing the following features, if applicable, within an area large enough to locate the subdivision:
 - a. Outline of proposed subdivision and north point.
 - b. Location and name of all principal roads, streets, railroads, water courses, etc.
- g) State, county or municipal boundaries, water courses, railroads, etc., in and adjacent to the subdivision shall be shown and labeled.
- h) Name and /or show an easily identifiable landmark (store, road intersection, creek, etc.) and show the number of miles (to the nearest tenth) from the landmark to the site.
- i) The boundary line of the proposed subdivision drawn to scale and showing all bearings and distances, including existing road curve functions and dimensional data.
- j) Parcel number, including map sheet number and group identifier, for all parcels which are being subdivided or joined in the platted area. This is commonly referred to as the “Tax Map Number”.
- k) The location of control monuments on the boundary line of the proposed subdivision showing the horizontal position in Tennessee State Plane coordinates.
- l) Lots drawn and numbered in a logical numerical order, showing the approximate dimensions of lots. Every parcel of land within the subdivision should have a lot number. Subdivisions developed in phases or units are to continue number the lots, and not start with lot number 1 for each new unit.
- m) The property lines of all adjoining property shall be shown with dashed lines. For adjoining subdivisions, show the full name of the subdivision, ROHC book and page numbers, and the lot numbers. For other adjoining property, show the owner’s name.
- n) Show the location, widths and names of all existing, proposed or recorded streets, public rights-of-way, or access easements, etc., intersecting or paralleling the subdivision, on or adjacent to the subdivision.
- o) Proposed street names shall not duplicate or closely approximate, phonetically or in spelling, the name of any other street in Hamilton County. The change of a street name prefix (East, North) or suffix (Road, Lane, Circle) shall not be construed as a different street name.
- p) Show the station numbers for all proposed streets. Station numbers shall begin at a known existing and reproducible street centerline.

- q) Split Road Cross Sections: A typical cross section of all split roads in the subdivision shall be shown on the preliminary plat, if applicable.
- r) The Preliminary Plat shall be drafted so that good, clear, legible prints, copies can be made.

Section 2 – Drainage Information

- a) Show the size, location, outline and direction of water flow at all high and low points of all existing and proposed drainage easements in an adjacent to the subdivision.
- b) If drainage areas and/or easements are to be relocated, show the new location; label “relocated”; and state the treatment of the new drainage area and/or easement. If drainage areas in the subdivision are to be filled, label —to be filled, and show and label existing and proposed finished contours within the area to be filled and within the area to be cut.
- c) Show size, location and number of acres drained in pipes or open conveyances in and adjacent to the subdivision.
- d) Show direction of water flow at all high and low points on all existing and proposed roads in and adjacent to the subdivision.
- e) Show location and label any other proposed drainage improvements such as catch basins, headwalls, rock and mortar or concrete drainage ditches, etc.
- f) Show the location and label any proposed off-site drainage improvements which are made necessary by the construction of the proposed subdivision.

Section 3 – Utilities Information

- a) For all existing and proposed water lines, show size, location of lines, and outline and size of easements (if applicable) in and adjacent to the subdivision.
- b) For all existing and proposed gas lines and mains, show size, location, name of mains, and outline of easements (if applicable) in and adjacent to the subdivision.
- c) For all existing electrical and telephone lines and easements, show size, location, name of major easements, and outline of easements in and within fifteen (15) feet of the subdivision.
- d) For all existing and proposed sanitary sewers and sewer easements, show sizes, locations, direction of flow, outlines of easements, manholes, and invert elevation in and adjacent to the site.
- e) If sanitary sewers are not available on or adjacent to the site, but are required by the local government state the nearest location and size of line of nearest sanitary sewer.
- f) If a sewage treatment plant of any type is to be constructed on and/or to serve the subdivision, state whether the plant will be public or private. If the plant is to be publicly owned, operated and maintained, place the offer of dedication on the plat. If the plant is to be privately owned, operated and maintained, add a statement concerning the method of operation and maintenance to the plat.
- g) Natural contours at five (5) foot intervals or less (sea level elevations only). The plat designer shall field check for accuracy of the contour lines if he has obtained the information from sources other than his own. The surveyor or engineer shall establish a benchmark on the site.
- h) Existing and finished contours within the area to be cut or filled shall be shown on the Preliminary Plat.
- i) Contour line or limit of 100 year flood and/or Floodway Zone (Valley Zone), if applicable.

Section 4 – Statements to be Included on the Plat

- a) Present zoning of tract and zoning applied for, if applicable.
- b) Source of water supply. If public water supply is not available, state nearest location, size of line, utility company's name and whether water supply will be from wells.
- c) Number of acres subdivided.
- d) If the topo was obtained from a source other than an actual field survey, use the following quote: "Topo was obtained from (source) and has been field verified to insure its accuracy." Examples of (source): Interpolated TVA quadrangle, Chattanooga Quadrangle, Daisy quadrangle, etc., aerial topo map – Atlantic Aerial Survey, etc.
- e) If the topo was taken from an actual field survey, use the following quote: "Topo was obtained from an actual field survey dated _____ conducted by _____. Elevations were determined from benchmark or monument located at _____, elevation _____."
- f) If Community Lot(s) are shown, note the following: "No building permit is to be issued for a residential, commercial or industrial building on the Community Lot. Lot to be used for recreational purposes only. Maintenance to be assumed by the developer until lot is deeded to homeowners in the subdivision, or to a homeowners association."
- g) A statement of the proposed use of the lots (e.g. single-family dwellings, two-family dwellings, multiple-family dwellings, commercial development, industrial development, etc.).
- h) Special notations and information, if required.
- i) Show the boundaries, acreage and proposed ownership of all Conservation Land areas and Common Lands and Facilities. For each contiguous parcel of Conservation Land or Common Land note the following: "No building permit is to be issued for a residential, commercial, or industrial building on the that shall exist for recreational purposes only. Maintenance shall be assumed by the developer until lot is deeded to homeowners in the subdivision, or to a homeowners association."
- j) The form for endorsement for Planning Commission approval of the Preliminary Plat shall read as follows:

The Town of Signal Mountain approved this Preliminary Plat, with exceptions or conditions, as indicated in the minutes of the commission on _____(Date).

No grading or construction shall take place until Construction Plans and a Development Agreement, as required by the Subdivision Regulations, is approved.

Planning Commission Secretary

Section 5 – Road Profiles

Five (5) copies of the vertical road profiles of all roads to be constructed in the subdivision shall be submitted with the preliminary plat. The vertical sanitary sewer profiles shall show the identification of the sewer line, manhole locations and numbers, the existing ground liens, the proposed centerline grade, percent grades, vertical curves, street intersection, and drainage structures, all drawn to a scale not less than one inch equals one hundred feet (1" = 100') horizontal, and one inch equals ten feet (1"= 10') vertical. Include seal and signature of designer.

Section 6 – Sanitary Sewer Profiles, if required.

Five (5) copies of the vertical sanitary sewer profiles of all sanitary sewers to be constructed in and for the subdivision shall be submitted with the preliminary plat. The vertical sanitary sewer profiles shall show the identification of the sewer line, manhole locations and numbers, invert elevations, percent grades and direction of flow, underground utilities, drainage structures and the natural and finished grades, all drawn at a scale not less than one inch equals one hundred feet (1"= 100') horizontal, and one inch equals ten feet (1"= 10') vertical.

If the sewer line(s) go through an adjacent owner's property, include one of the following:

- a) Put the deed book and page number(s) of the recorded easement that allow the developer and/or city to install and maintain a sewer line through the adjoining property and submit a copy of the recorded document to the Planning Commission staff with the rest of the information required, or
- b) Put a statement on the plat that allows the developer and/or WWTa to install and maintain a sewer line through the adjacent owner's property in the location as shown on the subdivision plat, and signed by the adjacent owner.
- c) The sanitary sewer profiles shall have the signature and seal of an engineer licensed to practice in the State of Tennessee.

The sanitary sewer profiles and the vertical road profiles may be shown together. If this is done, five (5) copies of the combined vertical profiles shall be submitted with the preliminary plat.

Section 7 – House Locations and Building Setback Lines

Suggested house locations and building setback lines may be required by the Hamilton County Groundwater Protection and should then be shown on the plat. The actual house location may, however, deviate from the area shown on the plat if the location is approved by the Hamilton County Groundwater protection. If suggested house locations are shown on the plat, a note should be added to the plat showing the symbol for the house location and wording similar to the following: "House should not be greater than _____ feet from its closest side lot line as shown (see plat for exceptions, if applicable)," and/or "Building setbacks and suggested house locations may be changed with written permission of the Hamilton County Groundwater Protection".

Section 8 – Existing Utilities and Railroads

The Planning Commission may require that a letter be submitted with the preliminary plat from the affected utility or railroad approving the proposed crossing of the utility, utility easement, or railroad by any street, driveway, field lines, or other utility, etc.

Section 9 – Drainage Calculations

Calculations for drainage pipes in excess of 15" to be installed by the developer shall be submitted with the preliminary plat. When necessary, the County Engineer may also require drainage calculations for any 15" pipe. These calculations shall use the form in Appendix 7 of these regulations.

The developer or surveyor or survey/engineer is urged to consult with the Hamilton County GIS Department regarding proposed street names, electronic filing requirements, and other aspects of plat production. The GIS Department cannot and will not provide guidance of the nature provided by the Planning Commission or Health Department staff.

5-105.301 - Final Plat Requirements

(To replace text within section 5-105.301)

Section 1 – General Plat Information

- a) Proposed name of the subdivision, which shall not duplicate or closely approximate, phonetically or in spelling, the name of any other subdivision in Hamilton County, or any PUD in Hamilton County. The most recent recorded deed book number and page number for each deed constituting part of the property being platted. Plat labeled “Final Plat”.
- b) The full name(s), mailing address(es) with zip code(s) and telephone number(s) of all property owners involved.
- c) The name, full mailing address, zip code, telephone number and seal (to include license number) of the Registered Land Surveyor (and licensed Engineer if applicable) preparing the plat. If the site surveyor and plat designer are different individuals, then each shall place his seal (to include license numbers) on the plat. In no instance will a plat be accepted that does not contain the seal of a Registered Land Surveyor (and licensed Engineer for major subdivision) licensed in the State of Tennessee.
- d) The date of plat preparation and revisions, north point, and scale---both written and graphic.
- e) A vicinity map showing the following features, if applicable, within an area large enough to locate the subdivision:
 - a. Outline or proposed subdivision and north point (oriented consistent with the north point of the plat, preferable pointing to the top of the plat).
 - b. Location and name of all principal roads, streets, railroads, water courses, etc.
- f) State, county or municipal boundaries, water courses, railroads, etc., in and adjacent to the subdivision shall be shown and labeled.
- g) Name and/or show an easily identifiable landmark (store, road intersection, creek, etc.) and show the number of miles (to nearest tenth) from the landmark to the site.
- h) The boundary lines of the subdivision shall be determined by an accurate survey in the field, to include a closed traverse. The boundary survey shall close with an error of closure not to exceed 1:5000.
- i) Distance shall be recorded to the nearest hundredth of a foot and bearings recorded to thirty (30) seconds.
- j) Show parcel number, including map sheet number and group identifier, for all parcels which are being subdivided or joined in the platted area. This is generally referred to as the Tax Map Number.
- k) The location of control monuments on the boundary line of the proposed subdivision showing the horizontal position in Tennessee State Plane coordinates.
- l) Lots drawn and numbered in a logical numerical order. Every parcel of land within the subdivision shall have a lot number. Subdivisions developed in phases or units are to continue numbering the lots and not start with lot number 1 for each new unit. The use of lot numbers by block in which lot numbers are repeated in each block is prohibited.
- m) Sufficient data to readily determine and reproduce on the ground the location, bearing, and length of every lot line and boundary line, whether curved or straight. This shall include the radius, central angle (delta), length of curve, and tangent distance for the curved property lines. The point of curvature and the point of tangency of all curves on all right-of-way lines shall be located by distance to the nearest lot corner. Chord bearings and dimensions may be used for irregular lines, such as creeks, shorelines, etc.

- n) Minimum building setback lines, other than those required by the local zoning regulations, shall be shown and labeled on the lot(s). Setbacks may be changed if approved in writing by the Hamilton County Groundwater Protection division.
- o) The property lines of all adjoining property shall be shown with dashed lines. For adjoining subdivisions, show the full name of the subdivision, ROHC book and page numbers, and the lot numbers (dashed). For other adjoining property, show the owner(s) name(s) and the ROHC deed book and page number in which the property is recorded.
- p) Show the location, widths and names of all existing, proposed or recorded streets, public rights-of-way, or access easements, etc., intersecting or paralleling the subdivision, in and adjacent to the subdivision. Show any street or street intersection within 100' of the site.
- q) Proposed street names shall not duplicate or closely approximate phonetically or in spelling, the name of any other street in Hamilton County. The change of a street name prefix (East, North) or suffix (Road, Lane, Circle) shall not be construed as a different street name.
- r) Sufficient data to readily determine and reproduce on the ground the location, bearing, and length of every street line, whether curved or straight. This shall include the radius, central angle (delta), length of curve and tangent distance for the center line of curved streets and curved property lines. The point of curvature and the point of tangency of all curves on all right-of-way lines shall be located by distance to the nearest lot corner.
- s) Show a measured distance to a recognizable point such as a street intersection, landmark, survey monument, ground positioning system reference, etc.
- t) Show the individual areas of all lots.

Section 2 – Drainage Information

- a) Show the size, location and outline of all existing and proposed drainage easements in and adjacent to the subdivision.
- b) If drainage areas and/or easements are to be relocated, show the new location, label "relocated", and state the treatment of the new drainage area and/or easement. Show size, location and number of acres drained in pipes or open conveyances in the subdivision.
- c) Show location and label any other proposed drainage improvements such as catch basins, headwalls, rock and mortar or concrete drainage ditches, drainage detention areas, etc.
- d) Show the location and label any proposed off-site drainage improvements which are made necessary by the construction of the proposed subdivision.

Section 3 – Utilities Information

- a) Show location of existing wells, springs, or other natural sources of water supply within the subdivision and within fifty (50) feet of the boundaries of the subdivision.
- b) For all existing and proposed electrical, telephone, water gas and other utility easements, show size, location, name of major easements and outline of easements in and within fifteen (15) feet of the subdivision.
- c) For all existing and proposed sanitary sewers and sewer easements, show sizes, locations, outline of easements, manholes and invert elevations in and adjacent to the site.
- d) If sanitary sewers are not available on or adjacent to the site, but are required by the local government, state the nearest location and size of lines of nearest sanitary sewer.
- e) If a sewage treatment plant of any type is to be constructed on and/or to serve the subdivision, state whether the plant will be public or private. If the plat is to be publicly owned, operated and

maintained, add a statement concerning the method of operation and maintenance of the plant, which may be a statement of the book and page number where the documents are recorded.

- f) Show the location and file number of existing sanitary sewer lines on or adjacent to the site. If public sanitary sewers are available to all lots by gravity flow note: "Public sanitary sewers are available by gravity flow". If available sanitary sewers are maintained by the Hamilton County Water and Wastewater Treatment Authority (HCWWTA) note: "Public sanitary sewers available by HCWWTA".
- g) Contour line or limit of 100-year and/or Floodway District (Valley Zone), each labeled, if applicable.
- h) Municipal, county, state boundaries, water courses, railroads, etc., on and adjacent to the subdivision.
- i) The boundaries of all property (including access to said property) which is to be dedicated for public use, with the purpose indicated thereon.
- j) The boundaries of all property (including access to said property) which is to be reserved by deed restrictions or property owners in the subdivision, e.g. "community lot". Show the ROHC book and page numbers on the plat for all appropriate recorded documents.

Section 4 – Statements to be Included on the Plat

- a) Present zoning of tract
- b) Local Government does not certify that utilities or utility connections are available.
- c) Plat labeled, "Final Plat"
- d) Number of acres subdivided
- e) Certification of Ownership and Dedication of Rights-of-Way
 - a. "I hereby adopt this as my plan of subdivision and certify that the rights-of-way are dedicated to the public use forever. I also certify that there are no encumbrances on the property to be dedicated and that I am owner of the property shown in fee simple".
 - b. Dedication of Land, if applicable: Add to the above: ". . . and dedicate the lots so specified on the plat to (governmental jurisdiction)"
- f) "The owner/developer is to install all drainage structures and improved easements as shown. The maintenance of drainage easements is the responsibility of the property owner and not the local government".
- g) Special Setbacks, if applicable: "There is a minimum 25 ft. field line setback from all drainage easements shown". "There is a minimum 25 ft. field line and building setback from all sink hole(s) shown".
- h) Engineer's Statement of Design on plat and the first sheet sewer profiles (if applicable). "I hereby certify that I have (reviewed or designed) all new drainage structures with stormwater flows in excess of the capacity of a 42" diameter concrete pipe or equivalent and all sanitary sewers as shown on this plat and that the design meets proper engineering criteria". _____ (Signature) _____
- i) Certification of Survey: "I hereby certify that I have surveyed the property shown hereon; that this survey is correct to the best of my knowledge and belief and that the ratio of precision of the unadjusted survey is 1 per _____ as shown hereon". _____ (Signature of Surveyor) _____
- j) If Community Lot(s) are shown, note the following: "No building permit is to be issued for a residential, commercial or industrial building on the Community Lot. The Community Lot is to be used for recreational purposes only. The maintenance of the Community Lot is to be assumed by

the developer until the lot is deeded to the homeowners in the subdivision, or to a homeowners association”.

- k) “This plat resubdivides deeds _____ R.O.H.C.”
- l) “This subdivision has been developed according to the design standards of the Subdivision Regulations of the Town of Signal Mountain”.
- m) Special notations and information, if required.
- n) Show the Honeycutt Tax Map Number of Numbers of the site.
- o) When a plat shows future or dedicated right-of-way for the future extension of cul-de-sac add the following note: “Approval of this plat does not imply that the Town of Signal Mountain nor Hamilton County will approve any subsequent development using roads, rights-of-way, or easements shown on this plat”
- p) Per Section 13-3-412 of the Tennessee Code Annotated (TCA) when any new subdivision development is located in whole or in part within one thousand (1000) feet of any portion of the outside boundary of any land on which is located a sport shooting range that was established, as determined by Section 13-3-412 of the Tennessee Code Annotated, by clear and convincing evidence, constructed or operated prior to the development of the subdivision, add the following notice: “Sport Shooting Range Area” This property is located in the vicinity of an established sport shooting range. It can be anticipated that customary uses and activities at this shooting range will be conducted now and in the future. The use and enjoyment of this property is expressly conditioned on acceptance of any annoyance or inconvenience that may result from these uses and activities.”
- q) Show the boundaries, acreage and proposed ownership of all Conservation Land areas and Common Lands and Facilities. For each contiguous parcel of Conservation Land or Common Land note the following: “No building permit is to be issued for a residential, commercial, or industrial building on the that shall exist for recreational purposes only. Maintenance shall be assumed by the developer until lot is deeded to homeowners in the subdivision, or to a homeowners association.”
- r) For lots where public sewer or water systems are not available, the following shall be shown:
 - a. Areas to be used for sewage disposal including acceptable data to show that the site can be served effectively by a septic system.
 - b. Water wells (existing and proposed).
- s) The following notations shall appear on the Final Plat:
 - a. Explanation of all easements for drainage access etc. See
 - b. Section 4-108 (Reservations and Easements and Access.)
 - c. Explanation of reservations. See Subsection 4-108.6 (Responsibility for Ownership of Reservations).
 - d. For subdivisions that will include Conservation Lands include the following: “All contiguous parcels shown as Conservation Land on this plat shall not be further subdivided or developed.”
 - e. For conservation subdivisions include the following: “This is a conservation subdivision. All setbacks, minimum lot sizes, street frontage, and maximum lot coverage are governed by the Town of Signal Mountain Zoning Ordinance regulations for Conservation Subdivisions.”
- t) The form for endorsement for Planning Commission approval of the Preliminary Plat shall read as follows:

The Town of Signal Mountain approved this Preliminary Plat, with exceptions or conditions, as indicated in the minutes of the commission on _____ (Date).

No grading or construction shall take place until Construction Plans and a Development Agreement, as required by the Subdivision Regulations, is approved.

Section 5 – Statements to be Included on the plat for Major Subdivisions located within the Water Quality Program Area

- a) Water Quality Easements and other drainage related facilities installed by the developer cannot be filled, altered, or changed in any way without permission from the Hamilton County Water Quality Program.
- b) The owners of all lots are responsible to maintain Water Quality Easements to the standards of the Hamilton County Water Quality Program Rules and Regulations. The Government of Hamilton County is not responsible to construct or maintain Water Quality Easements or any drainage related facilities.
- c) The Hamilton County Water Quality Program reserves the right at any time to access Water Quality Easements to inspect areas and facilities.

Section 6 – House Locations and Building Setback Lines

- a) Suggested house locations and building setback lines may be required by the Hamilton County Groundwater Protection and should then be shown on the plat. The actual house location may, however, deviate from the area shown on the plat if the location is approved by the Hamilton County Groundwater Protection.
- b) If suggested house locations are shown on the plat, a note should be added to the plat showing the symbol for the house location, and wording similar to the following: “House should not be greater than _____ feet from its closest side lot line as shown (see plat for exceptions, if applicable).” and/or “Building setbacks and suggested house locations may be changed with written permission of the Hamilton County Groundwater Protection”.

Section 7 – Additional Information Required

- a) A letter from the Division of Water Quality Control, Tennessee Department of Public Health, approving the design of the extension of water lines, if applicable.
- b) A letter from a Division of Sanitary Engineering, Tennessee Department of Public Health, approving the design of the sewer lines, if applicable. NOTE: This letter must be preceded by a letter from the Division of Water Quality Control, Tennessee Department of Public Health, approving the site for the location of the sewage treatment facility and establishing effluent limits for the discharge.
- c) Documents pertaining to the operation and maintenance of privately owned sewage treatment facilities, if applicable.
- d) The surveyor shall submit closure data on the boundary of the property being subdivided to the Hamilton County GIS Department.